



Minutes of the Planning and Transportation Overview Panel

*Minutes of a meeting held on 16 September 2003
at the Civic Offices Civic Offices*

PRESENT:

Councillor Mrs R A Godrich
(Acting Chairman)

Councillors: B Bayford, P J Davies, F G Devonshire (deputising for Mrs D R Harrison), D C S Swanbrow and Mrs K K Trott

**Co-opted
Member**

Mr N Walker

Also Present Councillors: D J Norris and A Mandry (Executive Member for Planning and Transportation)

1. APOLOGY FOR ABSENCE

An apology for absence was received from the Chairman, Councillor Mrs D R Harrison.

2. MINUTES

It was AGREED that the minutes of the meeting of the Planning and Transportation Overview Panel held on 22 July 2003 be confirmed and signed as a correct record ([pt-020722-m](#))

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made an announcement on the following matters:

- (i) The planned visit to the Overview Panel by the Operations Director of First Bus will now take place in November 2003. In the meantime, where

possible, an initial response to questions raised by members has been prepared and included in the current Members' Newsletter.

- (ii) The Executive Member for Planning and Transportation (Councillor A Mandry) and the Director of Planning and Transportation had today attended a meeting of Solent Transport (a copy of the Solent Today leaflet was circulated for members' information). It was reported that one of the key initiatives that the group is pursuing is the introduction of integrated ticketing in the Solent area using a smart card.
- (iii) The meeting was attended by Mr Paul Edwards, CPA Inspector.
- (iv) Councillor Mrs Godrich asked that it be noted that on behalf of the Panel best wishes were sent to the Chairman, Councillor Mrs D R Harrison, who had recently gone into hospital for an operation.

4. TOWN CENTRE PEDESTRIAN SIGNING

The Panel considered a report by the Director of Planning and Transportation on the proposed pedestrian signing scheme for Fareham Town Centre (copy of report [pt-030916-r04-jha](#) circulated with the agenda and appended to signed minutes).

Councillor Devonshire asked that the development of a walking strategy should be given a high priority. In response, Andy Viccars, Head of Engineering and Transportation advised that it is proposed to produce a Strategy for Transport in Fareham but it has yet to be programmed.

Concern was expressed by a number of members that signs for the bus station did not appear frequently enough on finger post signs located from the railway station towards the town centre and at other key locations elsewhere. The Panel discussed the proposal that contrasting colours of the finger boards be white lettering against a black background and also gave consideration to the re-naming of the Bowling Green Car Park (as referred to in paragraph 17 of the report).

It was AGREED that in the Panel's view:-

- (i) the bus station should appear on signs from the railway station and other key locations;
- (ii) the Bowling Green Car Park should be re-named Malthouse Lane Car Park; and
- (iii) officers should investigate further the possibility of the fingerboards having yellow letters on a black background instead of white lettering on a black background as proposed.

5. FAREHAM TOWN CENTRE DESIGN GUIDE – CONSULTATION DRAFT

The Panel considered a report by the Director of Planning and Transportation which sought members' views on the draft Fareham Town Centre Design Guide and the proposed consultation process (copy of report [pt-030916-r06-dly](#) circulated with the agenda and appended to signed minutes). A copy of Annexe A of the draft design guide was circulated to members in advance of the meeting.

The Panel was informed that there has recently been an increasing emphasis on design both at national and local levels. Advice and guidance has come from both central government and other bodies such as SEEDA (South East England Development Agency) and CABE (Commission for Architecture and the Built Environment) with a view to enabling the achievement of good design and quality environments. The purpose of the Design Guide was to help to provide clarity for owners, developers, officers and members in relation to the interpretation of policies contained in the Fareham Borough Local Plan Review 2000, the current adopted Local Plan. Members were advised that the Design Guide was of particular importance in the Planning Development Control process. It highlighted the importance of pre-application discussions and taking a pro-active stance in the production of planning and design briefs. Used in conjunction with the Development Control Pre-application Scheme, it would assist in indicating for example the extent of supporting material that potential applicants should provide.

Twentyseven character area assessments had currently been identified. The Panel considered a number of individual character area assessments in more detail and during the course of discussion both Councillor Mrs Trott and Councillor Davies requested that consideration be given to modifying some of the character area assessments as follows:

Assessment No.1 Station Approach – increased reference to be made to the various railway station buildings;

Assessment No.5 Gordon Road – specific reference to be made to Grove Cottages within the assessment;

Assessment No. 22 High Street – specific reference to be made to the buildings at Adelaide Place within the assessment.

Members identified the need for the Design Guide to be complemented by other documents seeking to achieve a high quality public realm within the town centre, in due course. It was highlighted that forthcoming consideration of a Local Development Scheme (a project-plan for the new Local Development Framework) by the Panel will need to include the 'spatial planning' of the town centre public realm. Also related is the development of a walking strategy, as part of Transportation in Fareham.

It was noted that following consultation and the subsequent adoption of the Brief as Supplementary Planning Guidance, the document would play an important role in the Planning Development Control process. The Panel wished it to be

noted that officers were to be congratulated on producing a very comprehensive and informative document.

It was AGREED that the Executive be advised that in the Panel's view:

- (i) the Fareham Town Centre Draft Design Guide be noted and endorsed;
- (ii) the proposed consultation process as detailed in the report be approved;

6. THE HINTON HOTEL CATISFIELD – PLANNING AND DESIGN BRIEF – CONSULTATION DRAFT

The Panel considered a report by the Director of Planning and Transportation regarding a draft Planning and Design Brief which had been prepared for the site of the Hinton Hotel, Catisfield (copy of report [pt-030916-r05-dly](#) circulated with the agenda and appended to signed minutes).

At the invitation of the Chairman, Councillor Mandry, Executive Member for Planning and Transportation addressed the Panel on this matter.

The Panel noted that the proposed approach to meeting the open space requirements likely to be generated by the site, was principally through off-site contributions, in accordance with Local Plan policy and Supplementary Planning Guidance.

Having regard to the fact that the site was located between Titchfield Abbey Conservation Area to the north of the site and Catisfield Conservation Area to the south, it was generally felt that the site's location adjacent to these areas was important and there is a continued need for this to be taken into account in progressing the draft development brief to adoption.

It was AGREED that the Executive be advised that in the Panel's view:-

- (i) The Hinton Hotel, Catisfield Draft Planning and Design brief be noted and endorsed; and
- (ii) The proposed consultation process as detailed in the report be approved.

7. TOPIC PAPER – TRANSPORTATION IN FAREHAM – GREEN TRAVEL PLANS

The Panel considered a report by the Director of Planning and Transportation which detailed the procedures required to introduce a Green Travel Plan and the potential benefits to be gained with a view to obtaining the Panel's views on the development of the existing green commuting aims of the Council into a Green Travel Plan (copy of report [pt-030916-r01-shi](#) circulated with the agenda and appended to signed minutes).

Mr Viccars explained that the Plan will need to be developed by the Policy, Strategy and Finance Overview Panel because it relates to the Council's staff. It was suggested that a Member Steering Group be set up which could include representatives from both the Planning and Transportation and the Policy,

Strategy and Finance Overview Panels, this Group to be supported by an Officer Working Group. A draft Green Travel Plan would be considered by the Policy, Strategy and Finance Overview Panel before it is considered by the Executive

It was AGREED that the above proposals to set up a Member Steering Group (supported by an Officer Working Group), to develop a Green Travel Plan for the Borough Council, be supported.

8. MOTION TO COUNCIL – IMPROVEMENTS TO DELME ROUNDABOUT

The Panel was informed that at the meeting of the Council on 31 July 2003, notice of the following motion was given by Councillor Norris:-

“That this Council request Hampshire County Council to improve the Delme Roundabout so as to improve traffic flow into and around Fareham, especially on the A27 from Portchester at peak periods”.

In accordance with Standing Orders, the motion stood referred to the Executive at its meeting on 22 September 2003 and this Panel had been invited to consider the matter and forward any views to the Executive.

Councillor Norris explained to members his reason for submitting the motion which was then debated by the Panel. Following discussion it was the Panel's view that:-

- (i) Whilst Councillor Norris' concerns were acknowledged, it was not felt that it would be possible for a satisfactory outcome to be achieved even if the Council pursued the matter with Hampshire County Council;
- (ii) It was felt that accessibility problems between Portchester and the town centre formed only part of a general pattern of accessibility problems around the town centre; and
- (iii) The Panel was informed that Hampshire County Council had recently undertaken a study at the Delme Roundabout, and following these investigations the County Council had concluded that it was not feasible to improve conditions overall.

It was AGREED that for the above reasons the Executive be informed that it was the Panel's view that the motion be not supported.

9. OVERVIEW PANEL – WORK PROGRAMME

The Panel reviewed its Work Programme for the year 2003/2004 (copy of report [pt-030916-r03-jwi](#) circulated with the agenda and appended to signed minutes).

The Panel considered and agreed the revisions to the Work Programme as detailed in section (ii) of the report. It was noted that the report also included details of the combined Executive and Overview Panel Work Programme for 2003 - 2005. Arising from this, Councillor Davies suggested that when considering the item on Public Transport Issues (proposed for the Panel meeting

in September 2004) consideration should be given to inviting representatives of South West Trains and Network Rail to make a presentation to members.

It was AGREED that the revised Work Programme for 2003/2004, as detailed in the report, be endorsed.

(The meeting started at 6:00pm
and ended at 8.43 pm)