



Minutes of the Strategic Planning and Environment Policy Development and Review Panel

(to be confirmed at the next meeting)

*Minutes of a meeting held on 8 January 2013
at the Civic Offices, Fareham*

PRESENT:

Councillor J V Bryant
(Chairman)

Councillor T J Howard
(Vice-Chairman)

Councillors: J M Englefield, J S Forrest, Miss T G Harper, A Mandry and
N J Walker

Also Present: Councillor K D Evans, Executive Member for Strategic Planning and
Environment

1. APOLOGIES FOR ABSENCE

There were no apologies for absence made at this meeting.

2. MINUTES

It was AGREED that the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 6 November 2012 be confirmed and signed as a correct record ([spe-121106-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised members of the recent changes to the responsibilities of the following officers:-

- (i) The Head of Development Management is now also responsible for tree management; and

- (ii) The Head of Planning Strategy and Environment is now also responsible for matters relating to conservation and historic/listed buildings.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest or disclosures of advice or directions made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. CONSERVATION AREA CHARACTER APPRAISAL PROGRESS REPORT

The Panel considered a report by the Director of Planning and Environment on progress of the Conservation Area Character Appraisal programme (copy of report [spe-130108-r03-mfr](#) circulated with agenda).

The Panel was asked to consider whether it would wish to play a more active role in the conservation area character assessments review process, specifically to have the opportunity to comment on the draft conservation area appraisal document prior to public consultation. The Chairman proposed that it would also be beneficial if Panel members and officers undertook an informal visit to the particular area under review before the draft document is presented to the Panel for comment.

The Conservation Officer referred members to the proposed timetable in paragraph 16 of the report which showed that the next area to be subject to an updated conservation area appraisal is Titchfield Abbey. It was therefore suggested that it would be appropriate for a visit to the site to take place in late February/early March.

It was AGREED that:-

- (a) the contents of the report are noted;
- (b) the revised order for re-appraisal of the conservation area character assessments, shown in paragraph 16 of the report, be approved;
- (c) in future, the comments of the Panel be sought on the draft conservation area appraisals, prior to their public consultation, and
- (d) as part of the review process, arrangements be made for Panel members and officers to undertake an informal visit to the relevant conservation area before the Panel considers the draft appraisal document.

7. TREE STRATEGY ACTION PLAN (ANNUAL UPDATE)

The Panel considered a report by the Director of Planning and Environment on the Tree Strategy Action Plan (copy of report [spe-130108--r01-pjo](#) circulated with agenda). Copies of the Council's [Tree Strategy](#) 2012-2017 (adopted March 2012), referred to in the report and which contained details of the Action Plan, were made available to members at the meeting

The Principal Tree Officer also made a [presentation](#) to members.

It was AGREED that:-

- (a) the Principal Tree Officer be thanked for his informative report and presentation; and
- (b) the Panel endorsed the Tree Strategy Action Plan, contained in the Council's Tree Strategy 2012-2017 document referred to above.

8. COMMUNITY INFRASTRUCTURE LEVY: RECEIPT OF EXAMINER'S REPORT

The Panel considered a report by the Director of Planning and Environment regarding the Examiner's Report on the Draft Charging Schedule for the Community Infrastructure Levy (copy of report [spe-130108-r04-lje](#) circulated with agenda).

The Head of Planning Strategy and Environment reported that the Community Infrastructure Levy Charging Schedule is required to be approved for adoption by Full Council. It was noted that reports on this matter are intended to be submitted to the Executive on 11 February 2013 and to Full Council on 22 February 2013.

It was AGREED that the conclusions of the Examiner to the effect that the Fareham Borough Council Community Infrastructure Levy Charging Schedule satisfies the requirements of Section 212 of the 2008 Act and meets the criteria for viability in the 2010 Regulations (as amended 2011) and should therefore be approved, be noted.

9. PRELIMINARY OVERALL REVIEW OF THE WORK PROGRAMME FOR 2012/13 AND DRAFT WORK PROGRAMME FOR 2013/14

The Panel considered a report by the Director of Planning and Environment which reviewed the Panel's existing work programme for the current year and gave preliminary consideration to a draft Work Programme for 2013/14.(copy of report [spe-130108-r02-rjo](#)- circulated with agenda).

The Director of Planning and Environment proposed that a report on the next programmed Conservation Area Character Appraisal to be undertaken,

(Titchfield Abbey), be included in the work programme for the meeting on 5 March 2013. Members were also invited to put forward any other items for consideration at the March meeting.

With regard to the two unallocated items on the 2012/13 work programme, the Panel was advised as follows:-

- (i) Coastal Management briefings by the Eastern Solent Coastal Partnership - members will be informed at the Panel meeting on 5 March 2013 of the programme proposed by the Coastal Partnership for these briefings; and
- (ii) Evaluation of the performance of Wallington flood prevention scheme - a briefing on this matter will be included in the work programme for 2013/14.

Reference was made to paragraph 12 of the report relating to the proposed draft work programme for 2013/14. It was suggested that the Panel be provided with details of the Executive work programme for the next municipal year so that members could have an opportunity to select items which they wished to consider and comment on before the matter was reported to the Executive.

It was AGREED that :-

- (a) subject to the addition of a report on the Titchfield Abbey Conservation Area Character Appraisal to the work programme for the meeting on 5 March 2013, the items for the remainder of 2012/13, as set out in Appendix A to this report be approved;
- (b) a copy of the Executive work programme showing items scheduled for 2013/14 be attached to the Panel's next work programme report to assist members in giving further consideration to the draft programme for 2013/14; and
- (c) progress on actions since the last Panel meeting, as set out in Appendix B to the report; be noted.

(The meeting started at 6:00pm
and ended at 7.45pm)