

**AGENDA**  
**SCRUTINY BOARD**

**Date:** Thursday, 15 September 2016

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors B Bayford

S Cunningham

M J Ford, JP

L Keeble

A Mandry

Ms S Pankhurst

C J Wood

**Deputies:** Mrs M Brady

Mrs L E Clubley

F Birkett

Mrs T L Ellis

J E Butts

Mrs C Heneghan

R H Price, JP



**1. Apologies for Absence**

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

To confirm as a correct record the minutes of the Scrutiny Board meeting held on 23 June 2016.

**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. Review of the Board's Work Programme (Pages 5 - 14)**

To consider a report by the Director of Finance and Resources which invites members to review the Board's work programme for 2016/17.

**7. Minutes of Meetings of Policy Development and Review Panels**

To receive the minutes of the Policy Development and Review Panels held since 1 May 2016.

**(1) Minutes of meeting Tuesday, 17 May 2016 of Planning and Development Policy Development and Review Panel (Pages 15 - 18)**

**(2) Minutes of meeting Tuesday, 19 July 2016 of Planning and Development Policy Development and Review Panel (Pages 19 - 22)**

**(3) Minutes of meeting Tuesday, 24 May 2016 of Public Protection Policy Development and Review Panel (Pages 23 - 26)**

**(4) Minutes of meeting Tuesday, 26 July 2016 of Public Protection Policy Development and Review Panel (Pages 27 - 30)**

**(5) Minutes of meeting Thursday, 26 May 2016 of Health and Housing Policy Development and Review Panel (Pages 31 - 34)**

**(6) Minutes of meeting Thursday, 21 July 2016 of Health and Housing Policy Development and Review Panel (Pages 35 - 38)**

**(7) Minutes of meeting Wednesday, 1 June 2016 of Leisure and Community Policy Development and Review Panel (Pages 39 - 42)**

**(8) Minutes of meeting Wednesday, 27 July 2016 of Leisure and Community Policy Development and Review Panel (Pages 43 - 46)**

**(9) Minutes of meeting Thursday, 9 June 2016 of Streetscene Policy Development and Review Panel (Pages 47 - 50)**

**(10) Minutes of meeting Thursday, 14 July 2016 of Streetscene Policy Development and Review Panel (Pages 51 - 54)**

**8. Executive Business**

If requested by a member, to consider any item of business dealt with by the Executive, since the last meeting of the Board. The relevant Executive meetings are 11 July 2016 and 5 September 2016. (This will also include any decisions taken by individual Executive members during the same time period.)

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
6 September 2016

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



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Scrutiny Board

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

**Date:** Thursday, 23 June 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

**Councillors:** B Bayford, S Cunningham, M J Ford, JP, L Keeble, A Mandry,  
Ms S Pankhurst and Mrs C Heneghan (deputising for C J Wood)

**Also Present:** Councillor Mrs K K Trott (Item 6)



**1. APOLOGIES FOR ABSENCE**

An apology of absence was received from Councillor C J Wood.

**2. MINUTES**

It was AGREED that the minutes of the Scrutiny Board meeting held on 19 May 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. PRESENTATION BY, AND QUESTIONING OF, THE EXECUTIVE MEMBER FOR HEALTH AND HOUSING**

The Board received a presentation by Councillor Mrs K Mandry, Executive Member for Health and Housing, on the areas of responsibility that fall within the Health and Housing Portfolio remit.

The presentation gave an overview of the areas of service within the portfolio, providing details on how the service was performing, any achievements made and the key priorities for the future. These services included:

- Health Services
- Tenancy Services
- Responsive Repairs
- Housing Options
- Private Sector Housing
- New Developments

At the invitation of the Chairman, Councillor Mrs Trott addressed the Board on this item and raised the issue of homelessness, and enquired how the Council are looking to handle this in the future. The Head of Housing, Revenue and Benefits addressed the Board and explained the challenges that they face in trying to tackle this issue, with the biggest challenge being that a large number of people who are homeless are choosing to sleep rough and do not want the help of the Council as there is an expectation that by accepting support they will agree to taking help to combat drug/alcohol/mental health issues and they are not ready for this. She also informed the Board that the Homelessness Strategy will be reviewed next year and time will be given to looking into the issue of homelessness and how it can be tackled.

Councillor Mrs Mandry further addressed the Board and offered all new members the opportunity to have a visit to the newly completed Collingwood Court.

It was AGREED that Councillor Mrs K Mandry, Executive Member for Health and Housing be thanked for her informative presentation.

## **7. MINUTES OF MEETINGS OF POLICY DEVELOPMENT AND REVIEW PANELS**

The Board was asked to receive the minutes of the meetings of the Policy Development and Review Panels held since 1 March 2016.

### **(1) Minutes of Meeting Tuesday, 1 March 2016 of Planning and Development Policy Development and Review Panel**

The Chairman of the Planning and Development Policy Development and Review Panel, Councillor A Mandry was invited to present the minutes of the meeting held on 1 March 2016.

It was AGREED the minutes be received.

### **(2) Minutes of Meeting Thursday, 3 March 2016 of Streetscene Policy Development and Review Panel**

The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 3 March 2016.

He informed the Board that at the next meeting of the Panel there will be a Member's Open Forum, this is an opportunity for any member to ask questions of the Streetscene Officers on any Streetscene related topic. All questions must be submitted to the Committee Officer 5 clear working days prior to the meeting.

It was AGREED the minutes be received.

### **(3) Minutes of Meeting Thursday, 8 March 2016 of Public Protection Policy Development and Review Panel**

The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 8 March 2016.

Councillor Bayford asked for clarification as to where the two Air Quality Monitoring Areas were within the Borough, and was informed by the Director of Planning and Regulation that they were in Hartlands Road and Gosport Road.

Councillor Ford also referred to the same minute item from the previous minutes but in relation to the Panel's question on how many Hybrid cars there were currently within the Borough. He informed the Board that as of March 2016 there were 17 Hybrid Cars within the Borough.

It was AGREED the minutes be received.

## **8. REVIEW OF THE BOARD'S WORK PROGRAMME**

The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.

Councillor Ms Pankhurst requested that the unallocated report on Universal Credit be added on to the work programme. The Head of Housing Revenue and Benefits informed the Board that a report on this will going to the Health and Housing Panel, but at present does not feel that it needs to come before the Scrutiny Board yet as it is still in the early stages and is only being applied for a very small number of people, it is anticipated that it will be another 5 years until it is fully rolled out across the Borough. It was agreed therefore to leave the item as unallocated until such time that there is more information to report to the Board.

It was AGREED that the work programme for 2016/17 be approved.

## **9. 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.

Councillor Cunningham referred to the report on Local Governance in Hampshire which was presented to the Executive on 6 June 2016. He enquired as to whether all members will be briefed on details of this and the devolution bid.

It was AGREED that the Director of Finance and Resources ensured that the Chief Executives recent "E-bulletin" which outlined outlining the progress on the Devolution Bid and the Local Governance in Hampshire review be circulated to all members.

(The meeting started at 6.00 pm  
and ended at 6.40 pm).

# FAREHAM

## BOROUGH COUNCIL

### Report to Scrutiny Board

**Date**                    **15 September 2016**

**Report of:**            **Director of Finance and Resources**

**Subject:**              **REVIEW OF WORK PROGRAMME 2016/17**

#### **SUMMARY**

Items for the draft work programme of the Board for the year were agreed by the Board at its meeting on 17 March 2016 and endorsed by the Council at its meeting on 28 April 2016. The Board reviewed the work programme at its last meeting on 23 June 2016.

#### **RECOMMENDATION**

The Board is now invited to further review the work programme for 2016/17.

## **INTRODUCTION**

1. At the meeting of the Board on 17 March 2016, members agreed items for the draft work programme of the Board for the current year, 2016/17. The work programme was subsequently confirmed by the Council at its meeting on 28 April 2016 and reviewed at the last meeting of the Board on 23 June 2016. The Board's work programme is set out in Appendix A to this report.
2. The progress on actions since the last meeting of the Board is attached at Appendix B for information.

## **REVISIONS TO THE WORK PROGRAMME**

3. Members are asked to note the following revisions to the work programme:
  - (i). The report titled 'Review of the Medium Term Finance Strategy' has been moved from this meeting to the 24 November 2016 meeting; and
  - (ii). The report titled 'Review of Corporate Strategy & Corporate Priorities' has been moved from this meeting to the 12 January 2017 meeting.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

5. The Board is now invited to further review its work programme for 2016/17.

### **Background Papers:**

### **Reference Papers:**

### **Enquiries:**

For further information on this report please contact Andrew Wannell. (Ext 4620)

## SCRUTINY BOARD – DRAFT WORK PROGRAMME 2016/17

DATE	SCRUTINY BOARD ITEM
19 May 2016	Review of Work Programme 2016/17  Presentation from Head of Project Integra  Receive minutes of meetings of Policy Development and Review Panels
23 June 2016	Review of Work Programme 2016/17  Presentation by, and questioning of, the Executive Member for Health and Housing  Receive minutes of meetings of Policy Development and Review Panels
15 September 2016	Review of Work Programme 2016/17  Receive minutes of meetings of Policy Development and Review Panels
24 November 2016	Review of Work Programme 2016/17  Presentation by, and questioning of, the Executive Member for Leisure and Community  Review of the Medium Term Finance Strategy  Receive the minutes of meetings of Policy Development and Review Panels
12 January 2017	Preliminary overall review of work programme 2016/17 and draft 2017/18  Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2017/18  Review of Corporate Strategy and Corporate Priorities  Housing Revenue Account Budget and Capital Plans 2017/18  Receive minutes of meetings of Policy Development and Review Panels
16 March 2017	Final review of work programme 2016/17 and draft work programme 2017/18  Presentation by, and questioning of, the Executive Member for Planning and Development  Receive minutes of meetings of Policy Development and

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)

**SCRUTINY BOARD WORK PROGRAMME - PROGRESS SINCE LAST MEETING****APPENDIX B**

<b>Date of Meeting</b>	<b>Subject</b>	<b>Type of Item</b>	<b>Action by Board</b>	<b>Outcome</b>	<b>Link Officer</b>
23 June 2016	Presentation by, and Questioning of, the Executive Member for Health and Housing	Scrutiny	<p>The Board received a presentation by Councillor Mrs K Mandry, Executive Member for Health and Housing, on the areas of responsibility that fall within the Health and Housing Portfolio remit.</p> <p>The presentation gave an overview of the areas of service within the portfolio, providing details on how the service was performing, any achievements made and the key priorities for the future. These services included:</p> <ul style="list-style-type: none"><li>• Health Services</li><li>• Tenancy Services</li><li>• Responsive Repairs</li><li>• Housing Options</li><li>• Private Sector Housing</li><li>• New Developments</li></ul> <p>At the invitation of the Chairman, Councillor Mrs Trott addressed the Board on this item and raised the issue of homelessness, and enquired how the Council are looking to handle this in the future. The Head of Housing, Revenue and Benefits addressed the Board and explained the challenges that they face in trying to tackle this issue, with the biggest</p>		

			<p>challenge being that a large number of people who are homeless are choosing to sleep rough and do not want the help of the Council as there is an expectation that by accepting support they will agree to taking help to combat drug/alcohol/mental health issues and they are not ready for this. She also informed the Board that the Homelessness Strategy will be reviewed next year and time will be given to looking into the issue of homelessness and how it can be tackled.</p> <p>Councillor Mrs Mandry further addressed the Board and offered all new members the opportunity to have a visit to the newly completed Collingwood Court.</p> <p>It was AGREED that Councillor Mrs K Mandry, Executive Member for Health and Housing be thanked for her informative presentation.</p>	Complete	Paul Doran
	Minutes of Meetings of Policy Development and Review Panels	Scrutiny	<p>The Board was asked to receive the minutes of the meetings of the Policy Development and Review Panels held since 1 March 2016.</p> <p><b>(1) Minutes of Meeting Tuesday, 1 March 2016 of Planning and Development Policy Development and Review Panel</b></p> <p>The Chairman of the Planning and Development Policy Development and</p>	Complete	Andrew Wannell



			<p>present the minutes of the meeting held on 8 March 2016.</p> <p>Councillor Bayford asked for clarification as to where the two Air Quality Monitoring Areas were within the Borough, and was informed by the Director of Planning and Regulation that they were in Hartlands Road and Gosport Road.</p> <p>Councillor Ford also referred to the same minute item from the previous minutes but in relation to the Panel's question on how many Hybrid cars there were currently within the Borough. He informed the Board that as of March 2016 there were 17 Hybrid Cars within the Borough.</p> <p>It was AGREED the minutes be received.</p>	Complete	
	Review of the Board's Work Programme	Review	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.</p> <p>Councillor Ms Pankhurst requested that the unallocated report on Universal Credit be added on to the work programme. The Head of Housing Revenue and Benefits informed the Board that a report on this will be going to the Health and Housing Panel, but at present does not feel that it needs to come before the Scrutiny Board yet as it is still in the early stages and is only being applied for a very small number of people, it is anticipated that it</p>		Andrew Wannell

			<p>will be another 5 years until it is fully rolled out across the Borough. It was agreed therefore to leave the item as unallocated until such time that there is more information to report to the Board.</p> <p>It was AGREED that the work programme for 2016/17 be approved.</p>	Complete	
	Executive Business	Review	<p>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.</p> <p>Councillor Cunningham referred to the report on Local Governance in Hampshire which was presented to the Executive on 6 June 2016. He enquired as to whether all members will be briefed on details of this and the devolution bid.</p> <p>It was AGREED that the Director of Finance and Resources ensured that the Chief Executives recent "E-bulletin" which outlined the progress on the Devolution Bid and the Local Governance in Hampshire review be circulated to all members.</p>	<p>A copy of the E-Bulletin containing information regarding the Local Governance in Hampshire was distributed to all members via email.</p>	Andrew Wannell



# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 17 May 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

**Councillors:** K A Barton, S Cunningham, G Fazackarley, N J Walker and  
C J Wood

**Also Present:** Councillor K D Evans



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of Planning and Development Policy Development and Review Panel held on the 01 March 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed the Panel that item 7 had been withdrawn from agenda and the work programme.

**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. INDUCTION TO PORTFOLIO SERVICES - PRESENTATION**

The Panel received a presentation from the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration on an Induction to the Planning and Development Portfolio Services.

The presentation gave an overview of the services within the Planning and Development Portfolio, highlighting key areas within those services to the Panel, which included;

- Planning Strategy – outlined the key objectives to maintain up to date policies through the Local Plan Review ensuring the Council can plan for new housing, employment and business needs.
- Regeneration - currently focussing on the Fareham Town and Portchester District Visions, with drafts for both of these intended to be taken to the Executive in Autumn 2016 September.
- Parking Strategy/Transport Liaison – including the work to develop the parking strategy, local policy and parking charges, together with liaison work with relevant bodies on local strategic transport issues.
- Welborne Delivery – outlined the Vision for Welborne set out in the Local Plan and the key components of the Council's Welborne Delivery Strategy going forward.
- Tree Services – provided an overview of service delivery including the role of the Tree Strategy.
- Conservation Services – outlined the role of character area assessments and Article 4 directions progressed for conservation

areas, along with work in relation to the scheduling of statutorily and locally listed buildings.

- Coastal Management – services provided through the Eastern Solent Coastal Partnership including the key priorities over the next 18 months.
- Building Control – services provided through the Building Control Partnership (BCP) which currently includes Fareham, Gosport Borough and Portsmouth City Councils and key priorities going forward.

At the request of Members, the Chairman asked the Director of Planning and Regulation to circulate more information on the details of the Portchester to River Hamble Coastal Management Strategy to Panel Members.

It was AGREED that the Director of Planning and Regulation and the Head of Planning Strategy and Regeneration be thanked for a very informative presentation.

## **7. CONSERVATION SERVICES - PRESENTATION**

At the agreement of the Chairman, this item was withdrawn from the agenda and the work programme.

## **8. PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and Regulation which reviewed the work programme for 2016/17.

The Chairman requested that an update be provided to the Panel by officers detailing the progress of the Tree Warden Scheme in advance of the Panel meeting on 28 February 2017, when the Panel is scheduled to receive a report on Performance Review: Tree Service and Strategy Action Plan.

It was AGREED that, subject to an update on the Tree Warden Scheme being brought forward, the Panel:-

- (a) noted the proposed work programme for 2016/17;
- (b) reviewed the outcomes from the matters considered at the last panel meeting on the 01 March 2016; and
- (c) noted the Planning and development executive Work Programme for 2016/17.

(The meeting started at 6.00 pm  
and ended at 7.29 pm).



# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 19 July 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

**Councillors:** K A Barton, S Cunningham, G Fazackarley, C J Wood and  
N J Walker

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of Planning and Development Policy Development and Review Panel held on the 17 May 2016 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. LOCAL DEVELOPMENT SCHEME**

The Panel considered a report by the Director of Planning and Regulation on a review of the Local Development Scheme which sets out a work programme for timetabling the Fareham Borough Council Local Plan Review.

Members raised concerns with regards to the wording in table 1 on page 18 and appendix 2 on page 26 of the report which gives dates for the timetable as winter, summer and autumn and requested that more clarity be provided.

It was AGREED that the Panel,

(a) subject to the amendments being made to add clarity to the dates in the tables on pages 18 and 26 of the report, support the timetables as set out in the Local Plan Review; and

(b) approve the Director of Planning and Regulation to make any necessary minor changes to the Local Development Scheme, prior to the document being considered by the Executive in September 2016.

**7. PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and Regulation which reviewed the Work Programme for 2016/17.

The Director of Planning and Regulation asked members to note that, the Annual Monitoring Report in Appendix A and C of the report should in fact read Authority Monitoring Report.

It was AGREED that, subject to the Annual Monitoring Report in Appendix A and C being amended to the Authority Monitoring Report, the Panel note the Work Programme for 2016/17.

(The meeting started at 6.00 pm  
and ended at 6.15 pm).



# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 24 May 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Mrs T L Ellis (Chairman)

(Vice-Chairman)

**Councillors:** K A Barton, F Birkett, Mrs P M Bryant and Mrs K K Trott

**Also Present:** Councillor T M Cartwright, MBE, Executive Member for Public Protection (Item 7)



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor M J Ford, JP and J M Englefield.

## **2. MINUTES**

It was AGREED that the minutes of the Public Protection Policy Development and Review Panel held on 8 March 2016 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. INTRODUCTION TO PUBLIC PROTECTION PORTFOLIO SERVICES**

The Panel received a presentation from the Head of Environmental Health and the Head of Parking and Enforcement, on an Introduction to the Public Protection Portfolio.

The Head of Environmental Health gave an overview of the Services which fall into his remit which included:

- Air Quality
- Contaminated Land
- Pollution
- Dog Control
- Pest Control
- Food Safety
- Out of Hours Service
- Community Safety
- Safeguarding
- Prevent
- Corporate Health and Safety

The Head of Parking and Enforcement then gave an overview of the Services which fall into his remit which included:

- CCTV
- Parking Enforcement
- Traffic Management
- Emergency Planning

- General Out of Hours
- General Enforcement
- Abandoned Vehicles
- Fly Tipping
- Illegal Encampments

The Head of Parking and Enforcement informed the Panel that he would be happy to arrange a visit to the CCTV Control Room for any members who would be interested in visiting it.

It was AGREED that the Head of Environmental Health and the Head of Parking and Enforcement be thanked for their informative presentation.

## **7. POLICE CRIME PANEL UPDATE**

The Panel received a presentation from Councillor Cartwright, the Executive Member for Public Protection, on the Hampshire Police and Crime Panel.

The presentation gave an update on; the new Police and Crime Commissioner; the Police and Crime Plan; the main responsibilities of the Police and Crime Panel, the working group that has been tasked with proactive scrutiny and the Hampshire and Isle of Wight Community Safety Alliance.

It was AGREED that Councillor Cartwright, the Executive Member for Public Protection be thanked for his informative presentation.

## **8. ANNUAL UPDATE OF FAREHAM & GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP**

The Panel considered a report by the Head of Environmental Health which provided an update of the progress made on the Fareham & Gosport Environmental Health Partnership.

Members noted that one of the biggest challenges still facing the Partnership is trying to align the fees and charges between the two authorities. The Head of Environmental Health informed the Panel that at the next meeting of the Partnership this issue was going to be discussed.

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

## **9. PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and Regulation which reviewed the Panel's work programme for 2016/17.

The Director of Planning and Regulation addressed members and explained that any member could put forward suggestions for items they would like the Panel to look at throughout the year.

It was AGREED that the work programme for 2016/17 be agreed.

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

# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 26 July 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor M J Ford, JP (Chairman)

Councillor Mrs T L Ellis (Vice-Chairman)

**Councillors:** K A Barton, F Birkett, Mrs P M Bryant, J M Englefield and  
Mrs K K Trott

**Also Present:** Councillor T M Cartwright, MBE, Executive Member for Public  
Protection (Item 6)



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the Public Protection Policy Development and Review Panel held on 24 May 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman passed on his thanks to the Vice-Chairman Councillor Mrs Ellis for chairing the previous meeting in his absence.

**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. POLICE CRIME PANEL UPDATE**

The Panel received a verbal update from Councillor Cartwright, the Executive Member for Public Protection, on the Hampshire Police and Crime Panel.

He informed the Panel that in regards to the new Police and Crime Commissioner it is still early days and he is still adjusting to the position. As a result there is still no new Crime Plan, but the Police and Crime Panel is keen for this to be actioned as a priority.

He also informed the Panel that it is the Police and Crime Panel's responsibility to scrutinise the new Commissioner and assess how effectively he is working, and that the hope is that they develop a close working relationship with him. A couple of areas that the Panel are keen to scrutinise are making financial matters more transparent, and the issue of domestic abuse.

It was reported that due to a recent Police restructure it is proposed that Fareham and Gosport Police will be amalgamated into one service.

Councillor Cartwright concluded his verbal update by informing the Panel that he had met with the Council's Estates Team who had confirmed that the Police Safer Neighbourhood team will be moving into the Civic Offices between December 2016 and April 2017.

The Executive Member for Public Protection was thanked for this verbal update.

## **7. ANNUAL REPORT ON FAREHAM PARKING ENFORCEMENT SERVICE**

The Panel considered a report by the Director of Operations which provided the Panel with an update on the last twelve months operation of the Fareham Parking Enforcement Service.

*(Councillor Mrs P M Bryant left the meeting during this item.)*

The Head of Parking Enforcement gave the Panel a briefing presentation which focused on the key points contained in the report including:

- An overview of the service
- On/Off Street Enforcement
- Challenges to Penalty Charge Notices (PCNs) & the reasons why they had been accepted
- PCNs paid by financial year
- PCN challenges by financial year
- On-Street Enforcement Budget & Expenditure for 2015/16
- Off-Street Enforcement Budget & Expenditure for 2015/16
- PCNs served for Off Street parking
- PCNs served for On Street parking
- PCNs by ward and hotspots

The Panel enquired as to whether there is a 'vision' for Parking Enforcement for the future, and if so what it contained. The Head of Parking and Enforcement confirmed that a key area of future work on Parking Enforcement will be to look at how visitors to our car parks could pay for their parking utilising new systems.

It was AGEED that the Panel:-

- (a) note the content of the report; and
- (b) thank the Head of Parking and Enforcement for his informative presentation.

## **8. PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME**

The Panel considered a report from the Director of Planning & Regulation which reviewed the Panel's Work Programme for 2016/17.

The Director of Planning and Regulation drew the Panel's attention to paragraph 4 of the report which outlined the proposed cancellation of the 13 September 2016 meeting.

It was AGREED that the Panel:-

- (a) confirm the programme of items, as set out in Appendix A of the report;

- (b) note the progress on actions since the last meeting, as set out in Appendix B of the report; and
- (c) note the Public Protection Executive Portfolio Work Programme for 2016/17, as set out in Appendix C of the report.

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

# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Thursday, 26 May 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

F Birkett (Chairman)

(Vice-Chairman)

**Councillors:** Mrs M Brady, Mrs C Heneghan, S D Martin, Ms S Pankhurst  
and D L Steadman

**Also Present:** Mrs K K Trott



## **1. APOLOGIES FOR ABSENCE**

An apology of absence was received from Councillor B Bayford.

## **2. MINUTES**

It was AGREED that the minutes of the Health and Housing Policy Development and Review Panel held on the 10 March 2016 be confirmed and signed as a correct record.

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

The Chairman welcomed the newly appointed members to the Panel.

At the invitation of the Chairman, Councillor Mrs K K Trott addressed the Panel to give an update on a conference that she recently attended on the Future of Social Housing.

Councillor Mrs K K Trott advised that the conference was very informative, the main thing she gained was assurance that the Council does a very good job for its residents, with the best practises already implemented within the service currently provided by the Housing Team.

## **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. PRESENTATION - ACHIEVEMENTS, PRIORITIES AND CHALLENGES**

The Panel received a presentation from the Director of Operations on the Achievements, Priorities and Challenges for the Panel. The Presentation gave an overview of the Health and Housing Portfolio Services which included –

- The Role of the Panel for Health – to influence local health issues and the information given at every meeting by the Chairman under the Health Updates item on the agenda.
- The Role of the Panel for Housing – reviewing performance, policies recommendations to Executive and the Offices that provide reports to the Panel relating to:-
  - Council Housing – the role of the Tenancy Services team in managing our housing stock and the role of the Responsive Repairs Team in maintaining it.
  - Housing Options – the team responsible for allocations to social housing, the waiting list, homelessness and advice.
  - Private Sector Housing – the team carry out a range of activities for non-council owned properties, including providing facilities to

- enable disabled residents to stay in their home and bringing empty homes back into circulation.
- New Development – working alongside Planning and Development colleagues to deliver new affordable housing in the Borough.
- Key Challenges Ahead – how the Panel will be informed of ways the Service is managing challenges through reports brought to future meetings.

Councillor Mrs M Brady left the room during this item.

It was AGREED that the Director of Operations be thanked for a very informative presentation.

## **7. HEALTH UPDATE**

Councillor Mrs M Brady returned to the room at the start of this item.

In the absence of Chairman Councillor B Bayford, the Director of Operations addressed the Panel on this item.

The Director of Operations updated the Panel with details of two meetings that the Panel Chairman, Councillor B Bayford, and he had attended: - The Hampshire and Isle of Wight Sustainability and Transformation Plan and the Fareham Better Local Care. He explained that both groups had similar concerns, with the emphasis being on improving services for the patient, the challenges faced across the county to manage the large deficit from central government funding and the importance of all the bodies working together going forward.

It was AGREED that the Director of Operations be thanked for the update.

## **8. ANNUAL REVIEW OF DISCRETIONARY HOUSING PAYMENTS**

The Panel received a report by The Head of Housing, Revenues & Benefits on an annual review of the Council's Discretionary Housing Payments Scheme.

The Head of Housing, Revenues & Benefits gave a detailed overview of the report which outlined to the Panel what the Discretionary Housing Payments Scheme is; who benefits from the payments and how the Benefits team work to allocate the payments through a thorough application process.

It was AGREED that members note the contents of the report.

## **9. AFFORDABLE HOUSING PROGRAMME UPDATE**

The Panel received a verbal update from The Head of Housing, Revenues and Benefits on the Affordable Housing Programme, giving a presentation to show new Panel Members the completed, ongoing and future schemes being developed by the Council.

The Head of Housing, Revenues and Benefits was thanked for her verbal update.

**10. REVIEW OF THE WORK PROGRAMME 2016/17**

The Panel considered a report by the Director of Operations on a review of the current work programme 2016/17.

It was AGREED that the proposed work programme for 2016/17 be approved.

(The meeting started at 6.00 pm  
and ended at 7.14 pm).

# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Thursday, 21 July 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillors:** B Bayford (Chairman)

F Birkett (Vice-Chairman)

**Councillors:** Mrs M Brady, Mrs C Heneghan, S D Martin, Ms S Pankhurst  
and D L Steadman

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. MINUTES**

It was AGREED that the minutes of the Health and Housing Policy Development and Review Panel held on 26 May 2016 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 presentation from the Chairman to give new members an overview of the role of the Panel with regards to Health within the Borough.

The presentation outlined the NHS Services available to residents, which include:

- Fareham & Gosport Clinical Commissioning Group
- Portsmouth Hospitals NHS Trust
- University Hospital Southampton NHS Foundation Trust
- Southern Health NHS Foundation Trust
- Care UK & St Mary's Treatment Centre
- South Central Ambulance NHS Foundation Trust
- NHS England (South)

The Chairman also highlighted areas of concern, with members again voicing unease at the on-going management co-operation issues with the Fareham Community Hospital. The Chairman echoed this anxiety, re-assuring the Panel that the Task Group set up by Suella Fernandes MP is making good progress and undertaking to update members at future meetings on any developments.

It was AGREED that the Chairman be thanked for his presentation.

## **7. ANNUAL REVIEW OF THE HOMELESSNESS STRATEGY**

The Panel received a brief presentation by the Senior Housing Officer (Options) and considered a report by the Director of Operations on the Annual Review of the Homelessness Strategy 2014-17.

The report and presentation gave details about the objectives within the Strategy and the progress being made. It also highlighted how the Vanguard intervention has changed the way that some areas of the service are being delivered and how this has affected the progress of some objectives.

Members enquired about the use of private landlords and raised concerns about the costs involved. The Senior Housing Officer (Options) advised the Panel that they have a good network of landlords that they work with closely so that fees and charges for tenants can be re-negotiated where necessary.

The Panel asked whether there are any empty properties across the Borough that could be re-invigorated for use. The Head of Housing, Revenues & Benefits reported that this option is explored where properties are in areas that will meet customers' needs.

It was AGREED:-

- a) that the Senior Housing Officer (Options) be thanked for their very informative presentation; and
- b) that the Panel notes the content of the report.

## **8. SOCIAL AND AFFORDABLE HOUSING UPDATE**

The Panel received a brief verbal update from The Head of Housing, Revenues & Benefits on the Social and Affordable Housing Programme. The following updates were provided:

- Stevenson Court – which is due to be completed at the end of July and officers will shortly be working towards allocating customers into these properties.
- Sylvan Court – is on target to complete early in the New Year.

The Chairman requested that arrangements be made for Members to visit both Stevenson Court and Collingwood Court to see the success of both of these completed projects.

It was AGREED that the Head of Housing, Revenues and Benefits be thanked for the verbal update.

## **9. NEW ALLOCATIONS POLICY PRESENTATION**

The Panel received a presentation by the Head of Housing, Revenues & Benefits on the New Allocations Policy.

The presentation detailed how the outcomes from the Vanguard interventions have resulted in the need to make changes to the New Allocations Policy.

Members were notified of the proposed timetable for drafting the new policy which gives an extended period of consultation to ensure that residents have the opportunity to put forward their views on the new policy.

It was AGREED that the Head of Housing, Revenues & Benefits be thanked for their presentation.

#### **10. REVIEW OF THE WORK PROGRAMME 2016/17**

The Panel considered a report by the Director of Operations which reviewed the Panel's Work Programme for 2016/17.

The Director of Operations highlighted the revisions to the Work Programme which have been made in order to accommodate the drafting and consultation process of the New Allocations Policy and include an overview for Members of the Vanguard interventions when presenting the Council Housing Repairs & Maintenance Report.

It was AGREED that the Work Programme for 2016/17 be approved by the Panel.

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

# FAREHAM

BOROUGH COUNCIL

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

**Date:** Wednesday, 1 June 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Ms S Pankhurst (Chairman)

Councillor Mrs L E Clubley (Vice-Chairman)

**Councillors:** Mrs C L A Hockley, D L Steadman and Mrs K K Trott

**Also Present:** Councillor Miss S M Bell (Executive Member for Leisure and Community)



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors Mrs S M Bayford and M J Ford.

**2. MINUTES**

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel held on the 02 March 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**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. OVERVIEW OF LEISURE AND COMMUNITY PORTFOLIO - PRESENTATION**

The Panel received a presentation from the Head of Leisure and Environmental Service on an overview of the Leisure and Community Portfolio Services.

The Presentation highlighted the many areas that the service is responsible for, including; sports and recreation facilities, play areas and equipment, community buildings, leisure events, countryside and the foreshore. The Head of Leisure and Environmental Services also gave details to the Panel on the recent achievements and the priorities for the Leisure and Community team for 2016/17.

The Panel were also asked to note that the community grant funding scheme has recently been brought under the responsibility of the Leisure and Community Portfolio and that revenue funding is now also available for start-up projects as well as capital purchases for community groups.

The Chairman thanked Officers for a very informative presentation and asked that some of the new facilities highlighted in the presentation be added to the Members tour in September.

It was AGREED that, the Panel note the contents of the presentation.

## **7. WESTBURY MANOR RE-MODELLING - PRESENTATION**

The Panel received a presentation from The Head of Leisure and Environmental Services on the proposed re-modelling plans for Westbury Manor Museum.

The presentation highlighted to the Panel the reasons for re-modelling giving details about the background to the museum and its vision that was approved by the Executive in May 2015, which included:-

- Re-invention of Westbury manor Museum as a vibrant 'culture stop' in the high street.
- Improve programming and financial sustainability
- Reduce subsidy by 40%
- Improving access and landscaping of the gardens

The Panel were shown images giving visualization of how the re-modelling might look; with improved, interactive exhibition space, a contemporary café and an idea of how the external space may be landscaped to improve access to the gardens and front entrance.

The Panel were also informed that the Miss Winifred Nellie Cocks bequest would be used to assist with the funding of the project.

Members raised a few concerns with regards to security and the Head of Leisure and Environmental Services informed the Panel that they will be liaising with the Community Safety Team and the Police before finalising designs.

The Head of Leisure and Environmental Services asked members to note that a report will be received by the Executive on the 06 June 2016 and if approved the hope is for work to be completed in May 2017.

The Chairman asked that an update on the proposals and finalised plans be brought back to the Panel later in the year.

It was AGREED that, the Panel note the content of the presentation.

## **8. REVIEW OF WORK PROGRAMME 2016/17**

The Panel considered a report by the Director of Operations which reviews the Panels proposed Work Programme for 2016/17.

Members requested that a verbal update on the progress of the Westbury Manor Re-Modelling be brought back to the Panel at the 07 September 2016 meeting.

It was AGREED that, with the addition of an update on the Westbury Manor Re-Modelling being added to the 07 September 2016 meeting, the Panel approve the current Work Programme for 2016/17.

(The meeting started at 6.00 pm  
and ended at 7.00 pm).



# FAREHAM

BOROUGH COUNCIL

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

**Date:** Wednesday, 27 July 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Ms S Pankhurst (Chairman)

(Vice-Chairman)

**Councillors:** Mrs S M Bayford, G Fazackarley (deputising for Mrs L E Clubley), M J Ford, JP, D L Steadman and Mrs K K Trott

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors Mrs L E Clubley and Mrs C L A Hockley.

**2. MINUTES**

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel held on the 01 June 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**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. CITIZENS ADVICE BUREAU - PRESENTATION**

The Panel received a presentation by Bidy Mayo, Operations Manager and Deborah Stringfellow, Chair of Trustees on the services provided by the Citizens Advice Fareham, formerly known as the Fareham Citizens Advice Bureau.

The presentation gave a detailed overview of everything Citizens Advice Fareham does to support its clients within the Fareham area including advice with; housing, welfare, pensions, immigration and employment to name but a few.

Members were also advised on the work they have done since they last addressed the Panel in early 2015 to increase networking with the introduction of a Facebook, Twitter and a WebChat service that has recently gone live.

The Panel suggested various ways that the Citizens Advice Fareham could look to improve their outreach within the Borough such as 'advice on tour' tour buses and talks at local groups to help raise awareness of the services offered and to highlight to the public that they are a registered charity.

It was AGREED that, Bidy Mayo and Deborah Stringfellow be thanked for their informative presentation.

## **7. HOLLY HILL LEISURE CENTRE PROGRESS REPORT - PRESENTATION**

The Panel received a presentation from the Property Development Officer updating them through a series of images on the progress of the new Holly Hill Leisure Centre which is on schedule to open in September.

Members were advised that there has been a great uptake on memberships already with large numbers attending the onsite sales office to join.

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

## **8. REVIEW OF WORK PROGRAMME**

The Panel considered a report by the Head of Leisure and Environmental Services which reviewed the Work Programme for 2016/17.

The Head of Leisure and Environmental Services advised of some changes to the work programme including; moving the Open Spaces Improvements Programme to the November meeting to link in with the Cams Alders Vision presentation and also to add an item, Community Grant Awards to the September meeting to update Members on the community funding awards and the available grant budget going forward.

It was AGREED that:-

- (a) the Open Spaces Improvements Programme be moved to the November meeting,
- (b) the Community Grant Awards item be added to the September meeting;  
and
- (c) the Panel note the contents of the report.

(The meeting started at 6.00 pm  
and ended at 7.00 pm).



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

(to be confirmed at the next meeting)

**Date:** Thursday, 9 June 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor L Keeble (Chairman)

Councillor S D Martin (Vice-Chairman)

**Councillors:** J E Butts, Mrs L E Clubley, R H Price, JP and K A Barton  
(deputising for G Fazackarley)

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

An apology of absence was received from Councillor G Fazackarley.

**2. MINUTES**

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 3 March 2016 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**

In accordance with the Standing Orders and the Council's Code of Conduct, Councillor J E Butts declared a non-pecuniary interest for minute 7 – Presentation on Streetscene Services and Key Achievements – as he holds a personal pilots licence and occasionally flies from Daedalus Airfield.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. STREETSCENE POLICY AND DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Operations which reviewed the Panels' work programme for 2016/17.

The Director of Operations addressed the Panel and offered members the opportunity to put forwards suggestions for any items that they would like to put on the work programme for 2016/17.

Councillor Martin addressed the Board and enquired as to whether an item on the Future of Recycling for Hampshire, which is currently planned to go the Project Integra Strategic Board, could go the Panel with the outcomes of the decisions made by Project Integra. The Director of Operations confirmed that an update on this could be provided to the Panel but at present he is unable to advise when this could happen as he is unsure of when it will be dealt with by Project Integra.

It was AGREED that the work programme for 2016/17, as set out in Appendix A to the report, be approved.

## **7. PRESENTATION ON STREETSCENE SERVICES AND KEY ACHIEVEMENTS**

The Panel received a presentation from the Director of Operations, the Refuse Recycling and Transport Manager, the Operations Manager, and the Public and Open Spaces Manager on the Services within the Streetscene department, the key achievements made in each area over the past 12 months and the key objectives for 2016/17.

Councillor J E Butts declared a non-pecuniary interest during the discussions on this item as he holds a personal pilots licence and occasionally flies from the Daedalus Airfield, which formed part of the presentation.

The services which members received information on included; transport management, refuse and recycling collections, trade waste, fridge collections, healthcare waste, clothing and textile recycling, grounds maintenance, street cleansing, public toilets, bus shelters, cemeteries, Fareham in Bloom and parks and open spaces.

It was AGREED that the Director of Operations, the Refuse Recycling and Transport Manger, the Operations Manager and the Public and Open Spaces Manager be thanked for their informative presentation.

(The meeting started at 6.00 pm  
and ended at 7.36 pm).



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

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

**Date:** Thursday, 14 July 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor L Keeble (Chairman)

Councillor S D Martin (Vice-Chairman)

**Councillors:** J E Butts, Mrs L E Clubley, J M Englefield, R H Price, JP and  
K A Barton (deputising for G Fazackarley)

**Also Present:** Councillor Mrs S M Bayford (Item 10)



**1. APOLOGIES FOR ABSENCE**

An apology of absence was received from Councillor G Fazackarley.

**2. MINUTES**

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 9 June 2016, 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. REVIEW OF WORK PROGRAMME 2016/17**

The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2016/17.

The Director of Operations informed the Panel of an error on Appendix A of the report, the date for the October meeting should read 20 October 2016 and not 02 October 2016.

It was AGREED that, subject to the correction of the date for the October meeting, the draft work programme as set out in Appendix A of the report be approved.

**7. ANNUAL REPORT ON STREET CLEANSING SERVICE**

The Panel considered a report by the Director of Operations on an annual review of the Street Cleansing Service.

The Operations Manager informed the Panel that the Vanguard intervention is currently taking place within the department and that one of the areas that has been reviewed was the bulky waste service, where it was resolved that the service is operating extremely efficiently and there is no requirement to streamline the service further.

Councillor Price enquired as to how the trial of the free dog waste bags is going and whether there has been any review of the trial yet. The Operations Manager confirmed that the trial is still on-going and that they are currently

working with the Communications team to find ways of being able to measure the results of the trials.

Members also enquired if the trial was going to spread into other problem areas across the Borough. The Operations Manager confirmed that this was currently being discussed.

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

## **8. EXCLUSION OF 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 involved the disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A of the Act.

## **9. ANNUAL REVIEW OF TRADE WASTE SERVICE**

The Panel considered a report by the Director of Operations on an annual review of the Trade Waste Service.

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

## **10. MEMBERS OPEN FORUM**

The Chairman addressed the Panel and informed them that no written questions had been submitted for this item, he then invited any members to put forward any questions they may have for any of the Officers regarding any Streetscene related topic.

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

She enquired as to what penalties or enforcement action could be taken against people who let their dogs off their leads in areas where this is not permitted, such as Holly Hill Park. The Director of Operations addressed the Panel and informed them that unfortunately this is not the responsibility of the Streetscene department but he would pass the details to the Head of Parking and Enforcement who would contact Councillor Mrs Bayford to discuss this problem.

(The meeting started at 6.00 pm  
and ended at 7.10 pm).

