

FAREHAM

BOROUGH COUNCIL

COUNCIL MEETING SUMMONS

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council to be held in the Council Chamber, Civic Offices, Fareham, on **THURSDAY, 13 DECEMBER 2018**, commencing at **6.00 pm**.

The Mayor: Councillor Susan Bayford

The Deputy Mayor: Councillor Pamela Bryant

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| Councillor Keith Barton | Councillor Michael Ford, JP |
| Councillor Ian Bastable | Councillor Jim Forrest |
| Councillor Susan Bell | Councillor Tiffany Harper |
| Councillor Fred Birkett | Councillor Carolyn Heneghan |
| Councillor Jonathan Butts | Councillor Connie Hockley |
| Councillor Trevor Cartwright, MBE | Councillor Leslie Keeble |
| Councillor Louise Clubley | Councillor Gerry Kelly |
| Councillor Shaun Cunningham | Councillor Kay Mandry |
| Councillor Peter Davies | Councillor Simon Martin |
| Councillor Tom Davies | Councillor Sarah Pankhurst |
| Councillor Steve Dugan | Councillor Roger Price, JP |
| Councillor Tina Ellis | Councillor Katrina Trott |
| Councillor Jack Englefield | Councillor Nick Walker |
| Councillor Keith Evans | Councillor Seán Woodward |
| Councillor Geoff Fazackarley | |



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 7 - 16)

To confirm as a correct record the minutes of the Council Meeting held on 11 October 2018.

4. Mayor's Announcements

5. Executive Leader's Announcements

6. Executive Members' Announcements

7. Declarations of Interest

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

8. Presentation of Petitions

To receive any petitions presented by a member of the Council.

Note: any petition so presented will be dealt with in accordance with the Council's petition scheme.

9. Deputations

To receive any deputations of which notice has been given.

10. Reports of the Executive

To receive, consider and answer questions on reports and recommendations of the Executive. Minutes of the meetings of the Executive and a schedule of individual Executive member decisions are appended.

(1) Minutes of meeting Monday, 5 November 2018 of Executive (Pages 17 - 20)

(2) Minutes of meeting Monday, 3 December 2018 of Executive (Pages 21 - 26)

(3) Schedule of Individual Executive Member and Officer Delegated Decisions (Pages 27 - 28)

11. Reports of Other Committees

To receive the minutes of the following Committees and to consider and answer questions on any reports and recommendations made.

(1) Minutes of meeting Wednesday, 10 October 2018 of Planning Committee (Pages 29 - 52)

- (2) Minutes of meeting Wednesday, 14 November 2018 of Planning Committee (Pages 53 - 58)
- (3) Minutes of meeting Tuesday, 27 November 2018 of Licensing and Regulatory Affairs Committee (Pages 59 - 62)
- (4) Minutes of meeting Monday, 26 November 2018 of Audit and Governance Committee (Pages 63 - 66)

12. Reports of the Policy Development and Review Panels

To receive the minutes of the following Policy Development and Review Panels and to consider and answer questions on any reports and recommendations made.

- (1) Minutes of meeting Wednesday, 06 June 2018 of Leisure and Community Policy Development and Review Panel (Pages 67 - 70)
- (2) Minutes of meeting Wednesday, 25 July 2018 of Leisure and Community Policy Development and Review Panel (Pages 71 - 74)
- (3) Minutes of meeting Wednesday, 05 September 2018 of Leisure and Community Policy Development and Review Panel (Pages 75 - 78)
- (4) Minutes of meeting Thursday, 07 June 2018 of Streetscene Policy Development and Review Panel (Pages 79 - 82)
- (5) Minutes of meeting Thursday, 12 July 2018 of Streetscene Policy Development and Review Panel (Pages 83 - 86)
- (6) Minutes of meeting Thursday, 06 September 2018 of Streetscene Policy Development and Review Panel (Pages 87 - 90)
- (7) Minutes of meeting Tuesday, 10 July 2018 of Health and Public Protection Policy Development and Review Panel (Pages 91 - 94)
- (8) Minutes of meeting Tuesday, 11 September 2018 of Health and Public Protection Policy Development and Review Panel (Pages 95 - 98)
- (9) Minutes of meeting Tuesday, 17 July 2018 of Planning and Development Policy Development and Review Panel (Pages 99 - 102)
- (10) Minutes of meeting Tuesday, 04 September 2018 of Planning and Development Policy Development and Review Panel (Pages 103 - 106)
- (11) Minutes of meeting Thursday, 19 July 2018 of Housing Policy Development and Review Panel (Pages 107 - 110)
- (12) Minutes of meeting Thursday, 20 September 2018 of Housing Policy Development and Review Panel (Pages 111 - 114)

13. Reports of the Scrutiny Panels

To receive, consider and answer questions and recommendations of the meetings of the Scrutiny Panels.

- (1) Minutes of meeting Thursday, 1 November 2018 of Streetscene Scrutiny Panel (Pages 115 - 118)
- (2) Minutes of meeting Wednesday, 7 November 2018 of Leisure and Community Scrutiny Panel (Pages 119 - 122)
- (3) Minutes of meeting Wednesday, 28 November 2018 of Leisure and Community Scrutiny Panel (Pages 123 - 126)
- (4) Minutes of meeting Monday, 12 November 2018 of Planning and Development Scrutiny Panel (Pages 127 - 130)
- (5) Minutes of meeting Tuesday, 13 November 2018 of Health and Public Protection Scrutiny Panel (Pages 131 - 136)
- (6) Minutes of meeting Thursday, 22 November 2018 of Housing Scrutiny Panel (Pages 137 - 140)
- (7) Minutes of meeting Monday, 19 November 2018 of Policy and Resources Scrutiny Panel (Pages 141 - 146)

14. Questions under Standing Order 17.2

To answer questions pursuant to Standing Order 17.2 for this meeting.

15. Motions under Standing Order 15

Members will be informed, prior to the meeting, of any motion duly notified in accordance with Standing Order 15 but received after print and dispatch of the agenda.

16. Appointments to Committees

To make any changes in appointments to the seats on committees in accordance with the wishes of political groups. Such appointments will take effect from 14 December 2018.

17. Annual Review of the Corporate Strategy 2017-2023 (Pages 147 - 174)

A report by the Director of Finance and Resources..

18. Appointments to Outside Bodies (Pages 175 - 196)

A report by the Head of Democratic Services.

19. Constitution Updates following Committee Structure Changes (Pages 197 - 216)

A report by the Monitoring Officer.



P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

05 December 2018

For further information please contact:
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FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Thursday, 11 October 2018

Venue: Council Chamber - Civic Offices

PRESENT:

Mrs S M Bayford
(Mayor)

Mrs P M Bryant
(Deputy Mayor)

Councillors: I Bastable, Miss S M Bell, F Birkett, T M Cartwright, MBE, Mrs L E Clubley, S Cunningham, P J Davies, T Davies, S Dugan, Mrs T L Ellis, K D Evans, M J Ford, JP, J S Forrest, Miss T G Harper, Mrs C Heneghan, Mrs C L A Hockley, L Keeble, J G Kelly, Mrs K Mandry, Ms S Pankhurst, R H Price, JP, Mrs K K Trott, N J Walker and S D T Woodward



1. PRAYERS

The meeting opened with prayers led by Reverend Gavin Foster of St. John's Church, Locks Heath.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K A Barton, J E Butts, J M Englefield, G Fazackerley and S D Martin.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the Minutes of the meeting of the Council held on 26 July 2018.

4. MAYOR'S ANNOUNCEMENTS

The Mayor asked that Members pause for a moment of reflection following the recent deaths of Mr Martin Heneghan and of former Mayoress, Mrs Christine Keeble. Members were invited to hold Councillors Mrs Carolyn Heneghan, Leslie Keeble and Mrs Tina Ellis in their thoughts at this sad time.

The Mayor announced that on Saturday 13 October at St Mary's Church Warsash, Soloist Maria-Brigid Ryan, Chris Milburn and Sign4Life will be hosting an Autumn Charity Concert from 7.30pm.

The Mayor also made the following announcements:-

On the 2nd December, Portchester Parish Hall will host a lunch with Councillor Mike Ford as Guest Speaker talking about his recent cycle ride from Land's End to John O'Groats. Tickets for this event are £11;

On the 10th December, Rhian Fashion house are hosting a Fashion show and Lunch at the Concorde Club, Eastleigh with half of the proceeds going to Abby's Heroes Charity. Tickets are £40 and more details can be found on the Council's Website;

The Mayor's next tea party will take place on the 1st November, where Alan Jenkins will give a talk on Pantomimes and on the 6th December, Carol Barnden will give a talk on Christmas Flowers. Both tea parties will start at 2.30pm in the Mayor's Parlour and tickets are available at £4 each.

The Mayor advised the meeting that she had received donations for her charities of £7,500 from HMS Collingwood and £3,000 from Fareham In Bloom.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements made at this meeting.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

The Executive Member for Health and Public Protection announced that in respect of Air Quality, work is continuing to work towards improving Fareham's air and also complying with the Ministerial Direction issued in July last year. Consultants are still working to establish if Fareham will be in non-compliance with EU Nitrogen Dioxide levels (40 ug/m^3) between now and 2021. At the moment the results are still emerging, although work is continuing to establish an achievable suite of measures to reduce any pollution, together with timescales for their implementation.

He stated there has been an impressive response to the Council's Let's Clear the Air Together publicity campaign and accompanying Air Quality Consultation, which asks for feedback on our draft measures to ensure air quality remains good within the Borough.

Launched on 4 September, nearly 1,100 people and organisations have so far commented on the 11 measures proposed. Interest has been so great, particularly on social media, that the original deadline has been extended by a week to 15 October.

Whilst supportive in principal of these measures, a common theme to emerge has been concern over whether they can be successfully implemented locally and if enough research has been carried out to ensure their effectiveness at reducing NO₂ levels.

Measures supported overall:

- Measure 1: Make local buses and taxis greener
- Measure 2: Encouraging more cycling and walking through research, identifying sites for bike storage and hire as well as extending cycle and pedestrian paths.
- Measure 4 (strongly supported): Review traffic lights in Fareham and Gosport
- Measure 5 (strongly supported): Promote more bus and ferry use, through better promotion and more season ticket promotions
- Measure 6: Increase the bus stops equipped with real time information (RTI)
- Measure 7: Create travel plans for popular destinations
- Measure 8: Encourage businesses to make their fleets greener through voluntary accreditation schemes
- Measure 9 (strongly supported): Install more electric vehicle charging points (EVCPs)
- Measure 10 (strongly supported): Research whether some bus routes could be improved

Measures not supported:

- Measure 3: Employing an air quality engagement officer to work with local businesses to reduce emissions

- Measure 11 (very strongly opposed): Set up a charging clean air zone

The Executive Member for Health and Public Protection stated that further updates will be provided in due course.

7. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

8. PRESENTATION OF PETITIONS

There were no petitions presented at this meeting.

9. DEPUTATIONS

There were no deputations made at this meeting.

10. REPORTS OF THE EXECUTIVE

- (1) Minutes of meeting Monday, 3 September 2018 of Executive

RESOLVED that:

- (a) the minutes of the Executive held on Monday 03 September 2018 be received; and
 - (b) the recommendations of the Executive contained in minute 12(4): Review of Policy Development and Review Panels and Scrutiny Board Meetings be noted and considered later in this agenda under item 15.
- (2) Schedule of Individual Executive member and Officer Delegated Decisions

RESOLVED that the Schedule of Individual Member and Officer Delegated Decisions be received.

11. REPORTS OF OTHER COMMITTEES

- (1) Minutes of meeting Wednesday, 18 July 2018 of Planning Committee

RESOLVED that the minutes of the Planning Committee held on Wednesday 18 July 2018 be received.

- (2) Minutes of meeting Wednesday, 12 September 2018 of Planning Committee

RESOLVED that the minutes of the Planning Committee held on Wednesday 12 September 2018 be received.

- (3) Minutes of meeting Tuesday, 18 September 2018 of Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on Tuesday 18 September 2018 be received.

- (4) Minutes of meeting Monday, 23 July 2018 of Audit and Governance Committee

RESOLVED that:

- (a) the minutes of the Audit and Governance Committee held on Monday 23 July 2018 be received; and
(b) the recommendations of the Audit and Governance Committee contained in minute 14: Procurement and Contract Procedure Rules be noted and considered later in this agenda under item 16.

- (5) Minutes of meeting Monday, 17 September 2018 of Audit and Governance Committee

RESOLVED that the minutes of the Audit and Governance Committee held on Monday 17 September 2018 be received.

12. QUESTIONS UNDER STANDING ORDER 17.2

Questions by Councillor J Forrest:

1. How many sites in the Borough designated as Open Space are not owned by Fareham Council?
2. What is the total area of such sites?
3. What percentage does that represent of the total area of Open Space?
4. What powers do Fareham Council have to protect their continued use as Open Space?

Responses given by the Executive Member for Planning and Development:

1. There are currently 140 sites that are designated as open space as shown on the adopted Development Sites and Policies Plan, Policies Map (2015) that are either completely or substantially outside of the Council's ownership. (For reference, there are 340 sites designated as open space on the adopted Policies Map 2015).
2. The combined total area of these sites is approximately 305.72ha.
3. The total area of all designated open space in the Borough is approximately 637.49ha. Therefore 305.27 of privately owned open space represents 47.9% of the total area of designated open space provision in the Borough.
4. National Planning Policy Framework and Local Plan Policy

Local Planning Authorities, such as Fareham Borough Council, have local plan policies which provide a significant amount of protection to the continued use of open space (CS 21 of the Adopted Core Strategy), in

light of current national policies and other material considerations when determining planning applications.

Paragraph 97 of the National Planning Policy Framework (2018) relating to open space, restricts development on existing open space, sport and recreational buildings and land, including playing fields unless one of three criteria are met. These are an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or the loss resulting from the proposed development would be replaced by equivalent or better provision in term of quantity and quality in a suitable location; or the development is for alternative sports and recreation provision, the benefits of which clearly outweigh the loss of the current or former use.

In terms of Local Plan Policy, Policy CS21 in the Council's Adopted Core Strategy (2011) relates to Open Space. Policy CS21 predates the 2012 NPPF however, the policy, to paraphrase, is designed to restrict the loss of existing open space to development unless it can be shown that the piece of open space is of poor quality, under-used, or has low potential for open space and a better quality replacement site is provided which is equivalent in terms of accessibility and size.

Whilst the emerging Draft Local Plan sought to update policies in light of national planning policy at the time of publication, the basis for planning decisions for development on open space would interpret Policy CS21, in light of current NPPF, which has been subsequently updated in July this year (2018).

Helpful Background Information:

Definition of Open Space-

The National Planning Policy Definition of Open Space is "All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity." (NPPF. 2018. Glossary, Page 69.)

Examples-

An example of privately owned public open space- Wallington Water Meadows
Publicly owned public open space- Cams Alders Recreation Ground

Questions from Councillor Mrs K K Trott:

1. Does the Executive Leader agree that as 2018 is the Centenary of women in this country being able to vote, a suitable way to mark this would be to remove the prefixes Mrs, Miss and Ms from councillors' names when they appear on Council papers and when they are being addressed in meetings?
2. Does he agree that Fareham Council regards its male and female councillors as equals, as indicated by the fact that such honorifics are not used on councillors' name badges or in 'Fareham Today' and other publicity material?

3. Does he acknowledge that their continued use in meetings serves only to indicate the marital status of women councillors, but not of men?

Response given by the Executive Leader:

It is for individual female Members to decide how they wish to be addressed in meetings or on Council papers and all Councillors have always been treated in meetings as equals. I do not however believe the centenary of many women still being excluded from the right to vote is of any relevance to the custom and practice of Fareham Borough Council. In fact, it was 90 years ago that all women over 21 were allowed to vote regardless of whether or not they owned property. Therefore, the time to celebrate the centenary of universal suffrage will be in 2028.

13. MOTIONS UNDER STANDING ORDER 15

There were no Motions received at this meeting.

14. APPOINTMENTS TO COMMITTEES

As a report was due to be presented to Council later in the meeting which included recommendations for appointments to committees, this item was dealt with under Item 15.

15. REVIEW OF POLICY DEVELOPMENT AND REVIEW PANELS AND SCRUTINY BOARD MEETINGS

The Council considered a report by the Head of Democratic Services on the review of Policy Development and Review Panels and Scrutiny Board meetings.

The recommendations of the Executive were taken into account in determining this item, referred to in minute 10(1) above.

Councillor R H Price proposed an amendment in respect of recommendation (d) that two further provisional dates for meetings for each Scrutiny Panel be agreed in advance and added to the meeting schedule.

Having been duly seconded by Councillor Mrs K K Trott, the amendment was LOST with five Councillors voting in favour and 20 voting against.

During the debate on this item, Councillor J S Forrest proposed an amendment to recommendation (k), to remove the words "and amend the Constitution" and in their place to add the words "the constitution and bring amendments to the next Council meeting".

During the debate on this amendment, which was seconded by Councillor R H Price, JP, and following advice from the Solicitor to the Council, Councillor S D T Woodward suggested that recommendation (k) should be amended to read "agrees that subject to approval of the above, delegated authority be given to

the Council's Monitoring Officer to bring for information consequent amendments to the Constitution to the next Council meeting to:".

In considering this, the amendment was withdrawn and debate continued with it being RESOLVED that the Council:

- (a) agrees to dissolve the Policy Development and Review Panels;
- (b) agrees that a Scrutiny Panel for each of the 6 Executive Portfolios be created;
- (c) agrees that, subject to (a) and (b) above, the current Scrutiny Board is dissolved;
- (d) agrees that each Scrutiny Panel be scheduled to meet 4 times per municipal year, with additional meetings created by the Scrutiny Panel, if necessary;
- (e) agrees that, subject to (d) above, the revised schedule of meetings for the remainder of the municipal year 2018/19 be approved, as set out in Appendix A;
- (f) approves the schedule of meetings for the municipal year 2019/20, as set out in Appendix C and notes that the meetings of the Executive have been set by the Executive Leader;
- (g) agrees that the deputation scheme be amended to allow members of the public to apply to give a deputation on any subject, to the relevant Scrutiny Panel;
- (h) agrees that, subject to (a), (b) and (c) above, a revised allocation of seats for the remainder of the municipal year 2018/19 be approved, as set out in Appendix D;
- (i) agrees the revised nominations of the political groups to seats on committees, chairmen, vice chairmen, deputies and spokesmen, for the remainder of the municipal year 2018/19, as set out at Appendix E;
- (j) agrees the changes to the Member's Allowance Scheme, as set out from paragraph 57 of the report; and
- (k) agrees that subject to approval of the above, delegated authority be given to the Council's Monitoring Officer to bring for information consequent amendments to the Constitution to the next Council meeting to:
 - i. create the new functions of the Scrutiny Panels;
 - ii. amend the Call-In procedures to reflect the changes to Portfolio Scrutiny Panels;
 - iii. amend the Deputation Scheme;

- iv. amend the Members' Allowances Handbook; and
- v. make any other minor or ancillary changes arising required to give effect to this report.

16. PROCUREMENT AND CONTRACT PROCEDURE RULES

The Council considered a report by the Head of Democratic Service and Head of Finance and Audit in respect of Procurement and Contract Procedure Rules.

The recommendation of the Audit and Governance Committee was taken into account in determining this item, referred to in minute 11(4) above.

RESOLVED that the Council:

- (a) approves and adopts the Procurement and Contract Procedure Rules policy document, as attached at Appendix B; and
- (b) approves that the budget expenditure authorisation limits in Financial Regulation 4 are changed to match the limits for awarding and signing contract in the new Procurement and Contract Procedure Rules, as outlined in Appendix.

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 5 November 2018

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)
F Birkett, Housing
Miss S M Bell, Leisure and Community
K D Evans, Planning and Development
S D Martin, Streetscene

Also in attendance:

J G Kelly, for item 8(1)
Mrs K K Trott, For item 10(1)



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 03 September 2018 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that in July of this year the Government introduced changes to National Planning Policies and Guidance. It is now consulting on further changes to those changes. As a result, the Council needs to revise its Draft Local Plan, a decision which, regrettably, will cause continuing uncertainty for local communities throughout the Borough.

The Government has made it clear that it wishes to achieve its goal of delivering 300,000 houses per annum nationally. The changes already made to National Planning Policies and Guidance along with those further changes now proposed, will undoubtedly further increase the number of houses the Borough of Fareham will be required to accommodate. This means additional greenfield sites for housing will need to be identified over and above those proposed previously in the Draft Local Plan. To avoid confusion this means the new Draft Plan will build on documents already published in support of the previous Draft Local Plan which remain relevant. There remains ongoing uncertainty over the precise higher number of houses required by the Government, which this Council currently anticipates is unlikely to be resolved until the first quarter of next year.

It is evident from the new National Planning Policies and Guidance that the Government expects local authorities to work together to deliver these higher housing requirements, especially where some authorities are unable to meet these, through developing a joint approach. There will be important strategic issues associated with future growth that affect a number of authorities, such as provision of infrastructure, for which local authorities need to seek a joint approach, carefully balancing all the economic, social and environmental issues. The Partnership for Urban South Hampshire (PUSH) has therefore agreed to work together to produce a Statement of Common Ground on these strategic issues as soon as possible and to start exploring how the authorities could produce an Infrastructure Investment Plan to support future growth.

We are aiming to take a report to the February Executive to update the Council's Local Plan Timetable to reflect the implications of these Government changes. In the meantime, the Council will consult on the issues and options relevant to the progression of our new development strategy in the spring because the number of additional houses now required is potentially character-changing for the Borough. This will be prior to producing a new Draft Local Plan for consultation by the end of next year. Special editions of Fareham Today will promote both stages and be delivered to every home in the Borough.

With the challenge of new and further changes to National Planning Policies and Guidance, the Council intends to take the Local Plan Review through the new Planning and Development Scrutiny Panel and then on to the Executive.

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

There were no references from other Committees.

8. HEALTH AND PUBLIC PROTECTION

(1) Public Spaces Protection Order (Dog Control) Consultation

A tabled amendment was presented to correct the dates given at paragraph 28 and bullet point 1 of Schedule 3.

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

RESOLVED that the Executive approves that a consultation exercise be run between 19 November 2018 and 14 January 2019 on a draft Public Spaces Protection Order (Dog Control), in accordance with section 72 of the Anti-Social Behaviour Crime Policing Act 2014.

(2) Review of off-street Car Parks TRO

RESOLVED that the Executive:

- (a) delegates authority to the Director of Planning and Regulation to make any necessary minor amendments to the draft TRO as deemed necessary prior to public consultation;
- (b) approves the statutory public advertisement of the proposed Traffic Regulation Order (TRO); and
- (c) delegates authority to the Director of Planning and Regulation in consultation with the Executive Member for Health and Public Protection, to undertake the public consultation of the proposed Traffic Regulation Order, consider any representations received in relation to the proposals, and implement the Traffic Regulation Order.

(3) Review of Hackney Carriage Fares

This item was deferred to a later meeting of the Executive.

9. PLANNING AND DEVELOPMENT

(1) Self Build & Custom Housebuilding Register

RESOLVED that the Executive currently removes the administrative charge for the Self Build and Custom Housebuilding Register.

10. POLICY AND RESOURCES

(1) Acquisition of Commercial Property in Fareham

RESOLVED that it was in the public interest to exclude the public and representatives of the Press for this item 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 1072.

At the invitation of the Executive Leader, Councillor Mrs K K Trott addressed the Executive on this item.

RESOLVED that, having considered the purchase of Broadcut Retail Park, Broadcut, Fareham as a commercial investment on the basis of the information set out in the confidential Appendix to the report, the Executive agreed to proceed with the purchase.

(2) Annual Review of the Corporate Strategy 2017-2023

RESOLVED that the Executive recommends to the Council the amendments to the strategy document, as set out in paragraph 14 of this report, subject to the inclusion of the Y CAT meetings on page 9 of the strategy document.

(3) Local Service Agreements

RESOLVED that the Executive notes the Council's performance for the 2017/18 financial year.

(4) Treasury Management and Capital Monitoring Report 2018-19

RESOLVED that the Executive notes the Treasury Management and Capital Monitoring Report for 2018/19.

(5) Finance Monitoring Report 2018-19

RESOLVED that the Executive notes the Revenue Monitoring Report.

(The meeting started at 6.00 pm
and ended at 6.36 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 3 December 2018

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)
F Birkett, Housing
Miss S M Bell, Leisure and Community
K D Evans, Planning and Development
S D Martin, Streetscene

Also in attendance:

P J Davies, for Item 8(1)
Mrs C L A Hockley, for Item 9(1)



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 05 November 2018 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements given at this meeting.

4. DECLARATIONS OF INTEREST

Councillor S D T Woodward declared a Non-Pecuniary Interest in respect of Item 9(2) – Hampshire Physical Activity Strategy 2017-21 as he is a Hampshire County Council Appointed Trustee of 'Energise Me'.

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**Leisure & Community Scrutiny Panel – 28 November 2018**

Minute 7 - Ferneham Hall Vision Review

The Panel received a presentation from the Customer Engagement Manager, which provided Members with a summary of the recent consultation results and findings.

Members then considered the report by the Head of Leisure and Corporate Services which set out the details of the proposed changes to the Ferneham Hall Vision:-

- Increase the auditorium to around 800 seats.
- Emphasise flexibility of second performance space.
- Replace 'dance studio' with 'flexible' studio space

An in-depth question and answer session took place between Members and Officers to better understand reasons for the proposed changes to the 'Vision: Fareham's New Entertainment Venue' document.

RESOLVED that the Leisure and Community Scrutiny Panel considered the Ferneham Hall Vision Review report and support the proposed update to the 'Vision: Fareham's New Entertainment Venue' document.

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

Licensing and Regulatory Affairs Committee – 18 September 2019

Minute 6 - Review of Hackney Carriage Fares

The Committee considered a report by the Head of Environmental Health which provided Members with information regarding hackney carriage fares.

The Committee received a deputation on this item from Mr J Miah, representing the Fareham Hackney Carriage and Private Hire Association.

Having considered the report and the responses received from individuals and the Hackney Carriage and Private Hire Association in respect of changes to the tariff, it was RESOLVED that the Committee recommends that the Executive approves the following changes to the current tariffs:

- (a) a minimum pull-off charge of £2.60 for the first 180 metres (or part thereof) with a charge of 20p for each succeeding 180 metres (or part thereafter);
- (b) a charge of 20p for each period of 55 seconds waiting time (or part thereof); and
- (c) that Easter Sunday from 0600 hours until 23.30 hours be charged at Rate 2

This item was originally referred to the meeting of the Executive held on 05 November 2018 but was deferred. The item is now brought back to the Executive for further consideration.

A further report on this matter is at item 10(2) of the agenda.

8. HOUSING

(1) Fareham Housing Development Sites

At the invitation of the Executive Leader, Councillor P Davies addressed the Executive on this item.

RESOLVED that the Executive:

- (a) agrees that the contract award and appointment of contractor(s) for the Hampshire Rose and Bridge Road development sites be delegated to the Director of Finance and Resources, following consultation with the Executive Member for Housing.
- (b) notes the on-going progress with Fareham Housing led potential development opportunities; and
- (c) notes the funding mechanisms available for the delivery of further sites.

9. LEISURE AND COMMUNITY

(1) Ferneham Hall Vision Review

The comments from the Leisure & Community Scrutiny Panel, as set out in minute 7, were taken into account in considering this item.

At the invitation of the Executive Leader, the Chairman of the Leisure and Community Scrutiny Panel, Councillor Mrs C L A Hockley, addressed the Executive on this item.

RESOLVED that, having considered the feedback from the vision consultation, the Executive approves the following minor changes to the 'A Vision: Fareham's New Entertainment Venue' document, attached at Appendix A to the report:

- Amend the text relating to the number of seats needed to attract shows (Ferneham Hall Today paragraph's 4 and 5) to

'Ferneham Hall's capacity of 708 seats is not high enough to attract the quality of performers that many people want to see, with shows only reaching an average of 53% capacity, or 372 seats.

Theatres with around 800 seats can generally attract higher profile and better-quality shows, generating more income through tickets sales and 'on the night' spending such as on food and drink'.

- Replace 'dance studio' with 'flexible studio space' (A Vision for the Future, page 9 and Design Priorities, page 11) to highlight the space's potential for different types of activity.
- Amend the text relating to the main auditorium size to reflect feedback stating that more seating would help improve the venues offer:

'Improve the comfort of the main auditorium and increase the size to around 800 seats to attract better quality shows' (Design Priorities, page 11).
- Add 'flexible' to the priority of having a secondary performance space to reflect its multi-use nature (Design Priorities, page 11).

(2) Hampshire Physical Activity Strategy 2017-21

Councillor S D T Woodward declared a non-pecuniary interest in respect of this item as he is a Hampshire County Council Appointed Trustee of Energise Me.

RESOLVED that the Executive approves the memorandum of understanding with Energise Me to help deliver the Hampshire and Isle of Wight Physical Activity Strategy 2017 to 2021, subject to a review of the funding agreement after 1 year.

10. HEALTH AND PUBLIC PROTECTION

(1) Air Quality - Final Plan Submission

A tabled amendment was presented in respect of this item to reflect corrections to the results of questions 10 and 11 of the Consultation document attached as Appendix E to the report.

RESOLVED that the Executive delegates authority to the Director of Planning and Regulation, following consultation with the Executive Member for Health and Public Protection, to submit the Final Plan to JAQU as required under the Ministerial Direction.

(2) Review of Hackney Carriage Fares

A tabled amendment was presented in respect of this item to amend recommendation (a) of the report to remove the word “minimum”.

The comments of the Licensing and Regulatory Affairs Committee, as set out in minute 7, were taken into account in considering this item.

RESOLVED that the Executive agrees, in the absence of objection following publication, to amend the current Hackney Carriage tariff so that:

- (a) there is a pull off charge of £2.40 for the first 180 metres (or part thereof) with a charge of 20p for each succeeding 180 metres (or part thereafter);
- (b) there is a charge of 20p for each period of 55 seconds waiting time (or part thereof); and
- (c) Easter Sunday from 06:00 hours until 23:30 hours be charged at Rate 2

11. PLANNING AND DEVELOPMENT

(1) Council's Response to the Government's 'Technical consultation on updates to national planning policy and guidance'

RESOLVED that the Executive agrees:

- (a) Fareham Borough Council's response, as outlined in the report from paragraph 12, which answers the questions posed in the Government's Technical consultation on updates to national planning policy and guidance'; and
 - (b) that the Director of Planning and Regulation be authorised to make any necessary minor amendments, following consultation with the Executive Member for Planning and Development prior to the submission to the Government's consultation deadline (07 December 2018), provided that these do not change their overall direction, shape or emphasis.
- (2) Provision of Highway Development Planning Advice

RESOLVED that the Executive approves the termination of the agreement with Hampshire County Council for the delivery of highway development planning advice.

(The meeting started at 6.00 pm
and ended at 6.54 pm).

FAREHAM

BOROUGH COUNCIL

SCHEDULE OF EXECUTIVE MEMBER & OFFICER DELEGATED DECISIONS

The following decisions have been made by individual Executive Members since those reported at the meeting of Council on 11 October 2018:

Leisure and Community:

**Community Fund Application – St Marys Church, Portchester
08 October 2018
(Decision 2018/19 – 2054)**

RESOLVED That the application for £3,092.12 from Fareham Borough Council's Community Fund, submitted by St Mary's Church, Portchester, be approved.

That the funding is released under the condition that the Council's contribution to the project is recognised, using wording supplied by the Council, in the Church's World War II Memorial Books.

**Community Fund Application – St Marys Church, Hook with Warsash
14 November 2018
(Decision 2018/19 - 2068)**

RESOLVED that the application for £3,400 from Fareham Borough Council's Community Fund, submitted by St Mary's Church, Hook with Warsash, be approved.

Executive Leader (Delegated Decision):

**Attendance at TCPA Annual Conference
08 October 2018
(Decision 2018/19 – 2055)**

RESOLVED that approval is given for the Executive Member for Planning and Development to attend the TPCA Annual Conference 'A blueprint for a better

planning system' taking place on 22 November 2018 at Coin Street Neighbourhood Centre, Stamford Street, London.

**Attendance at TCPA New Communities Group Parliamentary Briefing
08 October 2018
(Decision 2018/19 – 2056)**

RESOLVED that approval is given for the Executive Member for Planning and Development to attend the TPCA New Communities Group Parliamentary Briefing taking place on 30 October 2018 at the House of Commons, London.

Officer Delegated Decision:

**Locks Heath Memorial Hall Asset Disposal
29 October 2018
(Decision 2018/19 – 2058)**

RESOLVED that the sale of the site is awarded to bidder number 1 as listed in Appendix A.

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 10 October 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor I Bastable (Vice-Chairman)

Councillors: F Birkett, P J Davies, K D Evans, M J Ford, JP, Mrs K Mandry, R H Price, JP and S Dugan (deputising for T M Cartwright, MBE)

Also Present: Councillors Mrs P M Bryant (Items * (8) and (9)) and Mrs L E Clubley (Item 8 (8))



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor T M Cartwright.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 12 September 2018 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

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

The Committee received a deputation from the following in respect of the applications indicated and were thanked accordingly.

| Name | Spokesperson representing the persons listed | Subject | Supporting or Opposing the Application | Minute Application No/Page No |
|------------------------|--|---|--|--------------------------------|
| | | | | |
| ZONE 1 – 2.30pm | | | | |
| Ms J Sinclair | | LAND TO THE EAST OF BYE ROAD SWANWICK SO31 7GX – 7NO. CUSTOM BUILD DWELLINGS WITH ASSOCIATED PARKING AND ACCESS FROM BYE ROAD | Opposing | 8 (1) P/17/1317/OA Pg 43 |
| Mr M Knappett (Agent) | | -Ditto- | Supporting | -Ditto- |
| Ms K Little | | LAND TO SOUTH OF ROOKERY AVENUE/ADJACENT TO 112 BOTLEY ROAD SWANWICK – RESIDENTIAL DEVELOPMENT OF 6NO. DWELLINGS, ASSOCIATED LANDSCAPING, AMENITY AREAS AND | Supporting | 8 (2) P/18/0235/FP Pg 63 |

| | | | | |
|-----------------------------------|--|--|-------------------|---------------------------------|
| | | A MEANS OF ACCESS FROM ROOKERY AVENUE | | |
| Mr R Holford | | LAND TO THE EAST OF BROOK LANE AND SOUTH OF BROOKSIDE DRIVE – OUTLINE PLANNING PERMISSION WITH ALL MATTERS RESERVED (EXCEPT FOR ACCESS), FOR RESIDENTIAL DEVELOPMENT OF UP TO 85 DWELLINGS WITH PUBLIC OPEN SPACE, ACCESS FROM BROOK LANE, LANDSCAPING WORKS, INCLUDING DEMOLITION OF EXISTING REDUNDANT NURSERY BUILDINGS | Opposing | 8 (3) P/17/0746/OA Pg 82 |
| Mr R Thomas | | -Ditto- | -Ditto- | -Ditto- |
| Mrs H Megginson (Lead Petitioner) | | -Ditto- | -Ditto- | -Ditto- |
| Mrs H Megginson (Lead Petitioner) | | BROOK LANE – LAND TO THE EAST OF – WARSASH – OUTLINE PLANNING PERMISSION WITH ALL MATTERS RESERVED (EXCEPT FOR ACCESS) FOR RESIDENTIAL DEVELOPMENT OF UP TO 180 DWELLINGS, ASSOCIATED LANDSCAPING AMENITY AREAS & ACCESS FROM BROOK LANE | Opposing | 8 (4) P/17/0845/OA Pg 106 |
| Ms K Little (Agent) | | -Ditto- | Supporting | -Ditto- |
| Mr R Thomas | | LAND EAST OF BROOK LANE NORTH OF WARSASH ROAD – OUTLINE | Opposing | 8 (5) P/17/0752/OA Pg 130 |

| | | | | |
|------------------------|-------------------------------|---|-------------------|---------------------------------|
| | | APPLICATION WITH ALL MATTERS RESERVED (EXCEPT FOR ACCESS) FOR THE CONSTRUCTION OF UP TO 140 RESIDENTIAL DWELLINGS, ACCESS FROM BROOK LANE, LANDSCAPING, OPEN SPACE AND ASSOCIATED WORKS | | |
| Mr R Megginson | Warsash Residents Association | -Ditto- | Opposing | -Ditto- |
| Mr M Knappett (Agent) | | LAND TO THE EAST OF BROOK LANE AND WEST OF LOCKSWOOD ROAD WARSASH SO31 9FG – OUTLINE APPLICATIONS FOR UP TO 157 DWELLINGS WITH ACCESS FROM BROOK LANE AND LOCKSWOOD ROAD, ASSOCIATED OPEN SPACE, SUSTAINABLE DRAINAGE AND LANDSCAPING | Supporting | 8 (6) P/17/0998/OA Pg 154 |
| Mr P Airey (Agent) | | LAND TO THE EAST & WEST OF 79 GREENAWAY LANE WARSASH – OUTLINE APPLICATION FOR THE ERCECTION OF UP TO 30 RESIDENTIAL UNITS AND ASSOCIATED DETACHED GARAGES. REVISED SCHEME INCORPORATING ACCESS TO THE SOUTH | Supporting | 8 (7) P/18/0107/OA Pg 181 |
| ZONE 2 – 2.30pm | | | | |
| Mr A Jackson | | LAND NORTH OF FUNTELY ROAD FUNTLEY – OUTLINE PLANNING PERMISSION WITH ALL MATTERS | Opposing | 8 (8) P/17/1135/OA Pg 205 |

| | | | | |
|------------------------|--|--|-------------------|---------------------------------|
| | | RESEVED (EXCEPT FOR ACCESS0, FOR RESIDENTIAL DEVELOPMENT OF UP TO 27 DWELLINGS (USE CLASS C3) WITH ASSOCIATED INFRASTRUCTURE, MEANS OF ACCESS AND DEMOLITION OF AGRICULTURAL BUILDING | | |
| Mr D Ramirez (Agent) | | -Ditto- | Supporting | -Ditto- |
| Mr A Jackson | | LAND TO THE SOUTH OF FUNTLEY ROAD FUNTLEY – FOLLOWING DEMOLITION OF EXISTING BUILDINGS, RESIDENTIAL DEVELOPMENT OF UP TO 55 DWELLING (INCLUDING 3 CUSTOM-BUILD HOMES) (USE CLASS C3), COMMUNITY BUILDING INCORPORATING A LOCAL SHOP 250 SQM (USE CLASSES A1, A3, D1 & D2), ACCESSES AND ASSOCIATED LANDSCAPING, INFRASTURCTURE AND DEVELOPMENT | Opposing | 8 (9) P/18/0067/OA Pg 227 |
| Mr D Ramirez (Agent) | | -Ditto- | Supporting | -Ditto- |
| Mr A Munton | | -Ditto- | -Ditto- | -Ditto- |
| ZONE 3 – 2.30pm | | | | |
| | | | | |

6. CONSIDERATION OF PLANNING APPLICATIONS ON THIS AGENDA

The Committee considered a report by the Director of Planning and Regulation on the consideration of Planning Applications on this agenda.

The Committee's attention was drawn to the Update Report which contained the following information: -

A letter has been received from Harrison Grant Solicitors dated the 9th October, on behalf of 'Save Warsash and the Western Wards'. The letter requested that Item 6 along with all of the planning applications are removed from the Agenda, until the following four main points have been addressed and rectified.

- 1. Planning Officers should set out the details and conclusions of each appropriate assessment, so that the Planning Committee can adequately consider the acceptability of the appropriate assessment (AA) and the planning application.*
- 2. It is unclear whether adequate levels of consultation was undertaken with Natural England on the AA and the report does not mention relevant documents in the background papers. The Council has failed to consider whether to take the opinion of the general public for the purposes of the AA.*
- 3. It is not clear that each planning application has been reconsidered in full in light of all the changes in policy law.*
- 4. The second report contains inaccurate references to development plan policies. For example, policy DSP40 is referred to as Housing Allocations, when in fact it is the Fareham Local Biodiversity Action Plan Review.*

Following consultation with the Council's planning Solicitors, Officers are satisfied that the reports are legally and procedurally robust. In specific response to the four main points raised:

- 1. As explained in paragraph 8 of the report of 12 September 2018 (page 22 of this agenda), under regulation 63 of the Conservation of Habitats and Species Regulation 2017 the council (and therefore members) "may agree to the plan or project only after having ascertained that it will not adversely affect the integrity of the European site". A summary of the conclusions of the relevant appropriate assessment has been set out in each report. Members have before them a copy of the appropriate assessment for each application site. The appropriate assessments have been on the council website for each application.*
- 2. Natural England's position is summarised in each individual report. Their letter states "In cases where the necessary avoidance and mitigation measures are limited to collecting a funding contribution that is fully in line with an agreed strategic approach for the mitigation of impacts on European Sites then, provided no other adverse impacts are identified by your authority's Appropriate Assessment, your authority may be assured that Natural England agrees that the Appropriate Assessment can conclude that there will be no adverse effect on the integrity of the European Sites. In such cases Natural England will not require a Regulation 63 appropriate assessment consultation." There is no legal requirement to consult members of the public on the appropriate assessment. Members of the public have had the opportunity to make representations on each application and these have been taken into account. Further, it is noted that the Solent Recreation Mitigation Strategy was the subject of public consultation at the time. In view of the SRMS, the conclusions in each appropriate assessment, the likely effects of development and the proposed*

mitigation, which is secured through planning obligations, it is not considered appropriate to consult members of the public further on the appropriate assessment.

3. *Officers are satisfied that all relevant considerations (having regard to changes in policy and law) are set out in the reports in front of members.*
4. *The report correctly refers to policy DSP40 as Housing Allocations.*

RESOLVED that the Committee notes the content of the report.

7. FIVE YEAR HOUSING LAND SUPPLY POSITION

The Committee considered a report by the Director of Planning and Regulation on the Council's Five Year Housing Land Supply Position.

RESOLVED that the Committee notes:

- (i) the content of the report and the current 5-Year Housing Land Supply Position;
- (ii) that the 5-Year Land Supply Position set out in the attached report (which will be updated regularly as appropriate) is a material consideration in the determination of planning applications for residential development;
- (iii) that the Government are considering adjustments to the new standard method used to calculate Local Housing Need, following publication of the new household growth projections on 20th September 2018; and
- (iv) the Council will likely be required to apply a 20% buffer to the 5-Year Housing Land Supply position following publication by the Government of the Housing Delivery Test result in November.

8. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS

The Committee noted a report by the Director of Planning and Regulation on the development management matter applications and miscellaneous matters including the information on Planning Appeals.

(1) P/17/1317/OA - LAND TO THE EAST OF BYE ROAD SWANWICK SO31 7GX

The Committee received the deputations referred to in Minute 5 above.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further letter of objection has been received regarding the application, highlighting that due to the nature of the proposal (self/custom build), the build-out period would likely to be protracted, resulting in an extended period of disruption for neighbours.

The Local Planning Authority is not able to restrict the timeframe for the completion of developments, but conditions have been imposed to ensure any disruption to neighbours during the construction period is minimised.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

- Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
- Financial contribution to secure an equivalent 30% of off-site contribution for affordable housing.

and the conditions in the report, was voted on and CARRIED.

(Voting: 8 in favour; 1 against)

RESOLVED that subject to, the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

- Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
- Financial contribution to secure an equivalent 30% of off-site contribution for affordable housing,

and the conditions in the report, PLANNING PERMISSION be granted.

(2) P/18/0235/FP - LAND TO THE SOUTH OF ROOKERY AVENUE/ADJACENT TO 112 BOTLEY ROAD

The Committee received the deputation referred to in Minute 5 above.

Upon being proposed and seconded the officer recommendation to grant planning permission subject to:

- the completed legal agreement secured under Section 106 of the Town and Country Planning Act 1990 which secures:
 - a) A financial contribution towards the Solent Recreational Mitigation Strategy (SRMS);
 - b) A financial contribution towards a traffic regulation order (TRO) to secure adequate visibility at the site access with Rookery Avenue,

and the conditions in the report, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that subject to:

- the completed legal agreement secured under Section 106 of the Town and Country Planning Act 1990 which secures:
 - a) A financial contribution towards the Solent Recreational Mitigation Strategy (SRMS);
 - b) A financial contribution towards a traffic regulation order (TRO) to secure adequate visibility at the site access with Rookery Avenue, and the conditions in the report, PLANNING PERMISSION be granted.

(3) P/17/0746/OA - LAND TO THE EAST OF BROOK LANE AND SOUTH OF BROOKSIDE DRIVE WARSASH

The Committee received the deputations referred to in Minute 5 above.

At the invitation of the Chairman, Councillor T M Cartwright addressed the Committee on this item. He left room after making his representation and was not present for the discussion or vote on this item.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further letter of objection has been received commenting that FBC and the Planning Committee has a duty to the residents of Warsash to wait until the NPPF and outcome of the new housing supply figures are published as it may have implications regarding the application.

As no reports from Natural England have been obtained in any of the Warsash cluster applications, the applications need to be refused or rescinded as necessary until one has been obtained.

Officer response: An update on the Five Year Housing Land Supply Position including reference to the publication by the Government of the Housing Delivery Test result in November has been reported elsewhere on this agenda.

Natural England's approach since the CJEU judgement is reflected in the officer report.

Other matters raised which include traffic and education impacts and lack of mitigation have been already discussed within the officer report.

Upon being proposed and second the officer recommendation to grant planning permission, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
 - . Financial contributions to provide for satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
 - . Financial contributions towards highway improvements to highway network resulting from impacts of the development;

- . The provision of the open space to the Council, including provision for its maintenance;
 - . A financial contribution towards the delivery of a play area and associated maintenance;
 - . Vehicular, cycle and pedestrian access to adjoining land;
 - . The delivery of 40% of the permitted dwellings as affordable housing; and
 - . A financial contribution towards education provision.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.
(Voting: 7 in favour; 2 against)

RESOLVED that subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
- . Financial contributions to provide for satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
 - . Financial contributions towards highway improvements to highway network resulting from impacts of the development;
 - . The provision of the open space to the Council, including provision for its maintenance;
 - . A financial contribution towards the delivery of a play area and associated maintenance;
 - . Vehicular, cycle and pedestrian access to adjoining land;
 - . The delivery of 40% of the permitted dwellings as affordable housing; and
 - . A financial contribution towards education provision.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,
- PLANNING PERMISSION be granted.

(4) P/17/0845/OA - BROOK LANE - LAND TO THE EAST OF - WARSASH

The Committee received the deputations referred to in Minute 5 above.

The Committee's attention was drawn to the Update Report which contained the following information:

Two further letters of objection have been raised. FBC and the Planning Committee has a duty to the residents of Warsash to wait until the NPPF and outcome of the new housing supply figures are published as it may have implications regarding the application.

As no reports from Natural England have been obtained in any of the Warsash cluster applications, the applications need to be refused or rescinded as necessary until one has been obtained.

Officer response: An update on the Five Year Housing Land Supply Position including reference to the publication by the Government of the Housing Delivery Test result in November has been reported elsewhere on this agenda.

Natural England's approach since the CJEU judgement is reflected in the committee report. In this case Natural England's specific comment is set out in the officer report.

Other matters raised which include traffic and education impacts, highway safety and lack of mitigation have been already discussed within the officer report.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
 - . Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
 - . Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.
 - . The provision of open space, to the Council, including provision for its maintenance.
 - . A financial contribution towards the delivery of a play area and associated maintenance.
 - . Vehicular, pedestrian and cycle access to adjoining land.
 - . The delivery of 40% of the permitted dwellings as affordable housing.
 - . Travel Plan and related monitoring cost and bond.
 - . Financial contribution towards education.

- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.
(Voting: 7 in favour; 2 against)

RESOLVED that, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
 - . Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
 - . Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.
 - . The provision of open space, to the Council, including provision for its maintenance.
 - . A financial contribution towards the delivery of a play area and associated maintenance.
 - . Vehicular, pedestrian and cycle access to adjoining land.
 - . The delivery of 40% of the permitted dwellings as affordable housing.
 - . Travel Plan and related monitoring cost and bond.
 - . Financial contribution towards education.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,
and the conditions in the report, PLANNING PERMISSION be granted.

(5) P/17/0752/OA - LAND EAST OF BROOK LANE, NORTH OF WARSASH ROAD

The Committee received the deputations referred to in Minute 5 above.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further letter of objection has been received commenting that FBC and the Planning Committee has a duty to the residents of Warsash to wait until the NPPF and outcome of the new housing supply figures are published as it may have implications regarding the application.

As no reports from Natural England have been obtained in any of the Warsash cluster applications, the applications need to be refused or rescinded as necessary until one has been obtained.

Officer response: An update on the Five Year Housing Land Supply Position including reference to the publication by the Government of the Housing Delivery Test result in November has been reported elsewhere on this agenda.

Natural England's approach since the CJEU judgement is reflected in the committee report. In this case Natural England's specific comment is set out in the officer report.

Other matters raised which include traffic and education impacts and lack of mitigation have been already discussed within the officer report.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to:

1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

. Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.

. Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.

. The provision of the open space to the Council, including contributions for its maintenance.

. A financial contribution towards the delivery of a play area and associated maintenance.

. Access to adjoining land.

. The delivery of 40% of the permitted dwellings as affordable housing.

. Travel Plan and related costs.

. A financial contribution towards education provision.

- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.
(Voting: 7 in favour; 2 against)

RESOLVED that, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

. Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.

. Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.

. The provision of the open space to the Council, including contributions for its maintenance.

. A financial contribution towards the delivery of a play area and associated maintenance.

. Access to adjoining land.

. The delivery of 40% of the permitted dwellings as affordable housing.

. Travel Plan and related costs.

. A financial contribution towards education provision.

- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, PLANNING PERMISSION be granted.

(6) P/17/0998/OA - LAND TO THE EAST OF BROOK LANE AND WEST OF LOCKSWOOD ROAD WARSASH SO31 9FG

The Committee received the deputation referred to in Minute 5 above.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further letter of objection has been received commenting that FBC and the Planning Committee has a duty to the residents of Warsash to wait until the NPPF and outcome of the new housing supply figures are published as it may have implications regarding the application.

As no reports from Natural England have been obtained in any of the Warsash cluster applications, the applications need to be refused or rescinded as necessary until one has been obtained.

Officer response: An update of the Five Year Housing Land Supply Position including reference to the publication by the Government of the Housing Delivery Test result in November has been reported elsewhere on this agenda.

Natural England's approach since the CJEU judgement is reflected in the committee report.

Other matters raised which include traffic and education impacts and lack of mitigation have been already discussed within the officer report.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
 - . Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
 - . Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.
 - . Travel Plan and related monitoring cost and bond.
 - . Payment towards a Traffic Regulation Order on Brook Lane and Lockwood Road to install parking controls.
 - . The provision of open space, to the Council, including provision for its maintenance.
 - . A financial contribution towards the delivery of a play area and associated maintenance.
 - . The provision of ecological corridors and subsequent maintenance arrangements.
 - . The provision of two additional hibernacula on the receptor site (Warsash Common LNR).

- . Vehicular, pedestrian and cycle access connectivity to adjoining land.
 - . The delivery of 35% of the permitted dwellings as affordable housing.
 - . A financial contribution towards education provision.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or head of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.
(Voting: 7 in favour, 2 against)

RESOLVED that subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
- . Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.
 - . Financial contribution towards highway improvements to the highway network resulting from the impacts of the development.
 - . Travel Plan and related monitoring cost and bond.
 - . Payment towards a Traffic Regulation Order on Brook Lane and Lockswood Road to install parking controls.
 - . The provision of open space, to the Council, including provision for its maintenance.
 - . A financial contribution towards the delivery of a play area and associated maintenance.
 - . The provision of ecological corridors and subsequent maintenance arrangements.
 - . The provision of two additional hibernacula on the receptor site (Warsash Common LNR).
 - . Vehicular, pedestrian and cycle access connectivity to adjoining land.
 - . The delivery of 35% of the permitted dwellings as affordable housing.
 - . A financial contribution towards education provision.

- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or head of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, PLANNING PERMISSION be granted.

(7) P/18/0107/OA - LAND TO THE EAST & WEST OF 79 GREENAWAY LANE WARSASH

The Committee received the deputation referred to in Minute 5 above.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further letter of objection has been received commenting that FBC and the Planning Committee has a duty to the residents of Warsash to wait until the NPPF and outcome of the new housing supply figures are published as it may have implications regarding the application.

As no reports from Natural England have been obtained in any of the Warsash cluster applications, the applications need to be refused or rescinded as necessary until one has been obtained.

Officer response: An update on the Five Year Housing Land Supply Position including reference to the publication by Government of the Housing Delivery Test result in November has been reported elsewhere on this agenda.

Officers have undertaken an Appropriate Assessment as already reported.

Other matters raised which include traffic and education impacts and lack of mitigation have been already discussed within the officer report.

Upon being proposed and seconded the officer recommendation to grant planning permission subject to: -

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

. Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.

. The delivery of 40% of the permitted dwellings as affordable housing.

- 2) Delegate to the Head of Development in consultation with the Solicitor to the Council to make any minor modifications to the proposed

conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.
(Voting: 7 in favour; 2 against)

RESOLVED that, subject to:

- 1) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

. Financial contribution to secure satisfactory mitigation of the 'in combination' effects that the increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas.

. The delivery of 40% of the permitted dwellings as affordable housing.

- 2) Delegate to the Head of Development in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, PLANNING PERMISSION be granted.

(8) P/17/1135/OA - LAND NORTH OF FUNTLEY ROAD FUNTLEY

The Committee received the deputations referred to in Minute 5 above.

At the invitation of the Chairman, Councillor's Mrs L E Clubley and Mrs P M Bryant.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to:

- 1) The applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council in respect of the following:
 - a) To secure the delivery of 40% of the permitted dwellings as affordable housing.
 - b) To secure a financial contribution towards the Solent Recreation Mitigation Partnership (SRMP) in order to mitigate the 'in combination' effects that an increase in residential units on the site would cause

through increased recreational disturbance on the Solent Coastal Special Protection Areas;

- c) To secure submission and implementation of travel plan;
 - d) To secure the provision of a permissive footpath from Funtley Road to Thames Drive, a scheme for which must be submitted to and approved by Fareham Borough Council before development commences; associated works to upgrade bridge over M27 motorway (including structural survey);
 - e) To secure a financial contribution towards the revision of the existing traffic regulation order (TRO) to allow the speed limit restrictions on Funtley Road to the amended (£5,000);
 - f) To secure a financial contribution towards improvements to sustainable transport links (£21,950);
 - g) To secure the installation of a bell mouth access from the site onto Funtley Road and footpath extension as shown on drawing no. 16/0822/SK01e.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions;

and the conditions in the report, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that, subject to:

- 1) The applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council in respect of the following:
 - a) To secure the delivery of 40% of the permitted dwellings as affordable housing.
 - b) To secure a financial contribution towards the Solent Recreation Mitigation Partnership (SRMP) in order to mitigate the 'in combination' effects that an increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
 - c) To secure submission and implementation of travel plan;
 - d) To secure the provision of a permissive footpath from Funtley Road to Thames Drive, a scheme for which must be submitted to and approved by Fareham Borough Council before development commences;

associated works to upgrade bridge over M27 motorway (including structural survey);

- e) To secure a financial contribution towards the revision of the existing traffic regulation order (TRO) to allow the speed limit restrictions on Funtley Road to the amended (£5,000);
 - f) To secure a financial contribution towards improvements to sustainable transport links (£21,950);
 - g) To secure the installation of a bell mouth access from the site onto Funtley Road and footpath extension as shown on drawing no. 16/0822/SK01e.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to the proposed conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation, addition or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions;

and the conditions in the report, PLANNING PERMISSION be granted.

(9) P/18/0067/OA - LAND TO THE SOUTH OF FUNTLEY ROAD FUNTLEY

The Committee received the deputations referred to in Minute 5 above.

At the invitation of the Chairman, Councillor Mrs P M Bryant addressed the Committee on this item.

The Committee's attention was drawn to the Update Report which contained the following information: -

Two further letters from the same person have been received in objection to this application raising concerns over access for railway contractors and the potential for mudslides.

Upon being proposed and seconded the officer recommendation to grant planning permission subject to: -

- 1) The applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council in respect of the following:
 - a) To secure the delivery of 40% of the permitted dwellings as affordable housing;
 - b) To secure three of the permitted dwellings as customer built properties;
 - c) To secure provision of a pedestrian and cycle public right of way through the site from Funtley Road (north) to Thames Drive (south);

associated works to upgrade bridge over M27 motorway (including structural survey) and commuted sum for future maintenance;

- d) To secure provision of, laying out (including provision of a capital equipment required to establish the park) and transfer of community park land to Fareham Borough Council and a financial contribution of £802,000 towards the associated ongoing maintenance costs of operating the community park;
 - e) To secure the on-site provision of public open space including local equipped area of play (LEAP) in accordance with the Council's adopted Planning Obligations SPD, a financial contribution towards associated maintenance costs and transfer of the public open space to Fareham Borough Council;
 - f) To secure a financial contribution towards the Solent Recreation Mitigation Partnership (SRMP) in order to mitigate the 'in combination' effects that an increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
 - g) To secure a financial contribution towards the production of school travel plans in the area (£15,000);
 - h) To secure a financial contribution towards the revision of the existing traffic regulation order (TRO) to allow the speed limit restrictions on Funtley Road to be amended (5,000);
 - i) To secure submission and implementation of travel plan;
 - j) To secure details of the delivery of the community building, the transfer of land 0.1 hectares in size on application site and funding on a pro-rata basis of £2,000 per sq. m of community use floorspace (to a maximum of £500,000) for provision of community/shop building and associated management arrangements for community use element along with pedestrian and vehicular access rights between the site of the community building and Funtley Road, or at the request of the local planning authority the same sum for the provision or improvement of community facilities within Funtley calculated on a pro-rata basis minus the floorspace of any remaining shop use on the application site.
- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to proposed conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that, subject to:

- 1) The applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council in respect of the following:
 - a) To secure the delivery of 40% of the permitted dwellings as affordable housing;
 - b) To secure three of the permitted dwellings as customer built properties;
 - c) To secure provision of a pedestrian and cycle public right of way through the site from Funtley Road (north) to Thames Drive (south); associated works to upgrade bridge over M27 motorway (including structural survey) and commuted sum for future maintenance;
 - d) To secure provision of, laying out (including provision of a capital equipment required to establish the park) and transfer of community park land to Fareham Borough Council and a financial contribution of £802,000 towards the associated ongoing maintenance costs of operating the community park;
 - e) To secure the on-site provision of public open space including local equipped area of play (LEAP) in accordance with the Council's adopted Planning Obligations SPD, a financial contribution towards associated maintenance costs and transfer of the public open space to Fareham Borough Council;
 - f) To secure a financial contribution towards the Solent Recreation Mitigation Partnership (SRMP) in order to mitigate the 'in combination' effects that an increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
 - g) To secure a financial contribution towards the production of school travel plans in the area (£15,000);
 - h) To secure a financial contribution towards the revision of the existing traffic regulation order (TRO) to allow the speed limit restrictions on Funtley Road to be amended (5,000);
 - i) To secure submission and implementation of travel plan;
 - j) To secure details of the delivery of the community building, the transfer of land 0.1 hectares in size on application site and funding on a pro-rata basis of £2,000 per sq. m of community use floorspace (to a maximum of £500,000) for provision of community/shop building and associated management arrangements for community use element along with pedestrian and vehicular access rights between the site of the community building and Funtley Road, or at the request of the local planning authority the same sum for the provision or improvement of community facilities within Funtley calculated on a pro-rata basis minus the floorspace of any remaining shop use on the application site.

- 2) Delegate to the Head of Development Management in consultation with the Solicitor to the Council to make any minor modifications to proposed conditions or heads of terms or any subsequent minor changes arising out of detailed negotiations with the applicant which may necessitate the modification which may include the variation or deletion of the conditions and heads as drafted to ensure consistency between the two sets of provisions,

and the conditions in the report, PLANNING PERMISSION be granted.

(10) UPDATE REPORT

The Update Report was tabled at the meeting and considered with the relevant agenda item.

9. PLANNING APPEALS

The Committee noted the information in the report.

(The meeting started at 2.30 pm
and ended at 6.29 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 14 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor I Bastable (Vice-Chairman)

Councillors: F Birkett, T M Cartwright, MBE, P J Davies, K D Evans,
M J Ford, JP, Mrs K Mandry and S Cunningham (deputising for
R H Price, JP)

Also Present: Councillor Miss S M Bell (Item 6 (3)) and Councillor R H Price,
JP (Item 6 (3)).



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor R H Price, JP.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 10 October 2018 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

In accordance with Standing Orders and the Council's Code of Conduct the following declarations of interest were made at this meeting:

Councillor N J Walker declared a non-pecuniary interest in Item 6 (3) – Land to the West of Seafeld Road & Moraunt Drive, South of Tattershall Crescent in that he is the Chairman of the Parish Hall Trust Board of which 2 church wardens are also members and who are also member trustees of the Churchlands Trust which owns part of the site.

5. DEPUTATIONS

The Committee received a deputation from the following in respect of the applications indicated and were thanked accordingly.

| Name | Spokesperson representing the persons listed | Subject | Supporting or Opposing the Application | Minute Application No/Page No |
|------------------------|--|---|--|--------------------------------|
| | | | | |
| ZONE 1 – 2.30pm | | | | |
| | | | | |
| Ms A Dedman | | OASIS BEAUTY 1 WHITELEY LOCAL CENTRE YEW TREE DRIVE WHITELEY PO15 7LA – CHANGE OF USE FROM SUI GENERIS USE (BEAUTY CLINIC) TO A MIXED USED BEAUTY CLINIC AND A3 (USE CLASS) CAFÉ/RESTAURANT (PROPOSED TEA | Supporting | 6 (2) P/18/1076/CU Pg 38 |

| | | | | |
|----------------------------|---------|---|-------------------|--------------------------------|
| | | ROOM) | | |
| | | | | |
| ZONE 2 – 2.30pm | | | | |
| | | | | |
| ZONE 3 – 2.30pm | | | | |
| Mr R Price | | LAND TO THE WEST OF SEAFIELD ROAD/MORAUNT DRIVE SOUTH OF TATERSHALL CRESCENT PORTCHESTER – RESIDENTIAL DEVELOPMENT OF 48 DWELLINGS AND PROVISION OF OPEN SPACE AND HABITAT LAND ACCESS OFF MORAUNT DRIVE | Opposing | 6 (3) P/18/0654/FP Pg 46 |
| Mr S Maharg | | -Ditto- | -Ditto- | -Ditto- |
| Mrs P Rook | | -Ditto- | -Ditto- | -Ditto- |
| Mrs C Wilkinson | C.H.I.P | -Ditto- | -Ditto- | -Ditto- |
| Mr B Jezeph (Agent) | | -Ditto- | Supporting | -Ditto- |
| Mr P Jarman | | 256 WARSASH ROAD – TREE PRESERVATION ORDER NO 747 | Opposing | 7 TPO-747 Pg 84 |

6. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS

The Committee noted a report by the Director of Planning and Regulation on the development management matter applications and miscellaneous matters including the information on Planning Appeals.

(1) P/18/0874/FP - 69 CHURCH ROAD WARSASH SO31 9GD

Upon being proposed and seconded the officer recommendation to grant planning permission subject to the conditions in the report and an additional condition requiring that no contractors or delivery vehicles to be parked on road outside site between 8.30-9.30am and 3-4pm during school times during the construction period, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that, subject to the conditions in the report and an additional condition requiring that no contractors or delivery vehicles to be parked on the road outside the site between 8.30-9.30am and 3-4pm during school times during the construction period, PLANNING PERMISSION was granted.

(2) P/18/1076/CU - OASIS BEAUTY 1 WHITELEY LOCAL CENTRE YEW TREE DRIVE PO15 7LA

The Committee received the deputation referred to in Minute 5 above.

Upon being proposed and seconded the officer recommendation to grant planning permission subject to the conditions in the report, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that, subject to the conditions in the report, PLANNING PERMISSION be granted.

(3) P/18/0654/FP - LAND TO THE WEST OF SEAFIELD ROAD & MORAUNT DRIVE; SOUTH OF TATTERSHALL CRESCENT PORTCHESTER

The Committee received the deputations referred to in Minute 5 above.

At the Invitation of the Chairman, Councillor Miss S Bell addressed the Committee on this item.

At the Invitation of the Chairman, Councillor R H Price addressed the Committee on this item, he left the room after making his representation and was not present for the discussion or vote on the application.

Councillor N J Walker declared a non-pecuniary personal interest in this item as he is the Chairman of the Parish Hall Trust Board of which 2 church wardens are also members, and who are also member trustees of the Churchlands Trust which owns part of the site.

The Committee's attention was drawn to the Update Report which contained the following information: -

One further third party letter of objection has been received reiterating several of the issues already raised.

The Environment Agency have raised no objection in principle.

For clarity in planning condition number 21 the following words should be inserted:

- *('updated' September 2018) should be added after (Lindsay Carrington Ecological Services, May 2018).*

Officers recommend no change to the recommendation as set out in the report.

A motion was proposed and seconded to refuse the application, and was voted on and CARRIED.

(Voting: 5 in favour; 4 against)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for Refusal

The development would be contrary to Policies CS17, CS18, CS20 of the Adopted Fareham Borough Core Strategy 2011 and Policies DSP13, DSP15, DSP40 of the adopted Local Plan Part 2: Development Sites and Policies Plan and Fareham Borough Design Guidance Supplementary Planning Document (Excluding Welborne) December, 2015: And is unacceptable in that:

- (a) The Council is not satisfied with the proposed future management and maintenance arrangements for the southern part of the site and is not in turn satisfied that all relevant ecological interest would be fully safeguarded;
- (b) In the absence of a legal agreement to secure such, the proposal would fail to provide satisfactory mitigation of the 'in combination' effects that the proposed increase in residential units on the site would cause through increased recreational disturbance on the Solent Coastal Special Protection Areas;
- (c) In the absence of a legal agreement to secure the provision of open space, the ecological enhancement area and associated management and maintenance, the recreational needs of residents and ecological enhancement of the proposed development would not be met;
- (d) In the absence of a legal agreement to secure provision of a financial contribution towards education, the educational needs of residents of the proposed development would not be met;
- (e) Had it not been for the overriding reasons for refusal the Council would have sought to secure on-site affordable housing provision at a level compliant with the adopted local plan.

Note for Information: Had it not been for the overriding reasons for refusal of the proposal, the Local Planning Authority would have sought to address points b – e above through inviting the applicant to enter into a legal agreement with Fareham Borough Council under Section 106 of the Town and Country Planning Act 1990.

(4) Planning Appeals

The Committee noted the information in the report.

(5) UPDATE REPORT

The Update Report was tabled at the meeting and considered with the relevant agenda item.

7. TREE PRESERVATION ORDER NO 747 2018 - 256 WARSASH ROAD

The Committee received the deputation referred to in Minute 5 above.

The Committee considered a report by the Director of Planning and Regulation on Tree Preservation Order No. 747, to which an objection has been raised.

A motion was proposed and seconded that TPO 747 be confirmed with an amendment in that only T1 be included in the order, and was voted on and LOST.

(Voting: 4 in favour; 5 against)

A motion was proposed and second that the officer recommendation to confirm TPO 747 without amendment was voted on and CARRIED.

(Voting: 8 in favour; 1 against)

RESOLVED that Tree Preservation Order No. 747 be confirmed without amendment.

8. TREE PRESERVATION ORDERS

The Committee considered the confirmation of the following Fareham Tree Preservation Order(s), which have been made under delegated powers and to which no formal objection had been received.

Fareham Tree Preservation Order No. 746 2018 – 122 Locks Heath Park Road (Locks Heath Memorial Hall), Titchfield Common.

Order served on 23 July 2018 for which there were no objections.

RESOLVED that Fareham TPO 746 is confirmed as made and served.

Fareham Tree Preservation Order No 749. 2018 – 171-181 (Odds) Stubbington Lane, Hill Head.

Order served on 8 August 2018 for which there were no objections.

RESOLVED that Fareham TPO 749 is confirmed as made and served.

Fareham Tree Preservation Order No. 751 2018 – Springfield Way Open Space, Hill Head.

Order served on 23 August 2018 for which there were no objections.

RESOLVED that Fareham TPO 751 is confirmed as made and served.

(The meeting started at 2.30 pm
and ended at 5.30 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 27 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: Miss S M Bell, F Birkett, T Davies, M J Ford, JP, J S Forrest,
Mrs C Heneghan, Mrs K Mandry, Ms S Pankhurst,
R H Price, JP and K D Evans (deputising for I Bastable)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors I Bastable, Mrs S M Bayford and L Keeble.

2. MINUTES

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 18 September 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. POLICE UPDATE

The Committee received a verbal update on Police licensing arrangements from PC Jason Pearce from Hampshire Constabulary.

The update included the showing of a short video that is being rolled out to staff in licensed premises, universities and naval bases to recognise and deal with situations where people might be vulnerable after drinking alcohol and to raise awareness of how interventions can lead to better outcomes.

The Panel heard how, within the context of Fareham, the level of late night crime is much lower than in many of the surrounding areas. All town centre premises are closed by 1am and since the closure of Chicago Rock 5 years ago, there has been a 75% decrease in the level of violent crime. Businesses making enquiries of the Police regarding the possibility of extending opening hours past 1am are advised that any extension of hours must include provision to ensure that people are safe when they leave the licenced premises and that the immediate vicinity is cleared without incident. Dedicated Welfare staff will also need to be available inside the premises during late-night opening hours to ensure the safety and welfare of customers.

The Panel also received a summary of events that were held over the last year that involved licenced activities. Premises were generally well managed throughout the Football World Cup period over the summer with the few incidents that occurred providing useful experience to draw upon to plan for next summer's European Cup. There are a couple of low-key festivals that are held in Fareham each year and generally these pass without any serious related incidents, however a serious incident occurred after the Jerk Jam

Festival this year which has resulted in a case of stabbing and serious assault being investigated and an offender being taken into custody.

Members were advised of a number of initiatives that have been taking place to help prevent crime and disorder and protect children from harm. These included working with higher risk licenced premises to raise awareness of knife crime, educating premises on tools that are available to help avoid knives being brought into premises, showing staff how to spot fake driving licences that can be bought very easily and cheaply on the internet and explaining to staff how ID checks can be carried out and dealt with more effectively.

The Panel discussed the disappointing results of the recent test purchases that were carried out on licenced premises across the Borough and heard how the failures, which tended to be larger premises rather than the smaller ones, were as a result of staff multi-tasking and not having sufficient time to concentrate on personal engagement with customers. This has been highlighted to the premises involved to ensure that staff are properly trained and are able to take more time in carrying out the relevant checks.

RESOLVED that PC Pearce be thanked for providing a very interesting and informative update.

7. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health on the Committee's Work Programme for 2018/19.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 18 September 2018, as shown in Appendix A to the report; and
- (b) approves the updated Work Programme for 2018/19

(The meeting started at 6.00 pm
and ended at 6.50 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Audit and Governance Committee (to be confirmed at the next meeting)

Date: Monday, 26 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor J E Butts (Chairman)

Councillors: T Davies, Mrs T L Ellis, Mrs C Heneghan, J G Kelly and
I Bastable (deputising for S D Martin)

**Also
Present:**



1. APOLOGIES

Apologies of absence were received from Councillor P Davies and Councillor S D Martin.

2. MINUTES

RESOLVED that the Minutes from the Audit and Governance Committee meeting held on the 17 September 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no 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. BUSINESS CONTINUITY

The Committee considered a report by the Head of Building Repairs and Maintenance Services, on the Council's Business Continuity arrangements.

Members requested a future update on the implementation of the new Business Continuity Plan. The Head of Finance and Audit addressed the Committee to advise that an update will be provided through the Annual Governance Statement, which will be brought to the Committee as part of next year's Work Programme.

RESOLVED that the Committee note the contents of the report.

7. TREASURY MANAGEMENT PROGRESS REPORT

The Committee considered a report by the Director of Finance and Resources which sets out the mid-year review of the Treasury Management activity up to 30 September 2018.

RESOLVED that the Committee note the contents of the report.

8. CONSTITUTION UPDATES ANNUAL REPORT

The Committee considered a report by the Monitoring Officer which reviews the amendments to the Constitution since the 12 March 2018.

RESOLVED that the Committee notes the updates to the Constitution, since the 12 March 2018, as set out in Appendix A and B to the report.

9. INTERNAL AUDIT PROGRESS REPORT

The Committee considered a report by the Head of Finance and Audit on the Internal Audit Progress for 2018/19.

RESOLVED that the Committee notes Internal Audit's progress for 2018/19 to date.

10. REVIEW OF WORK PROGRAMME AND TRAINING PLAN

The Committee considered a report by the Head of Finance and Audit which reviewed the Committee's Work Programme for 2018/19.

Members asked whether some papers for the next meeting could be circulated early to give enough time to prepare for all the items on the agenda. Officers agreed to see if any of the planned items could be circulated earlier.

RESOLVED that the Work Programme for the rest of the municipal year, be approved.

(The meeting started at 6.00 pm
and ended at 6.50 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 6 June 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor: Mrs C L A Hockley (Chairman)

Councillor: Mrs L E Clubley (Vice-Chairman)

Councillors: J M Englefield, M J Ford, JP, Mrs K K Trott and K A Barton
(deputising for Mrs S M Bayford)

Also Present: Miss S M Bell, Executive Member for Leisure and Community
(Item 3)



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor Mrs S M Bayford and Councillor S Dugan.

2. MINUTES

It was AGREED that the Minutes of Leisure and Community Policy Development and Review Panel held on the 07 March 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman invited the Executive Member for Leisure and Community, Councillor S Bell to address the Panel to give an important announcement.

Councillor S Bell addressed the Panel to advise that One Community received the highest accolade for voluntary groups in the UK, The Queen's Award for Voluntary Service, earlier this month.

It was explained to the Panel that this is an incredible achievement for One Community and Members should be very proud that the charity has received this prestigious award in recognition for the work they do for Fareham Borough residents.

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. CITIZEN ADVICE FAREHAM

The Panel received a presentation by Biddy Mayo and Deborah Stringfellow from Citizens Advice Fareham.

After the delivery of the presentations Members took part in in-depth question and answer session.

The presentation has been appended to these Minutes.

It was AGREED that Biddy Mayo and Deborah Stringfellow from Citizens Advice Fareham be thanked for their very good, informative presentation.

7. INDUCTION TO PORTFOLIO SERVICES

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

The presentation, which is provided Annually to the Panel, covered all aspects of the Leisure and Community Portfolio and provided Members with; highlights from last year as well as a look forward to the plans for the coming year.

Members enquired about the name of the Access All Areas service for young people, they were concerned that the name doesn't give any suggestion about the activities that are provided. The Leisure and Community Manager agreed that this is something that can be investigated further as they move forward with plans for next year.

The presentation has been appended to these Minutes.

It was AGREED that the Leisure and Community Manager be thanked for her informative presentation.

8. REVIEW OF WORK PROGRAMME

The Panel considered a report by the Head of Leisure and Corporate Services, which reviews the Panel's work programme for 2018/19.

A question was raised concerning the situation regarding Cams Alders and the Head of Leisure and Corporate Services addressed the Panel to confirm that things are still moving forward with the Cams Alders vision and things are on track to bring a detailed update to the 25 July 2018 meeting.

The Chairman asked Members to give some thought to items that they may wish to be brought to the Panel to assist them with their role to develop and review policies.

It was AGREED that Members:

- (a) review and agree the Work Programme for 2018/19; and
- (b) as appropriate, add to the programme any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel

(The meeting started at 6.00 pm
and ended at 7.20 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 25 July 2018

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, S Dugan, J M Englefield, M J Ford, JP and Mrs K K Trott

Also Present: Councillor Miss S M Bell, Executive Member for Leisure and Community (For Items 6, 7 & 8)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel held on 06 June 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the launch of the first 'Access All Areas' sessions that will be held over the summer launched very successfully yesterday in Portchester. Thanks were put forward to everyone involved in organising and running these events for the benefit of young people across the borough.

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. FERNEHAM HALL

The Panel considered a report by the Head of Leisure and Corporate Services which updates Members on the proposals agreed by the Executive to remodel Ferneham Hall.

At the invitation of the Chairman, Councillor Miss S M Bell, Executive Member for Leisure and Community addressed the Panel on this item.

Members felt that the plans for Ferneham Hall were very positive and discussed some of the issues that will need to be considered by the Member and Officer Working Groups that have been set up.

It was AGREED that the Panel notes the content of the report.

7. TITCHFIELD COUNTRY PARK PLAY AREA

The Panel received a presentation by the Leisure and Community Manager on the proposals for a new children's play area at Titchfield Country Park. A copy of the presentation is attached to these minutes.

At the invitation of the Chairman, Councillor Miss S M Bell, Executive Member for Leisure and Community, addressed the Panel on this item.

Members were advised that following a period of consultation, the name of the new park will be announced at the Council meeting on 26 July 2018. The park facilities will include an orchard, wildflower meadow, an educational wild life area, footpaths, interpretation panels, seating, bins, a car park and a children's play area. These will be managed and maintained by the Streetscene department.

Consultation will begin in September with residents, local schools and special schools to help choose equipment for the play area, which will have a natural wooden theme and be suitable for all ages and abilities. There will be a car park close by and there will be good links to the rest of the site.

Councillor Miss Bell advised Members that the consultation process has shown that there is an increasing desire for play area equipment to be more accessible to children with disabilities, and although this type of equipment can be more expensive, there is a real opportunity to create something different and unique at this park.

The presentation went on to explain how this project will be a partnership venture with the Titchfield Village Trust and that grant funding will be sought from the Veolia Environmental Trust to assist with costs. A summary of the indicative timescales for the project was also provided in the presentation.

In light of recent vandalism at Holly Hill Play area, Members raised concern regarding security arrangements at the new site and that consideration needs to be given to ways in which the risk of vandalism can be reduced.

It was AGREED that the Leisure and Community Manager be thanked for providing a very informative presentation.

8. REVIEW OF WORK PROGRAMME 2018/19

The Panel considered a report by the Head of Leisure and Corporate Services which reviews the Panel work programme for 2018/19.

At the invitation of the Chairman, Councillor Miss S M Bell, Executive Member for Leisure and Community, addressed the Panel on this item.

Members discussed a proposal that has been put forward by a member of the public regarding a community project being undertaken to create a large piece of art work that reflects the creative talents of the people of the town. As the proposal involves sculpture work to be displayed on the street, it was agreed that this matter would come under the remit of the Streetscene Panel rather than Leisure and Community.

It was AGREED that Members:

- (a) review and agree the Work Programme for 2018/19; and
- (b) as appropriate, add to the programme any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel.

(The meeting started at 6.00 pm
and ended at 6.45 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 5 September 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor: Mrs C L A Hockley (Chairman)

Councillor: Mrs L E Clubley (Vice-Chairman)

Councillors: S Dugan, M J Ford, JP, Mrs K K Trott and K A Barton
(deputising for Mrs S M Bayford)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor Mrs S M Bayford and Councillor J M Englefield.

2. MINUTES

It was AGREED that the Minutes of the Leisure and Community Development and Review Panel held on the 25 July 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that an online Petition with 22 signatures has been submitted to the Council in respect to Park Lane Skate Park. The Petitioner is requesting a number of improvements to the site including; a larger shelter, an age restriction and an extension to the current facilities.

Officers are to arrange a meeting with the petitioner to discuss their requirements in more detail and report back to the Panel at a future 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. MEMBER TOUR - LEISURE AND COMMUNITY FACILITIES

Following a Members tour which included; the Cams Alders Recreation Ground, Westbury Manor Museum and the facility at Frosthole Close leased by Y Services, that had taken place earlier that day, the Panel took part in a discussion on points of interest from the tour.

It was AGREED that the Leisure and Community team be thanked for arranging an interesting and useful tour.

7. ONE COMMUNITY - PRESENTATION

The Panel received a presentation from Jean Robert-Jones, Chief Executive and Hayley Hamlett, Voluntary Sector Support, on work that One Community have been doing across the Borough since they last addressed the Panel earlier this year.

The presentation highlighted the continued work they are doing to emphasise the importance of networking and how this has improved within Fareham since the opening of the Information Centre in September 2017.

One Community also took this opportunity to thank the Council for being nominated for the first Organisation of Honour Award that is to be conferred by the Executive on the 05 November 2018.

The presentation is appended to these Minutes.

It was AGREED that, Jean Robert-Jones, Chief Executive and Hayley Hamlett, Voluntary Sector Support from One Community be thanked for their presentation and that thanks be extended to the wider One Community Team.

8. COMMUNITY GRANT FUNDING UPDATE

The Panel received a presentation from Leisure and Community Officer, Claire Benfield, which provided an annual update on the Community Grant Funding Scheme.

Members enquired about the checks that are in place once monies have been allocated to ensure that funds are being used as intended. Officers explained to the Panel about the processes in place for auditing applications with the assistance of Ward Councillors and that on occasion when the funds have not been used for the agreed purpose, by a certain date, they have been recalled.

The presentation is appended to these Minutes.

It was AGREED that the Head of Leisure and Corporate Services, and her team, be thanked for their presentation.

9. REVIEW OF WORK PROGRAMME

The Panel considered a report by the Head of Leisure and Corporate Services which reviews the Panels Work Programme for 2018/19.

It was AGREED that Members reviewed the Work Programme as set out in Appendix A of the report.

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Streetscene Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 7 June 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor G Fazackarley (Vice-Chairman)

Councillors: L Keeble, Mrs K Mandry, Mrs T L Ellis (deputising for Mrs L E Clubley) and J S Forrest (deputising for R H Price, JP)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor's Mrs Clubley and Price, JP.

2. MINUTES

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 26 March 2018 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 2018/19

The Panel considered a report by the Head of Streetscene which reviewed the Panel's work programme for the year.

The Head of Streetscene informed the Panel that the Members Tour which was scheduled for the July meeting has now been changed to a tour of the depot, which will take place at 4pm on the day of the meeting.

Members were given the opportunity to put forward any suggestions for the work programme for the year. The Chairman suggested that an item on Fly Tipping be added to the work programme so that the Panel can look into this in conjunction with the Health and Public Protection Panel who are also looking into this issue as part of their work programme as this issue affects both Panels.

Councillor Mrs Mandry asked if an item on the policy for Children's Graves could be added to the work programme.

The Head of Streetscene also informed the Panel that a presentation on the Communication Plan for Single Use Plastics would be added to the work programme for the next meeting.

It was AGREED that the Panel:-

- (a) change the proposed Tour of the Borough which is scheduled for the 12 July 2018 meeting to a Tour of the Depot visit;

- (b) add a review of the Fly Tipping Policy to the Street Cleansing report which is scheduled for the 25 January 2019 meeting;
- (c) add an item titled “Communications Plan – Single Use Plastics” to the work programme for the 12 July 2018 meeting;
- (d) add an item titled “Review of Cemetery Regulations including Children’s Graves Policy” to the 14 March 2019 meeting; and
- (e) subject to the inclusion of (a) – (d) above, approve the Work Programme for 2018/19.

8. PRESENTATION ON STREETSCENE SERVICES AND KEY ACHIEVEMENTS

The Panel received a presentation from the Head of Streetscene, the Operations Manager, the Transport Manager and the Countryside Ranger on the services that fall within the Streetscene portfolio. (attached as Appendix A to these minutes).

The presentation looked at the changes that have occurred over the past 12 months, the achievements made in the service areas and the challenges that face the services for the upcoming year.

The Chairman enquired as to how well officers work together with the Enforcement Officers in regards to dealing with cases of fly tipping and littering. The Head of Streetscene informed the Panel that the management for the enforcement team had now changed and that they now formed part of the Streetscene department. This has allowed them to work more closely with the operatives who remove this waste to provide a more efficient and proactive service.

Questions were asked around the effectiveness of the prosecution of offenders for littering and fly tipping. The Head of Streetscene confirmed prosecution of offenders can be difficult and time consuming. Recent training has highlighted a need for closer liaison with the courts to understand what information is required for the Council to have a better chance of a successful prosecution. Alongside this, there is work that is being undertaken to try and better educate people to prevent littering and fly tipping from occurring in the first place.

It was AGREED that the Head of Streetscene, the Operations Manager, the Transport Manager and the Countryside Officer all be thanked for their informative presentation.

8. NOTICE OF MOTION - SINGLE USE PLASTICS SCOPING REPORT

The Panel considered a report by the Head of Streetscene regarding the use of Single Use Plastics.

The Head of Streetscene informed the Panel that he would be bringing a presentation to the next Panel meeting on the Communications Plan for educating members of staff, via the Council's Intranet and to the public via a variety of mechanisms.

The Chairman informed the Panel of an app called "refill" which allows you to find the nearest place to your current location where you can fill up your reusable water bottles for free. All members agreed that this is an excellent idea and encouraging people to use reusable water bottles and is good move forward in preventing the use of single use plastics.

At the invitation of the Chairman, Councillor Mrs K K Trott addressed the Committee on this item.

At the Invitation of the Chairman, Councillor S Martin, Executive Member for Streetscene addressed the Committee on this item. He congratulated Officers on the progress that has been made on bringing this motion forward in a very short space of time.

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

(The meeting started at 6.00 pm
and ended at 7.35 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Streetscene Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 12 July 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor G Fazackarley (Vice-Chairman)

Councillors: J E Butts, Mrs L E Clubley, L Keeble, Mrs K Mandry and
R H Price, JP

Also Present: Councillor Mrs T L Ellis (Item 7) and Councillor S D Martin,
Executive Member for Streetscene



1. APOLOGIES FOR ABSENCE

There were no apologies for absence, however the Chairman, Councillor Miss T Harper was not present for the start of the meeting and therefore the Vice-Chairman Councillor G Fazackarley chaired the meeting until she arrived.

2. MINUTES

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 7 June 2018 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. REVIEW OF RECYCLING

(The Chairman arrived at the start of this item and chaired the remainder of the meeting.)

The Committee considered a report by the Head of Streetscene which reviewed the performance of the Council's recycling over the past 12 months.

Members discussed the recycling rate and the fact that it has not been increasing year on year. The Recycling Co-Ordinator confirmed that this is a national problem. One of the issues discussed was the need for residents to be able to recycle more items, especially plastics tubs and trays. The Head of Streetscene confirmed that the plans for a Super Materials Recovery Facility, which would have provided wider recycling opportunities for local residents, has been put on hold until after the Governments Waste Strategy is announced in the Autumn of this year.

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

7. COMMUNICATIONS PLAN - SINGLE USE PLASTICS

The Panel received a presentation from the Head of Streetscene, a copy of which is appended to these minutes, on the progress made by the Officer Working Group who were tasked with considering the issue of Single Use

Plastics and the Communications Plan for promoting the non-use of single use plastics, for staff and for residents.

Councillor Price suggested that in addition to the proposed reusable branded coffee mugs, that the Council should also promote branded reusable water bottles for residents to ensure that the message reaches a wider audience. The Head of Streetscene confirmed that this could be included as part of the SUP Communications Plan.

The Chairman asked if in addition to the signage that will be placed on the refuse and recycling vehicles, if posters could also be placed on bus shelter. The Head of Streetscene confirmed that posters promoting the new campaign will also be placed on bus shelters throughout the borough.

At the invitation of the Chairman, Councillor Mrs Ellis addressed the Panel on this item.

It was AGREED that the Head of Streetscene be thanked for his informative presentation.

8. REVIEW OF WORK PROGRAMME 2018/19

The Panel considered a report by the Head of Streetscene which reviewed the Panel's work programme for the year.

Councillor Keeble requested that there be a Member/Officer working group set up to look at the Review of Cemetery Regulations including Children's Graves Policy.

It was AGREED that the Panel approve the work programme for 2018/19.

(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, 6 September 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Miss T G Harper (Chairman)

G Fazackarley (Vice-Chairman)

Councillors: Mrs L E Clubley, Mrs K Mandry, Mrs T L Ellis (deputising for L Keeble) and J S Forrest (deputising for R H Price, JP)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor's; J E Butts, L Keeble and R H Price, JP.

2. MINUTES

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 12 July 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman passed on her thanks to the Head of Streetscene and his team for taking time out of their busy day to give Members a very informative tour of the depot.

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. DISCUSSION ON ISSUES EMERGING FROM DEPOT TOUR

Members again passed their thanks on to the Streetscene team for taking time out of their busy schedules to show members around the depot. All members who attended the tour agreed that it was an extremely interesting and informative visit.

Following on from the tour, the Head of Streetscene asked the Panel if they had any further questions.

Councillor Mrs Clubley enquired as to how much diesel is bought at a time and how long does it last? The Panel were informed that the depot uses approximately 300,000 litres of diesel per year, with around 15,000 litres being purchased approximately every two weeks.

It was AGREED that the Head of Streetscene pass on the Panel's thanks to the Streetscene team who took part in the tour.

7. REVIEW OF WORK PROGRAMME 2018/19

The Panel considered a report by the Head of Streetscene which reviews the Panel's work programme for 2018/19.

Members noted that whilst the Panel has a proposed work programme for the remainder of the year, this could be subject to change should the Council

resolve to make the proposed changes to the Panel at its meeting on 11 October 2018.

It was AGREED that the work programme for 2018/19 be confirmed.

8. REVIEW OF TEXTILES RECYCLING

The Panel considered a report by the Head of Streetscene which gave a review of the performance of the textile recycling contract.

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

9. EXCLUSION OF PRESS AND PUBLIC

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 it involved the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

10. REVIEW OF TRADE WASTE SERVICE

The Panel considered a report by the Head of Streetscene which reviewed the performance of the Council's Trade Waste Service for the past 12 months.

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

(The meeting started at 6.00 pm
and ended at 6.25 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, 10 July 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors: K A Barton, Mrs P M Bryant, Mrs T L Ellis, Miss T G Harper and J G Kelly

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

The Chairman enquired, in respect to Page 8 of the Minutes, regarding the consultation document that has been issued to residents on the Fareham Community Hospital. The Director of Planning and Regulation advised the Panel that he, and Councillor Cartwright have been working on a response on behalf of the Council and once it is finalised it will be circulated to Members of the Panel.

It was AGREED that the Minutes of the Health and Public Protection Policy Development and Review Panel meeting held on 29 May 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman took this opportunity to remind Members about the Rough Sleepers conference being held at the Daedalus Innovation Centre on the 11 July 2018. The conference is bringing together charities, politicians and local groups in a bid to combat homelessness in the Borough.

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 on the Police Crime Panel from the Director of Planning and Regulation on behalf of Councillor T M Cartwright MBE, the Executive Member for Health and Public Protection.

The update highlighted points of interest from the recent Police and Crime Panel meeting which took place on the 06 July 2018; including that David Stewart has been reappointed as Chairman and Jan Warwick has been reappointed as Vice-Chairman for the next municipal year.

The Director of Planning and Regulation advised that Councillor Cartwright had suggested, through this item on the agenda, he could deliver a small presentation running through the Police and Crime Plan at the September meeting of the Panel. The Chairman agreed that this would be of great use to the Panel.

The Director of Planning and Regulation was thanked for delivering the update.

7. HEALTH UPDATE

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

The update was given on discussions that took place at the Annual General Meeting of the NHS Fareham & Gosport and South-East Hampshire Clinical Commissioning Group on the 06 June 2018. There are still significant pressures facing the NHS, work continues to develop a more efficient way of working, with new care models, joined up care and improved access to specialist care just some of the initiatives that are being rolled out.

Members discussed the pressures on GP services, agreeing that a lot of the challenges sit within the administration and management sections within the service rather than the frontline staff.

The Director of Planning and Regulation was thanked for delivering the update.

8. FAREHAM AND GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP UPDATE

The Panel received a presentation by the Head of Environmental Health on the Fareham and Gosport Environmental Health Partnership.

The presentation gave an overview to Members on the Fareham and Gosport Environmental Health Partnership, which included; a summary of the partnership and how it is managed, the finances of the partnership and the service areas covered.

A copy of the presentation is appended to these minutes

The Head of Environmental Health was thanked for providing a very informative presentation.

9. HEALTH AND 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 2018/19.

It was AGREED that the Panel: -

- (a) approves the programme of items for 2018/19, as set out in Appendix A of the report; and

- (b) notes the progress on actions since the last meeting as set out in Appendix B of the report.

(The meeting started at 6.00 pm
and ended at 7.00 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, 11 September 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors: K A Barton, Mrs P M Bryant, Mrs T L Ellis, Miss T G Harper and J G Kelly

Also Present: Councillor Mrs K K Trott (for item 8) and Councillor T M Cartwright, MBE, Executive Member for Health & Public Protection (for items 6, 7, 8 and 9)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Health and Public Protection Policy Development and Review Panel meeting held on 10 July 2018 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. POLICE AND CRIME PANEL UPDATE

The Panel received a verbal update from Councillor T M Cartwright, MBE Executive Member for Health and Public Protection on the Police and Crime Panel meeting which took place on 06 July 2018.

The update included presentation slides which provided an overview of the summary information the Panel received from the Police and Crime Commissioner outlining the progress being made in delivering current projects. A copy of the presentation slides is attached to these minutes as Appendix A. Councillor Cartwright reported that there is some frustration among Members of the Police and Crime Panel that current projects do not align with the key issues that tend to be of most concern to the general public, such as anti-social behaviour and tackling low level crime.

Councillor Cartwright also reported that the Panel re-appointed David Stewart and Jan Warwick as the Chairman and Vice Chairman of the Panel for 2018/19 and then gave a brief summary of the rest of the meeting which included discussion regarding the multi-agency support that will be put in place to support future festival events following the tragic deaths at the Mutiny festival earlier this year, an overview of the proactive scrutiny carried out on the topics of cyber fraud and hate crime and a presentation on the effectiveness of the Police and Crime Commissioner in enabling effective and efficient policing.

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

7. HEALTH UPDATE

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

At the invitation of the Chairman, Councillor Mrs K K Trott addressed the Panel on this item.

Councillor Cartwright gave a summary of the continuing work being done at Queen Alexandra Hospital to raise service standards following inspections by the Care Quality Commission. Whilst the Critical Care team was recently rated as outstanding, Accident & Emergency services are still inadequate. There is however, strong leadership at the hospital now and it is in a good position to make the improvements that are needed.

Councillor Cartwright reported on the Clinical Commissioning Group's financial year end position, advising Members that the budget deficit position had improved to £31m from £36.8m.

Councillor Cartwright also reported on a recent meeting of the Fareham Accommodation Workshop which was recently attended by the Executive Leader and the Executive Member for Planning and Development. This Workshop is a collaboration of agencies that deal with the provision of medical facilities for the future. Councillor Cartwright advised that he would be attending the next meeting which will be held in October.

8. ANNUAL UPDATE ON FAREHAM PARKING ENFORCEMENT SERVICE

The Panel considered a report by the Head of Environmental Health which provided Members with an update on the Fareham Parking Enforcement Service.

At the Invitation of the Chairman, Councillor T M Cartwright, MBE, Executive Member for Health and Public Protection addressed the Panel on this item.

It was AGREED that the Panel notes the content of the report.

9. HEALTH AND PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME

The Panel considered a report by the Director of Planning and Regulation which invites the Panel to review the Work Programme for 2018/19.

At the invitation of the Chairman, Councillor T M Cartwright, MBE, Executive Member for Health and Public Protection addressed the Panel on this item.

The Director of Planning and Regulation reminded Members that if the proposed changes to the Policy Development & Review Panels that are being put forward for consideration at the October Council meeting are agreed, the Work Programme will need to be revised.

It was AGREED that the Health and Public Protection Policy Development and Review Panel:-

- (a) approves the programme of items for 2018/19, 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 7.10 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Tuesday, 17 July 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor: P J Davies (Chairman)

Councillor: T Davies (Vice-Chairman)

Councillors: K A Barton, S Cunningham, J S Forrest and N J Walker

**Also
Present:**



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor J E Butts.

2. MINUTES

It was AGREED that the Minutes of the Planning and Development Policy Development and Review Panel held on the 15 May 2018 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. NEIGHBOURHOOD PLANNING

The Panel received a presentation from the Head of Planning Strategy and Regeneration on Neighbourhood Planning.

Councillor T Davies joined the meeting during the delivery of this item.

The presentation was delivered by the Senior Planner (Planning Strategy and Regeneration) - Emma Betteridge who provided Members with a detailed summary of Neighbourhood Planning, including; Legislation, National Policy and how to prepare a Neighbourhood Plan.

A copy of the presentation is appended to these Minutes.

It was AGREED that the Senior Planner (Strategy and Regeneration) - Emma Betteridge be thanked for her very 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 on the Panel's Work Programme for 2018/19.

The Director of Planning and Regulation addressed the Panel to advise Members that Appendix C - The Executive Portfolio Work Programme, had not been included in the report. Subsequently there would be a change to the recommendation to the report. The Chairman requested that the Executive Portfolio Work Programme be circulated to Members.

It was AGREED that the Panel: -

- (a) review and agree the proposed Work Programme for 2018/19; and
- (b) review the outcomes from matters considered at the Panel meeting on 15 May 2018, as set out in Appendix B.

(The meeting started at 6.00 pm
and ended at 6.45 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Tuesday, 4 September 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor: P J Davies (Chairman)

Councillor: T Davies (Vice-Chairman)

Councillors: K A Barton, J E Butts, S Cunningham, J S Forrest and
N J Walker

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies of absence received at this meeting.

2. MINUTES

It was AGREED that the Minutes of the Planning and Development Policy Development and Review Panel held on the 17 July 2018 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. WELBORNE DELIVERY UPDATE

The Panel received a presentation from the Welborne Strategic Lead, Sarah Ward, updating Members on the delivery of Welborne over the past three years and the current progress moving forward.

The presentation covered all aspects of the Welborne delivery and a detailed discussion took place with Members focusing questioning around two main areas; the delivery rates and affordability. The Director of Planning and Regulation addressed the Panel to explain that the Council will seek to put in place mechanisms to ensure that reviews take place as phases of the development progress and are completed. Officers have a positive relationship with Buckland Development Ltd and are maintaining constant dialogue to move the project forward, with the first phase of the build out plan being a key priority with the current discussions.

A copy of the presentation is appended to these Minutes.

It was AGREED that the Welborne Strategic Lead, Sarah Ward, be thanked for her 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 on the Panels Work Programme for 2018/19.

It was AGREED that the Panel: -

- (a) reviewed and agreed the proposed Work Programme for 2018/19; and
- (b) reviewed the outcomes from matters considered at the Panel meeting on the 17 July 2018.

(The meeting started at 6.00 pm
and ended at 7.40 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Housing Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 19 July 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor S Dugan (Vice-Chairman)

Councillors: I Bastable, S Cunningham, Mrs C L A Hockley, Ms S Pankhurst
and Mrs K K Trott

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Housing Policy Development and Review Panel meeting held on 29 May 2018 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. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Affordable Housing Strategic Lead which informed Members of the work that is underway to progress the development of some of the Fareham Housing sites. Further details of the priorities over the coming months was also provided. A copy of the presentation is attached to these minutes as Appendix A.

The presentation also outlined the recently announced government plans to help Local Authorities in areas of high affordability pressure to increase housing supply. The plans include a relaxation of the Local Authority Housing Revenue Account borrowing cap that will allow councils to bid for additional funds if they meet qualification criteria. This is an issue that Members raised concerns about at the last meeting.

It was AGREED that the Panel notes the information contained in the report and the Affordable Housing Strategic Lead was thanked for providing an informative presentation.

7. COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT

The Panel considered a report by the Managing Director of Fareham Housing which provided an update on Council Housing Repairs and Maintenance.

Members commented that it is very rare that they receive complaints from residents regarding the repairs and maintenance service which is indicative of the good service that is provided.

The Panel sought, and received, assurances that for the larger blocks of flats in the Borough, the same level of support and guidance on fire safety issues is provided to leaseholders as it is for tenants.

It was AGREED that the Panel notes the content of the report.

8. PROPOSED CHANGES TO THE COUNTY COUNCIL FUNDED SOCIAL INCLUSION SERVICES IN FAREHAM

The Panel considered a report by the Managing Director of Fareham Housing which outlined the proposed changes to the County Council funded social inclusion services in Fareham.

The report gave an overview of the current provision of services and provided details of the proposed changes that are currently under public consultation. If implemented, changes will take effect from Autumn 2019.

Following the conclusion of the consultation period, a further report will be brought to the Panel, outlining the options available to Fareham. At the request of Members, this will include information on the 'Housing First' approach to managing homelessness.

It was AGREED that the Panel notes the content of the report.

9. REVIEW OF THE WORK PROGRAMME

The Panel considered a report by the Managing Director of Fareham Housing which reviews the Work Programme for 2018/19.

Members were advised that the Housing Strategy that the Member Working Group has been developing over the last 18 months is now ready for referral to the Executive for permission to go out to consultation. As the Strategy moves through the approval and adoption process, it will be possible to start scheduling some of the unallocated items into the work programme.

Following a general discussion of Housing Association tenancy services, Members requested that Vivid Housing Association be included in the invitation to attend a future meeting of the panel to present an update on services.

It was AGREED that the Work Programme 2018/19 be approved.

(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 September 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor S Dugan (Vice-Chairman)

Councillors: I Bastable, S Cunningham, Mrs C L A Hockley, Ms S Pankhurst
and Mrs K K Trott

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Housing Policy Development and Review Panel meeting held on 19 July 2018 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. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Affordable Housing Strategic Lead which provided Members with an update on the Affordable Housing position. A copy of the presentation is appended to these minutes as Appendix A.

The presentation gave an overview of the recent bids that have been submitted to Homes England for additional borrowing capacity against the Housing Revenue Account. It also provided Members with a comprehensive analysis of Housing Need across the Borough so that supply and demand can be matched. A summary of the urgency of housing need based on the circumstances of individual households was outlined and an in-depth analysis given of the various types of accommodation needed in different areas of the Borough.

Members also received a progress update on each of the key sites identified for affordable housing development along with a summary of the potential affordable housing that could be delivered through planning applications.

It was AGREED that:

(a) the Panel notes the content of the presentation; and

(b) the Panel's thanks to Officers be placed on record for providing a very comprehensive and informative presentation.

7. TENANCY MANAGEMENT REPORT

The Panel received a report by the Head of Housing and Benefits which provided Members with information about the housing management services provided by the Neighbourhood Team.

It was AGREED that:

- (a) the Panel notes the content of the report; and
- (b) the Panel's thanks to Officers be placed on record for providing a very comprehensive and informative report.

8. EMPTY PROPERTIES REPORT

The Panel received a report by the Head of Housing and Benefits which provided the Panel with an update on the activities being undertaken to bring empty properties across the Borough back into use.

It was AGREED that:

- (a) the Panel notes the content of the report; and
- (b) the Panel's thanks to Officers be placed on record for providing a very comprehensive and informative report.

9. REVIEW OF THE WORK PROGRAMME

The Panel considered a report by the Managing Director of Fareham Housing which provided Members with an opportunity to review the Work Programme for 2018/19.

The Managing Director of Fareham Housing reminded Members that a report will be taken to the October Council meeting which recommends changes to the Policy Development and Review Panels. The proposed changes have already been reviewed and recommended by the Scrutiny Board and the Executive and, if agreed by Council, will necessitate a full revision of the Work Programme.

Subject to approval of the proposed changes to the Policy Development and Review Panels at the Council meeting in October, the following amendments to the Work Programme were AGREED:

- (a) the removal of the 'Update on Homelessness' from the agenda of the November meeting;
- (b) the addition of a scoping report to the agenda of the November meeting to enable Members to suggest topics for inclusion in any presentation

that is made by a Housing Association when presenting an update on services at a future meeting of the Panel;

- (c) the meeting scheduled to take place on 24 January 2019 be cancelled;
- (d) the existing Council Housing and Maintenance report and the Tenancy Management report be amalgamated into a single report and added to the agenda of the meeting scheduled to take place on 07 March 2019;
- (e) the addition of a Housing Association presentation to the agenda of the meeting to be held in March; and
- (f) the addition of a report to the agenda of the meeting to be held in March that will summarise the changes being consulted on by Hampshire County Council in respect of Social Inclusion services. This report will put forward a recommended response to the consultation and will encompass the issues of homelessness and rough sleeping.

(The meeting started at 6.00 pm
and ended at 7.47 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Streetscene Scrutiny Panel (to be confirmed at the next meeting)

Date: Thursday, 1 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor G Fazackarley (Vice-Chairman)

Councillors: J E Butts, Mrs L E Clubley, L Keeble, Mrs K Mandry and
R H Price, JP

Also Present: Councillor Mrs T L Ellis (Item 6) and Councillor S D Martin,
Executive Member for Streetscene (Item 6)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence for this meeting.

2. MINUTES

RESOLVED that the minutes of the Streetscene Policy Development and Review Panel held on 6 September 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the annual recycling leaflets, containing information about the Christmas Refuse and Recycling Collections have now been delivered to households across the Borough. She reminded members that the calendars are split between East and West so when talking to residents regarding this please ensure that the resident has the correct calendar for their area.

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 THE STREETSCENE SCRUTINY PANEL

The Panel received a presentation from the Head of Democratic Services which provided an introduction to the newly formed Streetscene Scrutiny Panel, and outlined the role and function of this new Panel. (The presentation is attached as Appendix A to these minutes).

At the invitation of the Chairman, Councillor S D Martin, Executive Member for Streetscene, and Councillor Mrs T L Ellis addressed the Panel on this item.

In addition to the presentation members were asked to consider the items of business that they felt would be relevant for the Panel to consider over the next 5 years, which would be added onto the Scrutiny Priorities list. These items would be driven by the Council's Corporate Strategy which currently runs from 2017-2023.

Members were directed to the Corporate Priorities that fall within the remit of the Streetscene Portfolio. Members put forward the following topics for consideration on the Scrutiny Priorities:

- Tax Relief on Public Toilets – Will this affect Fareham Borough Council and if so could this saving be used for grounds maintenance, for example weed killing treatment?

- Recycling Rate – Could this be improved by the Introduction of kerbside Glass Collection?
- Refuse Collection – Could there be a report examining how other authorities manage waste collection, to see if there are ways in which Fareham could improve this service?
- Changes to the Materials Recovery Facility and the Energy Recovery Facility and how this would impact on local authorities.
- Recycling Confusion – What are the issues and how can this be better reported to residents.
- Dog Fouling – What are the main issues and how can these be resolved. Are there enough Enforcement Officers in place to be able to deal with this ongoing issue? How can the Council better educate repeat offenders to prevent this from happening in the future?
- Fly Tipping – What measures could the Council put in place to try to prevent this from happening.
- Titchfield Country Park – Do we have enough Countryside Rangers to be able to maintain this country park alongside the others that are already managed by the Council?
- Hedge Cutting – Now this service has been brought back in house, how is operating, is it performing better now than when it was contracted out? How does it compare cost wise, has there been any savings?
- Graffiti – Are we hitting our Service Level Agreements?
- Speed Tracking for Council Vehicles – Have we considered using this on the Council's fleet, it has been proven via other companies to not only prevent accidents but to also reduce fuel consumption.
- Grounds Maintenance – What are the challenges and priorities for the team, how is the service performing, how has the Vanguard intervention changed the service?

RESOLVED that the Chairman and Head of Streetscene discuss suggestions made by Members and work them into the new Scrutiny Priorities Plan.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Streetscene Portfolio, including Individual Executive Member decisions, that have taken place since the last meeting of the Scrutiny Board on 4 June 2018.

The Panel considered the decisions shown as item 7 (1) of the agenda.

RESOLVED that the Streetscene Scrutiny Panel considered the following items of Executive Business:

(1) Single Use Plastic Policy

No comments were received.

8. STREETSCENE SCRUTINY PRIORITIES

The Panel considered this item in conjunction with Minute Item 6 (Introduction to the Streetscene Scrutiny Panel).

(The meeting started at 6.00 pm
and ended at 7.43 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Leisure and Community Scrutiny Panel (to be confirmed at the next meeting)

Date: Wednesday, 7 November 2018

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, S Dugan, J M Englefield, M J Ford, JP and Mrs K K Trott

Also Present: Miss T G Harper and Mrs K Mandry (for item 6)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence received at this meeting.

2. MINUTES

It was AGREED that the Minutes of the Leisure and Community Policy Development and Review Panel held on the 05 September 2018 be signed and confirmed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no 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 received at this meeting.

6. INTRODUCTION TO THE LEISURE AND COMMUNITY SCRUTINY PANEL

The Panel received a presentation from the Head of Democratic Services which provided an introduction to the newly formed Leisure and Community Scrutiny Panel and outlined the role and function of this new Panel (the presentation is attached as Appendix A to these Minutes).

At the invitation of the Chairman, Councillor Miss T Harper and Mrs K Mandry addressed the Panel on this item.

In addition to the presentation, Members took part in an open discussion to identify the key topics for the Panel, focusing on the priorities within the Leisure and Community Portfolio. These items would be driven by the Council's Corporate Strategy which currently runs from 2017-2023.

Members discussed their priorities, to identify the top three for the Panel to scrutinise. The following items were identified: -

- Westbury Manor Museum
- Ferneham Hall
- Cams Alders Vision

Many additional topics were put forward by Members, including; the Abbey Meadows Play Area, Youth Provision, Sources of Funding for the Leisure and Community Portfolio and the Daedalus Open Space. A full list of all the topics will be passed to Officers to compile a Scrutiny Priorities Plan.

Westbury Manor was identified by Members to be the top priority. The Chairman will meet with Officers to draft a scoping report, the purpose of

which will be to extend an invitation to the Hampshire Cultural Trust to attend a future Panel meeting to answer the questions put forward by Members in the scoping report.

RESOLVED that the Chairman and the Head of Leisure and Corporate Services: -

- (a) discuss suggestions put forward by Members to add to the Scrutiny Priorities Plan; and
- (b) draft a scoping report enabling Officers to extend an invitation to the Hampshire Cultural Trust to attend a future meeting to discuss Members concerns with Westbury Manor Museum.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Leisure and Community Portfolio, including individual Executive Member decisions, that have taken place since the last meeting of the Scrutiny Board on 04 June 2018.

The Panel considered the decisions shown at items 7 (1) to 7 (8) of the agenda.

RESOLVED that the Leisure and Community Scrutiny Panel considered the items of Executive Business.

(1) Provision of Overflow Parking for Burr ridge Village Hall

No comments were received.

(2) Festive Lights Scheme - Award of Contract

No comments were received.

(3) Community Fund Application - Warsash Tennis Club

No comments were received.

(4) Ferneham Hall

No comments were received.

(5) Citizen of Honour Award Scheme - Special Group Achievement

Members expressed their happiness in One Community receiving the first Special Group Achievement Award, and how honoured the charity are for being recognised by the Council for the work they do within the Borough.

(6) Community Fund Application - Fareham North West Community Association

No comments were received.

(7) Community Fund Application - Little Terrors Play Group

No comments were received.

(8) Community Fund Application - St Mary's Church

No comments were received.

8. LEISURE AND COMMUNITY SCRUTINY PANEL PRIORITIES

The Head of Leisure and Corporate Services addressed the Panel to discuss the necessity of an extra meeting of the Panel, to consider an item on revisions to the Ferneham Hall Vision prior to a report being taken to the 03 December Executive for approval.

A proposed date of the 28 November 2018 at 2pm was agreed by the majority of Panel Members. It was noted that where possible, future additional meetings would be held at 6pm.

RESOLVED that an additional meeting of the Panel be scheduled for the 28 November 2018 to consider an item on revisions to the Ferneham Hall Vision.

(The meeting started at 6.00 pm
and ended at 7.25 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Leisure and Community Scrutiny Panel (to be confirmed at the next meeting)

Date: Wednesday, 28 November 2018

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, S Dugan, M J Ford, JP and Mrs K K Trott

**Also
Present:**



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor J M Englefield.

2. MINUTES

It was AGREED that the Minutes of the Leisure and Community Scrutiny Panel held on the 07 November 2018 be signed and confirmed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made at this meeting.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

In accordance with the Standing Orders and the Council's code of Conduct for Members, Councillor Ford declared a non-pecuniary interest for Item 6(1) as he is on the Management Committee for St Mary's Church, Hook with Warsash.

5. DEPUTATIONS

There were no deputations received at this meeting.

6. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Leisure and Community Portfolio, including individual Executive Member decisions, that have taken place since the last meeting of the Scrutiny Panel on the 07 November 2018.

The Panel considered the decision shown at item 6(1).

RESOLVED that the Leisure and Community Scrutiny Panel considered the items of Executive Business.

(1) Community Fund Application - St Mary's Church, Hook with Warsash

Councillor Ford declared a non-pecuniary interest for Item 6(1) as he is on the Management Committee for St Mary's Church, Hook with Warsash.

No comments were received.

7. FERNEHAM HALL VISION REVIEW

The Panel received a presentation from the Customer Engagement Manager, which provided Members with a summary of the recent consultation results and findings. The presentation is appended to these Minutes.

Members then considered the report by the Head of Leisure and Corporate Services which set out the details of the proposed changes to the Ferneham Hall Vision: -

- Increase the auditorium to around 800 seats.
- Emphasise flexibility of second performance space.
- Replace 'dance studio' with 'flexible' studio space.

An in-depth question and answer session took place between Members and Officers to better understand reasons for the proposed changes to the 'Vision: Fareham's New Entertainment Venue' document.

RESOLVED that the Leisure and Community Scrutiny Panel considered the Ferneham Hall Vision Review report and support the proposed update to the 'Vision: Fareham's New Entertainment Venue' document.

8. LEISURE AND COMMUNITY SCRUTINY PANEL PRIORITIES

The Chairman addressed the Panel to ask them to consider a tabled document for this item. A draft scoping report has been prepared by Officers to extend an invitation to Westbury Manor Museum. The Museum was identified by Members at the previous meeting as a key priority of the Panel.

Members, overall were happy with the report but have asked for Officers to look to focus the questions around marketing and remove the 6th bullet point from the report.

RESOLVED that, subject to the amendments put forward by Members, the Leisure and Community Scrutiny Panel approve the scoping report.

(The meeting started at 2.00 pm
and ended at 3.00 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Scrutiny Panel (to be confirmed at the next meeting)

Date: Monday, 12 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor T Davies (Chairman)

Councillor P J Davies (Vice-Chairman)

Councillors: K A Barton, J E Butts, S Cunningham, J S Forrest and
N J Walker

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies of absence received at this meeting.

2. MINUTES

It was AGREED that the Minutes of the Planning and Development Policy Development and Review Panel held on the 04 September 2018 be signed and confirmed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no 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 received at this meeting.

6. INTRODUCTION TO THE PLANNING AND DEVELOPMENT SCRUTINY PANEL

The Panel received a presentation from the Head of Democratic Services, which provided an introduction to the newly formed Planning and Development Scrutiny Panel and outlined the role and function of this new Panel. (The presentation is attached as Appendix A to these Minutes).

RESOLVED that the Planning and Development Scrutiny Panel considered and commented on the content of the presentation (see minute 8).

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Planning and Development Portfolio, including individual Executive Member decisions, that have taken place since the last meeting of the Scrutiny Board on 4 June 2018.

The Panel considered the decisions shown at items 7(1) to 7(3) of the agenda.

RESOLVED that the Planning and Development Scrutiny Panel considered the following items of Executive Business:

(1) Proposed Revisions to the Council's Policy on the Publicity of Planning Applications

The Panel discussed at length the details of the new Community Notification Scheme (CNS) and asked Officers for clarification on a number of points.

Members agreed that the new scheme was an improvement on the previous policy that dated from 2003.

(2) Response to Draft Titchfield Neighbourhood Plan

Members enquired about the work to help to facilitate a Titchfield Neighbourhood Plan. Officers explained how the Council facilitates a Neighbourhood Forum to produce their own Neighbourhood Plan.

(3) Custom and Self Build Strategy and Delivery Plan

No comments were received.

8. PLANNING AND DEVELOPMENT SCRUTINY PANEL PRIORITIES

The Panel considered items that they would like to see added to the Scrutiny Priorities Plan for Planning and Development.

Councillor P Davies left the meeting during discussions on this item.

The Members took part in an open discussion to identify the key topics, focusing on the priorities within the Planning and Development Portfolio. These items would be driven by the Council's Corporate Strategy which currently runs from 2017-2023: -

- Daedalus (from a Planning Strategy perspective) - What are the future plans for Daedalus, is the vision still on track?
- Fareham Town Centre – Is there an update on the regeneration for the town centre and what work is being carried out to consult with landlords and shoppers to better understand the future of Fareham Town Centre? Members also enquired on the housing provision options could advance within the Town Centre.
- Trafalgar Wharf – Although this falls outside the Borough, this project effects the coastal defences of our neighbouring coast line. Members requested an update of the progress being made with this particular coastal defence scheme.
- Local Plan – What are the timescales for the Council's draft local plan? Members would like a better understanding of the complexities surrounding the delivery of the draft local plan.
- Solent Recreation Mitigation Partnership (SRMP) – A better understanding of the work the SRMP do across the Borough.

A full list of all the topics discussed will be passed to Officers to compile a Scrutiny Priorities Plan and will subsequently be brought to the next meeting of the Panel.

RESOLVED that the Chairman and Head of Planning Strategy and Regeneration discuss suggestions made by Members and work them into the new Scrutiny Priorities Plan.

(The meeting started at 6.00 pm
and ended at 7.40 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Public Protection Scrutiny Panel

(to be confirmed at the next meeting)

Date: Tuesday, 13 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor G Fazackarley (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors: K A Barton, Mrs P M Bryant, Mrs T L Ellis, Miss T G Harper and J G Kelly

Also Present: Councillor Mrs K K Trott (for Item 9)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the Health and Public Protection Policy Development and Review Panel meeting held on 11 September 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

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. INTRODUCTION TO THE HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL

The Panel received a presentation by the Head of Democratic Services which provided an introduction to the newly formed Health and Public Protection Scrutiny Panel and outlined the role and function of this new Panel. A copy of the presentation is attached to these minutes as Appendix A.

Having considered the presentation and made comments and raised questions for clarification, the Panel RESOLVED to consider the scrutiny priorities for the Health and Public Protection portfolio under Item 9 of the agenda.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Health and Public Protection Portfolio, including Individual Executive Member decisions that have taken place since the last meeting of the Scrutiny Board on 04 June 2018.

The Panel considered the decisions shown at item 7(1) of the agenda.

RESOLVED that the Health and Public Protection Scrutiny Panel considered the following item of Executive Business:

(1) Air Quality - Outline Business Case and Consultation Proposals

No comments were received.

8. EXECUTIVE MEMBER UPDATE

The Panel received a verbal update on Executive Business from the Director of Planning and Regulation on behalf of Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection. The update covered current Local Health Strategic issues and the Police and Crime Panel.

Local Health Strategic issues

Changes to the governance arrangements of the Fareham & Gosport Clinical Commissioning Group have recently taken place which has combined the governing body of the Fareham & Gosport Clinical Commissioning Group with those of other Clinical Commissioning Groups in the County to form the Partnership of Hampshire and Isle of Wight Clinical Commissioning Groups. The Partnership will operate under a single Governing Body and a single Accountable Officer.

Councillor Cartwright recently attended a meeting of the Fareham Community Hospital Governing Body and the Hospital's Community Patient Group. Making the best use of the hospital facilities continues to be a key issue with some service provision being lost due to expensive hiring costs.

A recent meeting of the Fareham and Gosport Clinical Commissioning Group and other health organisations was recently attended by the Leader, Councillor Cartwright, Councillor Evans and Council Officers to discuss Health provision for Welborne. Progress is being made, with the Council having secured a commitment from the CCG in relation to the provision of a health and well-being hub. Additionally, a specification is to be provided by the CCG setting out their potential space requirements to inform the Council's consideration and determination of Buckland Development's outstanding planning application for Welborne. Given the long period required for the delivery of Welborne, one of the greatest challenges will be ensuring provision in the early stages of the establishment of the new community

The Police Crime Panel

An Assistant Police and Crime Commissioner was recently appointed by the Police and Crime Commissioner. The poor communication of this appointment caused concern amongst the Police and Crime Panel Members as they were put in a difficult position in dealing with media enquiries.

Inspector Mark Hull has now moved on from the Fareham Policing team. A replacement is currently being sourced.

The Fareham Partnership Action Group is reviewing antisocial behaviour issues and continues to work very effectively.

RESOLVED that the Director of Planning and Regulation be thanked for providing the verbal update on behalf of the Executive Member.

9. HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL PRIORITIES

The Panel considered the scrutiny priorities for the Health and Public Protection Panel that align to the Corporate Strategy 2017-23 and which will help ensure that corporate priorities are delivered.

At the invitation of the Chairman, Councillor Mrs K K Trott addressed the Panel on this item.

Members discussed and put forward the following topics for consideration on the Scrutiny Priorities:

- **CCTV Partnership**

- A review of the areas currently covered by CCTV and how new areas can be included;
- An update on the installation of any new cameras and the removal of existing units;
- Information on how Members or the local community can request that a new camera be added to the network;
- An understanding of whether CCTV could play a role in the management of antisocial behaviour in the Borough's district and local centres;
- Consideration on whether it is possible to use mobile CCTV or short-term CCTV and what the cost would be to run it;
- an overview of the budget position for the CCTV Partnership and a comparison to predicted spending.

- **Police Crime Commissioner**

- An invitation to be extended to the Police Crime Commissioner to attend a future meeting of the Panel to give an update on police matters. The Panel was clear that it did not want the invitation to be delegated to the newly appointed Assistant Police Crime Commissioner.

- **Relationship with health care providers**

- Information on how a relationship can be built with the Management Board of Southampton Hospitals so that regular updates are received in the same way as they are received from Portsmouth in respect of QA hospital;
- Information on the provision available at Fareham Community Hospital;
- Information about the provision that the CCG intends to make at Welborne;
- Information about what additional GP provision will be made as a result of the housing developments taking place in Fareham.

The following priorities were identified that cross over with the Housing Scrutiny Panel and which may present an opportunity for joint Scrutiny Panels to be held:

- **Homelessness and anti-social behaviour**

- A regular review of homelessness and rough sleeping on the streets and how it links to anti-social behaviour;
- An update on the effectiveness of the Town Centre Public Spaces Protection Order;

- Information on mental health issues and how they relate to homelessness and antisocial behaviour;
- An update on the provision of Outreach Workers to work with people with mental health issues;
- Information about the service provided through the Avalon Centre and whether there are alternative sources that can deliver these services if necessary;
- Information on how vulnerable people can access the prevention, early intervention and resettlement service(PIERS) that is provided through the Two Saints Accommodation Resource Centre.

The following priorities were identified that cross over with the Streetscene Scrutiny Panel and which may present an opportunity for joint Scrutiny Panels to be held:

- **Enforcement of dog fouling, fly tipping and littering**
- An understanding of how the priorities are split between the two Executive portfolios;
- Information on how the two Executive portfolios can work together to meet corporate priorities;
- A summary of the big challenges to be tackled

RESOLVED that the Chairman and the Director of Planning and Regulation consider the suggestions put forward by Members to formulate the new Scrutiny Priorities Plan for the Panel.

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Housing Scrutiny Panel (to be confirmed at the next meeting)

Date: Thursday, 22 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor S Dugan (Vice-Chairman)

Councillors: I Bastable, J M Englefield, Mrs C L A Hockley, Ms S Pankhurst
and Mrs K K Trott

Also Present: Councillor F Birkett (for Item 11)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the Housing Policy Development and Review Panel meeting held on 20 September 2018 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 THE HOUSING SCRUTINY PANEL

The Panel received a presentation by the Head of Democratic Services which provided an introduction to the newly formed Housing Scrutiny Panel and outlined the role and function of the new Panel. A copy of the presentation is attached to these minutes as Appendix A.

Having considered the presentation, made comments and raised questions for clarification, the Panel RESOLVED to consider the scrutiny priorities for the Housing portfolio under item 11 of the agenda.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Housing Portfolio, including Individual Executive Member decisions and Officer delegated decisions, that have taken place since the last meeting of the Scrutiny Board on 04 June 2018.

The Panel considered the decisions shown at items 7(1) to 7(2) of the agenda.

RESOLVED that the Housing Scrutiny Panel considered the following items of Executive Business:

(1) Appointment of Employer's Agent for Hampshire Rose and Bridge Rose Housing Development Sites

The Panel asked for details of when work will commence on site.

(2) Housing Revenue Account Borrowing Programme Funding Bid

No comments were received.

8. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Affordable Housing Strategic Lead which provided Members with an update on the Affordable Housing position. A copy of the presentation is attached to these minutes as Appendix B.

The presentation outlined how the funding bids that were submitted to central government in September are now obsolete as the Government has abolished the cap on borrowing against the Housing Revenue account. The Panel was given a broad, example cost illustration to build a 2 bed-roomed house which demonstrates how any borrowing will need to be carefully considered and managed to ensure that the debt can be serviced.

The presentation also gave an update on the Hampshire Rose, Bridge Road, Sea Lane and Wynton Way sites which have been allocated for development.

RESOLVED that the Affordable Housing Strategic Lead be thanked for a very informative presentation.

9. FIRE ISSUES AND PRECAUTIONS REPORT

The Panel considered a report by the Managing Director of Fareham Housing which informed Members of the progress with the fire issues and precautions in Fareham Housing.

Members were given an update to paragraph 17 of the report and heard that some types of the new composite doors that are now required to be exposed to additional testing to ensure their performance in the event of a fire are starting to become available and will be fitted where applicable.

Following discussion regarding the destruction of smoke alarms that reach their point of expiry it was agreed that the Property Manager will provide a response to Members to inform them how the process of disposing of smoke alarms is managed.

The Panel commented on the excellent service provided by the Housing team and thanked the Managing Director of Fareham Housing for his report.

10. HOUSING ASSOCIATION SCOPING REPORT

The Panel considered the draft Scoping report that has been prepared to extend an invitation to Vivid Housing Association to attend a future meeting of the Panel to provide information on the tenancy management services that they provide to tenants living in Fareham.

Members requested that the scoping report be amended to include a summary of how the Housing Association is motivated to provide good customer service and an understanding of delivery plans for future affordable homes.

RESOLVED that, subject to the inclusion of the additional items put forward by the Panel, the Scoping report be approved.

11. HOUSING SCRUTINY PANEL PRIORITIES

The Panel considered the scrutiny priorities for the Housing Panel that align to the Corporate Strategy 2017-23 and which will help ensure that corporate priorities are delivered.

At the invitation of the Chairman, Councillor F W Birkett, Executive Member for Housing, addressed the Panel on this item.

Members discussed and put forward the following topics for consideration as Scrutiny Priorities:

- Housing Options
- External scrutiny of Vivid Housing Association - per scoping report (suggested for March 2019)
- Homelessness and Rough sleeping (suggested for March 2019)
- Update on the Impact of new Homelessness legislation (suggested for July 2019)
- Affordable Housing Updates (at each meeting)
- An update on Social Inclusion (suggested for March 2019)
- External scrutiny of Two Saints to understand the challenges they face and what can be done to help. (Scoping report suggested for March 2019 with visit suggested for July 2019)
- The Affordable Housing Strategy
- An explanation of how the Housing Revenue Account operates.
- Universal Credit and how it is impacting on residents.
- New Allocations draft proposals (suggested for July 2019)
- Tenancy Management Report & Maintenance Report (suggested for March and November each year)

RESOLVED that the topics put forward for consideration be discussed by the Chairman and the Managing Director of Fareham Housing for inclusion in the Scrutiny Priorities Plan for the Panel.

(The meeting started at 6.00 pm
and ended at 8.00 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Policy and Resources Scrutiny Panel (to be confirmed at the next meeting)

Date: Monday, 19 November 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors: I Bastable, Mrs P M Bryant, S Cunningham, T Davies and
Mrs C L A Hockley

Also Present: Councillor S D T Woodward, Executive Member for Policy and
Resources (Items 7 (1), 7 (6), 7 (13), 9 & 10)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

RESOLVED that the minutes of the meeting of the Scrutiny Board held on 28 June 2018, 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 DIRECTION

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. INTRODUCTION TO THE POLICY AND RESOURCES SCRUTINY PANEL

The Panel received a presentation from the Head of Democratic Services which provided an introduction to the newly formed Policy and Resources Scrutiny Panel, and outlined the role and function of this new Panel. (The presentation is attached as Appendix A to these minutes).

Having considered the presentation and made comments and raised questions for clarification, the Panel RESOLVED to consider the scrutiny priorities for the Policy and Resources portfolio under Item 10 of the agenda.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Policy and Resources Portfolio, including Individual Executive Member decisions and Office delegated decisions, that have taken place since the last meeting of the Scrutiny Board on 4 June 2018.

The Panel considered the decisions shown at items 7 (1) to 7 (13) of the agenda.

RESOLVED that the policy and Resources Scrutiny panel considered the following items of Executive Business:

(1) Fareham Civic Quarter Regeneration Proposals

At the Invitation of the Chairman, Councillor S D T Woodward, Executive Member for Policy and Resources addressed the Panel on this item.

The Panel commented that they would regularly like an Update on the Fareham Civic Quarter Regeneration and that it be linked with the Ferneham Hall Vision.

(2) General Fund and Housing Revenue Account Outturn 2017/18

No comments were received.

(3) Capital and Treasury Management Outturn 2017/18

No comments were received.

(4) Sale of Land to HCC at Daedalus for Stubbington Bypass

No comments were received.

(5) Business Rate Retention Pilots 2019-20

No comments were received.

(6) Daedalus Gate Guardian

At the invitation of the Chairman, Councillor S D T Woodward, Executive Member for Policy and Resources addressed the Panel on this item.

The Panel enquired as to whether the decision taken by the Executive on 3 September 2018, was just for the provision of the budget or if it also included the design. The Executive Member for Policy and Resources confirmed that the design of the artwork is to be agreed a later date.

(7) Review of Policy Development and Review Panels and Scrutiny Board Meetings

No comments were received.

(8) Acquisition of Commercial Property in Fareham

No comments were received.

(9) Annual Review of the Corporate Strategy 2017-2023

No comments were received.

(10) Local Service Agreements

No comments were received.

(11) Treasury Management & Capital Monitoring Report 2018-19

No comments were received.

(12) Finance Monitoring Report 2018-19

No comments were received.

(13) Locks Heath Memorial Hall Asset Disposal

At the invitation of the Chairman, Councillor S D T Woodward addressed the Panel this item to explain the process that had been taken prior to this decision being taken.

8. REVIEW OF LOCAL SERVICE AGREEMENT PERFORMANCE

The Panel considered a report by the Director of Finance and Resources on the review of Local Service Agreement Performance.

RESOLVED that the Policy and Resources Scrutiny Panel considered the Local Service Agreement report and document, attached as Appendix A and had no comments.

9. ANNUAL REVIEW OF THE CORPORATE STRATEGY

The Panel considered a report by the Director of Finance and Resources on the Annual Review of the Corporate Strategy.

At the invitation of the Chairman, Councillor S D T Woodward, Executive Member for Policy and Resources addressed the Panel on this item.

RESOLVED that the Policy and Resources Scrutiny Panel considered the Annual Review of the Corporate Strategy report and the Updated Corporate Strategy 2017-23 document and had no comments to make.

10. SCRUTINY PRIORITIES

The Panel were invited to put forward their suggestions for inclusion into the Scrutiny Priorities planner.

At the invitation of the Chairman, Councillor S D T Woodward, Executive Member for Policy and Resources addressed the Panel on this item.

The following suggestions were made by members of the Panel:

- Council Owned Land and Buildings, in order for the Panel to scrutinise the property and land that the Council owns.
- Town Centre Regeneration – The Panel expressed a desire to have regular updates on this, including the on-going progress of Ferneham Hall.
- Civic Offices – To consider how the civic offices fit into the Civic Quarter Regeneration plans together with alternative options for accommodating Fareham Borough Council services.
- Elections – To consider options and initiatives to increase Electoral Turnout.

- Town Centre Vibrancy – What measures can the Council put in place to maintain a vibrant high street.
- Commercial Property – To review the performance of the Council Commercial Property Investment Strategy.
- Shared Services – Review of existing shared services and consideration of other opportunities for similar arrangements.
- CAT Review – Consider the effectiveness of CAT meetings and whether initiatives could help meet the needs of the public?
- Citizen of Honour – A review of the arrangements for making awards for Citizen of the Year and Organisation of the Year.

RESOLVED that the Chairman and the Director of Finance and Resources discuss the suggestions made by the Panel and work them into the new Scrutiny Priorities Plan.

(The meeting started at 6.00 pm
and ended at 7.22 pm).

FAREHAM

BOROUGH COUNCIL

Report to Council

13 December 2018

Subject: **Annual Review of the Corporate Strategy 2017-2023**

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

SUMMARY

The Council's Corporate Strategy 2017 to 2023 sets out our vision and priorities for the Borough. The Council's performance management framework requires an annual review of the strategy, to confirm future priorities and update the wording where necessary.

The Executive considered the outcome of the review at the 5 November meeting and agreed a number of recommended updates and changes to the Strategy. In addition to the proposed changes in the report it was agreed that a reference to YCATs (Youth Community Action Teams) be included on page 9 of the Strategy Document.

The Policy and Resources Scrutiny Panel considered the review of the Strategy on 19 November 2018 and supported the proposed changes to the Strategy. The updated Corporate Strategy 2017-23 is now presented for adoption by the Council.

RECOMMENDATION

It is recommended that the Council:

- a) notes the results of the annual review of the Corporate Strategy; and
- b) approves the updates to the Corporate Strategy.

INTRODUCTION

1. The Council's performance management framework requires the Executive to undertake an annual review of the corporate vision and priorities. The purpose is to confirm future priorities and update the wording where necessary. The outcome of the review will influence the budgets and local service agreements for the next financial year.
2. This is the first review of the Corporate Strategy 2017-23, which was adopted by the Council on 14 December 2017. A copy is attached as Appendix A.
3. Any changes proposed to the wording will need to be approved by the Council, because the Corporate Strategy comes within the Council's policy framework under the Constitution.

Progress made in delivering Corporate Priorities

4. The Strategy contains a number of Corporate Priorities for improvement. Progress on each priority is listed below.

Providing Housing Choices

- Good progress is being made in the delivery of Welborne Garden Village. A major milestone was reached in September 2017 when land assembly was achieved.
- The Welborne Delivery Group was established with Buckland Development Ltd to plan collaboratively for the Garden Village.
- The Council in partnership with Hampshire County Council secured £10M from the Housing Infrastructure Fund towards upgrading J10 of the M27 into an 'all-moves' junction. The funding is effectively the last piece of the jigsaw in terms of finance needed to carry out the work for this critical part of Welborne's infrastructure.
- A further £725,000 in Government funding was secured to support the technical work to bring forward Welborne.
- The draft Local Plan was consulted on with the public during October and December 2017 with over 4,500 comments received.
- The £4.8m sheltered housing scheme, Sylvan Court was officially opened in August 2017.
- A new department of the Council was created, Fareham Housing. The purpose of Fareham Housing is to provide affordable and sustainable housing solutions for borough residents, prioritising those in greatest need.
- An Affordable Housing Strategy is being prepared and will be consulted on in the near future. Once adopted it will place the Council in a good position to maximise the delivery of new affordable homes, particularly for those whom the current system does not provide.
- More than 70 representatives from partners, support agencies, local churches, voluntary groups and public-sector organisations attended a rough sleeping conference in July 2018. Fareham Street Aid was launched at the conference, creating a single forum for

those working with rough sleepers with the aim of providing consistent messages to the public.

Protect and Enhance the Environment

- Early works started on the fields and verges on the northern part of Daedalus, known as Daedalus Common. This area will be transformed into an exciting new area of public open space for the local community.
- The Council obtained the land to create a new park at Titchfield. The name of which, Abbey Meadows was chosen by residents. The park is due to be formally opened in 2019.
- Coldeast open space has been transformed. Six interpretation panels have also been positioned around the open space.
- The £1m Hill Head seawall replacement works were completed in December 2017.
- The Council received various accolades at the South and South East in Bloom Awards 2017, including a 14th consecutive winning entry in the Small City category receiving a Gold Award and declared Category Winner.
- Holly Hill Woodland Park and the Sensory Garden in Fareham retained their prestigious Green Flag Awards. Both were nominated as one of the nation's favourite parks in the People's Choice Awards.
- The Council agreed to implement the Definitive Solent Recreation Mitigation Strategy (SRMS). This aims to reduce the impact on birds' habitat from new housing developments.
- Over 72 events were attended and 1,500 people spoken to about reducing food waste, as part of the Great Food Rescue campaign run in partnership with Sainsbury's.
- A policy was agreed in September, with the aim of phasing out Single Use Plastics (SUPs) in Council buildings by 2020. A public communications campaign was also launched at the end of September 2018.

Strong, Safe, Inclusive and Healthy Communities

- £150,000 in Joint Air Quality Unit (JAQU) funding was secured towards a taxi replacement scheme. The scheme offers financial incentives to taxi drivers to replace their older diesel vehicles with Ultra Low Emission vehicles (ULEVS) or hybrid vehicles.
- A further £500,000 in JAQU funding was secured to support the work of the Council's Air Quality Working Group.
- The Council consulted on a series of measures designed to help improve the Borough's air quality during September and early October 2018. A final business case for funding of the measures will be submitted to JAQU by the end of the year.

Maintain and Extend Prosperity

- Approval was given in July 2018 to start detailed work on the Fareham Civic Quarter Regeneration project.

- Eleven new hangars for general aviation use and businesses in the aviation, aerospace and marine sectors were opened at Daedalus.
- The £7m extension to the Fareham Innovation Centre at Daedalus was officially opened in July 2018.
- Facilities in the control tower at the Solent Airport at Daedalus have been improved for the public, pilots and the wider aviation community.
- The Council won 'Development of the Year' and 'Business Park Innovation of the Year' at the prestigious South Coast Property Awards for its work with Daedalus in July 2018.
- The Council supported the construction of the improved southern section of Newgate Lane that was completed in April 2018.

Leisure Opportunities for Health and Fun

- Westbury Manor reopened in July 2017 following a remodelling that transformed the museum into a vibrant “culture stop”.
- A vision to transform Ferneham Hall into a new arts and entertainment venue with a community focus was agreed in June 2018. Feedback on the plans from residents, hirers and the entertainment industry has been positive.
- New sports pitches and Holly Hill play area were opened at Coldeast in July 2018.

Dynamic, Prudent and Progressive Council

- The average score for the quarterly 10/10 customer satisfaction surveys conducted by customer facing services that have gone through a systems thinking intervention was 9.1 out of 10. Highlighting the benefits of embedding a systems thinking approach to service design.
- A systems thinking intervention into procurement was concluded in 2018. It was agreed that a new Procurement and Contract Procedure Rules policy be introduced. This encourages officers to focus on supporting customer satisfaction and achieving the best value for money as opposed to their focus being solely on cost when procuring.
- The Intervention review of Committee Services focused on the Policy Development and Review Panels as well as the Scrutiny Board. Recommended changes will be presented at the October Council meeting.
- The Council's investment in commercial properties boosted income by £1.7m during 2017/18.
- The Civic Offices now has 3.5 floors dedicated to external organisations bringing in income and enabling better partnership working with these organisations.
- The Southampton and Fareham Legal Services Partnership was named Project Team of the Year at the Local Government Legal Awards 2017.
- Council Tax Collection rate remains excellent at 99.05%. This compares very well to the national average collection rate of 97.2% and as such we remain one of the best

performing authorities in Hampshire, and nationally.

External impacts

5. The revised National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) were both published by the Government in July. The revised requirements set out in the NPPF and PPG change how Local Planning Authorities must calculate their housing need figure. This has increased annual housing need from 420 dwellings to 544 dwellings; a 30% increase in the Borough's annual housing requirement and a considerable impact on the Council's five-year housing land supply.
6. The draft Local Plan is now being updated to reflect the NPPF with new sites being identified and assessed. There will be further consultation on the updated draft Local Plan.
7. In November 2018, a Housing Delivery Test will be introduced. It will determine whether councils have met the new housing requirements over the previous three years. If that test shows below 95%, the Council must prepare a Housing Delivery Action Plan to show how delivery can be increased. If the results are below 85%, councils will be required to plan not just for the new housing numbers, but an extra 20% on top for the next five years.
8. The General Data Protection Regulations (GDPR) came into effect in May 2018. These resulted in changes to working practices being implemented to ensure compliance.

Any matters arising from reviews and/or inspections

9. The most recent figure available, estimating the population of Fareham was published by the Office for National Statistics in 2018. The population of the Borough is currently estimated to be 117,100.
10. The Council was inspected by the Investigatory Powers Commissioner's Office (IPCO) in February 2018 who reviewed our Regulation of Investigatory Powers Act (RIPA) management arrangements and systems. The inspection report was very complementary and highlighted that the Council has a good understanding and healthy approach to the use of covert surveillance powers.
11. The Annual Review Letter from the Local Government and Social Care Ombudsman set out the number of complaints received and decided during the financial year 2017/18. During 2017/18 the Local Government Ombudsman received and made decisions on seven complaints. No complaints were upheld against Fareham Borough Council in 2017/18. This meant that there were no remedies that the Council needed to implement.

Annual Audit

12. The Council's external auditors, Ernst & Young provide an annual audit letter and annual governance report that gives an overall assessment of the Council. Both documents cover the Council's accounts for the year ended 31 March 2018.
13. The Council was overall found to have put in place proper arrangements to securing the economy, efficiency and effectiveness in the use of resources.

Proposed changes

14. Overall, the Corporate Strategy remains on track and it is proposed that the Executive recommends that the Council approves the following minor changes to the Corporate Strategy document, attached as Appendix A, which incorporates these changes.
 - Add 'A £7m extension was opened in 2018' to paragraph two, to reflect the new extensions at the Innovation Centre (High Flying Plans, page 5).
 - Amend the third paragraph to reflect the Vision for a new entertainment venue:
 - 'The Council also continues to support a wide range of cultural and entertainment activities including Westbury Manor Museum. We have also produced a vision to remodel Ferneham Hall into a new arts and entertainment venue' (Safe and Healthy, page 6).
 - Update paragraph two with the latest figures for property price increases in the Borough, 'Despite an increase of 38% in property prices between 2013 and 2018' (Home is Where the Heart is... page 7).
 - Include a reference to Abbey Meadows in paragraph three, 'A new open space, Abbey Meadows is set to open in 2019' (The Great Outdoors, page 8).
 - Update the number of consecutive years that Fareham in Bloom has received a Gold Award from 13 to 14 on paragraph four (The Great Outdoors, page 8).
 - Include a reference to Youth Community Action Teams (YCATS) in paragraph two, 'There are also regular YCAT meetings where young people can ask questions and have their say'
 - Amend 'Housing Strategy' to 'Affordable Housing Strategy' on bullet point three (Priority one, page 14).
 - Amend bullet point two to reflect the name chosen by residents for the new park at Titchfield:
 - 'Create Abbey Meadows, a new Park at Titchfield, providing easy access to the countryside for local people (Priority one, page 14).
 - Amend bullet point four to reflect the work to tackle potential future exceedance of NO2 levels in small areas of the Borough:
 - 'Explore the best approaches to improving air quality in areas where the levels of NO2 exceed, or are likely to exceed national guidelines' (Priority three, page 16).
 - Add (Complete March 2018) to bullet point two to reflect the opening of the Innovation Centre (Priority four, page 17).
 - Add (Newgate Lane complete April 2018) to bullet point six (Priority four, page 17).
 - Add (Complete July 2017) to bullet point one to reflect the successful remodelling of Westbury Manor (Priority five, page 18).

- Amend bullet point two to better reflect the plans to remodel Ferneham Hall:
- 'Transform Ferneham Hall into a new arts and entertainment venue with a community focus (Priority five, page 18).
- Add (Complete July 2018) to bullet point three to reflect the opening of Holly Hill play area and sports pitches at Coldeast.
- Amend bullet point two to include a reference to and explanation of systems thinking:
- 'Continue to implement systems thinking* across all Council services to ensure a customer focussed approach and the quick resolution of problems.
- *Systems thinking helps to design Council services so that the needs of the customer are met in the simplest and most efficient way' (Priority six, page 19).

CONCLUSION

15. This report is a key stage in the Council's performance management framework. The Council is invited to consider the results of the annual review and approve the updated Corporate Strategy 2017 – 2023.

Appendices: Appendix A: Corporate Strategy 2017 – 2023

Background Papers: None

Reference Papers: None

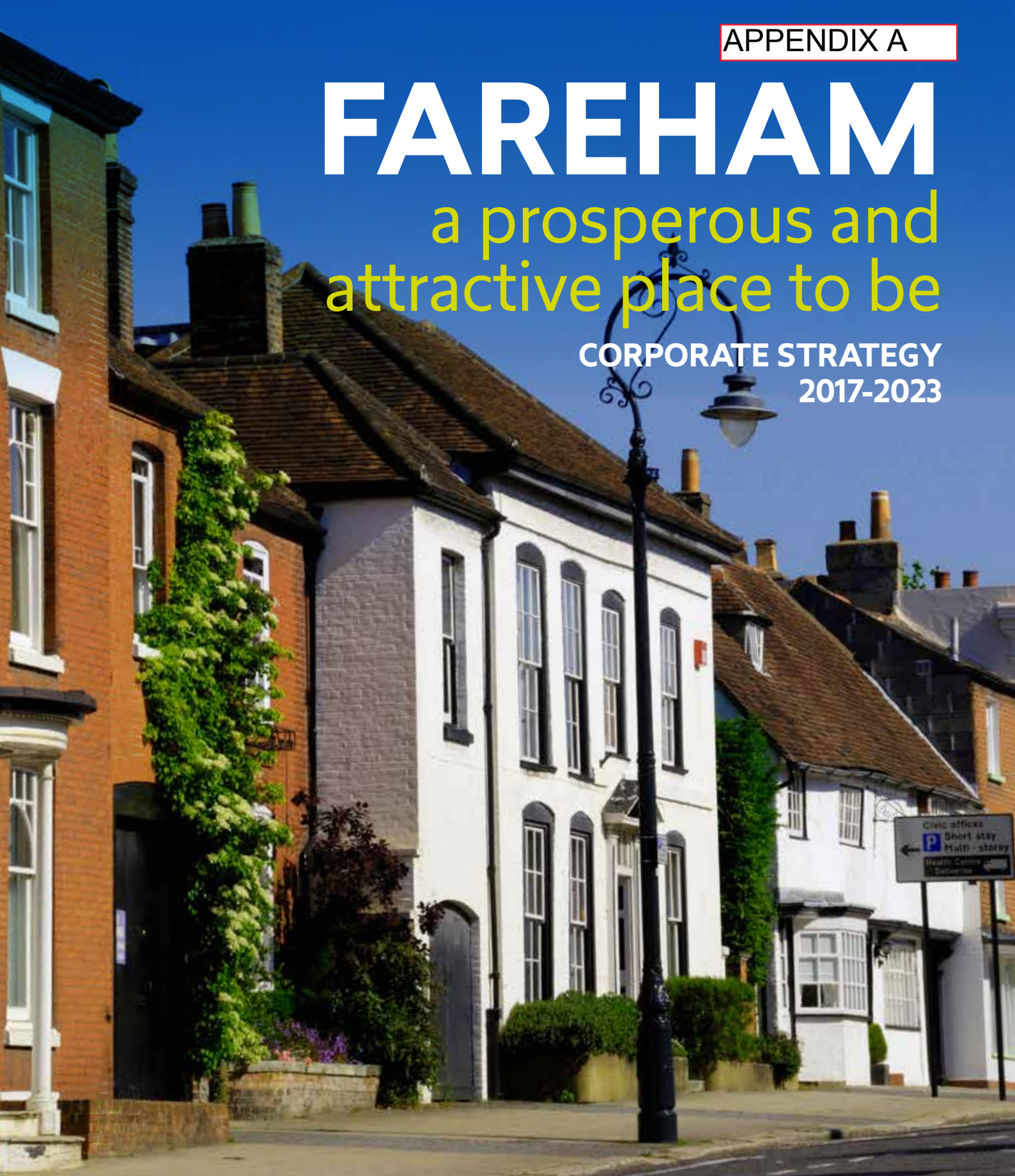
Enquiries:

For further information on this report please contact Roy Brown. (Ext 4409)

FAREHAM

a prosperous and
attractive place to be

CORPORATE STRATEGY
2017-2023



PLANNING FOR FAREHAM'S FUTURE



Prosperous, safe, attractive...

Our corporate strategy for Fareham Borough Council sets out our priorities for the next few years, from 2017 to 2023, and shows how we have planned to ensure that Fareham remains a prosperous, safe and attractive place to live and work.

Our approach has been led by a number of factors. First and foremost, our residents, customers, partners and others have told us what is important to them. Our research has also highlighted a range of external influences we need to consider such as economic and social factors and indeed changes to the way our residents live and work.

One factor that cannot be ignored is the continuing reduction in government funding awarded to Fareham Borough Council.

Yet despite this reduction, as you will read, we have exciting plans for the next few years that will provide benefits to many people working and living within the Borough of Fareham.

By focusing on these we believe we can help make sure that Fareham continues to be a great place to live and work.

**“...FAREHAM
CONTINUES
TO BE A GREAT
PLACE TO LIVE
AND WORK.”**

A GREAT PLACE

TO LIVE...

FAREHAM'S POPULATION

2001: 107,977

2015: 114,799

2017: 117,000

2022: 120,000

2037: 130,000

Located in an area of some 30 square miles along the south coast of Hampshire between Portsmouth and Southampton, Fareham is a popular and attractive place to live. It is well connected to the M27 motorway and has good rail links to London and the wider rail network. There is also easy access to ferry ports and Southampton airport.

Fareham is growing. Our population has steadily increased over the last 30 years and that trend is expected to continue. People are living longer and we have an increasingly ageing population.

For example, Fareham has experienced the largest rise in the number of residents aged

85+ in Hampshire during the last 20 years. By contrast the number of people of working age living in the Borough has reduced; particularly those aged between 25 and 39.


Consistent with the rest of the country the make-up of Fareham's households is changing. Around a quarter of people now choose to live alone so that adds to the number of smaller homes that we need. Additionally an increase in divorce and break ups also means that there are now more 'blended families' living together than ever before. Minority ethnic groups make up a small, but slowly growing, proportion of the population.

Fareham has five distinct communities: **Fareham town; Portchester; Titchfield; Western Wards** and **Hill Head and Stubbington**. The development of **Welborne**, made up of around 6,000 homes, will create a new distinct community whilst, at the same time, help to meet our future housing needs.

"...THE MAKE-UP OF FAREHAM'S HOUSEHOLDS IS CHANGING."

OPEN FOR BUSINESS

With a well-educated workforce and low levels of unemployment, Fareham is a thriving place for business.



A well-educated workforce makes Fareham an attractive proposition for local businesses. The local talent pool is rich with potential employees equipped with all the skills they need to meet their needs and, whilst Fareham salaries tend to be higher than the national average, they remain well below London-weighted salaries.

The proportion of Fareham residents educated to college level and above is higher than both the south east region and the country as a whole. This is a boost to businesses both in Fareham and its neighbouring cities.

Fareham is a hard-working Borough with the percentage of local people in work higher than both regional and national averages. By contrast the number of residents claiming out of work benefits is low.



“...FAREHAM IS A THRIVING PLACE FOR BUSINESS.”

HIGH FLYING PLANS...

Solent Airport at Daedalus is owned by Fareham Borough Council. Forming part of the Solent Enterprise Zone, the site features two new business parks: Faraday and Swordfish.

“...AN UNFLINCHING
COMMITMENT TO
SUPPORTING AND
ENCOURAGING
BUSINESS
GROWTH...”

Underpinned by an unflinching commitment to supporting and encouraging business growth, Fareham Borough Council’s vision for Solent Airport at Daedalus has already begun to take shape.

The Council’s Fareham Innovation Centre opened in 2015 as an incubation hub to provide support and guidance to small and start-up businesses. It reached 100% occupancy within a year of opening. A £7m extension was opened in 2018.

With much of the site benefiting from being part of the Solent Enterprise Zone, businesses

that meet the criteria can enjoy access to a range of benefits. This has included a

number of businesses receiving five years of business rate relief.

Over the coming years, the new development at Welborne, which lies to the north of Fareham, will also play a significant role in creating jobs for the Borough.



SAFE AND HEALTHY

Fareham is a safe and healthy place to live and work. Overall crime levels are low when compared to similar Boroughs in the area.

Life expectancy is higher than the national average for both men and women and our residents are generally healthier than most other areas in the country. Deprivation levels across the Borough are generally very low, but there are some small pockets of deprivation within Fareham town.

Fareham is a great place to be healthy and has a variety of sports and leisure facilities for residents to enjoy. We have invested significantly in facilities such as the multi-million pound Holly Hill Leisure Centre which opened in 2016. Within the Borough, residents benefit from two leisure centres, 18 community

centres, 24 football pitches, nine cricket squares and two rugby pitches. There are also 17 outdoor recreation sites and 43 children's play areas. The Council also continues to support a wide range of cultural and entertainment activities including Westbury Manor Museum. We have also produced a vision to remodel Ferneham Hall into a new arts and entertainment venue.

694

**PITCH BOOKINGS
BETWEEN
SEPTEMBER 2015
AND APRIL 2016**



HOME is where the HEART is...

Fareham residents are, on the whole, well housed. Around 80% of homes are now owner occupied, which is much higher than the national average. By contrast the proportion of social and private rented housing is very low.

Despite an increase of 38% in property prices between 2013 and 2018 for an average home in Fareham, house prices remain slightly lower than the Hampshire average although they are higher than some neighbouring authorities. First-time buyers in Fareham struggle to get onto the property market as the ratio between average house prices and earnings is higher than the level for most other areas in south Hampshire.

**“FIRST-TIME
BUYERS IN
FAREHAM
STRUGGLE TO
GET ONTO THE
PROPERTY
MARKET...”**



THE GREAT OUTDOORS...

With many acres of space safeguarded for wildlife and miles of natural coastline there are ample opportunities for getting out and about with or without the family.

The Council manages 331 acres of land for nature conservation across 25 different sites that include two nature reserves (Holly Hill Woodland Park and Warsash Common), and a Site of Special Scientific Interest (Portchester Common).

Cultivated spaces are important too and add quality to our everyday lives. Two open spaces, the Sensory Garden in Fareham Town Centre and Holly Hill Woodland Park, have consistently been awarded the prestigious Green Flag Award. A new open space, Abbey Meadows is set to open in 2019.

Additionally, for 14 consecutive years 'Fareham In Bloom' work has been recognised with a Gold Award in the South and South East in Bloom awards, brightening up our communities.

The great outdoors includes our streets and buildings too and important historic buildings are protected for future generations.

In fact there are 13 conservation areas and nearly 600 listed buildings within the Borough, each offering a little piece of history and helping to weave a picture of Fareham across the ages.

THERE ARE 13 CONSERVATION AREAS:

**CAMS HALL
CATISFIELD
FAREHAM HIGH STREET
HOOK
OSBORN ROAD
PORTCHESTER, CASTLE STREET
SARISBURY GREEN
SWANWICK SHORE
TITCHFIELD
TITCHFIELD ABBEY
TOWN QUAY
WALLINGTON
WARSASH**



Tell us what **WORKS** and what **DOESN'T**


Listening to residents' views is essential to the way the Council works and helps us deliver better services.

Community Action Team (CAT) meetings take place where there is a local 'hot topic' of interest to residents. There are also regular YCAT meetings where young people can ask questions and have their say.

Residents can have their say using an online Customer Engagement Panel (the E-Panel) to help customers better understand how we work, have their say and increase openness and transparency. They can also take part in various consultations that take place throughout the year.

Social media is important too. Residents can contact the Council directly on Facebook and Twitter, both of which are used to keep customers up-to-date with useful information including details of any new consultations taking place, public meetings or local events.

Our website contains all the Council's latest news and copies of the Council's Online magazine 'Fareham Today' whilst Council



Connect, in Fareham shopping centre, is also a good place to check for information.

Sign up for the Council's e-panel at:
www.fareham.gov.uk/epanel

Check out any current consultations at:
www.fareham.gov.uk/consultations

**SIGN UP TO OUR
ONLINE CUSTOMER
ENGAGEMENT PANEL
(THE E-PANEL) AND JOIN
IN THE CONVERSATION**



OUR VISION

Fareham is a prosperous, safe and attractive place to live and work. This has occurred through careful management and development, as well as constant attention to our environment and the needs of our communities. Our vision for Fareham's future is based upon the assumption that residents want to preserve all that is good about Fareham, whilst increasing prosperity, providing new homes for our growing communities and making it an even more inclusive and attractive place to live and work.

**“FAREHAM IS
A PROSPEROUS,
SAFE AND
ATTRACTIVE
PLACE TO LIVE
AND WORK.”**

OUR VALUES

Everything we do is guided by a set of values which are shared by all elected members and employees.

OUR CORPORATE VALUES

Listening and being responsive to our customers

Recognising and protecting the identity of existing communities

Enhancing prosperity and conserving all that is good

Being efficient, effective and providing value for money

Leading our communities and achieving change for the better

OUR PRIORITIES

“LEISURE OPPORTUNITIES AVAILABLE FOR RESIDENTS AND VISITORS ALIKE...”

We will achieve our vision by focusing our efforts and resources on six corporate priorities:



1 PROVIDING HOUSING CHOICES

by working with our key partners to enable and support a diverse housing market so that residents have access to good quality housing that is affordable and offers a choice of tenures. We will take positive steps to prevent homelessness and assist individuals and families in finding good quality accommodation.



2 PROTECT AND ENHANCE THE ENVIRONMENT

by ensuring that Fareham remains a clean and attractive place to live and work. We will make sure that our heritage and natural environment are conserved and enhanced for future generations. We will also minimise the impact on the environment by reducing our use of natural resources; minimising the generation of waste and maximising the collection of recyclable materials.



3 STRONG, SAFE, INCLUSIVE AND HEALTHY COMMUNITIES

by working with others to provide an environment where people of all ages feel safe. We will give people greater influence over the decisions that affect their lives and build more inclusive communities by providing easy access to information and services provided by the Council. We will also ensure that measures are in place to protect the health and safety of people who live, work or visit the Borough.



4 MAINTAIN AND EXTEND PROSPERITY

by working with others to continue to support and promote the economic vitality of the Borough. Developing and improving vibrant town and district centres offering a range of shopping, leisure and employment opportunities, together with the delivery of an employment-led vision for Daedalus will be vital to achieving this.



5 LEISURE OPPORTUNITIES FOR HEALTH AND FUN

so that residents and visitors of all ages can socialise with other members of our communities; participate in arts and entertainment activities; and improve their fitness and health.



6 DYNAMIC, PRUDENT AND PROGRESSIVE COUNCIL

by making sure that the decisions we make are transparent and that arrangements are in place to secure on-going improvement. Our overall priority is to ensure that we offer good value for money by providing high quality services and maintaining high levels of customer satisfaction, whilst keeping council tax levels low when compared to other district councils.

“WE WILL GIVE PEOPLE GREATER INFLUENCE OVER THE DECISIONS THAT AFFECT THEIR LIVES...”

It's the **LITTLE THINGS** **THAT MATTER**

Although it is the big projects that get the headlines, it is the day to day work we carry out that takes up most of our time and energy. It is also what the Fareham element of your council tax pays for. We know how important it is to you that we get the basics right and we work really hard to ensure that every day services are run in a way that **is cost effective, efficient and gives good value for money.**



PRIORITYone

Between now and 2023 we have big plans for improvements all of which are driven by our corporate priorities. You will be able to keep an eye on how we are doing as key milestones will be included in our annual review.

PROVIDING HOUSING CHOICES

Ensuring everyone has somewhere to live is a vital role for Council.

Working against the backdrop of a national shortfall in housing and accommodation, we have worked hard to develop key strategies that will enable us to ensure there are housing choices for people in Fareham. We will...

- Enable the delivery of a new Garden Village at Welborne, providing thousands of new homes, new jobs, new schools and new leisure facilities.
- Prepare a new Local Plan, which will plan for the provision of new homes, and employment space, across the Borough up to 2036.
- Prepare and implement a new Affordable Housing Strategy, which will determine the Council's future role in the provision of housing.



“ENSURING EVERYONE HAS SOMEWHERE TO LIVE IS A VITAL ROLE FOR COUNCIL.”

PRIORITYtwo

PROTECT AND ENHANCE THE ENVIRONMENT

The environment in which we live helps to shape our experiences and the way we live our lives. We want to make sure that the things we enjoy today will still be around for future generations.

As well as protecting our assets, the next few years will see some exciting developments across the Borough. We will....

- Transform the fields and verges on the boundary of Daedalus into an exciting new area of public open space for the local community.
- Create Abbey Meadows, a new park in Titchfield, providing easy access to the countryside for local people.
- Transform woodland areas at Coldeast to create new public open spaces.
- Deliver major coastal defence schemes at Portchester and Hill Head.
- Increase our recycling rates and reduce the amount of household waste.

“WE WANT TO MAKE SURE THAT THE THINGS WE ENJOY TODAY WILL STILL BE AROUND FOR FUTURE GENERATIONS.”



PRIORITYthree

**STRONG, SAFE
INCLUSIVE AND
HEALTHY COMMUNITIES**



**“PROMOTE AND
SUPPORT THE
DELIVERY OF
WELBORNE...”**

**Feeling safe
and secure
in our homes
and everyday
activities is vital
for our wellbeing
and peace of mind.**

We also know it is important to local people that we recognise and protect the identity of existing and new communities. This includes the provision of local facilities. We will...

- Promote and support the delivery of a Garden Village at Welborne, as part of a planned sustainable new community to come forward over the next 20 years.
- Build 400 new graves as an extension to Holly Hill cemetery to increase the number of burial plots available to those living in the west of the Borough.
- Review our approach to Community Safety, including analysis of CCTV, street lighting and landscaping to ensure that we make the Borough as safe as possible.
- Explore the best approaches to improving air quality in areas where the levels of NO² exceed, or are likely to exceed national guidelines.

PRIORITYfour

MAINTAIN AND EXTEND PROSPERITY

We recognise that business growth is essential to the local economy, providing good quality jobs for local people and creating attractive, vibrant town and district centres.

As well as supporting and protecting existing businesses we want to attract new employers to our Borough providing opportunities for future generations. We will...

- Commence the regeneration of Fareham Town Centre, which will include the provision of new homes, improvements to retail, leisure and entertainment facilities and changes to parking provision.
- Construct a second phase extension to our highly successful Innovation Centre at Daedalus, offering office and working space to new businesses and creating new jobs within the Borough. (Complete March 2018).
- Enable the redevelopment of Portchester District Centre, which will include improvements to the shopping precinct, the provision of new homes and improvements to car parking facilities.
- Continue to implement our vision for Daedalus. We will build the necessary roads and services to unlock new employment opportunities at Swordfish Business Park, building new hangars and facilities to support the development of the airport and encourage employers to relocate and grow their businesses on the site.
- Support the construction of major highway schemes across the Borough to include the Stubbington Bypass, improvements to the southern section of Newgate Lane and a redesigned “all moves” Junction 10 on the M27. (Newgate Lane complete April 2018).
- Encourage the provision of more A Level courses within the Borough.



**“A VIBRANT
SHOPPING
CENTRE IS AN
ASSET TO ANY
COMMUNITY...”**

PRIORITY five

LEISURE OPPORTUNITIES FOR HEALTH AND FUN

Fareham is an attractive place to live and well-equipped with a whole host of leisure activities.

As a Council we are constantly seeking to improve leisure facilities for residents and over the coming years we will see some exciting developments. We will...

- Transform Westbury Manor into a vibrant “culture stop” in Fareham Town Centre. (Complete July 2017).
- Transform Ferneham Hall into a new arts and entertainment venue with a community focus.
- Provide new sports pitches and children’s play area at Coldeast. (Complete July 2018).
- Provide a new allotment site in the Stubbington area.
- Improve the facilities at Cams Alders Recreation Ground to meet the needs of the sports clubs and encourage greater participation by the community.



**“TRANSFORM
WESTBURY MANOR
MUSEUM INTO A
‘CULTURE STOP’...”**

PRIORITY six

A DYNAMIC, PRUDENT AND PROGRESSIVE COUNCIL

We are constantly seeking ways to reduce our spending and make your money work harder so that we can continue to deliver good services.

We will...

- Continue to work within a balanced and sustainable budget, recognising the reduction in Government funding.
- Continue to implement systems thinking* across all Council services to ensure a customer focused approach and the quick resolution of problems.
- Develop the Civic Offices to be an attractive working environment for existing and prospective tenants.
- Undertake a major review of all Council owned land and buildings to ensure that we are making the best use of our assets.
- Be alive to new opportunities for further investment in commercial properties to boost income and help meet corporate priorities.
- Continue to explore opportunities for shared services, partnerships and joint working with neighbouring Councils.

*Systems thinking helps to design Council services so that the needs of the customer are met in the simplest and most efficient way.



Holly Hill



Strategic FRAMEWORK

Our strategic framework is made up of key financial and planning documents that help shape the work of the Council.

CORPORATE STRATEGY sets out our vision and priorities for the medium-term (i.e. five years). It also includes a set of improvement actions that describe the key projects and initiatives that we will focus on over this period.

LOCAL PLAN sets out the policies that will determine future land use to meet the needs of the corporate strategy.

MEDIUM TERM FINANCIAL STRATEGY AND ANNUAL BUDGET addresses the financial implications of all the Council's strategies and plans.

The corporate strategy and other strategies and plans are supported by local service agreements, which include a range of measures that demonstrate the general performance and degree of success of the Council.

Email your comments to corporatepolicy@fareham.gov.uk



FAREHAM

BOROUGH COUNCIL

Report to Council

13 December 2018

Subject: **APPOINTMENTS TO OUTSIDE BODIES**

Report of: **Head of Democratic Services**

SUMMARY

Further to the changes to the Scrutiny Board and the five Policy Development and Review Panels agreed by Council at its meeting on 11 October 2018, several appointments to Outside Bodies now need to be considered.

Details of the current bodies to which the Council has made appointments are set out in the Schedule of Appointments to Outside Bodies 2018/19, attached as Appendix A to this report. Members are now invited to review Appointments and make changes as appropriate.

RECOMMENDATION

It is recommended that the Council:

- (a) notes those Outside Bodies that the Council no longer makes representation to, as outlined in Appendix B to the report, and agrees that they be deleted;
- (b) notes those Outside Bodies with a change of name, as outlined in Appendix B to the report;
- (c) agrees the appointments to the newly formed Outside Bodies, as proposed in Appendix B to the report; and
- (d) agrees the proposed changes to appointments to Outside Bodies, as a result of the Council's revised Scrutiny arrangements, as outlined in Appendix B to the report.

INTRODUCTION

1. In accordance with the Council's Constitution, appointments to Outside Bodies for the 2018/19 municipal year were made at the annual meeting of the Council held on 10 May 2018. Details of these appointments are set out in the Schedule of Appointments to Outside Bodies 2018/19 attached as Appendix A to this report.

BACKGROUND

2. Following a Vanguard intervention review of Committee Services earlier this year which focussed on the work of the Scrutiny Board and the 5 Policy Development and Review Panels, it was agreed at the Council meeting held on 11 October 2018 that the Scrutiny Board and the Policy Development and Review Panels be dissolved. In their place, Scrutiny Panels were created for each of the 6 Executive Portfolios with a remit to review and scrutinise the work of the Executive and to hold it to account in delivering the Council's executive functions. The Chairmen and Vice Chairmen of the new Scrutiny Panels were also appointed by Council at the meeting.

REVISED APPOINTMENTS TO OUTSIDE BODIES

3. The Council's revised Scrutiny arrangements and the changes to appointed Chairmen and Vice-Chairmen have resulted in the need to consider whether any revisions should be made to the appointments to Outside Bodies for the remainder of the current municipal year.
4. Proposed changes to appointments for consideration are outlined in the draft Schedule of Revised Appointments attached as Appendix B to this report.

IN YEAR AMENDMENTS TO APPOINTMENTS TO OUTSIDE BODIES

5. In considering any revisions to the appointments to Outside Bodies for the remainder of the current municipal year, there is an opportunity for Members to note and update any changes to the Schedule of Appointments 2018/19 that the Council has been made aware of. The following amendments have therefore been included in the draft Schedule of Revised Appointments attached as Appendix B for consideration:

Fareham and Gosport Clinical Commissioning Group (No. 10)

6. The Council currently appoints a co-opted member to the Governing Body of the Fareham and Gosport Clinical Commissioning Group. The Clinical Commissioning Group for Fareham and Gosport has been working in partnership with other Clinical Commissioning Groups in Hampshire since April 2017.
7. In April this year, the partnership was joined by the Isle of Wight Clinical Commissioning Group to form the Hampshire and Isle of Wight Partnership of Clinical Commissioning Groups. Together, the Partnership of Clinical Commissioning Groups has been looking at ways to streamline their governance arrangements with a view to reducing duplication and simplifying decision-making.
8. After careful consideration, all five Clinical Commissioning Groups have now agreed for their Governing Bodies to come together to act as a single 'committee in common' to enact their responsibilities. The 'committee in common' will have a revised membership which will no longer include co-opted members.

9. As Fareham Borough Council will no longer have representation on the Governing Body of the Fareham & Gosport Clinical Commissioning Group, it is recommended that this appointment be deleted from the Schedule of Appointments to Outside Bodies 2018/19.

Fareham and Gosport Clinical Commissioning Group - Community Engagement Committee

10. The Hampshire and Isle of Wight Partnership of Clinical Commissioning Groups welcomes the continued involvement of local representation in its work and has extended an invitation to the Council to appoint a Representative to the Fareham and Gosport Clinical Commissioning Group's Community Engagement Committee.
11. The Community Engagement Committee provides a two-way flow of information between interested parties and the CCG. It is therefore recommended that this Body be added to the Schedule of Appointments to Outside Bodies 2018/19 and that Members consider the Representative to be appointed.

Hampshire Health and Well-being Partnership Board (No. 19)

12. Appointments to the Hampshire Health and Well-being Partnership Board are made by the Hampshire & Isle of Wight Local Government Association from amongst nominations made by Hampshire District Councils. Appointments are indefinite and Members remain in post until they step down.
13. Fareham Borough Council does not currently have an appointed Member on the Hampshire Health and Well-being Partnership Board and it is therefore recommended that this appointment be deleted.

Hampshire Health and Adult Social Care Select Committee

14. The role of the Hampshire Health and Adult Social Care Select Committee is to review how policies, services and decisions support safe, well, independent and continuously developing people (adults and older persons) and Public Health; how they are implemented and how performance is evaluated and improved. Appointments to the Hampshire and Adult Social Care Select Committee are made by the Hampshire and Isle of Wight Local Government Association.
15. At a recent meeting of the Hampshire and Isle of Wight Local Government Association, Councillor T M Cartwright, MBE was appointed as a Member of the Hampshire Health and Adult Social Care Select Committee. It is therefore recommended that this Committee be added to the Schedule of Appointments to Outside Bodies 2018/19.

Hampshire Superannuation Scheme AGM (No. 21)

16. In order to more accurately reflect the purpose of the Hampshire Superannuation Scheme AGM, Members are asked to note that this Body has been renamed the 'Hampshire Pension Fund Annual Employer's Meeting'.

Health Overview & Scrutiny Panel (No. 22)

17. In order to clarify that this Panel is a Portsmouth City Council Committee, Members are asked to note that it has been renamed the 'Portsmouth City Council Health Overview & Scrutiny Panel'.

RELATE Portsmouth & District (No. 43) and RELATE South West Hampshire & the Isle of Wight (No. 44)

18. Historically, the Council has made separate appointments to RELATE Portsmouth & District and RELATE South West Hampshire & the Isle of Wight. These branches have now merged with the National Charity and are working more closely together. At the request of the Charity, it is recommended that Members appointment a single Representative and that the Schedule of Appointments to Outside Bodies be updated accordingly.

RISK ASSESSMENT

19. Appointments to outside bodies will support the Council in its community leadership role and may assist in achieving the Council's aims and objectives. There are no significant risks or opportunities that need to be addressed.

CONCLUSION

20. The Council is invited to proceed with the appointment of, and amendments to, Outside Bodies as outlined in the Draft Schedule of Revised Appointments attached as Appendix B to this report.

Appendices:

Appendix A – Schedule of Appointments to Outside Bodies 2018/19
Appendix B – Draft Schedule of Revised Appointments

Background Papers: None

Reference Papers: Minutes of the Council meeting held 10 May 2018
Minutes of the Council meeting held 11 October 2018

Contact: For further information please contact Leigh Usher. (Ext: 4553)

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| . | Title | Description | Representative 2017/18 | Role | Political Party | Terms of Office |
|---|--|---|---|--|----------------------------------|----------------------|
| 1 | Abshot Community Association Management Committee | The Community Association is a voluntary organisation set up to provide facilities for local community groups and also a venue for other groups to use. Meets – Monthly. Status: 1 Representative (non-voting), 1 deputy | Councillor Ms Sarah Pankhurst Councillor Keith Evans | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 2 | Burrige Community Association Management Committee | To maintain and support the use of Burrige Village Hall for the benefit of the local community. Meets: Six to seven times per year. Status: 1 Trustee (voting) | Councillor Jon Butts | Trustee | Conservative | 1 year |
| 3 | Citizens' Advice Fareham | Provides a free, impartial and independent service of generalist advice, information, support and representation in a confidential manner to all people of the Fareham area who require it, including business and voluntary agencies, as far as it is able. Meets: Quarterly (with monthly sub-group meetings) Status: 1 Representative (non-voting), 1 Deputy | Councillor Leslie Keeble Councillor Mrs Louise Clubley | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 4 | Community Safety Partnership | Conducts and publishes an audit of crime and disorder problems in the Borough; identifies local crime and disorder priorities and formulates a three-year strategy to assist in tackling them, including objectives and targets; monitors progress and reviews strategies as required. Meets: 2 meetings per year Status: 1 Representative, 1 Deputy | Councillor Trevor Cartwright, MBE Councillor Mike Ford | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|---|--|---|--|--|-------------------|--|
| 5 | Consultation with Businesses | This is a consultation arrangement with representatives of local businesses, Federation of Small Businesses, Hampshire Chamber of Commerce and the Institute of Directors. Meets: Once annually Status: 2 Representatives | Councillor Seán Woodward | Appointed Representative | Conservative | 1 year |
| | | | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 6 | Crofton Community Association | Promotes benefits for the inhabitants of the Stubbington and Hill Head wards by providing recreation and leisure time facilities. Meets: Monthly Status: 1 Managing Trustee (voting), 1 Deputy | Councillor Steve Dugan | Trustee | Conservative | 1 year |
| | | | Councillor J Forrest | Deputy | Liberal Democrat | 1 year |
| 7 | Earl of Southampton Trust | The charitable trust exists for the benefit of inhabitants of the ancient parish of Titchfield, in particular for the provision and upkeep of alms-houses and a day centre for the elderly and for the relief of poverty and hardship. Meets: Monthly Status: 4 Trustees (4 year terms) | Cllr Mrs Connie Hockley F C Knight Annette Devoil John Freemantle | Fareham Borough Council Trustee Earl of Southampton Trustee Earl of Southampton Trustee Earl of Southampton Trustee | Conservative | 4 year term ends 09/22 4 year term ends 09/22 4 year term ends 09/19 4 year term ends 07/20 |
| 8 | Fareham / Pulheim Twinning Association | Promotes and fosters friendship and understanding between the peoples of Fareham and Pulheim, including the encouragement of visits, fund raising and financial assistance. Meets: Monthly Status: 2 Representatives (voting) | Councillor Roger Price, JP | Appointed Representative | Liberal Democrats | 1 year |
| | | | Councillor Mrs Connie Hockley | Appointed Representative | Conservative | 1 year |
| 9 | Fareham / Vannes | The Committee exists to progress the | Councillor Mrs Katrina Trott | Appointed | Liberal Democrats | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|--|---|---|--|----------------------------------|--|
| | Twinning Committee | “entente cordiale” between Fareham and Vannes. Main groups are sporting exchanges, cultural exchanges and family exchanges. Council to Council formal exchanges are arranged directly between the Borough Council and the Marie. Meets: monthly plus 1 major exchange visit (several social and fund raising events also occur) Status: 2 Representatives (voting) | Councillor Mrs Pamela Bryant | Representative Appointed Representative | Conservative | 1 year |
| 10 | Fareham and Gosport Clinical Commissioning Group | Covers both the required governance and assurance business and the emerging commissioning strategies for health in Fareham and Gosport Meets: bi-monthly Status: 1 Representative | Councillor T M Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 11 | Fareham Fairtrade Borough Working Group | This is the steering group for Fairtrade in the Borough. Efforts are directed towards maintaining the Borough's Fairtrade status by promoting Fairtrade, encouraging its wider availability and convincing people who live and work in the Borough of the benefits and importance of Fairtrade. Meets: four times per year and additionally organises events to promote Fairtrade. Status: 1 Representative (voting) | Councillor Mrs Pamela Bryant | Appointed Representative | Conservative | 1 year |
| 12 | Fareham North West Community Association Management Committee | Supports the local community by maintaining the centre, maximising its occupancy and making it accessible for local residents. Meets: Four times per year Status: 2 Representatives (voting) | Councillor Fred Birkett; Councillor Peter Davies | Appointed Representative Appointed Representative | Conservative Conservative | 1 year 1 year |
| 13 | Fareham Welfare Trust | This charitable Trust exists for the relief of need, hardship or distress of persons living in the old Fareham parish area; preference being given to widows. Meets: Twice annually plus an AGM. Status: 2 Trustees (voting) with 4 year terms | Councillor Ms Sarah Pankhurst Councillor Mrs Louise Clubley; | Trustee Trustee | Conservative Conservative | 4 year term ends 06/22 4 year term ends 05/20 |
| 14 | Genesis Advisory | A partnership between the Borough Council | Councillor Ms Sarah | Appointed | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|--|--|---|--|--|
| | Committee | and local youth work charity, Y Services for Young People, has been established to manage the Genesis facility on a day to day basis. This arrangement is supported by Genesis Advisory Committee, who work closely with the partners, hirers, user groups and local community representatives to develop and extend the range of opportunities available from the Centre, for young people in the Western Wards. Meets: 6 times per year Status: 2 Representatives | Pankhurst; Councillor Mrs Susan Bayford | Representative Appointed Representative | Conservative | 1 year |
| 15 | Hammond Memorial Hall Trust | The ward councillors for Stubbington and Hill Head are ex-officio trustees. Council appoints 3 additional trustees to administer the charitable scheme. Meets: As and when required. Status: 7 Trustees | Councillor Steve Dugan Councillor Jim Forrest Councillor Mrs Kay Mandry Councillor Mrs Carolyn Heneghan John Guest Sarah Coles Rev Richard England | Trustee Trustee Trustee Trustee Trustee Trustee Trustee | Conservative Liberal Democrat Conservative UKIP | Ex-Officio Ex-Officio Ex-Officio Ex-Officio 4 year term ends 05/19 4 year term ends 05/19 4 year term ends 05/19 |
| 16 | Hampshire and Isle of Wight Community Safety Alliance | Chaired by the Police and Crime Commissioner, this group looks at the risks, priorities and emerging issues for CSPs and also influences the commissioning of funding and opportunities for collaborative working. Meets: quarterly. Status: 1 Representative | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 17 | Hampshire and Isle of Wight Local Government Association (HIOWLGA) | Leading Members and Chief Executives of Hampshire and Isle of Wight local authorities meet to discuss matters of mutual interest. Meets: Six times per year Status: 1 Representative (Executive Leader), 2 Deputies | Councillor Seán Woodward Councillor Trevor Cartwright, MBE Councillor Fred Birkett | Appointed Representative Deputy Deputy | Conservative | 1 year |
| 18 | Hampshire County | To promote and encourage road safety | Councillor Mike Ford, JP | Appointed | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|--|---|--|--|----------------------------------|----------------------|
| | Council South Area Road Safety Council | education, training and publicity in the local area. To encourage activities of local groups on road safety matters. To seek involvement of local community to support road safety programmes. To support initiatives and promotions of local campaigns designed to improve awareness of road safety. Meets: Three times per year Status: 1 Representative (non-voting) | | Representative | | |
| 19 | Hampshire Health and Well-being Partnership Board | Established at county level to be accountable to the Local Area Agreement (LAA) Executive for meeting the health improvement and wellbeing targets in Hampshire's LAA and to act as a programme board for joint health improvement projects and services. Appointments to vacant seats are made by HIOWLGA from amongst Hampshire District Council nominations. Appointed Members remain in post until they step down. Meets: Quarterly. Status: 1 Representative | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | Indefinite. |
| 20 | Hampshire Partnership | The Partnership drives forward an agenda for partnership working that recognises the important role of the County Council and District/Borough Councils working together with other organisations on matters of interest and service delivery within the county of Hampshire. Meets: Quarterly. Status: 1 Representative, 1 Deputy | Councillor Trevor Cartwright, MBE; Councillor Keith Evans | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 21 | Hampshire Superannuation Scheme (AGM) | This is the Annual General Meeting of the pension fund, administered by Hampshire County Council, to which officers and members of the Borough Council may contribute under the Local Government Pension Scheme. Meets: Annually Status: 2 Representatives | Councillor Trevor Cartwright, MBE; Councillor Leslie Keeble | Appointed Representative Appointed Representative | Conservative Conservative | 1 year 1 year |
| 22 | Health Overview & | Scrutinises and comments on any proposed | Councillor Mike Ford, JP; | Appointed | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|--|---|--|---------------------------------------|------------------------------|
| | Scrutiny Panel | significant changes in health service provision. Meets: Bi-monthly Status: 1 Representative, 1 Deputy | Councillor Sarah Pankhurst | Representative Deputy | Conservative | 1 year |
| 23 | Highlands Hub Management Committee | The Management Committee steers the work of the Highlands Hub facility within the local community, linking its role to the parish churches of St Columba and Holy Trinity with local partners. Status: 1 Representative (voting), 1 Deputy | Councillor Fred Birkett Councillor Peter Davies | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 24 | Historic Environment Champion (English Heritage) | Promotes the historic environment and ensures that the historic environment is “at the heart of the Council agenda”. The Government sees the historic environment as a catalyst for regeneration, learning, community cohesion and economic development. Status: 1 Representative (non-voting) | Councillor Nick Walker | Appointed Representative | Conservative | 1 year |
| 25 | Home-Start Gosport and Fareham | Gives practical support and friendship to families in their own homes. Home-Start provides trained, parent volunteers to help any parent, with at least one child under five, who is finding it hard to cope. Meets: Bi-monthly Status: 1 Representative (voting), 1 Deputy | Councillor Mrs Tina Ellis Councillor Mrs Susan Bayford | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 26 | Local Government Association - General Assembly and Annual Meeting | This is the General Assembly and the Annual Meeting of the Local Government Association which is the national association for local authorities in England and Wales. It also represents police, fire and passenger transport authorities. Meets: Annually Status: 2 Representatives (Executive Leader and Leader of largest opposition group) Term: Indefinite | Councillor Seán Woodward; Councillor Roger Price | Appointed Representative Appointed Representative | Conservative Liberal Democrats | Indefinite Indefinite |
| 27 | Local Government | Briefing meetings organised by the Local | Councillor Seán Woodward; | Appointed | Conservative | Indefinite |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|--|---|--|----------------------------------|----------------------|
| | Association - Group Leaders' Briefings | Government Association for local leaders of political groups, on a national basis. Meets: Two or three times a year Status: Representatives (All group leaders of a registered political party) Term: Indefinite | Councillor Roger Price | Representative Appointed Representative | Liberal Democrats | Indefinite |
| 28 | Local Government Association Coastal Issues Special Interest Group | The Group's purpose is to increase awareness of issues affecting coastal, estuarine, and maritime communities; act as a focus for liaison between local authorities and other bodies and secure improved cross-departmental co-ordination within central government on coastal issues. Meets: Three to four times per year Status: 1 Representative, 1 Deputy | Councillor Keith Evans Councillor Peter Davies | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 29 | Lockwood Community & Sports Association | Provides sports and social facilities to its members who are in the main, local to the club. Meets quarterly Status: 1 Representative (non-voting) | Councillor Mrs Susan Bayford | Appointed Representative | Conservative | 1 year |
| 30 | North Whiteley Development Forum | Informal advisory body to Winchester City Council, advising on the major development north of Whiteley. Meets: Approximately four times per year Status: 1 Representative (voting) and 1 Deputy | Councillor Jon Butts; Councillor Keith Evans | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 31 | One Community, Eastleigh | This is a not-for-profit organisation which has been appointed by Fareham Borough Council to provide help and support for voluntary and community groups and organisations in the Borough of Fareham. Status: 1 Representative | Councillor Miss Susan Bell | Appointed Representative | Conservative | 1 year |
| 32 | Parking and Traffic Regulations Outside London | The joint committee provides an opportunity for local member input into the national parking adjudication service. Meets: Annually | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|---|--|--|----------------------------------|--|
| | | Status: 2 Representatives | Councillor Keith Evans; | Appointed Representative | Conservative | 1 year |
| 33 | Partnership Action Group (sub-group of the Community Safety Partnership) | Operational multi-agency group which deals with crime and disorder problems in the Borough by looking at Victims, Offenders and problematic locations. Tasks are set and each organisation attending is held accountable for completing tasks in a timely manner. Chaired jointly by Community Safety and the Police. Meets: monthly, Status: 1 Representative | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 34 | Partnership for Urban South Hampshire - Overview and Scrutiny Committee | Established to scrutinise and call-in decisions of the PUSH Joint Committee and to review delivery of the PUSH business plan. Meets: four times per year, when decisions are called-in or as the committee determines. Status: 1 Representative, 1 Deputy | Councillor Peter Davies Councillor Tom Davies | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 35 | Police and Crime Panel | Section 28(1) of the Police Reform and Social Responsibility Act 2011 (“the Act”) provides that each police area is to have a police and crime panel established and maintained in accordance with Schedule 6 to the Act. Paragraph 3(2) of Schedule 6 to the Act provides that the local authorities for a police area must (a) establish and maintain a police and crime panel for their police area, and (b) make the panel arrangements for the police and crime panel. Paragraph 3(3) provides that in the case of a multi-authority police area, all the relevant local authorities must agree to the making or modification of the panel arrangements. (Council 10/05/12 item 17) Meets: quarterly Status: 1 Representative, 1 Deputy | Councillor Trevor Cartwright, MBE Councillor Mike Ford, JP; | Appointed Representative Deputy | Conservative Conservative | 4 years (2015-2019) 4 years (2017-2021) |
| 36 | Portchester Community Centre Ltd | This charity body was set up to manage and run the new Portchester Community Centre following the award of the lease to | Councillor Susan Bell Councillor Nick Walker | Trustee Trustee | Conservative Conservative | 1 year 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|---|-------------------------------|--------------------------|------------------|--------|
| | | Portchester Community School Status: 2 Trustees | | | | |
| 37 | Portchester Parish Hall Board of Trustees | Provides facilities for user groups of all ages and a wide variety of other functions. Meets: Quarterly Status: 2 Trustees | Councillor Gerry Kelly | Trustee | Liberal Democrat | 1 year |
| | | | Councillor Miss Susan Bell | Trustee | Conservative | 1 year |
| 38 | Priory Park Community Association Management Committee | Provides a service to the local community by maintaining and managing facilities for various groups to run activities to improve condition of life, health and leisure. Meets: Six times per year Status: 2 Representatives (non-voting) | Councillor Ian Bastable | Appointed Representative | Conservative | 1 year |
| | | | Councillor Simon Martin | Appointed Representative | Conservative | 1 year |
| 39 | Project Integra – Strategic Board | Project Integra is a mature partnership of all the Local Authorities in Hampshire plus Hampshire Waste Services. It has achieved an integrated approach to municipal waste management. Current mission is to manage waste generated by households in Hampshire, gaining benefits from integration, scale, synergy and influence. Portfolio holders representing partner organisations. Meets: Three times per year, plus conference Status: 1 Representative (voting), 1 Deputy (voting) (Representative and Deputy must be Executive Members) | Councillor Simon Martin | Appointed Representative | Conservative | 1 year |
| | | | Councillor Fred Birkett | Deputy | Conservative | 1 year |
| 40 | Public Transport Representative | To attend meetings of FARGO (Fareham and Gosport Bus Panel) and HCC Transport Fora for Fareham and Gosport. To liaise with bus and train companies on matters relating to public transport. To attend Bus Users UK meetings in South Hampshire. Status: 1 Representative, 1 Deputy | Councillor Peter Davies | Appointed Representative | Conservative | 1 year |
| | | | Councillor Geoff Fazackarley; | Deputy | Conservative | 1 year |
| 41 | Randal Cremer Trust | This charitable trust exists for the provision of alms-houses for the poor or for persons who are permanently disabled from being able to earn a livelihood. | Councillor Mrs Kay Mandry | Trustee | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|---|---|-----------------------------------|--------------------------|--------------|--------|
| | | Meets: Twice per year, Status: 1 Trustee | | | | |
| 42 | Ranvilles Community Association Management Committee | The community association is a voluntary organisation set up to maintain and run the centre and serve the local community by making various activities accessible to local people. Meets: Four to six times per year Status: 1 Representative | Councillor Miss Tiffany Harper | Appointed Representative | Conservative | 1 year |
| 43 | RELATE Portsmouth and District | Relationship counselling and related matters including education and training. Meets: Quarterly Status: 1 Representative | Councillor Ms Sarah Pankhurst | Appointed Representative | Conservative | 1 year |
| 44 | RELATE South West Hampshire & the Isle of Wight | Relationship counselling and related matters including education and training. Meets: Quarterly Status: 1 Representative (non-voting) | Councillor Ms Sarah Pankhurst | Appointed Representative | Conservative | 1 year |
| 45 | River Hamble Harbour Management Committee | Considers policy and regulatory functions; prepares and maintains a strategic plan for management of the river; delegates day to day decision making to the (County) Executive Member for Environment. Meets: Four times per year Status: 1 Representative (voting), 1 Deputy | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| | | | Councillor Jon Butts; | Deputy | Conservative | 1 year |
| 46 | Solent Forum (incorporating the Solent Water Quality Group / Conference) | Since 1992, the Solent Forum has provided a platform to deliver Integrated Coastal Zone Management in the Solent sub-region of the South East. It operates at a strategic coastal management level, providing a network for closer working relationships, information dissemination and discussion of topical coastal issues. Meets: Twice per year, plus the conference Status: 1 Representative (non-voting), 1 Deputy | Councillor Mike Ford, JP | Appointed Representative | Conservative | 1 year |
| | | | Councillor Trevor Cartwright, MBE | Deputy | Conservative | 1 year |
| 47 | Solent Sea Rescue Organisation | Saving of life at sea and rescuing people in danger in the Solent area. Meets: Eight times per year. Status: 1 Representative | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|----|--|---|-----------------------------------|--------------------------|--------------|--------|
| 48 | South East Employer's Local Democracy and Accountability Network for Councillors | Councillor networks will meet to consider key local issues affecting local authorities in the south-east region e.g. Localism Bill, new governance arrangements, opportunities for shared services and Local Enterprise Partnerships. Meets: Twice per year Status: 1 Representative (also a Trustee if elected as Chairman), 1 deputy. Representatives should not be employees of another local authority or employees or officers of any of the local government unions | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| | | | Councillor Leslie Keeble; | Deputy | Conservative | 1 year |
| | | | | | | |
| | | | | | | |
| 49 | South East Employers | Represents the interests of authorities within the region, providing comprehensive employment and industrial relations advice, consultancy, training and information services. Meets: Three times per year. Status: 1 Representative (Trustee if elected as Chairman), 1 Deputy. Representatives should not be employees of another local authority or employees or officers of any of the local government unions | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| | | | Councillor Keith Evans | Deputy | Conservative | 1 year |
| 50 | Standing Conference on Problems Associated with Coastline | The primary aims of SCOPAC are: · To provide a strong political forum for coastal local authorities and other organisations with an interest in coastal risk management along the south coast of England · To raise and sanction funding for the successful operation of SCOPAC and for the development and implementation of its research programme. Status: 1 Representative, 1 Deputy | Councillor Keith Evans | Appointed Representative | Conservative | 1 year |
| | | | Councillor Peter Davies | Deputy | Conservative | 1 year |
| 51 | Stubbington Study Centre | The Centre provides the opportunity for children, young people and the wider community to practice learning activities beyond the classroom. Meets: three times a year and they guide, | Councillor Steve Dugan | Appointed Representative | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|----|---|--|--------------------------------|--------------------------|--------------|--------|
| | | challenge and support the Head of Centre. Status: 1 Representative (voting) | | | | |
| 52 | The Louisa Seymour Charity Management Committee | The charity is for provision and upkeep of Sarisbury Parish Rooms. The appointee is as a member of the Management Committee. Meets: Bi-monthly Status: 1 Representative (non-voting) | Councillor Jon Butts | Appointed Representative | Conservative | 1 year |
| 53 | The Moving On Project | A charity working in Fareham and Gosport, to provide help for young people aged 11-25 to improve their lives. They offer confidential discrete support, including free counselling and mentoring to local young people. Based at the X- perience Youth Centre, Fareham but also offer counselling in Gosport. Co-delivers 6 weekly drop-in health & wellbeing sessions in a number of local youth centres. Status: 1 Representative | Councillor Keith Barton | Appointed Representative | Conservative | 1 year |
| 54 | The Solent Transport Joint Committee | Provides enhanced transport delivery arrangements for the South Hampshire area and maximising investment and infrastructure provision in accordance with the South Hampshire sub-regional strategy. Meets: Four times per year Status: 1 Representative (Observer) | Councillor Keith Evans | Appointed Representative | Conservative | 1 year |
| 55 | Titchfield Community Association | Liaison between Fareham Borough Council and Titchfield Community Association on matters other than routine/administration. Meets: Five times per year Status: 1 Representative (non-voting) | Councillor Miss Tiffany Harper | Appointed Representative | Conservative | 1 year |
| 56 | Victory Hall Management Committee | Provides and maintains a village hall for use of the inhabitants of Hook and Warsash for recreation and leisure use with the object of improving conditions of life. Meets: Monthly. Status: 1 Trustee | Councillor Michael Ford, JP | Trustee | Conservative | 1 year |
| 57 | Wallington Village | Provides leisure/educational facilities for | Councillor Tom Davies | Appointed | Conservative | 1 year |

Appendix A – Schedule of Appointments to Outside Bodies 2018/19

| | | | | | | |
|-----------|--|--|---|---|----------------------------------|--|
| | Community Association Executive Committee | Wallington residents; maintains and manages the village hall and seeks to maintain and improve the built and natural environment within the village. Meets: Monthly Status: 1 Representative (non-voting), 1 Deputy | Councillor Katrina Trott | Representative Deputy | Liberal Democrats | 1 year |
| 58 | Whiteley Community Association - General and Executive Committees | Seeks to work together for the benefit of local residents by association with local authorities, voluntary and other organisations to advance education, to provide facilities for recreational and leisure use for local people and to maintain and manage the community centre. Meets: General Committee not less than 4 times per year, Executive Committee not less than 6 times per year. Status: 1 Trustee | Councillor Seán Woodward | Trustee | Conservative | 1 year |
| 59 | William Price Charitable Trust | Provides special and educational benefits for schools in Fareham to promote education by the provision of financial assistance such as bursaries and grants; and to promote education in the doctrines of the Church of England among the under-25s. Meets: Six times per year (two general meetings, two grants committee meetings and two finance committee meeting) Status: 2 Trustees with 4 year terms of office. One Trustee sits as a member of the Finance committee and one sits as a member of the Grants committee | Councillor Mrs Pamela Bryant Councillor Mrs Tina Ellis | Trustee (Grants) Trustee (Finance) | Conservative Conservative | 4 year term ends 05/2020 4 year term ends 05/2020 |

Appendix B – Draft Schedule of Revised Appointments

| | Title | Description | Representative 2018/19 | Role | Political Party | Term of Office |
|----|--|--|---|--|----------------------------------|----------------------|
| 4 | Community Safety Partnership | Conducts and publishes an audit of crime and disorder problems in the Borough; identifies local crime and disorder priorities and formulates a three-year strategy to assist in tackling them, including objectives and targets; monitors progress and reviews strategies as required. Meets: 2 meetings per year Status: 1 Representative, 1 Deputy | Councillor Trevor Cartwright, MBE Councillor Geoff Fazackarley | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 10 | Fareham and Gosport Clinical Commissioning Group (DELETE) | Covers both the required governance and assurance business and the emerging commissioning strategies for health in Fareham and Gosport. Meets: bi-monthly Status: 1 Representative | Councillor T M Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 10 | Fareham and Gosport Clinical Commissioning Group – Community Engagement Committee (ADD) | The Community Engagement Committee provides a two-way flow of information from key stakeholders (including local councils, voluntary sector, patients and practices) to the CCG and back. Meets: quarterly Status: 1 Representative | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | 1 year |
| 18 | Hampshire County Council South Area Road Safety Council | To promote and encourage road safety education, training and publicity in the local area. To encourage activities of local groups on road safety matters. To seek involvement of local community to support road safety programmes. To support initiatives and promotions of local campaigns designed to improve awareness of road safety. Meets: three times per year Status: 1 Representative (non-voting) | Councillor Geoff Fazackarley | Appointed Representative | Conservative | 1 year |
| 19 | Hampshire Health and | Established at county level to be accountable to the Local | Councillor Trevor | Appointed | Conservative | Indefinite |

Appendix B – Draft Schedule of Revised Appointments

| | | | | | | |
|----|---|---|---|--|----------------------------------|----------------------|
| | Well-being Partnership Board (DELETE) | Area Agreement (LAA) Executive for meeting the health improvement and well-being targets in Hampshire's LAA and to act as a programme board for joint health improvement projects and services. Appointments to vacant seats are made by HIOWLGA from amongst Hampshire District Council nominations. Appointed Members remain in post until they step down. Meets: Quarterly Status: 1 Representative | Cartwright, MBE | Representative | | |
| 21 | Hampshire Pension Fund Annual Employer's Meeting (NAME CHANGE) | This is the Annual General Meeting of the pension fund, administered by Hampshire County Council, to which officers and members of the Borough Council may contribute under the Local Government Pension Scheme. Meets: Annually Status: 2 Representatives | Councillor Trevor Cartwright, MBE Councillor Leslie Keeble | Appointed Representative Appointed Representative | Conservative Conservative | 1 year 1 year |
| 22 | Portsmouth City Council Health Overview & Scrutiny Panel | Portsmouth City Council invites a Representative from Fareham Borough Council to attend meetings of this Panel which scrutinises and comments on any proposed significant changes in health service provision. Meets: Bi-monthly Status: 1 Representative, 1 Deputy | Councillor Trevor Cartwright, MBE Councillor Geoff Fazackarley | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 28 | Local Government Association Coastal Issues Special Interest Group | The Group's purpose is to increase awareness of issues affecting coastal, estuarine, and maritime communities; act as a focus for liaison between local authorities and other bodies and secure improved cross-departmental co-ordination within central government on coastal issues. Meets: three to four times per year Status: 1 Representative, 1 Deputy | Councillor Keith Evans Councillor Tom Davies | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 34 | Partnership for Urban South Hampshire – Overview and Scrutiny Committee | Established to scrutinise and call-in decisions of the PUSH Joint Committee and to review delivery of the PUSH business plan. Meets: four times per year, when decisions are called-in or as the committee determines. Status: 1 Representative, 1 Deputy | Councillor Tom Davies Councillor Peter Davies | Appointed Representative Deputy | Conservative Conservative | 1 year 1 year |
| 35 | Police and Crime Panel | Section 28(1) of the Police Reform and Social Responsibility | Councillor Trevor | Appointed | Conservative | 4 years |

Appendix B – Draft Schedule of Revised Appointments

| | | | | | | |
|----|--|--|---|---|---|-----------------------------|
| | | <p>Act 2011 (“the Act”) provides that each police area is to have a police and crime panel established and maintained in accordance with Schedule 6 to the Act. Paragraph 3(2) of Schedule 6 to the Act provides that the local authorities for a police area must (a) establish and maintain a police and crime panel for their police area and (b) make the panel arrangements for the Police and Crime Panel. Paragraph 3(3) provides that in the case of a multi-authority police area, all the relevant local authorities must agree to the making or modification of the panel arrangements (Council 10/05/12 item 17).</p> <p>Meets: quarterly Status: 1 Representative, 1 Deputy</p> | <p>Cartwright, MBE</p> <p>Councillor Geoff Fazackarley</p> | <p>Representative</p> <p>Deputy</p> | <p>Conservative</p> | <p>4 years</p> |
| 43 | <p>RELATE Portsmouth and District</p> <p>(MERGE WITH No 44)</p> | <p>Relationship counselling and related matters including education and training</p> <p>Meets: Quarterly</p> <p>Status: 1 Representative</p> | <p>Councillor Ms Sarah Pankhurst</p> | <p>Appointed Representative</p> | <p>Conservative</p> | <p>1 year</p> |
| 44 | <p>RELATE South West Hampshire & the Isle of Wight</p> <p>(MERGE WITH No 43)</p> | <p>Relationship counselling and related matters including education and training</p> <p>Meets: Quarterly</p> <p>Status: 1 Representative</p> | <p>Councillor Ms Sarah Pankhurst</p> | <p>Appointed Representative</p> | <p>Conservative</p> | <p>1 year</p> |
| 50 | <p>Standing Conference on Problems Associated with Coastline</p> | <p>The Primary aims of SCOPAC are:</p> <ul style="list-style-type: none"> To provide a strong political forum for coastal local authorities and other organisations with an interest in coastal risk management along the south coast of England To raise and sanction funding for the successful operation of SCOPAC and for the development and implementation of its research programme <p>Status: 1 Representative, 1 Deputy</p> | <p>Councillor Keith Evans</p> <p>Councillor Tom Davies</p> | <p>Appointed Representative</p> <p>Deputy</p> | <p>Conservative</p> <p>Conservative</p> | <p>1 year</p> <p>1 year</p> |

| THIRD PARTY APPOINTMENTS TO OUTSIDE BODIES | | | | | | |
|--|---|---|-----------------------------------|--------------------------|--------------|--|
| 1 | Solent Local Enterprise Partnership | The Solent LEP is the key interface and lead for economic development in the Solent. It is a partnership organisation between the business community, the Further Education and Higher Education sector, three unitary authorities, eight district councils and one county council, all of whom are actively working together to secure a more prosperous and sustainable future for the Solent area. The Partnership has six priority areas for investment, these are Skills, Business Support, Innovation, Infrastructure, Strategic Sectors and Inward Investment & International Trade. | Councillor Seán Woodward | Local Authority Director | Conservative | |
| 2 | Hampshire Health and Adult Social Care Select Committee (ADD) | The role of this Committee is to review how policies, services and decisions support safe, well, independent and continuously developing people (adults and older persons) and Public Health; how they are implemented and how performance is evaluated and improved. The Committee focuses on how the County Council is contributing to delivering the Wellbeing agenda for adults; social care; promoting independence and quality of life for older people; healthy and safe families; Public Health: the integration of Health and Care services and relevant financial management and scrutinises the provision and operation of health services in Hampshire. Representatives are appointed by the Hampshire and Isle of Wight Local Government Association. | Councillor Trevor Cartwright, MBE | Appointed Representative | Conservative | |

FAREHAM

BOROUGH COUNCIL

Report to Council

13 December 2018

Subject: **CONSTITUTION UPDATES FOLLOWING COMMITTEE
STRUCTURE CHANGES**

Report of: **The Monitoring Officer**

SUMMARY

Following the Committee Structure changes agreed by Council at the meeting on 11 October 2018, a number of updates to the Constitution are necessary in order to create the new Scrutiny Panels.

Details of all the sections of the Constitution which require updating are set out in Appendix A to this report and were reviewed by the Audit and Governance Committee on the 26 November 2018.

RECOMMENDATION

It is recommended that the Council receive for information, the updates made to the Constitution (as set out in Appendix A) following the Committee Structure changes agreed by Council on the 11 October 2018.

INTRODUCTION

1. This report seeks to inform Members of the updates that are necessary to the Council's Constitution document following the recent review and subsequent approved changes to the Council's Committee Structure.

BACKGROUND

2. The changes agreed to the Committee structure has created 6 new Scrutiny Panels to replace the Policy Development and Review Panels and the Scrutiny Board which have now been dissolved.
3. The Audit and Governance Committee reviewed these updates on the 26 November 2018 as part of its annual review of the Constitution.
4. The Monitoring Officer has delegated authority to make the necessary changes to the Constitution as per the recommendation to Council on the 11 October 2018 and now the Council are asked to note the updates made.
5. In order for the new Scrutiny Panels to take effect, officers have worked to identify all the areas of the Constitution document that require updating. Over 30 sections have now been drafted.

CHANGES REQUIRED

Minor Changes

6. The majority of the updates required, involve simply changing the wording from 'Policy Development and Review Panel' to 'Scrutiny Panel'. There are no other wording changes necessary in these sections. These are referred to in the attached Appendix A as 'minor changes'.
7. The functions of the Scrutiny Board have been transferred to the relevant Scrutiny Panel. A 'relevant Scrutiny Panel', is that Panel for which the item of business for consideration falls within the remit of the associated Executive Portfolio (as set out in the table below) for that Scrutiny Panel. These updates are also referred to in the attached Appendix A as 'minor changes'.

Executive Portfolios -

| Policy and Resources | Planning and Development | Leisure and Community |
|---|--|--|
| <ul style="list-style-type: none">• Financial Strategy• Corporate Vision and Priorities• Capital and Revenue Budgets• Public Consultation• Public Relations• Council Tax• Commercial Acquisitions• National Non Domestic Rate (NNDR)• Procurement• Estate Management• Economic Development• Community Action Teams• Daedalus Vision• Debt Recovery | <ul style="list-style-type: none">• Planning Policy• Flooding and Coastal Management• Local Plan• Environmental Improvements• Development Design• Tree Management• Transportation Liaison• Parking Strategy• Built Conservation• Street naming and numbering• CIL• Welborne• Sustainability and Biodiversity | <ul style="list-style-type: none">• Leisure Strategy• New Play Areas• Fareham Leisure Centre• Holly Hill Leisure Centre• Ferneham Hall• Westbury Manor Museum• Community Centres• Community Volunteering• Sports Development• Activities for Children and Young People• Community Development• Town Centre Events• Leisure Card• Community Grants |

| Housing | Health and Public Protection | Streetscene |
|--|---|--|
| <ul style="list-style-type: none"> • Housing Strategy • Homelessness • Council Housing - Regeneration • Council Housing - Construction • Housing Options • Housing Advice • Housing Benefits • Housing Allocations • Tenancy and Leaseholder Management • Housing Grants and Home Improvements • Maintenance of Council Housing Stock • Local Land Charges • Liaison with Social Housing Providers • Housing Estate Management | <ul style="list-style-type: none"> • Environmental Health • Community Safety • Air Quality and Pollution • Enforcement - (litter, fly tipping, graffiti, abandoned vehicles, unauthorised encampments) • Contaminated Land • Car Parks and Parking Enforcement • Dog Control • Pest Control • Emergency Planning • Health and Safety • Equalities • ICT and Personnel • Public Health • Performance Management (including Systems Thinking) • Building Control Partnership | <ul style="list-style-type: none"> • Waste Collection • Vehicle Fleet • Recycling • Street nameplates • Green Waste • Cemeteries and Crematorium • Fareham in Bloom • Street Cleaning • Public Conveniences • Bus Shelters and Benches • Play Areas - Maintenance • Parks, Open Spaces and Grounds Maintenance • Sports Pavilions, Pitches, Greens and Courts • Countryside Rangers • Henry Cort Sculpture Park - Maintenance • Allotments |

Key Changes

- Other sections of the Constitution have required more detailed changes and in some cases, have been rewritten to allow the Committee Structure changes to take full effect. Officers have consulted with the Legal team with regards to these more detailed updates. These are referred to in the attached Appendix A as 'key changes' and have been attached as Appendices to this report.
- Following these Committee Structure changes only that of the function and role of the new Scrutiny Panels being introduced in place of the Policy Development and Review Panels and the Scrutiny Board have been updated.
- As set out in the report to Council on the 11 October 2018, the Deputation scheme is the only change which directly effects a procedure currently undertaken by the Council. In allowing Members of the public to apply to give a deputation on any subject to the relevant Scrutiny Panel, this has necessitated some procedural change to reflect this within the Constitution document. This change has been attached in Appendix B of to this report.

Changes to Stand-Alone Documents

- Parts Four to Eight of the Constitution is made up of stand-alone supporting documents that describe more detailed procedures. A number of these also require amending, including the Council's Standing Orders with Respect to Meetings which requires over 50 'minor changes'. A full list of the documents that have necessary amendments is listed in the attached Appendix A to this report.

RISK ASSESSMENT

- There are no significant risks associated with this report.

CONCLUSION

It is recommended that the Council receive for information, the updates made to the Constitution (as set out in Appendix A) following the Committee Structure changes agreed by Council on the 11 October 2018.

Appendices: **Appendix A** - Parts of the Constitution Requiring update after the Committee Structure changes.

Appendix B - Part One: Chapter 7 Overview and Scrutiny

Appendix C - Part One: Chapter 16 – Code of Conduct, Appendix 6 -Role of the Chairman of Scrutiny Panels

Appendix D - Part Two: Chapter 3 – Functions of the Scrutiny Panels

Appendix E - Part Three – Chapter 9 – Rights of the Scrutiny Panels

Appendix F - Part Three – Chapter 12 – Deputation Schemes

Background Papers: None

Reference Papers: Report to Council 11 October 2018 – Review of Policy Development and Review Panels and Scrutiny Board Meetings

Report to Audit and Governance Committee 26 November 2018 – Constitution Updates Annual Report

Contact: For further information please contact Leigh Usher (Ext: 4553)

AMENDMENTS TO THE CONSTITUTION FOLLOWING CHANGES TO THE COUNCILS COMMITTEE STRUCTURE

The changes below are to be made following changes to the Council's Committee structure. The report, Review of Policy Development and Review Panels and Scrutiny Board Meetings, that led to the requirement for these changes to the Constitution was submitted to the Scrutiny Board on the 28 June 2018 and Executive on the 03 September 2018 for endorsement and then to Council on the 11 October 2018 for approval.

| KEY CHANGES | | | |
|----------------|----|--|---|
| Part - Section | | Chapter | Reason and Type of Change |
| Part One | 7 | Overview and Scrutiny | These sections all require significant revisions and in some cases, have required being rewritten entirely to reflect the changes to the Committee Structure. The context of the documents hasn't changed, only that the changes have meant merging a lot of the text to one role of that of the new Scrutiny Panels. |
| | 16 | Codes of Conduct – 6 – Role of Scrutiny Board Chairman | |
| Part Two | 3 | Functions of the Scrutiny Board and Policy Development and Review Panels | |
| Part Three | 9 | Rights of the Scrutiny Board and Policy Development and Review Panels | |

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| SECTIONS REQUIRING MINOR CHANGES | | | |
|----------------------------------|----|--|---|
| Part - Section | | Chapter | Reason and Type of Change |
| Part One | 2 | Members of the Council | The changes to these parts of the Constitution are purely minor wording changes to reflect the new Committee structure. |
| | 3 | Citizens and the Council | |
| | 6 | The Executive | |
| | 11 | Decision Making | |
| | 16 | Codes of Conduct - 5 - Role of Executive Member | |
| Part Two | 1 | General Responsibilities | For example – where references are made to the Scrutiny Board or Policy Development and Review Panels, this will now say Relevant Scrutiny Panel. |
| | 2 | Functions of the Executive | |
| Part Three | 1 | Access to information procedure rules | |
| | 3 | Notice of Key Decisions | |
| | 4 | Budget and Policy Framework Procedure Rules | |
| | 5 | Decision making by individual members of the Executive and key decisions by Officers | |
| | 6 | Urgent decisions outside the Policy Framework and/or budget | |
| | 10 | Call-in procedure for Executive decisions | |
| | 12 | Deputation Schemes | |

| STAND ALONE DOCUMENTS | | |
|-----------------------|---|--|
| Part | Chapter | <p>These documents require a varied number of changes to give effect to the new Scrutiny Panels.</p> <p>The Standing Orders with Respect to Meetings requiring the largest number of amendments, most of which are reflected in the changes to the main part of the Constitution listed above.</p> |
| Part Four | Standing Orders with Respect to Meetings | |
| | Financial Regulations | |
| Part Five | Guidance for Members and Officers dealing with Planning Matters | |
| | Code of Practice – Protocol for Member/Officer Relations | |
| Part Six | Scheme of Members Allowances | |

Part One: Chapter 7 - Overview and Scrutiny

- 7.1 Under the terms of the Local Government Act 2000, the Council must establish at least one Overview and Scrutiny committee. The Council has decided to appoint six Scrutiny Panels to undertake the functions conferred by Section 21 of the Act. Representation on the Scrutiny Panels will be in the same proportion as the political composition of the whole Council, in accordance with the proportionality rules contained within the Local Government and Housing Act 1989. Members of the Executive will not be eligible for appointment as a Member of any Scrutiny Panel.

Membership

- 7.2 The Council will appoint the Scrutiny Panels at its Annual Meeting. The Scrutiny Panels will consist of seven councillors, provided that the Council may at any time amend the number, terms of reference and membership of the Scrutiny Panels, subject to such changes ensuring that the functions conferred by Section 21 of the Local Government Act 2000 will be undertaken.

Functions

- 7.3 The functions of the Scrutiny Panels will be:
- a) To assist the Council and the Executive in policy scrutiny and in particular, the preparation, review and amendment of the Council's policy framework, budget, key strategies or similar documents as the Executive may recommend to the Council for adoption; and
 - b) To formulate new policy proposals for consideration by the Executive.
- 7.4 The Terms of Reference of the Scrutiny Panels will be in accordance with the provisions in Part Two of this Constitution.

Chairmen

- 7.5 The roles of the Chairmen of the Scrutiny Panels will be as described in Appendix 6 to this part of the Constitution.

Co-opted members

- 7.6 Where the Council, at its discretion, considers that co-opted members with particular skills and expertise will enhance the work of a Scrutiny Panel, it may appoint non-Councillors without voting rights to all or any such Scrutiny Panel. The Scrutiny Panels may also co-opt non-councillors as they deem appropriate, subject to such co-opted members having no voting rights.

Work programmes

- 7.7 The Scrutiny Panels will prepare and submit to the Council, an annual programme of work to be undertaken during the forthcoming year. This programme will provide for

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the Scrutiny Panels to scrutinise the performance of the Executive and, where appropriate, the Council's ordinary committees against the Council's approved policies and budgets and for each Scrutiny Panel to carry out reviews of Council policies. The Council, Executive and ordinary committees may, at any time, request the Scrutiny Panels to undertake additional policy or performance reviews. The Scrutiny Panels will have the powers described in Part 3 of this Constitution to assist them in their work.

Meetings

- 7.8 Meetings of the Scrutiny Panels will be held in public except where confidential or exempt information is being discussed, when the provisions of Section 100A to 100K and Schedule 12A of the Local Government Act 1972 will apply. The proceedings of meetings of the Scrutiny Panels will take place in accordance with the Standing Orders with respect to Meetings set out in Part 4 of this Constitution.

Access to Information

- 7.9 For the purposes of undertaking the roles specified above, the members of the Scrutiny Panels will have the right of access to all papers, reports, minutes and records submitted to and produced by the Executive, Executive Members, ordinary committees and Officers of the Council, in accordance with the arrangements in Part Three of this Constitution.
- 7.10 A Member of any Scrutiny Panel must not be involved in scrutinising a decision in which he/she has been directly involved.

Relationships

- 7.11 The arrangements set out in Part Three of this Constitution describe the relationships that will apply between the Scrutiny Panels and the Executive and other committees. These arrangements will also apply to relationships between Members of the Scrutiny Panels and the Council's Officers.

'Whipping'

- 7.12 In the interests of openness and accountability, Members will be expected to disclose, at the commencement of all Scrutiny Panel meetings, any advice or directions received from their Group Leader or their Political Group, on the views to be expressed on a particular issue or on the way that they should vote. The Chief Executive Officer will be responsible for ensuring that the minutes of the meetings record all such disclosures.

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Part One: Chapter 16 – Code of Conduct

Appendix 6 - Role of Chairman of Scrutiny Panels

Main Role

A-6.1 To lead on:

- a) scrutinising the activities and performance of the Executive, Executive Members and Officers,
- b) focussing work contributing to the Corporate Priorities of the Council;
- c) policy development review,

within the jurisdiction of that Panel.

General Duties and Responsibilities

A-6.2 To chair the Scrutiny Panel.

A-6.3 To co-ordinate the activities of the Scrutiny Panel and take a lead role in overview and scrutiny.

A-6.4 To lead on matters referred to, or selected by the Scrutiny Panel and, to:

- a) determine the overall way the work will be undertaken;
- b) arrange the provision of preliminary background information and commission appropriate research;
- c) determine whether evidence is to be given orally or in writing to the Scrutiny Panel; and

A-6.5 To lead reviews on policy decisions taken by the Executive, Executive Members or Officers and by:

- a) determining the extent of the review to be undertaken;
- b) commissioning appropriate research;
- c) providing a list of the issues to be discussed or requests for detailed statistical and other information to the Executive, Executive Members or Officers, prior to any meeting of the Scrutiny Panel;
- d) determining and selecting consultants (where appropriate) for particular areas of research.

A-6.6 To lead and direct reviews of the Council's involvement in, and support of, outside organisations that fall within the Panels relevant Executive Portfolio.

A-6.7 To take the lead on ensuring that training requirements of the Scrutiny Panel members are properly considered and that appropriate training programmes or seminars are arranged.

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- A-6.8 To encourage Scrutiny Panel members to deal with all issues placed before them in an unbiased manner.
- A-6.9 Where members have received advice or directions from their group leader or political group as to the views that member should express on a particular issue, to ensure that those members disclose such facts at the meeting at which the matter is being discussed.
- A-6.10 To encourage members to declare all personal and pecuniary interests in any matters placed before the Scrutiny Panel.

Urgent Decisions

- A-6.11 Where a request for an urgent decision to the Executive is proposed, the agreement of the relevant Scrutiny Panel Chairman will be sought to determine if the decision can be submitted to the Executive as urgent.

Call-in Duties and Responsibilities

- A-6.12 In addition to the above the Chairman will be required to lead investigations into decisions made by the Executive, Executive Member or Officer, when that decision is called-in, under the Council's Call-In Procedure (Part Three, Chapter 10 of this Constitution) and, to:
- a) determine the extent of the investigation to be undertaken;
 - b) arrange the selection of witnesses appearing before the Scrutiny Panel;
 - c) co-ordinating the preparation of any lists of questions to be asked during the investigation;
 - d) determining the selection of witnesses and whether evidence is to be given orally or in writing;
 - e) on completion of the investigation, a report on the outcome of the investigation is prepared and submitted to the Executive; and
 - f) ensure that investigations are completed within the approved timetable.

Vice Chairman

- A-6.13 Where the Chairman of the Scrutiny Panel is unavailable for any reason, the Vice Chairman shall undertake the role of Chairman.

Part Two: Chapter 3 - Functions of the Scrutiny Panels

- 3.1 The statutory overview and scrutiny functions of the Council will be undertaken by six Scrutiny Panels.
- 3.2 Each Scrutiny Panel will:
- a) maintain an overview of the discharge of the Council's executive functions;
 - b) exercise the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive or by individual Executive Members and any key decisions made but not yet implemented by officers in exercise of their delegated powers;
 - c) scrutinise any decisions made or actions taken in connection with the performance of any of the Council's functions.
 - d) scrutinise any matter affecting the strategic plans and financial affairs of the Council.
 - e) scrutinise the performance of services provided directly or indirectly by the Council
 - f) consider matters affecting the area or local people and, in so doing, review and scrutinise the performance of other public bodies in the area, as agreed via scoping reports
 - g) undertake such scrutiny as may be directed by Council from time to time.
- 3.3 In addition, the Policy and Resources Scrutiny Panel will prepare, within the approved budget, an annual programme of scrutiny reviews for submission to the Council. The Policy and Resources Scrutiny Panel will also make recommendations to the Executive and to the Council on estimates of expenditure and the budget required to undertake its functions and make reports or recommendations in respect of any other matters which affect the Council's area or its residents.
- 3.4 In carrying out its functions, the Scrutiny Panels will:
- a) scrutinise how and to what effect Council policy and strategy is being implemented by the Executive, Executive members and officers and make reports and recommendations as appropriate;
 - b) scrutinise performance, including financial performance against annual budgets and the capital programme, and make such reports and recommendations as considered appropriate;
 - c) scrutinise policy formulation and make such reports and recommendations as considered appropriate;
 - d) scrutinise decisions or actions taken in respect of any functions which are not the responsibility of the Executive (with the exception of individual applications or like matters relating to development management, licensing and other regulatory functions) and make reports and recommendations, as appropriate;
 - e) scrutinise services provided by other agencies and which affect the economic, social and environmental well-being of the Council's area and its residents;
 - f) review the Council's involvement in, and support to, outside organisations;

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- g) receive deputations from any individual or relevant interest groups in respect of any matter on which the Council has the powers to act;
- h) review corporate priorities and the Improvement Actions identified in the Council's Corporate Vision;
- i) scrutinise the work of Member Working Groups and consider policy amendments or developments being proposed by those Member Working Groups before being considered by the Executive.

3.5 In undertaking the above functions a Scrutiny Panel shall submit its reports and recommendations to the Council, the Executive or Executive members as appropriate.

Part Three - Chapter 9 - Rights of the Scrutiny Panels

General

- 9.1 This procedure defines the operational rights and the rights of access to information of the Scrutiny Panels. It is to be read in conjunction with these other related sections of this Constitution – Part One, Chapter 16, Appendix 6 & Part Three, Chapter 1.
- 9.2 In any case where a Scrutiny Panel undertakes a review which has an effect on any other Scrutiny Panel, the Chairman of that Scrutiny Panel will be entitled to attend its meeting when the matter is to be discussed.

Areas of activity

- 9.3 All Scrutiny Panels will have the right to be involved in and consulted on: -

Policy Formulation

Where the Council gives instructions to the Executive to undertake development of a new policy, it will be deemed to include an instruction to consult with the relevant Scrutiny Panel during development of the new policy.

In conjunction with the relevant portfolios specific service responsibilities each Scrutiny Panel can be assigned work to deliver priorities to the Corporate Vision.

Policy Scrutiny

After initial consideration by the Executive and before submission of any report by the Executive to the Council, details of any policy reviews will be supplied to the relevant Scrutiny Panel. The Scrutiny Panel will agree, and consult on any timescales for which policy reviews are conducted.

The Scrutiny Panels have the right to hold the relevant Executive Member and Senior Officers to account in delivering assigned work on the priorities of the Corporate Vision.

Call-in

Where any decision of the Executive is referred to the relevant Scrutiny Panel by not less than three non-executive members of the Council, in accordance with the call-in procedures set out in Part Three, Chapter 10 of this Constitution (in which case the decision would not have been implemented), the relevant Scrutiny Panel will: -

- unless agreed otherwise, meet within ten working days of the request made for the purpose of reviewing the Executive's decision
- make such arrangements as the Chairman of the relevant Scrutiny Panel, in consultation with the Chief Executive Officer, deems necessary to enable the Scrutiny Panel to carry out an objective review of the Executive's decision
- unless agreed otherwise, ensure that within seven working days of the completion of the review, the outcome is reported to the Executive

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- where the relevant Scrutiny Panel determines that the Executive's decision should be referred to the Council, unless agreed otherwise make such arrangements as are necessary to call a special meeting of the Council within fourteen working days.

9.4 The Policy and Resources Scrutiny Panel will have the right to be involved in and consulted on: -

Budget Setting

As set out in the Budget and Policy Framework Procedure Rules set out in Part three, Chapter 4 of this Constitution.

Reports

- 9.5 As legislation prescribes, when a Scrutiny Panel has finalised its views on any issue, it will submit its report on that issue to the Proper Officer. The Proper Officer will arrange for the Council, the Executive, an Executive Member, an Ordinary Committee or an officer, as appropriate, to consider that report within one month of its receipt.
- 9.6 In any case where the Executive, Executive Member, Ordinary Committee or officer does not respond in writing within one month, the report will be submitted to the next ordinary meeting of the Council.

Access to information

- 9.7 In order to enable the Scrutiny Panels to undertake their duties under the terms of this procedure, the Scrutiny Panel will have access in good time to: -
- a) all reports and supporting papers, including exempt information, considered by the Executive as soon as practicable after the Executive has reached a decision;
 - b) supporting papers, including documents prepared or supplied by officers, which had an effect on the decision taken, including any papers containing information about options rejected by the Executive; and
 - c) such other information and reports as the Scrutiny Panel may request Directors or Chief Officers to supply or prepare, subject to the right of the Chief Executive Officer to refer the need for such work to the Council for agreement.
- 9.8 Members of the Scrutiny Panels must respect the confidentiality of confidential and exempt information and will not provide or disclose it to any person who is not a Councillor.
- 9.9 Notwithstanding the provisions of the Code of Conduct for Members and S.O.39 of Standing Orders with Respect to Meetings, co-opted non-voting members of the Scrutiny Panels who are co-opted for the consideration of specific business or for a specified period only, such appointment being less than a full municipal year, shall not be entitled to receive copies of reports relating to other business of the Scrutiny Panel

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containing information which is exempt or confidential under the Local Government Act 1972 and nor shall such business be discussed in their presence.

- 9.10 The Scrutiny Panels will not automatically be entitled to have access to:
- a) any document that is in draft form, or
 - b) any part of a document that contains exempt or confidential information, unless that information is relevant to an action or decision they are reviewing or scrutinising or intend to scrutinise.

Attendance of Executive Members at Scrutiny Panel meetings

- 9.11 When considering any decision taken by the Executive, the Scrutiny Panel will have the right to require the decision-maker, or a member of the Executive where the decision was taken at an Executive meeting, to attend any meeting called to review the decision of the Executive.
- 9.12 Reasonable notice of the date, time and location of the meeting and of the issues to be discussed will be given to the decision maker, or the Executive Leader if the decision was taken at a meeting of the Executive.
- 9.13 A decision of the Executive that is called in will not be implemented until such time as the member of the Executive or its representative has attended a meeting of the Scrutiny Panel or the Scrutiny Panel has reported on the decision to the Council at its next ordinary meeting.
- 9.14 The Scrutiny Panel may request copies of information or documents to enable it to review a decision of the Executive. If such papers have not been supplied at least two days prior to the meeting of the Scrutiny Panel, the Executive's decision will stand deferred to a further meeting of the Scrutiny Panel, which will be arranged as soon as practicable.

Attendance of officers at Scrutiny Panel meetings

- 9.15 The Scrutiny Panel will be entitled to require any officer to attend its meetings who: -
- a) took a decision on behalf of the Executive;
 - b) was involved in providing information to enable a decision to be reached by another officer or by the Executive, or
 - c) has some material information that will assist the Scrutiny Panel in reviewing the decision.
- 9.16 Reasonable notice of the date, time and location of the meeting and of the issues to be discussed will be given to the officer requested to attend the meeting. A copy of the notice will also be sent at the same time to the appropriate Director or Chief Officer.
- 9.17 Where any officer fails to attend a meeting of the Scrutiny Panel without good cause, he/she may be subject to action under the Council's disciplinary rules.

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- 9.18 In determining which officers to call to provide information, the Scrutiny Panel will have due regard to the seniority of officers and will normally only invite those officers to give evidence who hold supervisory and management posts.
- 9.19 Officers will only be required to give evidence on questions of fact when called to attend meetings of the Scrutiny Panel. They will not be expected, or required, to comment on the merit of any options considered by the Executive or to justify the decision reached, except insofar as the decision being reviewed is that taken by the officer.

Attendance of other persons at Scrutiny Panel meetings

- 9.20 Where the Scrutiny Panel considers it necessary, to enable it to undertake a review of any matter coming before it, it will: -
- a) be entitled to call any person who is not a councillor or officer to provide information to assist in its deliberations;
 - b) make reasonable travel and subsistence payments to any such persons attending meetings for the purpose of providing information.

Additional support

- 9.21 The Scrutiny Panel will be entitled to appoint a consultant, other person or organisation to undertake research or other tasks on its behalf, subject to budget provision having been made for that purpose or such other amount as may be agreed by Council.

Variation of procedure

- 9.22 This procedure may be amended at any time by Council on a recommendation from the Executive, following consultation with the Council's Scrutiny Panels and, as appropriate, Ordinary Committees.

Part Three - Chapter 12 - Deputation Schemes

The Council seeks to actively encourage public participation at all of its meetings. This scheme sets out the rules for making a deputation to speak at any meeting which falls within the Council's Committee Structure.

A: Scheme for making deputations to meetings of the Council, Executive, Scrutiny Panels, a committee (other than Planning Committee) or a sub-committee

- A-12.1 Notice of a proposed Deputation, which shall be given in writing, shall be lodged with the Head of Democratic Services no later than by noon two working days before the day of the meeting and: -
- a) in the case of a meeting of Council, shall be addressed to the Mayor,
 - b) in the case of a meeting of the Executive, shall be addressed to the Executive Leader; and
 - c) in the case of a Scrutiny Panel, Committee or Sub-Committee of the Council, shall be addressed to the Chairman of the relevant Panel, Committee or Sub-Committee.
- A-12.2 A notice shall give brief details of the subject on which a Deputation wishes to be heard.
- A-12.3 A Deputation to the Executive or a Committee, shall be entitled to address the meeting only on a matter which forms the subject of an item for discussion on the agenda for that meeting.
- A-12.4 A Deputation to a Scrutiny Panel shall be entitled only to address Members on matters concerning functions and powers of the relevant Panel.
- A-12.5 If notice of a Deputation is received which, in the opinion of the Head of Democratic Services is illegal, irregular or improper it shall not be accepted. In the event of nonacceptance, the Head of Democratic Services shall notify the Deputee.
- A-12.6 A Deputation to a meeting of the full Council shall be entitled only to address members on matters concerning functions and powers of the Council.
- A-12.7 Deputations shall be received only from persons who are living or working in the Borough
- A-12.8 Councillors may not make deputations under this scheme.
- A-12.9 With the consent of the Mayor, Executive Leader or Chairman, as appropriate, a Deputation may be presented by one person to speak on his, her or its behalf.
- A-12.10 Subject to the other provisions of this scheme, Deputations may be in any reasonable form.
- A-12.11 Notwithstanding the time limits for Deputations allowed by the Council's Standing Orders (that is, that addresses shall not exceed ten minutes in total for each

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deputation, this period to include the time taken to read any memorial presented) the total time for receipt of all Deputations at any one meeting shall be thirty minutes. If more than three Deputations are received at a meeting, the time allowed for each shall be reduced accordingly.

A-12.12 In relation to meetings of the Executive, the Scrutiny Panels or Committees, the item next on each agenda after Apologies for Absence, (election of a Vice-Chairman as required), Minutes, Chairman's Announcements and Declarations of Interests, shall be:-

'To receive Deputations of which notice has been lodged'.

If no notice has been lodged or if no Deputation is present to be received, the meeting shall proceed to the next business.

A-12.13 In relation to meetings of Council, receipt of Deputations shall be timetabled as the Mayor shall decide.

A-12.14 Deputations shall not be received at site meetings or at the Annual Meeting of the Council.

A-12.15 Arrangements shall be made for a list of Deputations to be circulated to members present at the beginning of each relevant meeting.

B: Scheme for making deputations to meetings of the Planning Committee

B-12.1 Notice of a proposed deputation shall be given in writing and shall be lodged with the Head of Democratic Services no later than noon two working days before the day of the meeting.

B-12.2 The notice shall specify the application or other matter on which a deputation wishes to be heard and, in the case of an application for planning consent, shall specify whether the deputation is for or against the proposal.

B-12.3 A deputation shall be entitled to address the meeting only on a matter which forms the subject of an item for discussion on the agenda for that meeting.

B-12.4 Deputations shall be received only from the applicant or his/her professional agent or from persons who are living or working in the Borough. Only one deputation will be accepted per household. (Note: for this purpose "household" will be taken to mean all the persons who usually live in the same dwelling unit and who share living arrangements).

B-12.5 Where two or more notices of deputation are received on the same matter, the Council will actively encourage the appointment of a single spokesperson to present the deputation on behalf of all.

B-12.6 Subject to the other provisions of this scheme, deputations may be in any reasonable form. Any written, photographic or other material to be presented as part of the deputation shall be lodged with the Head of Democratic Services no later than noon two working days before the day of the meeting. With the consent of the Committee, deputees may be permitted to circulate relevant photographs or drawings at the

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meeting and no other material. Planning officers will be invited to comment if appropriate on the photographs or drawings circulated.

B-12.7 Deputations shall not be received at site meetings.

B-12.8 Notwithstanding the provisions of Standing Order 57, the time limits for presenting deputations shall be:

- a. In respect of those speaking in support of an application: a single deputation shall be allocated not more than three minutes; a single spokesperson representing two or more deputees shall be allocated not more than six minutes; in the event that there is more than one speaker, the total time allowed for all speakers shall be six minutes and the time shall be shared equally among them.
- b. In respect of those speaking against an application: a single deputation shall be allocated not more than three minutes; a single spokesperson representing two or more deputees shall be allocated not more than six minutes; in the event that there is more than one speaker, the total time allowed for all speakers shall be six minutes and the time shall be shared equally among them.
- c. In respect of those deputations to be made by established amenity groups* on an issue relevant to their area of interest: a single deputation shall be allocated not more than three minutes; a single spokesperson representing two or more amenity groups shall be allocated not more than six minutes; in the event that there is more than one speaker, the total time allowed for all speakers shall be six minutes and the time shall be shared equally among them. (* a list of established amenity groups is maintained by the Committee and may be revised periodically at the discretion of the Chairman in consultation with ward members.)
- d. In respect of deputations on other matters: the total time allocated shall be five minutes for a proposal and five minutes against a proposal when it is appropriate to do so; otherwise the total time allocated shall be five minutes. A single deputation shall be allocated not more than three minutes; a single spokesperson representing two or more deputees shall be allocated not more than five minutes; in the event that there is more than one speaker, the total time allowed for all speakers shall be five minutes and the time shall be shared equally among them.

B-12.9 Each agenda for meetings of the committee shall include an item: "To receive deputations of which notice has been lodged".

B-12.10 The order in which deputations shall be heard shall be arranged by the Head of Democratic Services in accordance with the following practice. If the deputation to be made relates to an application then the order of speakers will be determined by the officers' recommendation: if the recommendation is for permission, then those speaking in opposition to the application will speak first, then those in support; if the recommendation is for refusal then the order is reversed. On miscellaneous and other matters coming before the Committee, speakers will be heard in the order their deputations are received.

B-12.11 Arrangements shall be made for a list of deputations to be circulated to members present at the beginning of each meeting. Where a spokesperson has been appointed

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to present more than one deputation, the notice shall state for whom the spokesperson is speaking.

B-12.12 If a depute is not present at the meeting when the matter is due to be determined, the Committee shall proceed as if no notice had been given and may determine the matter.