

FAREHAM

BOROUGH COUNCIL

Report to Public Protection Policy Development and Review Panel

Date **8 March 2016**

Report of: **Director of Planning and Regulation**

Subject: **FINAL REVIEW OF WORK PROGRAMME FOR 2015/16 AND
DRAFT WORK PROGRAMME 2016/17**

SUMMARY

Following the cancellation of the meeting scheduled for 19 January 2016, this report reviews the outcome of the Panel's work programme for the current year, 2015/16 and suggests a draft work programme for next year, 2016/17.

RECOMMENDATION

The Panel is now requested to:-

- (a) review the outcome of the work programme for 2015/16;
- (b) Agree a proposed work programme for 2016/17; and
- (c) Submit the proposed work programme for 2016/17 to the Council.

INTRODUCTION

1. This is the last cycle of meeting for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2016/17.

THE PANEL'S TERMS OF REFERENCE

2. Under its terms of reference, the Public Protection Policy Development and Review Panel is responsible for:-
 - reporting and advising upon policies and proposals relating to the Public Protection portfolio;
 - assisting Full Council and the Executive in the development and formulation of policy; and
 - reviewing the performance of services provided directly or indirectly by the Council.

WORK PROGRAMME – CURRENT YEAR 2015/16

3. Appendix A to this report contains details of the current year's work programme for review by the Panel.
4. Members are asked to note the following revisions to the work programme:
 - (a) The report on 'Food Standards Agency Food Safety Service Plan' which was scheduled for this meeting has been moved to 24 May 2016 meeting;
 - (b) A report titled 'Annual Update on Community Safety Partnership' has been added to the work programme for this meeting; and
 - (c) The report on 'Fareham and Gosport Environmental Health Partnership' that was discussed at the previous meeting held on 10 November 2015 which was to be added to the work programme for this meeting has now been moved to the 24 May 2016 meeting.

PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME 2016/17

5. Appendix B sets out details of the proposed items for consideration during 2016/17. As the Panel now focuses on 'policy development', it is suggested that smaller working groups are 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.
6. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2016/17 programmes.
7. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework.

RISK ASSESSMENT

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

CONCLUSION

9. To summarise, the Panel is now invited to:-
 - (a) review the outcome of its work programme for the current year 2015/16;
 - (b) agree a draft work programme for 2016/17, having considered the proposed draft set out in Appendix B and, at the same time, add to the Panel's draft programme for 2016/17 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 2016/17 to the Council.

Background Papers:

Reference Papers:

Enquiries:

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

**PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL – DRAFT WORK
PROGRAMME 2015/16**

Date	Subject	Type of Item	Training Session/Workshop
26 May 2015	Work Programme 2015/16	Information/Consultation	
	Services Falling Within the Public Protection Remit	Presentation	
28 July 2015	Work Programme 2015/16	Information/Consultation	
	Annual Report on Fareham Parking Enforcement Service	Monitoring	
	Biennial Review of Parking Enforcement Policy	Policy Review	
15 September 2015			
CANCELLED			
10 November 2015	Work Programme 2015/16	Information/Consultation	
	Traffic Management Programme	Programming	
	Annual Health and Safety Performance 2014/15	Monitoring	
19 January 2016			
CANCELLED			
8 March 2016	Review of annual work programme for 2015/16 and final consideration of draft work programme for	Monitoring/Programming	

Date	Subject	Type of Item	Training Session/Workshop
	2016/17		
	Annual Update of Community Safety Partnership	Monitoring	
	Air Quality Action Plan Update	Monitoring	

To be assigned/possible items for 2016/17:

Further Update on Police Reorganisation

Local Drug Enforcement/Community Safety Partnership

Work of the Food Safety Service

Chief Fire Officer – Proposed Changes to the Fire and Rescue Service (Chief Fire Officer to attend the meeting of the Scrutiny Board on 19 November 2015)

**Public Protection Policy Development and Review Panel – 10 March 2015
Progress on Actions Since Last Meeting of 2013/14**

Date of Meeting	10 March 2015
Subject	Update on Police Reorganisation
Type of Item	Monitoring
Action by Panel	<p>The Panel received a verbal report from Inspector Kevin Cuffe of Hampshire Constabulary on the continuing reorganisation of the Police, with particular reference to the Fareham area. Inspector Cuffe indicated that Chief Inspector James Pegler, who had been invited to attend the meeting, was unable to be present as he was away on a course.</p> <p>Inspector Cuffe reported that, since his last report to the Panel on 3 June 2014, the investigation hub, based in Portsmouth, was up and running. Detectives and uniformed investigation officers located there covered the Portsmouth, Fareham, Gosport and Havant and Waterlooville areas.</p> <p>Response and patrol teams providing round the clock cover for Fareham, Gosport and Park Gate were temporarily operating from Fareham police station. This arrangement was under continual evaluation and a site had been identified for the teams to move into later in the year; the aspiration was for the site to be operational in July 2015. Currently the teams were reporting to Fareham Police station and then deploying to areas where it was anticipated they would be needed. There was a Country-wide arrangement in place, whereby response and patrol teams from across the region were deployed where they were needed.</p> <p>The principal custody provision for the Fareham and Gosport areas was at Waterlooville, with Portsmouth Central as the back-up. There was currently still custody provision at Fareham Police station as weekends, but it was uncertain how long this would remain. It was anticipated that there would be a new facility built for long-term custody provision for the east Hampshire area.</p> <p>Neighbourhood officers were due to reach their new (reduced) level of staffing with effect from 1 April 2015. The Fareham neighbourhood officers would continue to operate from Fareham and the constabulary's estates team was negotiating with Fareham Borough Council about their possible location at the Civic Offices, with the aspiration being from July 2015. A meeting between the parties concerned was due to take place during the week beginning 16 March 2015.</p> <p>The force's control room was still in existence and operators now had the option of diverting calls to a resolution centre, where matters could be referred to the investigation team based at Portsmouth. This system seemed to be working well and the</p>

	<p>force was investing in more officers to deal with the post call receipt demand.</p> <p>Inspector Cuffe then answered members' questions concerning his report. It was further noted that: where possible, initial enquires could be carried out by telephone, thereby avoiding the need for an officer visit and that the resolution unit was primarily concerned with crime; at that moment in time, there was one police constable and one police community support officer on duty at Fareham police station but that, generally, there were 65 response control officers (5 teams of 13 officers) based at Fareham police station and responsible for covering the wider area, of which 20-30% were on duty at any one time; after providing an initial response, these officers would pass cases to the investigations hub for follow-up and would not actually have caseloads of their own; in addition, where these teams used to have one common start time, they now had staggered start times; taking all suspects arrested to Waterlooville or Portsmouth was a drain on officer time, but that it was a situation caused by the significant reorganisations – in the last 5 years, over 600 posts had been lost and that, by 2017, there would be 1000 less officers in Hampshire; Park Gate police station was currently a base for a neighbourhood policing team, with the rest of the station being used by a different department, with effect from April 2015, there would be a designated PC and PCSO as the points of contact for a member of the public wishing to speak to the police were the 101 telephone number the Hampshire Constabulary website and an intercom facility at all police stations, even if they were closed; there were concerns at the lack of communication from the police, including the estates team, about changes and reorganisation; the new Chief Inspector for Fareham was due to take up her new post in May 2015; the role of neighbourhood policing teams would be to look at ways of reducing and preventing crime but not to investigate it; and that police officers, in addition to their normal duties, worked a pattern of being on call for 24 hours a day on a one week on, two weeks off basis.</p> <p>At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.</p> <p>It was AGEED that Inspector Cuffe be thanked for his report.</p>
Outcome	Verbal Update Noted
Link Officer	Martyn George
Subject	Public Protection Policy Development and Review Panel Work Programme – Review of 2014/15 and Draft for 2015/16
Type of Item	Consultation
Action by Panel	<p>The Panel considered a report by the Director of Community which reviewed the Panel's work programme for 2014/15 and suggested a draft work programme for 2015/16.</p> <p>At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.</p> <p>It was AGREED that:-</p>

	<p>(a) the outcome of the work programme for 2014/15, as shown in Appendix A to the report, be noted;</p> <p>(b) for 2015/16, consideration be given to having shorter written reports at meetings, with the emphasis being placed on presentations from officers giving details of specific aspects of work carried out in relation to the services in the public protection portfolio, to stimulate discussion amongst members and to assist with policy review;</p> <p>(c) the incoming Chief Inspector for the Fareham area be invited to attend a future meeting of the Panel (in person) to further report on the reorganisation of the police;</p> <p>(d) it be noted that, whilst external agencies could not be compelled to provide written reports, background information on policing would usually be available in any future report from the Community Safety Partnership;</p> <p>(e) consideration be given to having a presentation on local drug enforcement, possibly in connection with the work of the Community Safety Partnership;</p> <p>(f) the biennial review of the Parking Enforcement Policy be added to the work programme for 28 July 2015;</p> <p>(g) Any further suggestions for areas of work be considered at future meetings be made to the Director of Community;</p> <p>(h) Subject to (b) to (g) above, the proposed work programme for 2015/16, as shown in Appendix B to the report, be approved; and</p> <p>(i) The draft work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement.</p>
Outcome	
Link Officer	Ian Rickman
Subject	Fareham and Gosport Environmental Health Partnership
Type of Item	Review
Action by Panel	With reference to the review of the Panel's work in 2014/15 (minute 7 above refers), the Head of Environmental Health reported that the Fareham and Gosport Environmental Health Partnership had been honoured at the Improvement and Efficiency (IESE) Awards. The Partnership won the Silver Award in the 'Delivering Through Efficiency' category, in recognition of its outstanding work in reducing costs whilst at the same time improving service quality. Fareham's Executive Member for Public Protection and Gosport's Deputy Leader attended the awards ceremony with the Head of Environmental Health.

	<p>At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.</p> <p>It was noted that Fareham and Gosport had come second out of 200 local authorities in this particular category and that there had been a reference made to it in the local press.</p> <p>It was AGREED that everyone involved be congratulated on the award.</p>
Outcome	Noted
Link Officer	Ian Rickman
Subject	Air Quality in the Borough and Update on Response to Annual Report submitted to the Department for Environment, Food and Rural Affairs (DEFRA)
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Community on Air Quality in the Borough and which gave an update on the response to the annual report submitted to the Department for Environment, Food and Rural Affairs (Defra). The Principal Environmental Health Officer, Pollution North, presented the report and, in addition, showed some slides indicating the location of diffusion tubes in the Borough and summaries of readings from them.</p> <p>At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.</p> <p>It was AGREED that the content of the report and the progress that had been made to date in respect of Local Air Quality Management be noted.</p>
Outcome	Noted
Link Officer	Heather Cusack
Subject	Food Standards Agency Food Safety Service Plan
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Community on the Food Standards Agency Food Safety Service Plan.</p> <p>It was AGREED that the Food Safety Service Plan, as shown in Appendix A to the report, be commended to the Executive for approval.</p>
Outcome	<p>Referred to Executive on 18 May 2015:-</p> <p>RESOLVED that the Executive endorsed the Food Safety Service Plan 2015/16, as detailed in Appendix A to the report, and recommends the plan to Council for approval.</p>
Link Officer	Ian Rickman

Date of Meeting	26 May 2015
Subject	Services Falling Within the Public Protection Remit
Type of Item	Presentation
Action by Panel	<p>Councillor Price declared a personal interest during the consideration of this item, indicating that he was a member of the Fareham Community Safety Partnership, representing the Hampshire Fire and Rescue Authority.</p> <p>The Panel received a presentation from the Director of Community, the Head of Environmental Health and the Community Safety Manager on the services falling within the Public Protection remit.</p> <p>The presentation gave details of the role of the Panel and services within the Public Protection Portfolio, as follows: Environmental Health, including Food Safety, Air Quality, Contaminated Land, Pollution, Pollution (Statutory Nuisance), Public Health (filthy and verminous premises), Out of Hours Service, Dog Control, Pest Control; Community Safety, including Data, New Way of Working, Antisocial Behaviour, Initiatives & Projects, Diversionary Activities, Fareham Supporting Families, Criteria, What's Happening in Fareham? Partners, What Does Support Look Like?, Family Support Worker, DWP Secondee, Fareham Map, Challenges; and Emergency Planning, Enforcement Team, Parking and Traffic Management, Litter/Dog Fouling Complaints, Fly-Tipping, Abandoned Vehicles, CCTV and Out of Hours Service.</p> <p>At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) it be noted that, with reference to the unassigned item 'Further Update on Police Reorganisation', the new Chief Inspector for the Fareham area would not now be taking their post until September 2015 and so the item was unlikely to be assigned to a meeting until 2016; (b) in view of the report on air quality considered at the last meeting of the Panel (minute 9 of 10 march 2015 refers), the 'Air Quality Action Plan Update' item be moved from 15 September 2015 to 8 March 2016; (c) a presentation on the work of the food safety service be added to the work programme; (d) the officers be requested to invite the Chief Fire Officer to attend a future meeting of the Panel to give a presentation on proposed changes to the Fire and Rescue Service; (e) subject to (b), (c) and (d) above, the work programme for 2015/16, as shown in Appendix A to the report, be approved;

	and (f) the progress on actions since the last meeting of the Panel, as set out on Appendix B to the report, be noted.
Outcome	
Link Officer	Martyn George
Date of Meeting	28 July 2015
Subject	Public Protection Policy Development and Review Panel Work Programme
Type of Item	Programming.
Action by Panel	The Panel considered a report by the Director of Community on the Panel's work programme for 2015/16. It was AGREED that:- (a) the work programme for 2015/16, as shown in Appendix A to the report, be approved; and (b) the progress on actions since the last meeting of the Panel, as set out in Appendix B to the report, be approved.
Outcome	Complete
Link Officer	Martyn George
Subject	Annual Report on Fareham's Parking Enforcement Service
Type of Item	Monitoring
Action by Panel	The Panel considered a report by the Director of Environmental Services on the Fareham Parking Enforcement Service. Members received a presentation from the Head of Parking Enforcement illustrating various aspects of the report, including: an overview; details of on/off street enforcement; challenges and sample of reasons accepted; current stage of PCNs served in 2014/15; the number of PCNs paid by financial year; the number of PCN challenges by financial year; the on-street enforcement budget and expenditure 2014/15; the off-street enforcement budget and expenditure 2014/15; PCNs served off-street; PCNs served on-street; and PCNs issued by ward and hotspots 2014/15. The Panel was also given an update on the situation at the Council's car parks in view of the power supply problems being experienced at the time. It was AGREED that:- (a) the report be noted; and

	(b) the Head of Parking and Enforcement and the officers in the parking enforcement service be congratulated on the good work they were doing.
Outcome	Complete
Link Officer	Kevin Wright
Subject	Biennial Review of Parking Enforcement Policy
Type of Item	Monitoring
Action by Panel	The Panel considered a report by the Director of Environmental Services on the biennial review of the Parking Enforcement Policy. It was AGREED that the revised Parking Enforcement Policy, as shown in Appendix A to the report, be recommended to the Executive for approval.
Outcome	Item on Fareham Borough Non-Residential Parking Standards: for Adoption went to the Executive on 7 September 2015:- RESOLVED that: (a) the Executive notes the consultation comments received on the Draft Fareham Borough Non-Residential Parking Standards Supplementary Parking Document and agrees the proposed Council responses set out in Appendix A to the report; (b) the Executive agrees to adopt the proposed Fareham Borough Non-Residential Parking Standards Supplementary Parking Document as set out in Appendix B to the report; (c) that subject to the adoption of new parking non-residential parking standards, the Executive agrees to the revocation of the policy to continue to use the Hampshire County Council Parking Strategy and Standards (2002) as the basis for guidance for an interim period.
Link Officer	Kevin Wright
Date of Meeting	15 September 2015 - CANCELLED
Date of Meeting	10 November 2015
Subject	Public Protection Policy Development and Review Panel Work Programme
Type of Item	Programming

Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation which reviewed the Panel's Work Programme for 2015/16.</p> <p>The Director of Planning and Regulation addressed the Panel and suggested that an additional report on the Fareham and Gosport Environmental Health Partnership be added to the 8 March 2016 meeting.</p> <p>Councillor Bryant enquired as to whether there could be a report added to the work programme on CCTV or alternatively arrange a visit to the Control room for the Panel members so that they can get a better understanding of how the cameras work.</p> <p>The Head of Parking Enforcement suggested that he provide dates for visits to the control room for any members that wish to attend.</p> <p>It was AGREED that the Panel:-</p> <p>(a) confirms the programme of items as set out in Appendix A, subject to the inclusion of a report on the Fareham and Gosport Environmental Health Partnership being added to the 8 March 2016 meeting; and</p> <p>(b) note the progress on actions since the last meeting as set out in Appendix B.</p>
Outcome	Complete
Link Officer	Richard Jolley
Subject	Annual Health and Safety Performance 2014/15
Type of Item	Review
Action by Panel	<p>The Panel received a verbal update from the Head of Environmental Health on the Annual Health and Safety Performance for 2014/15.</p> <p>It was reported that the accident figures for 2014/15 are down on the previous years, and the figures are decreasing year on year. Members were informed that there will always be a certain level of accidents due to the nature of the work that is undertaken at the Council.</p> <p>The Panel were informed that the Building Services operation has now been brought back in-house and therefore new Health and Safety policies and procedures have been put in place.</p> <p>There has been a change in law with regards to litter picking on roadsides which has required new health and safety training.</p>

	<p>The Council has also reviewed its lone working procedures and has got a new system in place which has been well received by the staff using it.</p> <p>He also informed the Panel that they have reviewed the fire risk assessment for the building.</p> <p>At the invitation of the Chairman, Councillor Cartwright, Executive Member for Public Protection addressed the Panel on this item.</p> <p>It was AGREED that the Head of Environmental Health be thanked for his verbal update.</p>
Outcome	Content of presentation noted
Link Officer	Ian Rickman
Subject	Traffic Management Programme
Type of Item	
Action by Panel	<p>The Panel considered a report by the Head of Parking and Enforcement which gave an update on the progress of the 2015/16 Traffic Management programme, and informed members of the general work undertaken by the Traffic Management Team.</p> <p>At the Invitation of the Chairman, Councillor Cartwright, Executive Member for Public Protection, addressed the Panel on this item.</p> <p>The Panel enquired as to how the TRO (Traffic Regulation Order) Programme is created and what happens to the TRO requests that are not considered a priority to be included onto the TRO Programme at this time. The Head of Parking and Enforcement explained that a full List of requests for TRO's is maintained by officers' and kept up-to-date. As outlined in paragraph 21 of the report, delegated authority has been given to the Executive Member for Public Protection, in conjunction with the Director of Operations, and in consultation with Ward members, to manage the List of requests for TRO's and formulate the TRO programme to include the highest priority sites considered to be of the greatest benefit to road safety. The full List of TRO requests is available for members to view, however it is not formally reported to the Panel.</p> <p>The Panel were reminded that there is a limited budget provided by Hampshire County Council for these works and therefore priority has to be given to the most urgent requests.</p> <p>It was AGREED that the Panel:-</p> <p>(a) note the progress on current Traffic Management programmes;</p>

	<p>(b) considered the planned work for 2016/17;</p> <p>(c) recommend to the Executive that the proposed Traffic Regulation Order Programme, as set out in Appendix B to the report, be approved; and</p> <p>(d) recommend to the Executive that the work undertaken on the deployment of the Speed Limit Reminder signs, as detailed at Appendix D to the report, be noted.</p>
Outcome	
Link Officer	Kevin Wright
Date of Meeting	13 January 2015 - Cancelled

PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL – PROPOSED DRAFT WORK PROGRAMME 2016/17

Date	Subject	Type of Item	Training Session/Workshop
24 May 2016	Introduction to Public Protection Portfolio Services	Information/Presentation	
	Review of Work Programme 2016/17	Monitoring/Programming	
	Annual Update on Fareham & Gosport Environmental Health Partnership report	Information	
	Food Standards Agency Food Safety Service Plan	Review	
26 July 2016	Review of Work Programme 2016/17	Monitoring/Programming	
	Annual Review Fareham Parking Enforcement Service	Review	
13 September 2016	Review of Work Programme 2016/17	Monitoring/Programming	

Date	Subject	Type of Item	Training Session/Workshop
15 November 2016	Review of Work Programme 2016/17	Monitoring/Programming	
	Traffic Management Programme 2016/17	Monitoring/Programming	
	Presentation by Hampshire Police	Presentation	
	Health and Safety Performance 2015/16	Information/Presentation	
17 January 2017	Preliminary Review of Work Programme 2016/17 and Draft Work Programme 2017/18	Monitoring/Programming	
	Update on Emergency Planning	Information/Presentation	
7 March 2017	Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18	Monitoring/Programming	
	Air Quality Action Plan Update		
	Annual Update on Fareham Community Safety Partnership & Police Crime Panel		