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OPERATIONS AND PLACE SHAPING BOARD AGENDA

Membership: Councillor Lloyd (Chairman)

Councillors Carpenter, Guest, Howard, Jenner, Milne, Raines, Robinson, Satchwell, Wade and Francis (co-opted member)

Meeting: Operations and Place Shaping Board

Date: Tuesday 9 July 2019

Time: 5.00 pm

Venue: Hollybank Room, Public Service Plaza, Civic Centre Road,
Havant, Hants PO9 2AX

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

1 July 2019

Contact Officer: James Harris (01730 234098)
Email: DemocraticServices@havant.gov.uk

Page

PART 1 (Items Open for public attendance)

1 Apologies

To receive and record apologies for absence.

2 Minutes

1 - 4

To approve the minutes of the meeting of the Operations and Place Shaping Board held on 6 February 2019 and 27 March 2019.

3 Declarations of Interest

To receive and record any declarations of Interests from members present in respect of any of the various matters on the agenda for this meeting.

4 Havant Regeneration Update

Please note that this item has been withdrawn from the agenda.

5 Nutrient Neutral Development

The Board to receive an update on the current position, prior to its involvement in scrutinising the Implementation Plan later in the year.

6 Project Plan - Old Bedhampton Conservation Area

5 - 8

The Board will receive a briefing on the background to the topic.

Following the briefing, the Board will discuss and agree a Project Plan to set the remit for the upcoming 'Challenge Session' to be held on 17 July 2019.

7 Project Plan - Review of the Parking Supplementary Planning Document (Town Centre Development Parking Provision)

9 - 12

The Board will receive a briefing on the background to the topic.

Following the briefing, the Board will discuss and agree a Project Plan to set the remit for the upcoming 'Challenge Session' to be held on 15 July 2019.

8 Review of Parking Issues in the Borough

The Board will be asked to agree the report of the Parking Panel and the recommendations to Cabinet. Report under separate cover.

9 Agreement of the initial Work Programme for 2019/20

13 - 14

GENERAL INFORMATION

IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6231

Internet

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Havant

BOROUGH COUNCIL

PROTOCOL AT MEETINGS – RULES OF DEBATE

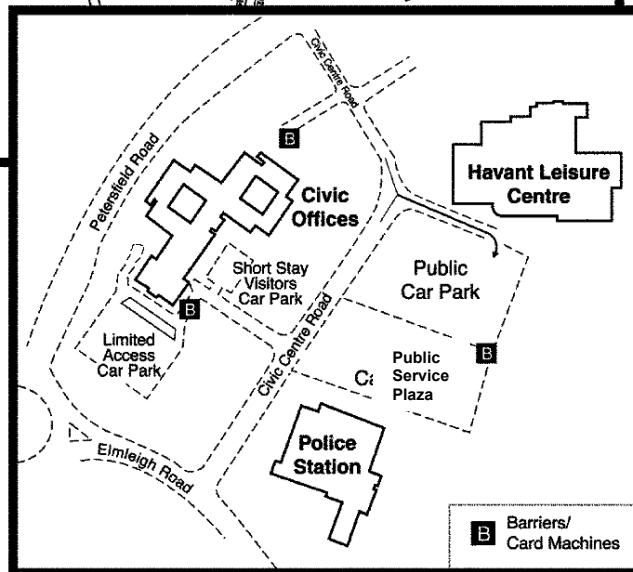
Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman
- Councillors may only take part in the debate if they are present at the meeting: video conferencing is not permissible
- A member of the Committee may not ask a standing deputy to take their place in the Committee for part of the meeting
- The report or matter submitted for discussion by the Committee may be debated prior to a motion being proposed and seconded. Recommendations included in a report **shall not** be regarded as a motion or amendment unless a motion or amendment to accept these recommendations has been moved and seconded by members of the Committee
- Motions and amendments must relate to items on the agenda or accepted by the meeting as urgent business
- Motions and amendments must be moved and seconded before they may be debated
- There may only be one motion on the table at any one time;
- There may only be one amendment on the table at any one time;
- Any amendment to the motion can be moved provided it is (in the opinion of the Chairman) relevant to the matter under discussion. The amendment can be a direct negative of the motion.
- The mover with the agreement of the seconder may withdraw or alter an amendment or motion at any time
- Once duly moved, an amendment shall be debated along with the original motion.
- If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the substantive motion on which any further amendment may be moved.
- If an amendment is rejected different amendments may be proposed on the original motion or substantive motion.
- If an amendment is lost, other amendments may be moved to the original motion or substantive motion
- If an amendment is lost and there are no further amendments, a vote will be taken on the original motion or the substantive motion
- If no amendments are moved to the original motion or substantive motion, a vote will be taken on the motion or substantive motion
- If a motion or substantive motion is lost, other motions may be moved

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;

- Councillors may not vote unless they are present for the full duration of the item;
- An amendment must be voted on before the motion
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A Councillor may request that his/her vote be recorded in the minutes



Havant
BOROUGH COUNCIL
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HAVANT BOROUGH COUNCIL

At a meeting of the Operations and Place Shaping Board held on 6 February 2019

Present

Lloyd (Chairman), Buckley, Davis, Howard, Milne, Raines and Satchwell

35 Apologies

Apologies were received from Councillors Patrick, Shimbart and Thomas.

36 Minutes

The minutes of the meeting held on 11 December 2018 were confirmed and signed as an accurate record.

37 Matters Arising

There were no matters arising.

38 Declarations of Interest

There were no declarations of interest.

39 Environment Agency Update

The Chairman introduced Richard O'Callaghan, Area Environment Manager (Environment Agency) who gave a short presentation outlining the EA's role as an environmental regulator. A copy of the presentation is appended as Appendix 1 to these minutes.

He explained that Southern Water's performance was in line with the national average with a compliance to Environmental Permit Conditions of 98.2%. Incidents were categorised in severity between 1-4, with the EA generally attending category 1 and 2 incidents. The pump failure at Stoke Pumping Station had been a category 2 incident and the electrical failure at Budds Farm had been a category 3.

With regard to bathing water quality, he confirmed that sample testing was only carried out during the bathing season between March and September. The water quality had been excellent during this period and all points tested met the bathing water quality standard for a Blue Flag accreditation.

In response to questions the Board was advised that the quantity of wastewater discharged could be estimated by the duration and in any investigations the EA would try to quantify the amount of pollutants released and the potential impact upon the environment. With regard to any infrastructure issues the EA expected water companies to keep them informed in a timely manner. Residents could also report any issues to the EA directly, which would add to the EA's evidence base for monitoring performance.

With regard to performance, Southern Water would require a reduction in the number of pollution incidents and improved compliance with permits in order to achieve a four star performance rating. There was no driver for improvements on bathing water standards, however the shellfish beds could be viewed as a driver for improvement due to the frequency of releases exceeding the guidance for shellfish. This was however different to non-compliance to the permits issued.

Infrastructure was discussed and capacity was reviewed by PUSH as part of the infrastructure required for future development. The EA had concerns about the capacity of Budds Farm, however expansion would require significant investment and there were doubts as to whether there was enough land to do so.

Discharges into seawater was not unusual in coastal areas and was necessary in situations such as prolonged heavy rainfall to prevent the sewerage system being overcome and potentially discharging into residents' homes. Increased storage or significant infrastructure investment could decrease the number of discharges into Langstone Harbour, however preventing and rectifying incorrect connections to the system and preventing clean surface water from entering it would help. Local councils had enforcement powers in relation to incorrect connections.

In respect of pumping stations, these did not have permits for discharging as in normal operation they should not discharge. Any discharges from pumping stations were therefore breaches and were investigated by the EA. A high-risk pumping station would typically have three pumps and the EA would expect that they would also have some form of monitoring.

The EA did not expect any water company to pollute and would take action where necessary. There were consequences for permit breaches in terms of financial penalties.

The Board highlighted that the waters around Haying Island were used all year round. Mr O'Callaghan confirmed that there could potentially be an increased risk to those using the water in the Winter months, as heavier rainfall had the potential of causing an increased number of discharges and the lower level of sunlight would cause bacteria to live in the water longer.

Mr O'Callaghan confirmed that the EA would be interested in the results of the crowd funded water testing that had been carried out, although the specific details of the testing process would be required to confirm the validity of the data.

The meeting commenced at 5.00 pm and concluded at 6.12 pm

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Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Operations and Place Shaping Board held on 27 March 2019

Present

Councillor Lloyd (Chairman)

Councillors Buckley, Davis, Howard, Milne, Patrick, Raines and Satchwell

1 Apologies

Apologies for absence were received from Councillor Thomas.

2 Declarations of Interest

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

3 Challenge Session on the Council's Enforcement Powers

The Board was given a presentation (Appendix A to these minutes) by the Neighbourhood Quality (Transformation Officer) (Transformation Lead) on the Council's enforcement powers and functions.

The following officers were invited to join the meeting and answer any questions in relation to the presentation:

Tim Pointer	-	Interim Head of Enforcement and Neighbourhood Quality
Andy Wheeler	-	Neighbourhood Quality Officer (Transformation Lead)
Maria Stewart	-	Arboricultural Officer
Ryan Gulliver	-	Community Safety Manager
Kathy Fowler	-	Parking and Traffic Manager
Catherine Rayner	-	Environmental Health Manager (food safety and licensing)
Sean Mackay	-	Parking Team Leader
David Fitzgerald	-	Environmental Protection Manager

In response to questions raised by members of the Board, the officers advised that:

Planning Enforcement	the transition of planning enforcement to the Neighbourhood Team had been successful
	the degree of inspections made to ensure the conditions attached to a planning permission was complied with depended upon the size of the development

enforcement could be taken as the result of resident complaints or following an inspection of a site inspection

a decision on whether to take enforcement would depend upon the impact the alleged breach would have on the environment

Troubled Families Scheme	the scheme has been publicised. However, the main hurdle was the difficulty of getting families to accept that there is a problem
Bonfires	the Council can act, but it would depend upon the impact and frequency of the fires. It was agreed that information on the frequency and number of complaints relating to bonfires would be forwarded to members
Motorhomes	cannot enforce against motorhomes parked in a layby
Dog Breeders	anyone breeding three or more litters of puppies per year was required to be licensed under new animal welfare legislation which came into effect from October 2018. The Council was able and willing to use social media to identify unlicensed breeders.
Stray dogs	stray dogs were sent to Portsmouth Kennels
Housing Standards	Housing Associations were required to meet the same standard of rented accommodation as private sector landlords.
Customer Services	the officers worked with customers services to ensure they were kept up to date and were fully informed. some issues took longer than a resident may expect to resolve.

The meeting commenced at 5.00 pm and concluded at 6.10 pm

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Chairman

SCRUTINY PROJECT PLAN

Review of Old Bedhampton Conservation Area

SECTION ONE – Project Definition Form

<i>Project Title</i>	<i>Review of Old Bedhampton Conservation Area</i>
<i>Executive Summary – What will this review do?</i>	The Board to engage fully with ward councillors, local residents and relevant experts to support informed recommendations to the Cabinet in September.
<i>What are the benefits to the Council and its residents?</i>	<p>It is a requirement for the Council to regularly update Conservation Areas and the guidelines that accompany the designation. The Old Bedhampton Conservation Area was previously reviewed in 1994.</p> <p>The benefit of the challenge session is to enable residents, relevant experts, ward councillors and officers the opportunity for a full discussion in public session to ensure that sound and well informed recommendations are presented to Cabinet.</p>
<i>Link with the Corporate Strategy and Business Plans</i>	<p>We will improve neighbourhoods and their environmental quality.</p> <p>Support councillors in their democratic role, both representing and leading local communities.</p>

SCRUTINY PROJECT PLAN

Methodology

During the course of the review it must be kept in mind that the planning application 'Land South of Lower Road' and the Local Plan are separate matters.

The matter is to be considered at two meetings. The first to receive a brief overview of the topic, amend and agree this Project Plan and confirm who to invite to the Challenge Session.

The second meeting to be a 'Challenge Session', with all relevant parties invited to attend to enable a full discussion to take place. Having considered the evidence put forward, the Board will make its recommendation(s) to Cabinet.

Invitees to the Challenge Session

- Historic England
- David Hayward, HBC Planning Policy Manager
- HBC Ward Councillors
(Cllr Mark Inkster, Cllr Gary Robinson and Cllr Ken Smith)
- Reps from Friends of Bidbury Mead
- Simon Jenkins, HBC Director of Regeneration & Place
- Peter Fellowes, HBC Heritage Team Leader
- Jessica Hill, HBC Conservation Officer

SCRUTINY PROJECT PLAN

	<p>Deputations</p> <p>Up to 30 Minutes be set aside at the meeting for deputations if there are more than 2 deputation requests.</p>
Success Criteria	The project will be considered successful if at its conclusion facts and evidence from all parties are heard, considered and fed in to well informed recommendations to Cabinet.
SECTION TWO – Who Will Be Involved	
Project Team	
Scrutiny Board	<p>Operations and Place Shaping Board</p> <p>Dianne Lloyd (C), Caren Howard, David Jenner, Rosy Raines, David Guest, Gwen Robinson, Clare Satchwell, Peter Wade, Malc Carpenter and Beryl Francis – co-opted member.</p>
Support Team	
Cabinet Lead	Cllr Tim Pike
Ward Councillors	Cllr Mark Inkster, Cllr Gary Robinson and Cllr Ken Smith

SCRUTINY PROJECT PLAN

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**Review of the Parking Supplementary Planning Document
(Town Centre Development Parking Provision)**

SECTION ONE – Project Definition Form

Project Title	Review of the Parking Supplementary Planning Document (Town Centre Development Parking Provision)
Executive Summary – What will this review do?	To undertake a focussed review of the Parking SPD, centred on the approach towards parking provision in new developments in Havant and Waterlooville town centres.
What are the benefits to the Council and its residents?	The Parking SPD is a key consideration for planning applications, as the Council’s off-street parking standards relating to new developments are set out in the document and planning applications are assessed against this guidance.
Link with the Corporate Strategy and Business Plans	The Local Plan features heavily in the Council’s Corporate Strategy, with the aim of delivering a clear and detailed Plan for ambitious and sustainable housing and business growth central to the Strategy.
Methodology	To receive an overview of the topic and agree the Project Plan at the first meeting, followed by a Challenge Session to inform a recommendation to Cabinet.
Success Criteria	The project will be considered successful if by the end of the study, the Panel gain an understanding of the matter and are able to produce effective recommendations for the parking provision in new developments in Havant and Waterlooville town centres.

SECTION TWO – Who Will Be Involved

Project Team

Scrutiny Board

Operations & Place Shaping Board

Dianne Lloyd (C), Caren Howard, David Jenner, Rosy Raines, David Guest, Gwen Robinson, Clare Satchwell, Peter Wade, Malc Carpenter and Beryl Francis – co-opted member.

Support Team

Cabinet Lead

Councillor Tim Pike

Witnesses to Interview

Who?	Why?	When?
Simon Jenkins, Head of Planning	Key officer for consultation on the Parking SPD	15.07.19
David Hayward, Planning Policy Manager	Key officer for consultation on the Parking SPD	09.07.19 and 15.07.19

Evidence to Gather

(Please identify any information that is key to research for this scrutiny)

HBC Parking Supplementary Planning Document
National Planning Policy Framework guidance
Details on the differences between previous iterations of the Parking SPD

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Operations & Place Shaping Board Work Programme 2019/20

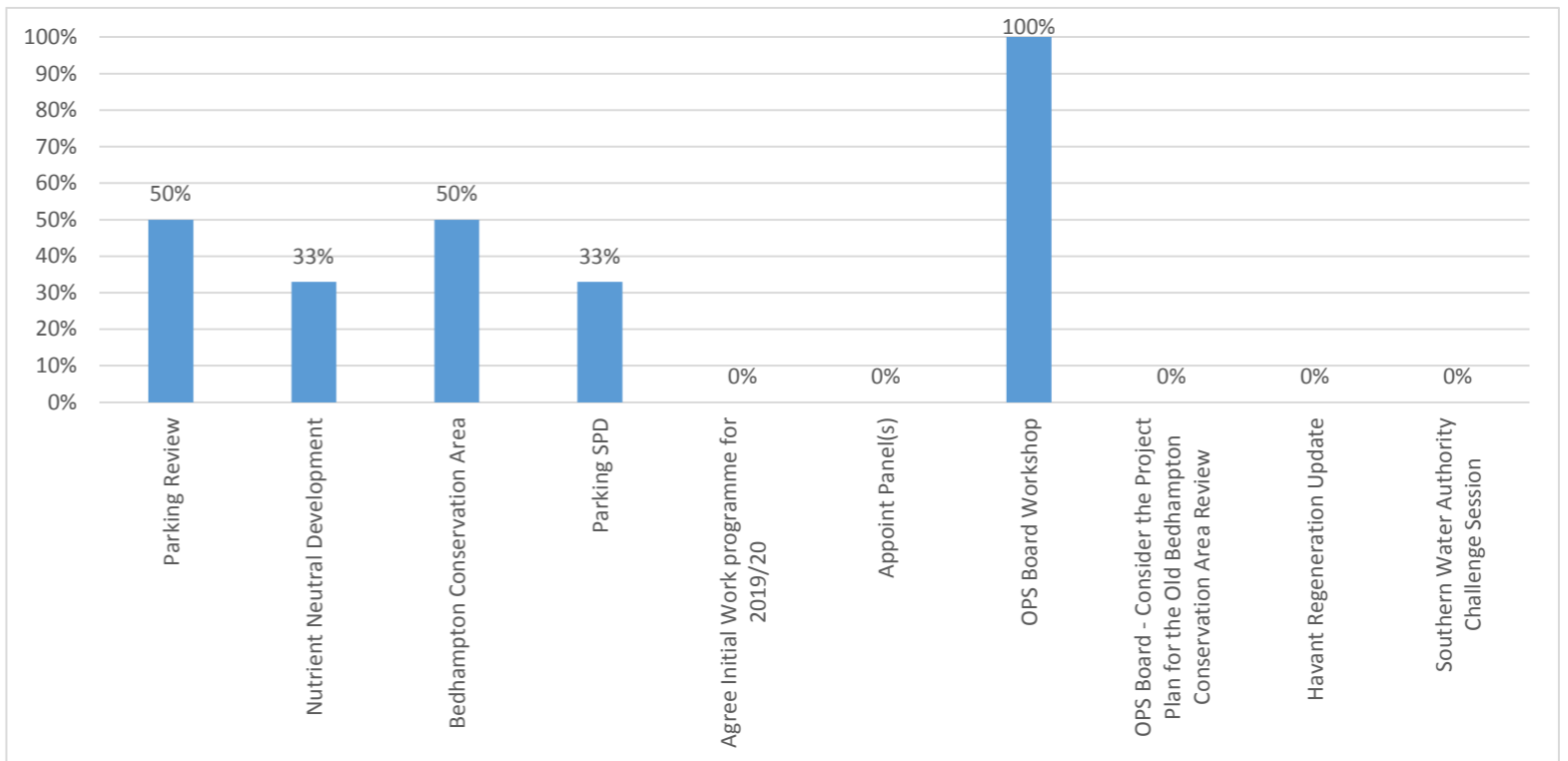
MILESTONES DUE

Milestones that are coming soon.

Name	Meeting Date	Cabinet Lead	Officers
Parking Review Update	Mon 24/06/19	Narinder Bains	Sam Ings and Sean Mackay
Parking Review - Agree Final Report	Tue 09/07/19	Narinder Bains	Sam Ings and Sean Mackay
Nutrient Neutral Development - Background Briefing	Mon 24/06/19	Time Pike	David Hayward
Nutrient Neutral Development - Agree project Plan	NA	Tim Pike	David Hayward
Nutrient Neutral Development	NA		
Bedhampton Conservation Area - Initial Briefing	Mon 24/06/19	Tim Pike	David Hayward and Jess Hill
Bedhampton Conservation Area - Challenge Session	NA	Tim Pike	David Hayward and Jess Hill
Parking SPD - Intial Briefing	Mon 24/06/19	Tim Pike	David Hayward
Parking SPD - Agree Project Plan	Tue 09/07/19	Tim Pike	David Hayward
Parking Review SPD - Challenge Session	Mon 15/07/19	Tim Pike	David Hayward
Agree Initial Work programme for 2019/20	Tue 09/07/19		
Appoint Panel(s)	Tue 09/07/19		
OPS Board Workshop	Mon 24/06/19		
OPS Board - Consider the Project Plan for the Old Bedhampton Conservation Area Review	Tue 09/07/19	Councillor Pike	David Hayward, Simon Jenkins
Havant Regeneration Update	Tue 09/07/19	Councillor Pike	Andy Biltcliffe
Southern Water Authority Challenge Session	NA	Narinder Bains	Sam Underwood - SWA

% COMPLETE

Status for all top-level tasks. To see the status for subtasks, click on the chart and update the outline level in the Field List.



LATE TASKS

Tasks that are past due.

Name	Start	Finish	Duration	% Complete	Resource Names
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