

HAVANT BOROUGH COUNCIL
PUBLIC SERVICE PLAZA
CIVIC CENTRE ROAD
HAVANT
HAMPSHIRE P09 2AX



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OPERATIONS AND PLACE SHAPING BOARD AGENDA

Membership: Councillor Lloyd (Chairman)

Councillors Carpenter, Guest, Howard, Jenner, Milne, Raines, Robinson, Satchwell and Francis

Meeting: Operations and Place Shaping Board

Date: Tuesday 27 August 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:

David Brown
Monitoring Officer

19 August 2019

Contact Officer: Mark Gregory 02392446232
Email: mark.gregory@havant.gov.uk

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PART 1 (Items Open for public attendance)

1 Apologies

To receive and record apologies for absence.

2 Minutes

1 - 8

To approve the minutes of the meeting of the Operations and Place Shaping Board held on 9 July 2019 and the extraordinary meetings held on 15 and 17 July 2019.

3 Matters Arising



4 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.

5 Review of Parking Issues in the Borough

9 - 16

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

Panel's report circulated as a separate document.

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

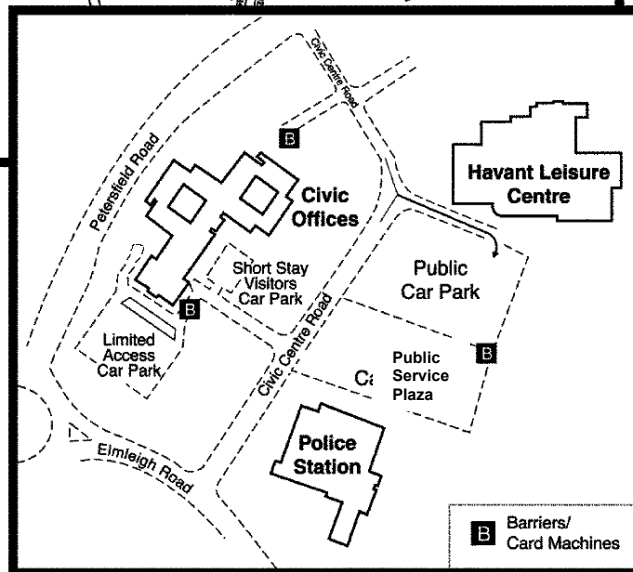
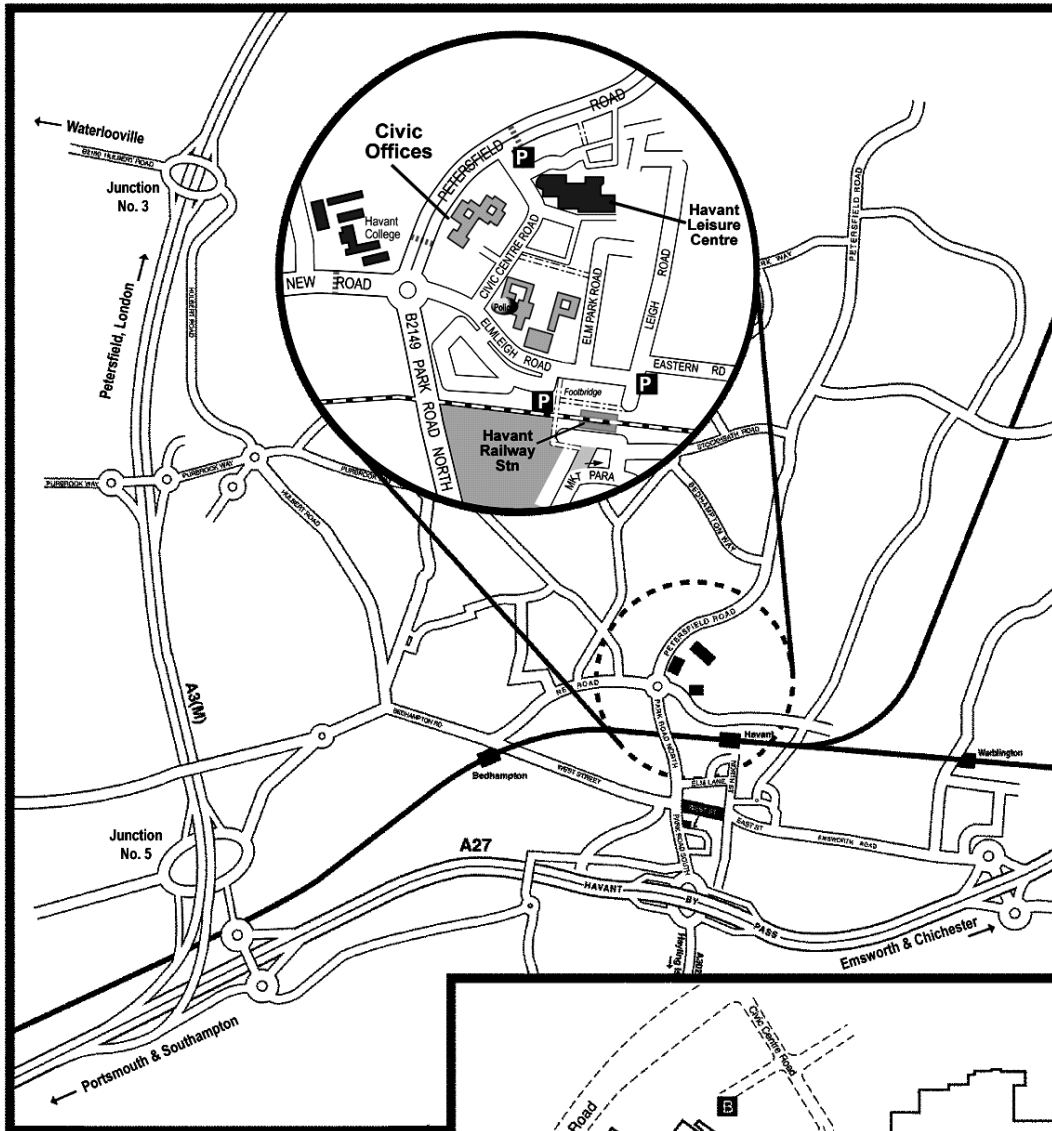
Rules of Debate

- 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 9 July 2019

Present

Lloyd (Chairman), Carpenter, Howard, Jenner, Milne, Raines, Robinson, Satchwell, Wade and Francis

4 Apologies

There were no apologies for absence.

5 Minutes

The minutes of the meetings held on 6 February 2019 and 27 March 2019 were agreed and signed as correct records.

6 Declarations of Interest

There were no declarations of interest.

7 Havant Regeneration Update

This item had been withdrawn from the agenda, to be heard at the extraordinary meeting on 15 July 2019.

8 Nutrient Neutral Development

The Planning Policy Manager gave a background to the topic and explained that the Cabinet had agreed a Position Statement which put in place measures to allow applicants to have a Grampian Condition applied in order for construction to continue whilst the Council worked on an Implementation Plan. The Operations and Place Shaping Board would be involved with the development of the Implementation Plan later in the year.

In response to questions, applicants could currently opt to accept a Grampian Condition if their proposal was not nutrient neutral, or could agree to defer the determination of their application. If they opted for a Grampian Condition, the development would need to be demonstrated to be nutrient neutral prior to occupation. It was understood that the market welcomed the information provided by the Council and that the Council was proactively working to find a solution to enable development.

9 Project Plan - Old Bedhampton Conservation Area

The Heritage Team Leader introduced the topic, which would be the subject of a 'Challenge Session' at an extraordinary meeting of the Board on 17 July.

The background to the topic was that a local group, Bidbury Mead Friends, had, with the agreement of HBC, commissioned a Conservation Character Appraisal of the Old Bedhampton Conservation Area. The final draft of this review had been submitted to HBC in October 2018. Whilst others may carry out an appraisal, only the local planning authority could designate or review Conservation Areas. Planning Practice Guidance stated that Conservation Areas should be reviewed 'time to time' and the last appraisal of the Old Bedhampton Conservation Area had been undertaken in 1994.

Heritage Officers agreed with the majority of the review commissioned by Bidbury Mead Friends, but differed in respect of the proposed boundary. The matter would therefore be debated at the 'Challenge Session' with all relevant parties present to inform the Board's recommendations.

The Board agreed the Project Plan, subject to the inclusion of Cllr Milne as a participant.

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

The Planning Policy Manager introduced the topic, which would be the subject of a 'Challenge Session' at an extraordinary meeting of the Board on 15 July.

The Board was reminded that the remit of the topic was very focussed, solely on the parking standards for new developments within the two town centres of Havant and Waterlooville.

The Board agreed the Project Plan, subject to the inclusion of Cllr Milne as a participant.

11 Review of Parking Issues in the Borough

The Board agreed to set up a workshop for all members of the Board and relevant officers to finalise the recommendations that would be presented to Cabinet.

12 Agreement of the Initial Work Programme for 2019/20

The Board noted the 2019/20 Work Programme.

The meeting commenced at 5.00 pm and concluded at 6.18 pm

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Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Operations and Place Shaping Board held on 15 July 2019

Present

Lloyd (Chairman), Carpenter, Howard, Jenner, Milne, Robinson, Satchwell and Wade

13 Apologies

Apologies were received from Councillors Guest and Raines.

14 Chairman's Announcements

There were no Chairman's announcements.

15 Declarations of Interest

There were no declarations of interest.

16 Regeneration Update

The Board received an update on the Council's regeneration programme from the Head of Regeneration (South). Phase one would comprise of land within the ownership of the Council, the successful delivery of which was anticipated to stimulate market development and unlock further funding. The funding awarded and applied for was outlined and the importance of engaging with residents, local groups and businesses was highlighted.

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

The Planning Policy Manager introduced the item. The current Parking SPD treated Havant and Waterlooville Town Centres the same in that they could both be potentially suitable for new development with zero parking provision. This inaccuracy had led to a review and consultation on revised proposals.

The Board was asked to consider the draft revised Parking SPD which had been included as Appendix D to the report.

The Board questioned visitor and emergency service vehicle parking, to which it was explained that service areas would also be suitable for such uses. It was agreed that additional text be included that:

- Clarified the role of servicing areas; and
- Required the size of servicing areas to be related to the scale of proposed development.

The Board discussed the saleability of properties with zero parking provision, but felt that this was ultimately a matter for a developer to judge and the market to dictate.

Cllr Lloyd proposed that the Operations and Place Shaping Board:

- a) Note the responses received to the recent consultation on the Parking Supplementary Planning Document (Appendix A);
- b) Note the need for a wider review of the Parking Supplementary Planning Document following the Examination of the Havant Borough Local Plan 2036; and
- c) Recommend to Cabinet that the Parking Supplementary Planning Document (at appendix D) be recommended to Full Council for adoption.

This motion was seconded by Cllr Howard and agreed unanimously.

The meeting commenced at 5.00 pm and concluded at 6.25 pm

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Chairman

HAVANT BOROUGH COUNCIL

At an extraordinary meeting of the Operations and Place Shaping Board held on 17 July 2019

Present

Lloyd (Chairman), Carpenter, Howard, Jenner, Milne, Mrs Robinson, Satchwell and Francis (co-opted member)

18 Apologies

Apologies for absence were received from Councillors Guest and Raines.

19 Declarations of Interest

There were no declarations of interest.

20 Review of Old Bedhampton Conservation Area

In order to provide some background to the item the Board received a short briefing on Conservation Areas and Heritage Assets from the Conservation Team Leader. He highlighted that the only fundamental difference between the heritage consultants commissioned by Bidbury Mead Friends (BMF) and HBC's Conservation Officer was that of the proposed boundary extension.

The Board received a deputation from Mr Mayor, a resident of Lower Road, Bedhampton, in support of the boundary proposed by the heritage consultants commissioned by BMF.

Ms Murphy, the heritage consultant commissioned by BMF explained that the remit of the assessment had been agreed by the council and BMF and the methodology used followed the relevant Act and Historic England guidance. There was a set standard for such assessments and this was the approach that she had used. She felt that her assessment had been fair and had taken into account both the natural environment and man-made interventions. She highlighted the importance of sunken lanes and was pleased that the majority of her assessment had been endorsed by HBC's Conservation Officers.

With particular reference to the field south of Lower Road, the Board questioned Ms Murphy on the differences between the boundary that she had proposed in June and the final version submitted in October. In reply it was confirmed that these amendments had been made on the advice of the HBC Conservation Officer, who considered that the boundary proposed in June had been arbitrary.

Mr Fellowes, HBC Conservation Team Leader, gave a presentation to the Board, which detailed the key differences between their boundary recommendation and the recommendation in the assessment commissioned by BMF.

In conclusion, he set out that the boundary proposed by HBC's Conservation Officers would not dilute the Conservation Area, as is required by the National Planning Policy Framework, and would form a more robust document. It would have been easier for officers to accept the conclusions of the assessment undertaken by BMF, however due to concerns with the proposed boundary it was felt appropriate for HBC to review the assessment in order to ensure that the Conservation Area would be robust.

The Board questioned whether alternative protection could be offered to the areas not included within HBC's proposed boundary extension, such as a Neighbourhood Plan or a mechanism to protect the Narrow Marsh Lane route. In reply, the Planning Policy Manager stated that a Neighbourhood Plan could be put together, as was the case for any area, but confirmed that Narrow Marsh lane was not currently a designated Right of Way. Rights of Way were protected by legislation, although even if designated there were mechanisms that could alter the route. BMF confirmed that a Definitive Map Modification Order (DMMO) had been submitted to Hampshire County Council, seeking to designate Narrow Marsh Lane as a Right of Way.

Cllr Gary Robinson spoke as a local ward councillor. He stated that BMF had worked with HBC to agree a specification and instructed an independent review which they had funded. Unfortunately, whilst the review was in line with the requirements laid out by HBC there was a difference in opinion in respect of the boundary extension.

BMF felt that the farm buildings on Lower Road were worthy of inclusion and were the same proximity to the centre of Bedhampton as the shops to be included within the boundary proposed by HBC.

Ms Murphy had a great deal of experience in drafting Conservation Areas and the appropriateness of her proposals had been backed by evidence. He explained that some of the character of Lower Road had been eroded due to a lack of protection and believed that there were elements of special historic interest in the field to the south of Lower Road, such as the bridge over the railway and the ancient roadways. He highlighted that Prof. John Boardman had agreed that Lower Road and Kingscroft Lane were both sunken lanes.

He closed by drawing the Board's attention to three recently reviewed Conservation Areas in the Borough: Emsworth, Mill Lane and Sir George Staunton. The boundaries of these had all included elements detached from the main settlements like the boundary proposed by Ms Murphy. He believed that the council should accept the findings of the independent review as funded by BMF.

The Board discussed Lower Road and with reference to the destruction of the bank in places by residents, questioned whether residents valued its historic importance. Whilst the Board acknowledged that Lower Road was a sunken lane, it had mixed opinions as to whether it was of sufficient quality to be included within the Conservation Area. In reply, Cllr Gary Robinson and Ms Murphy believed that it was. The area contained significant historic interest, as identified by the recommendation to locally list Manor Farm. Ms Murphy added that in her opinion the remnants of sunken lane character and significant

EXTRAORDINARY OPERATIONS AND PLACE SHAPING BOARD
17 July 2019

evidence of its historic use back to the 1700's made it special as per the definition of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The Board discussed the protection that an Article 4 Directive would give and was advised by the HBC Conservation Team Leader that such measures were generally not put forward for heritage protection outside of a Conservation Area.

The Director of Regeneration and Place explained that officers had considered Ms Murphy's report carefully. He reminded the Board that in the event of a Judicial Review of any decision by the Council the evidence to back up a Conservation Area designation would need to be provided by the council. He did not consider that there was sufficient evidence to defend the boundary put forward by Ms Murphy, whereas there was to support the recommendation put forward by HBC's Conservation Officers.

If not protected by being in a Conservation Area, the Board encouraged that alternative mechanisms to protect the Lower Road area be explored and suggested the production of a Neighbourhood Plan.

Cllr Satchwell proposed that it be recommended to Cabinet that:

- (i) the Old Bedhampton Conservation Area Appraisal and Management Plan (at Appendix A) be recommended to Full Council for adoption;
- (ii) it considers implementing an Article 4(1) Direction to restrict permitted development in the Conservation Area; e) Recommend that Cabinet consider locally listing the Manor Farm buildings to the south of Lower Road; and
- (iii) it considers locally listing the Manor Farm buildings to the south of Lower Road.

This recommendation was duly seconded by Cllr Howard.

Following a vote the motion was declared lost, three councillors voting for the motion, four councillors voting against this motion and no councillors abstaining from voting.

There being no alternative motions, the Board did not make a recommendation to Cabinet.

The meeting commenced at 5.00 pm and concluded at 6.52 pm

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Chairman

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Procedure for Dealing with Recommendations from a Scrutiny Panel

Standing Order 77.4

“When considering a recommendation of a Panel or Task Group appointed under Standing Order 70, a Scrutiny Board will not consider the review afresh but will direct its attention to the following issues:

- a has the Panel or Task Group completed the review in accordance with its project plan?
- b has the Panel or task Group followed the correct scrutiny processes?
- c has the Panel or task Group addressed the issues raised in comments received since the report and findings pack were published?

If the Board find that one or more of these issues have not been complied with it will refer the report and recommendations back to the Panel or Task Group.”

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SCRUTINY PROJECT PLAN

Review of Parking Issues in the Borough

SECTION ONE – Project Definition Form

<i>Project Title</i>	<i>Review of Parking Issues in the Borough</i>
<i>Executive Summary – What will this review do?</i>	<p>This review will investigate issues relating to parking on grass verges, grassed areas & pavements in the Borough.</p> <p>The review will:</p> <ul style="list-style-type: none">• Identify the extent of the problem in the Borough• Investigate what the Council currently does and could do to tackle the issue• Investigate the possibility of the enforcement officers changing the hours of enforcement• Investigate what other Councils do to tackle this issue• Investigate what other agencies e.g. the Police and Hampshire County currently do or could do to tackle this issue
<i>What are the benefits to the Council and its residents?</i>	<p>Residents benefit from an effective parking enforcement service to ensure parking in the Borough is effectively and efficiently regulated.</p>
<i>Link with the Corporate Strategy and Business Plans</i>	<p>The Council is committed to improving neighbourhoods, while also maximising opportunities through innovative partnership working.</p>
<i>Methodology</i>	<p>Interviews Interview with key officers</p>

SCRUTINY PROJECT PLAN

	<p>Research Collate data on the Council's current parking enforcement work in the Borough Councillors to undertake a survey to identify the extent of the problem and 'hot spots' in the Borough Research into how other Councils have tackled this issue (e.g. Fareham and Eastleigh Councils)</p> <p>Interviews Interview a representative of Hampshire County Council's traffic team to ascertain the policies and service provided by Hampshire County Council</p>
Success Criteria	The project will be considered successful if by the end of the study, the Panel has: identified the extent of the problem in the Borough; investigated any issues in relation to parking on verges and pavements in the Borough; and is satisfied that action taken, or action proposed by the Panel tackle these issues.
SECTION TWO – Who Will Be Involved	
Project Team	
Scrutiny Panel	<p>Parking Scrutiny Review Panel</p> <p>Councillor Davis, Howard, Lloyd (Chairman), Milne, and Shimbart</p>
Support Team	
Cabinet Lead	Councillor Bains

SCRUTINY PROJECT PLAN

Witnesses to Interview

Who?	Why?	When?
<i>Natalie Meagher, Head of Neighbourhood Support</i>	Lead Officer	2 July 2018
<i>Councillor Bains, Cabinet Lead for Environment and Neighbourhood Services</i>	Cabinet Lead for Parking Strategy/Management	Throughout the Review
<i>Andrew Wood, Area Principal Engineer, Hampshire Highways</i>	To provide advice on Hampshire County Council's Parking and Traffic Team's policies and service	From 7 January 2019
<i>Sam Ings, Interim Head of Service (Environmental Health, Parking and Traffic Management)</i>	Key Officer	From February 2019
<i>Tim Pointer, Interim Head of Enforcement and Neighbourhood Quality</i>	Key Officer	From April 2019
<i>Sean Mckay, Parking</i>	Key Officer	Throughout the review

SCRUTINY PROJECT PLAN

Team Leader		
Alison Mills, Traffic Team Leader	Key Officer	Throughout the Review
Kathy Fowler, Parking and Traffic Team Manager	Key Officer	From March 2019

SCRUTINY PROJECT PLAN

Evidence to Gather

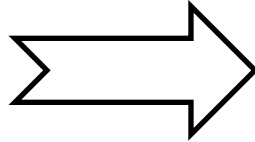
(Please identify any information that is key to research for this scrutiny)

Data of the Council's Parking Enforcement Programme
Details from members of any parking issue 'hot-spots' in their wards
Details of Other Councils' traffic policies/Traffic Regulation Orders

SCRUTINY PROJECT PLAN

Projected Start Date

June 2018

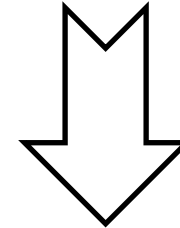


Projected Timescales for:

Evidence gathering –June-November 2018 – Jan 2019

Interviews – January- August 2019

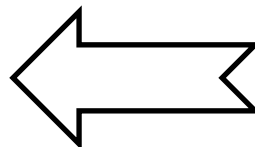
Evidence Analysis – Jan – August 2019



Dates for:

Report to Board – 27 August 2019

Report to Cabinet – 25 September 2019



Project Report Deadlines

Draft Report Produced – April 2019

Panel to Agree Final Report – August 2019