

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **03 March 2015**

Report of: **Director of Planning and Development**

Subject: **FINAL REVIEW OF WORK PROGRAMME 2014/15 AND DRAFT
WORK PROGRAMME 2015/16**

SUMMARY

At the last meeting of the Panel on 6 January 2015, members reviewed the existing work programme for 2014/15 and also considered the draft work programme for 2015/16. The Panel is now invited to further review the work programme for the current year and finalise a draft Work Programme for 2015/16.

RECOMMENDATION

The Panel is now requested to:-

- (a) review the Panel's work programme for the current year 2014/15;
- (b) agree a proposed work programme for 2015/16; and
- (c) submit the proposed work programme for 2015/16 to the Council for endorsement;
- (d) that the Panel Chairman progress the appointment of an informal Member Working Group to progress the preparation of the Fareham Borough Design Guide (excluding Welborne) Supplementary Planning Document.

INTRODUCTION

1. At the meeting of the Panel on 6 January 2015, members reviewed the 2014/15 work programme and considered a proposed programme for the next municipal year 2015/16. This is the last cycle of meetings for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2015/16.

REVISION TO THE CURRENT WORK PROGRAMME FOR 2014/15

2. Appendix A sets out details of the proposed items for consideration for the remainder of 2014/15, arising from earlier discussions.
3. Appendix B attached to this report contains details of the outcomes from the matters considered at Panel meetings from May 2014 to January 2015, for members' consideration.
4. As members are aware, the Panel's focus is on 'policy development' and it is suggested that smaller working groups might be allocated to work with officers on specific subjects. The Panel is also likely to consider reports on a specific subject on more than one occasion during the course of the year as the policy is developed and before final recommendations are made to the Executive.
5. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2015/16 programme. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework. The list may however be subject to amendment arising from any future changes to the Constitution.
6. Details of the proposed work programme for 2015/16, which members initially considered at the last Panel meeting, are contained in Appendix D.
7. It is proposed that the Panel Chairman progress the appointment of an informal Member Working Group to progress the preparation of the Fareham Borough Design Guide (excluding Welborne) Supplementary Planning Document.
8. As members will recall, it was requested that a copy of the Executive Work Programme, showing items scheduled for 2015/16, be attached to this report to assist members when giving further consideration to the Panel's own work programme for the next municipal year. A copy of the Executive Work Programme is therefore attached as Appendix E. It should be noted that this is a "rolling work programme" and therefore the attached copy shows only those items on the Executive work programme as at the date of dispatch of this agenda, 10 February 2015.

RISK ASSESSMENT

9. There are no significant risk considerations in relation to this report

CONCLUSION

10. To summarise, the Panel is now invited to:-
 - (a) review the outcome of the work programme for 2014/15;
 - (b) agree a draft work programme for 2015/16, (having considered the proposed draft set out in Appendix D), which may include any proposed strategy or policy

reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel; and

(c) submit the work programme for 2015/16 to the Council for approval.

APPENDICES

Appendix A – Current Work Programme for 2014/15

Appendix B – Work Programme 2014/15 – Outcomes

Appendix C – Policy Framework

Appendix D – Proposed Work Programme for 2015/16

Appendix E – [Executive Work Programme \(as at 3 February 2015\)](#)

Background Papers: None

Reference Papers:

Planning and Development Policy Development and Review Panel 6 January 2015
(minute xxx)

Enquiries:

For further information on this report please contact Richard Jolley. (Ext 4388)

APPENDIX A

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2014/15**

<u>MEETING DATES FOR 2014/15</u>	<u>ITEMS</u>
9 July 2014	<p>Public Transport Review – Scoping Study</p> <p>River Hamble to Portchester Coastal Flood Risk & Management Strategy – Draft for Consultation</p> <p>Review of the Work Programme 2014/15</p>
2 September 2014	<p>Presentation – Parking Strategy & Charges – Annual Review</p> <p>Presentation – Public Transport Review: Progress Update</p> <p>Update on Local Plan Examination Arrangements</p> <p>Review of the Work Programme 2014/15</p>
4 November 2014	<p>Public Transport Review Update</p> <p>Presentation: Inland Flooding – Roles and Responsibilities and Current Projects</p> <p>Presentation – Titchfield Village Parking Review</p> <p>Review of the Work Programme 2014/15</p>
6 January 2015	<p>Tree Strategy Action Plan (Annual Update)</p> <p>Preliminary Review of the Work Programme 2014/15 and Draft Work Programme 2015/16</p>
3 March 2015	<p>River Hamble to Portchester Coastal Flood Risk & Management Strategy proposed for Adoption</p> <p>Presentation – Portchester Castle to Paulsgrove CFERM Scheme</p> <p>Performance Review: Environmental Sustainability Strategy and Action Plan</p> <p>Public Transport Review: Conclusions and Recommendations</p> <p>Final Review of Work Programme 2014/15 and Draft Work Programme 2015/16</p>

APPENDIX B

Date of Meeting	13 May 2014 – MEETING CANCELLED
Date of Meeting	9 July 2014
<u>Subject</u>	Public Transport Review – Scoping Study
Type of Item	Report
Action by Panel	<p>The Panel considered a scoping study report which proposed a review of public transport provision in the Borough. The report had been requested by Councillor Mandry, (Chairman), and its aim was to identify possible actions for working more effectively with those organisations responsible for delivering such services to meet the needs of the local communities through the Council’s community leadership role.</p> <p>Members considered the proposal that in order to take the matter forward, an informal Member Working Group of Panel members be set up to steer the review and consider initial findings (which it was expected could be presented to a future Panel meeting). It was also proposed that the Council liaise with First Bus to build a better relationship with the principal bus service operator in Fareham.</p> <p>In response to an enquiry from Councillor Miss Harper, it was confirmed that the reference in the scoping report to “bus infrastructure provision” included the provision of bus shelters.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) a Public Transport Review Member Working Group of Panel members be established; (b) that the members of the Working Group be Councillor A Mandry, Councillor P J Davies and a representative nominated by the Liberal Democrat Group; (c) arrangements be made for the first meeting of the Working Group to be held in August 2014 when a programme of future meetings could be formulated; and (d) that an update on the Public Transport Review Member Working Group be reported to the Panel meeting on 2 September 2014 and details of the Group’s initial findings be considered at the Panel meeting on 4 November 2014.

Outcome	Establishment of a Public Transport Review Member Working Group to carry out review. An update report on the Public Transport Review was presented to the Panel at its meeting on 4 November 2014.
Link Officer	Robert Burton
<u>Subject</u>	River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy – Options for Public Consultation
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development which summarised the progress of the River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy and set out the preferred Strategic Options for managing the Fareham coastline over the next hundred years. Details were also given of the public consultation arrangements to run for 3 months from 1 September 2014 to 1 December 2014. The report was accompanied by a presentation illustrating the information contained in the report.</p> <p>The Chairman welcomed to the meeting two representatives from Eastern Solent Coastal Partnership, Mark Stratton and James Addicott who presented the item and answered members' questions.</p> <p>At the invitation of the Chairman Councillor Knight joined the meeting during discussion on this matter.</p> <p>The presentation covered the following key areas:-</p> <ul style="list-style-type: none"> • Strategy Progress – collection of baseline evidence, flood modelling leading to assessment of preferred options for mitigating flood and erosion risk. • Community Engagement – there has been on-going engagement with the public and other interested partners including presentations to Councillors and other organisations and website and social media updates. Part of the aim of engaging with other organisations is to work collaboratively in the development of the strategy and to try and seek longer term future funding. • Options Development – a long list of options were assessed against several categories including: technical feasibility, environmental impacts, cost, funding opportunities, objectives of interested parties etc. this process produced a short list which was subsequently reduced to the following preferred strategic options referred to in paragraph 12 of the report:- (a) Do Minimum (b) Maintain, (c) Sustain (d) Improve • Preferred Strategic Options for Consultation – more detailed information was provided regarding the preferred strategic option for each of the 5 Strategy Management Zones (paragraph 14 of the report refers).

	<p>A proposed amendment to the preferred option in Strategy Management zone 1 (when compared to the submitted report) was outlined by officers during the presentation. The preferred option was changed from: Delay Sustain – Maximise life of existing defences and then sustain minimum 1:100 year SoP (phased_ from 2030.</p> <p>To: Delay Sustain - Maximise of existing defences then sustain a minimum 1:100 year SoP from 2030, with environmental improvements to currently eroding former landfill sites.</p> <ul style="list-style-type: none"> Public Consultation – the Panel was reminded that during the consultation period the following four public exhibitions have been scheduled to seek opinion on the proposed options:- <p>9th September 2014 (13:00-19:00) – Ferneham Hall, Fareham 10th September 2014 (13:00-19:00) – Gosport Discovery Centre 11th September 2014 (13:00-19:00) – Hill Head Sailing Club, Fareham 18th September 2014 (13:00-19:00) – Warsash sailing Club, Fareham</p> <p>It was AGREED that the Panel:-</p> <p>(a) thank the representatives from Eastern Solent Coastal Partnership for their informative presentation and report;</p> <p>(b) support the Strategy’s preferred options as detailed in Appendix 1 attached to the report, subject to the amendment outlined above; and</p> <p>(c) approve the public consultation process due to commence in September 2014, as detailed in paragraphs 15 to 18 of the report.</p>
Outcome	Progress on the consultation process
Link Officer	Richard Jolley
Subject	Planning and Development Policy Development and Review Panel Work Programme 2014/15
Type of Item	Review
Action by Panel	The Panel considered a report by the Director of Planning and Development which reviewed the Panel’s Work Programme for

2014/15.

It was noted that an item related to the Public Transport Review had been added to the agenda for 4 November 2014. The Chairman further proposed that following the establishment of the Public Transport Review Member Working Group at this meeting, an item to update members on progress be added to the Panel's work programme for the meeting on 2 September 2014.

The Chairman also referred members to Appendix C to the report, the list of items scheduled on the Planning and Development Executive Portfolio Work Programme 2014/15 and invited members to suggest items for consideration by the Panel which they felt could assist in the process of policy development.

In reply to an enquiry regarding current membership of the Fareham Design Members' Working Group, the Director of Planning and Development undertook to provide members with the details via the Members Newsletter.

A question was raised as to when the item on flooding-related matters would be added into the main work programme. The Director of Planning and Development advised members that the Eastern Coastal Partnership would be working with Fareham Borough Council on flooding related matters. The Director proposed that in the first instance he enters into dialogue with the Coastal Partnership Manager and colleagues responsible for emergency planning arrangements on this issue to determine when the necessary details/information would be ready to present to members. Following consultation with the Chairman, an item then could be added to the work programme at an appropriate time.

It was AGREED that:-

- (a) subject to the addition of an item on Public Transport Review – Update to the meeting on 2 September 2014, the Panel's work programme for 2014/15, (attached as Appendix A to the report), be approved;
- (b) that the outcomes from matters considered at the Panel meeting on 4 March 2014 be noted, and
- (c) that the Planning and Development Executive Portfolio work programme for 2014/15, attached as Appendix C to the

	report be noted.
Outcome	Noted
Link Officer	Richard Jolley
Date of Meeting	2 September 2014
<u>Subject</u>	Presentation – Parking Strategy and Charges – Annual Review
Type of Item	Policy Development and Review
Action by Panel	<p>The Panel received a presentation by the Principal Transport Planner on the parking Strategy and Charges – Annual Review.</p> <p>The presentation outlined the Parking Strategy that was adopted by the Council in December 2012 and that will run for 5 years ending in 2017, providing details on the implementation plan, income trends, car park occupancy and new car parking payment methods.</p> <p>Members noted that the majority of the actions in the implementation plan have already been completed, and the progress made on the last 3 remaining actions. The Chairman asked if the implementation plan could become a 'live' action plan whereby new actions can be added as they arise. The Director of Planning and Development confirmed that this could be arranged.</p> <p>The presentation also outlined a request from Fareham Shopping Centre to remove the parking charges in the Osborn Road and Fareham Shopping Centre multi storey car parks from 5pm on a Thursday evening as the Shopping Centre now opens late on that day. If supported in principle, the option also exists to extend this change to the Market Quay car park as well. All Panel Members agreed with the proposal in principle, and expressed a preference for this change to be introduced in all three car parks.</p>

	<p>It was AGREED that:-</p> <p>(a) the Principal Transport Planner be thanked for his presentation; and</p> <p>(b) the Executive be advised that the Panel supports the proposal to remove the parking charges from 5pm on a Thursday in the Osborn Road, Fareham Shopping Centre and Market Quay car parks.</p>
Outcome	<p>Executive advised of Panels comments on the proposals</p> <p>The Director of Planning and Development to arrange for the implementation plan to become a 'live' action plan where new actions can be added as they arise.</p>
Link Officer	Robert Burton
Subject	Update on Local Plan Examination Arrangements
Type of Item	Information
Action by Panel	<p>The Panel received a verbal update from the Head of Planning Strategy and Regeneration on the Local Plan Examination Arrangements.</p> <p>The Panel were informed that the Welborne and Development Site & Policy Plans are likely to be examined by the Inspector between 12-23 October 2014. It is unknown yet when the inspector will report on both plans, but it is thought that it should be around December 2014, with the hope to have the plans adopted in the new year.</p> <p>The Head of Planning Strategy and Regeneration was thanked for her update.</p>
Outcome	Noted
Link Officer	Claire Burnett
Subject	Planning and Development Policy Development Review Panel Work Programme 2014/15
Type of Item	Review
Action by Panel	The Panel considered a report by the Director of Planning and Development which reviewed the Work Programme for 2014/15.

	<p>Members attention was drawn to the two additional items added onto the work programme; Presentation on Inland Flooding - Roles and Responsibilities and current projects to the 4 November meeting and River Hamble to Portchester Coastal Flood Risk & Management Strategy proposed for adoption to the 3 March 2015 meeting.</p> <p>Councillor Trott enquired as to future dates for the Fareham Design Member's Working Group. The Director of Planning and Development stated that the Planning Strategy service was principally focused on preparation for the Plan examinations (referenced in item 8 above) but that a programme of meeting would be forthcoming for the next calendar year in due course.</p> <p>It was AGREED that the work programme, as set out in Appendix A to the report, be approved.</p>
Outcome	Noted
Link Officer	Richard Jolley

Date of Meeting	4 November 2014
<u>Subject</u>	Public Transport Review: Update
Type of Item	Policy Development and Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on an update to the Public Transport Review.</p> <p>The Panel was informed that the purpose of the report was to present interim findings, in particular identifying possible actions that may be taken to improve Bus Services within the Borough. The report reviewed both scheduled and privately-contracted services provided for residents, commercial organisations and educational establishments. The Panel was informed that meetings had taken place with Firs Bus and Community Action Fareham to discuss the services they provide and to understand how and why operational decisions are made.</p> <p>The report included a summary of the changes proposed by Hampshire County Council to subsidised bus services in Fareham and Gosport, and the Panel was informed that these proposals were approved by Hampshire County Council's</p>

Date of Meeting	4 November 2014
	<p>Executive Member at a Decision Day on 27 October 2014 and would be effective from early 2015.</p> <p>As stated in the report, identifying areas in the Borough with a definite need for new or improved bus services had proved challenging and would require more detailed investigation. Examples of successful community bus services operating elsewhere were found to be relatively rare, although reference was made to the services run by the Meon Valley Community Bus Association as a possible exemplar project.</p> <p>The report also explained that the Borough Council is currently reviewing the way in which bus shelters are procured to ensure they can better meet the needs of residents and the bus companies.</p> <p>A principal conclusion from the report was that a more formal consultation process for changes proposed by commercial bus operators and/or Hampshire County Council (as public transport authority). A suggested method of achieving this was to develop a protocol for community involvement, and an indicative version of this document was included as an attachment to the report.</p> <p>Councillor Davies addressed the Panel to inform members that Hampshire County Council has withdrawn funding for Sunday services on Bus Route f1/F2 between Fareham and Highlands. This will leave some wards with no Sunday Services at all. However, there are currently talks with Community Action Fareham who are looking into the feasibility of providing an alternative Sunday bus service. He also informed members that he sits on the First Bus Customer Panel and will circulate minutes of these meetings to all members.</p> <p>The Chairman suggested that a message be out to all Councillors asking them to put forward suggestions for areas in the Borough that are in need of a bus service.</p> <p>It was AGREED that the Panel:-</p> <ul style="list-style-type: none">(a) notes the content of the Interim Report relating to that provisional findings from the Public Transport Review, and in particular the proposed changes resulting from Hampshire County Council's review of the subsidised bus and community transport services; and(b) concur with the conclusions in the report including activities identified to provide further outcomes from the Review.

Date of Meeting	4 November 2014
Outcome	Report noted
Link Officer	Robert Burton
Subject	Presentation: Titchfield Village Parking Review
Type of Item	Information
Action by Panel	<p>The Panel received a presentation from the Principal Transport Planner and the Head of Parking and Enforcement on the Titchfield Village Parking Review.</p> <p>At the Invitation of the Chairman, Councillor K D Evans, Executive Member for Planning and Development addressed the Panel on this item.</p> <p>The Panel was informed that the presentation was given to the Titchfield CAT's meeting on 8 October 2014, and is also being presented by Councillor Mrs Hockley at the Titchfield Village Trust which is also taking place this evening.</p> <p>The presentation explained the purpose of the survey that was conducted over four days in May 2014, which was to gain a better understanding if the use of the 3 main parking areas within the Village, these being The Square, Barry's Meadow Car Park and Titchfield Community Centre Car Park.</p> <p>Each area was surveyed to determine the usage and length of stay in each area, and as a result of this review the following proposals have been put forward:</p> <p>The Square - To change 8 additional spaces that are currently unrestricted to 30-minute parking, which would increase the total number of 30-minute spaces to 13.</p> <p>Barry's Meadow Car Park (3-hour limit) – To remove the business permits currently issued for this car park which would free up extra spaces for visitor use.</p> <p>Community Centre Car Park (24-hour limit) – To change the internal layout of the car park which would create an additional 25-30 spaces.</p>

Date of Meeting	4 November 2014
	<p>The presentation also gave information on the experimental Traffic Regulation Order which has been in place in South Street since June 2014, during the experimental phase adjustments to the TRO have already been made, this was to remove the underused disabled parking bay, introduced a 20 minute waiting limited for all in the remaining parking area and to move the bollards back at the end of South Street where it enters the Square to ease passage for larger vehicles.</p> <p>The deadline for comments/objections to the experimental order is 12 December 2014, and after that time the Council will either make the order permanent, withdraw the order or introduce a new order.</p> <p>Councillor Walker asked what effect the removal of the business permits would have on those users if they were removed. The Head of Parking and Enforcement explained that this would increase the availability of parking spaces in Barry's Meadow Car Park, which is used principally for short term visits and is characterised by a high turnover. Under the proposals business users would be able to park instead in the Community Centre Car park which is designated for longer term (24-hour) parking.</p> <p>Questions were asked regarding the parking spaces in South Street. The Panel were informed that these were also monitored as part of the survey and it showed a heavy use of these spaces throughout the day.</p> <p>Members commented on the proposals for the changes to the 3 parking areas agreeing that whilst it will not solve all of the problems it is a fair compromise.</p> <p>It was AGREED that the Panel:-</p> <ul style="list-style-type: none"> (a) thanked the Principal Transport Planner and the Head of Parking and Enforcement for their presentation; and (b) the Executive note the Panel's comments above in considering the proposed changes to the 3 main parking areas in Titchfield.
Outcome	The Panel's comments were presented to the Executive at its meeting on 5 January 2015
Link Officer	Kevin Wright/Robert Burton

Subject	Presentation: Inland Flooding – Roles and Responsibilities and Current Projects
Type of Item	Information
Action by Panel	<p>The Panel received a presentation from the Head of Parking and Enforcement and James Addicott from Eastern Solent Coastal Partnership on Inland Flooding – Roles and Responsibilities and Current Projects.</p> <p>The presentation outlined which authority was responsible for each type of flooding, the legislation which governs how flooding is dealt with, details of what the Eastern Solent Coastal Partnership is responsible for, details of how the flooding in 2013/14 was managed and what was learnt from it, flooding insurance, permissive powers and multi-agency working and flood plans.</p> <p>Jessica Rowlatt from Hampshire County Council addressed the Panel and informed them that they are looking at setting up multi agency meetings with communities that are at risk of flooding to provide them with guidance on preventing flooding and assisting them to set up a community plan for the future so that they are able to deal with the flooding issues themselves and not rely on the Local Authorities.</p> <p>Councillor Englefield enquired about how the electricity companies are involved with this as during the last storms many properties were not flooded but were without electricity for some time as the electricity sub stations were flooded. Jessica Rowlatt explained to the Board that SSE have now set up a specialist team that are responsible for liaising with Hampshire County Council Emergency Planning advising them on where the power cuts are and what is happening to them. This will allow Hampshire County Council to plan and take better action for those communities that are affected.</p> <p>The Panel AGREED to thank the Head of Parking and Enforcement, James Addicott, Jessica Rowlatt and Wesley Jones on their informative presentation.</p>
Outcome	Presentation noted. Information regarding contacts for flooding was put into the Member's newsletter.
Link Officer	Kevin Wright
<u>Subject</u>	Review of Work Programme 2014/15
Type of Item	Policy Development and Review

Date of Meeting	4 November 2014
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development which reviewed the Panel's Work Programme for 2014/15.</p> <p>Councillor Davies enquired as to whether an item on the opportunities to improve north-south pedestrian routes across the central Fareham Town Centre area (Civic Area, Fareham Shopping Centre, and Market Quay) could be included onto the Work Programme. The Director of Planning and Development addressed the Panel and explained that his issue is highlighted in policies and proposals for Fareham Town Centre development set out in the emerging Development Sites and Policies Plan. He suggested that as Officers progress work on the delivery of such development opportunities it would be appropriate to provide an update to the Panel on these issues, including the pedestrian access issue highlighted, during the next calendar year.</p> <p>It was AGREED that the Work Programme, as set out in Appendix A to the report, be approved.</p>
Outcome	Report Noted
Link Officer	Richard Jolley

Date of Meeting	6 January 2015
<u>Subject</u>	Tree Strategy Action Plan (Annual Update)
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on an Annual Update of the Tree Strategy Action Plan and received a presentation on the key issues within the report by the Principal Tree Officer.</p> <p>The Presentation outlined the various work and responsibilities that is undertaken by the tree team, these included; tree inspections, Council Housing trees, tree planting and maintenance, protection of trees, tree service requests, the impact of weather on trees, and an update on pests and diseases.</p>

Date of Meeting	6 January 2015
	<p>The Panel were also provided with information regarding improvements to the service as a result of the Vanguard work being undertaken. This will include Tree Officer's using tablet PC's whilst out on site, which will enable officers to record information directly onto the system which will take less time than writing notes and recording them at a later date. It will also help provide the most current and up-to-date information. A proposal was put forward to introduce a 'fast-track' system for small scale works to protected trees. This would enable smaller works such as crown lifting and shortening of overhanging branches to be approved within 7-10 days.</p> <p>As part of the presentation the Panel was also shown a demonstration of the systems used by the Tree Team, which provides information such as a tree's position, its health and condition; and the previous maintenance history.</p> <p>The Chairman requested that all local Ward Councillors be notified when major tree works or planting is going to take place so that they are aware and can advise residents should they receive any enquires. The Principal Tree Officer confirmed that this will now happen for new tree planting schemes. Ward Councillors and local residents are currently notified when major tree works and tree removal and necessary.</p> <p>It was AGREED that:-</p> <p>(a) the Principal Tree Officer be thanked for his presentation; and</p> <p>(b) the Panel supports the Tree Strategy Action Plan, as set out in Appendix A to the report.</p>
Outcome	Tree Strategy Action Plan approved
Link Officer	Paul Johnston

Date of Meeting	6 January 2015
Subject	Preliminary Overall Review of the Work Programme for 2014/15 and Draft Work Programme for 2015/16
Type of Item	Information

Date of Meeting	6 January 2015
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on a preliminary review of the 2014/15 and the draft 2015/16 work programme.</p> <p>The Director of Planning and Development addressed the Panel on this item to explain that he had put together a list of potential agenda items for the 2015/16 work programme, including suggestions already put forward from members.</p> <p>The Chairman suggested that due to the limited number of meetings held by the Panel it may be advisable if some of the potential agenda items are dealt with by forming working groups. He explained to the Panel that time management will be crucial and therefore careful consideration will need to be given as to how these items are managed and how far they are looked into.</p> <p>Councillor Trott suggested that maybe some of the performance reviews did not have to be done so frequently and maybe some could become bi-annual instead of annual. The Director of Planning and Development confirmed that it is the Panel's choice as to which, if any performance reviews are completed during the year, however he suggested that members keep the review of the Planning Strategy Service as this a critical performance review which will inform the future review of the Local Plan.</p> <p>It was AGREED that the work programme for the remainder of the year is approved.</p>
Outcome	Report Noted
Link Officer	Richard Jolley

**FAREHAM BOROUGH COUNCIL
POLICY FRAMEWORK**

Under the Constitution, the plans and strategies to be adopted or approval by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.

**PROPOSED PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2015/16**

<u>MEETING DATES FOR 2015/16</u>	<u>ITEMS</u>
19 May 2015	<p>Fareham Borough Non-Residential Parking Standards: Draft for Consultation</p> <p>Review of the Work Programme 2015/16</p>
21 July 2015	<p>Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) - Draft for Consultation</p> <p>Review of the Work Programme 2015/16</p>
8 September 2015	<p>Performance Review: Parking Strategy Service & Strategy Action Plan</p> <p>Review of the Work Programme 2015/16</p>
3 November 2015	<p>Fareham Borough Design Guidance SPD (excluding Welborne) for Adoption</p> <p>Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report</p> <p>Review of the Work Programme 2015/16</p>
12 January 2016	<p>Performance Review: Tree Service & Strategy Action Plan</p> <p>Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17</p>
1 March 2016	<p>Performance Review: Environmental Sustainability Strategy & Action Plan</p> <p>Final Review of Work Programme 2015/16 and Draft Work Programme 2016/17</p>

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Unallocated items:

Environmental Improvement Programme

Performance Reviews: Coastal Management service; Building Control service