

FAREHAM

BOROUGH COUNCIL

COUNCIL MEETING SUMMONS

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council to be held in the Council Chamber, Civic Offices, Fareham, on
THURSDAY, 27 JULY 2023, commencing at **6.00 pm**.

The Mayor: Councillor Fred Birkett

The Deputy Mayor: Councillor Pal Hayre

Councillor Chrissie Bainbridge

Councillor Ian Bastable

Councillor Susan Bayford

Councillor Roger Bird

Councillor Pamela Bryant

Councillor Frair Burgess

Councillor Joanne Burton

Councillor Louise Clubley

Councillor Malcolm Daniells

Councillor Harry Davis

Councillor Steve Dugan

Councillor Tina Ellis

Councillor Jack Englefield

Councillor David Foot

Councillor Michael Ford, JP

Councillor Nick Gregory

Councillor David Hamilton

Councillor Tiffany Harper

Councillor Connie Hockley

Councillor Stephen Ingram

Councillor Kay Mandry

Councillor Simon Martin

Councillor Jacquie Needham

Councillor Paul Nother

Councillor Sarah Pankhurst

Councillor Katrina Trott

Councillor Nick Walker

Councillor Mrs Susan Walker

Councillor Seán Woodward



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 5 - 12)

To confirm as a correct record the minutes of the Council Meeting held on 15 June 2023.

4. Mayor's Announcements

5. Executive Leader's Announcements

6. Executive Members' Announcements

7. Declarations of Interest

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

8. Presentation of Petitions

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

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

9. Deputations

To receive any deputations of which notice has been given.

10. Reports of the Executive

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

(1) Minutes of meeting Monday, 19 June 2023 of Executive (Pages 13 - 16)

(2) Minutes of meeting Monday, 3 July 2023 of Executive (Pages 17 - 22)

(3) Schedule of Individual Executive Member & Officer Delegated Decisions
(Pages 23 - 24)

11. Reports of Other Committees

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

(1) Minutes of meeting Wednesday, 14 June 2023 of Planning Committee (Pages 25 - 30)

- (2) Minutes of meeting Monday, 26 June 2023 of Licensing and Regulatory Affairs Committee (Pages 31 - 34)

12. Reports of the Scrutiny Panels

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

- (1) Minutes of meeting Tuesday, 4 July 2023 of Climate Change Scrutiny Panel (Pages 35 - 38)
- (2) Minutes of meeting Monday, 19 June 2023 of Daedalus Scrutiny Panel (Pages 39 - 42)
- (3) Minutes of meeting Tuesday, 20 June 2023 of Health and Public Protection Scrutiny Panel (Pages 43 - 46)
- (4) Minutes of meeting Thursday, 13 July 2023 of Housing Scrutiny Panel (Pages 47 - 50)
- (5) Minutes of meeting Wednesday, 28 June 2023 of Leisure and Community Scrutiny Panel (Pages 51 - 54)
- (6) Minutes of meeting Thursday, 22 June 2023 of Policy and Resources Scrutiny Panel (Pages 55 - 58)
- (7) Minutes of meeting Wednesday, 5 July 2023 of Streetscene Scrutiny Panel (Pages 59 - 62)

13. Questions under Standing Order 2.12

To answer questions pursuant to Standing Order 2.12 for this meeting.

14. Motions under Standing Order 2.6

Members will be informed, prior to the meeting, of any motion duly notified in accordance with Standing Order 2.6 but received after print and dispatch of the agenda.

15. Appointments to Outside Bodies

- (1) Earl of Southampton Trust

The Earl of Southampton charitable trust exists for the benefit of inhabitants of the ancient parish of Titchfield, in particular for the provision and upkeep of alms-houses and a centre for the elderly and for the relief of poverty and hardship.

The term of office for Annette Devoil is due to end in September 2023.

At the request of the Board of Trustees, Council is invited to appoint Ms Devoil for a further term of office to commence when the current term ends in September.

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 28 July 2023.

17. Exclusion of Public and Press

To consider whether it is in the public interest to exclude the public and representatives of the Press from the remainder of the meeting on the grounds that the matters to be dealt with involve the likely disclosure of exempt information, as defined in Paragraph 2 and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

18. Consideration of Commercial Opportunities Related to Wider Regeneration of Fareham Town Centre (Pages 63 - 746)

A report by the Director of Planning and Regeneration.

19. Proposed Restructure of Chief Officer Roles (Pages 747 - 756)

A report by the Chief Executive Officer.



A WANNELL
Chief Executive Officer

www.fareham.gov.uk

19 July 2023

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Thursday, 15 June 2023

Venue: Council Chamber - Civic Offices

PRESENT:

F Birkett
(Mayor)

Mrs P Hayre
(Deputy Mayor)

Councillors: Ms C Bainbridge, I Bastable, Mrs S M Bayford, R Bird,
Mrs P M Bryant, Ms F Burgess, Miss J Burton,
Mrs L E Clubley, M R Daniells, H P Davis, S Dugan,
Mrs T L Ellis, J M Englefield, D G Foot, M J Ford, JP,
N R Gregory, D J Hamilton, Miss T G Harper,
Mrs C L A Hockley, Mrs K Mandry, S D Martin,
Mrs J Needham, P Nother, Ms S Pankhurst, Mrs K K Trott,
N J Walker, Mrs S M Walker and S D T Woodward



1. PRAYERS

The meeting commenced with a short service of prayers.

2. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor S Ingram.

3. MINUTES

RESOLVED that the Mayor be authorised to sign, as a correct record, the minutes of the meeting of the Council held on 11 May 2023.

4. MAYOR'S ANNOUNCEMENTS

The Mayor was pleased to announce that he would be hosting his first charity tea party in the Council Chamber on Thursday 22 June with a speaker from the Veterans Outreach Support which is one of the Mayor's charities.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that he visited Barton Peveril College in Eastleigh which is where the majority of Fareham based students go to complete their A-level studies. The new Principal provided a tour of the college and invited the Executive Leader to nominate a Councillor to apply to become a governor of the college. The Executive Leader advised that he would be nominating Councillor D G Foot as a potential college governor

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS**Planning & Development**Council Statement - Community Infrastructure Levy and Planning Obligations

The Executive Member announced that the Council has recently consulted on both a revised Community Infrastructure Levy charging schedule and a Planning Obligations Supplementary Planning Document. These consultations closed on the 1st May.

A limited number of responses were received, 8 for the CIL review and 10 for Planning Obligations SPD. Responses were received from the two promoters of the largest remaining unpermitted local plan allocation sites.

With regards to the CIL review, Officers will shortly be submitting all the documentation to the appointed Inspector, to commence the process of the

Examination in Public. This is likely to take place over the next couple of months, and I will update colleagues once we have received word from the Inspector of timescales.

The Planning Obligations SPD was consulted upon at the same time as CIL. 10 responses were received. The implication of the comments, and any potential changes to the SPD are currently being considered by officers. It is anticipated that some changes will need to be made, in relation to both format and content and I will bring recommendations to my colleagues in Executive in due course.

Leisure & Community

The Executive Member for Leisure and Community made the following announcements in respect of summer events in Fareham:

Access All Areas

- Registration opens on Monday 19 June for activities in August for young people aged 11 to 16 who live or go to secondary school in the Borough. Young people can choose 3 activities for £10 which can be booked and paid for online.

Working with partner agencies, activities include sailing, motorcycling, Top Rock climbing, inflatable pool parties, karaoke in a real recording studio, tennis, driving, scuba diving and paddleboarding. The Executive Member gave her thanks to all the organisations that the Council is working with to enable activities to be available.

Thumbs up Thursday

- Free activities are available in Westbury Manor Museum Gardens for 4 Thursdays in August (3rd, 10th, 17th and 24th). These are aimed for children aged 11 and under.

Play Day

- This event will take place on Wednesday 9th August at Holly Hill Woodland Park from 11.30am to 3.30pm for children aged 4 to 11 years old.

Summer colouring competition

Children are invited to take part in a summer colouring competition to be in with the chance of winning a prize. The colouring sheet has been designed and drawn by one of the refuse drivers at the Depot and hard copies are being given to children whilst the crews are on their rounds. It can also be downloaded online. First prize will be switching on the Christmas lights with the Mayor.

7. DECLARATIONS OF INTEREST

Councillor R Bird declared a personal interest in relation to item 7 of the minutes of the Leisure and Community Scrutiny Panel meeting held on 31 May 2023 and item 8 of the minutes of the Executive meeting held on 05 June 2023 as his wife was formerly a Trustee of one of the bidders detailed in the confidential Appendix A to the report.

8. PETITIONS

(1) Presentation of Petitions

There were no petitions presented at this meeting.

(2) Use of Glyphosate

A deputation was made in respect of this item from local resident Christine Wilkinson on behalf of Conserving Habitats in Portchester.

During a debate on the petition, Councillor I Bastable proposed a motion that the Executive bring forward a policy to manage the continued use of glyphosate around the borough of Fareham by this Council.

Having been duly seconded, the motion was agreed with 22 votes in favour and 7 votes against.

9. DEPUTATIONS

A deputation was made in respect of item 8(2) on the agenda from local resident Christine Wilkinson on behalf of Conserving Habitats in Portchester.

10. REPORTS OF THE EXECUTIVE

(1) Minutes of meeting Monday, 15 May 2023 of Executive

RESOLVED that the minutes of the meeting of the Executive held on Monday 15 May 2023 be received.

(2) Minutes of meeting Monday, 5 June 2023 of Executive

Councillor R Bird declared a personal interest in respect of this item as his wife was formerly a Trustee of one of the bidders detailed in the confidential Appendix A to the report.

RESOLVED that the minutes of the meeting of the Executive held on Monday 05 June 2023 be received.

(3) Schedule of Individual Executive Member and Officer Delegated Decisions

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

11. REPORTS OF OTHER COMMITTEES

- (1) Minutes of meeting Wednesday, 24 May 2023 of Planning Committee

RESOLVED that the minutes of the meeting of the Planning Committee held on Wednesday 24 May 2023 be received.

12. REPORTS OF THE SCRUTINY PANELS

- (1) Minutes of meeting Tuesday, 2 May 2023 of Policy and Resources Scrutiny Panel

RESOLVED that the minutes of the meeting of the Policy and Resources Scrutiny Panel held on Tuesday 02 May 2023 be received.

- (2) Minutes of meeting Wednesday, 10 May 2023 of Leisure and Community Scrutiny Panel

RESOLVED that the minutes of the meeting of the Leisure and Community Security Panel held on 10 May 2023 be received.

- (3) Minutes of meeting Wednesday, 31 May 2023 of Leisure and Community Scrutiny Panel

Councillor R Bird declared a personal interest in respect of this item as his wife was formerly a Trustee of one of the bidders detailed in the confidential Appendix A to the report.

RESOLVED that the minutes of the meeting of the Leisure and Community Scrutiny Panel held on Wednesday 31 May 2023 be received.

13. QUESTIONS UNDER STANDING ORDER 2.12

There were no questions submitted for this meeting.

14. MOTIONS UNDER STANDING ORDER 2.6

There were no motions submitted for this meeting.

15. CHANGE TO LICENSING AND REGULATORY AFFAIRS COMMITTEE MEETING DATES

RESOLVED that the Council notes that:

- (a) the meeting of the Licensing and Regulatory Affairs Committee scheduled to take place on 12 June 2023 was cancelled; and
- (b) the meeting of the Licensing and Regulatory Affairs Committee scheduled to take place on 24 July 2023 has been brought forward to the 26 June 2023.

16. APPOINTMENTS TO COMMITTEES

The Council considered a report by the Head of Democratic Services which invited the Council to make any changes in the appointments to the seats on committees as a result of the change in the Council's political balance following the recent formation of the Independent Councillors of Fareham Group.

RESOLVED that the Council approves:

- (a) the allocation of seats, as set out in Appendix A to the report, for the remainder of the municipal year 2023/24; and
- (b) the nomination of the political groups to seats on committees, along with the nominations of deputies and the appointment of a Chairman and Vice Chairman for each committee for the remainder of the municipal year 2023/24, as set out in Appendix B to the report.

17. APPOINTMENTS TO OUTSIDE BODIES

(1) Citizen's Advice Fareham

In considering the appointment of a Deputy Representative to Citizens Advice Fareham it was AGREED that Councillor Mrs J Needham be appointed for the remainder of the 2023/24 municipal year.

(2) Genesis Advisory Committee

In considering the appointment of a Representative to the Genesis Advisory Committee it was AGREED that Councillors Mrs S M Bayford and M Daniells be appointed for the remainder of the 2023/24 municipal year.

(3) Partnership for South Hampshire Overview & Scrutiny Committee

In considering the appointment of a Deputy Representative to the Partnership for South Hampshire Overview & Scrutiny Committee it was AGREED that Councillor N J Walker be appointed for the remainder of the 2023/24 municipal year.

(4) Solent Growth Forum

In considering the appointment of a Representative to the Solent Growth Forum it was AGREED that Councillor S M Bayford be appointed for the remainder of the 2023/24 municipal year.

(The meeting started at 6.00 pm
and ended at 7.17 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 19 June 2023

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
I Bastable, Streetscene
Miss J Burton, Health & Public Protection
D G Foot, Housing
S D Martin, Planning and Development
Mrs S M Walker, Leisure and Community

Also in attendance:

N R Gregory, for item 9(1)
Ms S Pankhurst, for item 9(1)



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 June 2023 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements.

4. DECLARATIONS OF INTEREST

Councillors S D T Woodward and Mrs S M Walker declared disclosable pecuniary interests for item 8(1) on the agenda as they are Trustees on the BurrIDGE Community Association Management Board. They both left the room during this item and did not take part in the discussion.

Councillor Miss J Burton declared a personal interest for item 8(1) as she is a Council appointed Trustee on the BurrIDGE Community Association Management Board.

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**Daedalus Scrutiny Panel – 19 June 2023**Minute 7 – Airport Investment Programme

The Daedalus Scrutiny Panel considered a report by the Head of Strategic Sites on the updated Investment Programme for Solent Airport at Daedalus.

RESOLVED that Members requested that the Executive take account of their comments as follows:

- (a) support the recommendation as set out in the Executive report 19 June 2023;
- (b) strongly support the proposal to add a 2000 litre towable bowser to the tender specification for the JetA1 replacement vehicle to supply unleaded aviation fuel and improve the competitive advantage for the airport; and

- (c) strongly support the recommendation to increase the Capital Programme allocation for AGL to £2,800,000 with the Council's Daedalus Vision and Outline Strategy.

This was considered at item 9(1) on the agenda.

8. LEISURE AND COMMUNITY

(1) Voluntary Sector Support Fund - Burrridge Community Association

Councillors S D T Woodward and Mrs S M Walker declared disclosable pecuniary interests in respect of this item as they are Trustees on the Burrridge Community Association Management Board. They both left the room during this item and did not take part in the discussion.

Councillor Miss J Burton declared a personal interest in respect of this item as she is a Council appointed Trustee on the Burrridge Community Association Management Board.

RESOLVED that the Executive approves the following:

- (a) the award of £30 from the Voluntary Sector Support Fund to fund Burrridge Community Association's first year of membership to Action Hampshire; and
- (b) the award of £372 from the Voluntary Sector Support Fund to fund Burrridge Community Association's access to specialist governance support from Action Hampshire when required.

9. POLICY AND RESOURCES

(1) Solent Airport Investment Programme

The comments of the Daedalus Scrutiny Panel were taken into account in considering this item.

At the invitation of the Executive Leader, Councillor N R Gregory and Ms S Pankhurst addressed the Executive on this item.

RESOLVED that the Executive agrees that:

- (a) the Capital Programme allocation for Taxiway Maintenance of £2,700,000 be reduced to £1,700,000;
- (b) the Capital Programme allocation for £1,100,000 for the Aeronautical Ground Lighting System be increased to £2,800,000;
- (c) the Capital Programme allocation of £25,000 for installation of self-fuelling facilities be removed;
- (d) the Capital Programme allocation of £400,000 for aircraft parking be removed;

- (e) £25,000 be added to the Capital Programme for essential repairs to bring Hangar P back into use;
- (f) £165,000 be added to the Capital Programme for new airport fuel supply assets;
- (g) £380,000 be added to the Capital Programme for immediate improvements to the Visual Control Room at the Control Tower on safety grounds; and
- (h) the Director of Planning and Regeneration, following consultation with the Executive Member for Policy and Resources, be delegated authority to award contracts for each of the above Schemes.

(The meeting started at 6.00 pm
and ended at 6.27 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 3 July 2023

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
I Bastable, Streetscene
Miss J Burton, Health & Public Protection
D G Foot, Housing
S D Martin, Planning and Development
Mrs S M Walker, Leisure and Community

Also in attendance:

Mrs K K Trott, for item 11(1)



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 19 June 2023 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**Leisure & Community Scrutiny Panel – 28 June 2023**Item 8 – Festive Lights: Award of Contract

The Panel received a report and supporting presentation from the Leisure and Community Manager on the Festive Lights Award of contract which is to be considered by the Executive at its meeting on the 03 July 2023.

The Leisure and Community Manager advised that there is an error in the Executive report at paragraph 17. The Paragraph should read - The current scheme uses approx. 4163kWh over the festive lighting period which is 7 weeks from around 20 November until 05 January when the scheme is illuminated from 4pm to 11pm each day. The preferred bidder, based on the same timings, will use approx. 2081kWh.

The Panel discussed the contents of the confidential Appendix A at length and provided Officers with valuable feedback on the possible options available from the preferred bidder, should the Executive agree to accept the results of the procurement exercise and award the contract to the contractor ranked 1st.

RESOLVED that the Leisure and Community Scrutiny Panel: -

- a) note the contents of the Executive report attached at appendix 1; and

- b) recommends that the Executive agree to award the contract the contractor ranked 1st at their meeting on the 03 July 2023.

This was considered at item 9(1) on the agenda

8. HOUSING

- (1) Fareham Housing Void Property Works and Improvements Contract

RESOLVED that authority be delegated to the Chief Executive Officer, following consultation with the Executive Member for Housing, to enter into an extension of the existing Void Property Works and Improvements Contract with Mountjoy Limited for a period of 6 months, with authority delegated for a further 6 month extension should it be required.

9. LEISURE AND COMMUNITY

- (1) Fareham Town Centre Festive Lighting Scheme - Award of Contract

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

A correction to paragraph 17 of the report was noted to clarify that it should read as “the current scheme uses approx. 4,163kWh and that the preferred bidder, based on the same timings, will use approx. 2,081 kWh.”

RESOLVED that the Executive agrees that:

- (a) the tender submitted by the contractor ranked 1st, as set out in the confidential Appendix A to the report, being the most advantageous tender received, be accepted and the contract awarded to the company and;
- (b) the contractor ranked 2nd, as set out in the confidential Appendix A to the report, is appointed as the reserve bidder.

10. PLANNING AND DEVELOPMENT

- (1) The payment of monitoring fees in association with planning obligations

RESOLVED that the Executive approves the introduction of a monitoring fee of £500 for:

- (a) each type of obligation (i.e. head of term, financial and non-financial; and
- (b) each obligation (i.e. covenant, restriction or requirement) contained within the planning obligation, as set out in paragraphs 14 -16 of the Executive Briefing Paper, with effect from 01 August 2023.

- (2) Local Development Scheme

RESOLVED that the Executive agrees:

- (a) to adopt the Fareham Borough Local Development Scheme (July 2023) as set out in Appendix A to the report; and
- (b) that the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, is authorised to make any necessary minor changes to the Local Development Scheme, providing that these do not change the overall direction, shape or emphasis of the document, prior to the document being published on the Council's website.

11. POLICY AND RESOURCES

- (1) Osborn Road multi-storey car park

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

RESOLVED that the Executive:

- (a) notes the progress on the project to date; and
- (b) approves that delegated authority to award contracts for these works be given to the Director of Planning and Regeneration, following consultation with the Executive Member for Policy and Resources.

- (2) Biodiversity Net Gains: Projects on Council owned land

RESOLVED that the Executive agrees:

- (a) to the principle of using the Council's land assets for the creation of Biodiversity Net Gain (BNG) Units through the delivery of a range of habitat related projects;
- (b) that, following consultation with the Executive Member for Policy & Resources, authority be delegated to the Director of Planning and Regeneration to agree an annual programme of Council sites to be used for the purposes of securing Biodiversity Net Gains Units; and
- (c) that, following consultation with the Executive Member for Policy & Resources, authority be delegated to the Director of Planning and Regeneration to enter into unilateral undertakings given by the Council as landowner to the Local Planning Authority to commit Council owned land for a minimum period of 30 years for the purposes of securing Biodiversity Net Gain projects

- (3) General Fund & Housing Revenue Outturn 2022/23

RESOLVED that the Executive notes the content of the report.

- (4) Capital & Treasury Management Outturn 2022-23

A correction to the table at paragraph 37 of the report was noted to clarify that under the Property type column it should state "Other (Childcare)".

RESOLVED that the Executive:

- (a) approves that the General Fund capital programme for 2022/23 be financed as set out in the report;
 - (b) agrees that the additional expenditure incurred, amounting to £5,803 be financed retrospectively from unallocated capital resources; and
 - (c) notes the treasury management activity for 2022/23.
- (5) Lease of Open Space, Warsash Recreation Ground

RESOLVED that the Executive:

- (a) authorises the publication of a notice under Section 123 of the Local Government Act 1972 (as amended) in a local newspaper for two consecutive weeks; and
- (b) agrees to delegate authority to the Executive Member for Policy and Resources to consider any representations received in response to the notice referred to in recommendation (a) above, to determine whether the public interest in granting the lease outweighs any negative impacts raised in representations received, and therefore to decide whether to grant the lease to install telecommunications apparatus on Warsash Recreation Ground.

(The meeting started at 6.00 pm
and ended at 6.30 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 *15 June 2023*:

Health & Public Protection – 20 June 2023	Decision No. 2023/24 - 2451
Dog Control Public Spaces Protection Order	
RESOLVED that the Executive Member for Health and Public Protection agrees the making of the draft Public Spaces Protection Order attached at Appendix A to the report.	
Health & Public Protection – 03 July 2023	Decision No. 2023/24 - 2454
Traffic Regulation Order for Extension of Coastal Car Park Cohort – consideration of consultation responses	
RESOLVED that the Executive Member:	
<ul style="list-style-type: none"> (a) agrees the adoption of the updated Off-Street Parking Places (Amendment 7) Order 2023 as attached at Appendix A to this report; and (b) formally writes to Hampshire County Council as the Highway Authority to request that double yellow lines, or other appropriate traffic management strategies, be installed on Cranleigh Road. 	

Leisure & Community – 11 July 2023	Decision No. 2023/24 - 2465
Revisions to Fareham Shopmobility Community Fund Award	
<p>RESOLVED that the conditions of the Community Funding award are revised to reflect this unforeseen change in schedule, as follows:</p> <ul style="list-style-type: none"> (a) a signed lease for the Shopping Centre Unit is provided prior to the transfer of funding; (b) the relocation is completed prior to the close of July 2023; (c) the Fareham Shopmobility unit in the Shopping Centre will also be used to promote volunteering opportunities for Fareham based charities; and (d) the decision on any further revision to these conditions will be delegated to the Director of Leisure and Community following consultation with the Executive Member for Leisure and Community. 	

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 14 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor I Bastable (Vice-Chairman)

Councillors: Miss J Burton, D G Foot, M J Ford, JP, Mrs C L A Hockley,
P Nother and Mrs S M Walker

Also Present: Councillor R Bird (Item 6(2))



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor S Ingram.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 24 May 2023 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements made at this meeting.

4. DECLARATIONS OF INTEREST

In accordance with Standing Orders and the Council's Code of Conduct, Councillor Mrs C L A Hockley declared a Personal Interest in Item 6 (2) – 64 & 66 The Avenue as she lives near to the application site and has had involvement with local residents regarding this application. She removed herself from the room at the start of the item and took no part in the debate or vote on the application.

5. DEPUTATIONS

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

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No/Page No	Dep Type
ZONE 1 – 2.30pm					
Jeffrey Nolan		LAND TO REAR OF 274 BOTLEY ROAD – ERECTION OF 1NO. 3-BEDROOM DWELLING, TOGETHER WITH CAR PARKING, ACCESS, AND LANDSCAPING (ALTERNATIVE PROPOSAL TO SCHEME APPROVED UNDER P/20/0507/RM)	Opposing	6(1) P/22/1829/FP Pg 11	Written

Stephen Browning		-DITTO-	-Ditto-	-Ditto-	Written
Mr Vivian Holt	Burridge & Swanwick Residents Association	-DITTO-	-Ditto-	-Ditto-	In Person 3 mins
Mr Andrew Dinsdale		-DITTO-	-Ditto-	-Ditto-	Written
ZONE 2 – 2.30pm					
Bob Marshall	The Fareham Society	64 & 66 THE AVENUE – DEMOLITION OF THE EXISTING DWELLINGS AND THE ERECTION OF A 60-BED CARE HOME (CLASS C2) FOR THE ELDERLY (OUTLINE APPLICATION, ACCESS, APPEARANCE, LAYOUT & SCALE TO BE CONSIDERED WITH LANDSCAPING RESERVED)	Opposing	6(2) P/22/1477/OA Pg 30	Written
Adrian Hogg		-DITTO-	-Ditto-	-Ditto-	In Person 3 mins
Mrs C Cheer		-DITTO-	-Ditto-	-Ditto-	Written
Hamish Watson (Agent)		-DITTO-	Supporting	-Ditto-	In Person 3 mins
ZONE 3 – 2.30pm					
Shaun Cunningham		LAND WEST OF DOWNEND ROAD – AGRICULTURAL BUILDING TO BE USED AS A GRAIN STORE	Opposing	6(3) P/22/1655/FP Pg 56	Written
Mrs Anne Brierley		-DITTO-	-Ditto-	-Ditto-	In Person 3 mins
Henry Brice (Agent)		-DITTO-	Supporting	-Ditto-	In Person 3 Mins

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 on new appeals and decisions.

(1) P/22/1829/FP - LAND REAR OF 274 BOTLEY ROAD BURRIDGE SO31 1BQ

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

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

Additional information has been provided in respect of the Arboricultural Method Statement and Construction Site Set-Up Plan. The Arboricultural Method Statement was taken from that approved under P/17/0257/DP/A regarding the appropriate method for the laying of services along the access track having regard to the adjacent protected trees. The Method Statement will be added to Condition 13 to ensure it is complied with during the construction period.

The Construction Site Set-Up Plan has been considered by Officers and is acceptable. Therefore Condition 2 (approved plans) and 11 have been amended. Condition 11 will now state:

*11. The development hereby permitted shall be undertaken in full accordance with the details set out on the approved Construction Site Set Up Plan (Drawing: 008 Rev C). The details set out shall be retained for the duration of the construction period. There shall be no deviation from this approved Plan unless otherwise agreed in writing by the Local Planning Authority.
REASON: In the interests of highway safety and to ensure that the occupiers or nearby properties are not subjected to unacceptable noise and disturbance during the construction period.*

Upon being proposed and seconded the officer recommendation to: -

- (i) GRANT planning permission subject to: -
 - (i) the conditions in the report;
 - (ii) Amended condition 11 as set out in the Update Report; and
 - (iii) An amendment to the location of the Electric Vehicle Charging Point to move it closer to the parking spaces;

Then

- (iv) DELEGATE authority to the Head of Development Management to make any necessary modification, deletion or addition to the proposed conditions.

Was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that: -

- (i) PLANNING PERMISSION be granted, subject to: -
 - (i) The conditions in the report;
 - (ii) Amended condition 11 as set out in the Update Report; and
 - (iii) An amendment to the location of the Electric Vehicle Charging Point to move it closer to the parking spaces;

Then:

- (ii) DELEGATION of authority to the Head of Development Management to make any necessary modification, deletion or addition to the proposed conditions.

(2) P/22/1477/OA - 64 & 66 THE AVENUE FAREHAM

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

Mrs C L A Hockley declared a Personal Interest in this item as she lives near to the application site and has had involvement with local residents regarding this application. She removed herself from the room at the start of the item and took no part in the debate or vote on the application.

At the Invitation of the Chairman, Councillor R Bird addressed the Committee on this item.

Upon being proposed and seconded the officer recommendation to: -

- (i) GRANT outline planning permission, subject to the conditions in the report;

Then

- (ii) DELEGATE authority to the Head of Development Management to make any necessary modification, deletion or addition to the proposed conditions.

Was voted on and CARRIED.

(Voting: 6 in favour; 1 against)

RESOLVED that: -

- (i) OUTLINE PLANNING PERMISSION be granted, subject to the conditions in the report;

Then

- (ii) DELEGATION of Authority to the Head of Development Management to make any necessary modification, deletion or addition to the proposed conditions.

(3) P/22/1655/FP - LAND WEST OF DOWNEND ROAD FAREHAM

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

A motion to refuse the application on the grounds that the height, scale siting and design of the grain store would fail to protect and enhance the Area of Special Landscape Quality was proposed. The motion was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for Refusal:

The proposed development is contrary to policies DS3 and D1 of the Council's adopted Fareham Local Plan 2037 and is unacceptable in that:

- a) By virtue of its height, scale, siting and design, the proposed grain store would fail to protect and enhance the Area of Special Landscape Quality and would have an unacceptable adverse impact upon the landscape.

(4) Planning Appeals

The Committee noted the information in the report.

(5) UPDATE REPORT

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

7. TREE PRESERVATION ORDER NO. 779 2023 - 3 CHILTERN WALK

The Committee considered a report by the Director of Planning and Regeneration on TPO no. 779 2023 – 3 Chiltern Walk.

The report detailed objections to the making of a provisional order in April 2023,

RESOLVED that Tree Preservation Order No. 779 be confirmed as originally made and served.

(The meeting started at 2.30 pm
and ended at 5.01 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Monday, 26 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor Ms F Burgess (Vice-Chairman)

Councillors: I Bastable, Mrs S M Bayford, S Dugan, M J Ford, JP,
N R Gregory, D J Hamilton, Mrs K K Trott and Mrs S M Walker

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs P Hayre, S Ingram and Ms S Pankhurst.

2. MINUTES

(1) Minutes of the Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 14 March 2023 be confirmed and signed as a correct record.

(2) Minutes of the meeting of the Licensing Panel - 26 April 2023

RESOLVED that the minutes of the meeting of the Licensing Panel held on 26 April 2023 be confirmed and signed as a correct record.

(3) Minutes of the meeting of the Licensing Panel - 31 May 2023

RESOLVED that the minutes of the meeting of the Licensing Panel held on 31 May 2023 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Licensing training has been arranged for Monday 4th September from 2pm to 5pm and that members should all have received an invitation to attend.

The Chairman reminded Members that they are required to complete this training every year so that they are aware of the Licensing Objectives and are able to apply them at a hearing. The Chairman stated that it is important that as many members as possible are trained to sit on panel hearings as it is often necessary to hold them at short notice. The Chairman also stated that Panel hearings take place during the daytime rather than in the evenings. This is because depending on the complexity of the matters involved, they could easily take more than half a day to be heard.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. OPPORTUNITIES PLAN 2023-2027

The Committee received a presentation which provided an overview of the way in which the Opportunities Plan has been developed and the significant

year 1 project proposals that relate to the Licensing and Regulatory Affairs area. A copy of the presentation slides is attached as Appendix A to these minutes.

The Committee was supportive of the plan to lobby central government for an increase in statutory licensing fees, particularly as it was noted that there has never been an increase in the fees since they were first introduced.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.

7. BOUNDARY REVIEWS AND ELECTION ACT 2022

The Committee received a presentation by the Head of Democratic Services and the Electoral Services Manager on the Local Government Boundary Commission review and on changes to elections processes implemented by the Elections Act 2022. A copy of the presentation slides is attached as Appendix B to these minutes.

Members were advised that a link to the software that illustrates the old ward boundaries and compares them to the new ones would be circulated to members for information so that they can make detailed comparisons of the changes.

During the presentation it was noted that it was proposed that amendments be made to the Committee's current Work Programme to provide a further update in respect of polling districts and polling stations at the October meeting and to provide an All Member Briefing ahead of the November meeting to explain how the Grass Skirts counting system works.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the contents of the presentation.

8. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health on the Committee's Work Programme for 2023/24.

The Head of Environmental Health was pleased to advise members that a Police Licensing Officer has now been appointed for Fareham.

The Head of Environmental Health also advised that a recent Hackney Carriage/Private hire licence review that was considered by the Licensing Panel and refused has been taken to appeal with a date for the hearing likely to be in August.

It was noted and agreed that, as outlined at item 7 on the agenda, the following items would be added to the current Work Programme:

- (i) An update on Polling Districts and Polling Stations to the agenda for the meeting scheduled to take place on 05 October 2023

- (ii) An All Member Briefing to be held ahead of the start of the meeting scheduled to take place on 28 November 2023 which will provide details of how the grass skirt counting system works and start the process of the Polling Place Review.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 14 March 2023, attached as Appendix A to the report; and
- (b) subject to the additions outlined above, agrees the updated Work Programme for the 2023/24 municipal year as attached at Appendix B to the report.

(The meeting started at 6.02 pm
and ended at 7.40 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Tuesday, 4 July 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs T L Ellis (Chairman)

Councillor H P Davis (Vice-Chairman)

Councillors: Ms C Bainbridge, Mrs L E Clubley and Mrs J Needham
(deputising for S Dugan)

Also Present: Councillor S D Martin (Executive Member for Planning and Development)



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors S Dugan and M Daniells.

2. MINUTES

It was AGREED that the Minutes of the Climate Change Scrutiny Panel held on the 17 January 2023 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements: -

Firstly, I would like to welcome everyone and thank you for your interest in attending this panel.

I felt it was a good opportunity to note that the Osborn Road replacement car park will be constructed with potential for solar PV panels and battery storage. Two-fold wins as there will be no requirement for lighting upper levels creating a carbon reduction benefit as well as less transportation of building materials, energy usage in construction; also making fuller use of an already existing multi storey in close proximity. We will hear more about this later on in tonight's agenda.

Fareham Live too is set to deliver efficiencies in energy giving a lower carbon footprint with the intended lighting and heating installations. These adding to our Scope 3 savings. As is very evident 'every little helps' and we hope the public will help support us too by doing their own savings. We are aware many businesses are helping contribute to overall reductions with their own savings plans, reducing their energy consumption, reducing transport emissions etc and we would encourage (as we are doing ourselves) reviewing and sharing of new innovations and working practices.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at the meeting.

5. DEPUTATIONS

A deputation was received from Mr Andy Rolfe from Fareham and Gosport Friends of the Earth.

6. CARBON FOOTPRINT 2022/23

A presentation was received from the Policy, Research and Engagement Officer, updating Members on the Council's Carbon Footprint for 2022/23.

Members asked what the potential impact the Government's Environment Act may have on the emissions from refuse vehicles with the increase in movements. A number of statutory waste collections, including glass and food will be required and this in turn may impact the Council's Carbon Footprint moving forward. Officers explained that there are a number of factors within emerging policies and legislation from Government that will have both positive and negative impacts on the Council's vehicle emissions. The Vehicle Replacement Programme that was agreed by the Executive in May this year will be reviewed annually to ensure that the existing fleet of refuse vehicles is monitored to minimise the impact the additional refuse collections will have on the Council's Carbon Footprint.

The Panel thanked Officers for their work in calculating the Council's Carbon Footprint as this data is a significant tool to assist in focusing the projects within the Climate Change Action Plan. It was agreed that the data is positive and with larger projects being developed it is hoped that this downward trend will continue and grow over the next twelve months.

RESOLVED that the Climate Change Scrutiny Panel note the contents of the presentation.

7. CLIMATE CHANGE ACTION PLAN UPDATE - ANNUAL REVIEW 2022/23

A report with supporting presentation was received from the Policy, Research and Engagement Team on the annual review of the Climate Change Action Plan. The presentation provided an overview of the Climate Change Action Plan and highlighted the key areas within the annual review of the plan.

The Chairman commended the excellent work of the team and also praised the Officers for contributing towards the reduction in electricity use at the Civic Offices as this has seen a decrease of 7% in 2022/23.

RESOLVED that the Climate Change Scrutiny Panel note the contents of the report and supporting presentation.

8. OPPORTUNITIES PLAN

The Panel received a presentation from the Policy, Research and Engagement Manager providing an overview of the Council's Opportunities Plan which is currently under development. The presentation focused on the Climate Change Scrutiny Panel and the significant Year 1 project proposals which will be considered by the Executive on 04 September 2023.

RESOLVED that the Climate Change Scrutiny Panel note the contents of the presentation.

9. EXECUTIVE BUSINESS

There were no items of Executive Business for the Panel to consider.

The Director of Planning and Regeneration addressed the Panel to explain that this item is for the Panel to consider any Executive decisions which directly relate to the Climate Change Action Plan, and on this occasion, there

have not been any taken since the last meeting. It was highlighted that although this Panel does not get the opportunity to directly scrutinise decisions falling within the remit of other Scrutiny Panels, Members of the Panel are able to influence the decision making process by either speaking at another Scrutiny Panel or the Executive itself.

The contents of the previous presentation also explained to Members that a change to Executive reports is currently being piloted to ensure that relevant information is included within reports to address Environmental Considerations and when appropriate a Carbon Impact Assessment appendix. The aim is to role this out fully for the September Executive meeting.

10. CLIMATE CHANGE SCRUTINY PANEL PRIORITIES

The Chairman asked that Members of the Panel consider the scrutiny priorities for the Climate Change Scrutiny Panel.

Members enquired about the progress being made to secure a date for Hampshire County Council (HCC) to attend a meeting of the Panel following the scoping report agreed last year. Officers explained that HCC have agreed to attend a meeting within this municipal year. Officers will work to secure a date in due course.

RESOLVED that the Panel considered the Scrutiny Priorities for the Climate Change Scrutiny Panel.

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

FAREHAM

BOROUGH COUNCIL

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

Date: Monday, 19 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor S Dugan (Chairman)

Councillor Mrs J Needham (Vice-Chairman)

Councillors: M J Ford, JP, Mrs K Mandry, F Birkett (deputising for Mrs P Hayre) and Ms S Pankhurst (deputising for J M Englefield)

Also Present: Councillor S D T Woodward, Executive Member for Policy and Resources (Item 7)



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Mrs S Bayford, Mrs P Hayre and J Englefield, and also from Mr Jonathan Butts.

2. MINUTES

RESOLVED that the minutes of the Daedalus Scrutiny Panel meeting held on 27 March 2023 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements made at this meeting.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTION

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. 2022/23 FINANCE OUTTURN AND DELIVERY AGAINST DAEDALUS VISION AND FINANCIAL STRATEGY

The Panel considered a report by the Head of Finance and Audit on the Council's main achievements in 2022/23 against the objectives of the Daedalus Vision and Strategy, as well as the financial outturn position against the revised budget for 2022/23.

RESOLVED that the Panel note the content of the report.

7. AIRPORT INVESTMENT PROGRAMME

The Panel considered a report by the Director of Planning and Regeneration on the updated Investment Programme for Solent Airport at Daedalus.

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

RESOLVED that:

Members requested that the Executive take account of their comments as follows:

- Support the recommendation as set out in the Executive report 19 June 2023;
- Strongly support the proposal to add a 2000 litre towable bowser to the tender specification for the JetA1 replacement vehicle to supply unleaded aviation fuel and improve the competitive advantage for the airport;
- Strongly support the recommendation to increase the Capital Programme allocation for the Aeronautical Ground Lighting scheme

£2,800,000 in line with the Council's Daedalus Vision and Outline Strategy.

8. EXECUTIVE BUSINESS

There were no items of Executive Business to be considered at this meeting.

9. SCRUTINY PRIORITIES

The Director of Planning and Regeneration addressed the Panel on this item and gave the Panel the opportunity to put forward any suggestion of items that they would like to scrutinise in this coming year.

The Chairman, Councillor Dugan, requested that the Panel is provided with updated on new projects as they arise. The Director of Planning and Regeneration confirmed that updates would be brought to the Panel as and when appropriate.

(The meeting started at 4.30 pm
and ended at 4.59 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Public Protection Scrutiny Panel

(to be confirmed at the next meeting)

Date: Tuesday, 20 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor (Vice-Chairman)

Councillors: Mrs T L Ellis, Miss T G Harper, Mrs J Needham,
Ms S Pankhurst, Mrs K K Trott and S Ingram (deputising for Mrs
P M Bryant)

Also Present: Councillor Miss J Burton, Executive Member for Health and
Public Protection for items 7 and 8.



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mrs P M Bryant.

2. MINUTES

RESOLVED that the minutes of the meeting held on 29 March 2023 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

(1) Extension of Coastal Car Parking Charges

There were no questions or comments for clarification in respect of this item.

7. SCRUTINY OF PORTCHESTER CREMATORIUM SERVICES

At the invitation of the Chairman, Councillor Miss J Burton, Executive Member for Health and Public Protection, addressed the Panel on this item.

The Panel received a presentation from representatives of Portchester Crematorium to inform members of the Panel of the ability of the Crematorium to accommodate the needs of a growing population within the Borough of Fareham and beyond.

The presentation covered the governance arrangements of the crematorium, the way it is funded and an overview of its current capacity to deliver services. The presentation also explained how a Development Plan is approved every 2 years which outlines current and future developments based on projected population growth and highlights key challenges and opportunities going forward. A copy of the presentation is attached as Appendix A to these minutes.

In discussing the capacity of the Crematorium to meet future demand, the Panel was assured that based on ONS statistics, which predict future population figures and numbers of deaths, demand for services can continue to be met. Any future changes to ONS projections which take into account the planned development at Welborne Garden Village will be reported to the

Crematorium Joint Committee so that they can be taken into account in the Crematorium's Development Plan. The Panel also noted that the Crematorium's operating permit will allow the current operating hours to be extended should this become necessary.

The Panel discussed the impact that the new cremator burners will have on the environment and noted that whilst it is not possible for the crematorium to achieve carbon neutrality, the new cremators will be used efficiently by maximising capacity at each use and that the Crematorium is exploring other opportunities to offset its carbon footprint such as recycling flowers and ensuring the gardens of remembrance are peat free.

RESOLVED that the Health and Public Protection Scrutiny Panel notes the content of the presentation.

8. OPPORTUNITIES PLAN 2023-2027

At the invitation of the Chairman, Councillor Miss J Burton, Executive Member for Health & Public Protection addressed the Panel on this item.

Councillor Mrs K K Trott left the meeting during this item.

The Panel received a presentation which provided an overview of the way in which the Opportunities Plan has been developed and the significant Year 1 project proposals that relate to the Scrutiny Panel area. A copy of the presentation is attached to these minutes as Appendix B.

Members commented that it would have been useful to have received details of the proposals in advance of the meeting for prior consideration and to consider any further suggestions to put forward for inclusion within the Plan. The Head of Finance and Audit advised that this is a 2 year plan and that any additional ideas put forward can still be considered for inclusion in the Plan.

The following suggestions were put forward for inclusion in the Plan:

- (i) An increase to the charges at Portchester crematorium as the current charges are lower than other local crematoria; recognising that this would need to be a decision of the Joint Committee due to Partnership Arrangements with neighbouring Local Authorities.
- (ii) The Members Allowances Scheme be reviewed to consider whether there are savings that can be made.
- (iii) Services be made more competitive to encourage Welborne developers to use the Council's Building Control Partnership for Building Regulation services rather than private consultants.

RESOLVED that having asked questions, made comments and put forward further proposals for consideration, as outlined above, the Health & Public Protection Scrutiny Panel notes the content of the presentation.

9. APPROVAL OF SCOPING REPORT FOR SCRUTINY OF QUEEN ALEXANDRA HOSPITAL SERVICES

The Panel considered a Draft Scoping report for inclusion in an invitation to Queen Alexandra Hospital to attend a future meeting of the Panel to answer members' questions on the ability of Portsmouth Hospitals University NHS

Trust to manage increasing demand on services from within Fareham and beyond, particularly with the development of Welborne Garden Village over a number of years.

RESOLVED that the Health and Public Protection Scrutiny Panel agrees that the draft Scoping report be included in an invitation to Queen Alexandra Hospital to attend a future meeting of the Panel.

10. HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL PRIORITIES

Members discussed the future scrutiny priorities for the Health and Public Protection Panel and agreed that there were no additional items for inclusion on the Scrutiny Priorities Plan at this time.

(The meeting started at 6.01 pm
and ended at 7.39 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Thursday, 13 July 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor (Vice-Chairman)

Councillors: F Birkett, H P Davis, Mrs C L A Hockley, Mrs K K Trott and
M R Daniells (deputising for R Bird)

Also Present: Councillor D G Foot (Executive Member for Housing)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R Bird and S Ingram.

2. MINUTES

RESOLVED that the minutes of the meeting held on 09 February 2023 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) Crossfell Walk Development Update

There were no questions or comments for clarification in respect of this item.

(2) Draft Empty Homes Strategy

There were no questions or comments for clarification in respect of this item.

(3) Fareham Housing Stock Conditions Survey

There were no questions or comments for clarification in respect of this item.

(4) Fareham Housing Void Property Works and Improvements Contract

There were no questions or comments for clarification in respect of this item.

7. OPPORTUNITIES PLAN 2023-2027

The Panel received a presentation which provided an overview of the Council's Opportunities Plan and how the Year 1 project proposals relate to the Housing Portfolio. A copy of the presentation slides is attached as Appendix A to these minutes.

Members of the Panel asked a series of questions pertaining to the various projects outlined in the report with a focus on the reduced costs of Bed and Breakfasts facilities and the challenges faced to improve void turnaround times. Officers explained that more detail on these projects was to be

presented to the Panel at item 8 and highlighted that these are a key focus for the Housing department at this time.

Questions were raised around the challenges faced in producing savings in Housing which is a statutory service. Officers explained that the focus is to introduce efficiencies which save money. One of the key areas currently being developed to achieve this, is to improve residents' ability to make initial contact to the Housing Options department via an online form. Although Members agreed that this would free up officer time and allow urgent cases to be prioritised, the Panel asked that face to face contact should always be maintained as an option for anyone using the service.

RESOLVED that the Housing Scrutiny Panel notes the content of the presentation and commented on the proposals as appropriate.

8. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Head of Housing Delivery which updated members on progress with Fareham Housing Sites and other relevant strategic housing matters. A copy of the presentation slides is attached to these minutes as Appendix B.

The Head of Housing delivery highlighted to Members that this is the highest number of completed projects that she has ever been able to report to Members and explained how this has a knock-on effect throughout the housing department as these properties are occupied.

Councillor Mrs C Hockley asked that a special thanks be passed to all those officers involved in the development of Assheton Court. Members are truly grateful for the hard work from officers in not only developing the site, but also in decanting residents into Sir Randal Cremer House with such care.

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

9. UPDATE ON THE HOUSING REGISTER

The Panel received a report by the Head of Housing Delivery which provided information to members regarding the Council's housing register, its recent review, and ongoing monitoring of new affordable housing delivery.

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

10. HOUSING SCRUTINY PANEL PRIORITIES

Members were asked to consider the Scrutiny Priorities for the Panel.

Members agreed that a scoping report be drafted to formulate an invitation to Vivid Housing limited to present to the Panel. In consultation with the Chairman, Officers will draft a report focusing key points around; repairs, renewals and customer service, before bringing to a future meeting of the Panel for consideration.

Members also requested that an update on the Welborne delivery of affordable homes be brought to the Panel within this municipal year.

RESOLVED that the Scrutiny Priorities for the Housing Scrutiny Panel were reviewed.

(The meeting started at 6.00 pm
and ended at 7.29 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 28 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs C L A Hockley (Chairman)

Councillor (Vice-Chairman)

Councillors: Mrs S M Bayford, R Bird, M J Ford, JP, Miss T G Harper,
Mrs K K Trott and Mrs P M Bryant (deputising for Mrs L E
Clubley)

Also Present: Councillor Mrs S M Walker, Executive Member for Leisure and
Community.



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor Mrs L E Clubley.

2. MINUTES

RESOLVED that the Minutes of the Leisure and Community Scrutiny Panel meeting held on the 31 May 2023 be signed and confirmed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements at the meeting.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at the meeting.

5. DEPUTATIONS

There were no deputations received at the meeting.

6. OPPORTUNITIES PLAN

The Panel received a presentation from the Policy, Research and Engagement Manager providing an overview of the Council's Opportunities Plan which currently under development. The presentation focused on the Leisure and Community Portfolio and the significant Year 1 project proposals which will be considered by the Executive on the 04 September 2023.

Members asked questions for clarification on some of the projects within the Opportunities Plan, including the Paddle Tennis and Genesis Centre, expressing overall support for the projects outlined in the presentation.

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

7. EXCLUSION OF PUBLIC AND PRESS

The Panel RESOLVED that it was in the public interest to exclude the public and representatives of the press for this item on the grounds that the matter to be dealt with under item 8 of the agenda involves the likely disclosure of exempt information as defined in Paragraph 3 Part 1 of Schedule 12A of the Local Government Act 1972.

8. FESTIVE LIGHTS - AWARD OF CONTRACT

The Panel received a report and supporting presentation from the Leisure and Community Manager on the Festive Lights Award of contract which is to be considered by the Executive at its meeting on the 03 July 2023.

The Leisure and Community Manager advised that there is an error in the Executive report at paragraph 17. The Paragraph should read - The current scheme uses approx. 2,000 ~~4163~~ kWh over the festive lighting period which is 7 weeks from around 20 November until 05 January when the scheme is illuminated from 4pm to 11pm each day. The preferred bidder, based on the same timings, will use approx. ~~4,008~~ ~~2081~~ kWh.

The Panel discussed the contents of the confidential Appendix A at length and provided Officers with valuable feedback on the possible options available from the preferred bidder, should the Executive agree to accept the results of the procurement exercise and award the contract to the contractor ranked 1st.

RESOLVED that the Leisure and Community Scrutiny Panel: -

- a) note the contents of the Executive report attached at appendix 1; and
- b) recommends that the Executive agree to award the contract the contractor ranked 1st at their meeting on the 03 July 2023.

At the end of this item, the meeting moved back into open session.

9. EXECUTIVE BUSINESS

(1) Community Fund Application - Shopmobility

There were no comments or questions for clarification in respect of this item.

(2) Fareham Live - Award of Contract

There were no comments or questions for clarification in respect of this item.

(3) Voluntary Sector Support Fund - Burrridge Community Association

This decision sheet was tabled at the meeting.

There were no comments or questions for clarification in respect of this item.

10. LEISURE AND COMMUNITY SCRUTINY PANEL PRIORITIES

The Chairman asked Members of the Panel to consider the Scrutiny Priorities for the Leisure and Community Scrutiny Panel.

Members asked that an update be brought to the Panel on the Westbury Manor Museum by the Hampshire Cultural Trust (HCT). A scoping report was agreed by the Panel last year which invited the HCT to attend a meeting of the Panel. Officers explained that this would be investigated further with the HCT and an update would be provided to Members in due course.

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

(The meeting started at 6.01 pm
and ended at 6.58 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Thursday, 22 June 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs S M Bayford (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors: M R Daniells, S Dugan, D J Hamilton, Miss T G Harper and Mrs K Mandry

Also Present: Councillor Mrs K K Trott (Item 6)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

RESOLVED that the minutes of Policy and Resources Scrutiny Panel meeting held on 02 May 2023 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements made at this meeting.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTION

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. OPPORTUNITIES PLAN

The Panel received a presentation by the Head of Finance and Audit on the Opportunities Plan 2023-2027. (The presentation is appended to these minutes).

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

Members noted the information in the presentation and the projects that are being considered in year one of the plan, and asked questions on the proposals that have been put forward.

Members had the following suggestions to be put forward for consideration in the Opportunities Plan:

- (i) Explore the opportunity of cost savings on electricity and heating from Hybrid Working, whilst condensing the staff within the building onto less floors.
- (ii) Teams Meetings, members felt that more meetings could be held over teams which would require less staff required in the building later in the evening, it could also save on heating and electricity.
- (iii) Introducing a scheme to encourage residents to rent spare rooms, which would not only benefit the resident with more income, but could help single occupancy properties which receive a Council Tax discount to pay full Council Tax.
- (iv) Large Projects, members felt that it was important for the Council to regularly review the timelines for delivering large projects to ensure that it is still worthwhile the Council undertaking them.

RESOLVED that having asked questions, made comments, and put forward further proposals for consideration, as outlined above, the Policy and Resources Scrutiny Panel notes the content of the presentation.

7. EXECUTIVE BUSINESS

The Panel considered the Executive items of business which falls under the remit of the Policy and Resources Portfolio, including Executive Member decisions and Officer delegated decisions, that have taken place since the last meeting of the Panel 2 May 2023.

(1) CONFIDENTIAL - Sale of Development Land at Faraday Business Park (South)

There were no comments received.

(2) Draft Corporate Strategy 2023-2029

There were no comments received.

(3) Vehicle Replacement Programme

There were no comments received.

8. SCRUTINY PRIORITIES

The Head of Finance and Audit addressed the Panel on this item and gave the Panel an overview of the items already scheduled for the coming year.

Members were given the opportunity to put forward any suggestions of items that they would like to scrutinise. Councillor Dugan requested that an item on the Council's Procurement process be included, to enable members to better understand how the Council achieves best value when procuring services and products.

(The meeting started at 6.00 pm
and ended at 7.30 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 5 July 2023

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor Mrs P Hayre (Vice-Chairman)

Councillors: Ms C Bainbridge, Mrs L E Clubley, J M Englefield,
Mrs C L A Hockley and Mrs K Mandry

Also Present: Councillor I Bastable, Executive Member for Streetscene, (for item 6(1))



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the meeting of the Streetscene Scrutiny Panel meeting held on 26 January 2023 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) Award of Contract - Corporate Cleaning Services

At the invitation of the Chairman, Councillor I J Bastable, Executive Member for Streetscene, addressed the Panel on this item.

In discussing this item, the Executive Member confirmed that the Corporate Cleaning Services contract will be monitored to ensure that the expected service standards are being achieved.

(2) Asset Management Plan for Streetscene 2023-2028

There were no questions or comments for clarification in respect of this item.

(3) Streetscene Sustainable Pesticide Use

There were no questions or comments for clarification in respect of this item.

7. OPPORTUNITIES PLAN 2023-2027

The Panel received a presentation which provided members with an overview of the Council's Opportunities Plan and how the Year 1 project proposals relate to the Streetscene Portfolio. A copy of the presentation slides is attached as Appendix A to these minutes.

Members commented that the Plan does not identify any savings that could be made from the Civic Offices building and were advised that the longer term

use of the Civic Offices is a separate piece of work that is being undertaken that includes other Council owned buildings.

The Panel was interested to hear what changes might be made to the service provision in maintaining cemeteries. Members were advised that investigations will be made to assess what other cemeteries are doing to encourage a more natural, wild life environment and whether this would produce any savings.

It was felt that providing a paid garden maintenance service to elderly residents could be popular as it may be easier and safer than sourcing privately. It was noted however that in order to provide this service, there would need to be resources available to meet demand and that high demand would most likely coincide with times when the service is already very busy.

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

8. CLIP AND COLLECT GARDEN WASTE SERVICE UPDATE

The Panel considered a report by the Head of Streetscene which provided members with an overview of the operation and performance of the Garden Waste Clip and Collect Service since its introduction in February 2022.

Members were provided with an update on the current number of subscribers to the service following a campaign throughout June to increase the number of subscribers. For the period 26/6/23 to 30/6/23 a further 262 sign ups were achieved (76 140 litre bins & 186 240 litre bins), representing an additional income for the above period of £16,270.

Revised table as of 30/6/23

Subscription Option		Income to FBC
140L	287	£15,785
240L	795	£51,675
Total	1082	£67,460

This brings the number of active subscribers to 20,330.

Following the success of the campaign, consideration will be given to whether further promotions are needed to boost sales during August.

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

9. STREETSCENE SCRUTINY PANEL PRIORITIES

Members discussed the Scrutiny Priorities for the Panel.

In discussing the Scrutiny Priorities, it was noted that many items on the plan have not been covered since 2019, however no further priorities were identified for inclusion in the Plan at the present time.

RESOLVED that the Streetscene Scrutiny Panel considered the Scrutiny Priorities.

(The meeting started at 6.03 pm
and ended at 7.05 pm).

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