

Meeting	West of Waterlooville Forum
Date and Time	Thursday, 8th July, 2021 at 6.00 pm.
Venue	This meeting will be held virtually and a live audio stream can be listened to via <a href="http://www.winchester.gov.uk">www.winchester.gov.uk</a> .

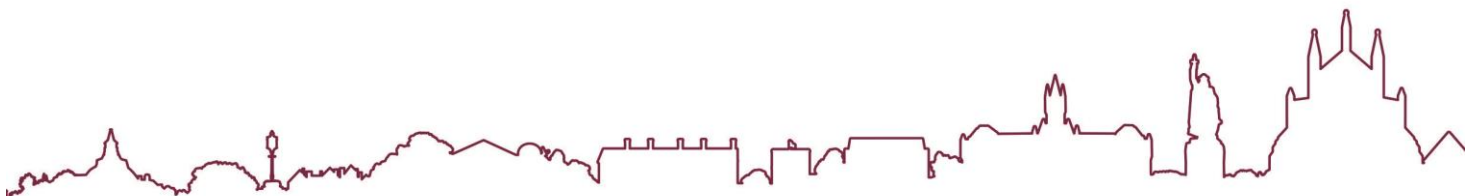
**Note:** Owing to the ongoing Covid-19 pandemic and government guidance, it will not be possible to hold this meeting in person. The Council has therefore made arrangements under the Coronavirus Act 2020, and subsequent Regulations permitting remote meetings, to hold the meeting virtually. If you are a member of the public and would like to listen to the audio stream of the meeting you may do so via [www.winchester.gov.uk](http://www.winchester.gov.uk)

## AGENDA

### OPEN TO THE PUBLIC

#### PROCEDURAL ITEMS

- 1. Chairperson's Welcome**
- 2. Apologies and Deputy members**  
To record the names of apologies given and deputy members who are attending the meeting in place of appointed Members (where appropriate).
- 3. Disclosures of Interests**  
To receive any disclosure of interests from Members and Officers in matters to be discussed.  
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.
- 4. Appointment of Vice Chair for the 2021/2022 Municipal Year**
- 5. Date of future meetings**  
Meetings of the Forum will be held on:  
  
Tuesday 2 November 2021  
Tuesday 8 March 2022



6. **Minutes of the previous meeting held on 9 March 2021** (Pages 7 - 12)

7. **Public Participation**

To receive and note questions asked and statements made from members of the public on general matters of interest and/or matters relating to the work of the Forum. This period is for a maximum of 10 minutes.

*NB members of the public are required to register with Democratic Services three clear working days before the meeting (see below for further details).*

Members of the public and visiting councillors may speak at the Forum, provided they have registered to speak three working days in advance. Please contact Democratic Services **by 5pm on Friday 2 July 2021** via [democracy@winchester.gov.uk](mailto:democracy@winchester.gov.uk) or (01962) 848 264 to register to speak and for further details.

**BUSINESS ITEMS**

- 8. **Revised terms of reference for the Forum - Copy of WCC Report CAB3306 refers** (Pages 13 - 36)
- 9. **Update on the physical development of the MDA - Developer verbal presentation**
- 10. **Recent community development activities and any issues arising within the development - Verbal presentation**
- 11. **Discussion on Infrastructure**

**Lisa Kirkman**  
**Strategic Director and Monitoring Officer**

All of the Council's publicly available agendas, reports and minutes are available to view and download from the Council's [Website](#) and are also open to inspection at the offices of the council. As part of our drive to minimise our use of paper we do not provide paper copies of the full agenda pack at meetings. We do however, provide a number of copies of the agenda front sheet at the meeting which contains the QR Code opposite. Scanning this code enables members of the public to easily access all of the meeting papers on their own electronic device. Please hold your device's camera or QR code App over the QR Code so that it's clearly visible within your screen and you will be redirected to the agenda pack.



29 June 2021

Agenda Contact: Dave Shaw, Senior Democratic Services Officer

Tel: 01962 848 221 Email: dshaw@winchester.gov.uk

*\*With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's Website via the following link:*

[www.winchester.gov.uk/meetings/committees](http://www.winchester.gov.uk/meetings/committees)

## **MEMBERSHIP**

### **West of Waterlooville Forum**

Cllr Clear  
Cllr Brook  
Cllr Cutler  
Cllr Read

Deputies: Evans and Weston

Havant Borough Council

Councillors:

Milne, Patel, Robinson  
and Wade

Deputies: None

Hampshire County

Councillors:

Hughes and Stallard

Deputy: Briggs

The Parish Council of Newlands

Councillors:

Berry and Crichton

Quorum = 5 members

## **Terms of Reference**

### **Primary objectives of the fora**

The fora have no formal decision making powers, but can make recommendations on suitable arrangements relating to democracy and community representation.

*The fora will:*

1. Meet 3 times per year. Virtual meetings have proved successful and it is proposed that these continue.
2. Comment and advise on the next stages of the implementation of the MDA.
3. Monitor and comment on progress relating to the development of the MDA including the implementation of planning conditions and requirements of

planning obligations (s106 agreements) and s278 agreements (highway works).

4. Seek to promote and support community development activities within the development area and provide advice on how these should progress.
5. Secure the establishment of appropriate local democratic structures for the emerging community.

*How this will be achieved*

1. Each meeting will receive the following input:
  - a. Update on the physical development of the MDA (from the developer).
  - b. Report on the community development activities and any issues arising within the MDA.
  - c. Discussion on infrastructure.

*Key stages of the fora:*

Stage 1 – Planning	Stage 2 - Emerging	Stage 3 - Establishing
<p><u>Start:</u> Initial master planning  <u>End:</u> Outline planning consent / start on site.</p>	<p><u>Start:</u> Start on site  <u>End:</u> Establishment of a residents association or parish council as applicable.</p>	<p><u>Start:</u> Establishment of a residents association or parish council  <u>End:</u> Future community governance agreed and established.</p>
<ul style="list-style-type: none"> <li>• Act as a sounding board where ideas, options and issues relating to the development can be considered before becoming part of the formal planning process.</li> <li>• Consider and advise upon the infrastructure required</li> </ul>	<ul style="list-style-type: none"> <li>• Receive updates on the progress of development and compliance with relevant planning conditions and S106/S278 agreements</li> <li>• Input into creation of a community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Receive updates on progress in establishing the community and any emerging issues</li> <li>• Consider and advise upon a strategy for the ownership and management of the social infrastructure and community assets.</li> <li>• Receive updates on the progress of development and compliance with relevant planning conditions and S106/S278 agreements</li> </ul>

Lead: Service Lead – Built Environment	Lead: Service Lead – Built Environment	Lead: Service Lead – Community & Wellbeing
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The fora will be subject to annual review.

### Membership

#### **West of Waterlooville:**

- Winchester City Council 4 elected representatives (inc. Chair)
- Havant Borough Council 4 elected representatives (inc. Vice Chair)
- Hampshire County council 2 elected representative
- Newlands Parish Council 1 representative

#### *Officers*

Lead Officer

Steve Lincoln

Community Worker  
Council

Katie Bone – Havant Borough

### Quorum

The fora will be quorate if five voting representatives are present.

### Method of working and voting rights

All representatives are expected to seek to reach conclusions by general consensus. Where any voting representatives on the Forum requires a formal vote to be taken, this shall be by a show of hands by those voting representatives present and voting (as per the membership set out above).

### Public Participation procedure

There will be a period of 10 minutes maximum at the beginning of each forum meeting when the Chair will invite the public, including local interest groups, to raise any general matters of interest and/or matters relating to the work of the forum.

An individual speaker will be limited to a maximum of three minutes per agenda item. Where a number of members of the public wish to speak they will be encouraged to agree the allocated maximum ten minutes between them.

The Chair will retain discretion to manage the public speaking process, and may limit individual speakers to less than three minutes, or take other steps necessary in order to maximise public participation in an appropriate way.

Members and Officers will not provide an immediate response to public comments raised from the floor. All comments and queries will be noted and the Chair will

invite Officers and/or Members to respond to specific points during the round table debate and discussion amongst forum members that follows.

Members of the public should contact the Democratic Services Officer 3 working days before the meeting (preferably telephone or email) so that as many people who wish to speak can be accommodated during the public participation sessions. Once the period of public participation has drawn to a close, there will be an opportunity for elected members who are not on the forum (i.e. Cabinet or Ward Members) to speak in advance of questions and debate amongst forum members at the Chair's discretion.

The forum will then debate the item with any conclusions and recommended recorded.

### **FILMING AND BROADCAST NOTIFICATION**

This meeting may be recorded and broadcast live on the Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council's Constitution for further information, which is available to view on the [Council's website](#).