



**New Forest**  
DISTRICT COUNCIL

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# Council Meeting Agenda

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**12 December 2022**





# SUMMONS

To All Members of the Council

You are hereby summoned to attend a meeting of the District Council to be held in Council Chamber - Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA on Monday, 12 December 2022, at 6.30 pm



**Kate Ryan**  
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

This agenda can be viewed online (<https://democracy.newforest.gov.uk>).

It can also be made available on audio tape, in Braille and large print.

Members of the public may watch this meeting live on the [Council's website](#).

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# AGENDA

## Apologies

### 1. MINUTES (Pages 5 - 16)

To confirm the minutes of the meeting held on 14 November 2022 as a correct record.

### 2. DECLARATIONS OF INTERESTS

To note any declarations of interests made by members in connection with an agenda item. The nature of the interests must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

### 3. CHAIRMAN'S ANNOUNCEMENTS

**4. LEADER'S ANNOUNCEMENTS**

**5. REPORT OF THE CABINET (To Follow)**

To consider the report of the Cabinet dated 7 December 2022.

**6. QUESTIONS**

Under Standing Order 22.

**7. QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A (To Follow)**

To ask questions of Portfolio Holders. Questions received will be tabled at the meeting. (Members are reminded that questions must be submitted to the Chief Executive or to the Strategic Director for Housing, Communities and Governance by not later than 12.00 noon on Friday 9 December 2022).

**8. APPOINTMENT OF STRATEGIC DIRECTOR - PLACE, OPERATIONS AND SUSTAINABILITY (To Follow)**

To consider the report of the Appointment Panel.

**9. MEMBERSHIP OF COMMITTEES AND PANELS**

To consider any changes to the membership of Committees or Panels that might be proposed by the political groups.

**10. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

# Agenda Item 1

14 NOVEMBER 2022

## NEW FOREST DISTRICT COUNCIL

Minutes of a meeting of the New Forest District Council held on Monday, 14 November 2022

- \* Cllr Alan O'Sullivan (Chairman)
- \* Cllr Neville Penman (Vice-Chairman)

### Councillors:

- \* Alan Alvey
- \* Diane Andrews
- \* Ann Bellows
- \* Sue Bennison
- \* Geoffrey Blunden
- \* Hilary Brand
- Alex Brunsdon
- \* Fran Carpenter
- Louise Cerasoli
- \* Mark Clark
- \* Steve Clarke
- \* Jill Cleary
- \* Anne Corbridge
- \* Keith Craze
- Kate Crisell
- \* Sean Cullen
- Jack Davies
- \* Steve Davies
- \* Arthur Davis
- \* Sandra Delemare
- \* Philip Dowd
- \* Jan Duke
- \* Barry Dunning
- Jacqui England
- Richard Frampton
- \* Allan Glass
- \* Andrew Gossage
- \* Michael Harris
- \* David Harrison

### Councillors:

- \* David Hawkins
- \* Edward Heron
- \* Jeremy Heron
- Alison Hoare
- Maureen Holding
- \* Christine Hopkins
- \* Mahmoud Kangarani
- \* Joshua Kidd
- \* Emma Lane
- Martyn Levitt
- \* Alexis McEvoy
- \* Ian Murray
- \* Stephanie Osborne
- \* Caroline Rackham
- Alvin Reid
- \* Joe Reilly
- \* Barry Rickman
- Tony Ring
- Steve Rippon-Swaine
- \* David Russell
- \* Ann Sevier
- Michael Thierry
- Beverley Thorne
- \* Derek Tipp
- Neil Tungate
- \* Alex Wade
- \* Malcolm Wade
- Christine Ward
- \* John Ward

\*Present

### Officers Attending:

Kate Ryan, Alan Bethune, Grainne O'Rourke and Matt Wisdom.

### Apologies

Apologies for absence were received from Cllrs Brunsdon, Crisell, J Davies, England, Frampton, Reid, Ring, Rippon-Swaine, Thorne, Tungate and C Ward.

**36 MINUTES****RESOLVED:**

That the minutes of the meeting held on 10 October 2022, be confirmed.

**37 DECLARATIONS OF INTERESTS**

There were no declarations of any disclosable pecuniary interests by Members.

**38 CHAIRMAN'S ANNOUNCEMENTS****Engagements**

The Chairman expressed his thanks to the Vice-Chairman for attending a number of engagements in his absence in October and November, including:-

- NFDC Council meeting on 10 October 2022.
- Awards Ceremony for St Swithun's School on 18 October, attended by the Lord Lieutenant.
- Annual Meeting of the Board of Trustees of New Forest Disability on 26 October, held at Lymington Community Centre.
- The Beaulieu Estate Dinner on 4 November 2022, hosted by Lord Montagu.

The Chairman reported on his following recent engagements, including:-

- Festival of Remembrance on 30 October, at the Point, Eastleigh by invitation of the Mayor of Eastleigh.
- Meet and greet with new Council employees on 7 November, attended by the Chief Executive and Deputy Leader of the Council.
- Armistice commemorations at Appletree Court and New Milton on 11 and 13 November, respectively.

**Civic Day**

The Chairman was delighted to welcome his fellow Chain Gang members, along with the Vice-Chairman and Deputy Leader to his Civic Day, held on 9 November. Attendees visited the Fortune Centre of Riding Therapy, one of the Chairman's chosen charities for the year. The work undertaken by the centre with their students, who have learning disabilities, was extremely impressive. All of the guests were astounded by the level of support and learning opportunities offered to the students, through working with horses.

**Her Majesty The Queen Elizabeth II**

The Chairman was humbled to receive a card from His Majesty The King, addressed to Members and Residents of the New Forest District, in response to the letter of condolence sent following the sad passing of Her Majesty The Queen. It read:-

"It was so very kind of you to send me such a wonderfully generous message following the death of my beloved mother. Your most thoughtful words are enormously comforting, and I cannot tell you how deeply they are appreciated at this time of immense sorrow."

**39 LEADER'S ANNOUNCEMENTS**

Ahead of the election of a new Leader of the Council, the outgoing Leader, Cllr E Heron placed on record his thanks to all Members of the Cabinet, wider Council and staff during his time as Leader. He paid particular tribute to the Deputy Leader Cllr Cleary for her support.

The Leader also wished to recognise and record his thanks to Cllr Rickman for his service as Leader prior to Cllr E Heron's election in 2021. Cllr Rickman's crucial leadership over many years and throughout the Covid pandemic had provided a solid foundation for the current Cabinet to move forward from.

**40 REPORT OF THE CABINET**

The Leader of the Council presented the report of the Cabinet meeting held on 2 November 2022 and moved the adoption of the recommendations. Cllr Cleary seconded the motion.

**Paragraph 2 – Homelessness – Plan To Deal With An Increase In Homelessness Pressures**

In response to concerns about forecast underspends, coupled with requests for additional resources, the Leader of the Council highlighted the difficulty to forecast unexpected challenges and pressures. The last years with Covid-19, the war in Ukraine and subsequent pressures on utilities demonstrated examples of the unpredictability. However, the Council in its financial planning was well placed to respond to these challenges.

**Paragraph 3 – The Introduction Of Public Space Protection Orders**

One Member highlighted the comments made at the Cabinet meeting by a member of the public, in the context of measures to tackle out of control dogs through a Public Space Protection Order (PSPO). It was acknowledged that pulling together an evidence base within the community was difficult. This subject had been discussed in detail by the Steering Group developing the PSPO proposals, which included a number of partner organisations. The Group considered that there was already robust legislation in place to tackle these issues and any PSPO measures, if implemented, would need to be taken forward on a partnership approach to ensure organisations with the relevant powers and resources were engaged. Further discussions would continue through the Steering Group and the consultation provided for relevant bodies and the wider public to share their views on the proposals.

**RESOLVED:**

That the report be received and the recommendations be adopted.

**41 QUESTIONS**

There were none.

**42 QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A**

Questions were put and answered under Standing Order 22A as follows:-

- Cllr M Wade to the Portfolio Holder for Planning, Regeneration and Infrastructure, Cllr Andrews, on Strategic Land Reserve.
- Cllr Dowd to the Portfolio Holder for Planning, Regeneration and Infrastructure, Cllr Andrews, on housing for Freeport workers.
- Cllr A Wade to the Portfolio Holder for Partnering and Wellbeing, Cllr Blunden, on security at Freedom Leisure sites.
- Cllr Brand to the Portfolio Holder for Business, Tourism and High Streets, Cllr Harris, on support to town and village businesses.
- Cllr Rackham to the Portfolio Holder for Planning, Regeneration and Infrastructure, Cllr Andrews, on Bartley Water.
- Cllr J Davies to the Leader of the Council, Cllr E Heron, on voter ID.
- Cllr A Wade to the Portfolio Holder for Partnering and Wellbeing, Cllr Blunden, on Freedom Leisure performance levels.

Note:-

A copy of the full questions and replies are attached to these minutes.

#### **43 ELECTION OF LEADER OF THE COUNCIL**

Cllr E Heron moved that Cllr Cleary be appointed Leader of the Council for the remainder of the four year period ending May 2023. Cllr S Davies seconded the motion.

#### **RESOLVED:**

That Cllr Cleary be appointed Leader of the Council for the remainder of the four year period ending May 2023.

#### **44 APPOINTMENT OF DEPUTY LEADER AND CABINET PORTFOLIO HOLDERS**

The Leader of the Council informed the Council that:-

- (a) She had appointed Cllr Andrews as Deputy Leader of the Council and Vice-Chairman of the Cabinet.
- (b) The Cabinet Portfolio Holders and their respective Portfolios would be as follows:-
  1. Leader – Cllr Cleary
  2. Planning, Regeneration and Infrastructure – Cllr Andrews
  3. Housing and Homelessness Services – Cllr E Heron
  4. Environment and Coastal Services – Cllr S Davies
  5. People and Places – Cllr Russell
  6. Partnering and Wellbeing – Cllr Blunden
  7. Business, Tourism and High Streets – Cllr Harris



8. Finance, Investment and Corporate Services – Cllr J Heron

- (c) The full content of each Portfolio would be circulated to all Members in due course.

The Leader thanked the Council for their support in electing her and also thanked Cllr E Heron for his service and achievements as the previous Leader.

The Leader's focus would be on working with partners, including Town and Parish Councils, the National Park Authority, Police and Crime Commissioner, Hampshire County Council, the Port Authority and many more.

**RESOLVED:**

That the Monitoring Officer be authorised to make the consequential changes to the Constitution arising from the above, including the alignment of Portfolio Holders to the Terms of Reference of Overview and Scrutiny Panels and their respective responsibilities.

**45 MEMBERSHIP OF COMMITTEES AND PANELS**

**RESOLVED:**

That the following change to Committee and Panel Memberships, be agreed:-

HR Committee

Cllr E Heron to be replaced by Cllr Andrews.

CHAIRMAN

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## FULL COUNCIL – 14 NOVEMBER 2022 – QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A

### First Questions

#### Question 1

##### **From Cllr Malcolm Wade to the Portfolio Holder Planning, Regeneration and Infrastructure, Cllr Diane Andrews**

Why has the District Council started adopting the description of "Strategic Land Reserve" (a term introduced by Associated British Ports) for land that has always been known as Dibden Bay to this Council and local residents?

Answer:

*ABP in the Port of Southampton Port Master Plan, 2016 - 2035 at page 9 states:-*

*"A strategic Land Reserve known locally as Dibden Bay totalling approximately 800 acres or 325 hectares held for future port expansion."*

*The Council, in the adopted Local Plan, has referred to the land identified within the Local Plan at page 77 as Dibden Bay. ABP have described the land as the Strategic Land Reserve, and this is how the land has been described in the Solent Freeport, led by ABP as the landowners. The description or name of the site are used interchangeably. For ease of reference and consistency the Council has been referring to the land as the Strategic Land Reserve in recent discussions about the Freeport as that is the description that the landowners have given to the land area.*

#### Question 2

##### **From Cllr Philip Dowd to the Portfolio Holder for Planning, Regeneration and Infrastructure, Cllr Diane Andrews**

It is expected that the Freeport will generate thousands of new skilled jobs. Taking into account the low unemployment and lack of relevant skills in the New Forest District, where do you see housing being built for these workers? The Waterside communities are sandwiched between the National Park and Southampton Water and the Local Plan does not take into account all of the labour requirements of the Freeport such as those of the ABP at Dibden Bay.

Answer:

*Whilst the New Forest is the 4th largest economy in Hampshire, our economy has experienced above average impact from the pandemic. The Freeport will help address this impact together with bringing new employment into an area that has experienced lower than average levels of new employment growth.*

*Having an up-to-date Local Plan in place means that we have already planned for additional homes to accommodate employment growth at both the Fawley and Marchwood/Solent Gateway employment sites that are designated as Freeport tax sites.*

*As you have identified the Adopted Local Plan does not take account of the impact of a Port expansion at Dibden Bay because this is not a scheme that has been taken through any planning process. The Adopted Local Plan acknowledges that in the event that ABP gain consent for port use at Dibden Bay, the Council will initiate a review of the Local Plan in whole or in part to address the implications of major port expansion.*

*It is important that we are mindful of the time that it would take should ABP seek consent for port expansion onto Dibden Bay. A future application for port use at Dibden Bay would be likely to be of a scale that would qualify as a Nationally Significant Infrastructure Project (NSIP) under the 2008 Planning Act and thereby require an application to be submitted for a Development Consent Order. It would fall to the Planning Inspectorate rather than the District Council to consider a NSIP for port development and to make a recommendation to the Secretary of State whether a Development Consent Order should be made. This process in itself is likely to take 2 – 3 years before a decision would be made.*

*The National Planning Policy Framework requires that reviews should be completed no later than five years from the adoption date of a plan, and should take into account changing circumstances affecting the area, or any relevant changes in national policy. Relevant strategic policies will need updating at least once every five years if their applicable local housing need figure has changed significantly; and they are likely to require an earlier review if local housing need is expected to change significantly in the near future.*

*This Council will continue to plan positively with succinct and up-to-date plans that provide a positive vision for the future of each area; address housing needs and other economic, social and environmental priorities; providing a platform for local people to shape their surroundings.*

*Note – in response to a supplementary question on transport infrastructure, the Portfolio Holder confirmed that she would be happy to provide further details outside of the meeting.*

### **Question 3**

#### **From Cllr Alex Wade to the Portfolio Holder for Partnering and Wellbeing, Cllr Geoff Blunden**

As you are a keen cyclist yourself, as seen on the cover of the well-being strategy, you will want to see local residents using their bikes to access the five Leisure Centres in the New Forest.

However, there have been reports of bikes being stolen from outside local Centres, with Applemore in my ward being targeted in particular.

With no visibility from reception, and some Managers not trained to use the CCTV I have been told, can you advise what precautions Freedom are taking to ensure Cycle security and what you are doing to ensure Freedom takes this responsibility seriously?

*Answer:*

*Following any allegation of theft, Freedom Leisure work alongside Hampshire Constabulary and provide them with any evidential footage they have from the centres closed circuit CCTV system. There is CCTV in place which covers the bike storage racks at all of the leisure centres.*

*Officers within the Community Safety Team, alongside the Leisure Contracts Manager are supporting Freedom Leisure to highlight any environmental improvements that can be made to reduce further incidents. Freedom Leisure are also considering improvements and enhancements to CCTV as part of their ongoing capital investment programme.*

*With Freedom Leisure's implementation of Green Travel Plans at centres, they will be installing new bike storage areas in locations covered by the CCTV systems. Local PCSOs will also be supporting awareness raising about the importance of securing bicycles when left unattended. Additional arrangements are being finalised by the community safety team*

who will be providing free bike marking which is registered on the national register to identify and return bicycles that have been stolen.

*Note – in response to a supplementary question on bike cages and information sharing, the Portfolio Holder was not aware of any proposed bike cages at this stage. However, a range of measures would be considered where necessary. Regarding information sharing for the storage of bikes, the Portfolio Holder highlighted the responsibility and onus also on bike owners to ensure their bike was correctly secured.*

#### **Question 4**

##### **From Cllr Hilary Brand to the Portfolio Holder for Business, Tourism and High Streets, Cllr Michael Harris OBE**

With high streets struggling due to cost of living and energy crisis, and some traders having to make difficult decisions and possibly cease trading, what action is the Portfolio Holder going to consider to support our village and towns through this very challenging time?

Answer:

*The Council through its Economic Development Team are running a number of initiatives that will support our high streets. In the New Year, 80 high street businesses across 5 New Forest towns and villages will be able to benefit from the New Forest Shop Doctor programme. As with the successful 2022 Shop Doctor programme, this will provide participating businesses with impartial feedback, raise standards and improve the customer experience and foot-fall in town and village centres.*

*High Street businesses will be able to participate in the New Forest Business Boost Programme in the New Year. This is a bespoke programme to support business resilience and growth. The New Forest Business Boost Programme is being delivered by New Forest District Council and University of Portsmouth Business School. The programme is fully funded so there is no cost to businesses from this support.*

*The Council has also set up a 'Cost of living' task group and through their extensive business communication activities ensure that businesses are kept up to date with new sources of support and advice. There is also information for businesses with rising costs on a dedicated NFDC webpage.*

*Note – in response to a supplementary question on business support measures for the rising cost of utilities, the Portfolio Holder highlighted the support the Council provided was non-statutory and therefore within limited resources, as much as possible was being pursued to support businesses. However, the Government support was highlighted that had been put in place to support individuals and businesses throughout these rising costs. It was suggested that further reflection be given following the Autumn Budget Statement from the Government.*

#### **Question 5**

##### **From Cllr Caroline Rackham to the Portfolio Holder for Planning, Regeneration and Infrastructure, Cllr Diane Andrews**

Would the Portfolio Holder agree that the Bartley Water and the green spaces it flows through in Totton and Eling, should be given Site of Nature Conservation Status?

Answer:

*Parts of Bartley Water are already designated as Sites of Importance for Nature Conservation or SINC in shorthand. There are six designated sites within the area known.*

*I am sure you are aware that the Council does not have the power to designate SINC status on a site, SINC's form part of a wider national network of locally valued wildlife sites.*

*Hampshire Biodiversity Information Centre (HBIC) manages the Hampshire SINC system on behalf of the local planning authorities and follows national guidance on identification, selection and management of local sites. I do have more information regarding the criteria which I will email to you rather than discuss it here.*

*I understand that there is an area of land close to Bartley Water that is in the ownership of NFDC, and officers will be looking to Hampshire Biodiversity Information Centre to survey and to understand whether there are any notable species of important habitat. I will ensure that you are kept informed about further survey works.*

*Note – in response to a supplementary question on pollution, the Portfolio Holder highlighted the importance of the SINC system in moving forward with local sites of local value, which in turn would provide safeguards against pollution.*

## **Question 6**

### **From Cllr Jack Davies to the Leader of the Council, Cllr Edward Heron**

Many residents have contacted me to express concern about the new legislation forcing people to display ID in order to vote. I understand that local authorities are duty-bound to provide residents with free voter ID. Can the Leader tell me what progress has been made on providing free voter ID to residents before the local elections in May?

Answer:

*Voter's wishing to cast their vote in a polling station will need to provide a suitable form of photographic identification for the May 2023 elections. The list of what is acceptable is fairly extensive however individual's without a suitable form of photographic identification will be able to apply for a free Voter Authority Certificate early in 2023. We are awaiting a go live date from DLUHC.*

*Individual's will be able make an application for a certificate through a government portal on the GOV.UK website or by paper to the local authority, and the elections team are currently working with DLUHC and our software supplier to implement the necessary arrangements to be able to accept and process these applications.*

*We have been informed that the Voter Authority Certificate will take the form of an A4 paper-based document, with inherent security features, displaying the name and photograph of the individual.*

*A temporary certificate can also be issued in circumstances where the individual has not received their Voter Authority Certificate.*

*The Electoral Commission will be launching a mass advertising campaign in January to raise awareness of these changes and our local communications plan will also ensure that key messages on the need to have voter ID, and how to apply for a Voter Authority Certificate are widely communicated using multiple channels.*

## **Second Questions**

### **Question 7**

#### **From Cllr Alex Wade to the Portfolio Holder for Partnering and Wellbeing, Cllr Geoff Blunden**

It has been nearly 18 months since Freedom took over NFDC leisure centre management, do you think the current performance levels have justified this decision?

*Answer:*

*Yes, Freedom's current performance levels justify the Council's decision to choose Freedom Leisure to oversee the management of the Council's five leisure centres.*

*Health & Fitness memberships have grown by 54% since the date of transfer, and numbers on the Learn to Swim programme have grown by 57%. Over 4,600 people now attend swimming lessons at our Leisure Centres each week, for 50 weeks of the year.*

*Freedom have provided a number of promotional offers to encourage residents to participate including Guest Passes, a Summer Introductory Membership offer and Group Fitness discounts and offers, such as the current 10 sessions for £35.*

*Freedom have appointed a Healthy Communities Manager to oversee the Active Lifestyles Programme which has received 378 referrals in the last 12 months and engages with 39 surgeries across the district. In addition, Freedom have launched a number of new activity programmes designed to engage with harder to reach areas of the community and plan to do more as we move forwards.*

*The £2.4m Capital investment Programme has seen the launch of the brand new four storey Applemore Play Zone, Elevate Fitness Studio and replacement Spin Bike programme. Works are ongoing on the new café areas at Applemore and Totton and the large refreshed play zone at Ringwood and changing room renovations at Totton are also both nearing completion.*

*Clearly I also recognise the significant challenges impacting Freedom Leisure with regards to the utilities crisis, and understand the difficult decisions that Freedom are making. I am aware that some users have disliked some of the measures taken to reduce the significant cost increases faced by Freedom, but it's right that we show our support to Freedom as they continue to work towards ensuring the financial viability and sustainability of the leisure centres.*

*Note – in response to a supplementary question on holding Freedom Leisure to account for recent concerns raised, the Portfolio Holder confirmed that all complaints were followed through and acted upon. Regarding the recent delays to building works, this was unfortunately common across all sectors and the programme would be completed shortly.*

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