

# FAREHAM

BOROUGH COUNCIL

## AGENDA SCRUTINY BOARD

**Date:** Thursday, 14 September 2017

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors F Birkett  
Mrs P M Bryant  
S Cunningham  
M J Ford, JP  
Mrs C L A Hockley  
Ms S Pankhurst  
C J Wood

**Deputies:** B Bayford  
Mrs M Brady  
Mrs L E Clubley  
Mrs T L Ellis  
L Keeble  
N J Walker



**1. Apologies for Absence**

**2. Minutes (Pages 5 - 8)**

To confirm as a correct record the minutes of the Scrutiny Board meeting held on 28 July 2017.

**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. Presentation by, and Questioning of, the Executive Member for Health and Public Protection**

To receive a presentation by the Executive Member for Health and Public Protection on the progress made and changes to the portfolio over the past year.

**7. Review of Work Programme 2017/18 (Pages 9 - 20)**

To consider a report by the Director of Finance and Resources which invites members to review the Board's work programme for 2017/18.

**8. Receive Minutes of Meetings of Policy Development and Review Panels**

To receive the minutes of the Policy Development and Review Panels held since 1 July 2017.

**(1) Minutes of meeting Thursday, 13 July 2017 of Streetscene Policy Development and Review Panel (Pages 21 - 24)**

**(2) Minutes of meeting Tuesday, 18 July 2017 of Planning and Development Policy Development and Review Panel (Pages 25 - 28)**

**(3) Minutes of meeting Thursday, 20 July 2017 of Housing Policy Development and Review Panel (Pages 29 - 32)**

**(4) Minutes of meeting Tuesday, 25 July 2017 of Health and Public Protection Policy Development and Review Panel (Pages 33 - 36)**

**(5) Minutes of meeting Wednesday, 26 July 2017 of Leisure and Community Policy Development and Review Panel (Pages 37 - 40)**

## 9. 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 10 July 2017 and 4 September 2017. (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)  
5 September 2017

**For further information please contact:  
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Scrutiny Board

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

**Date:** Friday, 28 July 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs S M Bayford (Chairman)

(Vice-Chairman)

**Councillors:** F Birkett, Mrs P M Bryant, S Cunningham, M J Ford, JP, Ms S Pankhurst, C J Wood, Mrs T L Ellis (deputising for Mrs C L A Hockley) and L Keeble (deputising for S D Martin)

**Also Present:** Councillors R H Price, JP, Mrs K K Trott and T M Cartwright, MBE, Executive Member for Health and Public Protection (Item 6)



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors Mrs C L A Hockley and S D Martin.

**2. MINUTES**

It was AGREED that the minutes of the Scrutiny Board meeting held on 29 June 2017, be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman confirmed that this special Scrutiny Board had been convened to consider the Executive's decision made on 10 July 2017 to approve:

- (a) the introduction of charging for rodent treatments, except for those on the lowest incomes;
- (b) the introduction of a £30 fee to survey and quote for flea and bed bug treatments; and
- (c) delegation to the Head of Environmental Health to waive any charges in appropriate cases.

The Chairman informed the Board that the decision has not yet been implemented because it has been called-in by 3 non-Executive members, as per the Council's Constitutional arrangements.

The Chairman explained how the meeting would proceed. She confirmed that Councillors Price and Mrs Trott would be called upon to present the reasons they had given for the call-in. The Executive Member for Health and Public Protection would then be invited to explain how the recommendations on the pest Control service were reached. This would then be followed by any specific questions to officers.

**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. CALL-IN OF EXECUTIVE DECISION NO. 1926 PEST CONTROL SERVICES**

The Board considered a report by the Head of Democratic Services which outlined the reasons given for the call-in of the Executive Decision regarding the Pest Control Services. A number of appendices were attached to the report to further assist the Scrutiny Board in its review of the decision. Appendix A provided a copy of the call-in notice which cited the grounds for the call-in as being contrary to the Council's budget. Paragraphs 10-17 of the report provides comments on this from the Director of Finance and Resources (Section 151 Officer).

At the invitation of the Chairman, Councillors R H Price, JP, and Mrs K K Trott as representatives of the call-in, were invited to present the reasons they had given for the call-in.

At the invitation of the Chairman, the Executive Member for Health and Public Protection, Councillor T M Cartwright, joined the meeting and was called upon to advise the Scrutiny Board of the process undertaken before making its recommendation to the Executive. The Executive Member then answered questions put to him. In accordance with the Code of Conduct for Members, Councillor Cartwright left the room and was not present for the remainder of the meeting.

The Head of Environmental Health answered questions put to him by Members of the Scrutiny Board.

The Chairman confirmed that having considered all the reasons given for the call-in, the Scrutiny Board now had to consider its options as set out in the report, that being either:

- (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.

A motion was proposed and seconded to accept the decision made by the Executive and to allow the decision to be implemented which when being put to the vote was declared CARRIED.

(7 members voting in favour; 1 against).

RESOLVED that the Scrutiny Board accept the decision made by the Executive and to allow the decision to be implemented to:

- (a) introduce charging for rodent treatments but keep it free of charge for those on the lowest incomes;
- (b) introduce a £30 fee to survey and quote for flea and bed bug treatments; and
- (c) give delegated authority to the Head of Environmental Health to waive any charges in appropriate cases.

(The meeting started at 2.30 pm  
and ended at 3.41 pm).





# FAREHAM

## BOROUGH COUNCIL

### Report to Scrutiny Board

**Date**                    **14 September 2017**

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

**Subject:**              **REVIEW OF WORK PROGRAMME 2017/18**

#### **SUMMARY**

Items for the draft work programme for the Board were agreed at its meeting on 16 March 2017 and endorsed by the Council at its meeting on 27 April 2017. The Board reviewed the work programme at its last meeting on 29 June 2017.

#### **RECOMMENDATION**

The Board is now invited to further review the work programme for 2017/18.

## **INTRODUCTION**

1. At the meeting of the Board on 16 March 2017, members agree items for the draft work programme of the Board for the current year, 2017/18. The work programme was subsequently confirmed by the Council at its meeting on 27 April 2017 and reviewed at the least meeting of the Board on 29 June 2017. 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 item scheduled for this meeting titled 'Presentation by, and Questioning of the Executive Member for Policy and Resources' has been moved to the November 2017 meeting; and
  - (ii) The item scheduled for the November meeting titled 'Presentation by, and Questioning of the Executive Member for Health and Public Protection' has been moved to this 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 2017/18.

### **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
18 May 2017	<p>Review of Work Programme 2017/18</p> <p>Receive minutes of meetings of Policy Development and Review Panels</p> <p>Presentation by Chief Inspector Sharon Woolrich on the Review of Police Performance in Hampshire</p>
29 June 2017	<p>Review of Work Programme 2017/18</p> <p>Presentation by, and questioning of, Two Saints</p> <p>Receive minutes of meetings of Policy Development and Review Panels</p>
14 September 2017	<p>Review of Work Programme 2017/18</p> <p>Presentation by, and questioning of, the Executive Member for Health and Public Protection</p> <p>Receive minutes of meetings of Policy Development and Review Panels</p>
23 November 2017	<p>Review of Work Programme 2017/18</p> <p>Presentation by, and questioning of, the Executive Member for Policy and Resources</p> <p>Review of the Corporate Strategy and Corporate Priorities</p> <p>Review of the Medium Term Finance Strategy</p> <p>Receive the minutes of meetings of Policy Development and Review Panels</p>
11 January 2018	<p>Preliminary overall review of work programme 2017/18 and draft 2018/19</p> <p>Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2018/19</p> <p>Review of Corporate Strategy and Corporate Priorities</p> <p>Housing Revenue Account Budget and Capital Plans 2018/19</p> <p>Receive minutes of meetings of Policy Development and Review Panels</p>
22 March 2018	<p>Final review of work programme 2017/18 and draft work</p>

	<p>programme 2018/19</p> <p>Presentation by, and questioning of, the Executive Member for Streetscene</p> <p>Receive minutes of meetings of Policy Development and Review Panels</p>
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Items to be assigned:

- Vanguard Update

**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>
29 June 2017	Presentation by, and Questioning of, Two Saints	Scrutiny	<p>The Board received a verbal presentation from, and asked questions of; James McDermott, Reginal Director, and Georgina Shane, Contract and Performance Manager, from Two Saints.</p> <p>Members were given a background information pack on the provision and support for people sleeping rough in Fareham.</p> <p>The Verbal presentation given to the Board included:</p> <ul style="list-style-type: none"><li>• An Update of services in Fareham and Gosport</li><li>• A summary of the role of Two saints and its contractual arrangements</li><li>• Joint working with other agencies to tackle rough sleeping</li><li>• Outlined accommodation at 101 Gosport Road, Acton Lodge, outreach and community support</li><li>• Support programmes, expectations on service users and how success is measured</li><li>• Drugs and alcohol policy</li><li>• An overview of the homelessness</li></ul>	Completed	Paul Doran

			<p>situation in Fareham</p> <ul style="list-style-type: none"> <li>• Challenges experienced</li> <li>• Additional services that could be offered if additional funding were available</li> <li>• Two Saints and Fareham Borough Council's existing close working relationship and how this could be improved to deliver better services for the homeless.</li> </ul> <p>It was AGREED that James McDermott and Georgina Shane were thanked for their informative presentation.</p>	
	Review of the Work Programme 2017/18	Review	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2017/18.</p> <p>Members were asked to note the renaming of the presentation schedule for the 23 November 2017 meeting, which reflects the new Executive portfolio title.</p> <p>Members were also asked to note that the previously unallocated item titled 'Review of the Corporate Strategy and Corporate Priorities' has been allocated to the November 2017 meeting.</p> <p>In regards to the unallocated item titled 'Vanguard Update', members agreed that this would be allocated to either the January 2018 or March 2018 meeting.</p>	Andrew Wannell

			<p>The Board AGREED that:</p> <ul style="list-style-type: none"> <li>(a) The presentation scheduled for the 23 November meeting which has been renamed to reflect the new Executive Portfolio title, be noted;</li> <li>(b) The previously unallocated item titled 'Review of the Corporate Strategy and Corporate Priorities' be assigned to the 23 November 2017 meeting; and</li> <li>(c) The unallocated item titled 'Vanguard Update', will be assigned to either the January 2018 or March 2018 meeting.</li> </ul>	<p>Completed</p> <p>Completed</p> <p>Completed</p>	
	Receive the Minutes of Meetings of Policy Development and Review Panels	Review	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 May 2017.</p> <ul style="list-style-type: none"> <li>(1) Minutes of meeting Tuesday, 16 May 2017 of Planning and Development Policy Development and Review Panel</li> </ul> <p>The Vice-Chairman of the Planning and Development Policy Development and Review Panel, Councillor N J Walker, was invited to present the minutes of the meeting held on 16 May 2017.</p> <p>It was AGREED the minutes be received.</p> <ul style="list-style-type: none"> <li>(2) Minutes of meeting Thursday, 25 May 2017 of Housing Policy</li> </ul>	<p>Completed.</p> <p>Completed.</p>	Andrew Wannell

			<p style="text-align: center;">Development and Review Panel</p> <p>The Chairman of the Housing Policy Development and Review Panel, Councillor F Birkett, was invited to present the minutes of the meeting held on 25 May 2017.</p> <p>It was AGREED the minutes be received.</p> <p>(3) Minutes of meeting Tuesday, 30 May 2017 of Health and Public Protection Policy Development and Review Panel</p> <p>The Vice-Chairman of the Health and Public Protection Policy Development and Review Panel, Councillor Mrs T Ellis, was invited to present the minutes of the meeting held on 30 May 2017.</p> <p>It was AGREED the minutes be received.</p> <p>(4) Minutes of meeting Wednesday, 14 June 2017 of Streetscene Policy Development and Review Panel</p> <p>The Vice-Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble, was invited to present the minutes of the meeting held on 14 June 2017.</p> <p>It was AGREED the minutes be received.</p>		Paul Doran
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**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>
28 July 2017	Call-In of Executive Decision No. 1926 Pest Control Services	Scrutiny	The Board considered a report by the Head of Democratic Services which outlined reasons given for the call-in of the Executive Decision regarding the Pest Control Services. A number of appendices were attached to the report to further assist the Scrutiny Board in its review of the decision. Appendix A provided a copy of the call-in notice which cited the grounds for the call-in as being contrary to the Council's budget. Paragraphs 10-17 of the report provides comments on this from the Director of Finance and Resources (Section 151		Andrew Wannell / Richard Jolley

			<p>Officer).</p> <p>At the invitation of the Chairman, Councillors R H Price, JP and Mrs K K Trott as representatives of the call-in, were invited to present the reasons they had given for the call-in.</p> <p>At the invitation of the Chairman, the Executive Member for Health and Public Protection, Councillor T M Cartwright, joined the meeting and was called upon to advise the Scrutiny Board of the process undertaken before making its recommendation to the Executive. The Executive Member then answered questions put to him. In accordance with the Code of Conduct for Members, Councillor Cartwright left the room and was not present for the remainder of the meeting.</p> <p>The Head of Environmental Health answered questions put to him by Members of the Scrutiny Board.</p> <p>The Chairman confirmed that having considered all the reasons given for the call-in, the Scrutiny Board now had to consider its options as set out in the report, that being either:</p> <p>(a) to accept the decision made by the Executive, in which case the decision can be implemented; or</p>		
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			<p>(b) to request that the Executive reconsiders the decision, giving reasons for such a request.</p> <p>A motion was proposed and seconded to accept the decision made by the Executive and to allow the decision to be implemented which when being put to the vote was declared CARRIED. (7 members voting in favour; 1 against)</p> <p>RESOLVED that the Scrutiny Board accept the decision made by the Executive and to allow the decision to be implemented to:</p> <p>(a) introduce charging for rodent treatments but keep it free of charge for those on the lowest incomes;</p> <p>(b) introduce a £30 fee to survey and quote for flea and bed bug treatments;</p> <p>(c) give delegated authority to the Head of Environmental Health to waive any charges in appropriate cases.</p>	Completed	
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

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

**Date:** Thursday, 13 July 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor S D Martin (Chairman)

Councillor L Keeble (Vice-Chairman)

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

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors J E Butts and G Fazackarley.

**2. MINUTES**

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 14 June 2017, 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 HEAD OF PROJECT INTEGRA**

The Panel received a presentation from Chris Noble, the Head of Project Integra.

The presentation gave details of the work undertaken by Project Integra, the key areas of focus, recycling performance statistics, changes to HWRCs, the 2015-18 Action Plan, and future challenges.

It was AGREED that Chris Noble be thanked for his informative presentation.

**7. REVIEW OF WORK PROGRAMME 2017/18**

The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18.

The Director of Operations addressed the Panel and suggested that due to the interest in the Vanguard work being undertaken in Streetscene at present that a report be added to the work programme to provide an update on the progress of this intervention. It was agreed that it would be included as an unallocated item until such time as officers feel that there is sufficient information to report to the Panel. It is anticipated that this report is likely to go to the January 2018 or March 2018 meeting.

The Panel AGREED that:

- (a) an item titled 'Vanguard Update' be added as an unallocated item to the 2017/18 work programme; and
- (b) subject to the inclusion of (a) above, the work programme for 2017/18 be confirmed.

## **8. ANNUAL REPORT ON STREET CLEANSING SERVICE**

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

Councillor Price requested that for future reports he would like a colour map provided showing the areas covered by each of the Street Cleansing teams.

It was AGREED that content of the report be noted.

## **9. MEMBERS OPEN FORUM**

The Chairman informed the Panel that there had been no questions submitted for the Members Open Forum, and gave members an opportunity to ask any questions to officers.

One question was asked regarding the possibility of providing a Street Cleansing service to commercial sites in order to generate some additional income. The panel were informed that this would not be cost effective to the Council as the costs they could charge for the service would not cover the additional costs that would be accrued by the Council for providing this. It would also have a negative effect on the residents of the Borough as it would add additional pressure to the service, however this will be kept under review.

Members and Officers were thanked for taking part in the Open Forum.

(The meeting started at 6.00 pm  
and ended at 7.42 pm).





# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 18 July 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

C J Wood (Chairman)

N J Walker (Vice-Chairman)

**Councillors:** K A Barton, J E Butts and S Cunningham

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillor G Fazackarley and Councillor A Mandry.

**2. MINUTES**

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel held on the 16 May 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**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. SOUTH HAMPSHIRE ROAD TRANSPORT MODEL AND PLANNING PROCESS**

The Panel received a presentation from Ben Clifton, Transport Team Leader – Strategic Transport at Hampshire County Council on the South Hampshire Road Transport Model and Planning Process.

The presentation gave members an overview around the different areas of work the Highways Development Planning Team (HDP) are involved in; right through from initial advice, to the implementation of development related highway schemes.

Members discussed the process in detail to gain a better understanding of the very complex data that is used by HDP when working with developers and how they reach the recommendations within their reports to local planning authorities.

It was AGREED that Hampshire County Council Officer be thanked for his informative presentation.

**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 2017/18.

Members discussed the next meeting on the 05 September 2017 and agreed that due to the light agenda this meeting could be cancelled.

It was AGREED that the Panel: -

- (a) review and agree the proposed Work Programme for 2017/18 with 05 September 2017 meeting being cancelled;
- (b) review the outcomes from matters considered at the Panel meeting on 16 May 2017; and
- (c) note the Planning and Development Executive Portfolio work programme for 2017/18.

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



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Housing Policy Development and Review Panel

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

**Date:** Thursday, 20 July 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor:** F Birkett (Chairman)

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

**Also Present:** Mrs K Mandry, Executive Member for Housing (for item 7)



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor B Bayford.

Councillor F W Birkett was not present at the start of the meeting. In the absence of both the Chairman and the Vice-Chairman, Councillor Mrs C L A Hockley was invited to chair the meeting.

**2. MINUTES**

It was AGREED that the minutes of the Housing Policy Development and Review Panel meeting held on 25 May 2017 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. COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT**

The Panel considered a report by the Director of Operations on Council Housing Repairs and Maintenance.

Councillor F W Birkett arrived at the meeting during consideration of this item (6.10pm) and took the Chair for the remainder of the meeting.

Members were advised that as a result of issues highlighted by the Grenfell Tower disaster, officers are undertaking reviews of fire safety risk assessments carried out on Council owned properties in the Borough and will work with partnership agencies on work to be done in the coming months. A special edition of the tenant's' newsletter has been produced and circulated to tenants to highlight fire safety issues and provide fire prevention guidance.

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

**7. REVIEW OF THE WORK PROGRAMME**

The Panel considered a report by the Director of Operations which reviewed the Panel's Work Programme for 2017/18.

In response to Members' questions regarding ASPECT developments, Councillor Mrs K Mandry, Executive Member for Housing, addressed the Panel on this item.

The Director of Operations advised that following a presentation by Two Saints at a recent Scrutiny Board meeting, the Update on Homelessness will now be brought to the November meeting of the Panel.

Members requested that an update on Fire Issues and Precautions be brought to the November meeting of the Panel.

It was AGREED that:-

- (a) the Update on Homelessness be added to the Work Programme report for the meeting scheduled to take place in November;
- (b) an Update on Fire Issues and Precautions be added to the Work Programme report for the meeting scheduled to take place in November; and
- (c) the Panel notes the content of the report.

(The meeting started at 6.05 pm  
and ended at 6.35 pm).





# FAREHAM

BOROUGH COUNCIL

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

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

**Date:** Tuesday, 25 July 2017

**Venue:** Council Chamber - Civic Offices

**PRESENT:**

Councillor M J Ford, JP (Chairman)

Councillor Mrs T L Ellis (Vice-Chairman)

**Councillors:** K A Barton, F Birkett, Mrs M Brady and P J Davies (deputising for Mrs P M Bryant)

**Also Present:** Councillors Mrs K K Trott (for items 7 & 10) and T M Cartwright, MBE (for items 6 and 7)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mrs P M Bryant and Councillor J M Englefield.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Health and Public Protection Policy Development and Review Panel held on 30 May 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest or disclosures of advice or directions made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. POLICE CRIME PANEL UPDATE**

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

Councillor Cartwright reported on the recent meeting of the Police Crime Panel, advising of the appointments of Dave Stewart and Jan Warwick as the Chair and Vice Chair of the Panel for the coming year and the appointments of Mr James Payne as Chief Executive and Mr Andy Lowe as Chief Finance Officer.

Members were updated on the items of business discussed at the meeting. This included a review of the Estates Strategy which will now involve relocation of the policing team in Fareham to the purpose-built police station at Park Gate rather than to the Civic Offices. Sub premises will be secured in due course to ensure that there is a continued police presence in the town centre.

The Police & Crime Commissioner's Delivery Plan is now available. The Plan sets out the detailed approach to delivering the Police and Crime Plan, including the intended outcomes and the measurements used to assess them. As the Police Crime Panel feels that the format of the information provided does not make it easy to understand progress being made, the Working Group will scrutinise the plan in more detail and request greater clarity.

The Police Crime Panel continues to undertake a programme of proactive scrutiny. Rural Crime will be the next topic to be reviewed to assess the progress being made in reducing the gap in solved crime rates between rural and non-rural areas.

It was AGREED that Councillor Cartwright be thanked for providing his verbal update.

## **7. HEALTH UPDATE**

The Panel received a verbal update on Local Strategic Health issues from Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection.

Councillor Cartwright reported that Suella Fernandes presented a health statement at the Fareham Community Hospital last week. This included an announcement that a new appointments system will be trialled at the Hospital to cover GP services in Stubbington, Titchfield, Highlands Road and Whiteley. Patients requesting same day appointments will be given an appointment to see a GP at the Community Hospital, freeing up the local surgeries to undertake appointments that have been booked in advance. If successful, this system may be rolled out to other parts of the Borough.

Councillor Cartwright advised that it is clear from the audience response to the statement that residents' main requirements of the Community Hospital are Accident & Emergency cover and Diagnostic Services. Residents are also keen to understand plans for provision of healthcare in Welborne given that the Clinical Commissioning Group has ignored public consultation exercises and will not allocate new resources to cover the area. Members expressed considerable concern that existing provision, particularly the Highlands Road Surgery, does not have the capacity to cover any additional patients.

It was AGREED that Councillor Cartwright be thanked for providing his verbal update.

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

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

The Head of Parking and Enforcement gave a brief presentation which focussed on the key points contained in the report, including:

- An overview of the service
- On/off street Enforcement
- Challenges to Penalty Charge Notices (PCNs) and a sample of reasons for cancellations
- Current stage of PCNs served in 2016/17
- Number of PCNs paid by financial year
- PCN challenges by financial year

- On-street Enforcement Budget and Expenditure 2016/17
- Off-street Enforcement and Expenditure 2016/17.

In response to Members enquiring whether consideration has been given to introducing the use of virtual parking permits, the Head of Parking and Enforcement acknowledged that this could be a good opportunity to reduce costs and, at the request of the Panel, undertook to carry out further research to update Members in due course.

It was AGREED that:-

- (a) the Panel note the content of the report;
- (b) the Head of Parking & Enforcement be thanked for his informative presentation; and
- (c) the Head of Parking and Enforcement provide a report at a future meeting of the Panel on the viability of introducing virtual parking permits.

## **9. BIENNIAL REVIEW OF PARKING ENFORCEMENT POLICY**

The Panel considered a report by the Director of Operations on the Biennial Review of the Parking Enforcement Policy.

It was AGREED that the revised Parking Enforcement Policy, as shown in Appendix A to the report, be recommended to the Executive for approval.

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

The Panel considered a report by the Director of Planning and Regulation which reviews the Panel's Work Programme for 2017/18.

Members were invited to note the proposed revisions to the current Work Programme for 2017/18 as detailed in paragraph 3 of the report.

Following concerns raised regarding environmental health issues relating to rough sleepers in the Fareham Creek area, Members requested that an update be provided on provision made for summer time rough sleepers.

It was AGREED that the Panel:

- (a) confirms the programme of items as set out in Appendix A to the report; and
- (b) notes the progress on actions since the last meeting, as set out in Appendix B to the report.

(The meeting started at 6.00 pm  
and ended at 7.05 pm).

# FAREHAM

BOROUGH COUNCIL

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

**Date:** Wednesday, 26 July 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs C L A Hockley (Chairman)

Councillor Mrs L E Clubley (Vice-Chairman)

**Councillors:** Mrs S M Bayford, M J Ford, JP, Ms S Pankhurst, D L Steadman  
and Mrs K K Trott

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence made at this meeting.

**2. MINUTES**

It was AGREED that the Minutes of the Leisure and Community Policy Development and Review Panel held on the 01 March 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements made 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 Deborah Stringfellow and Jacquie Smart from Citizens Advice Fareham.

The presentation gave an overview to Members of all the work that Citizens Advice Fareham carry out within the Fareham Borough and their continued efforts to; develop and expand outreach work, improve access to their wide variety of services and manage the ongoing financial pressures by expanding sources of funding.

Members requested that their thanks be extended to volunteers for their hard work in doing such a difficult job.

It was AGREED that, Deborah Stringfellow and Jacquie Smart from Citizens Advice Fareham be thanked for their informative presentation.

**7. OVERVIEW OF LEISURE AND COMMUNITY PORTFOLIO SERVICES**

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

The presentation gave a detailed summary of all aspects of the Leisure and Community Portfolio, including –

- The Team – Detailing the members of the Leisure and Community, Countryside Rangers and Ferneham Hall teams.
- Finances – Highlighting the portfolios budgets and the continuous challenges of maintaining the Leisure and Community services for the Borough.
- Leisure Centres – Updating Members on the continued success of Fareham’s two Leisure centres.
- Achievements over the past 12 months, including the new Holly Hill Leisure Centre, new play areas across the Borough and the remodelling of Westbury Manor Museum.
- Children and Young People – listing the opportunities provided by the Council for children and young people in the Borough.

It was AGREED that the Head of Leisure and Environmental Services and his team be thanked for their informative presentation.

## **8. WESTBURY MANOR MUSEUM REMODELLING UPDATE**

The Panel received a presentation from the Leisure and Community Manager updating them on the newly refurbished Westbury Manor Museum.

The Museum was re-opened on 22 July 2017 by the Mayor of Fareham with an exciting programme of events through the summer which aims to encourage people into the Museum and advertises the new facilities to the wider community.

The Hampshire Cultural Trust has set new arrangements for a 10 year management agreement and will be presenting an item to the 07 March 2018 Leisure and Community Meeting detailing the Museum’s performance to the Panel.

It was AGREED that the Leisure and Community Manager be thanked for her update to the Panel.

## **9. REVIEW OF WORK PROGRAMME 2017/18**

The Panel considered a report by the Director of Operations which reviews the Panel’s work programme for 2017/18.

Members discussed the Titchfield Country Park and Park Lane Vision Updates which are currently unallocated items on the work programme for 2017/18. It was agreed that these items will be visited during the Members’ Tour scheduled to take place in September and should therefore be removed from the work programme.

Members requested that an update on Ferneham Hall performance and future plans for amalgamation with the Ashcroft Arts Centre be added to the work programme for 2017/18 as an unallocated item.

It was AGREED that:-

- (a) the Titchfield Country Park and Park Lane Vision Updates be removed from the work programme for 2017/18;
- (b) that an update on Ferneham Hall performance and future plans for amalgamation with the Ashcroft Centre be added to the work programme for 2017/18 as an unallocated item; and
- (c) subject to (a) and (b) above, the panel approves the current work programme for 2017/18.

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