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Website: [www.havant.gov.uk](http://www.havant.gov.uk)

## COUNCIL AGENDA

**Membership:** Councillor Mrs Shimbart (Mayor)

Councillors Bains, Mrs Blackett, Bowerman, Briggs, Branson, Buckley, Carpenter, Cheshire, Cresswell, Davis, Fairhurst, Francis, Guest, Hart, Howard, Hughes, Keast, Kennett, Kerrin, Lenaghan, Lloyd, Patrick, Perry, Pike, Ponsonby, Rees, Quantrill, Satchwell, Sceal, Shimbart, Smith D, Smith K, Thomas, Turner, Wade, Weeks and Wilson

**Meeting:** Council

**Date:** Wednesday 20 September 2017

**Time:** 5.00 pm

**Venue:** Hurstwood Room, Public Service Plaza, Civic Centre Road,  
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Nick Leach  
Monitoring Officer

12 September 2017

Contact Officer: Penny Milne (023) 92446234  
Email: [penny.milne@havant.gov.uk](mailto:penny.milne@havant.gov.uk)

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### **PART 1 (Items open for public attendance)**

**1 Apologies for Absence**

To record any apologies for absence.

**2 Declarations of Interests**

To receive any declarations of interest.

**3 Minutes**

**1 - 4**

To confirm the minutes of the last meeting held on 19 July 2017.

**4 Matters Arising**

To consider any matters arising from the minutes of the last meeting.

**5 Hampshire Constabulary Presentation**

To receive a presentation Chief Inspector Clare Jenkins on current policing priorities and challenges and the work currently being done by the Police across the Borough. Following the presentation, Chief Inspector Jenkins will be happy to take questions from Councillors.

**6 Mayor's Report**

**5 - 6**

**7 Public Questions under Standing Order 13.4(f)**

To receive questions from, and provide answers to, the public, provided they have been submitted in accordance with the requirements of Standing Order 13.4(f).

**8 Leader's Report**

**7 - 10**

**9 Cabinet Lead Reports**

**11 - 32**

**10 Cabinet Leads and Chairmen's Question Time**

(i) the Leader and Cabinet Leads to answer questions on matters within their respective reports.

(ii) Chairmen to answer questions on minutes since the last Council meeting

**11 Questions Under Standing Order 23**

To receive questions from Councillors in accordance with the requirements of Standing Order 23.4(a).

**12 Urgent Questions Under Standing Order 23**

To receive urgent questions from Councillors submitted in accordance with the requirements of Standing Order 23.4(b).

**13 Acceptance of Minutes**

**33 - 74**

To receive the following minutes of Committees held since the last meeting of the Council:

Development Management Committee, 27 July 2017

Development Management Committee, 17 August 2017

Extraordinary Scrutiny Board, 29 August 2017

Cabinet, 11 September 2017

## **PART 2 (Confidential items - closed to the public)**

None.

## **GENERAL INFORMATION**

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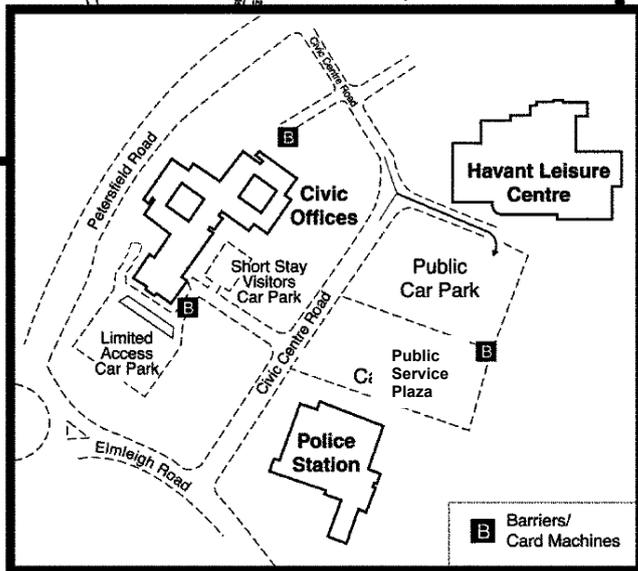
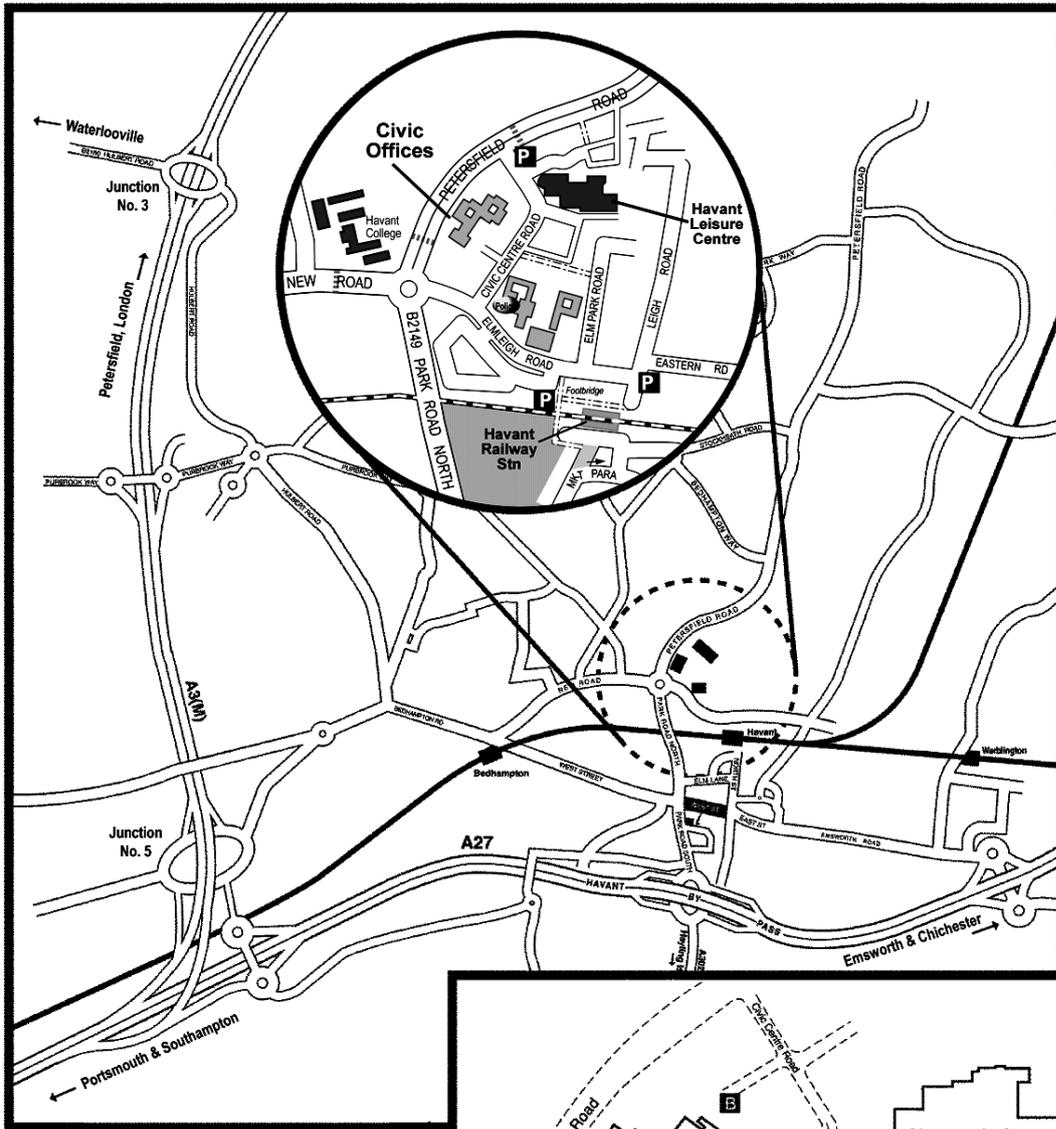
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**Havant**  
**BOROUGH COUNCIL**  
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# Havant

## BOROUGH COUNCIL

### PROTOCOL AT COUNCIL MEETING – AT A GLANCE

#### Sit or Stand?

Stand to address the Council/Mayor at all times

#### Rules of Debate

- always address each other as “Councillor ...”
- a motion or amendment has to be proposed and seconded
- once an amendment has been proposed and seconded, it becomes the subject of the debate until it is either accepted or rejected by a vote
- a seconder can choose to make their speech at a later time
- only one Councillor to stand at any one time
- speeches will not exceed 5 minutes (the Council can resolve to allow additional time, which will not exceed a further 3 minutes)
- a Councillor proposing the adoption of a Committee/Board minute has sufficient time to propose and unlimited time to reply to debate
- a Councillor can only speak again on an amendment, to move a further amendment, on a point of order or personal explanation.

#### Questions and Motions

- Motions must be submitted in writing (or by email) to the Democratic Services Team Leader 6 working days prior to the Council meeting
- Councillors may ask questions, without notice, of the Leader and Cabinet Leads in respect of the Cabinet Lead reports submitted to Council
- Councillors may ask questions of the Leader, Cabinet Leads and Committee Chairmen, on any matter affect the Borough or its residents, providing that:
  - 48 hours written notice is given; or
  - 2 hours written notice in relation to urgent matters

#### Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Mayor
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes



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## HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 19 July 2017

Present

Councillor Mrs Shimbart (Mayor)

Councillors Bains, Mrs Blackett, Bowerman, Briggs, Branson, Buckley, Carpenter, Cheshire, Cresswell, Davis, Fairhurst, Francis, Guest, Hart, Howard, Hughes, Keast, Kennett, Lenaghan, Lloyd, Patrick, Perry, Pike, Rees, Satchwell, Sceal, Shimbart, Smith K, Thomas, Turner, Wade and Wilson

### **89 Apologies for Absence**

Apologies were received from Councillors Kerrin, Ponsonby, Quantrill, D Smith and Weeks.

### **90 Declarations of Interests**

There were no declarations of interest from any of the members present.

### **91 Minutes**

Proposed by Councillor Keast and seconded by Councillor K Smith, it was

RESOLVED that the minutes of the Annual Meeting of the Council held on 10 May 2017 be approved as a correct record.

### **92 Matters Arising**

There were no matters arising from the minutes of the last meeting.

### **93 Mayor's Report**

The Mayor presented her published report to Council and reminded Councillors that the Mayor's Facebook page was regularly updated with information about mayoral events and activities.

### **94 Councillor Cresswell**

At the invitation of the Mayor, Councillor Cresswell took the opportunity to thank all Councillors for their support during her recent illness and ongoing recovery. The Mayor conveyed her best wishes to Councillor Cresswell on behalf of the Council.

### **95 Public Questions under Standing Order 13.4(f)**

There were no public questions.

### **96 Appointment of S151 Officer**

Proposed by Councillor Cheshire and seconded by Councillor Mrs Blackett, it was

RESOLVED that Mr Andy Radford be appointed as the Council's Chief Finance Officer in accordance with s151 of the Local Government Act 1972.

## **97 Scrutiny Board Annual Report**

Councillor Buckley presented the Scrutiny Board's Annual Report to Council, detailing the variety of work undertaken by the Board and its Panels over the course of the last year. Councillor Buckley was pleased to report a significant improvement in the performance of the Council's scrutiny function, notably in relation to scrutiny of the Budget, and thanked the Democratic Services Officers for their support in embedding a more efficient, project-based approach to scrutiny reviews.

## **98 Cabinet and Committee Appointments**

Councillor Cheshire set out the Cabinet and Committee changes effected since the last meeting of the Council, in accordance with Standing Orders 6.7 and 66, for noting only:

### **(A) Cabinet Changes (effective 1 August 2017)**

- Councillor Tony Briggs – Acting Leader and Cabinet Lead for Corporate Strategy, Devolution, Finance and NORSE;
- Councillor Michael Wilson – Cabinet Lead for Environment and Neighbourhood Services;
- Councillor David Guest – Cabinet Lead for Planning and Place-Making;
- Councillor Narinder Bains – Cabinet Lead for Marketing and Commercial Strategy;
- Councillor Lulu Bowerman – Cabinet Lead for Governance and Organisational Development;
- Councillor Leah Turner – Cabinet Lead for Communities and Housing; and
- Councillor Tim Pike – Cabinet Lead for Economy and Infrastructure Projects.

### **(B) Committee Appointments (effective 1 July 2017)**

- Councillor Dianne Lloyd – Scrutiny Board and Scrutiny Lead for the Economy, Planning, Development and Prosperity Havant Panel (replaces Councillor Lulu Bowerman);
- Councillor Dianne Lloyd – Vice Chairman Joint HR Committee (replaces Councillor Yvonne Weeks);
- Councillor Dianne Lloyd – Development Management Committee (replaces Councillor Lulu Bowerman); and
- Councillor Lulu Bowerman – Standing Deputy, Development Management Committee (replaces Councillor Dianne Lloyd).

## **99 Cabinet Recommendations**

The Leader presented the following recommendations arising from the meeting of the Cabinet held on 28 June 2017:

**(A) Corporate Strategy Update**

Proposed by Councillor Cheshire and seconded by Francis, it was

RESOLVED that the Corporate Strategy 2017/2022 be approved and adopted.

**(B) Chichester Harbour Area of Outstanding Natural Beauty Supplementary Planning Document**

Proposed by Councillor Cheshire and seconded by Councillor Branson, it was

RESOLVED that the Joint Chichester Harbour Area of Outstanding Natural Beauty Supplementary Planning Document be approved and adopted.

**100 Leader's Report**

There were no matters the Leader wished to add to his published report.

**101 Cabinet Lead Reports**

In addition to his published report, Councillor Wilson presented the newly issued Councillor Development Update brochure, summarising the work done to date by the Councillor Development Panel in compiling a training programme for Councillors, based upon feedback from Councillors themselves in their responses to the recent Training Needs Analysis. Councillor Wilson took the opportunity to thank the Democratic Services Assistant for the significant work undertaken to support the Panel and take forward the Council's bid for accreditation under the South East Employers Charter for Elected Member Development.

**102 Cabinet Leads and Chairmen's Question Time**

The Mayor gave Councillors an opportunity to put questions to the Cabinet Leads in connection with their published reports, circulated separately to these minutes. There were no questions to the Committee Chairmen.

**103 Questions Under Standing Order 23**

A list of the questions submitted to Council under Standing Order 23, and the associated responses have been circulated separately to these minutes.

**104 Urgent Questions Under Standing Order 23**

There were no urgent questions.

**105 Acceptance of Minutes**

The minutes of Committees held since the last meeting of the Council were received.

**The meeting commenced at 5.00 pm and concluded at 5.58 pm**

## **Mayor's Report to Council – 20 September 2017**

Since my last report to Council in July, the number of events that I have attended has risen to more than 100.

During the last few days of July I attended 13 events, including the very moving funeral service for Frank Pierce. August, as all past Mayors will know, is a fairly quiet month, although it brought several events on Hayling Island, with such things as the 1<sup>st</sup> Anniversary of the reintroduced Hayling Ferry on the 5<sup>th</sup>, followed the next day by the opening of the new Hayling Seaside Railway station and depot. Also on Hayling were the 3 Churches Fete, held indoors due to heavy rain, the 999 Day held at the Ferryboat Inn car park, Hi-de-Hi at the Station Theatre and a visit to the Hillcrest Children's Home in Alexandra Avenue. Other things in August included the Belmont Castle Garden Party, judging Waterloooville In Bloom, a visit to the Waterloooville U3A Open Day, and an invitation to the excellent, and very busy, Emsworth Show, organised by the Emsworth Horticultural Society.

This month has so far brought the New Forest Civic Day, the AGM of Southern Domestic Abuse Service and the Pompey Pals Commemoration Service in Portsmouth's Guildhall Square, at which I was proud to be asked to lay a wreath.

Further events are in the diary for this and the following months, with invitations coming in on an almost daily basis.

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# Agenda Item 8

## Cabinet Lead Reports – Full Council 20 September 2017

### Councillor Tony Briggs: Leader's Report

#### Finance , Norse, MP Meetings, Service Updates, Internal Communications

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I have been acting leader since 01 August 2017 whilst Cllr Cheshire is on sabbatical and my report for this Full Council will therefore contain updates on my Portfolio as well as duties as Leader.

#### **Finance**

The team has produced the end of year Statement of Accounts which were presented to the Audit Committee in September. Work has commenced in revising the Medium Term Financial Strategy and the budget for FY2018/19.

The Finance Workshop, which will build on the seminar held on 26 July 2017, will need to be rescheduled and I hope many of you will still be able to attend.

The Finance Team transfers to Capita from 01 October 2017. There will be no immediate changes to the service, it will definitely be Business as Usual. Over time, the model of how the Finance function is delivered will change, always ensuring that the service is improving.

#### **Norse South East**

NSE had a positive first year in business, which financially has resulted in the company being significantly ahead of budgeted profitability.

The audited final accounts have been produced and are currently being analysed; early analysis indicates a higher than anticipated income for the Council.

We are developing new business opportunities and business growth is encouraging with recent business gained from Havant Academy (grounds maintenance) and the ongoing increase in trade waste collections.

NSE continues to bid for local business with a number of bids already submitted this year.

#### **SERVICE UPDATES**

#### **Health and Safety**

During one of our regular governance meetings we identified the Health and Safety Executive's requirement for the Council to exhibit effective Health and Safety control over its partners. Regular meetings and recorded auditing have now been set up involving the Council Health and Safety officer and Norse South East.

The number of vehicle accidents is lower than the same period last year. However, there have been a higher number of recorded personal accidents than the same period last year; these have all been minor injuries. Investigation has identified that the increase in numbers is due to improved reporting processes.

### **Waste Management**

Green Waste: the customer base is still increasing and resources are being allocated to cope with service growth.

There are ongoing challenges with weekly collections in parts of West Leigh caused by residents vehicles obstructing NSE vehicles. NSE managers are working with the Council's parking team and Portsmouth City Council to try and resolve this issue.

### **Cleaning**

Havant Bus Station: Jet washing of the pedestrianised areas is ongoing as is the deep cleanse (jet washing) of all HBC owned public toilets.

### **Grounds and Open Spaces**

There are still challenges around weed control, however improvements have been made and managers have recorded learnt lessons in order to inform work going forward. Overall services have continued to perform to target.

Highway verge cutting; Initial concerns raised by Councillors and members of public regarding poor quality of service have been addressed.

### **Beach Huts**

A programme to repair and paint council owned huts beach huts has begun.

### **Allotments**

There has been a significant reduction in the allotment waiting list for many sites, and this may result in some sites having un-tenanted plots. The exception to this is Hayling Island where it can take up to 4 years for people on the waiting list to be offered a plot.

### **Vehicle Workshop and Fleet**

MOT Centre: 222 MOT tests have been carried out to date, with continued growth being seen in testing, servicing and repairs.

Norse South East are continuing to invest in vehicles and machinery;

- Two 7.5 tonne Cage/Tipper vehicles for street cleansing.
- Two Refuse Collection Vehicles scheduled for delivery in January 2018.
- The first new 15 tonne Road Sweeper was delivered in August, with a second vehicle due for delivery late 2017.

- Evaluation of grass cutting machinery is still ongoing prior to investment in new mowers.

There has been a positive start to the second year of business, with quarter one sales on target, cost controlled and income generally in line with expectations. Debt recovery continues to be under control in all areas.

## **INTERNAL COMMUNICATIONS**

### **NORSE Partnership Liaison Board**

The Partnership Board was held on Wednesday 30 August 2017. Items discussed were Hayling Island Beach Hut Fees and Charges and the quarterly partnership report which included performance management, risks and financials.

### **Meeting with Alan Mak MP**

Cllr Cheshire, Sandy Hopkins and I met with Alan Mak MP on Friday 28 July 2017 to discuss housing issues and future financing of local authorities.

### **Meeting for George Hollingbery MP**

I attended a joint leaders meeting with Sandy Hopkins and Cllr Richard Millard, Leader at EHDC with George Hollingbery MP to discuss general issues regarding local government financing and housing allocation.

### **Partnership Working – Waverley**

Tom Horwood has been working at Waverley for a number of weeks now and there has already been some feedback from the Leader at Waverley, Cllr Julia Potts, as to the positive impact Tom's work is having. We continue to work with Waverley to explore other potential opportunities to work together for the benefit of both our councils and ultimately our residents.

### **You're a star**

I have had the pleasure in meeting and rewarding members of staff who were nominated this quarter for a 'you're a star' award. 6 individual members of staff were nominated for a variety of reasons where they were proven to have worked over and above the expectations of their role, for example this could be by being innovative, providing exceptional customer service or perhaps by cost savings.

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## Cabinet Lead Reports – Full Council 20 September 2017

### Councillor Narinder Bains - Cabinet Lead for Marketing and Commercial Strategy

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#### **Strategic Commissioning (including contract negotiation and management such as 6 Councils partnership)**

We are moving forward with the implementation of the Capita 6 Council's contract, with Havant services scheduled to transfer on the 1<sup>st</sup> October. Those services covered by the Capita contract are: Human Resources, Payroll, Finance, Procurement, Revenues & Benefits, Licensing, Land Charges, Customer Services and IT.

Positive discussions are ongoing with VINCI Facilities in relation to the existing VINCI Facilities and Arcadis contract and preparing for transition and implementation. However, the summer period has impacted on the pace of these ongoing discussions and it has therefore been mutually agreed between the contracting councils and VINCI Facilities to postpone the service commencement dates for Havant Borough Council from 1st October 2017 to 1st December 2017.

Strong internal communications focus on the 6 Councils transfer and the need to ensure staff are fully informed. Communications survey issued to establish how informed staff felt. Results from this survey have been used to develop further communications moving forward.

A great deal of work has been done to enable the organisation to be prepared for the future. This is all under a programme called 'Fit for Future'. A number of interventions are being delivered over the coming months to support staff with the transition to a self serve model including HR skills training, mindset training and business skills training.

A successful fit for future launch event was held in July where managers had the opportunity to attend and understand more about the forthcoming changes. A repeat of this is taking place for staff in late September to support with preparedness for change.

Managers have made personal pledges about how they will work differently in the future – these can be found on Skoop in the Fit for Future programme area.

Lots of information on Skoop is available under the 'Fit for Future' pages. This provides a good overview of the support in place for staff over the coming months.

#### **Communications**

## **Serving You**

Work has begun to source, write and edit articles for the winter edition which residents will receive from 6<sup>th</sup> November.

## **Communications**

The team worked with numerous external partners and agencies as part of the planning process for the welcoming of HMS Queen Elizabeth, as Hayling Island was identified as a potential view point for its arrival.

Front Lawn Sports Hub received a visit from Alan Mak MP and this was widely promoted.

## **Media**

During August the team has received numerous enquiries from local and national press, with responses and quotes given.

## **Facebook**

On Facebook, we moved from 1,945 page likes to 2,092 page likes – now we have reached the 2,000 milestone, our aim is to increase this over the coming months using more videos following the success of video material we developed for Waterfest and the positive reaction to this.

## **Twitter**

We sent approximately 80 tweets and these gained 50.2k impressions (this is the number of times which the post could have seen) and we had 2,410 profile visits. We also gained 24 new followers.

## **Councillors' newsletter**

This is now a monthly publication and we have updated and enhanced the branding so it links in with our other publications – Serving You (for residents) and Serving Us (for staff).

**Serving Us (staff email)** – average readership this month was 227.

## **Press Release info and links –**

[Biggest pitch gets visit from MP](#)

[No changes to rubbish and recycling collections](#)

[Renewed purpose with updated Corporate Strategy](#)

[Council meeting for local development site](#)

[Help to ensure Havant's taxis are the best they can be](#)

## **Digital updates:**

### **Last 3 months (June – August)**

**106,754** website visits

**335,112** service pages viewed

### Most services visits

Services			Press releases		
1	Home page	33,133 views	1	Rubbish and recycling	7,405 views
2	Contact us	11,912 views	2	Modern.gov	5,042 views
3	Search and comment on planning applications	11,588 views	3	Housing	4,102 views
4	Planning services	9,430 views	4	Planning and the environment	4,088 views
5	Council tax	8,570 views	5	Car parks	3,400 views

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## **Cabinet Lead Reports – Full Council 20 September 2017**

### **Councillor Lulu Bowerman: Cabinet Lead for Governance and Organisational Development.**

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#### **Legal Services**

Marie Rosenthal joined the Legal Team last month as Interim Head of Legal due to Abe Ezekiel recovering from a serious operation.

Legal Services are now organised into three specialist teams as follows:

- Governance and Litigation Team led by Nick Leach (Monitoring Officer)
- Company and Commercial Team led by Sara Bryan (Deputy Monitoring Officer)
- Property and Planning Team led by Gina Homewood

Razana Begum has recently joined as Planning and Property Solicitor and will be specialising in all aspects of planning advice and assisting in property sales, leases and other land related transactions and matters and has recently begun attending meetings of the DMC.

Annabel Foskett has also joined as Legal Assistant in the Governance and Litigation

#### **Democratic Services.**

The work of the Councillor Development Panel continues, with the Panel regularly reviewing the corporate training programme and feedback from previous sessions. The Panel has implemented sessions based on responses from Councillors detailing their development needs, and courses on social media, the socio-demographics of the Borough and the Local Plan have taken place. Feedback from sessions greatly informs the layout, format and content of future sessions, so members are encouraged to complete feedback forms made available at each training course.

The Panel monitors the Corporate Training Programme and reviews feedback from previous sessions to ensure all members training is appropriate and suits individual councillor's needs as much as possible.

In addition to this, the Panel is also reviewing the Councillor Development Strategy to make sure it reflects all aspects of future training

The Panel is continuing to work towards achieving accreditation for the SEE Charter for Elected Member Development. The Panel has agreed an assessment day with South East Employers of 11 December, where a group of assessors will visit the Council offices to evaluate the Council's councillor development work. There will be further information circulated to all members ahead of this assessment day.

Training continues to be developed for all members of the DMC and further consultations are in progress with the members themselves and also with members of the Councillor Development Panel in order to respond to the innovative approach of having a rotating Chairman of the Development Management Committee.

Up-coming training sessions will look at the following areas:

- Dementia Awareness – Monday 18 September, 10am OR Thursday 5 October, 5pm
- Local Plan Briefing 4 – Tuesday 3 October, 5pm
- Regeneration Seminar – Tuesday 10 October, 5pm
- Quarterly Planning Healthcheck – Thursday 12 October, 5pm

*Please note these sessions are subject to change.*

### **Scrutiny**

Following the formation of the Scrutiny Panels for the 2017/18 municipal year, the Council's scrutiny work is underway. Recommendations from reviews on the Economic Development Service have been agreed by Cabinet, while reviews on Beach Huts and the Assets of Community Value Policy are nearing completion.

The Budget 2018/19 review has started, with a focus on those services that set fees and charges, with the Budget Scrutiny Panel also considering the draft Property Investment Strategy. Elsewhere, the Marketing Scrutiny Panel has conducted a consultation exercise over the draft Taxi Licensing Policy, with the results due to be considered at the Panel's next meeting.

Councillors who wish to take part in any of these reviews are encouraged to speak to Democratic Services.

### **Organisational Development**

The following activities are currently being undertaken as part of the Council's Organisational Development plan, and annual business plan objectives;

#### **Fit for Future**

This project is designed to ensure all retained line managers and members of staff, post transfer of services to third party providers, are able to operate successfully within a self service and outsourced HR model. Key areas of the project include;

- A dedicated Communications Plan to run from June 2017 until October 27, which will then be reviewed to reflect the Council's needs following transfer. A number of events have been held for retained line managers to raise awareness of their role in the new HR delivery

model, by describing the impact of changes on their role. Events will be held for staff members in September with the same objective relative to their responsibilities.

- Executive Heads, Heads of Service, and line managers identified as being primarily impacted by the change of HR service delivery, will be undertaking a comprehensive HR Skills training programme from September through until January 2018. This programme is designed for the Council to provide knowledge, skills and awareness of HR policies and procedures.
- Training for all staff and line managers regarding the Capita HR self service systems (MyView and AskHR) will be undertaken by Capita representatives during October 2017, in preparation for the Target Operating Model in November 2017.

### **Skills Development:**

A procurement process is underway to source a suitable provider of Executive Coaching for Heads of Service. The objective of this project is to ensure Heads of Service (selected for Executive Coaching) are able to deliver high performance in their roles during a time of significant organisational change, and contribute to the financial performance of the Council.

Following discussions with Cllr Cheshire, training for Members is being sourced in relation to the role and responsibilities of members when accepting Trustee positions, and awareness generally of the implications when entering into trading mechanisms. In addition, the Corporate Programme Office is looking into providing a training intervention for non Cabinet members to raise awareness of project planning, timelines and governance following decisions taken by Members.

### **Health and Safety/Emergency Planning;**

A staff survey was undertaken in June/July 2017 based on the HSE Management Indicators for Stress. The results of this 'stress survey' have been reviewed and a number of recommendations will be made to the Executive Team, the Joint Health and Safety Committee, and UNISON. It is intended that an organisational strategy will be developed to ensure the Council is proactive in managing potential areas of workplace stress.

### **Culture Change;**

The Culture Change Programme is focusing on supporting the Council through the transition to a self service HR model. Culture Change Champions have been active in supporting line manager and staff events. The Programme will work on organisational Communications and Staff Engagement in the coming months.

### **Audit and Governance,**

An excellent training session took place last month with the Audit and Governance committee and Southern Internal Audit Partnerships to understand the role of the Audit Committee and the Internal Auditors. The Internal Auditors deliver a statutory function and must be sufficiently independent of the activities to enable them to provide impartial, unbiased and effective professional judgements and advice. There are national standards with over 300 rules and criteria to follow and an audit plan for each year which is then audited by external auditors. The Audit committee's role is to ask questions and discuss reports with the Internal Auditors ensuring effective control and risk management.

### **Revenue and Benefits.**

Brian Wood has been working on The Local Discretionary Business Rate Relief Scheme with Cllr Pike as part of his Economy portfolio

## **Cabinet Lead Reports – Full Council 20 Sept 2017**

### **Councillor David Guest: Cabinet Lead for Economy and Planning**

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#### **Development Services**

We are seeing an increase in the numbers of smaller applications and some of the larger applications that we had expected have not yet been submitted. This is an indication of the wider economic situation.

#### **Planning Policy and Urban Design**

The local Plan continues to make progress with the latest Call for sites highlighting more potential sites and these are being considered alongside the detailed behind the scenes evidence work. The key infrastructure evidence around the transport modelling is delayed. Nevertheless, the local plan is moving forward for Cabinet consideration on the 18 December with the proposal for a public consultation on the draft version of the plan in January/February 2018 .

The Civil Engineering team are doing significant work looking at junction design for the Strategic site and potential mitigation ideas for sustainable travel on Hayling Island.

#### **Development Management Committee,**

The organisation of the DMC meetings continues to evolve with a revised room layout and further Councillor training.

There is a DCF booked for the Barratt site at Sinah Lane Hayling Island on 11 October, the scheduled DCF for the Forty Acres site (26 October) has now been cancelled and a later date is being considered.

#### **Coastal Management & Climate Change**

##### **Beach Management Activities (2017-2022)**

The first recycling campaign of the 2017-2022 Beach Management Activities is due to begin in September 2017. During this campaign we will be extracting material from Gunner Point, and the Open Beach and transporting this to Eastoke. The material available will enable us to build the beach out to the full width required before the winter period. We will also be transporting a small amount of material around to Ferry Road car park to assist with erosion problems at this site.

### **Beach Management Plan (2017-22)**

The Outline Business Case for £3.3M of Environment Agency funding to continue beach management along south Hayling Island was submitted in January 2017 and approved in April 2017. Planning Permission was granted in perpetuity in July 2017 and the Marine Licence was granted during August 2017, lasting for 10 years. Following agreement from Hayling Golf Club, the first beach management campaign of the new BMP is programmed to start in September 2017 (as detailed above); including extraction from Gunner Point.

### **Coastal Defence Damage- Langstone Harbour**

**Royal Oak Footpath** – the proposals involve re- pointing of the existing defence and carrying out further condition surveys of the structure. As the landowner is unknown here, the Coastal team is discussing the best approach with other teams within the Council.

**Defences east of Warblington** – The ESCP has prepared a design and contract documents for this repair. Prices for these works have been received as part of our new Minor Works Framework. Once a preferred supplier has been identified a meeting will be set up with the landowner to discuss funding these works. These works cannot be carried out over the winter due to environmental conditions within the harbour, and are therefore currently planned to take place at the end of September in to mid- October 2017.

ESCP will continue to monitor each of these structures on a regular basis for any changes in condition.

### **Broadmarsh Coastal Park**

During June 2017 we replaced the section of damaged concrete revetment with rock revetment (as used successfully by the ESCP at North Portsea Island) which will allow better flow through the structure and be more resilient to damage.

We are currently beginning to undertake an appraisal study to identify the longer term preferred option for replacement of the defences in light of the recent decision to cease repairing the revetment on a like-for-like basis.

### **Langstone Spit / Sailing Club**

Officers from the ESCP met with Cllr Pike and members of the sailing club to understand their concerns regarding erosion of the spit and deterioration of the coastal defences. The ESCP will be tabling with Cllr Pike and the Sailing Club an analysis of the historic shoreline position and potential options for the future at this location, which are likely to feed into the Langstone FCERM project.

### **Minor Works Framework**

The proposed replacement minor works framework tender documents and framework agreement were issued in May 2017 and tender returns were received from 21 suppliers experienced in coastal works. Lot 2- General Civils

and Lot 3 Beach Management are now live. Lot 1 Minor Works will be presented to the Portsmouth City Council Procurement Gateway 11<sup>th</sup> September 2017 for approval. The framework agreements will then be prepared, for a period of 4 years.

The Southern Coastal Group has agreed to pay ESCP costs to setup the framework and hence be available to all authorities within the group. These Authorities will also have the option to seek specific procurement advice, at an agreed charge out rate from the ESCP, if needed to support their own tenders.

### **Regional Habitat Creation Programme**

The ESCP have made good progress to provide a strategic update of the Regional Habitat Creation Programme (RHCP), using flood defence Grant in Aid funding from the Environment Agency (up to £91k).

The RHCP is legally required to identify opportunities for habitat creation across the region, to replace habitats lost through Flood and Coastal Erosion Risk Management (FCERM). With many opportunities for habitat creation within the Havant Borough (and wider ESCP area), it is critical that we inform and progress this programme. Future FCERM schemes to protect people and property rely on the successful provision of compensatory habitat.

The RHCP is administered by the EA, however limited progress has been made since 2011 other than the delivery of the Medmerry Managed Realignment scheme between Selsey and Bracklesham, West Sussex. Without this strategic update, future FCERM decisions will be delayed.

We have reviewed historic data and studies to confirm habitat balances across the Solent and South Downs region and listed all potential opportunities for habitat creation. We have liaised with regulators and stakeholders to ensure they understand the current status of the RHCP, and to agree key principles. We have attended key meetings with the Environment Agency, Natural England and the Marine Management Organisation (MMO) in Newcastle as part of this.

We are currently producing the final report for this strategic update, and will be consulting the key regulators (Environment Agency, MMO and Natural England) to ensure their official support for the proactive approach. We have received additional flood defence grant in aid funding (up to £84k) to undertake further tactical work this financial year, which will enable us to prioritise sites for habitat creation and assess their feasibility, setting out a plan for delivery.

### **Solent Bird Studies**

A combined report for the two sister projects is nearing completion. Analysis of the over 40,000 records including 17,000 individual site based records, submitted via the project's smart phone app and website by our existing

volunteer network and data from a series of bird movement surveys is now complete. A robust analysis framework has been established that will enable any future data analysis to be undertaken with ease. The data and analysis has been undertaken in collaboration with an update to the Solent Waders and Brent Goose Strategy to add value to both projects.

The project has continued to positively engage with Natural England (NE) to ensure clarity on the data requirements to enable decisions on the ground; this guidance will be a key output of the study and will help guide future projects in the area. A workshop introducing the early findings was positively received by NE, and NE will shortly be consulted on the draft report for a formal response.

It is anticipated that a final version of the report will be available and results can be disseminated in early October.

### **Southmoor Habitat Creation Scheme**

The Environment Agency are making good progress on the outline design phase of this project.

In summary

- They have met with the private landowner of the site to set out their strategic plan. They are currently negotiating the purchase of the site.
- They have received funding approval to develop options for the outline design phase of a habitat creation scheme
- They engaged with the public at a drop in exhibition in May.
- They have undertaken detailed ground investigation surveys
- The ESCP have undertaken habitat surveys and reptile surveys to inform the project
- The EA plan held another public engagement event on the 24<sup>th</sup> July.
- Their Asset team continues to monitor the sea defence and path and are liaising with the rights of way team over any Health and Safety Issues
- They will prepare their funding bid for design and construction at the end of the year and, if successful, look to construct the scheme early in 2018.
- They are continuing to liaise with HBC planners over licencing and consenting

The ESCP will continue to liaise closely with the Environment Agency on their plans and make sure we keep abreast of any developments.

### **Hayling Island Flood and Coastal Erosion Risk Management Strategy**

The ESCP are currently preparing a project mandate and business case to bid for grant to undertake a strategy study for Hayling island. This study would address the strategic coastal management issues on Hayling holistically and

set out a route map for the delivery of the North Solent Shoreline Management Plan (SMP); which recommended a strategy be developed.

The development of a strategy is the next step in the FCERM process and looks in more detail than the SMP and can lead to subsequent funding for schemes. The ESCP have recently delivered a Strategy for Gosport and Fareham Borough Council.

There remains some uncertainty as to how successful the funding bid will be in light of the fact previous attempts by the Environment Agency to secure funding for a study have been unsuccessful. The business case is due to be submitted to the EA in October 2017, with a funding decision towards the end of the financial year. Any study would carefully consider the objectives of HBC along side FCERM objectives, for instance planning, regeneration, tourism, and so forth.

At present we are not actively publicising this project until we have funding certainty, particularly in light of the sensitivities surrounding the HBC local plan.

### **Langstone FCERM Scheme – Outline design**

The ESCP are currently preparing a project mandate and business case to bid for grant to undertake the outline design stage of this project. This scheme was recommended by the Portchester to Emsworth FCERM Strategy which has been adopted by HBC. The scheme is linked with the Southmoor managed realignment project being led by the EA because there is one continuous flood cell and one strategic management unit set out in the strategy.

HBC have allocated £75k of funding towards this stage of the project. A further CIL funding bid has been submitted to address the requirement for significant funding towards the detailed design and construction phases of the project in future years without which no scheme can progress.

Similarly, without a successful EA grant funding bid the project will be unable to progress. The ESCP has obtained a letter of support from the Chief Executive of HBC for the project and an intent to seek further contributions, to support our business case for grant funding.

The business case is due to be submitted to the EA in October 2017, with a funding decision towards the end of the financial year.

At present we are not actively publicising this project until we have funding certainty, particularly in light of the sensitivities surrounding the HBC local plan.

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## **Cabinet Lead Reports – Full Council 20 September 2017**

### **Councillor Tim Pike: Cabinet Lead for Cabinet Lead for Economy and Infrastructure**

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#### **Economic Development**

**Dunsbury Business Park** - The new Business Park is progressing rapidly with the first occupier FatFace moving into their new distribution and office space. The new operation, which has modern handling systems, will allow Fatface to distribute across the UK to their retail outlets as well as supplying the developing U.S market. Local residents have benefitted with the new employment opportunities Fatface has offered with their new site. The site has attracted significant interest from prospective occupiers and the council is working with Portsmouth City Council to identify local businesses with expansion needs that can be met by the site.

**Solent LEP Havant support fund** – The council continues to help businesses access and apply for this £250,000 fund launched in Dec 2016 by Alan Mak MP. This capital fund seeks to support small businesses in Havant to grow through new processes, products or services, and/or developing new markets. To date, around half the money has been awarded to businesses in the Borough with a number of further applications in the pipeline.

**Pfizer** – following announcement of the company's intention to withdraw from the Havant site in New Lane by 2020, I am taking part in a multi-agency task force that is co-ordinating the public sector's response. Chaired by Alan Mak MP, the group comprises senior representatives from Solent LEP, Dept for International Trade and Pfizer. Key issues relate to support for affected staff and the future of the Havant site. The group's next meeting takes place in December 2017.

**Chamber of Commerce** – Sandy Hopkins and I met last week with the new CEO of Hampshire Chamber of Commerce to discuss opportunities for partnership working with HBC. The Chamber are keen to increase their level of engagement with businesses in the borough and have a range of support products to offer including access to finance, help with exporting, training and networking. This forms part of our aim to increase the level of business support investment in the Borough to actively assist the small businesses community.

**Solent Road / Commercial property** - All the units on the recently developed site are now fully occupied which indicates confidence in the Havant economy. Discussion with agents in the area has confirmed that there is a shortage of industrial units in a variety of sizes from 1,000 sq ft to 15,000 sq ft to meet local demand. I continue to work with Cllr Guest to bring forward development opportunities that meet business needs.

## **Tourism**

**The Emsworth British Food Fortnight** - takes place from 23rd Sept- 8<sup>th</sup> Oct 2017. This award winning event is a key event supported by Havant Borough Council that attracts thousands of visitors each year from across the UK and beyond. This year's event will further underline Emsworth's profile as a leading food destination.

## **Property Investment**

Members will remember that our February 2017 meeting, the Leader (in his budget speech) committed to engaging members further in the proposal to invest in additional property to increase our income. Our existing property portfolio is performing well, but there is still room for improvements.

A paper outlining our approach has been prepared, and has been presented to the Budget Scrutiny Panel chaired by Cllr Hughes. The Panel's suggestions have been responded to, and I expect the final proposals to come to Cabinet and Council in October 2017.

## **Infrastructure Improvement: Cycling and Walking, Public Transport, Roads, Traffic and Parking**

The Civil Engineering and Landscape Team are busy delivering improvements to infrastructure, in particular those that promote walking and cycling:

Langstone – This project is currently underway, which includes measures to prevent junction blocking at Langstone Technology Park and an improved bus stop by Langbrook Close. The works are not preventing a two-way traffic flow – only the line painting will take place overnight, as this has the potential to impact the A3023 flow.

The Hayling Island Infrastructure Advisory Committee continues to met, and has received presentations from Emergency Planning staff and many other topics including waste water. Ideas are being developed that should improve traffic flow, increase modal shift and remove the need for journeys to the mainland. The conclusion of this work will form part of the draft Local Plan.

I have initiated some work on electric car provision within the Borough and will be bringing forward proposals to Cabinet about how best to ensure residents

and businesses are enabled to use this technology.

### **Strategic Projects & Town Centre re-generation**

The strategic plan for Hayling Beachlands is currently in development. A dedicated project manager is in place, and member engagement forum is being held every six weeks. Proposals are being drawn up, and will be presented as part of the Local Plan consultation in the new year.

The Leigh Park regeneration project is underway, examining options for the public services delivered in Leigh Park – focussing on the area off Dunsbury Way currently utilised by a number of public bodies and charities. The next meeting of the Project Board takes place in October.

The redevelopment of areas of Havant Town Centre is a much more wide-ranging and complex project. Initial work is taking place as part of the ‘One Public Estate’ agenda, and options are being examined for the replacement of the Havant Station footbridge (the publicly accessible bridge to the west of the station).

In Waterlooville, in response to traders concerns, additional signage to warn against feeding pigeons has been erected and has had some impact. Additional enforcement measures are now also taking place. Following a earlier Development Consultation Forum, the developers of Wellington Way are preparing revised plans and these will be available to the public at Waterlooville Library, and an empty shop unit will also be utilised for consultation with the public.

A seminar is being arranged for all members to outline all the regeneration work taking place.

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## Communities

### Built Leisure Facilities Strategy

HBC's Community Team has been working in partnership with the Planning Policy Team to commission an Open Space, Sport and Recreation study.

One element of this is a Built Leisure Facilities strategy. This is now at final draft stage and it is expected that the final document will be completed in October 2017

This strategy will review the current quality and quantity of indoor sports provision. To include swimming pools and sports halls and will identify where investment is required in line with the Local Plan housing projections.

### Front Lawn Recreation Ground Project

This project continues to move forward on schedule. The artificial grass pitch (AGP) is now completed and has been formally handed over, with youth football clubs commencing use from 4th September 2017.

The Hampshire FA are now based on site and have a licence to operate the APG and tennis courts. The remaining elements of the project are due for completion in early December, at which time the Hampshire FA will take on the operation via a lease agreement.

### Tour of Borough Community Centres

In the company of the Communities Manager and Housing and Communities Head of Service, I toured the Borough Community Centres last month.

### Bidbury Mead Pavilion Project

Officers have now completed the tender process to identify a contractor to refurbish the pavilion at Bidbury Mead. This project which will utilise 100k of Hampshire County Council allocated funding will be delivered by Createability. Formal contracts are currently being drawn up and work is projected to start on site by the end of September. The expected construction time is 4 weeks and this will provide updated changing space for football and cricket users as well as an improved social space.

### Adizone Refurbishment

Using S106 developers contributions we are to refurbish the Adizone at Eastoke Corner, Hayling Island. The popular outdoor location is well used by both local residents and tourists. However due to it's Seafront Location the equipment is no longer fit for purpose.

A like for like replacement specification is currently out to tender with a deadline of 18th September 2017. Once tenders have been evaluated an appropriate contractor will be appointed to carry out the works.

### Purbrook Park Cricket Club-Options Appraisal

Officers have now completed an options appraisal on behalf of Purbrook Cricket Club. The development of this report focuses on key club issues, including membership, facility development, site security, and sponsorship opportunities. It is hoped that the report will help the club to grow and become more financially sustainable to continue with their use of Purbrook Heath. The options appraisal has been a dedicated piece of work that has generated an income for the Community Team. It is hoped that this successful piece of work can be replicated across other areas of the Borough.

## Housing

The focus for the team continues to be prevention work- working with anyone who may be facing potential homelessness. To ensure temporary accommodation such as B&B is avoided and people are supported to remain in their own homes or helped to find alternative accommodation. The target for the year is to prevent 1150 households from being accepted as homeless- in the first quarter of the year the team have achieved 311 successful preventions so are on track to achieve the annual target.

In preparation for the introduction of the Homelessness Reduction Act in April next year, two additional Housing Officers have been appointed. These are funded through a Government Grant. The new act will place greater duties on the Council in respect of homelessness assessments and action plans for any one who approaches us as potentially homeless.

A Briefing will be brought to Councillors in January 2018 regarding the potential impact of the legislation.

## Affordable Housing Development

Our annual target is 130. In Q1 there were 52 units comprising of 26 affordable rent, 2 shared ownership, 2 intermediate rent and 22 help to buy.

## **Cabinet Lead Reports – Full Council 20 September 2017**

### **Councillor Michael Wilson: Acting Deputy Leader of the Council and Cabinet Lead for Environment and Neighbourhood**

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#### **Environmental Health (Including food safety) and Environmental Protection**

HBC has submitted the Annual Status Report for Air quality, once approved by central government this will be published on our website.

#### **Licensing, Pest Control and Animal Welfare**

Havant Borough Council has achieved a Gold Stray Dog Footprint, awarded by the RSPCA. This is the first year the council has awarded Gold, this builds on our achievements in previous years where we have been awarded the silver. The RSPCA's Community Animal Welfare footprints are the only award scheme recognising good practice from Local Authorities in relation to animal welfare. It award recognises that HBC has exceeded basic and statutory service requirements.

#### **Parking Strategy/Management & Traffic Management, shared parking review**

Parking will be provided free of charge in our car parks on Remembrance Sunday 12<sup>th</sup> November. Also, to support Small Business Saturday 3 hours free parking in our car parks will be available on Saturday 2<sup>nd</sup> December.

#### **All Public Realm Enforcement (Rangers) including dog fouling and litter dropping,**

The enforcement of litter contract is being undertaken by EH Commercial Services who commenced work in May 2017. To date EHCS have issued over 800 fixed penalty notices for littering. Enforcement is popular amongst the majority of residents and feedback shows that residents feel that the environment is cleaner and neater as a result of this work. I would hope that the presence of enforcement officers will ultimately lead to changes in behaviour amongst a minority of residents who choose to drop litter.

#### **Travellers**

There have been no reported incursions over the past month.

### **Open Spaces (including Recreation and Cemeteries)**

Officers are currently meeting with NORSE and co-developing a management plan, utilising section 106 contributions, for Redlands Grange. I have met with the Emsworth Tree Wardens who are keen to coordinate the additional work of the volunteers with the maintenance provided by HBC through NORSE.

### **Beachlands.**

The parameters of the Blue Flag Area at Beachlands has recently proved a topical issue in the media. I have asked for work to be undertaken by officers to ensure that the current Hayling, Blue Flag restrictions and the recently introduced Public Space Protection Order in relation to the control of dogs are properly sign posted and fit for purpose.

Officers are also currently working on a review of the overnight parking arrangements for camper vans in the West Beach Car Park area.



# Minute Volume

Cleaner, Safer,  
More Prosperous

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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Development Management Committee held on 27 July 2017

Present

Councillor Buckley (Chairman)

Councillors Keast, Patrick, Satchwell, Davis (Standing Deputy), Lloyd and Quantrill (Standing Deputy)

### **27 Apologies for Absence**

Apologies for absence were received from Cllr Hughes and Perry

### **28 Minutes**

RESOLVED that the minutes of the previous meeting held on 29 June 2017 were approved as a correct record and signed by the Chairman.

### **29 Matters Arising**

There were no matters arising

### **30 Site Viewing Working Party Minutes**

The minutes from the Site Viewing working party, tabled in supplementary information, were received.

### **31 Declarations of Interest**

There were no declarations of pecuniary interest relating to matters on the agenda.

### **32 Chairman's Report**

The Chairman advised that a Development Consultation forum was scheduled to take place on 22nd August regarding the BaE site in Waterlooville and members of the Development Management Committee should make every effort to attend. It was also advised that notes from the most recent training session would be circulated by officers.

### **33 Matters to be Considered for Site Viewing and Deferment**

There were none.

### 34 Deputations

The following deputation requests were noted by the Committee:

- 1) Ms. Zarina Jobbins – (APP/17/00388) 128-130 Sea Front, Hayling Island
- 2) Cllr Leah Turner – (APP/17/00388) 128-130 Sea Front, Hayling Island
- 3) Mr Buckingham – (APP17/17/00352) Former Site of 1 Hawthorne Grove, Hayling Island
- 4) Cllr J Perry - (APP17/17/00352) Former Site of 1 Hawthorne Grove, Hayling Island
- 5) Dr Sam Cope – (APP/17/00342) Foreshore at South Hayling Island.

### 35 APP/17/00388 - 128-130 Sea Front, Hayling Island, PO11 9HW

The Committee considered the written report, in addition to supplementary information, and recommendation from the Head of Planning Services to grant permission.

The Committee was addressed by the following deputees:

- 1) Ms. Zarina Jobbins who objected to the proposal for the following reasons:
  - a. The proposal would limit the already minimal amount of light available to her property to an unacceptable extent.
  - b. The distances given in the officer's report between the properties was inaccurate and misleading – the properties were much closer than reported.
  - c. The proposal was unacceptable by way of its dominating and oppressive design.
  - d. The design of the proposal was out of character with the rest of the area.
  - e. The proposal was described as a 3 storey building, however it should be regarded as a 4 storey building.
  - f. The health and wellbeing of local residents would be significantly detrimentally affected by the proposal.

In response to questions raised by the committee Ms Jobbins advised why she had disputed the measurements quotes in the officers report and how she had achieved her own measurements.

- 2) Cllr Leah Turner, who objected to the proposal for the following reasons:
  - g. The neighbouring properties located in the Sanderlings were already significantly detrimentally affected by other large buildings in the area. The proposal would only cause greater impact on these properties.

- h. Previous applications submitted to the Council had been refused due to their height and bulk and this new proposal did not appear much different.
- i. The proposal should be refused, quoting model reasons for refusal R26, R27 & R28. The significant loss of light to properties in the Sanderlings was unacceptable.
- j. Whilst the proposal had been reported to have an acceptable separation distance to existing dwellings, the perception of being overlooked was still prevalent and should be considered.

In response to questions raised by the Committee, officers advised that:

- A firm of chartered architects had taken measurements of the area and the reporting officer was satisfied that appropriately qualified professionals had drawn the plans.
- The distances quotes in the officers report were from the north elevation
- All windows on the lift enclosure and top floor were obscure glazed and non-opening
- Officers were satisfied that the impact the proposal would have on light was acceptable with regard to existing neighbouring dwellings.

The Committee discussed the application in detail together with views raised by the deputees. During the course of debate the following points were raised:

- The north elevation would be in-keeping with the street scene and would have a positive impact on the street scene.
- The impact on light was minimal and was acceptable in planning terms.
- The design of the proposal had sought to mitigate any unnecessary impact by use of a mansard style roof, decreasing the impact and dominance of the building.

Members debated the application and whilst some felt the impact on light was too significant the majority of the Committee felt it was acceptable in planning terms and it was therefore

RESOLVED that the Head of Planning Services be authorised to grant permission for application APP/17/00388 subject to the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.  
**Reason:** To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 The development hereby permitted shall be carried out in accordance

with the following approved plans:

Block and Location Plan Drawing No. 15:027: 01 Rev B  
Proposed Site Plan Drawing No. 15:027:05 Rev E  
Proposed Floor Plans and Elevations Drawing No. 15:027:03 Rev N  
Proposed and Existing Street Elevation Drawing No. 15:027:06 Rev L  
Existing and Proposed Site Sections Drawing No. 15:027:09 Rev A  
Existing and Proposed Site Sections Drawing No. 15:027:010 Rev A  
Proposed Shadow Diagrams Drawing No. 15:027:11 Rev A

**Reason:** - To ensure provision of a satisfactory development.

- 3 No development shall take place until plans and particulars specifying the following matters have been submitted to and approved in writing by the Local Planning Authority:

(i) The provision to be made within the site for contractors' vehicle parking during site clearance and construction of the development;

(ii) The provision to be made within the site for a material storage compound during site clearance and construction of the development.

Thereafter, throughout such site clearance and implementation of the development, the approved parking provision and storage compound shall be kept available and used only as such.

**Reason:** To safeguard the amenities of the locality and/or in the interests of traffic safety and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4 Notwithstanding any description of materials in the application no above ground construction works shall take place until samples and a full specification of the materials to be used externally on the building(s) have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. Only the materials so approved shall be used, in accordance with any terms of such approval.

**Reason:** To ensure the appearance of the development is satisfactory and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 5 The landscaping works shown on the approved plans Proposed Site Plan Drawing No. 15:027:05 Rev E shall be carried out in accordance with the approved details and in accordance with any timing / phasing arrangements approved or within the first planting season following final occupation of the additional residential units hereby permitted, whichever is the sooner. Any trees or shrubs planted or retained in accordance with this condition which are removed, uprooted, destroyed, die or become severely damaged or become seriously diseased within 5 years of planting shall be replaced within the next planting season by

trees or shrubs of similar size and species to those originally required to be planted.

**Reason:** To ensure the appearance of the development is satisfactory and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 6 No additional residential units shall be first occupied until details of the type, siting, design and materials to be used in the construction of all means of enclosure including boundaries, screens or retaining walls, have been submitted to and approved in writing by the Local Planning Authority and the approved structures have been erected in accordance with the approved details. The structures shall thereafter be retained.

**Reason:** To safeguard the amenities of the locality and occupiers of neighbouring property and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 7 The car parking (including garages), servicing and other vehicular access arrangements shown on the approved plans to serve the development hereby permitted shall be made fully available for use prior to the development being first brought into use and shall be retained thereafter for their intended purpose.

**Reason:** In the interests of highway safety and having due regard to policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 8 The first and second floor balconies hereby approved shall not be brought into use unless and until screens are fitted to the east and west elevations and between balconies with textured glass which obscuration level is no less than Level 4 of the Pilkington Texture Glass scale (or equivalent) to a height of no less than 1.7m above finished floor level, and retained as such thereafter.

**Reason:** In the interests of the amenities of the occupiers of nearby properties and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 9 Notwithstanding the provisions of any Town and Country Planning (General Permitted Development) Order 2015, prior to first occupation of the extension hereby permitted the following windows:

West Elevation:  
Second Floor Living Area Window

North Elevation:  
First Floor Communal Stair/Lift Lobby  
Second Floor 2 x Utility, 2 x Store and Communal Stair/Lift Lobby

(All as shown on Proposed Floor Plans & Elevations Drawing No. 15:027:03 Rev N)

Shall be fitted with, to a height of no less than 1.7m above finished floor level, non-opening lights and textured glass which obscuration level is no less than Level 4 of the Pilkington Texture Glass scale (or equivalent) and retained as such thereafter.

**Reason:** In the interests of the amenities of the occupiers of nearby properties and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 10 The additional residential units hereby permitted shall not be occupied unless and until full details and specifications of the proposed bin and cycle stores have been submitted to and approved in writing by the Local Planning Authority. The bin and cycle stores shall thereafter be provided prior to occupation and maintained in accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** To ensure that appropriate bin storage is provided and in the interests of providing sustainable transport options having due regard to policies CS16, DM10 and DM13 of the Havant Borough Local Plan (Core Strategy 2011 and the National Planning Policy Framework.

### 36 APP/17/00352 - Former site of 1 Hawthorne Grove, Hayling Island

The Committee considered the written report, in addition to supplementary information, and recommendation for the Head of Planning Services to grant permission. The Committee was addressed by the following deputies:

- 1) Mr Buckingham, speaking on behalf of Ms Liz Tester, who objected to the proposal for the following reasons:
  - a. The proposal would regularise the disruptive nature of the speed ramp, having a negative impact on quality of life
  - b. The speed ramp had caused demonstrable harm to the neighbouring property by way of vibration, noise, speed, danger and damage to the building.
- 2) Cllr Perry who objected to the proposal for the following reasons:
  - c. set out in Appendix A

In response to questions raised by the committee, officers advised that:

- Council Officers would investigate the discharge of conditions for planning consent.
- The location and design of the ramp was due to protection of a nearby Root Protection Zone and to assist in traffic calming measures.

The Committee discussed the application in detail together with views raised by the deputees. The Committee discussed the location of the speed ramp and local buildings and the potential impact it had on neighbouring properties. Throughout debate members agreed that the ramp was acceptable in planning terms and found no reasons for refusal. It was therefore

RESOLVED that the Head of Planning Services be authorised to grant permission for application APP/17/00352 subject to the following condition:

- 1 The development hereby permitted shall be carried out in accordance with the following approved plans:

Drwg. No. 4159/01 Rev H - Engineering Layout  
Drwg. No. 4159/15 Rev C – External Works Layout

**Reason:** - To ensure provision of a satisfactory development.

### **37 APP/17/00342 - Foreshore at South Hayling, Sea Front, Hayling Island**

The Committee considered the written report, in addition to supplementary information, and recommendation from the Head of Planning Services to grant permission.

The Committee was addressed by the following deputees:

- 1) Dr Sam Cope who supported the proposal for the following reasons:

Set out in Appendix B

In response to questions from the committee, Dr Cope advised:

- There would be no damage to local points of interest such as Winner Bank.
- The process was relatively short lasting between 2-4 weeks.
- Any local concerns would be carefully managed and there would be minimal impact on residents and access to the beach.

The Committee discussed the application in detail together with views raised by the deputees. Through the course of the debate members agreed that the proposal would make a positive contribution to the Hayling Island Sea Front and was in the best interests of members of the public as it would maintain safety and help to reduce risks of flooding. It was therefore

RESOLVED that

- (A) the Development Management Committee, as 'competent Authority' for the purposes of a Strategic Assessment under Regulation 81 of

the 2010 Habitats Regulations, adopts the Appropriate Assessment at Appendix C of the officer's report which concludes that the proposed development would not have a significant effect on the European site subject to appropriate mitigation & conditions as detailed in Appendix C, including Table 1; and

(B) the Head of Planning Services be authorised to grant permission for application APP/17/00342 subject to the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.  
**Reason:** To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:  
BEACH MANAGEMENT PLAN - NON TECHNICAL SUMMARY - REVISION 1.0  
ENVIRONMENTAL STATEMENT - BEACH MANAGEMENT PLAN - REVISION 1.0  
ENVIRONMENTAL STATEMENT APPENDICES - BEACH MANAGEMENT PLAN - REVISION 1.0  
HABITATS REGULATIONS ASSESSMENT REVISION 1.0  
PLANNING STATEMENT - BEACH MANAGEMENT PLAN REVISION 1.0  
WATER FRAMEWORK DIRECTIVE ASSESSMENT REVISION 1.0  
AERIAL BOUNDARY PLAN  
**Reason:** - To ensure provision of a satisfactory development.
- 3 Development shall proceed in accordance with the ecological avoidance and mitigation measures detailed within the Hayling Island Beach Management Plan Environmental Statement and Hayling Island Beach Management Plan Habitats Regulations Assessment (ESCP, March 2017) unless otherwise agreed in writing by the Local Planning Authority. All avoidance and mitigation features shall be implemented in strict accordance with the agreed details.  
**Reason:** To protect biodiversity in accordance with the Conservation Regulations 2010, Wildlife & Countryside Act 1981, the NERC Act (2006), NPPF and Policy CS 11 of the Havant Borough Core Strategy March 2011
- 4 The activities hereby permitted shall only take place between 06.00 - 22.00 hours on Mondays - Fridays and not at all on weekends and all recognised Public Holidays.  
Except for :
  - I. the discharging of dredged material from the hopper barges (rainbowing) which can take approximately 2 hours either side of high tide over any 24 hour period
  - II. And if emergency works are required, which need to take place as and when necessary.

**Reason:** To limit the impacts on neighbouring properties, the highway network and features of ecological importance in the area in accordance with policies CS11 and CS16 of the Havant Borough Core Strategy 2011

- 5 Development shall proceed in accordance with the submitted Construction Environmental Management Plan (CEMP) (ESCP, May 2017) for the September 2017 programme unless otherwise agreed in writing by the Local Planning Authority. All avoidance and mitigation features shall be implemented in strict accordance with the agreed details.

**Reason:** To protect biodiversity in accordance with the Conservation Regulations 2010, Wildlife & Countryside Act 1981, the NERC Act (2006), NPPF and Policy CS 11 of the Havant Borough Core Strategy March 2011.

- 6 Prior to the commencement of each phase/campaign of development activities a Construction Environment Management Plan (CEMP) shall be submitted to and agreed in writing by the Local Planning Authority. This shall include details of all avoidance and mitigation measures in relation to ecological features, to be informed by ongoing survey and monitoring works. In addition it will identify how works will comply with the requirements of the Bathing Waters Directive, to ensure that the works are acceptable and will not have an impact on the Water Framework Directive Bathing Water Protected Area.

**Reason:** To protect biodiversity in accordance with the Conservation Regulations 2010, Wildlife & Countryside Act 1981, the NERC Act (2006), NPPF and Policy CS 11 of the Havant Borough Core Strategy March 2011.

### 38 Appointment of Chairman

RESOLVED that Cllr Hughes be appointed as Chairman for the next meeting of the Development Management Committee.

**The meeting commenced at 5.00 pm and concluded at 7.20 pm**

.....  
**Chairman**

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## **Introduction**

Chairman and members of the DMC, thank you for allowing me to represent Mr and Mrs Buckingham this evening regarding the northern ramp on the speed table at the entrance to the Bellway Halyards estate.

I am here to ask for refusal of this retrospective planning application because the current incorrect location of the speed table is causing and has caused demonstrable harm to the Buckinghams.

My suggested reason for refusal is based on model paragraph R133 and is as follows:

The location, shape, size and construction of the northern speed table in relation to the adjacent property at No 3 Hawthorne Grove is detrimental to the quiet enjoyment of adjacent properties. The proposal is therefore contrary to policy CS16 of the Havant Borough Core Strategy 2011 which forms part of the Local Development Framework and Planning Policy statement 1e.

Furthermore, the speed table as constructed does not comply with Model Condition D61 and this noncompliance causes unacceptable harm to the adjacent property and its occupants.

## **Two options**

There are two options available to the committee this evening.

The first option is to REFUSE permission, and the effect of this choice would be to have the ramp relocated to the approved location that is nine meters south of where it currently is.

The second option is to GRANT permission, which would effectively grant retrospective permission for the location of the ramp where it is.

All consultees (including the Council Arboriculturalist) have confirmed that they are satisfied that the speed table may be constructed as per the original approved plans or as per this planning application. There are no objections from any consultees to either location, and indeed the location as per the original planning applications in 2014 was specifically approved.

## Speed table

The purpose of the speed table together with the landscaping design is to reduce the speed of vehicles entering and exiting the development.

Taken together, had the landscaping been implemented in compliance with the approved plans, meaningful speed reductions could have occurred.

Specifically:

1. The kerb stones on the eastern side that were temporarily substituted with lowered kerb stones to allow HGVs to ride the pavement to enter the site have not been replaced with full height kerbs.
2. Tactile paving and the bollard at the entrance on the approved plans have been omitted.
3. The tall hedging on the eastern side of the entrance as on the approved plans and in the Bellway Biodiversity Plan has not been planted.
4. The screening tree at the most northern part of the site died through lack of care, and rather than be replaced as per the approved plans it was cut down at ground level and not replaced.

The latter two items, had they been implemented as per the approved plans, would have restricted visibility into and out of the development so forcing a reduction in vehicle speed and hence the speed of vehicles hitting the speed table and the resultant vibration felt by the Buckinghamshams.

Following suffering noise and vibration, and having had no success in getting the speed table location corrected in 2016, the Buckinghamshams contacted me and asked me for assistance. In December 2016, I asked HBC to enforce compliance with the approved location of the speed table.

Please note that the original plans showed the northern edge of the speed table to the south of the retained oak tree, well away from causing any harm to the Buckinghamshams.

Knowing that Bellway were due to exit the site early in 2017, I have worked with the resident group to encourage Bellway to finish construction as per the plans but have had little success and even an unwillingness of the Council to

engage in any kind of enforcement. Indeed, to avoid enforcement action, we have this request to approve this planning application and the harm caused.

Throughout the development of Halyards, I have experienced unsympathetic responses from Bellway in the resolution of issues. Two examples are the chopping down and cutting up of a telephone pole which was then thrown into a drainage ditch and which took a year to get removed. The second example was over-long screws used to fix notices with the sharp points protruding 30mm the other side of a fence and which children could have grabbed and pieced their hand, this was only corrected after five notifications and six months.

You may ask, what relevance have these comments to this planning application, and the answer is that the applicant has historically been reluctant to willingly comply with approved plans and drawings that were completed with good reason to mitigate the effect of the development.

### **Summary**

I would now like to sum up.

There are two options available to the committee this evening.

The first option is to REFUSE permission, and the effect of this choice would be to have the ramp relocated to the approved location that is nine meters south of where it currently is.

The second option is to GRANT permission, which would regularise the location of the ramp where it is.

All consultees, including the Council arboriculturalist have no objections to the speed table being constructed as approved in 2014.

The consultees who visited came outside the peak traffic window and their presence caused a slowdown in traffic, photos taken of cars from a concealed location show fast moving vehicles not slowing down due to missing landscaping features that would have restricted visibility.

The vibration felt by the Buckinghams of vehicles hitting the northern speed table ramp could be significantly reduced by siting the ramp nine metres further south, closer to the original location south of the oak tree.

The speed of the vehicles could be further reduced by enforcing the speed reducing landscaping features in the 2014 approved landscaping plan.

By leaving the speed table as it is, the Buckinghamhs will continue to suffer demonstrable harm. By having the speed table constructed as per the approved drawings, the Buckinghamhs will be able to enjoy a degree of peace and tranquillity that they will not otherwise achieve.

A compromise offer was suggested by myself to Bellway to regrade the existing ramp over 4 kerb stones, but the offer was refused by Bellway.

My plea is for refusal based on model paragraph R133 and is as follows:

The location, shape, size and construction of the northern speed table in relation to the adjacent property at No 3 Hawthorne Grove is detrimental to the quiet enjoyment of adjacent properties. The proposal is therefore contrary to policy CS16 of the Havant Borough Core Strategy 2011 which forms part of the Local Development Framework and Planning Policy statement 1e.

Furthermore, the speed table as constructed does not comply with Model Condition D61 and this noncompliance causes unacceptable harm to the adjacent property.

Thank you for listening to me.

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### South Hayling BMP (2017 – 2022) Planning deputation

*Last slide (flooding):*

*Good evening, I'm Dr Samantha Cope and I'm a coastal engineer from the Eastern Solent Coastal Partnership, which is the coastal team at Havant Borough Council. I am also the project manager for the South Hayling Beach Management Plan which is what this planning application is for. Lucy Sheffield from the Partnership is also with me today. Lucy is an environmental engineer and submitted the planning application and can answer more detailed questions.*

*I'm here to set out the need for continued beach management activities at Eastoke to reduce flood and coastal erosion risk to 1555 residential properties, 170 commercial properties, as well as the main road onto the Eastoke peninsula.*

*Havant Borough Council is the landowner at Eastoke, and through our beach management activities, we have reduced flood and coastal erosion risk to the frontage since the 1985 capital scheme. This planning application is therefore a continuation of existing beach management activities with some minor amendments which I'll come onto in a minute.*

*Overview map of recycling locations (B):*

*What we're proposing to do is to continue beach management in the form of recycling material from West Beach, the Open Beach, Coastguard Revetment, The Ness and Chichester Bar back to low lying Eastoke. Following successful negotiations with Hayling Golf Club, we will also include Gunner Point as a source of material over the next 5 years. Where we are short of material, the beach will be topped up with imported material as has always been the case.*

*It is proposed to continue these activities over the next 5 years having received funding approval from the Environment Agency for £3.3 million.*

*Planning extent map (C):*

*Planning Permission is already in place for beach management works until September 2019 – the main amendments are as follows;*

- 1. the timespan of permission which we would like to make into perpetuity*
- 2. the extent of the boundaries to include Ferry Road in the west and HISC in the east. This will open up a new source of shingle for recycling activities from Gunner Point; movement of small amounts of shingle to reduce erosion at the car park at Ferry Rd; as well as the opportunity for HISC to clear their pontoon of excess sand when required.*

*The new planning application will allow for greater flexibility whilst working with our neighbours and the environment to reduce flood and erosion risk to the residents at Eastoke.*

## APPENDIX B

*The work programme takes into consideration school holidays, the main tourist season as well as environmental considerations given the presence of designated vegetated shingle, over wintering bird species and nesting birds. We'll therefore be undertaking annual environmental surveys to ensure the habitats are maintained.*

*Integral to the new approach for this Planning application is the Monitoring and Management Plan. This will be reviewed on a five yearly basis by the statutory consultees and adapted to reflect changes on the ground whilst protecting people and the environment along this dynamic coastline.*

*So to summarise, the beach management activities over the next 5 years along South Hayling will maintain a 1 in 200 year standard of protection at Eastoke which will reduce flood and erosion risk to 1,555 residential properties, 170 commercial properties and the main road onto the peninsula.*

### Notes:

- The Environment Agency have approved £3.3 million over the next 5 years to continue to reduce the risk of flooding and erosion at Eastoke
- There are 1555 residential properties and 170 commercial properties at risk from a 1 in 200 year flood event over the next 5 years at Eastoke, as well as the main road onto the peninsula
- Eastoke has been protected from flooding since the 1985 capital scheme with beach management. This includes recycling material from West Beach, the Open Beach, Coastguard Revetment, The Ness and Chichester Bar, as well as topping up the beach with imported material.
- Planning Permission is already in place for beach recycling works but there are three significant updates for this application; the timespan of permission, the extent of its boundaries, and the sources of shingle for recycling and recharge.
  - Timespan; Planning is currently in place between West Beach and the Lifeboat Station until September 2019. This application will seek approval into perpetuity whilst ensuring safeguards are in place to protect the environment into the future. This will allow the continuation of beach management without having to reapply for the same licences and consents, making large savings to the project.
  - Extent of boundaries; This application will extend the planning to include the whole of South Hayling. This allows the BMP to work with our neighbours to manage the frontage as a whole sediment cell.
  - Sediment sources; The main difference between this application and the existing planning is the inclusion of Gunner Point, which will form a new source of locally sourced sediment, pending approval from Hayling Golf Club.

## APPENDIX B

- Recycling operations will typically be carried out in March and September due to environmental restrictions and as far as possible, to avoid the school holidays.
  - As an amenity and tourist beach, it will not be closed off during operations. Instead, banksmen are employed for safety and information is displayed, highlighting the works and what to be aware of. Where possible, works are undertaken outside of school holidays / main tourist season. This has worked successfully in the past and will continue in this updated proposal.
  - Langstone and Chichester Harbours support migratory and potentially over wintering bird species and therefore there are certain restrictions on working in certain areas during the winter. These are detailed in the conclusions of the Environmental Statement / Habitat Regulations Assessment. Other mitigation measures will protect nesting birds in particular nesting Ringed Plover. Protection is also given to vegetated shingle communities and annual vegetation of drift lines which are a priority habitat.
  - There is a set route that must be used by deliveries of plant and material to the site. From the A27, it follows the A3023 down to the seafront. From here, the Gunner Point compound and Eastoke Corner car park can be accessed. Plant can then access the HBC compound via the beach and road vehicles can use Southwood Road.
  - Post completion and where applicable, the compounds and haul routes will be remediated and restored to at least their pre-works condition. No footpaths or areas of the beach will be closed for recycling campaigns. Sections of the promenade will need to be shut off for safety during the pump-ashore following a dredge. However, this will only be for a maximum of two hours at a time. The access points between Southwood Road and the promenade will provide an alternative route.
  - Normal working hours for the works are anticipated to be Monday to Friday from 06:00 to 22.00, which is longer than in previous applications however the majority of the works is setback from residential properties. Works will take place for a period of 2 – 4 weeks up to twice a year. Except in emergency situations, when the works will impact the residents what have the greatest risk of flooding.
  - Both the Rainbowing activity and the extraction of Shingle at the Ness are tidally restricted so have to take place at the appropriate state of tide.
- Integral to the new approach of this Planning and Marine Licence application is the Monitoring and Management Plan. This will be reviewed on a five yearly basis by the statutory consultees. The Monitoring and Management Plan can then be adapted to reflect changes on the ground and make the document an adaptive tool to enable the Coastal managers to provide

## **APPENDIX B**

protection to the residents and community of Eastoke whilst protecting the environment in this dynamic environment.

## **HAVANT BOROUGH COUNCIL**

At a meeting of the Development Management Committee held on 17 August 2017

Present

Councillor Hughes (Chairman)

Councillors Buckley, Keast, Patrick, Perry, Satchwell and Quantrill (Standing Deputy)

Other Councillors Present:

Councillor(s): Wilson

### **39 Apologies for Absence**

Apologies for absence were received from Cllr Lloyd with Cllr Quantrill as Standing Deputy.

### **40 Minutes**

RESOLVED that the Minutes of the last meeting of the Development Management Committee held on the 27 July were approved as a correct record and signed by the Chairman.

### **41 Matters Arising**

There were no matters arising.

### **42 Site Viewing Working Party Minutes**

The minutes of the Site Viewing Working Party held on the 10 August were received as part of the supplementary information.

### **43 Declarations of Interest**

There were no declarations of pecuniary interest relating to matters on the agenda.

Cllr Satchwell advised she privately rented a building for office space adjacent to the application site APP/17/00654 and APP/17/00658, however this would not influence her position determining the application(s). It was advised by officers that this was not a pecuniary interest.

### **44 Chairman's Report**

The Chairman advised that a DCF relating to the old BAE site in Waterlooville would be taking place on the 22<sup>nd</sup> of August and that all members make every effort to attend.

#### **45 Matters to be Considered for Site Viewing and Deferment**

There were none.

#### **46 Deputations**

The following deputation requests were noted by the Committee:

- 1) Ms S Kennedy – (APP/17/00025) 139 Elm Grove, Hayling Island
- 2) Mr M Smith - (APP/17/00025) 139 Elm Grove, Hayling Island
- 3) Mr I Murray – (APP/17/00025) 139 Elm Grove, Hayling Island
- 4) Cllr M Wilson – (APP/17/00025) 139 Elm Grove, Hayling Island

#### **47 APP/17/00025 - 139 Elm Grove, Hayling Island, PO11 9ED**

The Committee considered the written report, in addition to supplementary information, and the recommendation from the Head of Planning Services to grant permission.

The Committee was addressed by the following deputees:

- 1) Ms S Kennedy and Mr M Smith who objected to the proposal for the following reasons
  - a. The use of the rear yard for a beer garden was unsympathetic to the immediate neighbouring properties due to the high levels of noise and noise pollution which would continue until midnight.
  - b. As this was part retrospective application, the lack of consultation with neighbours had meant that there had been a lack of communication prior to construction. Consultation could have led to a more sympathetic construction.
  - c. Neighbouring residents were unable to have a reasonable enjoyment of their properties due to the necessity to keep windows shut at all times because of noise and smoke.
  - d. The premature construction had caused a significant detrimental impact on the neighbouring property due to an increase in black mould.
  - e. The lack of soundproofing in the existing construction was unacceptable and needed to be rectified.
  - f. The principle of the conservatory aspect of the proposal was not being objected to, it was the increase in noise and lack of consideration for the neighbouring properties.

- g. There was concern that the construction had created a fire safety risk.

In response to questions raised by the committee, the depute advised that:

- i. The objections were not to the principle of the conservatory, objections were over the lack of noise insulation.
- ii. Previously, doors had existed on the outside of the conservatory and they would like to see these reinstalled.
- iii. They were not objecting to the level of smoke; noise was the main issue of concern.

2) Mr I Murray who supported the application for the following reasons:

- h. The site and business had significant community value within the local area. The proposal sought to increase its use and engagement with the community.
- i. the proposal would regularise the property.
- j. The inclusion of noise mitigating features, such as insulation, was sympathetic to the needs of the neighbouring residents and would decrease levels of disruption due to noise.
- k. There had been no objections from the police and there had been no public order offences served.
- l. No noise nuisance tests had been undertaken and therefore the level of disruption created by noise was subjective.
- m. The proposal to construct gated fences to the rear of the site sought to increase safety for residents.
- n. The proposal would increase the public use of the site and therefore contribute to the local economy and community.

3) Cllr M Wilson who supported the application for the following reasons:

See appendix A attached to these minutes.

In response to questions raised by the committee, Officers advised that:

- The proposal outlined that the smoking shelter would no longer be attached to the adjacent building if approved.
- The applicant had advised that the exterior doors on to the conservatory would be reinstalled
- The response from environmental health officers regarding the installation of insulation and noise mitigating features was positive, indicating it would help to reduce noise levels.
- The materials proposed for the insulation were acoustic plasterboard and foam for the conservatory roof.
- All letters and comments from members of the public that had been received by the Planning Development Team regarding noise and licensing concerns had been forwarded to the relevant teams in the Council. Licensing and Environmental Health issues were not a matter to be considered by the Development Management Committee.

The Committee discussed the application in detail together with views raised by the deputees. During the course of debate memebtrs raised the following points:

- Though mandatory installation of doors on the exterior of the conservatory was deemed unenforceable, it was still in the best interest of neighbouring properties that these were installed.
- The detachment of the smoking area from adjacent properties was positive as it would assist with air flow and air circulation.
- The regularisation of the site was within the best interests of both the applicant and the neighbouring properties as it would allow for both parties to have reasonable enjoyment of their respective properties
- The installation of noise mitigating features through insulation would assist in reducing disruption to the local area when the pub was being used by the public.

It was therefore RESOLVED that the Head of Planning be authorised to grant planning permission in retrospect for application APP/17/00025 subject to:

The following conditions:

1. The development must be begun not later than three years beginning with the date of this permission.

Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

Proposed plans A103 received 8 June 2017

Proposed Elev's and views A104 received 8 June 2017.

Agents email of the 6 June in respect to polyurethane foam

Reason: - To ensure provision of a satisfactory development.

3. The attachment to the adjacent property and the noise insulation measures set out on plan A103 received 8 June 2017 and detailed in the Agents email of the 6 June 2017 in respect to acoustic roof insulation and acoustic plasterboard shall be completed in accordance with the approved details within 3 months of the date of this permission. The development hereby permitted shall not be occupied/ used by the public until such works have been fully implemented and shall thereafter be retained unless otherwise agreed in writing by the local planning authority.

Reason: To protect the amenities of nearby residential properties and having due regard to policy DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework

4. The premises shall only be open for trade or business between the hours of 11.00 and 23.20.

Reason: To protect the amenities of nearby residential properties and having due regard to policy DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

5. No external extraction and filtration equipment shall be erected without the prior written approval of the Local Planning Authority. Any such approved scheme shall be implemented fully in accordance with the approved details and shall remain operational thereafter.

Reason: To safeguard the amenities of the locality and/or occupiers of neighbouring property and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

And the following informative(s):

- 1) To reduce disturbance from noise the external doors at the rear of the premises should be kept closed after 9pm.

**The meeting was adjourned from 6:20PM and reconvened at 6:30PM**

**48 APP/17/00654 - Osier Dell, Manor Road, Hayling Island, PO11 0QW**

The Committee considered the written report, in addition to supplementary information, and recommendation from the Head of Planning Services to grant permission.

The Committee discussed the application in detail and agreed that the proposal was:

- Best use of the site
- Sensitive to the location and building
- Was a positive contribution to a building in need of renovation.

The committee found no reasons for refusal and that the proposal was acceptable in planning terms. It was therefore

RESOLVED that That the Head of Planning be authorised to grant permission for application APP/17/00654 subject to the following conditions:

1. The development must be begun not later than three years beginning with the date of this permission.

Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

LOCATION & BLOCK PLAN 5384 1000  
 PROPOSED ROOF PLAN 5384 1101  
 PROPOSED GROUND FLOOR PLAN 5384 1201  
 PROPOSED FIRST FLOOR PLAN 5384 1203  
 PROPOSED FIRST FLOOR PLAN WITH OVERHEADS 5384 1204  
 PROPOSED AND EXISTING SOUTH ELEVATION 5384 1300  
 PROPOSED AND EXISTING NORTH ELEVATION 5384 1301  
 PROPOSED AND EXISTING EAST ELEVATION 5384 1302  
 OPENING DETAIL (CASEMENT HAYLOFT) - 5384 1600  
 OPENING DETAIL (ENTRANCE TIMBER ASSEMBLY) 5384 1601  
 OPENING DETAIL (GLAZED DOOR HAYLOFT) 5384 1602  
 OPENING DETAIL (LOUNGE TIMBER ASSEMBLY) 5384 1603

Reason: - To ensure provision of a satisfactory development.

3. Notwithstanding any description of materials in the application no above ground construction works shall take place until samples and a full specification of the materials to be used externally on the extension have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. Only the materials so approved shall be used, in accordance with any terms of such approval.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

4. All new works and works of making good to the retained fabric whether internal or external, shall be finished to match the adjacent work with regard to the methods used and to material, colour, texture and profile.

Reason: To ensure that the character and setting of the listed building is preserved in accordance with policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011.

5. No vents or flues, plumbing or pipes, other than the rainwater downpipes, shall be fixed to the external faces of the building unless agreed in writing with the Local Planning Authority.

Reason: To ensure that the character and setting of the listed building is preserved in accordance with policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011.

6. A landscape management plan, including long term design objectives, details of hard and soft landscape works including planting plans; written specifications (stating cultivation and other operations associated with plant and grass establishment); schedules of plants, noting species, plant sizes and proposed numbers/densities and an implementation programme, shall be submitted to and approved in writing by the Local Planning Authority prior to any above ground construction works. The landscape management plan shall be carried out in accordance with the approved details. Any trees or shrubs planted or retained in accordance with this condition which are removed, uprooted, destroyed, die or become severely damaged or become seriously diseased within 5 years of planting shall be replaced within the next planting season by trees or shrubs of similar size and species to those originally required to be planted.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policies CS11, CS16, DM8 and DM9 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

7. Development shall proceed in accordance with the ecological mitigation, compensation and enhancement measures detailed within the Phase 1 Survey report (EcoSupport, January 2017) and Phase 2 Bat Surveys report (EcoSupport, June 2017) unless otherwise agreed in writing by the Local Planning Authority. All ecological mitigation, compensation and enhancement features shall be permanently retained and maintained.

Reason: To protect biodiversity in accordance with the Conservation Regulations 2010, Wildlife & Countryside Act 1981, the NERC Act (2006), NPPF and Policy CS 11 of the Havant Borough Local Plan (Core Strategy) March 2011.

8. No external lighting shall be installed on the site unless details of the position, height and type of lights have been submitted to and approved in writing by the local planning authority. The external lighting shall be installed and operated in accordance with the approved scheme and no other lighting shall be installed or operated.

Reason: To prevent light pollution and in the interests of the amenity of the area and neighbouring properties in accordance with policy CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011.

#### **49 APP/17/00658 - Osier Dell, Manor Road, Hayling Island, PO11 0QW**

The Committee considered the written report and recommendation from the Head of Planning Services to grant listed building consent.

The Committee discussed the application in detail and agreed that the proposal was:

- Best use of the site
- Sensitive to the location and building
- Was a positive contribution to a building in need of renovation.

The committee found no reasons for refusal and that the proposal was acceptable in planning terms. It was therefore

RESOLVED That the Head of Planning be authorised to grant listed building consent for application APP/17/00658 subject to the following conditions:

1. The works must be begun not later than the expiration of three years beginning with the date of this consent.

Reason: To comply with the requirements of Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

LOCATION & BLOCK PLAN 5384 1000  
PROPOSED ROOF PLAN 5384 1101  
PROPOSED GROUND FLOOR PLAN 5384 1201  
PROPOSED FIRST FLOOR PLAN 5384 1203  
PROPOSED FIRST FLOOR PLAN WITH OVERHEADS 5384 1204  
PROPOSED AND EXISTING SOUTH ELEVATION 5384 1300  
PROPOSED AND EXISTING NORTH ELEVATION 5384 1301  
PROPOSED AND EXISTING EAST ELEVATION 5384 1302  
OPENING DETAIL (CASEMENT HAYLOFT) - 5384 1600  
OPENING DETAIL (ENTRANCE TIMBER ASSEMBLY) 5384 1601  
OPENING DETAIL (GLAZED DOOR HAYLOFT) 5384 1602  
OPENING DETAIL (LOUNGE TIMBER ASSEMBLY) 5384 1603  
Method Statement- Reference 5384 dated June 2017

Reason: - To ensure provision of a satisfactory development.

3. Notwithstanding any description of materials in the application no above ground construction works shall take place until samples and a full specification of the materials to be used externally on the extension have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. Only the materials so approved shall be used, in accordance with any terms of such approval.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4. All new works and works of making good to the retained fabric whether internal or external, shall be finished to match the adjacent work with regard to the methods used and to material, colour, texture and profile.

Reason: To ensure that the character and setting of the listed building is preserved in accordance with policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011.

- 5. No vents or flues, plumbing or pipes, other than the rainwater downpipes, shall be fixed to the external faces of the building unless agreed in writing with the Local Planning Authority.

Reason: To ensure that the character and setting of the listed building is preserved in accordance with policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011.

- 6. Any alteration or repairs to brickwork shall be carried out in matching bond and matching bricks using a lime based mortar with a flush joint.

Reason: To ensure that the character and setting of the listed building is preserved in accordance with policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011.

**50 Appointment of Chairman**

RESOLVED that Cllr David Keast be appointed as Chairman for the next meeting of the Site Viewing Working Party and Development Management Committee.

**The meeting commenced at 5.00 pm and concluded at 6.50 pm**

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**Chairman**

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**Cllr Wilson – Deputation to the Development Management Committee**

**PLANNING COMMITTEE MEETING – 17<sup>TH</sup> AUGUST 2017**

**RE: THE HAYLING BILLY**

Chairman and Members of the Committee

I am grateful for this opportunity to address you tonight. As you will be aware, I asked for this particular application to be brought before the Committee for determination. The reason why I did so was because I had grave concerns with regard to the viability of this business in the event of a refusal. At the time I red carded this application the Officer recommendation was unclear and notwithstanding the recommendation to approve it remains important that the issues are addressed in a public forum given the objections.

Before I address the specific,s I believe it is appropriate to provide some background with regard to the history of this area to put both the application and the objections into context:

Going back forty or fifty years this area known as Gable Head was a main shopping area and the Co-op on the opposite side of the road has been in situ since the 1930s. In my memory this row of shops included an estate agents, a travel agents and a newsagents. Gradually the shops migrated south to Mengham and at some stage it lost its designation. Those of you who attended the site visit will recall that there remains a mixture of shops, restaurants, takeaways and increasingly residential buildings. The density has increased, for example, there are four townhouses on the St Mary's Road side of this small wedge of land where once there was one house. The Committee will also recall the original Hayling Billy pub which was subject to a recent application and as a result of the approval of that application a McCarthy & Stone retirement development is currently being built on the original site.

Mrs Keillor, who is the landlady of the Hayling Billy, was also the last landlady of the original Hayling Billy pub originally employed by the brewery at a time when pubs were suffering and breweries

were consolidating and selling their riskier assets. In this context the pub was earmarked for sale. Before it went on the market, Mrs Keillor who had put an awful lot of effort and personal funds into keeping the pub viable had the wit to contact the Co-op and advise them of the sale and asked them, rather cheekily, whether they would be prepared to buy it and allow her to manage and continue to run the building as a public house. The Co-op were clearly thinking strategically and were worried that in the event that this pub were sold they would have a rival supermarket placed on the site. They quickly agreed and Mrs Keillor built a successful pub with a number of community activities such as a regular classic car meet and car boot sale making use of the area. She also entered an arrangement to provide overflow car parking for some of the nearby shops.

Sadly, this was not to last as is widely known the Co-op faced its own financial difficulties and it became an obvious asset for disposal. The sale or whatever arrangement with McCarthy & Stone allowed that disposal without the potential of a rival retailer on the site.

In the meantime, there was an application to make this site a community asset in part due to the community use which Mrs Keillor had created but sadly that application was rejected by this Council. Ironically, one of the key reasons was that Mrs Keillor had had the initiative to approach the owner of a derelict shop in the row and had opened or was in the process of opening the new Hayling Billy pub.

Turning to the issues at hand, this application concerns retrospective approval for changes to the façade which I do not believe is controversial. The addition of the conservatory and the smoking shelter which are controversial and the fence and gates which again are not particularly controversial. The smoking shelter would appear to be less of an issue, according to the answers to questions from Ms Kennedy and Mrs Smith as had seemed the case on the recent site visit.

The Committee had the opportunity of visiting the flat of the tenant who is an objector to this application. It cannot be denied that his bathroom window overhangs the rear of the application site and the bathroom window below is not in the most pleasing situation. However, this building

which interestingly used to contain shops and offices on the ground floor and was converted to residential, was built right on the boundary line meaning that the three windows in question overhang and open out into the application site. Potentially, these would have been actionable interferences but for the effluxion of time and in a sense are part of the problem.

I have been involved in this matter for some time and this includes visits from the Environmental Health Officer to consider ways of mitigating any potential nuisance. The difficulty in this application is that the planning issues are limited and most of the concerns and their remedies come within a different jurisdiction than your own. I can confirm that Mrs Keillor has worked hard to address those issues within the context of this mixed use development area. The extension and smoking shelter are essential to the viability of this business. At a time when we all bemoan the loss of our pubs, Mrs Keillor is bucking the trend and I would like to see the business prosper.

I would urge you to support the recommendation to grant planning permission.

**Cllr. Michael Wilson**

**17<sup>th</sup> August 2017**

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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Scrutiny Board held on 29 August 2017

Present

Councillor Buckley (Chairman)

Councillors Carpenter, Fairhurst, Hughes, Lloyd, Patrick, Quantrill, Ponsonby and Sceal (Standing Deputy)

### **44 Apologies**

Apologies for absence were received from Councillors Branson, Shimbart, and D Smith.

### **45 Declarations of Interest**

There were no declarations of interests.

### **46 Review of the Economic Development Service**

The Board was given the opportunity to consider and comment upon the Review of Economic Development Service Scrutiny Review undertaken by the Economy, Planning, Development and Prosperity Scrutiny and Policy Development Panel. The Lead for the review presented the report and answered any questions raised. The Cabinet Lead for Economy and Infrastructure Projects and the Director of Operations and Place Shaping were also invited to join the meeting and answer any questions in relation to the report.

RESOLVED that

- a) The Cabinet be recommended to:
  - (1) endorse the recent officer's review of the Council's economic development service and agree that role of the service in the future will be to provide a clear project focus & deliver the outcomes shown in the Appendix to these minutes
  - (2) direct that the service concentrate in high impact projects and puts minimum resources into the current legacy activities such as market contract management until the impact of new aims and objectives of the economic development service can be evaluated;
  - (3) agree to the economic development service being provided to the Council by EHDC via a Section 101 Agreement;

- (4) reconsider the Council's current policy of updating CIL rate relative to changing construction costs and inflation to ensure that CIL does not detrimentally affect the economic viability of developments; and
- (5) agree to a workshop to establish what the housing economic climate in the Borough should be and to rethink the Council's strategy for housing delivery in this climate.

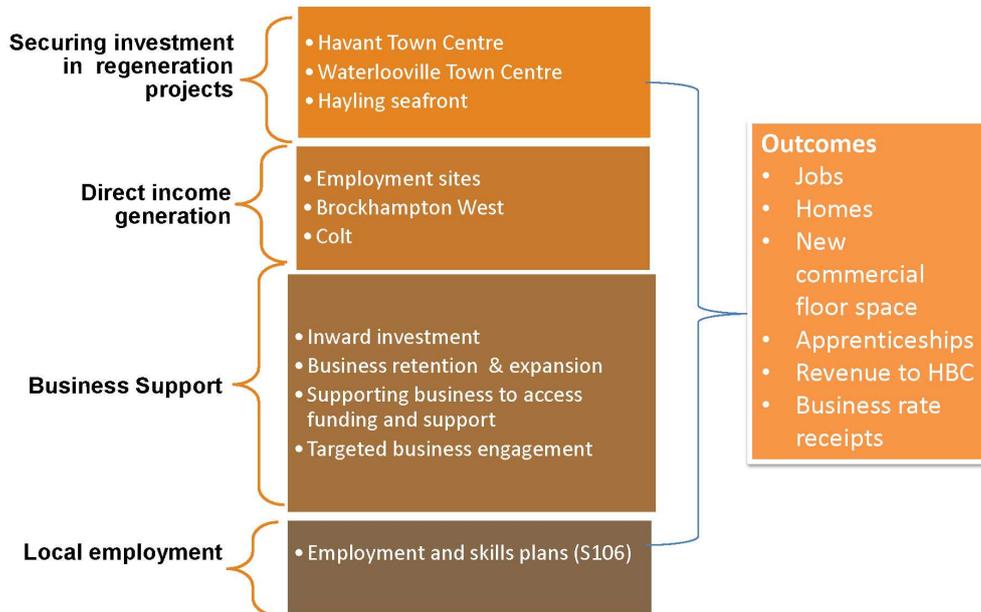
(The Board noted that:

- (a) the next meeting of the Board had been rescheduled and would be held on 26 September 2017 and not 12 September as previously agreed; and
- (b) the agenda for the next meeting would include an item on the 6 Councils' Contract and would give members of the Board an opportunity to question the Cabinet Lead and relevant officers on progress made with this contract)

**The meeting commenced at 5.00 pm and concluded at 5.42 pm**

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**Chairman**

## Recommended role of the Service



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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Cabinet held on 11 September 2017

Present

Councillor Briggs (Chairman)

Councillors Bains, Bowerman, Pike, Guest, Turner and Wilson

### **21 Apologies for Absence**

There were no apologies for absence.

### **22 Minutes**

The minutes of the meeting of the Cabinet held on 28 June 2017 were approved as a correct record.

### **23 Matters Arising**

There were no matters arising from the minutes of the last meeting.

### **24 Declarations of Interests**

There were no declarations of interest.

### **25 Chairman's Report**

There were no matters the Chairman wished to report.

### **26 Cabinet Lead Delegated Decisions, Minutes from Meetings etc.**

RESOLVED that the minutes of the meeting of the Portchester Crematorium Joint Management Committee be noted.

### **27 Recommendations from the Scrutiny Board**

#### **27a Economic Development Service Scrutiny Review**

In the absence of the Scrutiny Lead, Councillor Pike presented a report to Cabinet setting out the findings and recommendations of the Economy and Planning Scrutiny Panel following its review of the Council's role in relation to economic development in the Borough.

In response to Cabinet members' concerns, an assurance was given that any review of the CIL rate would also look at any potential impact on infrastructure and affordable housing delivery as part of the wider picture around future development in the Borough.

RESOLVED that:

- (1) the recent officers' review of the Council's economic development service be endorsed and that role of the service in the future to provide a clear project focus and deliver the outcomes as set out in the report be agreed;
- (2) the service concentrates on high impact projects and puts minimum resources into the current legacy activities such as market contract management until the impact of new aims and objectives of the economic development service can be evaluated;
- (3) the economic development service being provided to the Council by EHDC via a Section 101 Agreement be agreed;
- (4) the Council's current policy of updating CIL rate relative to changing construction costs and inflation be reconsidered to ensure that CIL does not detrimentally affect the economic viability of developments; and
- (5) a workshop be held to establish what the housing economic climate in the Borough should be and to rethink the Council's strategy for housing delivery in this climate.

## **28 Safeguarding**

Councillor Turner presented a report seeking approval of a revised policy in relation to Safeguarding.

In considering a recommendation that training for Councillors be mandatory, the Cabinet was advised that there was no provision for sanctions to be applied for non-attendance. That being the case, the Deputy Leader, with the support of the Cabinet, undertook to write to members of his political group requiring their attendance at the training and to write to other political group Leaders to encourage a similar course of action. Cabinet was given an assurance that alternative dates and times for training sessions would be offered to Councillors.

Cabinet was given a further assurance that its contract procedures reflected the need for contractors to be aware of, and compliant with, the Council's safeguarding policy.

RESOLVED that

- (1) the new policy in relation to Safeguarding as set out in Appendix A to the report be approved; and
- (2) safeguarding training be undertaken by all Councillors.

## **29 Commissioning Advice Services**

Councillor Turner presented a report to Cabinet setting out a proposal to re-shape the provision of advice services across the Borough, moving from grant funding to commissioning these services.

RESOLVED that

- (1) the timescale for commissioning services from the private sector be noted;
- (2) the change of delivery through commissioning of advice services from 2018/19 as outlined in section 3 of the report be noted, for a service up to the value of £114,300;
- (3) Havant's Citizen's Advice be issued with a 6 month formal notice to terminate the current Service Level Agreement (SLA) as good practice; and
- (4) Authority be delegated to the Head of Housing and Community Engagement to oversee the process in consultation with the Cabinet Lead for Communities and Housing.

### 30 Local Discretionary Business Rate Relief Scheme

Councillor Pike presented a report to Cabinet seeking approval of the new Local Business Rate Relief scheme that sought to mitigate the financial implications for those small and medium sized businesses most impacted by recent changes to business rates.

Councillor Pike advised that the wording of the Scheme as set out in the Appendix to the report should be amended as follows:

**“Process**

...

A revised Business Rate bill will be sent to the ratepayer together with a covering letter detailing the relief, explaining that the relief is for one year and requesting confirmation from the ratepayer **where** the granting of relief would not comply with EU Law on State Aid.”

RESOLVED that the new Local Business Rate Relief Scheme, as amended, be approved.

**The meeting commenced at 2.00 pm and concluded at 2.39 pm**

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