

FAREHAM

BOROUGH COUNCIL

COUNCIL MEETING SUMMONS

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council, to be held virtually via Microsoft Teams, on **THURSDAY, 17 DECEMBER 2020**, 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. Apologies for Absence

2. Minutes (Pages 5 - 18)

To confirm as a correct record the minutes of the Council Meeting held on 22 October 2020.

3. Mayor's Announcements

4. Executive Leader's Announcements

5. Executive Members' Announcements

6. Declarations of Interest

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

7. 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.

8. Deputations

To receive any deputations of which notice has been given.

9. 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, 2 November 2020 of Executive (Pages 19 - 26)

(2) Minutes of meeting Monday, 7 December 2020 of Executive (Pages 27 - 30)

(3) Schedule of Individual Executive Member and Officer Decisions (Pages 31 - 32)

10. 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, 14 October 2020 of Planning Committee (Pages 33 - 38)

(2) Minutes of meeting Wednesday, 18 November 2020 of Planning Committee (Pages 39 - 46)

- (3) Minutes of meeting Monday, 19 October 2020 of Audit and Governance Committee (Pages 47 - 52)
- (4) Minutes of meeting Monday, 23 November 2020 of Audit and Governance Committee (Pages 53 - 58)

11. 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 Thursday, 15 October 2020 of Streetscene Scrutiny Panel (Pages 59 - 62)
- (2) Minutes of meeting Tuesday, 27 October 2020 of Health and Public Protection Scrutiny Panel (Pages 63 - 68)
- (3) Minutes of meeting Thursday, 5 November 2020 of Housing Scrutiny Panel (Pages 69 - 72)

12. Questions under Standing Order 17.2

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

13. 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) Update on the Motion presented to Council on the 21 February 2020 from Councillor R H Price, JP

To receive an update on the motion presented to Council on the 21 February 2020 by Councillor R H price, JP:

“I propose that Fareham Borough Council resolves to take the following action regarding Fireworks:

To encourage all public firework displays within the Borough to be advertised fully in advance of the event, allowing residents to take precautions for animals and vulnerable people.

To actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risk.

To encourage local suppliers of fireworks to stock “quieter” fireworks for public safety.

To write to the UK government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for

private displays. This letter to be copied to the Local Government Association asking for their support to obtain this legislative change.”

- (2) Update on the Motion presented to Council on the 21 February 2020 from Councillor Mrs K K Trott

To receive an update on the motion presented to Council on the 21 February 2020 by Councillor Mrs K K Trott:

“I propose that Fareham Borough Council calls upon the Secretary of State for Housing, Communities and Local Government to review the way Councils can use the proceeds from the ‘Right to Buy’ policy, in order to facilitate the provision of more, much needed, Affordable homes including those for Social Rent.”

14. Annual Review of the Corporate Strategy (Pages 73 - 100)

A report by the Director of Leisure and Community which presents the revised Corporate Strategy 2017-2023 to Council for approval.

15. Schedule of Council and Committee Meetings 2021/22 (Pages 101 - 106)

A report by the Head of Democratic Services which presents the draft Schedule of Council and Committee meetings 2021/22 to Council for approval.

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 18 December 2020.



P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

09 December 2020

**For further information please contact:
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Tel:01329 236100
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FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Thursday, 22 October 2020

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Mrs P M Bryant
(Mayor)

M J Ford, JP
(Deputy Mayor)

Councillors: K A Barton, Mrs S M Bayford, 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, Mrs T L Ellis, K D Evans, G Fazackarley, J S Forrest, Miss T G Harper, Mrs C Heneghan, Mrs C L A Hockley, L Keeble, J G Kelly, Mrs K Mandry, S D Martin, Ms S Pankhurst, R H Price, JP, Mrs K K Trott, N J Walker and S D T Woodward



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor S Dugan.

2. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the Minutes of the Council meeting held on 23 July 2020.

3. MAYOR'S ANNOUNCEMENTS

The Mayor announced that, since the beginning of August, she has undertaken eight events which included attending official openings of new businesses, the VJ flag raising at Solent Airport, the SERFCA HM Lord-Lieutenant of Hampshire Virtual Awards Ceremony, the annual Seafarers service at Portsmouth Cathedral and the Harvest Festival Evensong at Winchester Cathedral.

The Mayor went on to announce that she was pleased to confirm that a Remembrance service will be held on Sunday the 8th of November to remember those who lost their lives in world wars and other conflicts. As it is not possible, due to the pandemic, to hold the annual Remembrance service in the same way, or to have a parade or public gathering in West Street, there will instead be a small church service at Holy Trinity Church restricted to the Royal British Legion and civic guests. Residents will be able to take part by viewing the service via the live stream on the Holy Trinity Church facebook page and the service will start at approximately 10.50am. It will also be possible to listen to the 'Forever Remembered' roll call on the Council's website from 10am where the names of loved ones who lost their lives as serving members in British Armed Forces' conflicts will be read out.

Finally, the Mayor announced that she hoped that she would be able to schedule a Charity Ball at HMS Collingwood in April next year. This will, of course, be subject to Government restrictions and the status of the pandemic at the time but she was mentioning this today to highlight the importance of plans to support charities at this difficult time.

4. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that the Ministry for Housing, Communities and Local Government has confirmed the latest round of Covid-19 funding which, across the country, totals approximately £1billion. There is a floor, below which no Council will go in terms of this tranche. That floor is £100,000 and unfortunately, Fareham's award is £100,000. This means that the total that the Council has received through the four tranches of funding is £1.4m. When comparing across other South Hampshire Councils' funding levels, you see that East Hampshire got £1.5m, Eastleigh £1.6m, Gosport (with a much

smaller population than Fareham) £1.3m, Havant £2.2m and Winchester £1.5m. The Executive Leader stated that it is unfortunate that Fareham hasn't received a greater amount this time round and so an email has been sent today to the Council's contact at the Ministry to share the medium term financial forecast that Fareham's Members are due to consider later in this meeting, asking that they recognise the continuing strain that the pandemic is placing on the Council's finances - not just this year, but beyond this year as well - as they negotiate with the Treasury for the 2021/22 funding settlement.

The Executive Leader was pleased to be able to make a further, more positive, announcement and reported that a press release had just been released by the Council explaining that we are seeking a nature-based solution to protect the strategic gap between Stubbington and Fareham and between Fareham and Gosport.

The Executive Leader went on to announce that he has been working with Gosport Borough Council over recent weeks to seek their support for an initiative which involves the two Councils joining forces to look for benefits for both Boroughs from two pots of government money that are aimed at increasing wetlands, woodlands and meadows in the Solent area.

The Executive Leader stated that working on this joint initiative will see land between our two towns re-wilded. This shared vision follows this month's announcement by the government to invest £3.9m to set up an online Nitrate Trading Auction Platform. The government is also considering a loan to the Hampshire and Isle of Wight Wildlife Trust for further land purchase in the Solent region for re-wilding. Both initiatives will provide additional habitat-rich areas for wildlife while unlocking much needed land for homes.

The Executive Leader also stated that Members may recall 3 weeks ago the Prime Minister joined 65 World Leaders in a pledge to preserve losses of wildlife habitat and this, in the UK could mean additional 400,000 hectares of woodland, wetland and meadow by the end of the decade. The Council would like to see the entire strategic gap which lies between Fareham and Gosport and between Fareham and Stubbington re-wilded to provide nitrate mitigation and preserve wildlife and this scheme provides the opportunity to achieve this. The Executive Leader stated that as members all know, he has been in unwavering support of preserving the Borough's precious strategic gap and indeed seeking its designation as green belt. The recent announcement by government that Fareham is likely to see a reduction in the numbers of houses that we are required to plan for means we are now in a position to make an approach to our partners to secure land in the Fareham/Stubbington strategic gap for rewilding.

The Executive Leader concluded by stating that although the Fareham/Stubbington strategic gap is mainly in Fareham, there are significant and environmental benefits for Gosport and that this is a great example of local Councils working together for the benefit of residents. The Council has therefore written to the Hampshire and Isle of Wight Wildlife Trust today to secure their backing of our idea to see a significant environmental gain in our immediate neighbourhood and we will also work with other partners such as Solent Local Enterprise Partnership and Natural England to seek maximum benefit for other, similar projects for our communities. A copy of the letter to

the Hampshire and Isle of Wight Wildlife Trust is attached to these minutes as Appendix A for information.

5. EXECUTIVE MEMBERS' ANNOUNCEMENTS

Executive Member for Health and Public Protection

Covid19 mobile testing unit

The Executive Member announced that members may be interested to know that a mobile testing unit has been set up recently in Lysses carpark. Testing is due to take place on various days for the foreseeable future on a needs basis, and as such, the Council is trying to be as flexible as possible to meet their requirements so have sectioned off part of the lower carpark to accommodate them. The testing authorities give the Council plenty of warning of when their units will be arriving.

Local patient group

The Executive Member announced that at the last meeting of the Local patient group, Patient Engagement with the CCG was discussed regarding the merging of all the Hampshire CCG's into one big Organisation. There are concerns that if this goes ahead the patient voice is even less likely to be heard. As a member of the Community Engagement Committee who have had a number of reflective meetings recently, the Executive Member advised that he personally has some concerns over this proposition in that he believes big is not always beautiful, and we have seen in a number of organisations that have amalgamated some distinct problems, mainly communication, at which the CCG has already been very poor.

Executive Member for Streetscene

The Executive Member announced that at the meeting of the Executive on 12th October, it was agreed that a chargeable green waste service be implemented. Members requested that as part of this initiative, officers work with Hampshire County Council to promote home composting and also food waste composting. The Executive Member was pleased to report that following discussions with Hampshire County Council, they are very keen to promote this initiative which will enhance our proposed service.

6. DECLARATIONS OF INTEREST

Councillor R H Price, JP declared a personal interest in respect of item 14 on the agenda as Housing Allocation Site HA12 is located on land at the back of his property. Councillor Price remained in the meeting and took part in the debate on this item. Councillor Price declared a further personal interest in respect of item 14 as the depute, Mrs Hilary Megginson, is known to him.

Councillor J Forrest declared a personal interest in respect of item 14 on the agenda as he is a member of the Ramblers Association which lobbies from time to time on matters relating to Rights of Way. Councillor Forrest declared

a further personal interest in respect of item 14 as the deputy, Mrs Hilary Megginson, is known to him.

Councillor Miss S M Bell declared a non-personal interest in respect of item 14 on the agenda as she is a Council appointed Trustee of Portchester Parish Hall and sits on the Board of Trustees with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor J G Kelly declared a non-personal interest in respect of item 14 on the agenda as he is a Council appointed Trustee of Portchester Parish Hall and sits on the Board of Trustees with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor N J Walker declared a non-personal interest in respect of item 14 on the agenda as he the Chairman of the Board of Trustees of Portchester Parish Hall and sits on the Board with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor Mrs K K Trott declared a personal interest in respect of item 14 on the agenda as the deputy, Mrs Hilary Megginson, is known to her.

7. PRESENTATION OF PETITIONS

There were no petitions presented at this meeting, however an update was given to Members in respect of two existing petitions.

Parking Service Review

Members were advised that this petition was received on the 7th September this year and requested the Council not to proceed with the implementation of the proposed car parking charges at the Borough's local, water-side car parks, as outlined in the Parking Services report that was considered by the Executive at its meeting on 07 September. This petition received 1649 signatures of support.

This update was provided to Members as a deputation would be made at item 15 of the agenda where the Council would consider and debate the Revised Emergency budget which refers to the Parking Service Review.

Petition 1 – Building of 1500 new homes in Warsash, Locks Heath, Park Gate and Titchfield Common.

Members were advised that this petition was originally received on 7th December 2017 and contained 2,390 signatures of support, asking that the Council stop the building of 1500 new homes in Warsash, Locks Heath, Park Gate and Titchfield Common.

The total number of signatures received in support of this petition would ordinarily have triggered a debate at the next meeting of the Council. However,

as the petition was raised in response to the consultation on the Draft Local Plan, it was not appropriate for debate to take place at that time. This was to avoid a situation where Councillors publicly voiced their opinions on how they would vote on the issue of site allocations for housing prior to the Local Plan being presented to Council, or prior to any planning applications on those specific sites coming forward to the Planning Committee for approval. It was therefore agreed with the Lead Petitioner that the petition would be debated by Council when the Local Plan was scheduled to come forward and that she would be given the opportunity to make a Deputation at that meeting.

This update was provided to Members as the publication of the Local Plan for consultation was on the agenda at item 14 for consideration at today's meeting, and Mrs Megginson, the Lead Petitioner, would be making a deputation on the item.

8. DEPUTATIONS

A deputation was received from Mr Gareth Jones in respect of Item 15 – Covid-19 Emergency Revised Budget 2020/21.

A deputation was also received from Mrs Hilary Megginson in respect of Item 14 – Publication (Regulation 10) Local Plan.

9. REPORTS OF THE EXECUTIVE

(1) Minutes of meeting Monday, 3 August 2020 of Executive

RESOLVED that the minutes of the meeting of the Executive held on Monday 03 August 2020 be received.

(2) Minutes of meeting Monday, 7 September 2020 of Executive

RESOLVED that the Minutes of the meeting of the Executive held on Monday 07 September 2020 be received.

(3) Minutes of meeting Monday, 12 October 2020 of Executive

RESOLVED that the minutes of the meeting of the Executive held on 12 October 2020 be received.

(4) Schedule of Individual Executive Member and Officer Decisions

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

10. REPORTS OF OTHER COMMITTEES

(1) Minutes of meeting Wednesday, 15 July 2020 of Planning Committee

RESOLVED that the minutes of the Planning Committee meeting held on Wednesday 15 July 2020 be received.

- (2) Minutes of meeting Wednesday, 19 August 2020 of Planning Committee

RESOLVED that the minutes of the Planning Committee meeting held on Wednesday 19 August 2020 be received.

- (3) Minutes of meeting Wednesday, 16 September 2020 of Planning Committee

RESOLVED that the minutes of the Planning Committee meeting held on Wednesday 16 September 2020 be received.

- (4) Minutes of meeting Tuesday, 29 September 2020 of Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on Tuesday 29 September 2020 be received.

11. REPORTS OF THE SCRUTINY PANELS

- (1) Minutes of meeting Thursday, 24 September 2020 of Streetscene Scrutiny Panel

RESOLVED that the minutes of the meeting of the Streetscene Scrutiny Panel be received.

- (2) Minutes of meeting Thursday, 1 October 2020 of Planning and Development Scrutiny Panel

RESOLVED that the minutes of the meeting of the Planning and Development Scrutiny Panel held on 01 October 2020 be received.

- (3) Minutes of meeting Tuesday, 6 October 2020 of Leisure and Community Scrutiny Panel

RESOLVED that the minutes of the meeting of the Leisure and Community Scrutiny Panel held on Tuesday 06 October 2020 be received.

- (4) Minutes of meeting Thursday, 30 July 2020 of Policy and Resources Scrutiny Panel

RESOLVED that the minutes of the meeting of the Policy and Resources Scrutiny Panel held on 30 July 2020 be received.

- (5) Minutes of meeting Monday, 24 August 2020 of Policy and Resources Scrutiny Panel

RESOLVED that the minutes of the meeting of the Policy and Resources Scrutiny Panel held on 24 August 2020 be received.

- (6) Minutes of meeting Thursday, 8 October 2020 of Policy and Resources Scrutiny Panel

RESOLVED that the minutes of the meeting of the Policy and Resources Scrutiny Panel held on Thursday 08 October 2020 be received.

12. QUESTIONS UNDER STANDING ORDER 17.2

Questions by Councillor R H Price:

1. During the covid-19 pandemic many businesses have had very difficult financial issues, therefore can the Leader advise if any of the companies that have leases with the Council have asked for a rent rebate to cover part or all of the shutdown period. If so, has the Council agreed to reduce their rent for a period and what does this amount to in financial terms?
2. What is the estimated reduction in the value of our commercial property portfolio investments between 1st January 202 and 1st October 2020?

Response by the Executive Leader:

1. In response to the COVID-19 pandemic, the Council has worked hard to support local businesses. For those businesses that are also tenants of Council-owned property, the Council has liaised closely with them to ensure that they are supported by their landlord to be able to meet their rent liabilities. Consequently, arrangements were made to offer concessionary arrangements for paying rent, such as spreading payments more regularly, and delaying payments where appropriate, but always with a view to seek payment of full rent in the long term. To date, no rents have been written off as uncollectable.
2. The Council undertakes a revaluation of its assets on a cyclical basis, with the main assets within the investment property being revalued on an annual basis. The next revaluation date is 31st March 2021.

13. MOTIONS UNDER STANDING ORDER 15

There were no motions submitted at this meeting.

14. PUBLICATION (REGULATION 19) LOCAL PLAN

With the permission of the Mayor, this item was brought forward on the agenda and heard immediately after item 8 - Deputations.

It was proposed by Councillor T M Cartwright, MBE, that the provisions of Standing Order 2.15.1 be suspended to allow the Executive Leader and the Executive Member for Planning and Development to present the report and to speak for longer than five minutes; and further that Standing Order 2.16.1 be suspended to allow all Members to speak more than once on the debate.

Having been duly seconded and carried unanimously, it was RESOLVED that the provisions of Standing Order 2.15.1 be suspended to allow the Executive Leader and the Executive Member for Planning and Development to present the report and to speak for longer than five minutes; and further that Standing Order 2.16.1 be suspended to allow all Members to speak more than once on the debate.

The Council received a deputation in respect of this item from Mrs Hilary Megginson.

Councillor R H Price, JP declared a personal interest in respect of this item as Housing Allocation Site HA12 is located on land at the back of his property. Councillor Price remained in the meeting and took part in the debate on this item. Councillor Price declared a further personal interest in respect of item 14 as the depute, Mrs Hilary Megginson, is known to him.

Councillor J Forrest declared a personal interest in respect of this item as he is a member of the Ramblers Association which lobbies from time to time on matters relating to Rights of Way. Councillor Forrest declared a further personal interest in respect of item 14 as the depute, Mrs Hilary Megginson, is known to him.

Councillor Miss S M Bell declared a non-personal interest in respect of this item as she is a Council appointed Trustee of Portchester Parish Hall and sits on the Board of Trustees with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor J G Kelly declared a non-personal interest in respect of this item as he is a Council appointed Trustee of Portchester Parish Hall and sits on the Board of Trustees with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor N J Walker declared a non-personal interest in respect of this item as he is the Chairman of the Board of Trustees of Portchester Parish Hall and sits on the Board with the church wardens who are also Trustees of Churchlands Trust which has an interest in the land at Housing Allocation site HA12.

Councillor Mrs K K Trott declared a personal interest in respect of this item as the depute, Mrs Hilary Megginson, is known to her.

In considering this item, the Council took into account the petition outlined at item 7 of the agenda in respect of the building of 1500 new homes in Warsash, Locks Heath, Park Gate and Titchfield Common.

The recommendations of the Executive were also taken into account in considering this item.

It was proposed by Councillor S D T Woodward and seconded by Councillor Miss S M Bell, that the recommendation contained in the report be approved.

In considering Diagram E7 on page 1623 of Annex 2 to the report, Councillor J E Butts proposed an amendment that sufficient land and facilities be retained at Swordfish and Faraday for airside parking, hangers, business and amenity use. Having been duly seconded and upon being put to the vote the amendment was declared LOST, 9 members voting in favour, 18 voting against and 1 abstention.

In considering Housing Allocation HA1 on page 65 of Appendix A to the report (page 193 of the agenda pack) Councillor J M Ford, JP proposed an amendment that the indicative dwelling yield for Warsash be limited to 700. Having been duly seconded and upon being put to the vote the amendment was declared LOST, 9 members voting in favour, 18 voting against and 1 abstention.

In considering Housing Allocation HA44 on page 259 of Appendix A to the report (page 259 of the agenda pack), it was noted and AGREED that a typing error be corrected to show that the net yield from this site will be 27 instead of 60.

In considering the Retail and Community Facilities information on page 179 of Appendix A to the report (page 179 of the agenda pack) Councillor J Forrest proposed an amendment to reclassify Stubbington shopping centre from category S3(local) to category S2(District). Having been duly seconded and upon being put to the vote the amendment was CARRIED unanimously.

Having been duly proposed and seconded, and upon being put to the vote, the recommendations (a) to (d) of the Publication Local Plan report were CARRIED with 26 members voting in favour and 2 abstentions.

RESOLVED that subject to:

- (i) the reclassification of Stubbington shopping centre from category S3(Local) to S2(District); and
- (ii) the correction of a typing error on page 259 of Appendix A to the report (page 259 of the agenda pack) to reflect that the net yield from Housing Allocation site HA44 will be 27

the Council approves:

- (a) that the Publication Local Plan and Policies Map, as set out in Appendix A and B with amendments detailed in Annex 2, be published for a six-week representation period commencing on Friday 6 November until Friday 18 December 2020, together with supporting documents included at Appendix C to G and those listed as background papers;
- (b) that the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, be authorised to make any necessary minor amendments to the Plan, prior to publication, provided that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues;

- (c) that the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, be authorised, following the completion of the representation period, to submit the Publication Plan to the Secretary of State (together with any necessary minor modifications that are required to ensure legal compliance and/or 'soundness'); and
- (d) that the Publication Local Plan, be a material consideration to be afforded due weight in the determination of planning applications.

It was requested that the Council's thanks be placed on record to the Director of Planning and Regeneration and his Team for the Herculean effort that has gone into producing the Publication Local Plan.

15. COVID-19 EMERGENCY REVISED BUDGET 2020/21

With the permission of the Mayor, this item was brought forward on the agenda and heard immediately after item 8 - Deputations.

Councillor Mrs L E Clubley joined the meeting at the start of this item.

The Council received a deputation in respect of this item from Mr Gareth Jones.

In considering this item, the Council took into account the petition outlined at item 7 of the agenda in respect of the Parking Services Review.

The recommendations of the Executive were also taken into account in considering this item.

Thanks were placed on record to the Section 151 Officer and his team for providing such a well prepared, extensive report under such difficult circumstances.

RESOLVED that the Council approves the following revised budgets:

- (a) the Emergency General Fund Revised Revenue budget for 2020/21;
- (b) the use of £1,143,700 from the General Fund Revenue Reserve to balance the 2020/21 Revised budget;
- (c) the Emergency Housing Revenue Account Revised budget for 2020/21; and
- (d) the Revised Capital Programme for 2020/21.

16. COVID-19 DEMOCRATIC SERVICES RECOVERY PLAN

RESOLVED that, having noted the content of the report, the Council accepts the decisions taken under the Emergency Scheme of Delegations, as set out in Appendix A to the report.

17. APPROVAL OF PAY POLICY STATEMENT 2021/22

The recommendations of the Executive were taken into account in considering this item.

RESOLVED that Council approves:

- (a) the updated Pay Policy Statement 2021/22; and
- (b) the new Recruitment and Retention Policy - Pension Scheme Compensation Policy.

18. CHANGES TO COMMITTEE MEETING DATES

- (1) Audit and Governance Committee

RESOLVED that the Council notes that the date of the Audit and Governance committee meeting scheduled to take place on 21 September 2020 was moved to the 19 October 2020.

- (2) Licensing & Regulatory Affairs Committee

RESOLVED that the Council agrees that the date for the Licensing and Regulatory Affairs Committee in January 2021 be moved from 26 January 2021 to 14 January 2021.

19. APPOINTMENTS TO OUTSIDE BODIES

- (1) Joint Gypsy and Traveller Panel for Hampshire

Having been proposed by Councillor S D T Woodward and seconded by Councillor T M Cartwright, MBE it was AGREED that Councillor T M Cartwright, MBE be appointed as the representative and Councillor I J Bastable be appointed as the deputy representative to the Joint Gypsy and Traveller Panel for Hampshire

- (2) Earl of Southampton Board of Trustees

Having been proposed by Councillor S D T Woodward and seconded by Councillor T M Cartwright, MBE it was AGREED that Mr Ian Brewerton be appointed to the Earl of Southampton Board of Trustees.

- (3) Fareham Welfare Trust

Having been proposed by Councillor S D T Woodward and seconded by Councillor T M Cartwright, MBE it was AGREED that Councillor Mrs L E Clubley be appointed as a Trustee of the Fareham Welfare Trust.

(4) The William Price Trust

Having been proposed by Councillor S D T Woodward and seconded by Councillor T M Cartwright, MBE it was AGREED that Councillors Mrs P M Bryant and Mrs T L Ellis be appointed as Trustees of the William Price Trust.

20. APPOINTMENTS TO COMMITTEES

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

(The meeting started at 4.30 pm
and ended at 9.36 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 2 November 2020

Venue: Microsoft Teams - Virtual meeting

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:

R H Price, JP, for items 8(1), 10(1) & 11(2)
L Keeble, for items 8(1), 10(1) & 11(2)



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 12 October 2020 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that the implications of the Prime Minister's recent announcement regarding a national lockdown have been considered and that the following arrangements are being put in place to take effect from Thursday 5th November:

The Civic Offices will be closed to customers as they should only be leaving their homes for essential purpose, but we will revert to a telephone appointment system.

We will need to work with our partners to close our leisure centres and, community centres. Where child-care provision is being provided within a community centre, that element will be able to remain open. Westbury Manor Museum and sports pavilions will be closed, and sports pitches will not be available for hire. Public conveniences, parks and play areas will remain open. Our enforcement officers will be undertaking the role of 'Covid Marshals' providing advice and guidance to the local community.

Unfortunately, the Christmas markets planned for Fareham Town Centre in early December will need to be cancelled. The Christmas lights will still be switched on but with no ceremony. The special church service for Remembrance Sunday will also be cancelled but we will ensure that there is a small ceremony, at the appropriate time, to allow the laying of wreaths at the memorial. This will not be a public event, but it will be live-streamed.

Our Finance Team will start preparing to pay a further round of grants to those businesses forced to close over the next four weeks. Meanwhile, Leisure and Community officers will continue to liaise with the voluntary agencies to ensure that we can provide support to vulnerable people during lockdown.

Fortunately, we are in a position where we can continue with our schedule of committee meetings as they are all currently being held virtually using Microsoft Teams. Councillors are however requested to work from home and not visit the Civic Offices over the next four weeks.

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 Derek Haggard in respect of item 8(2) Sea Lane Housing Site, PO14 2NB.

7. REFERENCES FROM OTHER COMMITTEES

Health & Public Protection Scrutiny Panel - 27 October 2020

Minute 8 – Community Safety & CCTV Review

The Panel considered a report and received a supporting presentation on the Community Safety and CCTV review that will be considered by the Executive at its meeting on 02 November 2020.

At the invitation of the Chairman, Councillors J Forrest and Mrs K K Trott addressed the Panel on this item.

At the invitation of the Chairman, Councillor T M Cartwright, MBE Executive Member for Health and Public Protection addressed the Panel on this item to provide answers and clarity to some of the questions and comments raised by Members.

Members raised the following points during the discussion on this item:

The new service provided by the security officers patrolling the town centre is excellent and extremely worthwhile. They provide a very valuable support service to the police.

The proposed increase in enforcement officers is very welcome – particularly if they will be trained by the security guards who currently patrol the Town Centre. However, there needs to be a wider presence to cover outer parts of the Borough that have seen an upswing in anti-social behaviour as a result of the successes achieved in the Town Centre.

It is concerning that there are no proposals to retain any cameras in the Highlands Road area as they act as a deterrent against anti-social behaviour.

The monitoring period of the cameras did not cover the times when the greatest level of anti-social behaviour takes place at Highlands Road, the summer, and may not therefore provide a true representation of the need to retain them.

The decision to make a small charge for 'Access All Areas' makes sense as it provides fantastic value for money, particularly when compared with other provision that is available. However, some families on low incomes may struggle to be able to afford it. Can some sort of concession be made for these families?

With the loss of the control room, how will the Out of Hours service continue to operate effectively and provide the same level of service that it currently provides?

It is concerning that there will no longer be any cameras at Portchester precinct. McColl's Convenience store has been broken into several times this year and the cameras covering the car park make residents feel safe in using the car park. Could there be at least one camera that faces straight down the length of the precinct?

How will the Highways ROMANSE scheme work with the new technology? Will it be compatible?

It will be great to have a more re-active service available with the deployable cameras but how will we be able to apply for the use of the cameras in an area and how quickly can the cameras be deployed?

Residents have complained in the past that the cameras at Broadlaw are not positioned in the correct place to be able to capture footage of anti-social behaviour and therefore may not accurately reflect the level of need for retaining a camera there.

How long will it take to be able access footage from the cameras when it is needed?

The improved specification of the cameras is fantastic and much clearer. Hopefully this will bring some of the issues that face the Town Centre into sharper focus.

RESOLVED that the Health and Public Protection Scrutiny Panel notes the content of the presentation, the draft Executive report and the detailed results outlined in the confidential Appendix to be presented to the 02 November meeting of the Executive for consideration.

This item is listed for consideration at item 10(1) of the Executive agenda

Policy & Resources Scrutiny Panel – 08 October 2020

Minute 8 – Annual Review of Corporate Strategy

The Panel considered a report by the Deputy Chief Executive Officer.

It was suggested that the wording to priority three of the Corporate Strategy in respect of the graves at holly hill be re-worded to “Create 400 new graves as an extension to Holly Hill cemetery to increase the number of burial plots available to residents of the west of the Borough.”

RESOLVED that the Panel recommends the Executive at its meeting on 2 November 2020 that:

- (a) the revised wording to Priority Three as outlined above be approved; and that the recommended changes as set out in the Executive report be approved.

This item is listed for consideration at item 11(2) of the agenda

8. HOUSING

- (1) Fareham Housing development at the Former Scout Hut site, Montefiore Drive, Park Gate

At the invitation of the Executive Leader, Councillors R H Price, JP and L Keeble addressed the Executive on this item.

RESOLVED that the Executive agrees:

- (a) the funding mechanisms, as outlined in the confidential Appendix B, for the delivery of an affordable home ownership scheme at the former Coldeast Scout Hut site; and
 - (b) that the award of contract and the appointment of building contractor(s) for the former Coldeast Scout Hut site be delegated to the Deputy Chief Executive Officer, following consultation with the Executive Member for Housing.
- (2) Sea Lane Housing Site, PO14 2NB

The Executive received a deputation from Mr Derek Haggard in respect of this item.

RESOLVED that the Executive agrees:

- (a) the principle of delivering 4 self/custom build plots at the Sea Lane site as a new Housing Enabling Capital Programme scheme;
- (b) the scheme funding mechanisms, as outlined in confidential Appendix B, for the delivery of serviced plots ready for market sale;
- (c) that the appointment of any relevant contractors (to provide demarcated and serviced plots) be delegated to the Deputy Chief Executive Officer;
- (d) that officers may, subject to appropriate value as determine by the Council's Head of Property, sell a small strip on the western side of the site to an immediate neighbour;
- (e) that officers, subject to the satisfaction of the Council's Head of Property, ensure the plots are marketed at an appropriate value and have delegated authority to agree/accept an appropriate offer for each individual plot; and
- (f) that those net sale capital receipts available to the Council will be held in the general fund and be used toward the provision of affordable housing in the Borough.

9. LEISURE AND COMMUNITY

- (1) Covid-19 Impact on new Arts and Entertainment Venue Project

RESOLVED that the Executive approves:

- (a) the pausing of the Arts and Entertainment venue project for an initial period of 6 months, then review the implications for the Council; and
- (b) that officers commence discussions with BH Live to reach a suitable operating arrangement.

10. HEALTH AND PUBLIC PROTECTION

- (1) Community Safety and CCTV Review

The comments of the Health and Public Protection Scrutiny Panel were taken into account in considering this item.

At the invitation of the Executive Leader, Councillors R H Price, JP and L Keeble addressed the Executive on this item.

RESOLVED that the Executive agrees that:

- (a) 30 of the lower performing, and out of date, public facing CCTV cameras are decommissioned;
- (b) 13 high quality CCTV cameras be positioned in the most effective areas within Fareham town centre, and procured at a cost of £40,000;
- (c) a £10,000 annual budget be established to fund re-deployable CCTV camera hire;
- (d) live monitoring of CCTV be replaced by a system based on accessible but securely stored recorded footage;
- (e) Gosport Borough Council be given notice of the Council's intention to dissolve the CCTV Monitoring Partnership;
- (f) "Access All Areas" be treated as a leisure initiative and that a charge of £10 per person be introduced for those wishing to attend; and
- (g) two additional Enforcement Officers be employed at an annual cost of £53,264.

11. POLICY AND RESOURCES

- (1) Management and Operation of Solent Airport - Extension of contract with Regional and City Airports Limited

RESOLVED that the Executive approves:

- (a) an extension to the existing contract with Regional and City Airports Limited for the management and operation of Solent Airport of 12 months from 01 April 2021; and
- (b) the procurement of independent expert advice to inform the future strategic direction of the Solent Airport, its management and operations.

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

The comments of the Policy and Resources Scrutiny Panel were taken into account in considering this item.

At the invitation of the Executive Leader, Councillors R H Price, JP and L Keeble addressed the Executive on this item.

In considering this item, the Executive discussed the following amendments to the Corporate Strategy:

- (i) the front page of the Strategy be amended to show that the latest update is December 2020;
- (ii) page 105 to be amended to reflect that the Borough's Local Plan will run until 2037;
- (iii) page 111 of the strategy to be amended to replace the wording 'entertainment at Ferneham Hall' with 'entertainment at Fareham Live'; and
- (iv) proposed amendments to the Strategy be clearly identifiable throughout the document when it is presented to Council for approval

RESOLVED that the Executive agrees that:

- (a) the amendments outlined at paragraph 14 of the report be incorporated into the Strategy document;
- (b) the recommendation of the Policy and Resources Scrutiny Panel that the revised wording of priority three of the Corporate Strategy to "Create 400 new graves as an extension to Holly Hill cemetery to increase the number of burial plots available to residents of the west of the Borough" be incorporated into the Strategy document;
- (c) the following additional changes be incorporated into the Strategy document:
 - (i) the front page of the Strategy be amended to show that the latest update is December 2020;
 - (ii) page 105 to be amended to reflect that the Borough's Local Plan will run until 2037;
 - (iii) page 111 of the strategy to be amended to replace the wording 'entertainment at Ferneham Hall' with 'entertainment at Fareham Live';

(iv) proposed amendments to the Strategy be clearly identifiable throughout the document when it is presented to Council for approval; and

(d) the updated Corporate Strategy document, incorporating the amendments as listed in (a), (b) and (c) above, be recommended to Council for approval.

(3) Solent Airport Consultative Committee

This item was brought forward on the agenda and heard directly after item 11(1).

A revised copy of Appendix A - SACC Terms of Reference was tabled at the meeting in order to provide information regarding which organisations and local authorities other than Fareham Borough Council that will be represented on the Committee.

RESOLVED that the Executive:

- (a) approves the establishment of a Consultative Committee for Solent Airport, as outlined in the report and in the revised Appendix A;
- (b) appoints the Executive Leader, Councillor S D T Woodward, as the Chairman of the Committee;
- (c) appoints the Deputy Executive Leader, Councillor T M Cartwright, MBE as the Vice-Chairman of the Committee; and
- (d) appoints the following Councillors from the Titchfield, Hill Head and Stubbington Wards as Members of the Committee:
 - (i) Councillor Miss T Harper;
 - (ii) Councillor S Dugan; and
 - (iii) Councillor J Forrest

(The meeting started at 6.00 pm
and ended at 7.00 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 7 December 2020

Venue: Microsoft Teams Virtual Meeting

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:

L Keeble, for items 8(1), 9(1) & 10(2)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence given for this meeting.

2. MINUTES

RESOLVED that the minutes of the Executive held on 02 November 2020 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that as we leave the period of the second national lockdown and move into Tier 2 of the regional framework, it is helpful to reflect on the impacts of the pandemic on our community. The Leader stated that the good news is that the infection rate continues to fall across the borough, and it appears that the recent period of self-isolation has been successful. However, as with the rest of the country, it has deeply wounded many households and there have been over 108 Covid related deaths across the borough - residents who have perished since this appalling pandemic began. Not only has this resulted in the loss of loved ones, but many local people have lost their livelihoods as a result of this cruel virus. The Leader commented that you only need to walk around the town centre to see the impact on the retail and hospitality sector, the shops and restaurants, some of which sadly, have closed for good. Local Business are increasingly announcing redundancies and the immediate impact can be seen in the increase of the workload of the Benefits team and the Borough's council officers.

The Executive Leader went on to announce that, fortunately, it's not all doom and gloom. Now that we are out of the national lockdown, our leisure centres and community centres have re-opened and our communities can participate again in their favourite pastimes. Our voluntary agencies continue to provide an excellent level of support to vulnerable residents and smaller community groups are taking advantage of our special covid community grants. We are also busily distributing £1.5m of government funding to those businesses who have been forced to close during the lockdown period. In addition, we have been allocated £2.3m to support local businesses through a discretionary grants programme and we will be discussing the details of these schemes later on this agenda.

The Executive Leader advised that our Covid marshals are out and about in the community providing advice and support to local businesses and individuals. They are also working with rough sleepers to make sure that we keep these vulnerable individuals as safe as possible. The Leader stated that it is worth repeating that nobody needs to sleep rough in our Borough as we can accommodate rough sleepers as long as they are willing to co-operate with us.

The Executive Leader announced that while we were unable to have any formal switch on events, the Christmas lights are on in many of our shopping areas and hopefully over the next few weeks our shops will benefit from increased spending over the festive period.

The Executive Leader also announced that throughout the pandemic our workforce has continued to keep the Borough clean and tidy as well as moving mountains of additional waste. Established Christmas arrangements are in place, including the collection of Christmas trees which is a very popular service appreciated by residents.

The Executive Leader stated that the impact of the pandemic on the Council's budget is a real challenge and that members will be aware of the scale of the problem following the recent approval of an emergency budget. The Leader went on to state that members would see again in tonight's agenda that the funding gap continues to grow as a result of the second lock down and that there would, undoubtedly, be some tough decisions ahead.

On a final note, the Executive Leader acknowledged the effort and tremendous commitment of council officers in keeping things going and providing much valued support to our local communities. He went on to state that we are very fortunate indeed to have such a strong team in place at a time of crisis like this.

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. REFERENCES FROM OTHER COMMITTEES

There were no references from other Committees made at this meeting.

8. HOUSING

(1) Sale of land to the rear of 22 Cort Way

At the invitation of the Executive Leader, Councillor L Keeble addressed the Executive on this item.

RESOLVED that the Executive approves the disposal of the land to the rear of 22 Cort Way on the terms and conditions as detailed in the confidential Appendix B attached to the report.

9. PLANNING AND DEVELOPMENT

(1) Partnership for South Hampshire Statement of Common Ground

At the invitation of the Executive Leader, Councillor L Keeble addressed the Executive on this item.

RESOLVED that the Executive:

- (a) approves the content of the Statement of Common Ground, included as Appendix A to the report; and
- (b) delegates the signing of the document to the Chief Executive Officer.

10. POLICY AND RESOURCES

- (1) Finance Monitoring Report 2020/21

RESOLVED that the Executive notes the Finance Monitoring Report 2020/21.

- (2) Treasury Management and Capital Monitoring 2020/21

At the invitation of the Executive Leader, Councillor L Keeble addressed the Executive on this item.

RESOLVED that the Executive notes the Treasury Management and Capital Monitoring Report for 2020/21.

- (3) Additional Restrictions Grant Scheme

A revised Appendix A – Additional Restrictions Grant Scheme was tabled at the meeting to clarify some of the proposed principles of the scheme.

RESOLVED that the Executive agrees that:

- (a) the key principles to be followed when designing the Additional Restrictions Grant Fund Scheme, as outlined in the tabled item, revised Appendix A to the report, are approved for adoption in Fareham; and
- (b) authority is delegated to the Deputy Chief Executive Officer, following consultation with the Executive Member for Policy and Resources, to approve the individual elements of the scheme as they are designed.

(The meeting started at 6.00 pm
and ended at 6.38 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 22 October 2020:

LEISURE AND COMMUNITY – 29 October 2020	Decision 2020/21 - 2224
Community Funding Application – One Community	
RESOLVED that the application for £10,040 from Fareham Borough Council's Community Fund submitted by One Community to fund the establishment of a Community Lottery for Fareham be approved.	
LEISURE AND COMMUNITY – 26 November 2020	Decision 2020/21 - 2233
Community Funding Application – St Paul's. Sarisbury Green	
RESOLVED that the application for £2,000 from Fareham Borough Council's Community Fund submitted by St Paul's, Sarisbury Green, to fund the refurbishment of their clock tower's clock face and movement, be approved.	
HEALTH AND PUBLIC PROTECTION – 03 December 2020	Decision 2020/21 - 2234
Procurement of new pay on foot parking equipment and pay and display machines	

RESOLVED that the Executive Member for Health and Public Protection agrees:

(a) to award the pay and display element of the contract to contractor number 6, as detailed in the confidential Appendix A to the report; and

(b) to award the pay on foot element of the contract to contractor number 2, as detailed in the confidential Appendix A to the report

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 14 October 2020

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor N J Walker (Chairman)

Councillor I Bastable (Vice-Chairman)

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

**Also
Present:**



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor F Birkett.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that subject to the following amendments:

Item 4 reworded to:

'In accordance with Standing Orders and the Council's Code of Conduct the following Councillors declared the following interests on the items identified:-

Councillor N J Walker declared a Personal Interest in items 6 (4) and 6 (5) – 84 Merton Avenue, as the applicant is known to him.

Councillor R H Price, JP declared a Personal Interest in Items 6 (4) and 6 (5) – 84 Merton Avenue, as he had previously employed the applicant to undertake some work on his property.'

Item 6 (3) to have the following wording removed:

'Councillor Walker declared a Personal Interest in this item as the applicant is known to him.

Councillor R H Price, JP declared a Personal Interest in this item as he had previously employed the applicant to undertake some work on his property.'

Items 6 (4) and 6 (5) to have the following wording added:

'Councillor Walker declared a Personal Interest in this item as the applicant is known to him.

Councillor R H Price, JP declared a Personal Interest in this item as he had previously employed the applicant to undertake some work on his property.'

the minutes of the Planning Committee held on 16 September 2020 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman used the Chairman's announcements to inform the Committee how he intended to run the Virtual Planning Committee 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	Subject	Supporting or	Minute No/ Application	Dep Format
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	representing the persons listed		Opposing the Application	No/Page No	
ZONE 1 – 2.30pm					
Mr I Johnson (Agent)		EYERSDOWN FARM QUARANTINE KENNELS 285 BOTLEY ROAD SO31 1ZJ – DEMOLITION OF AGRICULTURAL BUILDINGS AND ERECTION OF UP TO 38 DWELLINGS WITH ASSOCIATED LANDSCAPING AND ACCESS	Supporting	7 (1) P/20/0506/OA Pg 40	Written
Mr & Mrs Holt		-Ditto-	Opposing	-Ditto-	Video
ZONE 2 – 2.30pm					
ZONE 3 – 2.30pm					

6. LOCAL INFORMATION REQUIREMENTS

The Committee received a report by the Director of Planning and Regeneration on the proposed changes to the Fareham Borough Council Local Information Requirements.

RESOLVED that the Committee AGREES the proposed changes to the Fareham Borough Council's Local Information Requirements for public consultation.

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

The Committee noted a report by the Director of Planning and Regeneration on the development control matters, including information regarding new appeals and decisions.

(1) P/20/0506/OA - LAND AT EYERSDOWN FARM QUARANTINE KENNELS 285 BOTLEY ROAD SO31 1ZJ

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

Upon being proposed and seconded, the officer recommendation to refuse planning permission, was voted on and CARRIED.
(Voting: 9 in favour; 0 against)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for Refusal

The development is contrary to Policies CS2, CS4, CS6, CS14, CS16, CS17 & CS18 of the Adopted Fareham Borough Core Strategy 2011 and Policies DSP6, DSP13, DSP15 & DSP40 of the Adopted Local Plan Part 2: Development Sites and Policies Plan,

And Paragraphs 170 & 175 of the National Planning Policy Framework (NPPF), and is unacceptable in that:

- a) The provision of residential development this location would be contrary to adopted Local Plan policies which seek to prevent additional residential development in the countryside;
- b) The application site is not sustainably located adjacent to, well related to or well integrated with the existing urban settlement boundaries;
- c) The proposal fails to demonstrate that the development could be accommodated on the site in a way that minimises the impact of the development and without adversely affecting the landscape character and appearance of the countryside;
- d) The proposal would have likely adverse effects on the integrity of European Protected Sites in combination with other developments due to the additional generation of nutrients entering the water environment and the lack of appropriate and appropriately secure mitigation;
- e) In the absence of sufficient information, the proposal fails to provide satisfactory mitigation for the impact of the development on reptiles known to be present on the site;
- f) In the absence of sufficient information, it is considered that the proposal will result in a net loss in biodiversity contrary to national planning policy which requires a net gain in biodiversity;
- g) In the absence of a legal agreement to secure such, the proposal fails to make on-site provision of affordable housing at a level in accordance with the requirements of the local plan; and
- h) 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.

Notes for Information:

Had it not been for the overriding reasons for refusal to the proposal, the Local Planning Authority would have sought to address points g) – h) above by inviting the applicant to enter into a legal agreement with Fareham Borough Council under Section 106 of the Town & Country Planning Act 1990.

8. PLANNING APPEALS

The Committee noted the information in the report.

(The meeting started at 2.30 pm
and ended at 3.32 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 18 November 2020

Venue: Microsoft Teams Virtual Meeting

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, L Keeble and R H Price, JP

Also Present: Councillor Miss S M Bell (Item 6 (3)) and Councillor
S Cunningham (Item 6 (3))



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee held on 14 October 2020 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman used the Chairman's announcements to inform the Committee how he intended to run the Virtual Planning Committee 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	Item No/ Application No/Page No	Type of Dep
ZONE 1 – 2.30pm					
Mr Mark Sennitt (Agent)		LAND REAR OF 403 HUNTS POND ROAD LOCKS HEATH – RESIDENTIAL DEVELOPMENT OF 16 HOUSES, TOGETHER WITH ACCESS ROAD, LANDSCAPING AND PARKING	Supporting	6 (1) P/19/0183/FP Pg 8	Written
ZONE 2 – 2.30pm					
ZONE 3 – 2.30pm					
Mrs Iris Grist		LAND EAST OF DOWN END ROAD – OUTLINE PLANNING	Opposing	6 (3) P/20/0912/OA Pg 48	Written

		APPLICATION WITH ALL MATTERS RESERVED (EXCEPT THE MEANS OF ACCESS) FOR RESIDENTIAL DEVELOPMENT, DEMOLITION OF EXISTING AGRICULTURAL BUILDINGS AND THE CONSTRUCTION OF NEW BUILDINGS PROVIDING UP TO 350 DWELLINGS, THE CREATION OF NEW VEHICULAR ACCESS WITH FOOTWAYS AND CYCLEWAYS, PROVISION OF LANDSCAPED COMMUNAL AMENITY SPACE, INCLUDING CHILDREN'S PLAY SPACE, CREATION OF PUBLIC OPEN SPACE, TOGETHER WITH ASSOCIATED HIGHWAYS, LANDSCAPING, DRAINAGE AND UTILITIES			
Dr Barry Cullen		-Ditto-	-Ditto-	-Ditto-	Written
Mrs Anne Brierley		-Ditto-	-Ditto-	-Ditto-	Written
Mr Robert Marshall	The Fareham Society	-Ditto-	-Ditto-	-Ditto-	Written
Mrs Joanne Young		-Ditto-	-Ditto-	-Ditto-	Written
Mr Paul Grinyer		-Ditto-	-Ditto-	-Ditto-	Written
Mr John Cousins		-Ditto-	-Ditto-	-Ditto-	Written
Mr Alan Emmott		-Ditto-	-Ditto-	-Ditto-	Written
Mr Richard Healey		-Ditto-	-Ditto-	-Ditto-	Written

Mr Thomas Southgate (Agent)		-Ditto-	Supporting	-Ditto-	Video
Mr Stephen Rayner		5 KELVIN GROVE – SINGLE STOREY REAR EXTENSION, OFT CONVERSION WITH GABLE BUILD UP, FRONT AND REAR DORMER WINDOWS	Opposing	6 (4) P/20/1040/FP	Written
Mr Robert Tutton (Agent)		-Ditto-	Supporting	-Ditto-	Video

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

The Committee noted a report by the Director of Planning and Regeneration on the development control matters, including information regarding new appeals and decisions.

(1) P/19/0183/FP - 403 HUNTS POND ROAD FAREHAM PO14 4PA

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:-

No formal response has yet been received regarding the Appropriate Assessment from Natural England regarding this application. Therefore, the recommendation to the application needs amending to include the following requirement:

'9.1 GRANT PLANNING PERMISSION subject to:

- i) the receipt of comments from Natural England in response to consultation on the Council's Appropriate Assessment and 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 any subsequent minor changes arising after having had regard to those comments; and*
- ii) the following Conditions.'*

(as per the existing Committee Report).

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

- (i) the conditions in the report;

(ii) the receipt of comments from Natural England in response to consultation on the Council's Appropriate Assessment and 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 any subsequent minor changes arising after having had regard to those comments; and

(iii) the amendment to condition 12 to include the wording "in consultation with Southern Water"

was voted on and CARRIED.
(Voting: 9 in favour; 0 against)

RESOLVED that subject to:

(i) the conditions in the report;

(ii) the receipt of comments from Natural England in response to consultation on the Council's Appropriate Assessment and 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 any subsequent minor changes arising after having had regard to those comments, and

(iii) the amendment to condition 12 to include the wording "in consultation with Southern Water."

PLANNING PERMISSION is granted.

(2) P/20/0702/FP - FORMER SCOUT HUT MONTEFIORE DRIVE SARISBURY GREEN SO31 7NL

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

Natural England have provided an updated consultee response regarding the Appropriate Assessment:

If members resolve to grant Planning Permission the following conditions are recommended in addition to those in the report:

- 1. Prior to the first occupation of the dwellings hereby approved, a record of nitrate credits/savings achieved through water efficiency measures by way of (a) upgrades to Fareham Borough Council housing stock, and/or (b) demolition of existing Fareham Borough Council housing stock, shall be submitted to and approved in writing by the Local Planning Authority, to demonstrate that sufficient nitrate credit headroom has been created. The development shall be carried out in accordance with the approved details and no dwelling shall thereafter be occupied until sufficient nitrate credit headroom as set out in the 'Former Coldeast Scout Hunt Nutrient Neutrality Statement' prepared by Fareham Housing and submitted with the planning application, has been created to serve the entire development hereby permitted.*

REASON: To demonstrate that sufficient headroom has been created to offset the proposed development from the impact of nitrogen loading on the European Protected Sites.

2. *No development shall take place until details of the surface water drainage works based on the principles within the submitted Drainage Strategy Report (Bright Plan Civils, July 2020) to serve the development hereby permitted must have been submitted to and approved in writing by the Local Planning Authority. None of the dwellings hereby permitted shall be occupied until the drainage works have been completed in accordance with the approved details.*

REASON: In order to ensure appropriate drainage is provided to serve the permitted development which will avoid any adverse effect on the integrity of the European Protected Sites.

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

(Voting: 9 in favour; 0 against)

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

(3) P/20/0912/OA - LAND TO THE EAST OF DOWNEND ROAD FAREHAM

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 S Cunningham addressed the Committee on this item.

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

Since the Planning Committee agenda was published on 10th November a further seven sets of comments in objection to the proposed development have been received. The comments raised no further material planning considerations other than those already includes in the Officer report.

One comment makes reference to paragraph 8.62 of the Officer report which states that vehicular access into the housing development over Cams Bridge would be prevented for all but emergency vehicles. In actual fact, the Planning Committee resolution to grant planning permission for the improvements to Cams Bridge, which was passed at the meeting in January 2019, was made subject to the applicant confirming that any reference to use of the bridge by emergency vehicles be deleted from the application. The applicant duly provided such confirmation in May 2019 prior to the application being permitted (planning application reference P/18/0001/OA).

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

(Voting: 4 in favour; 5 against)

A motion was then proposed and seconded to refuse to 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 CS5 of the adopted Fareham Borough Core Strategy 2011 and Policy DSP40 of the adopted Local Plan Part 2: Development Sites and Policies Plan, and Paragraphs 109 and 110 (c) of the National Planning Policy Framework, and is unacceptable in that:

The proposal would result in a material increase in vehicular and pedestrian movements along Down End Road across the road bridge over the railway line. The works to the bridge as shown on drawing no. ITB12212-GA-051D (titled "Downend Road Bridge – Proposed Signal Arrangement With Footway General Arrangement") would unacceptably affect the operation of the highway because of the vehicle queuing and driver delay that would arise and would result in unacceptable harm to the safety and convenience of users of the highway. Furthermore the application does not make acceptable pedestrian crossing provision on Down End Road for future residents of the development.

(4) P/20/1040/FP - 5 KELVIN GROVE PORTCHESTER PO16 8LQ

The Committee received the deputations 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.

(5) Planning Appeals

The Committee noted the information in the report.

(6) UPDATE REPORT

The Update Report was circulated prior to the meeting and was considered along with the relevant agenda item.

(The meeting started at 2.30 pm
and ended at 7.24 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Monday, 19 October 2020

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor J E Butts (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors: S Cunningham, P J Davies, T Davies, Mrs T L Ellis and
J G Kelly

**Also
Present:**



1. APOLOGIES

There were no apologies of absence received at the meeting.

2. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcement: -

I would like to welcome back the Committee as we have been on hold for a number of months to allow the Council and its officers to respond to the initial phase of the pandemic. We have had to cancel 2 of our meetings: one in March, which had been scheduled during the first week of lock down and another one in July.

We will be talking about the work programme for the Committee in item 6 of the agenda but I want to assure members that the majority of the items we have missed are being picked up in future meetings of the Committee. We are also not in danger of missing any statutory deadlines, as many of these have been adjusted by the government in specific Covid 19 legislation.

However, it does mean that the agenda for the next 2 meetings are longer than usual and I welcome your forbearance in making sure that we continue to carry out the full functions of the Committee.

I would also like to highlight that one of the roles of the Committee is to review the Council's risk management arrangements and the pandemic is an extreme example of risk management in practice. As you know, management have been keeping us up to date with how they have been responding to the pandemic and I encourage you to keep abreast of all the Council's individual recovery plans as they get discussed at the Executive Committee. You will also see when the Statement of Accounts are presented at the next Committee meeting, that there is a detailed section contained in the Narrative Report explaining how the Council has been managing the impacts of the pandemic on the Council's financial position.

If there are no immediate comments on this, we will continue with today's agenda items.

3. MINUTES

RESOLVED that the Minutes of the Audit and Governance Committee meeting held on the 25 November 2019 be confirmed and signed as correct record.

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. ANNUAL REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE

The Committee considered a report by the Head of Finance and Audit on the Annual Report of the Audit and Governance Committee.

RESOLVED that the Audit and Governance Committee: -

- (a) note the contents of the report; and
- (b) submit the revised work programme for 2020/21, as set out in Appendix C, to Council for endorsement.

7. EXTERNAL AUDITS ANNUAL CERTIFICATION REPORT

The Committee considered a report from the Head of Housing and Benefits on the findings from the 2018/19 certification work carried out by the External Auditors, KPMG.

RESOLVED that the Audit and Governance Committee: -

- (a) considered the findings of the Annual Certification Report 2018/19 submitted to the Department for Work and Pensions by the Council's external auditors; and
- (b) commented on the findings as appropriate.

8. COUNTER FRAUD ANNUAL REPORT

The Committee considered the Annual Counter Fraud Report by the Head of Finance and Audit.

Members complimented the officers involved in the administration of the Government's various Business Grants Schemes. They also noted that officers were building on the experience gained and the lessons learnt from past Schemes, as new Covid-19 Support Schemes are launched by the Government. The Head of Finance and Audit confirmed that further data in relation to the fraud investigations carried out as a result of the Schemes would be provided in next year's Counter Fraud Report and statistics.

RESOLVED that the Audit and Governance Committee note the contents of the report.

9. EXTERNAL AUDITS ANNUAL PLAN AND FEE

The Committee considered a report by the Deputy Chief Executive Officer on the External Auditor's Annual Plan and Fee for the 2019/20 audit (carried out in 2020/21).

RESOLVED that the Audit and Governance Committee: -

- (a) approved the 2019/20 Audit Plan at appendix A to the report; and
- (b) approved the update attached at appendix B to the report.

10. FIRST YEAR REVIEW OF THE NEW PROCUREMENT AND CONTRACT PROCEDURE RULES

The Committee considered a report from the Head of Finance and Audit and Head of Democratic Services on the first annual review of the new Procurement and Contract Procedure Rules.

RESOLVED that the Audit and Governance Committee note the findings from the first-year review of the new Procurement and Contract Procedure Rules, as a source of assurance on the effectiveness of the procurement internal controls that have been adopted.

11. HEAD OF AUDITS ANNUAL OPINION 2019/20

The Committee considered a report by the Head of Finance and Audit on her Annual Opinion 2019/20.

RESOLVED that the Audit and Governance Committee note the report as a source of evidence for 2019/20 Annual Governance Statement.

12. ANNUAL GOVERNANCE STATEMENT

The Committee considered a report by the Deputy Chief Executive Officer on the 2019/20 Annual Governance Statement.

Members of the Committee requested that an additional paragraph be added to the Annual Governance Statement, within the Community Communication section to highlight the Council's proactive role in seeking ways to consult with harder to reach residents who are not online or who may find it difficult to get to the Community Action Team meetings.

RESOLVED that the Audit and Governance Committee: -

- (a) approve the Annual Governance Statement for 2019/20 as set out at appendix C to the report; and
- (a) identified that the addition of a paragraph be added to the Annual Governance Statement, within the Community Communication section to highlight the Council's proactive role in seeking ways to consult with the harder to reach residents.

13. INTERNAL AUDIT ANNUAL PLAN 2020/21

The Committee considered a report by the Head of Finance and Audit on the Internal Audit Annual Plan for 2020/21.

RESOLVED that the Audit and Governance Committee approved the draft Internal Annual Audit Plan for 2020/21 as attached at Appendix A to the report.

14. INTERNAL AUDIT PROGRESS REPORT

The Committee considered the latest Internal Audit Progress Report by the Head of Finance and Audit.

RESOLVED that the Audit and Governance Committee: -

- (a) noted the progress and findings arising from the Internal Audit work;
and
- (b) approved the close down of the oldest audits of Contract Completion and Leasehold Charges with the issues to be picked up in other areas of work.

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

FAREHAM

BOROUGH COUNCIL

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

Date: Monday, 23 November 2020

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor J E Butts (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors: P J Davies, T Davies, Mrs T L Ellis, J G Kelly and
Mrs C Heneghan (deputising for S Cunningham)

**Also
Present:**



1. APOLOGIES

An apology of absence was received from Councillor S Cunningham.

2. MINUTES

RESOLVED that the Minutes of the Audit and Governance Committee meeting held on the 19 October 2020 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made by the Chairman 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. ANNUAL OMBUDSMAN REPORTS AND OVERVIEW OF COMPLAINTS AGAINST MEMBERS

The Committee considered a report by the Director of Leisure and Community on the Annual Ombudsman Report and Overview of Complaints Against Members.

RESOLVED that the Audit and Governance Committee noted the content of the report.

7. PARTNERSHIP GOVERNANCE REPORT

The Committee considered a report by the Director of Leisure and Community on the Council's Partnership Governance.

In order to answer questions and discuss the exempt information held within confidential appendix A of the report, a request was made for the meeting to go into private session as defined in Paragraph 3 Part 1 of Schedule 12A of the Local Government Act 1972.

RESOLVED that in accordance with the Local Government Act 1972 the Public and Press were excluded, by way of temporarily stopping the live stream of the virtual meeting, in order to allow the Committee to discuss the exempt information within confidential appendix A, as defined in Paragraph 3 Part 1 of Schedule 12A of the Local Government Act 1972.

Following the discussions held in private session to the satisfaction of the Chairman, the meeting was brought back into public session and the live stream was continued.

RESOLVED that the Audit and Governance Committee:-

- (a) noted the contents of the report;
- (b) concluded there were no requests for further information or clarification on Significant Partnerships due to Members having concerns over the governance arrangements in place; and
- (c) will receive an annual update as a mechanism for ensuring partnerships have appropriate governance measures in place.

8. EXTERNAL AUDIT RESULTS REPORT

The Committee considered a report by the Deputy Chief Executive Officer on the External Auditors Results Report.

An updated version of Appendix A to the report – External Audit Results Report was tabled at the meeting and is appended to these Minutes.

RESOLVED that the: -

- (a) the Audit and Governance Committee noted the contents of the draft Annual Results Report (Tabled - Appendix A);
- (b) the Audit and Governance Committee approved the following rationale for the following two unadjusted audit differences in the financial statements, which will be included in the letter of representation:

We have not corrected these differences identified by and brought to the attention from the auditor because:

- *For the Pension Fund, the audit difference of £891,000 in relation to the Fair Value of plan assets is not material in relation to the net pension fund liability on the balance sheet of £62.3 million.*
 - *For Investment Property valuations, the net audit difference of £578,000 is not material in relation to the total Investment value of £64.1 million.*
- and

- (c) the Deputy Chief Executive Officer and the Chairman of the Audit and Governance Committee would sign the Letter of Representation, subject to the external auditors completing their outstanding procedures and any further amendments to the accounts, or the Letter of Representation, being agreed by the Deputy Chief Executive Officer in consultation with the Chairman of the Audit and Governance Committee.

9. STATEMENT OF ACCOUNTS

The Committee considered a report by the Deputy Chief Executive Officer on the audited Statement of Accounts 2019/20.

An updated version of Appendix A to the report -Statement of Accounts was tabled at the meeting and has been appended to these Minutes.

The Finance Manager addressed the Committee to advise that due to the updates to the Statement of Accounts some of the figures contained within the covering report had also now changed. The Finance Manager explained that the Committees role is to review the accounting policies within the Statement of Accounts rather than the content itself, advising that a full list of amendments was available on request.

RESOLVED that the Audit and Governance Committee approved the audited Statement of Accounts for 2019/20, at Tabled - Appendix A, for publication, subject to the external auditors completing their outstanding procedures and any further amendments being agreed by Deputy Chief Executive Officer in consultation with the Chairman of the Audit and Governance Committee.

10. TREASURY MANAGEMENT PROGRESS REPORT

The Committee considered a report by the Deputy Chief Executive Officer on the Treasury Management Progress Report.

RESOLVED that the Audit and Governance Committee: -

(a) reviewed the contents of the report; and

(b) provided comments in terms of the effectiveness of the treasury management strategy.

11. ANNUAL CONSTITUTION REVIEW

The Committee considered a report by the Monitoring Officer on the Committee's Annual Review of the Council's Constitution.

RESOLVED that the Audit and Governance Committee noted the contents of the report.

12. INTERNAL AUDIT PROGRESS REPORT

The Committee considered a report by the Head of Finance and Audit on the Internal Audit progress for 2020/21.

RESOLVED that the Audit and Governance Committee noted the progress and findings arising from the Internal Audit work.

13. REVIEW OF WORK PROGRAMME

The Committee considered a report by the Head of Finance and Audit setting out the latest work programme for the Committee.

RESOLVED that the Audit and Governance Committee approved the work programme for the rest of the municipal year, as shown in Appendix A to this report.

(The meeting started at 6.00 pm
and ended at 7.55 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Thursday, 15 October 2020

Venue: Virtual Meeting via Microsoft Teams

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor G Fazackarley (Vice-Chairman)

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

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were put forward by Councillor L Keeble on behalf of Councillor J M Englefield who was unable to attend the meeting due to ongoing work commitments.

2. MINUTES

RESOLVED that the Minutes of the Streetscene Scrutiny Panel meeting held on 24 September 2020 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. EXECUTIVE BUSINESS

(1) Covid-19 Public Spaces Recovery Plan

There were no comments or points for clarification on this item of Executive Business.

7. HEDGE CUTTING AND SPORTS PITCH RENOVATIONS

The Panel considered a report and supporting presentation in respect of the performance of the hedge cutting and sports pitch maintenance service. A copy of the presentation is attached to these minutes as Appendix A.

Members thanked officers for a very informative report and excellent presentation and commented that it was an excellent decision to bring the service back in house.

RESOLVED that the Streetscene Scrutiny Panel notes the content of the report.

8. COVID-19 LOCKDOWN - A REVIEW OF STREETSCENE SERVICES

The Panel considered a report and supporting presentation in respect of the challenges faced by the Streetscene service during the Covid-19 pandemic lockdown period. A copy of the presentation is attached to these minutes as Appendix B.

The Chairman asked that her personal thanks to the Streetscene team be placed on record for the way they have managed to maintain service levels across the Borough during these challenging times and under ever-changing circumstances. These thanks were echoed by several of the other members of the Panel.

RESOLVED that:

- (a) the Streetscene Scrutiny Panel notes the content of the report; and
- (b) thanks be placed on record to the Streetscene team for the way they have managed to maintain service levels across the Borough during these challenging times and under ever-changing circumstances.

9. STREETSCENE SCRUTINY PANEL PRIORITIES

Members considered the Scrutiny priorities for the Panel and agreed that as a follow up to the presentation given to Members at the Panel meeting held on 14 March 2019 in respect of the government's proposed Resources and Waste Strategy, follow up reports be brought to the next meeting which outline the results of a kerbside glass collection study and the results of the cost modelling of kerbside collection arrangements proposed in the Strategy.

Members also requested that Project Integra be invited to attend a future meeting of the Panel to explain how other Local Authorities in the area are moving forward with arrangements to implement the proposed Resources and Waste Strategy.

RESOLVED that the Streetscene Scrutiny Panel agrees that:

- (a) a report on the kerbside glass collection study be added to the agenda for the next Panel meeting;
- (b) a report on the Resources and Waste Strategy kerbside collection modelling costs be added to the agenda for the next Panel meeting; and
- (c) Project Integra be invited to attend a future meeting of the Panel to explain how other Local Authorities in the area are planning to implement the Resources and Waste Strategy.

(The meeting started at 6.02 pm
and ended at 7.29 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Public Protection Scrutiny Panel

(to be confirmed at the next meeting)

Date: Tuesday, 27 October 2020

Venue: Virtual Meeting - Microsoft Teams

PRESENT:

Councillor I Bastable (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: Councillors J S Forrest (for item 8), Mrs K K Trott (for items 8 and 9) and T M Cartwright, MBE (for items 7, 8 and 9)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the Health and Public Protection Scrutiny Panel meeting held on 16 January 2020 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. EXECUTIVE BUSINESS

There were no items of Executive Business for consideration at this meeting.

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 Local Strategic Health issues and Police and Public Protection matters.

Police and Public Protection matters

The Police and Crime Panel met on the 02 October 2020. Unfortunately, the Commissioner had not been able to attend the meeting due to illness. Councillor Cartwright highlighted the following points from the meeting:

- The Panel reviewed the Commissioner's annual report which summarises what has happened over the past year and outlines funding allocations to various community safety services across the County.
- A Police and Crime Plan Decisions update was received, which covered the decisions taken in the past few months and the funding awards made.
- The Commissioner's annual report was discussed and several questions put forward to scrutinise issues such as backlogs in court cases caused by the pandemic, co-ordination with other agencies to meet the wider challenges faced as a result of the pandemic, the impact

on road safety measures and action taken to tackle the increase in domestic abuse cases.

- An update was given by the Chief Constable, which was very informative and outlined what has happened since the start of the Covid-19 lockdown. This covered how there has been a significant reduction in normal calls being received which has been offset by a 700% increase in online enquiries. As expected, things have been quite difficult over recent months although normal duties are now resuming. On the Justice Challenge, the number of cases charged and awaiting court hearings has increased from 2,500 to over 5,000 which is a significant backlog. Staff welfare is a priority and staff are being well looked after and encouraged to keep fit. The budget is currently £0.9m underspent and the Force is currently 99 officers over establishment, however the upcoming funding gap continues to be a concern and the precept payment, which is discussed in January, will be very important. 91 new police constables passed out in September and are now out on the street. Only 4 are in Fareham, however the Chief Inspector is happy with the staffing arrangements and feels that he has an excellent team in place to meet the needs of the Borough.
- An announcement was made recently by the Police Crime Commissioner that the Home Secretary will enshrine a new covenant in law to enhance support and protection for police officers against unacceptable incidents such as spitting.

Councillor Cartwright also advised Members that he will be attending the first meeting of the re-established Joint Gypsy/Traveller Panel next week and will include an update on the outcomes from the meeting in his next update.

Local Strategic Health Matters

Councillor Cartwright reported on concerns that the Clinical Commissioning Group (CCG) appears to be undergoing further restructuring and amalgamation which could result in a return to a single Clinical Commissioning Group for the whole of Hampshire. This is a concern for local patient groups who feel that there is a danger that this will cause a significant reduction in patient engagement. Councillor Cartwright commented that a recent meeting he attended was overwhelmingly comprised of NHS personnel with very little democratic representation. Councillor Cartwright also commented that the CCG Community Engagement Panel has not met for quite some time, although it has tried to engage with the Council around voluntary services.

Councillor Cartwright reported that he recently received a letter from the Chief Executive of QA providing an update on the current situation at the hospital and outlining what they are doing in the coming year. The main points were summarised as follows:

- Planning is taking place around the increasing impact of Covid-19 and preparations are being made to deal with the increase in demand for services over the winter months.

- Patients are being encouraged to ensure that they attend hospital appointments – particularly those needing cancer treatments.
- Access to urgent care is being enhanced with the introduction of an appointment booking service via 111 which enables people to book an Emergency department appointment slot at the hospital. Over 1,200 patients have accessed this service through this route so far.
- The new Emergency Department Care Programme is moving ahead well. The Strategic outline case has been approved by the Health Secretary and work is now being done on the outline business case.
- The electronic prescribing medicines administration is now up and running and is working well. This system removes the lengthy waiting times for patients who need to collect medication when they are discharged from hospital.

Finally, Councillor Cartwright advised Members that he has received a letter from the University of Portsmouth advising of a feasibility study that is taking place in respect of the establishment of the University of Portsmouth Education Programme and Medical School, which will link up with QA which is also a university hospital. Councillor Cartwright commented that if this goes ahead, it would be very good for the area.

8. COMMUNITY SAFETY AND CCTV

The Panel considered a report and received a supporting presentation on the Community Safety and CCTV review that will be considered by the Executive at its meeting on 02 November 2020.

At the invitation of the Chairman, Councillors J Forrest and Mrs K K Trott addressed the Panel on this item.

At the invitation of the Chairman, Councillor T M Cartwright, MBE Executive Member for Health and Public Protection addressed the Panel on this item to provide answers and clarity to some of the questions and comments raised by Members.

Members raised the following points during the discussion on this item:

The new service provided by the security officers patrolling the town centre is excellent and extremely worthwhile. They provide a very valuable support service to the police.

The proposed increase in enforcement officers is very welcome – particularly if they will be trained by the security guards who currently patrol the Town Centre. However, there needs to be a wider presence to cover outer parts of the Borough that have seen an upswing in anti-social behaviour as a result of the successes achieved in the Town Centre.

It is concerning that there are no proposals to retain any cameras in the Highlands Road area as they act as a deterrent against anti-social behaviour.

The monitoring period of the cameras did not cover the times when the greatest level of anti-social behaviour takes place at Highlands Road, the summer, and may not therefore provide a true representation of the need to retain them.

The decision to make a small charge for 'Access All Areas' makes sense as it provides fantastic value for money, particularly when compared with other provision that is available. However, some families on low incomes may struggle to be able to afford it. Can some sort of concession be made for these families?

With the loss of the control room, how will the Out of Hours service continue to operate effectively and provide the same level of service that it currently provides?

It is concerning that there will no longer be any cameras at Portchester precinct. McColl's Convenience store has been broken into several times this year and the cameras covering the car park make residents feel safe in using the car park. Could there be at least one camera that faces straight down the length of the precinct?

How will the Highways ROMANSE scheme work with the new technology? Will it be compatible?

It will be great to have a more re-active service available with the deployable cameras but how will we be able to apply for the use of the cameras in an area and how quickly can the cameras be deployed?

Residents have complained in the past that the cameras at Broadlaw are not positioned in the correct place to be able to capture footage of anti-social behaviour and therefore may not accurately reflect the level of need for retaining a camera there.

How long will it take to be able access footage from the cameras when it is needed?

The improved specification of the cameras is fantastic and much clearer. Hopefully this will bring some of the issues that face the Town Centre into sharper focus.

RESOLVED that the Health and Public Protection Scrutiny Panel notes the content of the presentation, the draft Executive report and the detailed results outlined in the confidential Appendix to be presented to the 02 November meeting of the Executive for consideration.

9. HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL PRIORITIES

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

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

Members considered and reviewed the scrutiny priorities for the Panel and agreed the need to scrutinise how building regulations are changing as a result of the Grenfell Enquiry and what the implications are for Fareham's Building Control Team. It was felt that this matter should be brought forward as soon as possible, and it was therefore agreed that the item should be added to the agenda for the meeting due to be held on 19 January 2021. It was further agreed that the Scoping report to be presented to the Head of Building Control would be prepared by the Director of Leisure and Community, following consultation with the Chairman.

RESOLVED that the Health and Public Protection Scrutiny Panel agrees that:

- (a) an item be added to the Scrutiny Priorities for the Panel entitled 'The Impact of the Grenfell Enquiry on the Building Control Service';
- (b) the item entitled 'The Impact of the Grenfell Enquiry on the Building Control Service' be add to the agenda of the meeting to be held on 19 January 2021; and
- (c) the Director of Leisure and Community, following consultation with the Chairman of the Health and Public Protection Scrutiny Panel, prepare a scoping report to outline the Panel's requirements to the Head of the Building Control Service.

(The meeting started at 6.03 pm
and ended at 7.43 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Housing Scrutiny Panel

(to be confirmed at the next meeting)

Date: Thursday, 5 November 2020

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor S Dugan (Vice-Chairman)

Councillors: G Fazackarley, Mrs C Heneghan, Mrs C L A Hockley,
Ms S Pankhurst, Mrs K K Trott and Mrs L E Clubley

**Also
Present:**



1. APOLOGIES FOR ABSENCE

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

2. MINUTES

RESOLVED that the minutes of the Housing Scrutiny Panel meeting held on the 10 March 2020 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 given at this meeting.

6. EXECUTIVE BUSINESS

(1) Approval for disabled adaptation works at 46 Lincoln Close

There were no comments or questions raised for clarification.

(2) Fareham Housing Disposals and Re-developments at 28 Queens Road and 15 & 17 Crossfell Walk

There were no comments or questions raised for clarification.

(3) Nitrate Credits for Fareham Housing Schemes

There were no comments or questions raised for clarification.

(4) Stubbington Lane Development Site, Hill Head

There were no comments or questions raised for clarification.

(5) Fareham Housing development at the former Scout Hut site, Montefiore Drive, Park Gate

A tabled item was received in respect of this item to provide Members with a copy of the decision notice. A copy is attached to these minutes as Appendix A.

There were no comments or questions raised for clarification.

(6) Sea Lane Housing Site, PO14 2NB

A tabled item was received in respect of this item to provide Members with a copy of the decision notice. A copy is attached to these minutes as Appendix B.

There were no comments or questions raised for clarification.

7. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Affordable Housing Strategic Lead which provided members with an update on progress with Fareham Housing sites and other relevant strategic housing matters. A copy of the presentation is attached to these minutes as Appendix C.

RESOLVED that the Housing Scrutiny Panel notes the content of the presentation.

8. ROUGH SLEEPING INITIATIVE FUNDING 2020/21

The Panel received a report by the deputy Chief Executive Officer which provided Members with details of the funding received following a bid to the Ministry of Housing, Communities and Local Government's Rough Sleeping Initiative programme.

RESOLVED that the Housing Scrutiny Panel notes the content of the report.

9. COVID-19 IMPACT ON HOUSING & HOMELESSNESS SERVICES

The Panel received a report by the Deputy Chief Executive Officer which provided members with details of how each of the Housing service areas were impacted by the Covid-19 pandemic and highlighted actions that have been taken to enable the continuation of essential services, respond to Government directives and ensure the safety of residents and staff.

Members asked that thanks be put on record to the Housing team for the fantastic work that has been done under such difficult circumstances.

RESOLVED that the Housing Scrutiny Panel notes the content of the report.

10. HOUSING SCRUTINY PANEL PRIORITIES

The Chairman invited Members to consider the Scrutiny Priorities for the Housing Scrutiny Panel.

At the request of members it was agreed that an item would be brought to a future meeting of the Panel to provide an update on the 2 new posts created as a result of the funding received following a successful bid to the Rough Sleeping Initiative Fund.

Following the recent government announcement that additional funding will be made available to help with homelessness issues, it was requested and agreed that a report will be brought to the next meeting of the Panel to update Members on how any further, successful bids for funding will be utilised.

Members requested and agreed that, following a prolonged period of staff turnover, an update will be brought to the next meeting of the Panel to provide a staffing update outlining job roles and responsibilities.

At the suggestion of the Chairman it was agreed that a report be brought to a future meeting of the Panel to update members on the new, recently implemented, Housing Software.

RESOLVED that the Housing Scrutiny Panel agrees that the following items be added to the Panel's Scrutiny Priorities:

- (a) an update on the 2 new posts created as a result of the successful funding bid from the Rough Sleeping Initiative Fund.
- (b) a report to update Members on how any further successful funding bids will be utilised to tackle Homelessness
- (c) a staffing update outlining job roles and responsibilities, as a result of staff turnover; and
- (d) an update on the new, recently implemented, Housing Software implementation.

(The meeting started at 6.00 pm
and ended at 6.58 pm).

FAREHAM

BOROUGH COUNCIL

Report to Council

17 December 2020

Subject: **Annual Review of the Corporate Strategy**

Report of: **Director of Leisure and Community**

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 Policy and Resources Scrutiny Panel considered the review of the Strategy on 8 October 2020 and supported the proposed changes to the Strategy. In addition, one other amendment was also recommended, details of which is included in this report.

The Executive considered the outcome of the review at the 2 November 2020 meeting and agreed the recommended updates and changes to the Corporate Strategy. As well as agreeing to those detailed within the report, the Executive also agreed the recommendation proposed by the Policy and Resources Scrutiny Panel. In addition, the Executive recommended four other changes, details of which are included in this report.

The updated Corporate Strategy 2017-2023 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 Corporate Strategy sets out the Council's priorities for the next few years, from 2017 to 2023, and shows how we have planned to ensure Fareham remains a prosperous, safe, and attractive place to live and work.
2. The Council's performance 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 for the next financial year.
3. This is the third review of the Corporate Strategy 2017-23, which was adopted by the Council on 14 December 2017. A copy is attached as Appendix A.
4. Any changes 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 THE CORPORATE PRIORITIES

5. 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 on negotiating the Welborne Section 106 development agreement with the applicant and Hampshire County Council, so that planning permission can be granted. However, the capital funding gap for the necessary improvements to M27 junction 10 remains and is a key risk to the delivery of the new community. Work continues with the developer and local and national funding partners to address.
- In early 2020 residents were invited to have their say on future developments across the Borough by taking part in a consultation on the new Local Plan. A Local Plan Supplement document was developed following the Issues and Options consultation held during Summer 2019, which sets out how the Council proposes meeting new national housing targets, identifying a small number of new housing sites and policies, as well as potential areas for strategic growth.
- The Council must now create a Publication Plan for submission to the Government for independent review, with the six-week consultation period due to take place in Autumn 2020.
- Following a consultation in Summer 2019, the Council adopted a new Affordable Housing Strategy in October 2019 which sets out how Affordable Housing will be delivered over the next five years, including the delivery of Council housing. The purpose of the strategy is to 'provide more affordable homes, ensuring they are the right homes in the right places for those in need of affordable housing'.
- Construction has begun on the redevelopment of the former Hampshire Rose site. Due for completion early 2021, the development will provide eighteen new one and two-bedroom apartments for social rent.
- Construction also commenced to deliver five affordable home for council tenants

at Bridge Road. The scheme, now called Oak Tree Close, was completed in Summer 2020 and all homes are now let.

- In February 2020 Fareham Borough Council was successful in a bid to help tackle the issue of rough sleeping in the Borough, being awarded £141,450 for the 2020/21 year. This money will enable the Outreach Service to continue and fund two further posts, enabling Two Saints to provide an enhanced service.
- In April rough sleepers in Fareham were moved into self-catering accommodation to keep them safe and socially distanced during the Coronavirus pandemic.

Protect and Enhance the Environment

- Good progress has been made in the delivery of the new open space and play area at Daedalus Common, with the site expected to open towards the end of 2020.
- There have been some delays to the play area works at Abbey Meadows; whilst the open space was opened during 2020, the play area is not due for completion until 2021.
- In May 2020 the Council announced that the Portchester to Paulsgrove coastal defence scheme was unlikely to progress in its current form, as a mutually agreeable method for securing the required contribution could not be identified. Both Fareham Borough Council and Portsmouth City Council remain committed to trying to reduce flood and coastal erosion and will investigate alternative delivery models for the future.
- Fareham celebrated another year of success at the South and South East in Bloom awards, with its 16th consecutive winning entry in the Small City category, receiving a Gold Award and was declared Category Winner.
- In October 2019 a working group was set up to enable the development of an action plan to mitigate and adapt to impacts of climate change in Fareham and reduce our carbon footprint. The working group will look at all areas of the Council's services to identify carbon reduction opportunities.

Strong, Safe and Inclusive and Healthy Communities

- The extension to Holly Hill Cemetery completed in June 2020, providing an additional 350 burial spaces for the Western Wards.
- A review of the Council's approach to Community Safety and CCTV is currently underway, with Executive approval for the new model due to be sought in Autumn 2020.
- All four sustainable measures supported as part of the Council's 'Let's Clear the Air' campaign were implemented by early 2020. Over the next couple of years there will be an annual automatic number plate recognition (ANPR) traffic survey on the A32 to establish whether these measures have been successful in keeping the nitrogen dioxide levels compliant.

- The Coronavirus pandemic saw the local community coming together to help those that needed it most. The Council worked with local organisations including Acts of Kindness, One Community, Waypoint Church, Community First Wessex and Citizens Advice to help vulnerable residents in the borough with things including shopping, prescription collections and friendly chats. The Council also worked with hundreds of volunteers who all played a crucial part in supporting residents in need at this difficult time.

Maintain and Extend Prosperity

- Businesses in the Fareham Borough benefited from grants support, as part of a package of measures announced by the Government to help businesses affected by the Coronavirus. As of mid-September, the Council had paid out more than £19.6 million in grants to businesses in the Borough (£18,725,000 on Small Business, Hospitality and Leisure Grants and £912,500 as part of the Discretionary Grant Scheme).
- In September 2020 the Council's Executive approved a series of proposals to the Council's parking service which included upgrades to existing car parks to benefit users and support local shops. It was agreed to freeze parking charges in the town centre. It was also agreed to not charge in any other car parks (apart from coastal car parks) including shopping area car parks within the next five years. In addition, a Pay-by-App option will be introduced for All Pay and Display car parks in the Borough and new Pay-on-Foot machines are to be installed in the town centre barrier car parks. These new measures aim to continue to encourage people back into the shops, whilst providing a range of payment options for customers. It was also agreed to install new solar-powered pay and display machines in all coastal car parks and to introduce a charge of £1 per hour up to a maximum of £6 per day.

Leisure Opportunities for Health and Fun

- Following another successful pantomime season, Ferneham Hall closed in January 2020 in preparation for its major remodelling project. BH Live was announced as the operator for the new community, arts and entertainment venue that will replace Ferneham Hall. The plans for the new venue were approved at the Council's first virtual Planning Committee in May 2020, with a public consultation to choose a name for the new venue launching in September.
- Thousands of people came along to Fareham town centre to join in the festivities at the Victorian Christmas themed annual Christmas lights switch on event. Crowds were entertained by Victorian street performers and local musical groups performed on stage.
- During Autumn 2019, the Council consulted on improvements to four more play areas, as part of the five-year plan of works. These improvements are anticipated to be completed during Spring 2021.

A Dynamic, Prudent and Progressive Council

- A new team was set up to deliver a programme of work under the Opportunities Plan, to enable the Council to generate additional revenue, reduce costs and respond to service pressures and opportunities.

- Due to the Coronavirus pandemic, the Council was left with a £1.14m shortfall, with an emergency mid-year budget being approved in September 2020 and the Council looking at new ways to bring in revenue.
- A Parking Service review was undertaken and in September 2020 the Executive agreed to the introduction of coastal parking charges within the Borough.
- Plans for a new chargeable garden waste collection service, which will allow residents to dispose of more garden waste, is also due to be considered in September 2020.

EXTERNAL IMPACTS

6. The Covid-19 pandemic has impacted on both the services and the finances of the Council and work on some of the priorities contained within the Corporate Strategy will have stalled during the Covid-19 pandemic.
7. During the pandemic the Council has had unforeseen costs with its Covid-19 response whilst also seeing declines in income as a result of:
 - Parking charges being suspended
 - Demand for trade waste collections reduced
 - Concessionary payment terms for commercial property tenants
 - Reduced number of planning applications received
 - Suspension of market pitch fees
 - Treasury investment income affected by adverse cash flows and reduced interest rates.
8. The pandemic left the Council with a £3.66m shortfall. Government grants and other financial support is only expected to cover around two-thirds of that shortfall, leaving the Council with a £1,143,700 deficit.
9. In September 2020, the Council's Executive considered an emergency mid-year budget to manage the predicted £1.14m shortfall.
10. It is proposed that the shortfall for this year is met from the Council's reserves, however a number of other measures, including charging for parking in the Borough's coastal car parks, are being considered to bridge the funding gap for future years.

ANY MATTERS ARISING FROM REVIEWS AND/OR INSPECTIONS

11. The most recent figure available, estimating the population of Fareham was published by the Office for National Statistics in 2019. The population of the Borough is currently estimated to be 116,233. Between 2017 and 2022 Fareham's population is projected to increase from 116,000 to 120,000.
12. The Annual Review letter from the Local Government and Social Care Ombudsman set out the number of complaints and enquiries received and decided

during the financial year 2019/20. During 2019/20 the Local Government Ombudsman received thirteen complaints/enquiries and made decisions on eleven of these. No complaints were upheld against Fareham Borough Council in 2019/20. This meant that there were no remedies that the Council needed to implement.

ANNUAL AUDIT

13. The Council's external auditors, Ernst & Young, provide an annual Audit Results Report which covers the Council's accounts for the previous financial year.
14. Based on the work undertaken in the course of the audit, having regard to the guidance issued by the Controller and Auditor General in April 2020, in all significant respects, Fareham Borough Council was found to have put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2020.

PROPOSED CHANGES

15. 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 current Corporate Strategy document, attached as Appendix A:
 - Amend the end of the last paragraph, to reflect Ferneham Hall's closure to read: 'with the building currently closed for refurbishment' (Safe and Healthy, page 6).
 - Replace the football pitch bookings jigsaw graphic with data relating to visitors to Westbury Manor Museum: `19,171 visitors to Westbury Manor Museum between April 2019 and March 2020 (Safe and Healthy, page 6).
 - Update the Abbey Meadows open space opening dates to include the completion of the play area (The Great Outdoors, page 8):

`A new open space, Abbey Meadows, is set to open in 2020 (open space opened in 2020 but awaiting completion of play area in 2021)'.

 - Update the number of consecutive years that Fareham in Bloom has received a Gold Award from 15 to 16 on paragraph 4 (The Great Outdoors, page 8).
 - Add the words `Complete October 2019' to the final bullet point to reflect the completion of the preparation and implementation of a new Affordable Housing Strategy (Providing Housing Choices, page 14).
 - Add the words `Complete June 2020' to bullet point two to reflect the completion of the Holly Hilly cemetery extension (Strong, Safe, Inclusive and Healthy Communities, page 16).
 - Add a new bullet point to reflect the Council's Opportunities Plan:

`Deliver a programme of work under the Opportunities Plan, to enable the Council to generate additional revenue, reduce costs and respond to service pressures and opportunities'. (A Dynamic, Prudent and Progressive Council, page 19).

POLICY AND RESOURCES SCRUTINY PANEL

16. The Policy and Resources Scrutiny Panel considered the report on the annual review of the Corporate Strategy on 8 October 2020 and recommended that the following change be made:
 - Amend the wording of bullet point two to read 'Create 400 new graves as an extension to Holly Hill cemetery to increase the number of burial plots available to residents of the west of the Borough' (Strong, Safe, Inclusive and Healthy Communities, page 16).
17. Subject to the amendment above, the Panel recommended that the proposed changes, as set out in the Executive report, be approved by the Executive, when it considered the item at its meeting on 2 November 2020.

EXECUTIVE MEETING

18. The Executive considered the report on the annual review of the Corporate Strategy on 2 November 2020 and agreed the recommended proposed updates, as well as the recommendation of the Policy and Resources Scrutiny Panel to revise the wording of priority three in relation to the Holly Hill Cemetery extension.
19. In addition, the following four amendments to the Corporate Strategy were also recommended:
 - Amend the reviewed date on the front page from December 2019 to December 2020 to reflect this latest review.
 - Rename 'Entertainment at Ferneham Hall' jigsaw piece to 'Entertainment at Fareham Live' to reflect the new name for the venue (It's the Little Things that Matter, page 13).
 - Amend the Local Plan date from 2036 to 2037 on the second bullet point, to reflect that the Borough's Local Plan will run until 2037 (Providing Housing Choices, page 14).
 - Proposed amendments to the Strategy be clearly identifiable throughout the document when it is presented to Council for approval.
 - All proposed changes have now been highlighted in the form of an asterisk in the top right-hand corner of each page containing an amendment, with the actual amended wording also being shaded.
20. Subject to the amendments above, the Executive approved the recommended changes to the Corporate Strategy and the report can now be presented for adoption by the Council.

FINANCIAL IMPLICATIONS

21. Any cost implications of amending any of the Council's priorities would need to be calculated and reflected in the Council's medium-term financial strategy.
22. An emergency mid-year budget has been drawn up to manage a predicted £1.14m shortfall as a result of the Covid-19 pandemic.

CONCLUSION

23. 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

Contact: For further information please contact Lindsey Ansell (Ext. 4567) or Annette Rickman (Ext. 4418).

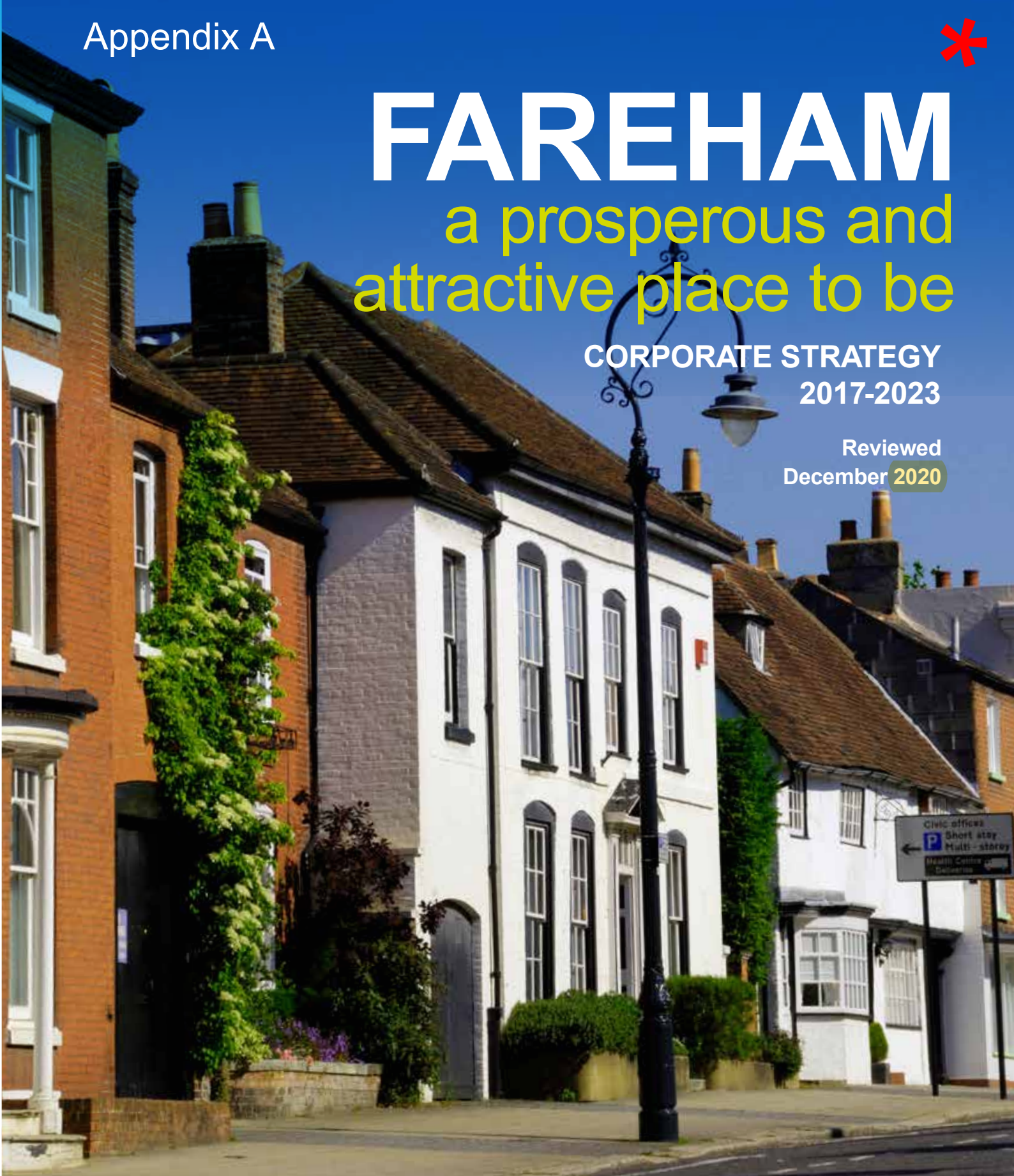


FAREHAM

a prosperous and attractive place to be

CORPORATE STRATEGY
2017-2023

Reviewed
December 2020



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...

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

“...THE MAKE-UP OF FAREHAM’S HOUSEHOLDS IS CHANGING.”



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 of around 6,000 homes, will create a new distinct community whilst, at the same time, help to meet our future housing needs.

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 the award winning 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.

The Daedalus Vision plan was reviewed in 2019, with plans for the next three to five years

including: the provision of new commercial buildings for

employment opportunities; additional community facilities; improved airport infrastructure; and expansion opportunities.

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, 17 community

centres, 27 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, with the building **currently closed for refurbishment.**

19,171

VISITORS TO
WESTURY MANOR
MUSEUM BETWEEN
APRIL 2019 AND
MARCH 2020



HOME is where the HEART is...

Fareham residents are, on the whole, well housed. Around 86% 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...

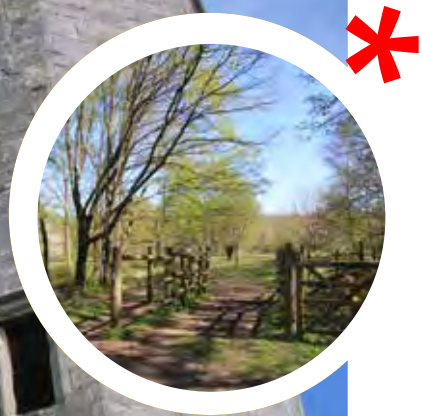
With many acres of space safeguarded for wildlife and miles of natural coastline there are ample opportunities for getting out and about with or without the family.

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 2020 (open space opened in 2020 but awaiting completion of play area in 2021).

Additionally, for 16 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

“LEISURE OPPORTUNITIES AVAILABLE FOR RESIDENTS AND VISITORS ALIKE...”

OUR PRIORITIES

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

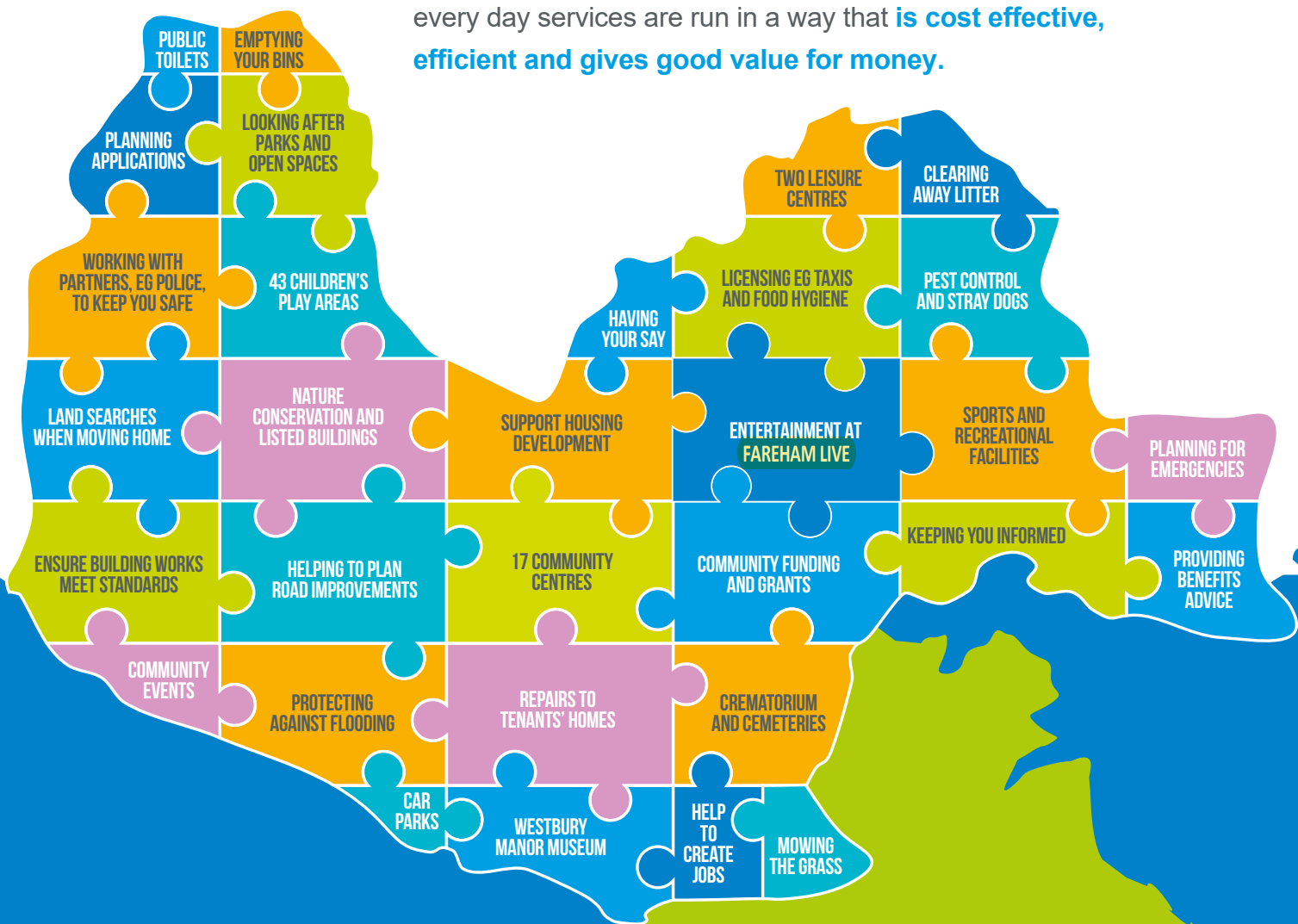
by making sure that the decisions we make are transparent and that arrangements are in place to secure on-going improvement. Our overall priority is to ensure that we offer good value for money by providing high quality services and maintaining high levels of customer satisfaction, whilst keeping council 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.**



PRIORITY one

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 2037.
- Prepare and implement a new Affordable Housing Strategy, which will determine the Council's future role in the provision of housing. (Complete October 2019).



“ENSURING EVERYONE HAS SOMEWHERE TO LIVE IS A VITAL ROLE FOR COUNCIL.”

PRIORITY two

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 Daedalus Common, 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. (Complete July 2017).
- Deliver major coastal defence schemes at Portchester and Hill Head.
- Increase our recycling rates and reduce the amount of household waste.
- Continue with our 'Give Plastic the Push' campaign, aiming to reduce the use of single use plastic in the Borough.
- Develop an action plan to mitigate and adapt to impacts of climate change in Fareham and reduce our carbon footprint.

“WE WANT TO MAKE SURE THAT THE THINGS WE ENJOY TODAY WILL STILL BE AROUND FOR FUTURE GENERATIONS.”



PRIORITY three

**STRONG, SAFE
INCLUSIVE AND HEALTHY
COMMUNITIES**



“PROMOTE AND
SUPPORT THE
DELIVERY OF
WELBORNE...”

Feeling safe 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.
- Create 400 new graves as an extension to Holly Hill cemetery to increase the number of burial plots available to residents of the west of the Borough. (Complete June 2020).
- 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.
- Deliver four sustainable measures supported as part of the Council's 'Let's Clear the Air' campaign, aimed at ensuring nitrogen dioxide levels across Fareham do not exceed national guidelines.

PRIORITY four

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.
- **Deliver a programme of work under the Opportunities Plan, to enable the Council to generate additional revenue, reduce costs and respond to service pressures and opportunities.**

*Systems thinking helps to design Council services so that the needs of the customer are met in the simplest and most efficient way.

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 consultation@fareham.gov.uk



FAREHAM

BOROUGH COUNCIL

Report to Council

17 December 2020

Subject: **SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS 2021/22**

Report of: **Head of Democratic Services**

SUMMARY

This report invites the Council to determine the schedule of Council and committee meeting dates for the next municipal year. Dates of Executive meetings have been set by the Executive Leader in accordance with the Council's Constitution. A draft schedule setting out proposed dates for all meetings from May 2021 is submitted for approval.

RECOMMENDATION

It is recommended that Council:

- (a) approves the proposed schedule of Council, Committee and Panel meetings for the municipal year 2021/22, as set out at Appendix A to this report; and
- (b) notes the dates for the Partnership of South Hampshire Joint Committee and Overview and Scrutiny Committee are provisional until approved by the Joint Committee as its meeting in January 2021.

INTRODUCTION

1. The Council is invited to determine the schedule of Council, Committee and Scrutiny Panel meetings for the municipal year for 2021/22. A draft schedule is appended to this report as Appendix A for consideration.

PROPOSED SCHEDULE

2. Members are reminded that the Council's Standing Orders provide that Executive meetings are to be held on dates determined by the Executive Leader. The Executive Leader has therefore been consulted and has approved the dates which are shown in the draft schedule. Eleven meetings have been arranged for the Executive to meet monthly except during August, which is largely kept clear of meetings in accordance with the Council's practice.
3. All other meeting dates are for Council to determine and a provisional schedule for the 2021/22 municipal year is attached as Appendix A. Members are asked to approve the proposals for meetings of the Council, Committees and Scrutiny Panels.
4. Dates for the summer Community Action Teams (CATs) are in the process of being agreed and will be set to avoid the dates of Council, Committee and Scrutiny Panel meetings. Details will be circulated to members at the earliest opportunity.
5. The schedule of Council, committee and scrutiny panel meetings has been organised largely on the same basis as the current year's schedule. It provides for:
 - (i) six ordinary meetings of Council scheduled for the year, in addition to the Annual meeting. Members are asked to note that the date of the proposed Council meeting in February 2022 is provisional as it is dependent upon the date of the County council precept meeting. In any event, the February Council meeting will commence at 5pm. The arrangements for the Council meetings are in accordance with Standing Orders;
 - (ii) four cycles of each Scrutiny Panel;
 - (iii) six meetings of the Licensing and Regulatory Affairs Committee;
 - (iv) twelve meetings of the Planning Committee, arranged on a four-weekly basis; and
 - (v) quarterly meetings of the Audit and Governance Committee.
6. As in the current year, no provision has been made for meetings of the Licensing Panels. Arrangements will continue to be made for the hearings as and when required.
7. It is also proposed to arrange meetings of the Appeals Committee as and when required, although there is one scheduled meeting at the beginning of the municipal year.
8. Proposed dates for the Partnership for South Hampshire (PfSH) Joint Committee and Partnership for South Hampshire (PfSH) Overview and Scrutiny Committee

are shown for reference, however these meeting dates will be approved by Partnership for South Hampshire (PfSH) Joint Committee and are therefore subject to confirmation.

RISK ASSESSMENT

9. There is no significant risk attached to determining the schedule of meetings for the next municipal year but it does present the opportunity of aiding the proper administration of the Council's business.

CONCLUSION

10. Council is asked to determine dates for meetings of the Council, Committees and Scrutiny Panels for the municipal year 2021/22. The Executive Leader has determined the dates of Executive meetings. Council is invited to approve the proposed schedule, appended to the report as Appendix A.

Appendices: Appendix A: Proposed Schedule of meetings for 2021/22.

Background Papers: None

Reference Papers: Fareham Borough Council Constitution

Contact: For further information please contact Leigh Usher. (Ext: 4553)

SCHEDULE OF MEETINGS 2021/22

	May	June	July	August	September	October	November	December	January	February	March	April	
Mon							1 EXECUTIVE						Mon
Tues		1 L & C					2			1 P & D	1		Tues
Wed		2					3			2 PFSH O & S	2		Wed
Thurs		3		1			4 SS	1		3 H	3 P & R		Thurs
Friday		4		2			5			4	4		Friday
Sat	1	5	3			1	6	4		5	5	1	Sat
Sun	2	6	4	1		5	7	5	2	6	6	3	Sun
Mon	3 Bank holiday	7 EXECUTIVE	5 EXECUTIVE	2	6 EXECUTIVE	4	8	6 EXECUTIVE	3 Bank holiday	7 EXECUTIVE	7 EXECUTIVE	4 EXECUTIVE	Mon
Tues	4	8 LRA	6	3	7	5 L & C	9 P & D	7	4	8	8 L & C	5	Tues
Wed	5	9 PFSH O & S	7	4	8	6 PFSH O & S	10	8	5	9	9	6	Wed
Thurs	6	10	8 H	5	9	7	11	9	6	10	10	7 H	Thurs
Friday	7	11	9	6	10	8	12	10	7	11	11	8	Friday
Sat	8	12	10	7	11	9	13	11	8	12	12	9	Sat
Sun	9	13	11	8	12	10	14	12	9	13	13	10	Sun
Mon	10	14	12	9	13	11 EXECUTIVE	15	13	10 EXECUTIVE	14 PFSH JC	14 A & G	11	Mon
Tues	11	15	13 PFSH O & S	10	14	12	16	14	11 L & C	15	15 PFSH O & S	12	Tues
Wed	12	16 PC	14 PC	11 PC	15 PC	13 PC	17 PC	15 PC	16 PC	16 PC	16 PC	13 PC	Wed
Thurs	13 Ann Council	17 Council	15 SS	12	16	14	18	16 Council	13	17	17	14	Thurs
Friday	14	18	16	13	17	15	19	17	14	18	18	15 Bank Holiday	Friday
Sat	15	19	17	14	18	16	20	18	15	19	19	16	Sat
Sun	16	20	18	15	19	17	21	19	16	20	20	17	Sun
Mon	17 EXECUTIVE	21 PFSH JC	19	16	20 P & R	18	22 A & G	20	17	21	21	18 Bank Holiday	Mon
Tues	18	22 H & PP	20 LRA	17	21	19 H & PP	23 LRA	21	18 H & PP	22	22 H & PP	19	Tues
Wed	19 PC	23	21 P & D	18	22	20	24	22	19 PC	23	23	20	Wed
Thurs	20	24	22	19	23	21 Council	25	23	20 P & R	24	24	21 Council	Thurs
Friday	21	25	23	20	24	22	26	24	21	25 Council (5pm)	25	22	Friday
Sat	22	26	24	21	25	23	27	25	22	26	26	23	Sat
Sun	23	27	25	22	26	24	28	26	23	27	27	24	Sun
Mon	24	28 P & R	26 A & G	23	27 A & G	25 PFSH JC	29	27 Closed	24	28	28 PFSH JC	25	Mon
Tues	25 P & D	29	27 PFSH JC	24	28 LRA	26	30	28 Closed	25 LRA	29	29 LRA	26	Tues
Wed	26	30 App	28	25	29	27	31	29 Closed	26	30	30	27	Wed
Thurs	27	29 Council	26	23	30	28 H		30 closed	27 SS	31	31 SS	28	Thurs
Friday	28	30	27	24		29		31 Closed	28			29	Friday
Sat	29	31	28	25		30			29			30	Sat
Sun	30		29	26		31			30			31	Sun
Mon	31 Bank holiday			30 Bank holiday					31				Mon
Tues				31									Tues
Weds													Weds
Thurs													Thurs
Friday													Friday

KEY to abbreviations:	A&G = Audit & Governance Committee (x4)	L&C = Leisure & Community Scrutiny Panel (x4)
	LRA = Licensing and Regulatory Affairs Committee (x6)	H&PP = Health & Public Protection Scrutiny Panel (x4)
	PC = Planning Committee (x12)	P&D = Planning & Development Scrutiny Panel (x4)
	P&R = Policy & Resource Scrutiny Panel (x4)	H = Housing Scrutiny Panel (x4)
	Council = Council Meeting (x7)	SS = Streetscene Scrutiny Panel (x4)
	PfSH JC = PFSH Joint Committee (5)	*Special Executive
	PfSH O&S = PFSH Overview and Scrutiny Committee (5)	School holidays / LGA conf (2 nd -4 th July) / Cons conf (TBC)

Note: Meetings of the Licensing Panel and of the Appeals Committee will be arranged as and when required.

