

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, 25 JULY 2019**, commencing at **6.00 pm**.

The Mayor: Councillor Pamela Bryant

The Deputy Mayor: Councillor Michael Ford, JP

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



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 7 - 12)

To confirm as a correct record the minutes of the Council Meeting held on 13 June 2019.

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, 1 July 2019 of Executive (Pages 13 - 18)

(2) Schedule of Individual Executive Member and Officer Delegated Decisions (Pages 19 - 20)

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 Tuesday, 18 June 2019 of Licensing and Regulatory Affairs Committee (Pages 21 - 24)

12. Reports of the Scrutiny Panels

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

- (1) Minutes of meeting Wednesday, 5 June 2019 of Leisure and Community Scrutiny Panel (Pages 25 - 28)
- (2) Minutes of meeting Monday, 24 June 2019 of Policy and Resources Scrutiny Panel (Pages 29 - 32)
- (3) Minutes of meeting Thursday, 27 June 2019 of Health and Public Protection Scrutiny Panel (Pages 33 - 38)
- (4) Minutes of meeting Thursday, 11 July 2019 of Housing Scrutiny Panel (Pages 39 - 42)

13. Questions under Standing Order 17.2

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

14. Waiver of Standing orders

Council is requested to determine a waiver to Standing Order 56.2 – Scheme for Deputations to Meetings of Planning Committee (Appendix Two to the Standing Orders and Part 3 – Chapter 12 B of the Constitution).

There are currently 3 Planning Applications that will be considered at a meeting of the Planning Committee, these being; P/17/0266/OA Welborne Land North of Fareham; P/18/1118/OA Land at Newgate Lane (North) Fareham and P/19/0460/OA Land at Newgate Lane (South) Fareham. The current Scheme for Deputations to meetings of the Planning Committee specifies that “Deputations shall be received only from the applicant or his/her professional agent or from persons who are living or working in the Borough.”

Due to the location of the proposed sites being in close proximity to the Boundary with other authorities, it is proposed to waive paragraph B-12.4 to enable non-Fareham residents who live in the areas covered by Winchester City Council to make a deputation in respect of the Welborne Application, and those non-Fareham residents who live in the areas covered by Gosport Borough Council to make a deputation in respect of the Newgate Lane Applications, due to the high number of comments received on these applications.

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.

- (1) Notice of Motion received on the 14 June 2019 from Councillor R H Price, JP
“The Citizen of Honour Awards are very worthy of the Council and as they are in the Council’s name all members and not just the Executive should be involved in making the decision as to whom should be awarded the Honour.

Therefore, I propose from the 2020 Awards all nominees and relevant information should be circulated to all members of the Council and each member of the Council to have one vote to enable them to vote for the person they believe should be awarded the Honour. The person or persons with the most votes will then receive the Honour and the Honour should be limited to two in the adult section and one in each of the young person sections.”

- (2) Update on Motion presented to Council on 13 June 2019 by Councillor R H Price, JP

To receive an update on the motion presented to Council on 13 June 2019 by Councillor R H Price, JP in respect of car parking at Wicor Recreation Ground.

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 26 July 2019.

17. Appointments to Outside Bodies

- (1) Earl of Southampton Trust

The Earl of Southampton charitable Trust aims to promote and improve the welfare of anyone in need in Titchfield, Sarisbury Green, Stubbington, Warsash, Locksheath, Park Gate and Lee on Solent and seeks to make a real difference and a positive impact on peoples' lives.

The charity provides one-off grants to help individuals improve the quality of their lives and provides support for organisations locally.

The term of office of Mrs Annette Devoil is due to end in September 2019. At the request of the Charity, the Council is asked to re-appoint Mrs Devoil to the Board of Trustees for a further 4-year term of office.

18. Exclusion of Public and Press

To consider whether it is in the public interest to exclude the public and representatives of the press from the remainder of the meeting in accordance with Section 100A(4) of the Local Government Act 1972, on the grounds that the matter to be dealt with involves the likely disclosure of exempt information as defined in Paragraphs 1 of Part 1 of Schedule 12A of the Act.

19. Appointment of Designated Independent Person (Pages 43 - 48)

A report by the Head of Democratic Services.



P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

17 July 2019

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Thursday, 13 June 2019

Venue: Council Chamber - Civic Offices

PRESENT:

Mrs P M Bryant
(Mayor)

Councillors: I Bastable, Miss S M Bell, F Birkett, J E Butts,
T M Cartwright, MBE, Mrs L E Clubley, S Cunningham,
P J Davies, T Davies, S Dugan, Mrs T L Ellis, J M Englefield,
K D Evans, G Fazackarley, J S Forrest, Miss T G Harper,
Mrs C Heneghan, Mrs C L A Hockley, J G Kelly, S D Martin,
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 Father Roger Jackson of St Peter and St Paul's Church, Fareham.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Barton, Mrs S M Bayford, M J Ford, JP, L Keeble and Mrs M Mandry.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the Minutes of the Council meeting held on 09 May 2019.

4. MAYOR'S ANNOUNCEMENTS

The Mayor announced that she would like to reflect on the recent 75th Anniversary of D-Day Commemorations where it was her privilege to attend the event in Portsmouth alongside Her Majesty the Queen, Prince Charles, 14 Heads of State and, together with the Mayoress, met with Veterans who were all so inspiring. It was truly humbling to spend time with the Veterans at this national celebration of their bravery and sacrifice.

Following that event, on Saturday 8 June the Mayor attended the D-Day 75 event at Daedalus where several D-Day Veterans and many thousands of members of the public were welcomed. The Mayor was honoured to unveil a commemorate plaque with 99-year-old Veteran Stanley Richardson and this will be displayed in the Control Tower.

The Mayor extended her sincere thanks to all Officers who were involved in the planning of the event and who worked at the event, contributing to its success

The Mayor also announced that her next tea party will take place on Thursday 11 July where Pam Gillard will be giving a talk on "Life as a Radio Presenter". This will start at 2.30pm in the Mayor's Parlour and tickets are available at £4 each.

The Mayor announced that the Mayoress is holding a fundraising event for the Mayoral charities – "Date for your Diary". Members are invited to participate for £1 and guess the date which has been chosen.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements made at this meeting.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

Health and Public Protection

D-Day 75 at Daedalus

The Executive Member for Health and Public Protection echoed the Mayor's comments in respect of the D-Day Commemorations and announced that, as Chairman of the Working Group, he gave his congratulations to the whole team, especially Emma Watts, Ian Rickman, Kevin Wright and Jan Lasnon, on a very successful event with Officers working in very difficult weather conditions over Friday and Saturday. A huge amount of planning for this event has taken place, starting in September last year, with Officers still undertaking their day jobs. The Executive Member for Health and Public Protection stated that he has received many e-mails and phone calls from residents across the Borough on how impressed they were, especially the way the veterans were looked after who were there to commemorate this historic occasion.

QA Hospital

A letter has been received from Mark Cubban with details of the hospital's involvement in the national testing of the proposed urgent and emergency care standards. This testing was started at the end of May and will run for 6 weeks. The performance standards to be tested are:

- Time to initial clinical assessment in the emergency departments
- Treatment within the first hour for critically ill and injured patients
- Time in all A & E Departments
- Increased use of same day emergency care

When this six week testing has been completed, the results will be evaluated to meet the following principles:

- Drive improvement in patient care
- Ensure the sickest and most urgent patients are given priority
- Ensure patients get the right service in the right place

The findings from this and other Trusts will inform the decision on whether and how the NHS will roll out the standards more widely.

Streetscene

The Executive Member for Streetscene gave an update to the Motion presented to Council in June 2018 regarding weed-spraying across the Borough.

Hampshire County Council contractors have completed the first phase of spraying which has tackled a major problem, the result of which is good control of the weeds and fewer complaints. The Executive Member for Streetscene stated that the situation would be monitored to ascertain whether a second spray is required.

Leisure and Community:

The Executive Member for Leisure and Community announced her congratulations to Y-Services who have been awarded the Queen's Award for Voluntary Service.

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 given at this meeting.

10. REPORTS OF THE EXECUTIVE

(1) Minutes of meeting Monday, 13 May 2019 of Executive

RESOLVED that the Minutes of the meeting of the Executive held on Monday 13 May 2019 be received.

(2) Minutes of meeting Monday, 3 June 2019 of Executive

RESOLVED that the Minutes of the meeting of the Executive held on Monday 03 June 2019 be received.

(3) 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, 24 April 2019 of Planning Committee

RESOLVED that the Minutes of the Planning Committee held on Wednesday 24 April 2019 be received.

(2) Minutes of meeting Thursday, 9 May 2019 of Licensing and Regulatory Affairs Committee

RESOLVED that the Minutes of the Licensing and Regulatory Affairs Committee held on Thursday 09 May 2019 be received.

12. REPORTS OF THE SCRUTINY PANELS

- (1) Minutes of meeting Friday, 10 May 2019 of Planning and Development Scrutiny Panel

RESOLVED that the Minutes of the Planning and Development Scrutiny Panel held on Friday 10 May 2019 be received.

13. QUESTIONS UNDER STANDING ORDER 17.2

There were no questions submitted at this meeting.

14. MOTIONS UNDER STANDING ORDER 15

- (1) Notice of Motion received on the 22 May 2019 from Councillor R H Price, JP

A notice of Motion was received from Councillor R H Price, JP.

“There is an urgent need to increase the car parking at Wicor Recreation Ground due to the increased usage of the area which is causing cars to be parked and obstruct residential areas. Therefore, I propose that the Council extends the car park at Wicor Recreation Ground. The cost of extending the car park is estimated at £250,000 and this could come from the CIL money the Council will receive from the development in Cranleigh Road which is circa £1 million“.

Having been proposed by Councillor R H Price, JP it was seconded by Councillor Cunningham.

The Mayor advised that this motion would be referred to the Streetscene Scrutiny Panel for consideration and that Councillor Price would be invited to address the Panel with reasons for putting the motion forward.

15. APPOINTMENTS TO COMMITTEES

There were no changes to the appointment to Committees made at this meeting.

16. STANDARDS ARRANGEMENTS - APPOINTMENT OF A DESIGNATED INDEPENDENT PERSON

In giving her update to Members in respect of the appointment of the Designated Independent Person, The Head of Democratic Services advised the meeting that there had been a good response to the advertisement and three candidates have been selected for interview which would take place in

early July. Members will be invited to consider the recommendation for appointment at the next Council meeting.

The Mayor thanked The Head of Democratic Services for this update and advised the meeting that she has extended an invitation to the previous Designated Independent Person, Mr David Basson, to join her for tea in the Parlour to thank him for his service to the Council.

(The meeting started at 6.00 pm
and ended at 6.23 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 1 July 2019

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

Also in attendance:



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor F Birkett, Executive Member for Housing.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 03 June 2019 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader provided an update on the concerns raised by Natural England (the Government's adviser on nature conservation and part of the Department for Environment, Food and Rural Affairs, DEFRA) that increased levels of housing in South Hampshire could harm the marine environment.

This is because new housing could lead to an increased level of nitrates entering the Solent and that is because of increased amounts of wastewater. In addition, exhaust emissions from traffic passing close to The Solent or watercourses leading to it; in our case specifically the River Hamble, may also result in increased levels of nitrates.

The Executive Leader stressed that this is a serious issue, noting that on one hand the Government in the form of the Ministry for Housing, Communities and Local Government (MHCLG) encourage new build and are instructing the Council's Planning Authority how many houses should be permitted; whilst on the other hand, DEFRA, containing Natural England, say don't build one house or even one bedroom because it will result in additional nitrates going into the watercourses. This is despite the fact that 85% of nitrates which end up in the Solent and the Special Protection areas actually come from farming and depend on what is being farmed.

A solution is needed as clearly we cannot have a situation where not another house is to be built again in South Hampshire, which is the current situation. Fareham Borough Council is working closely with the other 11 councils of the Partnership for Urban South Hampshire (PUSH) to explore what can be done to mitigate this issue alongside Natural England and Southern Water.

Separately, Fareham Borough Council has commissioned work across the borough to assess the effects of emissions from increases in traffic and what effect that could have on the Solent and other watercourses. Whilst there is a lot of work going into this; we don't currently have an answer. Each council is producing a position statement with Fareham's being published this week and a solution will need to be found. It will possibly be similar to the South Hampshire Mitigation Partnership (known as Bird Aware) where the effects being caused by new developments and new residents on the coastal sites in terms of disturbance to birds is mitigated by a payment made by the developer for every new property. This is then used to provide rangers or to purchase land which can be used for overwintering birds etc. The solution will be a mitigation scheme but it will need to be acceptable to Natural England whilst meeting the Government's requirements to accommodate new housing.

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

The Executive received a deputation from Mr Matthew Hall in relation to item 8(1) – Warsash Neighbourhood Plan: Applications for Warsash Neighbourhood Forum and Warsash Neighbourhood Area.

7. REFERENCES FROM OTHER COMMITTEES

Policy & Resources Scrutiny Panel – 24 June 2019

Minute 7 – General Fund and Housing Revenue Account Outturn 2018/19

The Panel considered a report by the Deputy Chief Executive Officer on the General Fund and HRA outturn for 2018/19.

The Panel discussed two main areas where they felt there that further work could be undertaken, one was in regard to Council Trees and the other concerning Planning Appeals.

Members discussed at length the issue of Council trees which are affecting residents' properties and felt that it was reasonable to request the resident to pay for 50% of the costs for works to trees that they would like done to benefit their property.

The Panel also discussed at length the increasing costs in Planning Appeals and how the current system is unfair to the Local Authority who takes the majority of the costs whilst the applicant has very little costs to have to pay. Members expressed a desire for spurious appeal cases to have more of a charge levied on the applicant.

RESOLVED that the Policy and Resources Scrutiny Panel recommends to the Executive:

- (i). the Council charge 50% of the costs of works to Council trees when requested by residents for benefits to their property; and
- (ii). to task Officers with looking into the issue of Planning Appeal fees and look to lobby the Government to make a change to the current system whereby bigger charges are levied on developers who put forward spurious appeals.

This item is listed at Agenda item 9(1) for consideration by the Executive.

In considering the item referred at point (i) the Executive RESOLVED to ask Officers to review the proposed charge increase and to put forward any

subsequent recommended charge increases as part of the budget preparations for the financial year 2020/21.

In considering the item referred at point (ii) the Executive took the view that developers have the right to put forward appeals in accordance with Planning rules and that the review of Planning Appeal fees would be undertaken as part of the forthcoming Vanguard method review of Planning.

Minute 8 – Capital Programme Outturn 2018/19

The Panel considered a report by the Deputy Chief Executive Officer on the Capital Programme Outturn for 2018/19.

RESOLVED that the Panel had no comments to make to the Executive when it considers this item at its meeting on 1 July 2019.

This item is listed at Agenda item 9(2) for consideration by the Executive

8. PLANNING AND DEVELOPMENT

- (1) Warsash Neighbourhood Plan: Applications for Warsash Neighbourhood Forum and Warsash Neighbourhood Area

The Executive received a deputation in respect of this item from Mr Matthew Hall.

RESOLVED that the Executive approves the application to designate the Warsash Neighbourhood Forum and the application to designate the Warsash Neighbourhood Area, as they meet the requirements of the relevant legislation and regulations.

9. POLICY AND RESOURCES

- (1) General Fund & Housing Revenue Account Outturn 2018-19

In considering this item, the Executive took into account the comments of the Policy & Resources Scrutiny Panel, see minute 7 above.

RESOLVED that the Executive:

- (a) approves the carry forward of £171,700 to fund the completion of the General Fund expenditure programmes in 2019/20, as contained in the report;
- (b) approves the carry forward of £799,000 for the HRA Capital Programme to re-align budget and expenditure phasing and to support the forthcoming programme for 2019/20; and
- (c) notes the contents of the report.

(2) Capital and Treasury Management Outturn 2018-19

RESOLVED that the Executive:

- (a) approves that the General Fund capital programme for 2018/19 be approved and financed as set out in this report;
- (b) agrees that the additional expenditure incurred, amounting to £342,178 be financed retrospectively from unallocated capital resources; and
- (c) notes the treasury management activity for 2018/19.

(The meeting started at 6.00 pm
and ended at 6.37 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 13 June 2019:

Leisure and Community:

Community Funding Application – Warsash Local History Society

13 June 2019

(Decision 2018/19 – 2115)

RESOLVED that the application for £800 from Fareham Borough Council's Community Fund submitted by the Warsash Local History Society be approved.

That the award is subject to the condition that the recording and transcribing equipment is available to other community groups to borrow when not in use by the Warsash Local History Society.

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 18 June 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: I Bastable, Mrs S M Bayford, Miss S M Bell, Mrs P M Bryant,
T Davies, Mrs C Heneghan, Ms S Pankhurst and R H Price, JP

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors F W Birkett, J Forrest, L Keeble and Mrs K Mandry.

2. MINUTES

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 09 May 2019 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Members have been invited to attend a one-day Licensing training course to be held at Eastleigh Borough Council on Friday 19 July 2019 from 9.30am until 4pm. Lunch and refreshments will be provided, and the training will be delivered by the eminent Licensing solicitor, James Button.

This is an excellent opportunity for Fareham to benefit from a split cost with Eastleigh and Southampton Councils by having access to one of the best training providers available and all Members were strongly urged to attend.

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. DRAFT POLLING DISTRICTS AND POLLING PLACES REVIEWS

The Panel considered a report by the Head of Democratic Services which provided the Licensing and Regulatory Affairs Committee with a review of Polling Districts and Polling Places.

The Head of Democratic Services advised Members of amendments to Pages 32 and 38 of the report in order to illustrate that property 2a The Hillway falls within the boundary of Polling District PE1 and not Polling District PW1.

In discussing the use of Portchester Community Centre at the last round of local elections, Members raised concern that the relocation of the PW3 polling district from Wicor Primary School to Portchester Community Centre resulted in confusion for electors which could have been better managed at the site. Members also raised concerns that other community groups using the Community Centre on polling day presented issues that need to be addressed. The Head of Democratic Services reassured Members that discussions are taking place with the Community Centre to ensure that a solution is found to address the issues raised.

In discussing the issues raised by one of the ward councillors for the PG2 polling district, it was agreed that data analysis carried out to assess the impact of the increasing population in Park Gate on voter turn-out would be brought to the next meeting for Members information.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) considered the proposals set out in the report; and
- (b) subject to the amendments to pages 32 and 38 outlined above, the draft scheme, as attached as Appendix B to the report, be approved for consultation.

7. NATIONAL REGISTER OF TAXI LICENCE REVOCATIONS AND REFUSALS

The Committee considered a report by the Head of Environmental Health which provides details of the introduction of a national register of taxi licence revocations and refusals.

RESOLVED that the Licensing and Regulatory Affairs Committee agrees to:

- (a) the introduction of the National Register of Taxi Licence Revocations and Refusals (NR3) into the Licensing process; and
- (b) the amendment of the Private Hire and Hackney Carriage Handbook and application forms to reflect the change.

8. ADOPTION OF INSTITUTE OF LICENSING GUIDANCE ON DETERMINING THE SUITABILITY OF APPLICANTS AND LICENSEES IN THE HACKNEY AND PRIVATE HIRE TRADES

The Committee considered a report by the Head of Environmental Health which informed Members of the newly published guidance by the Institute of Licensing on determining the suitability of Applicants and Licensees in the Hackney and Private Hire Trades.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) approves the adoption of the Guidance published by the Institute of Licensing to replace the Council's current guidance on convictions included in the Hackney Carriage/Private Hire Licensing Conditions and Procedure Handbook; and
- (b) agrees that the handbook is amended to reflect this change.

9. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health which reviews the Licensing and Regulatory Affairs Committee's Work Programme for 2019/20.

On reviewing the Work Programme for 2019/20, it was noted that annual licensing training will not be required in September if Members attend the joint training session being held at Eastleigh Borough Council in July.

In view of the limited number of items for the agenda, it was agreed that consideration would be given to the cancellation of the meeting scheduled to take place on 30 July 2019.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 26 March 2019, as shown in Appendix A to the report;
- (b) agrees that if the training course being held at Eastleigh Borough Council on 19 July 2019 is attended by Members, the training scheduled for September be removed from the Work Programme;
- (c) agrees that consideration be given to the cancellation of the meeting scheduled to take place in July; and
- (d) subject to (b) and (c) above, agrees the updated Work Programme for 2019/20, as attached as Appendix B to the report.

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

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 5 June 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs C L A Hockley (Chairman)

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

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



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Mrs S M Bayford, Mrs L E Clublely and M J Ford.

2. MINUTES

Councillor Mrs L E Clublely had previously notified of an error within item 7(4) of the Minutes, as her title as Mayors Consort should in fact be Deputy Mayors Consort. A correct version of the Minutes had been prepared for signing.

It was AGREED that the updated Minutes of the Leisure and Community Panel meeting held on the 06 March 2019 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Y-Services have been honoured with the Queens's Award 2019 for Voluntary Services, the highest award a voluntary group can receive in the United Kingdom. The Chairman, on behalf of the Panel would like to pass on her congratulations to Y-Service for receiving the prestigious award.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest received at this meeting.

5. DEPUTATIONS

There were no deputations received at this meeting.

6. LEISURE AND COMMUNITY PORTFOLIO OVERVIEW

The Executive Member for Leisure and Community, Councillor Miss S Bell addressed the Scrutiny Panel to deliver a presentation on an overview of the Leisure and Community Portfolio.

At the invitation of the Chairman, Councillor R H Price took part in discussions during this item.

The presentation began by highlighting that Allotments are the only statutory service that the portfolio provides.

A discussion took place throughout the delivery of the presentation with Members of the Scrutiny Panel asking questions for clarification. All Members thanked Officers and the Executive Member for Leisure and Community for a very interesting and informative presentation.

The presentation is appended to these Minutes.

RESOLVED that the Leisure and Community Scrutiny Panel considered the contents of the presentation.

7. EXECUTIVE BUSINESS

(1) Community Fund Application - Burrige Cricket Club

No comments were received.

(2) Community Fund Application - The Rockets

No comments were received.

8. LEISURE AND COMMUNITY SCRUTINY PANEL PRIORITIES

The Chairman invited Members to consider the Scrutiny priorities for the Leisure and Community Scrutiny Panel.

RESOLVED that the Panel considered the Scrutiny Priorities for the Leisure and Community Portfolio.

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

FAREHAM

BOROUGH COUNCIL

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

Date: Monday, 24 June 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs S M Bayford (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors: M J Ford, JP, S Cunningham and Mrs C L A Hockley

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors I Bastable and T Davies.

2. MINUTES

RESOLVED that the minutes of the Policy and Resources Scrutiny Panel held on 17 January 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. PORTCHESTER CREMATORIUM PRESENTATION

The Panel received a presentation from John Haskell the Clerk to the Portchester Crematorium Joint Committee, and James Clark the Manager and Registrar of Portchester Crematorium.

The presentation, which has been appended to these minutes, focused on the changes that have happened with the Crematorium over the past two years, and the challenges that they continue to face.

John Haskell and James Clark took questions from the Panel.

RESOLVED that John Haskell and James Clark be thanked for their very informative presentation.

7. GENERAL FUND AND HRA OUTTURN 2018/19

The Panel considered a report by the Deputy Chief Executive Officer on the General Fund and HRA outturn for 2018/19.

The Panel discussed two main areas where they felt there that further work could be undertaken, one was in regard to Council Trees and the other concerning Planning Appeals.

Members discussed at length the issue of Council trees which are affecting residents' properties and felt that it was reasonable to request the resident to pay for 50% of the costs for works to trees that they would like done to benefit their property.

The Panel also discussed at length the increasing costs in Planning Appeals and how the current system is unfair to the Local Authority who takes the majority of the costs whilst the applicant has very little costs to have to pay. Members expressed a desire for spurious appeal cases to have more of a charge levied on the applicant.

RESOLVED that the Policy and Resources Scrutiny Panel recommends to the Executive:

- (i). the Council charge 50% of the costs of works to Council trees when requested by residents for benefits to their property;
- (ii). to task Officers with looking into the issue of Planning Appeal fees and look to lobby the Government to make a change to the current system whereby bigger charges are levied on developers who put forward spurious appeals.

8. CAPITAL PROGRAMME OUTTURN 2018/19

The Panel considered a report by the Deputy Chief Executive Officer on the Capital Programme Outturn for 2018/19.

RESOLVED that the Panel had no comments to make to the Executive when it considers this item at its meeting on 1 July 2019.

9. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which fall under the remit of the Policy and Resources Portfolio, including Executive Member decisions and Officer delegated decisions, that have taken place since the last meeting of the Panel on 17 January 2019.

The Panel considered the decisions shown at items 9 (1) to 9 (10) of the agenda.

RESOLVED that the Policy and Resources Scrutiny Panel considered the following items of Executive Business.

(1) Finance Strategy, Capital Programme, Revenue Budget and Council tax 2019/20

No comments were received.

(2) Housing Revenue Account Budget and Capital Plans 2019/20

No comments were received.

(3) Review of the Council's Vision and Outline Strategy for Daedalus

No comments were received.

(4) Treasury Management Strategy & Capital Strategy 2019/20

No comments were received.

(5) Unreasonable Complaint Behaviour Policy

Members commented that there has been a noticeable change in residents' complaints and enquired as to whether anyone had been subject to this policy since its introduction.

The Deputy Chief Executive Officer confirmed that at present no one has been subject to this policy.

(6) Attendance at National Planning Summit 2019: Planning for the Future in Today's Climate

No comments were received.

(7) Business Rates Discretionary Relief

No comments were received.

(8) D-Day 75 Community Event

No comments were received.

(9) Citizen of Honour Nominations

No comments were received.

(10) Irrecoverable Debts

No comments were received.

10. SCRUTINY PRIORITIES

The Deputy Chief Executive Officer addressed the Panel on this item, he directed members to the minutes of the Panel meeting of 19 November 2018 where they compiled a list of items that they would like to scrutinise over the next few years. He asked if members had anything further that they wished to put forward for consideration.

Following the discussion that took place at item 9 (5) of the agenda, members requested that they receive a report in respect of Freedom of Information requests. The Deputy Chief Executive Officer confirmed that a report could be brought to a future meeting of the Panel and this would be scoped.

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Public Protection Scrutiny Panel

(to be confirmed at the next meeting)

Date: Thursday, 27 June 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor G Fazackarley (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors: K A Barton, Mrs T L Ellis, J G Kelly and P J Davies (deputising for Mrs P M Bryant)

Also Present: Councillor T M Cartwright, MBE (for items 3, 6, 9 & 11)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs P M Bryant and Miss T G Harper.

2. MINUTES

RESOLVED that the minutes of the Health and Public Protection Scrutiny Panel meeting held on 05 March 2019 be signed and confirmed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members that discussion took place at the last meeting in respect of the Dog Control Public Spaces Protection Order which was approved by the Executive on 04 March 2019. Members were invited to bring forth to Officers any other areas across the Borough that would benefit from inclusion within the Order.

The Chairman also announced that the Police and Crime Commissioner (PCC) has declined the invitation put forward to him to attend a future meeting of the Panel to answer Members' questions on policing matters. The invitation has been declined on the basis that scrutiny of the PCC is undertaken by the Police and Crime Panel and as Fareham Borough Council is represented on the Panel by Councillor Cartwright, there is no obligation for him to undertake additional scrutiny.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OR ADVICE OR DIRECTIONS

The Chairman declared a personal, non-pecuniary interest in respect of item 8 – Air Quality Report as he is an employee of the First Bus Company. He remained in the room and took part in the discussion.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. EXECUTIVE BUSINESS

The Panel considered the following items of business discharged by the Executive since the last meeting of the Panel.

(1) Dog Control Public Spaces Protection Order

Points for clarification were raised and discussed by Members in respect of this item.

(2) Parking Enforcement

At the invitation of the Chairman, Councillor T M Cartwright, MBE, addressed the Panel on this item.

Points for clarification were raised and discussed in respect of this item.

(3) Review of the Gambling Act 2005 Statement of Principles

There were no points for clarification raised by Members in respect of this item.

(4) Safeguarding Policy

There were no points for clarification raised by Members in respect of this item.

7. EXECUTIVE MEMBER UPDATE

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

Police and Crime Panel

Councillor Cartwright announced that the next meeting of the Police and Crime Panel will take place on 5 July 2019 and that Members will raise concern at the meeting that the increase in the number of police officers on the streets has fallen far short of the number that was expected by the Panel when it agreed to the increase in the precept earlier this year.

Members enquired whether there is any evidence to suggest that there has been an increase in crime as a result of the decision by Hampshire County Council to introduce part night lighting operations in some residential areas of the Borough. Councillor Cartwright responded to say that he is not aware of any increase, that the initiative is very new and that statistics will probably be made available in due course.

Councillor Cartwright reported on the special CAT meeting that took place recently in response to concerns raised by residents and local businesses about drug use and rough sleeping in the town centre. He advised Members that the Partnership Action Group (PAG) meets regularly to discuss how collaborative working between Partnership Agencies can tackle antisocial behaviour and community safety matters. PAG are already aware of, and working on, many of the issues that were raised at the CAT meeting but are often not able to publicise some of the more confidential aspects of their work.

Local Strategic Health issues

Councillor Cartwright gave an update to Members on the various Health related Panels that he sits on and advised Members that due to concerns about the lack of statutory duties of some of the panels and the relevance of issues they discuss he intends to meet with Officers to discuss which of the Panels he should continue to attend.

Councillor Cartwright went on to report that he attends meetings every three months with Mark Cubban at QA hospital. Updates on the outcomes of these

meetings are given at full Council meetings for Members information. Generally, the hospital is doing well although the issues in A and E still require resolution. As Members are aware, funding has been secured to significantly extend A & E provision at the hospital and, in time, this will help to resolve many of the outstanding issues.

Councillor Cartwright advised that he also attends the Fareham Locality Patient Group meetings that are held every 3 months at Fareham Community Hospital. A wide range of partnership agencies attend the meeting where information is discussed and shared on local issues. Issues discussed at the last meeting surrounded the continued under-utilisation of the hospital. A new working group will be set up to look at how this can be improved.

8. AIR QUALITY REPORT

The Panel received a presentation and considered a report by the Head of Environmental Health which provided an update on Air Quality Directions received from Central Government in response to the submission of the Air Quality Plan and outlined details of the funding allocated to implement the directives. A copy of the presentation is attached to these minutes as Appendix A.

RESOLVED that the Health and Public Protection Scrutiny Panel notes the ongoing work in respect of improving air quality in Fareham.

9. SCOPING REPORT - FAREHAM AND GOSPORT CLINICAL COMMISSIONING GROUP

The Panel considered the priorities for inclusion in the scoping report that will accompany an invitation to the Fareham and Gosport Clinical Commissioning Group Community Engagement Committee to attend a future meeting of the Panel.

Councillor T M Cartwright, MBE, Executive Member for Health and Public Protection addressed the Executive on this item.

Mental health issues were considered to be the main priority at present and Members requested that the scoping report be prepared to ask what is being done in Fareham to address mental health provision and to ascertain where enquiries and concerns can be referred in the event that members encounter or identify someone in need of mental health support.

It was agreed that the scoping report would be drafted and brought to the next meeting for Members approval.

10. SCOPING REPORT - HAMPSHIRE POLICE

The Panel considered the priorities for inclusion in the scoping report that will accompany an invitation to Hampshire Constabulary to attend a future meeting of the Panel.

Response times, attendance at incidents and clarification on which incidents are regarded to be a priority were considered to be the key issues at present. Members requested that these be used to prepare a draft scoping report for approval at the next meeting.

Members enquired whether information regarding crime rates across the wards is available. It was agreed that Officers would source and provide this information if it is available.

11. HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL PRIORITIES

Members were invited to re-consider and re-confirm the Scrutiny priorities for the Panel.

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

Following discussion, it was felt that issues relating to Community Safety and Enforcement are key priorities for the Panel to address and it was agreed that a scoping report could be brought to the October meeting of the Panel to show what the new Opportunities Plan Team that is led by the Head of Finance and Audit could be covering in connection with Community Safety.

(The meeting started at 6.00 pm
and ended at 7.32 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Thursday, 11 July 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor S Dugan (Chairman)

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

Also Present: Councillor N J Walker (for item 6)



1. APOLOGIES FOR ABSENCE

An apology for absence was received from the Chairman, Councillor Mrs K Mandry.

In the absence of the Chairman, the meeting was chaired by the Vice-Chairman, Councillor S Dugan.

2. MINUTES

RESOLVED that the minutes of the Housing Scrutiny Panel meeting held on 07 March 2019 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. DRAFT AFFORDABLE HOUSING STRATEGY CONSULTATION

The Panel considered a report by the Deputy Chief Executive Officer which provided an overview of the Draft Affordable Housing Strategy that has been put out for consultation.

Members were invited to put forward any comments for inclusion in the referral document back to the Executive once the consultation period on the document has closed.

Members commented positively about the strategy, noting that it was very easy and understandable to read.

Referencing page 23 of the document, Members questioned whether a household with an income of £80,000 could be considered in need of affordable housing. Officers explained that the income brackets referred to are official figures set by central government.

In considering the final paragraph of objective 2 on page 32, Members enquired whether there has been any improvement in the accountability of partnership Affordable Housing Providers. Officers advised that whilst there have been some issues to address, the Council will continue to work positively with these partners, who have access to considerable levels of funding, to ensure that affordable homes are provided in Fareham.

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, that have taken place since the last meeting of the Panel.

(1) Void Property Works and Component Improvement Package Works Contract 2019-2022

There were no points for clarification raised by Members in respect of this item.

(2) Use of Flexible Homeless Support Grant

There were no points for clarification raised by Members in respect of this item.

(3) Draft Affordable Housing Strategy

There were no points for clarification raised by Members in respect of this item.

8. AFFORDABLE HOUSING UPDATE

Members received a presentation by the Strategic Lead for Affordable Housing which provided the Panel with an update on the progress being made in developing the key sites that are being led by Fareham Housing. A copy of the presentation is attached to these minutes as Appendix A.

The presentation gave an overview of the stages reached for each of the sites. Assheton Court has now been added to Tranche #3 and is at the concept/ideas stage. Contractors are on site at Hampshire Rose and Bridge Road, Architects have been appointed at Sea Lane and Wynton Way, planning permission will soon be submitted at Stubbington Lane, new plans are being finalised at Station Road and a possible partner is being sought to help deliver Coldeast Scout Hut.

Members commented that the ability to deliver Affordable Housing depends on funding and that they would be interested to see the financial plans for delivering these sites. The Deputy Chief Executive Officer advised that the funding arrangements are clearly outlined in the Capital plans that were approved by the Executive earlier this month and are available for Members to review should they wish to do so.

9. REVIEW OF HOMELESSNESS

The Panel considered a report by the Head of Housing and Benefits which measures achievement against the existing Homelessness Strategy and puts forward for consideration the objectives for inclusion in the new draft Homelessness Strategy Consultation document.

Members were given the opportunity to consider and comment upon the proposed objectives before they are used to produce a draft homelessness strategy which will be presented to the Executive in September for approval to undertake a period of public consultation.

Members commented and agreed that the report was excellent work and that the proposed objectives, whilst high level, are very worthy and well done.

10. DRAFT ALLOCATIONS POLICY CONSULTATION

The Panel considered a report by the Head of Housing and Benefits on the Draft Allocations Policy Consultation document.

Members commented that there might be a better way to categorise the different levels of housing need so that the hierarchy of need was less obvious. They also felt that avoiding the use of the term waiting "list" might help to move away from the perception that over time, people will automatically move up the list regardless of their level of need.

Members queried whether the wording used in paragraph 30.2 on page 79, sufficiently reflects all aspects of multiculturalism.

The Chairman thanked Officers for providing such well thought out and detailed reports.

11. HOUSING SCRUTINY PANEL PRIORITIES

Members considered the priorities for the Housing Scrutiny Panel and agreed that in order to fit in with the timing of information becoming available, the item to inform Members on proposed provision of affordable housing at Welborne and the item to inform Members of the intentions to provide affordable housing through the new Local Plan be deferred to the March meeting.

Members also requested that a brief presentation on the funding arrangements of the Affordable Housing projects be brought to a future meeting of the Panel.

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

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
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