

**AGENDA**  
**SCRUTINY BOARD**

**Date:** Thursday, 22 December 2016

**Time:** 4.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors B Bayford  
M J Ford, JP  
L Keeble  
A Mandry  
Ms S Pankhurst  
C J Wood

**Deputies:** F Birkett  
Mrs M Brady  
J E Butts  
Mrs L E Clubley  
Mrs T L Ellis



**1. Apologies for Absence**

**2. Minutes (Pages 3 - 6)**

To confirm as a correct record the minutes of the Scrutiny Board meeting held on 24 November 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. Call-In of Executive Decision No. 1855: Traffic Management (Pages 7 - 22)**

A report by the Head of Democratic Services.

**7. Exclusion of Public and Press**

To consider whether it is in the public interest to exclude the public and representatives of the Press from the remainder of the meeting on the grounds that the matters to be dealt with involve the likely disclosure of exempt information, as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
14 December 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, 24 November 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 C J Wood

**Also Present:** Councillor K D Evans, Executive Member for Planning and  
Development (item 10)



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the Scrutiny Board meeting held on 15 September 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. VANGUARD UPDATE**

The Board considered a report by the Director of Finance and Resources on an update to the Vanguard Interventions that have taken place throughout the Council.

The Board enquired as to when the next phase is completed will all departments have been through an intervention. The Director of Finance and Resources confirmed that at the end of the next phase all services within a department will have had an intervention, but this will not apply to the whole department.

It was AGREED that Members:-

(a) noted the progress made with the Vanguard programme of interventions; and

(b) agreed that no comments need to be made for the Executive to consider.

**7. REVIEW OF THE MEDIUM TERM FINANCE STRATEGY**

The Board considered a report by the Director of Finance and Resources which reviewed the Council's Medium Term Finance Strategy.

The Board enquired as to whether the Spending Reserve of 5% compared with other authorities and whether it would change with changes to the economic climate. The Management and Financial Accounting Manager explained that the 5% figure is a suggested figure from CIPFA, however it is the responsibility of each authorities Section 151 Officer to determine the level

set. He explained that at present they are comfortable that the 5% level was appropriate for Fareham. In regards to changes in the economic climate, this is something that is monitored and should there be a major change then the level could be revisited.

A question was raised regarding the Housing Capital budget and why this did not feature in the report. The Director of Finance and Resources informed the Board that the Medium Term Finance Strategy is for the General Fund, and that the housing capital programme would form part of the Housing Revenue Account which is a separate to this.

It was AGREED that the Board:-

(a) note the content of the report; and

(b) agree that they have no comments on the Medium Term Finance Strategy that the Executive need to consider.

## **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.

The Director of Finance and Resources provided a verbal update to the work programme which concerned a further amendment to the one set out in paragraph 3 (i) of the report. The item titled "Presentation and questioning of, the Executive Member for Leisure and Community" which had been removed from the 2016/17 work programme, has now been added to the January 2017 meeting.

It was AGREED that, subject to the amendment above, the work programme for 2016/17 be agreed.

## **9. MINUTES OF MEETINGS OF POLICY DEVELOPMENT AND REVIEW PANEL**

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

### **(1) Minutes of meeting Tuesday, 6 September 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 6 September 2016.

It was AGRRED the minutes be received.

**(2) Minutes of meeting Wednesday, 7 September 2016 of Leisure and Community Policy Development and Review Panel**

The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 7 September 2016.

It was AGREED the minutes be received.

**(3) Minutes of meeting Thursday, 8 September 2016 of Streetscene Policy Development and Review Panel**

The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to the present the minutes of the meeting held on 8 September 2016.

It was AGREED the minutes be received.

**(4) Minutes of meeting Thursday, 22 September 2016 of Health and Housing Policy Development and Review Panel**

The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to present the minutes of the meeting held on 22 September 2016.

It was AGREED the minutes be received.

**(5) Minutes of meeting Thursday, 20 October 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 20 October 2016.

It was AGREED the minutes be received.

**10. 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.

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

There were no other items of Executive Business considered.

(The meeting started at 6.00 pm  
and ended at 7.08 pm).

# FAREHAM

## BOROUGH COUNCIL

### Report to Scrutiny Board

**Date**                    **22 December 2016**

**Report of:**            **Head of Democratic Services**

**Subject:**              **CALL-IN OF EXECUTIVE DECISION No. 1855: TRAFFIC  
MANAGEMENT**

#### SUMMARY

Call-in can be triggered by three non-Executive members giving due notice to the Chief Executive Officer before the end of the call-in period. A call-in was received on Friday 9 December 2016 relating to the decision made at the meeting of the Executive on Monday 5 December 2016. The call-in relates to the decision of the Executive regarding the Traffic Management Agency Agreement.

This matter is now referred to the Scrutiny Board to determine. The options open to the Scrutiny Board are:-

- (a) to accept the decision made by the Executive, in which case the decision can be implemented; or
- (b) to request that the Executive reconsiders the decision, giving reasons for such a request.

## **INTRODUCTION**

1. At the meeting held on Monday 5 December 2016, it was resolved that the Executive:
  - (a) approved the termination of the current traffic management agreement with Hampshire County Council; and
  - (b) approved to continue funding the provision of deploying speed limit reminder signs with a budget of £8,000 per annum.
2. On Friday 9 December 2016, the Chief Executive Officer received a valid call-in request signed by Councillors R H Price, JP, S Cunningham and Mrs K K Trott. The reasons for the call-in, contained within the formal notice, are that levels of service delivery could drop if the service is handed back to Hampshire County Council, with customer satisfaction falling and an increase in traffic related problems. A copy of the call-in notice is included at Appendix A.
3. As a notice of call-in has been received, the implementation of the decision stands suspended until the matter has been reviewed by the Scrutiny Board.
4. The information contained within the call-in notification now needs to be considered by the Scrutiny Board. This has been identified as information that is within the public arena and matters which are considered as exempt from publication.

## **MATTERS FOR CONSIDERATION IN PUBLIC**

5. The reasons given within the call-in letter that state the information is already in the public arena are as follows:-
  - i. The public have been accustomed to an excellent service from Fareham Borough Council;
  - ii. In the main, the needs of residents have been satisfied;
  - iii. If services go to the County, the service could reduce and public will be dissatisfied. Bad publicity could come back on Fareham Borough Council;
  - iv. Traffic problems are increasing: this action could give us extra problems;
  - v. Extra cost is only £53,200. With the will of the Council, this could be found for this much needed service.
6. To assist the Scrutiny Board in its review of the decision, a copy of the report considered by the Executive in relation to this matter is included at Appendix B (reference Traffic Management Agency Agreement), together with a copy of the record of the Executive decision 2016/17 1855 at Appendix C.

## **CONFIDENTIAL ITEM**

7. Within the call-in notice there is an additional reason which has been identified as a confidential item which is exempt from publication. Where appropriate, this matter will be considered in private session.
8. To further assist the Scrutiny Board in its review of the decision, a copy of the confidential appendix to the report considered by the Executive is provided to members of the Scrutiny Board at Confidential Appendix D.



## **RISK ASSESSMENT**

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

## **CONCLUSION**

10. On considering this matter, the Scrutiny Board will need to decide if it wishes to accept the decision made by the Executive, in which case the decision can be implemented; or request that the Executive reconsiders the decision, giving reasons for such a request.


### **Appendices:**

- A:** Call-in notice - setting out reasons for call-in (*Contains exempt information as defined in Paragraph 1 of part 1 of Schedule 12A of the Local Government Act 1972*)
- B:** Report to Executive 5 December 2016 and Appendix A – Traffic Management Agency Agreement
- C:** Decision Sheet 2016/17 1855
- D:** Confidential Appendix B linked to Report to Executive 5 December 2016 – Traffic Management Agency Agreement (*Contains exempt information as defined in Paragraph 1 of part 1 of Schedule 12A of the Local Government Act 1972*)

### **Enquiries:**

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



Date of Decision:	MONDAY 5 <sup>TH</sup> DECEMBER 2011.
Minute Number:	9 (i)
Decision Title and Brief Description:	TRAFFIC MANAGEMENT TO HAND SERVICE BACK TO THE COUNTY.
Reasons for Call-in:  * <u>CONFIDENTIAL ITEM</u> *  	① THE PUBLIC HAVE BEEN ACCUSTOMED TO AN EXCELLENT SERVICE FROM FBC. ② IN THE MAIN THE NEEDS OF RESIDENTS HAVE BEEN SATISFIED. ③ IF SERVICES GO TO THE COUNTY THE SERVICE COULD REDUCE AND PUBLIC WILL BE DISSATISFIED. BAD PUBLICITY COULD COME BACK ON FBC. ④ TRAFFIC PROBLEMS ARE INCREASING; THIS ACTION COULD GIVE US EXTRA PROBLEMS. ⑤ EXTRA COST IS ONLY £53,200. WITH THE WILL OF THE COUNCIL THIS COULD BE FOUND FOR THIS MONEY NEEDED SERVICE.
Is the Call-in of this decision made on either of the following grounds:  (i) Contrary to the Council's Policy Framework (see over);  (ii) Contrary to, or not wholly in accordance with the Council's budget.  (if yes, a report will be required from the Monitoring Officer. Please therefore state	(i) YES / NO (N/A *)  (ii) YES / NO (N/A *)  * delete as appropriate



# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 05 December 2016

<b>Portfolio:</b>	Public Protection
<b>Subject:</b>	Traffic Management Agency Agreement
<b>Report of:</b>	Director of Operations
<b>Strategy/Policy:</b>	Parking Enforcement Policy
<b>Corporate Objective:</b>	A safe and healthy place to live and work

**Purpose:**

To seek approval to terminate the partnership agreement with Hampshire County Council for the management and implementation of traffic regulation orders (TROs) within the Borough.

**Executive summary:**

Since March 2009, Fareham Borough Council has undertaken traffic management responsibilities on behalf of Hampshire County Council through a formal agency agreement under the Traffic Management Act.

These responsibilities involve the implementation of traffic regulation orders (TROs), which aim to improve road safety, minimise congestion and promote the efficient use of the highway network within Fareham.

Approximately twelve TROs are implemented each year and the costs are mainly funded by Hampshire County Council. Fareham Borough Council currently receives £88,700 a year from the County Council, towards employment costs, line marking, legal fees and advertising costs. Taking into account all other costs associated with delivering this service, (not including internal recharges), the Borough Council currently subsidises the cost of delivering this County Council service by an additional £6,000 per annum. A breakdown of the figures can be found at Appendix A.

As part of a wide ranging efficiency plan, Hampshire County Council has proposed significant changes to the amount of funding it will provide to Fareham Borough Council to deliver this County Council service in the future. This will reduce the County Council funding element by up to 60%, which could result in Fareham Borough Council's subsidy increasing to approximately £59,200 per annum by 2018/19.

Given the scale of the potential reduction in County Council funding and the

implications on Fareham Borough Council's budget, it is proposed to terminate the agency agreement with Hampshire County Council.

**Recommendations:**

That the Executive: -

- (a) approves the termination of the current traffic management agreement with Hampshire County Council; and
- (b) approves to continues funding the provision of deploying speed limit reminder signs with a budget of £8,000 per annum.

**Reason:**

The changes being proposed by Hampshire County Council are anticipated to result in Fareham Borough Council subsidising a County Council service by approximately £59,200 per annum, by 2018/19. This additional cost would make the delivery of the service prohibitive in the current financial environment.

**Cost of proposals:**

The recommendations would result in the Council incurring additional costs of £2,000 per annum based on current budgets.

**Appendices-**

**Appendix A:** Breakdown of costs  
**Appendix B:** CONFIDENTIAL Appendix

**Background papers:** None

**Reference papers:** None

# FAREHAM

## BOROUGH COUNCIL

### Executive Briefing Paper

<b>Date:</b>	05 December 2016
<b>Subject:</b>	Traffic Management Agency Agreement
<b>Briefing by:</b>	Director of Operations
<b>Portfolio:</b>	Public Protection

#### INTRODUCTION

1. A traffic management agency agreement between Fareham Borough Council and Hampshire County Council has been operating since March 2009. This enables Fareham Borough Council to undertake traffic management work on behalf of the County Council under the Traffic Management Act.
2. The purpose of traffic management is to minimise traffic congestion, improve road safety and promote efficient use of the highway network within the Borough. This is achieved through the implementation of Traffic Regulation Orders (TROs).
3. The Council's traffic management programme, which is approved each year by the Executive, implements an average of twelve TROs per annum. The process for each scheme involves consultations with the public and the emergency services. Decisions are made under delegated powers by the Executive Member for Public Protection.

#### CURRENT ARRANGEMENTS

4. Currently, the traffic management work is undertaken by two full-time employees. These are the Traffic and Design Manager and the Traffic Management Technician.
5. The main functions that the traffic management officers undertake are: -
  - (a) Permanent and temporary TROs
  - (b) Disabled parking bay requests
6. Outside of the agency agreement, the Technician is also responsible for deploying and maintaining the portable speed limit reminder signs to locations within the Borough.
7. The Council's total budget for Traffic Management is £134,200 for the 2016/17 financial year. The budget consists of £94,700 of direct costs and £39,500 of recharges distributed from other services. This report will only discuss the direct costs and not internal recharges, including the costs for the Legal Services Partnership, when considering the

level of subsidy provided by the Borough Council.

8. Hampshire County Council currently provides £88,770 per annum to fund the service. This funding consists of £68,970 for employee costs, £16,800 to implement the TROs and £3,000 to cover the cost of advertising the TROs. All additional service costs, currently approximately £6,000 per annum, are met by Fareham Borough Council.

## **PROPOSED CHANGES BY HAMPSHIRE COUNTY COUNCIL**

9. As part of a wide ranging efficiency plan, Hampshire County Council is proposing to reduce the annual funding of the agency agreement, with Fareham Borough Council, over the next two years. In 2017/18 there is a proposed reduction of 40% with a further cut in 2018/19 to bring the total to 60%. This would reduce the County Council funding for employees, to approximately £41,400 in 2017/18 and £27,600 in 2018/19. The exact reduction in other funding, for implementing TROs and advertising has not been provided, but this report assumes they will be comparable to the other reductions.
10. In order to continue the agency agreement in its current form, it is estimated that Fareham Borough Council would be required to subsidise a County Council service by £59,200 per annum from 2018/19. In the current financial climate, the increased budgetary costs are not considered to be a viable option.
11. The other option would be to run the service with one officer, making the other post redundant. However, the level of service would be severely restricted and would inevitably result in customer frustration at the lack of resources available. In simple terms, if the County Council is not prepared to provide an appropriate level of funding to deliver this important County Council service then the agreement should be terminated. The challenge would then rest with the County Council to provide the service on minimal resources.
12. Given the financial constraints faced by Fareham Borough Council it is recommended that Hampshire County Council be given formal notice of termination of the agreement in accordance with the terms agreed in 2009. This would result in all of the traffic management functions, covered by the agreement, reverting back to Hampshire County Council.
13. The deployment of temporary speed limit reminder signs would, however, remain with Fareham Borough Council, because this work sits outside the agreement with Hampshire County Council. Given the high level of demand for the temporary signs amongst the local community (they are currently deployed over 100 times per annum) it is proposed that this service continues.
14. An annual budget of £8,000 would be required to continue delivering the service, based upon the estimated costs for deployment, maintenance and installation of the signs. The signs are currently installed by Council employees, but this budget makes allowances for other cover due to the uncertainty about how the service would operate in the future.

## **FINANCIAL IMPLICATIONS**

15. The proposed recommendation would result in an annual cost of £8,000 to Fareham Borough Council due to the continued deployment of the speed limit reminder signs, of which £6,000 is currently allocated to traffic management. More importantly the Council would avoid an anticipated future revenue budget pressure of approximately £59,200 per



annum due to the County Council's proposals.

## **CONCLUSION**

16. The intention of Hampshire County Council to reduce funding for the Traffic Management service over the next two years has the potential to significantly increase Fareham Borough Council's annual subsidy. There is a proposed 40% reduction in funding for employees in 2017-18, which will increase to 60% in 2018/19. The exact reduction in funding for implementing TROs and advertising has not been provided, but it is assumed this will be comparable to the other reductions. Overall it is anticipated the Fareham Borough Council would need to subsidise the service by £59,200 per annum by 2018/19. In the current financial climate, this position is not considered sustainable and it is recommended that the agreement is terminated. This would result in the responsibility for County Council traffic management functions being returned to Hampshire County Council.
17. It is proposed that the deployment of speed limit reminder signs continues to be delivered by Fareham Borough Council, at an estimated cost of £8,000 per annum. This would result in the Council incurring an additional £2,000 costs per annum based on current budgets.

### **Enquiries:**

For further information on this report please contact Paul Doran (Ext 4572).

## Appendix A - Breakdown of costs

The tables below provide a summary breakdown of the current and anticipated costs of delivering the traffic management function, based on Hampshire County Council's proposal to reduce the funding it provides by 60%.

For convenience the cost of internal recharges and Southampton Legal Services have not been included, because these costs will still be incurred by the Council and would have to be distributed to other budgets.

<b>Budget Cost 2016/17</b>	
Employees	£76,000
Transport	£2,200
Supplies and Services	£16,500
<b>GROSS EXPENDITURE</b>	<b>£94,700</b>
<b>HCC Funding</b>	<b>-£88,700</b>
<b>NET EXPENDITURE</b> (Cost to Fareham Borough Council)	<b>£6,000</b>

<b>Predicted Budget Cost 2017/18</b>	
Employees	£76,100
Transport	£2,200
Supplies and Services	£16,500
<b>GROSS EXPENDITURE</b>	<b>£94,700</b>
<b>HCC Funding</b>	<b>-£35,500</b>
<b>NET EXPENDITURE</b> (Cost to Fareham Borough Council)	<b>£59,200</b>
<b>Additional cost to Fareham Borough Council</b>	<b>£53,200</b>

# FAREHAM

## BOROUGH COUNCIL

2016/17  
Decision No.  
1855

### Record of Decision by Executive

Monday, 5 December 2016

<b>Portfolio</b>	Public Protection
<b>Subject:</b>	<b>Traffic Management</b>
<b>Report of:</b>	Director of Operations
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	A Safe and Healthy Place to Live and Work

#### **Purpose:**

To seek approval to terminate the partnership agreement with Hampshire County Council for the management and implementation of traffic regulation orders (TROs) within the Borough.

Since March 2009, Fareham Borough Council has undertaken traffic management responsibilities on behalf of Hampshire County Council through a formal agency agreement under the Traffic Management Act.

These responsibilities involve the implementation of traffic regulation orders (TROs), which aim to improve road safety, minimise congestion and promote the efficient use of the highway network within Fareham.

Approximately twelve TROs are implemented each year and the costs are mainly funded by Hampshire County Council. Fareham Borough Council currently receives £88,700 a year from the County Council, towards employment costs, line marking, legal fees and advertising costs. Taking into account all other costs associated with delivering this service, (not including internal recharges), the Borough Council currently subsidises the cost of delivering this County Council service by an additional £6,000 per annum. A breakdown of the figures can be found at Appendix A.

As part of a wide ranging efficiency plan, Hampshire County Council has proposed significant changes to the amount of funding it will provide to Fareham Borough Council to deliver this County Council service in the future. This will reduce the County Council funding element by up to 60%, which could result in Fareham Borough Council's subsidy increasing to approximately £59,200 per annum by 2018/19.

Given the scale of the potential reduction in County Council funding and the implications on

Fareham Borough Council's budget, it is proposed to terminate the agency agreement with Hampshire County Council.

**Options Considered:**

At the invitation of the Executive Leader, Councillor R H Price, JP addressed the Executive on this item.

As recommendation.

**Decision:**

RESOLVED that the Executive:

- (a) approves the termination of the current traffic management agreement with Hampshire County Council; and
- (b) approves to continue funding the provision of deploying speed limit reminder signs with a budget of £8,000 per annum.

**Reason:**

The changes being proposed by Hampshire County Council are anticipated to result in Fareham Borough Council subsidising a County Council service by approximately £59,200 per annum, by 2018/19. This additional cost would make the delivery of the service prohibitive in the current financial environment.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)  
Monday, 5 December 2016

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

Document is Restricted

