

FAREHAM BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 4 September 2017

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)

T M Cartwright, MBE, Health and Public Protection (Deputy Executive Leader)

Mrs K Mandry, Housing

Miss S M Bell, Leisure and Community

K D Evans, Planning and Development

Miss T G Harper, Streetscene

Also in attendance:

Mrs P M Bryant, Chairman of Licensing and Regulatory Affairs Committee

G Fazackarley, For item 10(4)

M J Ford, JP, Chairman of Health & Public Protection Policy Development and Review Panel



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the Executive held on the 10 July 2017 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

Cranleigh Road Appeal decision

The Executive Leader announced that further to the Council's press release of the 15th August following the disappointing Appeal decision, the Executive will be receiving a report at the 9th October Executive meeting in relation to the implications for the Council's five year housing land supply position. The Executive Leader stated that the report will advise on the proposed measures to address any shortfall in housing supply given the decision. He further stated that, in parallel, the Council is taking legal advice on the soundness of the appeal decision.

The Executive Leader highlighted that the Council has followed the approach outlined in the Ministerial Statement which was made in December 2014, which advised local authorities to review their Local Plans in the light of new evidence on housing need, and that such evidence should not be simply seen as superseding housing numbers in existing Local Plans.

The Executive Leader stated that the report will be considered alongside the report on the draft Local Plan which is already scheduled for the October meeting of the Executive.

Welborne delivery Strategy

The Executive Leader announced that Members would recall that in July 2017 the Council issued a press release welcoming Buckland Development's announcement that it had exchanged contracts on the acquisition of Dean Farm.

The Executive Leader advised the meeting that the Executive will be receiving a report to the 9th October Executive meeting which will outline the consequential review of the Council's Welborne Delivery Strategy, including the current delivery partner procurement process, in the light of this significant change in the land assembly of the site, following the implementation of the Council's development strategy.

Welborne Healthcare Provision

The Executive Leader advised the meeting that a press release had been released this evening in respect of the provision for healthcare for the residents of the new Welborne Garden Village.

The Executive Leader read the following press release:

"Residents of the new Welborne Garden Village will have a health and wellbeing hub on their doorstep within Welborne – that's the message from Fareham Borough Council and lead NHS commissioner for Welborne, Fareham and Gosport Clinical Commissioning Group, after a recent productive meeting to agree how the authorities would work together.

Hampshire CCG Partnership Chief Executive Maggie MacIsaac and Chairman Dr David Chilvers met with Fareham Borough Council Executive Leader Cllr Seán Woodward and Chief Executive Officer Peter Grimwood to begin planning health and wellbeing services for the proposed new community of Welborne.

On the agenda for both sides was the growing demand for health services, the difficulty of recruiting new GPs and the innovative ways that technology could be used to help people better manage their own health and communicate with health professionals. Fareham is already one of the areas pioneering web consultations for GPs and a new 'Same Day' GP service will be available to 40,000 local people in the autumn to help manage the demands on local GP practices and cut waiting times for patients.

Dr David Chilvers, Chairman of the governing board for Fareham and Gosport CCG, said: "The CCG is committed to ensuring local people have a range of high quality, local health services to meet their needs. New technology, an ageing population and a shortage of GPs means that we have to change the way that care is provided in the future to ensure that we can deliver that commitment.

"We know that the way healthcare is delivered is changing so this is a fantastic opportunity to work with Fareham Borough Council and other partners to plan a hub which gives the future Welborne residents the best possible health and wellbeing support."

Cllr Seán Woodward said "I am delighted that we have agreed a way forward with the CCG that will bring a health and wellbeing hub to Welborne. There are some exciting opportunities to develop innovative, hi-tech solutions in Welborne which we hope will be attractive to new residents.

"We now expect to forge a strong partnership so that we can work together over the life of the development to get the right health services as the population grows. We want to achieve this in partnership and consultation with local people and will be holding special Community Action Team meetings with our CCG colleagues to gain people's views on what I know will be an exciting, healthy future for Fareham."

This press release is published on the Council's website at http://www.fareham.gov.uk/latest_news/pr-040917-1.aspx

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

5. PETITIONS

There were no Petitions submitted at this meeting.

6. DEPUTATIONS

There were no Deputations made at this meeting.

7. MINUTES / REFERENCES FROM OTHER COMMITTEES

Health and Public Protection PDR Panel – 25 July 2017

Minute 8 – 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.

A report on this matter is at item 9(1) of the Agenda.

8. LEISURE AND COMMUNITY

(1) Locks Heath Free Church - Matched Funding

RESOLVED that the Executive:

- (a) considers offering a matched funding grant of £40,000 to Locks Heath Free Church, in order to extend and refurbish the community facilities at their premises on Hunts Pond Road; and
- (b) agrees the award of funding, subject to agreeing satisfactory terms for community use to ensure that the facilities are made available for use by the community.

9. HEALTH AND PUBLIC PROTECTION

(1) Biennial Review of Parking Enforcement Policy

RESOLVED that the Executive approves the updated Fareham Parking Enforcement Policy, as detailed in Appendix A to this report.

10. POLICY AND RESOURCES

(1) Locks Heath Memorial Hall - Asset Disposal

RESOLVED that the Executive agrees that:

- (a) the Locks Heath Memorial Hall is declared surplus to the Council's requirements;
- (b) an outline planning application is submitted for residential use of the site;

- (c) subject to the receipt of planning consent, the site is placed in the open market for potential purchasers to submit offers on a competitive basis; and
 - (d) acceptance of an offer is delegated to the Director of Finance & Resources following consultation with the Executive Leader.
- (2) Lease of space in the Civic Offices to West Hampshire NHS Clinical Commissioning Group

The Executive received an additional tabled Recommendation for consideration.

RESOLVED that the Executive approves:

- (a) the heads of terms, as provisionally agreed with the West Hampshire NHS Clinical Commissioning Group as shown on the Confidential Appendix A;
- (b) that delegated authority be given to the Director of Finance and Resources, following consultation with the Executive Leader to agree the final terms; and
- (c) to formally withdraw the Heads of Terms, as agreed by the Executive on the 12 October 2015, for the lease of part of floor 2 of the Civic Offices to Hampshire Constabulary.

(3) Local Service Agreements

RESOLVED that the Executive:

- (a) notes the Council's performance for the 2016/17 financial year; and
- (b) agrees that the 10/10 survey results be reported annually.

(4) Old Portchester Parish Addresses

The Executive received a tabled amended report in respect of this item.

At the invitation of the Executive Leader, Councillor G Fazackarley addressed the Executive on this item.

RESOLVED that the Executive approves the proposal to request that Royal Mail consult on adding Portchester as a new locality to the addresses within the old Portchester Parish, subject to support being obtained from the MP for Fareham and Hampshire Chamber of Commerce by the Council.

(The meeting started at 6.00 pm
and ended at 6.29 pm).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 04 September 2017

Portfolio:	Policy and Resources
Subject:	Old Portchester Parish Addresses
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

To consider requesting that Royal Mail consult on adding Portchester as a new locality to the addresses in the old Portchester Parish, following receipt of a petition.

Executive summary:

On 15 December 2016, a petition was presented to a meeting of the Council, titled “Preserve the unique identity of Portchester,” stating that *“We the undersigned petition the Council to preserve the unique identity of Portchester as a village and not simply a part of Fareham by lobbying Royal Mail to include the name of Portchester in postal addresses”*.

The petition comprised over 1,500 signatures. The Council agreed that it would write to Royal Mail to affirm the unique identity of Portchester and request that the name Portchester is added to postal addresses.

In response to the petition received in 2016, it is proposed that Portchester would be added as an additional line to all properties within the area defined as the old Parish of Portchester. The change is proposed as part of the Corporate Objective for strong and inclusive communities, which recognises the distinct communities within the Borough.

Recommendation:

It is recommended that the Executive approves the proposal to request that Royal Mail consult on adding Portchester as a new locality to the addresses within the old Portchester Parish, subject to support being obtained from the MP for Fareham and Hampshire Chamber of Commerce by the Council.

Reason:

Portchester is a distinct community within the Borough of Fareham. Residents feel very strongly about Royal Mail adding Portchester as a locality to their postal addresses, as evidenced by a petition with over 1,500 signatures. Many businesses and individuals reported that they were not receiving their post due to the omission of Portchester from their postal address. The recommendation represents the Council's support for distinct communities and its efforts to help preserve them.

Cost of proposals:

There are no costs associated with the proposals, due to the required consultation being the responsibility of Royal Mail.

Appendices:

A: Map of Old Portchester Parish

B: Properties without Portchester locality

Background papers: None

Reference papers: Portchester parish map

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	04 September 2017
Subject:	Old Portchester Parish Addresses
Briefing by:	Director of Finance and Resources
Portfolio:	Policy and Resources

INTRODUCTION

1. Every house and business in the UK is given a postal address by Royal Mail. The postal address is a sorting and routing instruction to Royal Mail employees, and not always a geographically accurate description of where a property is actually located. Table 1 outlines the address format used by Royal Mail

Royal Mail Address Format		
Address Data	Postal Requirement	Example
Name of addressee (title, initials, surname)	Not if building name or number present	Mr A Smith
Company/Organisation	Not if building name or number present	Acme Plc
Building name	Not if building number present	Acme House
Number of building & name of street or road	Yes	3 High Street
Additional Locality	Where similar road names exist within a Post Town area or there is another operational requirement	Hedle End
Post Town (capital letters)	Yes	SOUTHAMPTON
County	No	Hampshire
Postcode (capital letters)	Yes	SO31 4NG

2. In December 2016 the Council received a petition asking the Council to lobby Royal Mail to “preserve the unique identity of Portchester as a village...” and to “Save Portchester from being taken off postal addresses and being unrecognised by the Post Office.” The petition was initiated by Councillor Fazackarley and received over 1,500 signatures.

Tabled Item 10(4)

3. The petition was presented at a meeting of the Council on 15 December 2016 and it was agreed that the Council would write to Royal Mail to request that the name Portchester is added to postal addresses. A letter was then sent by the Executive Leader to Royal Mail on 20 December 2016.
4. Residents felt that the inclusion of Portchester as a locality within their postal address was very important to help preserve the identity of Portchester as a village and many reported that their post was going missing as a consequence of this omission.

PORCHESTER AS A LOCALITY

5. Helping to maintain strong and inclusive communities is a priority within the Council's Corporate Strategy. As part of this priority, consideration has been given to identifying methods of helping to preserve the identity of Portchester.
6. Royal Mail only makes changes to addresses for operational and efficiency reasons.
7. A potential solution could be to add Portchester as a locality line to addresses where there is sufficient support from residents and businesses to do so. The address below provides an example of what the addition of a locality line would do to such addresses.

1 Winnham Drive	would become...	1 Winnham Drive
Fareham		Portchester
PO16 8QE		Fareham
		PO16 8QE

8. Royal Mail will consider adding locality information in the following circumstances:
 - (a) There is no impact on the quality of service or efficiency of deliveries.
 - (b) The change is supported by customer representatives. The scale of the changes in Portchester means that support will be required from the Local Chamber of Commerce, Member of Parliament as well as Fareham Borough Council.
 - (c) There is a clearly defined geographical boundary with details of the properties affected.
 - (d) There is a response from at least 50% of the people polled by Royal Mail and a majority favour the change.
9. The points below provide a response to each of the requirements outlined by Royal Mail:
 - (a) There is not perceived to be any impact on Royal Mail services, in adding Portchester as a locality. There are no similarly named areas within the Borough, so there should not be any confusion with the information being added to addresses.
 - (b) It is proposed that the Council would contact Suella Fernandes, MP for Fareham, and Hampshire Chamber of Commerce to confirm their support, before contacting

Royal Mail again.

- (c) It is proposed that the old Portchester parish be used as the area where the locality information will be applied. This is a clearly defined geographical area, which has a historic basis. Appendix A to this report includes a map outlining the area covered by the old Portchester parish according to Church of England records. The Parish originally covered areas of Portsmouth but these will not be included in the request to Royal Mail.
 - (d) The response to the petition would indicate that there is a significant amount of support for this change to take place, but a 50% response rate is a much higher than usual anticipated response to a survey.
10. Of the nearly 8,200 addresses within the current Portchester Wards, approximately 6,800 fall within the old Portchester Parish. Furthermore, approximately 6,400 of the properties already have Portchester as a locality line in their postal addresses. It is proposed that the remaining, approximately 400, properties have Portchester added as a locality line to their postal addresses. Appendix B to this report outlines the roads, and number of properties in them, which do not have Portchester as a locality line in their addresses.

CONCLUSION

- 11. In response to the petition submitted to the Council, it is proposed that a request be submitted to Royal Mail to add the locality of Portchester to addresses in the old Portchester Parish. This would affect approximately 400 properties and would be subject to support being obtained from the local MP and Chamber of Commerce.
- 12. It is a Council priority to promote strong and inclusive communities, part of which is recognising the distinct communities that make-up the Borough. The inclusion of Portchester in addresses helps to support the community and maintain its distinct character.

Enquiries:

For further information on this report please contact Roy Brown, Customer Engagement Manager (ext. 4409).

