

# FAREHAM

BOROUGH COUNCIL

## AGENDA FOR THE EXECUTIVE

**Date:** Thursday, 26 August 2021

**Time:** 4.00 pm

**Venue:** Council Chamber - Civic Offices

***Executive Members:***

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

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

Councillor I Bastable, Streetscene

Councillor F Birkett, Housing

Councillor S D Martin, Planning and Development

Councillor Mrs S M Walker, Leisure and Community

**1. Apologies for Absence**

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

To confirm as a correct record the minutes of the meeting of the Executive held on 09 August 2021.

**3. Executive Leader's Announcements**

**4. Declarations of Interest**

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

**5. Petitions**

**6. Deputations**

To receive any deputations, of which notice has been lodged.

**7. References from Other Committees**

To receive any references from the committees or panels held.

**Matters for Decision in Public**

*Note: Where an urgent item of business is raised in accordance with Part 3 of the Constitution, it will be considered with the relevant service decisions as appropriate.*

**8. Health and Public Protection**

**Key Decision**

**(1) Draft agreement with English Heritage regarding charging at the Council's Portchester Castle car parks (Pages 9 - 30)**

A report by the Director of Leisure and Community.



P GRIMWOOD  
Chief Executive Officer

[www.fareham.gov.uk](http://www.fareham.gov.uk)  
18 August 2021

**For further information please contact:  
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[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Executive

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

**Date:** Monday, 9 August 2021

**Venue:** Council Chamber - Civic Offices

**Present:**

S D T Woodward, Policy and Resources (Executive Leader)  
T M Cartwright, MBE, Health and Public Protection (Deputy  
Executive Leader)  
I Bastable, Streetscene  
F Birkett, Housing  
S D Martin, Planning and Development  
Mrs S M Walker, Leisure and Community

**Also in attendance:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence given for this meeting.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Executive held on Monday 05 July 2021 be confirmed and signed as a correct record.

**3. EXECUTIVE LEADER'S ANNOUNCEMENTS**

There were no Executive Leader announcements.

**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. HEALTH AND PUBLIC PROTECTION**

- (1) Draft Agreement with English Heritage regarding charging at the Council's Portchester Castle car parks

The Executive Leader announced that as a result of the call-in of the Individual Executive Member Decision No: 2291 – Portchester Car Parks Traffic Regulation Order - consideration of consultation response, this item would be deferred to the 26 August 2021.

**9. POLICY AND RESOURCES**

- (1) Welborne Garden Village Housing Infrastructure Grant

RESOLVED that the Executive:

- (a) approves the terms of the Memorandum of Understanding with Homes England to help secure the £42m Housing Investment Grant for Welborne Garden Village as attached at the Confidential Appendix A to this report;

- (b) delegates authority to complete the Memorandum of Understanding to the Director of Planning and Regeneration, following consultation with the Council's s151 Officer and the Executive Leader of the Council; and
- (c) requests that the Head of Development Management incorporates these provisions in the legal agreement for Welborne pursuant to Section 106 of the Town and Country Planning Act 1990.

(The meeting started at 6.02 pm  
and ended at 6.15 pm).





# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 26 August 2021

<b>Portfolio:</b>	Health and Public Protection
<b>Subject:</b>	<b>Draft agreement with English Heritage regarding charging at the Council's Portchester Castle car parks</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priorities:</b>	Strong, Safe, Inclusive and Healthy Communities. Dynamic, Prudent and Progressive Council.

**Purpose:**

This report sets out the main terms of a proposed legal agreement with English Heritage (EH) which, if approved and subsequently signed by the Council and EH, would allow the introduction of charging in the two car parks at Portchester Castle.

**Executive summary:**

At the meeting of the Executive on 07 September 2020, the introduction of £1 hourly charging for up to 6 hours, between the hours of 10am and 6pm in the Borough's nine coastal car parks was approved.

The Council faces significant financial challenges, made worse by COVID-19, and the additional parking income generated will help to ensure that the Council is able to continue to provide a good level of parking enforcement and maintenance as well as invest in parking infrastructure.

Two of the nine coastal car parks that the Council owns are located on the site of Portchester Castle. A Guardianship Agreement is in place at the castle, which provides English Heritage some powers over the activities within the castle grounds.

Extensive negotiations with English Heritage (EH) have been undertaken regarding the introduction of charging in the two Portchester Castle Car Parks. An agreement has now been reached and is presented at confidential Appendix B for approval.

Despite unforeseeable delays in production and delivery of the solar powered pay and display machines, charging started on 01 August in four of the highest use car parks, using temporary payment machines. It is anticipated that charging will begin in the next few weeks in the remaining car parks, alongside the two at Portchester if the agreement with EH is approved.

Season ticket sales for all coastal car parks commenced on 26 July 2021 with over 160 sales in the first 3 days.

**Recommendation/Recommended Option:**

It is recommended that the Executive:

- (a) approves the agreement with English Heritage to allow hourly charging and season ticket use in the two Portchester Castle car parks; and
- (b) delegates authority to the Director of Leisure and Community, following consultation with the Executive Member for Health and Public Protection, to agree any minor amendments to the agreement.

**Reason**

The introduction of hourly charging and season ticket use in the two Portchester castle car parks would generate much needed revenue to help ensure the continued provision of a good level of enforcement and maintenance as well as investment in parking infrastructure.

**Cost of proposals:**

The costs of the new signage needed in the car parks can be met from existing budgets.

**Appendices:**

A: Confidential – Overview of main provisions in agreement

B: Confidential – Agreement with English Heritage regarding parking charges at Portchester Castle

**Background papers:** Guardianship agreement

**Reference papers:** 07 September 2020 Executive Report: Parking Service Review.

04 January 2021 Executive Report: Concessionary and Season Ticket options at Coastal Car Parks.

07 June 2021 Executive Report: Traffic Regulation Order for Coastal Car Parks – consideration of consultation responses and delegation by the Executive Leader of the Council to the Executive Member for Health and Public Protection to determine such orders in the future.

28 July 2021 Executive Member for Health and Public Protection Report: Portchester Car Parks Traffic Regulation Order – consideration of consultation responses

# FAREHAM

## BOROUGH COUNCIL

### Executive Briefing Paper

<b>Date:</b>	26 August 2021
<b>Subject:</b>	Draft agreement with English Heritage regarding charging at the Council's Portchester Castle car parks
<b>Briefing by:</b>	Director of Leisure and Community
<b>Portfolio:</b>	Health and Public Protection

#### INTRODUCTION

1. This report sets out the main terms of a proposed legal agreement with English Heritage (EH) which, if approved and subsequently signed by the Council and EH, would allow the introduction of charging in the two car parks at Portchester Castle. It also provides a brief update on the start of hourly charging and season tickets in the other coastal car parks.

#### BACKGROUND

2. The Council was facing significant financial challenges prior to the impact of COVID-19, however, these were made considerably worse by the pandemic. In response to this, at the meeting of the Executive on 07 September 2020 the introduction of £1 hourly charging for up to 6 hours, between the hours of 10am and 6pm in the Borough's nine coastal car parks was approved.
3. The additional parking income generated by coastal charging will help to ensure that the Council is able to continue to provide a good level of parking enforcement and maintenance.
4. The Council has had ownership and control of the two Portchester Castle car parks, and significant parts of the site outside of the Castle walls since 1956. However, a Guardianship Agreement has been in place, covering the whole of the site, not including St Mary's Church, since 1926. This gives EH some powers over activities that take place within the site.
5. With this in mind, discussions with English Heritage regarding the introduction of charging within the Council's car parks began when the Executive approved the introduction of coastal charging in September 2020.
6. A Season Ticket scheme was subsequently approved by the Executive on 04 January 2021. A Draft Off-Street Parking Places (Amendment 3) Order 2021 consultation took place between 19 March 2021 and 09 April 2021. Negotiations were still ongoing with EH regarding the two Portchester Castle Car Parks at this time and it was not considered appropriate to include the two car parks within the consultation.

7. In response to feedback received, minor amendments were made to the proposed Order, which was then approved at the meeting of the Executive on 07 June 2021. Authority was also delegated to the Executive Member for Health and Public Protection to determine future Traffic Regulation Orders.
8. Negotiations with EH progressed over a number of months and had reached an advanced stage by the middle of June 2021. Therefore, the Draft Off-Street Parking Places (Amendment 4) Order 2021 consultation took place between 25 June and 16 July 2021.
9. This asked for comments on proposals for the introduction of hourly charging and season tickets in the two Portchester Castle car parks. Comments were considered but no further concessions were made when the Executive Member for Health and Public Protection approved the updated order on 28 July 2021.
10. A proposed agreement has now been reached with EH that will allow the introduction of hourly charging and season ticket use in the Portchester Castle car parks. An overview of the main provisions of the proposed agreement with EH is attached as confidential Appendix A and the draft agreement itself is presented for approval in confidential Appendix B. There may yet be some minor amendments to the wording but the agreement presented contains the basic provisions agreed with EH.

### **INTRODUCTION OF CHARGING UPDATE**

11. Despite procuring them last autumn, there have been some unforeseeable delays to the production and delivery of the solar powered pay and display machines. In order to allow charging to begin in the highest use car parks more swiftly, temporary coin-only pay and display machines have been installed in the following car parks:
  - Hove To
  - Meon Shore
  - Monks Hill
  - Salterns
12. In addition to the pay and display machines, visitors are also able to pay for parking using the PayByPhone app. Charging began in these car parks on 01 August 2021.
13. It is anticipated that the permanent pay and display machines, which allow payment by coin and card will be delivered within the next few weeks. The temporary machines will then be replaced, and charging will also begin in the following car parks:
  - Swanwick Shore Road
  - Passage Lane
  - Shore Road
14. Season tickets have been on sale since 26 July and have proven popular so far with over 160 being sold within the first 3 days.

### **NEXT STEPS**

15. If the agreement with EH is approved, both parties will sign the document, taking into account any minor agreed amendments. Once the pay and display machines are installed in the castle's car parks, hourly charging and season ticket use can then commence.

## **CONCLUSION**

16. Following extensive negotiations with English Heritage, an agreement has been reached in principle that would allow the introduction of hourly charging and season ticket use in the two car parks at Portchester Castle.

### **Enquiries:**

For further information on this report please contact Lindsey Ansell (Ext 4567)



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of the Local Government Act 1972.

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