

AGENDA FOR THE EXECUTIVE

Date: Monday, 5 June 2017

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Executive Members:

Councillor S D T Woodward, Policy and Resources (Executive Leader)

Councillor T M Cartwright, MBE, Health and Public Protection (Deputy Executive Leader)

Councillor Mrs K Mandry, Housing

Councillor Miss S M Bell, Leisure and Community

Councillor K D Evans, Planning and Development

Councillor Miss T G Harper, Streetscene

1. Apologies for Absence

2. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the meeting of Executive held on 15 May 2017.

3. Executive Leader's Announcements

4. Declarations of Interest

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

5. Petitions

6. Deputations

To receive any deputations, of which notice has been lodged.

7. Minutes / References from Other Committees

To receive any reference from the committees or panels held.

Matters for Decision in Public

Note: Where an urgent item of business is raised in accordance with Part 3 of the Constitution, it will be considered with the relevant service decisions as appropriate.

8. Health and Public Protection

Key Decision

(1) Dog Fouling and Litter Campaigns (Pages 9 - 16)

A report by the Director of Operations.

9. Planning and Development

Non-Key Decision

(1) Portchester to Paulsgrove (P2P) Coastal Flood and Risk Management Schemes (Pages 17 - 26)

A report by the Director of Planning and Regulation.

10. Policy and Resources

Non-Key Decision

(1) Fareham Innovation Centre Phase 2 - Acceptance of Stage 2 Tender (Pages 27 - 46)

A report by the Director of Finance and Resources.

(2) Renewal of Business Improvement District - Segensworth (Pages 47 - 52)

A report by the Director of Planning and Regulation.



P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

25 May 2017

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FAREHAM

BOROUGH COUNCIL

**Minutes of the
Executive**
(to be confirmed at the next meeting)

Date: Monday, 15 May 2017

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
T M Cartwright, MBE, Public Protection (Deputy Executive Leader)
Miss S M Bell, Leisure and Community
K D Evans, Planning and Development
Miss T G Harper, Streetscene
Mrs K Mandry, Health and Housing

Also in attendance:

Mrs P M Bryant, Chairman of Licensing and Regulatory Affairs Committee



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the Executive held on 03 April 2017 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that the first formal stage of the procurement process to seek a creative delivery partner for Welborne closed on 5th May and he confirmed that Fareham Borough Council has received a number of Expressions of Interest from developers, investors and consortia across Europe.

Applicants were asked to demonstrate a track record in delivering high-quality large scale developments with an emphasis on design excellence and potential suppliers were able to submit a Selection Questionnaire via the South East Business Portal.

The Executive Leader stated that the Council is now progressing on to the next formal stage of the process which is to evaluate the Selection Questionnaires.

The Executive Leader stated that the delivery of Welborne remains a key priority for the Council who is fully committed to working with site promoters and landowners to bring this to fruition. However, in the absence of full and comprehensive land assembly at Welborne, the Council will continue to progress its Delivery Strategy until it is fully satisfied that the Welborne Plan can be delivered, in full, for the benefit of our local community.

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

5. PETITIONS

There were no Petitions submitted at this meeting.

6. DEPUTATIONS

There were no Deputations made at this meeting.

7. MINUTES / REFERENCES FROM OTHER COMMITTEES

There were no references from other Committees or Panels presented at this meeting.

8. CONFIRMATION OF APPOINTMENT OF MEMBERS TO AREAS OF EXECUTIVE RESPONSIBILITY

The Executive Leader confirmed that his decision to appoint Executive Members to their areas of responsibility, as advised at the Annual Council meeting on 11 May 2017 for the municipal year 2017/18 was as follows:

Planning and Development – Councillor K D Evans;
Leisure and Community – Councillor Miss S Bell;
Housing – Councillor Mrs K Mandry;
Health and Public Protection – Councillor T M Cartwright;
Streetscene – Councillor Miss T Harper; and
Policy and Resources – Councillor S D T Woodward.

9. EXECUTIVE APPOINTMENTS

RESOLVED to appoint Executive Members to the following bodies for 2017/18:-

(i) Portchester Crematorium Joint Committee – Councillors K D Evans and Miss S M Bell (N.B In the past, the Executive has not appointed 'substitute' members to this joint committee. However, the Executive may, if it so wishes, authorise other members of the Executive to act as deputies).

(ii) Fareham and Gosport Building Control Member's Panel – Councillor K D Evans.

(iii) Partnership for Urban South Hampshire (PUSH)

As PUSH is a formal Joint Committee, the following appointments are required to be made by the Executive for 2017/18: -

(a) Joint Committee representatives – Executive Leader Councillor S D T Woodward and Deputy Executive Leader, Councillor T M Cartwright.

(b) Sub-Group Meetings – The Borough Council's representatives are the appropriate Executive Members.

(c) Meetings with Key Consultees and similar Consultation Meetings – Councillors S D T Woodward and T M Cartwright.

(iv) CCTV Partnership – Councillor T M Cartwright.

(v) Fareham and Gosport Environmental Health Partnership Panel – Councillor T M Cartwright.

(vi) Aspect Building Communities Ltd – Councillor Mrs K Mandry.

(vii) Joint Member Shared Coastal Management Board – Councillor K D Evans and Councillor A Mandry (Deputy).

10. STREETSCENE

- (1) New Contract for Oil and Road Fuels

RESOLVED that the Executive:-

- (a) accepts the proposal to approve the usage of the Hampshire County Council framework; and
- (b) awards the contract to The WP Group.

11. PLANNING AND DEVELOPMENT

- (1) Tree Maintenance Services: Award of Tender

RESOLVED that the Executive agrees:-

- (a) to secure the annual budget for the Council's Tree Maintenance Services for the contract term; and
- (b) to award the contract to the top 8 scoring tenderers as set out in the Confidential Appendix A to the report.

(The meeting started at 6.00 pm
and ended at 6.05 pm).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 05 June 2017

Portfolio:	Health and Public Protection
Subject:	Dog Fouling and Litter Campaigns
Report of:	Director of Operations
Strategy/Policy:	Clean and Tidy Borough
Corporate Objective:	A Safe and Healthy Place to Live and Work

Purpose:

To provide an update on the Council's 'Let's Take the Oops out of Poops' dog fouling campaign, and to propose that a similar campaign focusing on litter be launched.

Executive summary:

At the meeting of the Council in February 2015, the Executive Leader of the Council raised dog fouling and littering as two of the issues in need of attention.

In November 2015, the Executive approved that a consultation exercise be run on a draft Public Spaces Protection Order (PSPO). If approved, the PSPO would allow the Council's Enforcement Officers to issue Fixed Penalty Notices to those failing to clear up after their dog has fouled. The Executive also approved a budget for a dog fouling awareness campaign.

The Council consulted with residents on the proposed PSPO and the majority expressed their support. A number of dog fouling hot spots were also identified by respondents.

At a meeting of the Executive in March 2016, the Executive authorised the making of the proposed Public Spaces Protection Order (Dog Fouling 2016). The order came into force on 1 April 2016 and will remain in place for a period of three years.

The 'Let's Take the Oops out of Poops' dog fouling campaign was launched in spring 2016. As well as Borough wide advertising taking place, residents also had the opportunity to collect a supply of dog bags free of charge from the Council offices and three dog bag dispensers were trialled in hot spot areas in Portchester. The campaign raised awareness and resulted in an increase in the volume of dog fouling reports being received. It is proposed that the Council purchase additional dog bag dispensers as well as further supplies of dog bags to enable the campaign to continue.

Since the launch of the campaign in April 2016 a total of 34 cases for the dispensers have been ordered. Each case has 800 bags so this equates to 27,200 bags in total. As these have not been found littering the Borough, indications are that these are being used properly to collect dog mess.

It is further proposed that a litter campaign now be developed and launched to promote awareness and reduce the amount of litter in the Borough. As well as advertising, the campaign will include giveaways such as branded cigarette end pouches which can be given out at reception. It is also proposed to purchase badges to give out to children, to encourage them to dispose of their litter appropriately.

Recommendation/Recommended Option:

That the Executive:

- (a) notes the success of the dog fouling awareness campaign and approves the additional costs of £725 to enable the purchase of five additional dog bag dispensers and bags, allowing for them to be rolled out to additional locations within the Borough; and
- (b) approves the implementation of a litter campaign and associated costs of £2,865.

Reason:

To build on the success of the dog fouling campaign programme and to launch a campaign aimed at tackling the problem of litter across the Borough.

Cost of proposals:

The total cost of the litter campaign proposals and the purchase of additional dog bag dispensers is £3,590, which can be met from existing resources.

Background papers: None

Reference papers: Executive Report on 2 November 2015
Executive Report on 7 March 2016

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	05 June 2017
Subject:	Dog Fouling and Litter Campaigns
Briefing by:	Director of Operations
Portfolio:	Health and Public Protection

INTRODUCTION

1. The purpose of this report is to provide an update on the Council's 'Let's Take the Oops out of Poops' dog fouling campaign and to propose that additional dispensers and bags are purchased to enable them to be installed in other hot spot locations.
2. Littering is another problem across the Borough and following the success of the dog fouling campaign it is proposed that a similar campaign focusing on reducing littering is launched.

BACKGROUND

3. The problem of dog fouling and litter in the Borough has previously been highlighted as target areas of concern by the Executive Leader.
4. Under the Dogs (Fouling of Land) Act 1996, authorised officers were previously able to issue Fixed Penalty Notices (FPNs) to those who fail to clear up after their dog has fouled. The Act has now been repealed and FPNs can no longer be issued without a Public Spaces Protection Order (PSPO) being in place.
5. At a meeting of the Executive in November 2015, the Executive approved that a consultation exercise be run on a draft Public Spaces Protection Order (PSPO), in accordance with section 72 of the Anti-Social Behaviour Crime Policing Act 2014; that a communications campaign entitled 'Let's Take the Oops out of Poops' to raise awareness of dog fouling issues be launched at a cost of £2,780; and that the Fixed Penalty Notice fine be increased from £75 to £100.
6. The Council ran a consultation exercise between November 2015 and January 2016, where residents were asked whether they supported the Council having a Public Spaces Protection Order and for help in identifying any dog fouling hot spots.
7. Respondents were asked a number of questions relating to their perception of dog fouling and what could be done to tackle the issue locally. 256 people responded to the consultation, with 91% saying that the Council should have greater power in dealing

with irresponsible dog owners and the majority (61%) wanting the fixed penalty notice fine to be set at £100. The consultation also highlighted particular dog fouling hot spots in the Borough.

8. The results of the consultation were presented at the Executive meeting in March 2016 and the Executive authorised the making of the proposed Public Spaces Protection Order (Dog Fouling) 2016. The order came into force on 1 April 2016 and will remain in place for a period of three years. This now gives the Council's Enforcement Officers the authority to issue Fixed Penalty Notices for dog fouling.
9. The 'Let's Take the Oops out of Poops' dog fouling campaign was launched in spring 2016. It is now proposed to run a campaign in 2017 to tackle the ongoing litter problem in the Borough.

LET'S TAKE THE OOPS OUT OF POOPS DOG FOULING CAMPAIGN

10. The 'Let's Take the Oops out of Poops' dog fouling campaign was launched in spring 2016 and included the following:
 - a four week radio campaign with The Breeze, which included 120 thirty-second adverts. Able to reach over 65,000 listeners, The Breeze predicted that the campaign reached over 112,000 people over the four week period;
 - graphic design work for a 'Let's Take the Oops out of Poops' logo which was used to support the campaign;
 - campaign advertising on bus shelters, refuse vehicles, Council Connect light-boxes and Facebook posts;
 - 10,000 branded bags for collecting dog waste, with residents able to collect up to seven bags free of charge from the Civic Offices;
 - branded 'Dickie' bags, which are zipped bags that attach to belts or dog leads/harnesses to carry filled and empty dog waste bags in between bins; and,
 - the trial of three bag dispensers in Portchester at Fisherman's Walk, Chalky Walk and Wicor Recreation Ground, so that dog walkers can grab a free bag when they are out and about.
11. The success of the campaign is difficult to measure exactly, however the bag dispensers are being very well used and are regularly having to be replenished and residents are now used to coming into the Council offices to collect free dog waste bags, with positive feedback being received. The campaign has proved successful in raising awareness and encouraging more people to report dog fouling issues in their area as we are receiving many more reports about dog waste.
12. There was an increase in the number of cases reported during 2016 for almost every month on the previous year's figures. Between January 2015 and December 2015, 231 dog fouling reports were received, with 424 reports received during the same period in 2016, meaning the number of reports has almost doubled. This shows our residents are now confident that it is worthwhile informing us of dog fouling problems.
13. The increase in dog fouling reports received has also highlighted additional hot spot areas, with a large increase in reports of dog fouling in the Stubbington and Hill Head wards as well as in the Portchester East ward.

14. It is proposed that the campaign continues, with the purchase of five additional bag dispensers for installation at fouling hot spot areas, in particular those identified as receiving the most complaints. The five bag dispensers will be purchased at a cost of £465 and additional boxes of bags for use in the dispensers will also be purchased at a total cost of £260.

CURRENT SITUATION WITH LITTER IN THE BOROUGH

15. Litter is a problem not just in Fareham but across the country. The Government has recently published a new anti-littering strategy for England to curb littering, with proposals for new enforcement, education and community engagement.
16. Under the new measures, the most serious litterers could receive fines of £150, whilst vehicle owners could receive penalty notices when it can be proven litter was thrown from their car, even if it was discarded by somebody else. DEFRA is currently running a consultation on the proposals, which closes in June 2017.
17. Under the Environmental Protection Act, the Council's Enforcement Officers are able to issue an £80 Fixed Penalty Notice to those who drop litter, including cigarette ends and chewing gum.
18. In the last financial year, Fareham Borough Council disposed of 779 tonnes of litter and dog waste, which included fly tipping and bulky items.
19. Approximately £920,000 is spent per annum on street cleansing, which includes litter picking, street sweeping, emptying bins and collecting fly tipped waste.
20. In 2016 the Council received 287 complaints from residents about littering. The areas that receive the most complaints and therefore deemed as hot spot areas are the Fareham East and Fareham South wards, with steep rises in complaints received about litter in Titchfield Common and Warsash.
21. There are various reasons why people might drop litter including:
 - can't find a bin or the bin is too far away;
 - they do not think they should take litter away with them or take it home;
 - ignorance of the harm that littering does and the impact on the local environment;
 - they have always dropped litter, so why bother picking it up now;
 - peer pressure in the case of some younger residents as they see their friends doing it.
22. Whilst the natural conclusion might be to add more litter bins to the Borough, previous experience has told us that installing additional bins rarely solves littering problems. Extra bins would require additional resourcing and a further difficulty is that the vast majority of residents do not want a bin near their house.

A WAY FORWARD

23. To tackle the problem in Fareham, it is proposed that an awareness campaign is developed and launched to aim to reduce the amount of litter in the Borough.

24. The campaign will be entitled 'Let's Keep it Clean' and will aim to change the habits of residents by educating and informing them so that they understand the harm littering does to the look of an area, the environment and wildlife, as well as the potential health risks, and cost to the council tax payer.
25. It is proposed to initially run the campaign for a three month period from July to September 2017, which will encompass the school summer holiday period, with work ongoing after this time.
26. A budget of £2,865 is required to undertake the campaign. The following outlines the items that are proposed to make up the campaign and their associated costs:
 - £300 for the graphic design artwork which will include a warning of an £80 fine for litter and the campaign slogan 'Let's Keep it Clean'. Both will be used in conjunction with key messages about the cost of cleaning up litter to support and promote the campaign;
 - 500 button badges at a cost of £185 to take to events to encourage children and young people to dispose of their litter appropriately;
 - 1000 cigarette butt pouches, to be used as giveaways at a cost of £900. These will be available for collection at the Civic Offices reception and will also be given out at Council events;
 - £420 for the purchase of two ballot box style cigarette disposal bins to encourage smokers to dispose of their cigarette ends responsibly. It is proposed that these will be installed within the pedestrian area of West Street, Fareham.
 - £70 for a set of two posters for the Council Connect light-boxes;
 - £500 for two new banners that will be displayed on the Council's refuse collection vehicles;
 - £100 to help improve the reach of the Council's Facebook posts using the boost facility;
 - £350 for ten bus stop posters to be displayed along Newgate Lane and in the town centre;
 - Installation of a time lapse camera at the skate parks at Park Lane and Stubbington Recreation Ground, as these are both key hot spot locations for littering. Before the camera is in operation, a clean of the area will be undertaken. After recording, the video will be sped up so the difference between immediately after the clean-up and after the next accumulation can be clearly seen. The video will then be shared on the Council's website and via social media. Signage for the sites will need to be purchased at a cost of £40.
27. In addition to the above, pupils at Wicor Primary School have recently designed anti-littering posters. These have been judged by the Mayor, with the winning design being displayed at various points along the foreshore in Portchester.
28. Whilst the emphasis will be on raising awareness and securing public engagement around the issue of littering, the information gleaned from the campaign will also provide data on any particular problem areas. Consideration will then be given to a targeted

approach to enforcement.

FINANCIAL IMPLICATIONS

29. The total cost of the littering campaign, together with the purchase of additional dog bag dispensers and bags for use in these is £3,590. These costs can be funded from existing resources.

CONCLUSION

30. Dog fouling and littering in the Borough has been highlighted as a problem and has previously been identified by the Executive Leader as two of the key priorities that need addressing.
31. At a meeting of the Executive in March 2016, the Executive authorised the making of a Public Spaces Protection Order (PSPO) which is in place until 31 March 2019. This gives the Enforcement Officers the authority to issue Fixed Penalty Notices for dog fouling. Under the PSPO, the fine for not clearing up after a dog has fouled was increased from £75 to £100.
32. A Let's Take the Oops out of Poops dog fouling awareness campaign was launched in spring 2016 and resulted in a large increase in the amount of reports received regarding dog fouling.
33. The increase in dog fouling reports has identified additional hot spot areas. It is proposed that additional dog bag dispensers be installed at these areas with the purchase of dog bags for use in these ongoing.
34. The Government has recently published a new anti-littering strategy for England to curb littering, with proposals for new enforcement, education and community engagement. Under the proposed measures, the most serious litterers could receive fines of £150, whilst vehicle owners could receive penalty notices when it can be proved litter was thrown from their car.
35. In the last financial year, Fareham Borough Council disposed of 779 tonnes of litter and dog waste, which included fly tipping and bulky items. Approximately £920,000 is spent per annum on street cleansing, which includes litter picking, street sweeping, emptying bins and collecting fly tipped waste.
36. In 2016 the Council received 287 complaints from residents about littering with several areas being identified as having a particularly high volume of complaints.
37. Alongside enforcement action, it is proposed that an awareness campaign entitled 'Let's Keep it Clean' is undertaken to help raise awareness and encourage residents of the Borough to dispose of their litter appropriately.

Enquiries:

For further information on this report please contact Kevin Wright (Ext. 4359).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 05 June 2017

Portfolio:	Planning & Development
Subject:	Portchester to Paulsgrove (P2P) Coastal Flood & Erosion Risk Management Scheme
Report of:	Director of Planning & Regulation
Strategy/Policy:	Portchester Castle to Emsworth Coastal Flood and Erosion Risk Management Strategy
Corporate Objective:	Protect and enhance the environment, Safe and Healthy place to live and work, leisure opportunities for health and fun.

Purpose:

To provide an overview of the outline design of the Portchester to Paulsgrove Coastal Flood and Erosion Risk Management (CFERM) Scheme.

To provide financial information on the existing Professionals Services Contract to deliver the outline design for information.

To seek Executive support for the next steps in progressing the scheme, applying for Grant in Aid funding and if successful undertaking the detailed design and construction.

Executive summary:

The Portchester to Paulsgrove CFERM scheme is located on the north shoreline of Portsmouth Harbour, stretching for 1.7km from Portchester Sailing Club in the West, to Port Solent in the East.

A number of the defences along the frontage are in poor condition or do not provide the required standard of protection.

There are 361 residential and 108 commercial properties at risk from a 1: 200 year present day tidal flooding event, rising to 662 residential and 141 commercial properties at risk by 2115.

Through previously securing local levy and Flood and Coastal Risk Management (FCRM) Grant in Aid funding towards the development of the scheme, an optional appraisal and outline design has been undertaken for the proposed scheme, and the proposals are presented in this report.

An affordable 'managed adaptive approach' to scheme delivery has been identified as the preferred option which meets with the Environment Agency funding rules. This approach means that the project would be delivered in a phased manner as and when defences fall below the required standard.

The North Solent Shoreline Management Plan, which was adopted by Fareham Borough Council in 2010, set out a policy of Hold The Line for this length of coastline.

The overall project is supported by the Portchester Castle to Emsworth coastal flood and erosion risk management strategy ("the PEM Strategy"), which was adopted by Fareham Borough Council in 2011 and approved by the Environment Agency in 2013.

After approval of the PEM Strategy, a partnership contribution to the scheme from the Trafalgar Wharf developers was tabled. It was proposed that through planning conditions Quadrant Estates could facilitate delivery of the scheme recommended by the Strategy and to a higher 1:200 year standard of protection.

Proposed scheme - The following works would be undertaken (subject to funding):

- Southampton Road - Land raising only
- Southern Water Pumping Station - New Revetment structure
- Castle Shore Park - New Sloping revetment
- Recreation Ground - Raised Capping Beam only
- Portchester Sailing Club - New vertical sheet piled wall with concrete capping beam and setback wall to tie into high ground

Beyond the 15 year scheme it will be necessary to undertake the further phases of works to maintain reduced flood risk to the area as defences along other stretches of the frontage reach the end of their serviceable design life.

The progression of the scheme is dependant on securing the funding for the scheme from both developer contribution and FCRM Grant in Aid.

The Outline Business Case will be submitted to the Environment Agency for review in July 2017. Subject to funding, construction work is proposed to begin in 2019.

Recommendation:

That the Executive:

- (a) supports the recommended affordable scheme, and the phased approach to delivery;
- (b) supports the application to the Environment Agency by Fareham Borough Council, in accordance with the Land Drainage Act, for approval of the preferred scheme options in order to secure the required Flood & Coastal Risk Management (FCRM) Grant in Aid (GiA) to undertake detailed design and construction;

- (c) confirms that Fareham Borough Council is presently unable to make a financial contribution to this scheme, and officers should confirm this in the funding business case;
- (d) instructs officers to continue to investigate future contributions as the project moves forward;
- (e) recommends that Fareham Borough Council acts as the lead Local Authority under the Land Drainage Act 1991 to undertake the detailed design and construction (subject to securing both Grant in Aid funding and developer contribution); and
- (f) notes the additional work to be carried out through the existing Professional Services Contract, to complete the outline design and business case submission, financed by FCRM Grant in Aid.

Reason:

A number of the defences along the frontage are in poor condition or do not provide the required standard of protection;

There are 361 residential and 108 commercial properties at risk from a 1: 200 year present day tidal flooding event, rising to 662 residential and 141 commercial properties at risk by 2115.

Cost of proposals:

The development of the scheme is dependant on:

- Securing FCRM Grant in Aid from the Environment Agency
- Securing the developer contribution from the development of the Trafalgar Wharf site.

As such the scheme will be fully funded by FCRM Grant in Aid and contributions.

The total estimated cost of the design and construction of the proposed scheme for which funding is sought is £8.48 million (including contingency). This is made up of:

- The proposed FCRM Grant in Aid sought ~ £5.4 million;
- The proposed developer contribution towards the scheme defences ~ £3.075 million.

An inter-related £2.3 million scheme is proposed through the construction of the defences on the Trafalgar Wharf site by the developer.

Appendices: None.

Reference papers: North Solent SMP: Minutes of Executive meeting 08/11/2010
PEM Strategy: Minutes of Executive Meeting 07/11/2011

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	05 June 2017
Subject:	Portchester to Paulsgrove (P2P) Coastal Flood & Erosion Risk Management Scheme
Briefing by:	Director of Planning and Regulation
Portfolio:	Planning & Development

INTRODUCTION

1. The proposed Portchester to Paulsgrove CFERM scheme is located on the north shoreline of Portsmouth Harbour. The scheme frontage stretches for 1.7km from Portchester Sailing Club in the West to Port Solent in the East. The scheme lies within both Fareham Borough and Portsmouth City Council boundaries. The Trafalgar Wharf development site lies in the middle of the proposed scheme frontage.

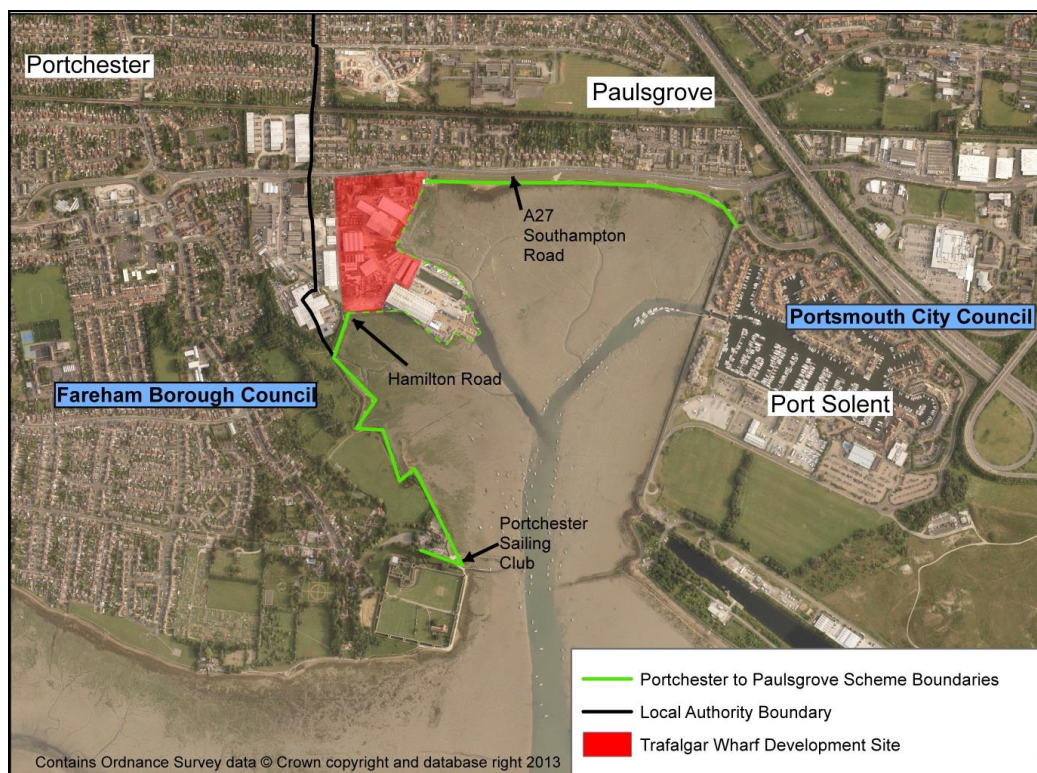


Figure 1: Scheme Location

2. The Risk Management Authorities of Fareham Borough Council and Portsmouth City Council have been working together to undertake the option appraisal and outline design stage of this scheme. In accordance with the Land Drainage Act 1991, both Fareham and Portsmouth City Council are considering the proposed scheme for this frontage and approvals are being sought to support application to the Environment Agency for funding (PCC Cabinet 15th June 2017).
3. Flood mapping of the scheme area shows that 361 residential properties and 108 commercial properties as well as Portchester Sailing Club, Castle Primary School, Trafalgar Wharf development area, recreation areas and the A27 (Southampton Road) are at risk of flooding from a 1: 200 year tidal flood event at present. The risk of flooding is predicted to rise over time, with 662 residential properties and 141 commercial properties being at risk by 2115.
4. A number of the defences along the scheme frontage are in poor condition or do not provide the required standard of protection.
5. The North Solent Shoreline Management Plan, which was adopted by Fareham Borough Council in 2010, set out a policy of Hold The Line for this length of coastline.
6. The overall project is supported by the Portchester Castle to Emsworth coastal flood and erosion risk management strategy (“the PEM Strategy”), which was adopted by Fareham Borough Council in 2011 and approved by the Environment Agency in 2013.
7. After approval of the PEM Strategy, a partnership contribution to the scheme from the Trafalgar Wharf developers was tabled. It was proposed that through planning conditions Quadrant Estates could facilitate delivery of the scheme recommended by the Strategy and to a higher 1:200 year standard of protection.

FUNDING

8. At present, the following funding commitments have been made towards this scheme:
 - An initial £60k of Environment Agency local levy funding was provided in 2014 to undertake advance studies to support a scheme.
 - £470k of Environment Agency FCRM Grant in Aid was secured in 2015 to undertake the outline design stage of the project (current phase);
 - Funds are allocated nationally based on Partnership Funding which requires Risk Management Authorities to seek contribution from all interested parties. The project team have explored all possible contributions to the scheme from various interested parties, but the only significant contribution at this time is the proposed developer contribution from Quadrant Estates.
 - A potential contribution from the developer Quadrant Estates of the scheme (effectively £3.075M towards offsite defences), together with funding of £2.3M towards inter-related on-site defences (works in kind by the developer). This has been drawn up into a draft cost contribution legal agreement between Portsmouth City Council, Fareham Borough Council and Quadrant Estates.

- A draft allocation of DEFRA / Environment Agency Grant-in-Aid towards the scheme to be confirmed subject to the scheme achieving a partnership funding score of over 100% and Environment Agency assurance. The 100% threshold is only just being met (~£300k over) to secure Grant in Aid, with the developer contribution, to enable the scheme to proceed.
- Further contributions would strengthen the affordability case for the project. Officers have reviewed whether a contribution could be made by Fareham Borough Council and/or Portsmouth City Council, but significant funds have not been identified at this time.

FUNDING RISKS

9. The developer will only sign the cost contribution legal agreement and subsequently release the contribution a) subject to Environment Agency Funding and b) subject to certainty that PCC resolve that the current phased approach to the scheme delivery is sufficient to discharge the planning conditions in place for the Trafalgar Wharf development site. The condition requires the scheme defences to be in place to a 1 in 200 year Standard of Protection, protecting the residential development for the lifetime of its occupation.
10. Without the developer contribution the scheme will not meet the current Environment Agency partnership funding criteria to receive FCRM Grant in Aid.

THE PROPOSED SCHEME

11. By building upon and using information from the Portchester Castle to Emsworth Coastal Strategy (PEMS), adopted in 2011, the ESCP are working as an integrated team with the professional consultant CH2M Hill to undertake an option appraisal and outline design of a preferred FCERM scheme option for the Portchester to Paulsgrove frontage.
12. FBC commissioned consultants CH2M Hill to undertake the option appraisal and outline design of the P2P scheme in August 2015. A Professional Services Contract (PSC) was let and the original contract value was £80,482. As the project has evolved additional work, or Compensation Events (CE's), have been undertaken where work was required further to the original scope, causing the overall contract value to increase to an estimated £115,748. The work has been fully funded by FCRM Grant in Aid.
13. Through detailed studies and stakeholder engagement, a wide range of options have been developed and appraised to develop a short list of options. The short list of options has been used to engage with interested parties and the public to identify the preferred option. The preferred option is being developed into an Outline Design.
14. An affordable **managed adaptive approach** to scheme delivery has been identified as the preferred option which meets with the Environment Agency funding rules. This approach means that the project would be delivered in a phased manner as and when defences fall below the required standard.
15. The **full precautionary approach** has also been considered, an approach which would see the present day delivery of all of the defences required to protect the site for the next 100 years; however this approach is not affordable and does not achieve a partnership funding score of over 100%.

16. The project team, supported by the project board, have identified working with Environment Agency colleagues that an affordable business case can be prepared for a 15 year scheme with a 1:200 year standard of protection.
17. Proposed scheme - The following works would be undertaken (subject to funding):
- 5b: (Southampton Road) Land raising only (1 in 200yr Standard of Protection (SOP) for 15 years);
 - 5a: (Southern Water Pumping Station) New Revetment structure (1 in 200 year SOP for life of structure);
 - 3c: (Castle Shore Park) New Sloping revetment (1 in 200 year SOP for life of structure);
 - 3b: (Recreation Ground) Raised Capping Beam only (1 in 200 year SOP for 30 years);
 - 3a: (Sailing Club) New vertical sheet piled wall with concrete capping beam and setback wall to tie into high ground (1 in 200 year SOP for life of structure) (flood gates may form part of this option – to be determined at detailed design).

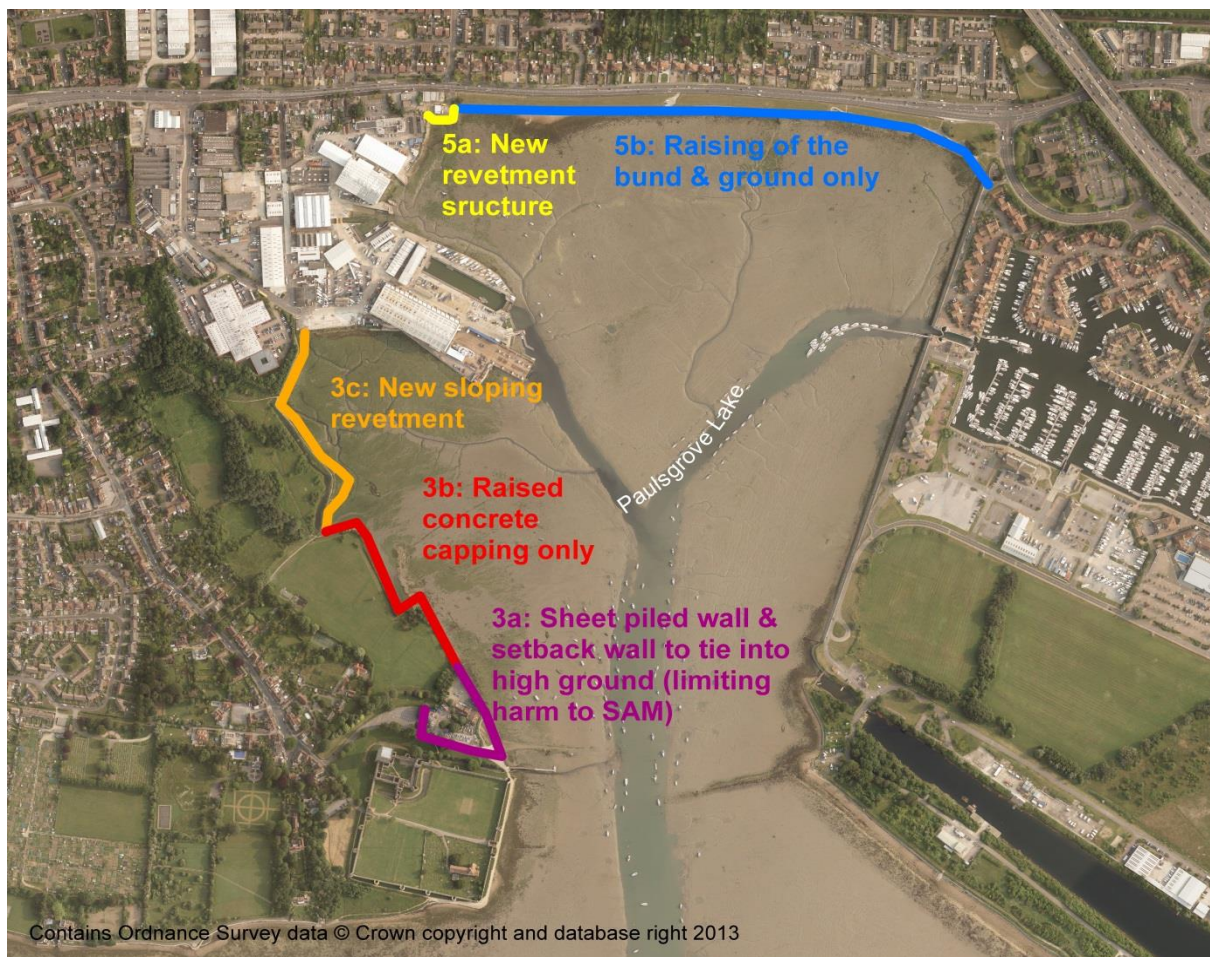


Figure 2: Works required for 15 year scheme (*SAM – Scheduled Ancient Monument)

18. Beyond the 15 year scheme it will be necessary to undertake the following works to maintain reduced flood risk to the area as defences along other stretches of the frontage reach the end of their serviceable design life:

- A capital replacement of the wall along Southampton Road (5b) ~15years;
- A capital replacement of the sheet pile wall in front of the Recreation Ground (3b) ~30 year;
- Sensitivities indicate that it may also be cost effective to return to frontages 3c and 5a and raise defences through small upstand walls in ~year 50 – this will be considered further in the development of the business case.

19. The whole life present value benefits of delivering this scheme will be £86.6 million.
20. It would be necessary to reapply for the funding at the point at which these capital works are required. There are no guarantees that funding will be available.
21. However, the proposed scheme and the future capital works over the 100 years demonstrate a healthy benefit/ cost ratio of 9.6.
22. With such a strong economic case the advice from the Environment Agency, as detailed in their correspondence dated 30/03/2017, is as follows:

'In terms of the further capital works that will be required beyond 15 years, together we will need to make a further application for FCERM GiA funding. Given that these works sit outside of the current 6 year programme which ends in 2020/21, it is not possible to approve funds for these future works at this time. However, the Strategy and high benefit/cost ratio for the 100 year solution gives us confidence that in the future we would continue to support the need for improved flood defences and we expect it to be a location that continues to attract funding.'

23. Portchester Castle lies outside of the proposed scheme. Future flood and erosion risk needs to be considered by the landowner of the site. English Heritage currently have guardianship of the Castle and as such are reviewing the options for flood and erosion risk for the site based on information from this study.
24. The development of the scheme is dependant on:
 - Securing FCRM Grant in Aid from the Environment Agency
 - Securing the developer contribution from the development of the Trafalgar Wharf site.

As such the scheme will be fully funded by Grant in Aid and contributions.

25. The total cash cost of the design and construction of the proposed scheme for which funding is sought is ~ £8.48 million. This is made up of:
 - The proposed developer contribution towards the scheme defences ~ £3.075 million;
 - The proposed FCRM Grant in Aid sought ~ £5.4 million.

An inter-related £2.3 million scheme is proposed through the construction of the defences on the Trafalgar Wharf site by the developer.

26. The programme for Fareham Borough Council approvals and delivery of the scheme (subject to funding) is as follows:
 - Outline Business case submission to the Environment Agency (July 2017);
 - FBC Executive approval for supplier appointment (Dec 2017);

- Detailed Design, licensing and consents (End 2017 – End 2018);
- FBC Executive approval – final design ahead of construction (Jan 2019);
- Construction Year 1 (April 2019 – Oct 2019);
- Construction Year 2 (April 2020 – Oct 2020).

Enquiries:

For further information on this report please contact the Head of Eastern Solent Coastal Partnership, Lyall Cairns (02392 446453).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 05 June 2017

Portfolio:	Policy and Resources
Subject:	Fareham Innovation Centre Phase 2 - Acceptance of Stage 2 Tender
Report of:	Director of Finance and Resources
Strategy/Policy:	Corporate Strategy
Corporate Objective:	To maintain and extend prosperity A dynamic, prudent and progressive Council

Purpose:
To award the contract for Stage 2 of a Design And Build scheme for the construction of Fareham Innovation Centre Phase 2

Executive summary:
Due to the success of Fareham Innovation Centre, in June 2016, the Executive agreed to develop a second phase. A new scheme adjacent to and linked with the existing building was designed, planning consent was granted and tenders were invited using the Southern Construction Framework.

Under this Framework, the tender process is in two stages and in February 2017 a Stage 1 tender was accepted for the pre-construction phase from Morgan Sindall Construction.

Since then, Morgan Sindall has progressed through the detailed technical design stage and carried out pre-construction enabling works on the site and have now submitted a Stage 2 tender for the construction work.

When the extension was originally considered, a budget was agreed for a building of 3,000m², and authority was granted to the Director of Finance and Resources to accept a tender if it was within the capital budget. The detailed design has been completed and this has resulted in the building totalling 3,400m², some 13% larger than envisaged at the time of the Executive report, and consequently the total project costs have risen by 7% from £6.6m to £7.071m. These costs are still within the Cost Plan developed by the Council's cost consultants as the design progressed.

The scheme was the subject of a funding bid to the Solent Local Enterprise Partnership under the Government's Local Growth Deals scheme. This was successful and has resulted in a funding contribution of £2m towards the total cost.

Accordingly, the authority of the Executive is sought to accept the tender.

Recommendation:

That the Executive agrees:

- (a) that the second stage tender submitted by Morgan Sindall Construction in the sum of £6,913,157 be accepted; and
- (b) that the capital budget for the scheme be increased to £7,072,000.

Reason:

This represents good value for money and is within the Cost Plan developed by the Council's cost consultants at the time tenders were invited.

Cost of proposals:

The total cost of the scheme is £7.071m which can be met from within the revised capital budget and is defrayed in part by a funding contribution of £2m from the Solent Local Enterprise Partnership under the Local Growth Deals scheme.

Confidential Appendix A:	Tender report from cost consultants, Baqus
Background papers:	None
Reference papers:	Report to the Executive 6 th June 2016 Confidential report to Director of Finance and Resources for decision - 15 th February 2017 Full Business Case in support of a funding application to the Solent Local Enterprise Partnership

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	05 June 2017
Subject:	Fareham Innovation Centre Phase 2 - Acceptance of Stage 2 Tender
Briefing by:	Director of Finance and Resources
Portfolio:	Policy and Resources

INTRODUCTION

1. Fareham Innovation Centre has been remarkably successful. It was fully occupied well ahead of schedule and within 10 months of completion and there is now a waiting list of 20 businesses requesting space within the Centre, together with a number of existing businesses needing space to expand.
2. Due to this success, the Executive agreed on 6th June 2016 to develop a second phase at an estimated cost of £6.6m and granted authority to proceed with pre-construction design works. Accordingly, architects, M&E consultants, Structural and Civil Engineering consultants, Construction Project Management and Cost consultants were appointed to develop the scheme up to tender stage.

INNOVATION CENTRE PHASE 2

3. Initial design work proceeded quickly in close liaison with the current centre operators, Oxford Innovation. It quickly became clear that the initial concept of converting two of the existing workshops into a conference suite was not a practical solution and the new design therefore proposed a second floor conference suite in the new building including a terrace with views over the airport. The ground and first floors of the new building comprised 33 offices and 5 workshops arranged around a central courtyard and with a covered link into the existing building.
4. Consequently, the proposed building has grown in size by 13% from 3,000m² to 3,400m². A revised Cost Plan was developed by the cost consultants and the estimated cost rose by about 7% from £6.6m to £7.076m. While it represents a higher overall cost, the development cost per metre has reduced through economies of scale. The extra space being developed is lettable and will therefore result in a higher level of return. The conference suite was considered an essential part of the scheme as the current Centre has to turn down a lot of business as its current facilities are not big enough. This also comprised a key element of the funding bid to the Solent LEP described below.
5. A planning application for the scheme was submitted in November 2016 and consent was granted on 22nd February 2017.

6. The Daedalus Members Working Group, which meets bi-monthly has been kept informed of progress and has approved the design, the revised Cost Plan and the tender process.

LOCAL GROWTH DEAL FUNDING

7. During the course of 2016, the Solent LEP invited funding bids under the Innovation Fund of the Solent Local Growth Deal. An outline bid was submitted which was considered to be a good fit with the objectives of the Fund and as a result a full business case was submitted on 31st October.
8. The business case was based on the updated design of the scheme, together with the revised cost proposal. Key elements of the bid were the provision of business support for new and expanding businesses, providing additional space for new businesses to prosper and expand and the provision of the conference suite which could act as a showcase for the Enterprise Zone.
9. The total project cost was estimated to be £7.226m. This included the revised Cost Plan for construction of £7.076m and a contribution of £150,000 from the Centre operators, Oxford Innovation, for fitting out costs. A bid was made in the sum of £2m towards these total costs.
10. The business case was subjected to a comprehensive due diligence exercise by the LEP and was approved by its Board on 16th December 2016. The approval was subject to a number of conditions, which have all now been satisfied. Accordingly, a Funding Agreement has been put in place and an advance payment was received on 31st March 2017.

THE TENDER PROCESS

11. The project was tendered under the Southern Construction Framework, an OJEU compliant process, using a two stage Design and Build tender. Expressions of interest were invited from contractors on the Framework and four responded. All four were invited to tender for the first stage on 12th January 2017 and tenders were submitted on 27th January with interviews taking place on 3rd February. This first stage covered the selection of a contractor by mini competition to provide pre-construction services on a fee basis including open book sub contract tendering.
12. The tenders were subject to a comprehensive evaluation and, as a result, the Director of Finance and Resources agreed on 15th February, under delegated authority, to accept a tender from Morgan Sindall Construction as representing the best combination of quality and cost.
13. Since that time, Morgan Sindall Construction has been working very fast and in close liaison with council officers and Oxford Innovation to progress the detailed design for the scheme, undertake site investigation work and tendering packages for the various elements of the construction. They have also embarked on a package of enabling works on site to break up and remove the existing hardstanding areas and to create new parking and access arrangements to ensure that the existing Innovation Centre can continue to operate effectively during construction works.
14. Following the receipt of all of the tendered packages, they have now submitted a tender cost for the construction works under Stage 2 of the process. This tender is in the sum of £6,913,157. This is the total tender sum and includes all of the pre-construction costs previously agreed at Stage 1.

15. The Council's cost consultants have undertaken a thorough analysis of the tender sum, ensured that it is arithmetically correct, and achieved some savings from the initial figure which have resulted in the final sum. They therefore recommend it to the Council for acceptance. More details concerning the tender analysis are contained in the confidential appendix.
16. The total scheme costs are now as follows:

Construction cost	£6,913,157
FBC direct professional fees (Architects, M&E, Structural and Civil Engineering consultants, Project Management, QS)	£134,790
Demolition costs	£3,984
Surveys	£1,437
Planning fee	£18,095
Total	£7,071,463

17. This is slightly below the latest Cost Plan estimate of £7.076m, which formed the basis of the funding submission to the Solent LEP. However, for the reasons described in paragraph 4 relating to the much larger size of the building, it is around 6% higher than the capital budget previously agreed by the Executive. Although the Director of Finance and Resources was granted authority to approve a tender if it was within the capital budget, as this is not the case, the Executive is asked to approve it.

FINANCIAL IMPLICATIONS

18. The total cost of the scheme is now £7,071,463 and the capital budget will need to be amended to take this into account. However, the approved funding from the LEP of £2m will offset this figure and will reduce the Council's borrowing requirements to £5,071,463.
19. The increase in the capital cost will see a commensurate increase in the return from the operation of the Centre. Following discussions with Oxford Innovation, it is estimated that the overall return to the Council over the first 10 years of its operation will be £3.358m, with a total payback period of approximately 15 years.

CONCLUSIONS

20. The success of Fareham Innovation Centre and the waiting list of businesses requiring space and those wishing to expand within the Centre have demonstrated the need for a second phase. Plans for this are well advanced. Detailed design work is now complete, planning consent has been obtained, a pre-construction contract has been entered into and enabling works on site are underway. In addition, a funding contribution of £2m has been secured from the Solent LEP under the Local Growth Deal. The total capital cost of the scheme including all fees, surveys etc is £7,071,463 and the Executive is now recommended to accept the construction cost tender of £6,913,157 from Morgan Sindall Construction.
21. This will enable the contractor to continue work on the scheme in order to meet the programme of completion by the end of March 2018. Any later than this will mean that

the Centre will not qualify for the 5 year business rate holiday that is currently a feature of Enterprise Zones but which comes to an end for businesses not in occupation by then.

Enquiries:

For further information on this report please contact Andrew Wannell (Ext 4620)

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 05 June 2017

Portfolio:	Policy and Resources
Subject:	Renewal of Business Improvement District - Segensworth
Report of:	Director of Planning and Regulation
Strategy/Policy:	Corporate Strategy
Corporate Objective:	Maintain and Extend Prosperity

Purpose:

This report outlines the provision for a ballot and subsequent levy collection arrangements necessary to renew the Business Improvement District at Segensworth.

Executive summary:

The Segensworth Business Forum (SBF) established a Business Improvement District (BID) at Segensworth for a five year period commencing in July 2007. The BID was renewed following a ballot held in July 2012 and a further BID proposal has now been submitted.

The renewal of the BID will necessitate another formal ballot of the businesses in the Segensworth area. A positive vote would enable the continuation of the voluntary business levy to fund projects identified by the business community. The ballot and the levy collection processes will require contributions of time and resources from Fareham Borough Council.

Recommendation:

That the Executive:

- (a) notes the success of the Segensworth Business Improvement District in achieving business collaboration, funding the provision of local infrastructure, generating local business services and contributing to the success of the Fareham economy;
- (b) agrees that the Segensworth Business Improvement District will be administered by Fareham Borough Council including the running of the ballot and the collection of the subsequent levy, subject to a positive ballot result; and

- (c) agrees to request a proportional annual contribution of £300 from Winchester City Council and to meet the remainder of costs from the General Fund, which will be a demonstration of ongoing support of the BID and the benefits brought to the Segensworth area and its businesses.

Reason:

To facilitate investment by the business community in the Segensworth area via the mechanism of renewing the Business Improvement District.

Cost of proposals:

The contribution of Fareham Borough Council to facilitate the ballot (as required by the Business Improvement Districts (England) Regulations 2004), can be accommodated within existing resources and the annual costs of levy collection will be met by a financial commitment of £5,000 from the General Fund.

Background papers: File of correspondence from Segensworth Business Forum incl. BID Proposal 2017

Reference papers: Business Improvement Districts (England) Regulations 2004
Report to Executive 4 April 2011- Renewal of Business Improvement District - Segensworth

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	05 June 2017
Subject:	Renewal of Business Improvement District – Segensworth
Briefing by:	Director of Planning and Regulation
Portfolio:	Policy and Resources

INTRODUCTION

1. The Segensworth Business Improvement District (BID) is due for renewal in July 2017.
2. The process of balloting and levy collection will require the input of officer time and financial resources from Fareham Borough Council and Winchester City Council.

REGULATIONS

3. The Business Improvement Districts (England) Regulations 2004 make provision for the creation and renewal of business improvement districts. BIDs are provided for in Part 4 of the Local Government Act 2003 as areas within which projects specified in the BID arrangements are to be carried out for the benefit of that district or those who live, work or carry on any activity in the district. Those projects are to be financed (in whole or in part) by a BID levy imposed on the non-domestic ratepayers, or a class of such ratepayers in the district. A business improvement district may only be established where those entitled to vote approve the BID proposals.
4. Any expense incurred in relation to the holding of a ballot under the BID Regulations is to be met by the relevant billing authority (Regulation 20). There is no provision in the regulations for recovering the costs, except in circumstances where there is a “no” vote and less than 20% of those entitled to vote have voted in favour or where the Secretary of State declares a BID ballot void (Regulation 10).

The Regulations also provide for administration of the BID levy (Regulation 15), requiring the billing authority to keep a BID Revenue Account carrying to the debit of the account an amount equal to the expenditure of the authority for the year in respect of the BID arrangements. Hence the expenditure of the authority in respect of the BID arrangements could be recovered from the BID levy, but the Executive has not previously sought to recover these costs from the Segensworth Business Forum.

HISTORY AND ACHIEVEMENTS

5. The Segensworth Business Forum (SBF) was formed in 2005 with the aim of identifying common business issues and undertaking projects identified by the business community. In 2007 the SBF successfully promoted the Segensworth BID to the 246 separately rated business premises in the defined area that includes businesses falling in both Fareham and Winchester Council areas.
6. In April 2006, the Area Investment Framework (AIF) for Southeast Hampshire agreed grant funding for the appointment of a project manager to work with the SBF to undertake the preliminary work to pave the way for the creation of a BID at Segensworth.
7. In May 2006 a BID Project Manager was appointed with the task of marketing the project to the business community, building business support, generating a business plan to respond to the priority issues identified and preparing the way for a successful vote in favour of the BID levy. The project manager reports to a steering group of businesses, also attended by local authority representatives, that has established a series of task groups to prepare Transport, Environment, Security and Shared Services proposals for the business plan.
8. The current BID business plan was adopted by SBF in 2012 following the ballot to renew the BID in July 2012. The voting produced a majority in favour of the BID in terms of both business numbers and rateable value in both the Fareham and Winchester areas:

Within FBC - 87% in favour (105 of 279 business premises (45% turnout)

Within WCC - 100% in favour (6 of 15 business premises (40% turnout)

9. The BID levy has yielded approximately £190,000 per annum over the five years period of the project to fund the implementation of the business plan. The BID has implemented a broad programme of projects that has benefitted both the business community and the general area and SBF has become a substantial business lobby.
10. The annual levy for both Fareham and Winchester areas is collected by Fareham Borough Council and transferred directly to the SBF in accordance with the Executive decision in April 2011.

PROPOSAL - BUSINESS IMPROVEMENT DISTRICT - RENEWAL

11. The Segensworth BID expires in July 2017 unless a successful renewal ballot enables the project to continue. The SBF has indicated that it wishes to seek to renew the BID on the basis of a revised business plan. In essence, this involves securing business agreement to a further program of projects for the area that would be funded by a business levy additional to the normal business rates. The resultant revenue generation would fund a program of investment that would be additional to any local authority spending commitments in the area. The decision to renew the BID rests with the businesses themselves; a majority of the businesses must vote in favour (by number and by rateable value).
12. The BID project has brought significant investment in and benefits to the Segensworth Business Area. The BID helps create confidence in the prospects for regional growth through the self-investment of businesses in their business park. The proposed business plan for 2017 - 2022 includes four themes for improvement:

- Developing initiatives to improve transport and access, and safeguard the interests of the Segensworth Estates as transport proposals develop;
 - Increasing business security and preventing crime;
 - Providing a range of shared service support functions that will benefit all businesses;
 - Providing a focal point for communication both within the estates and with outside organisations.
13. The need for collaborative action was identified by the businesses themselves and has been supported by the three local authorities (Fareham, Winchester and Hampshire). The BID vehicle was selected to deliver the outcomes as it is a self-sustaining solution with the further benefit of the process being an equitable one as all businesses contribute and benefit. For the local authority the cost implications are minimal and the potential benefits are significant.
14. For the Borough Council, the renewal of the BID project will initially involve officer time and resources, as the responsible body for the organisation and administration of the ballot and, in the event of a vote in favour, the billing and collection of the levy.
15. The 2006 boundary of the BID remains unchanged with more than 90% of the businesses in the Fareham Borough area with the residue in the Winchester area; in total, there are 246 business premises involved. Whereas the scale of the task is relatively small, provision must be made to secure the necessary resources within election and revenues services.

FINANCIAL IMPLICATIONS

16. Any expenses incurred in relation to the holding of a ballot cannot be recovered but are not expected to be high; there will be costs for printing and postage, but the main cost, that of employee resources, could be met from the Council's existing budgets. There is no provision in the regulations for recovering the costs, except in circumstances where there is a "no" vote and less than 20% of those entitled to vote have voted in favour or where the Secretary of State declares a BID ballot void (Regulation 10).
17. The Regulations require the billing authority to keep a BID Revenue Account carrying to the debit of the account an amount equal to the expenditure of the authority for the year in respect of the BID arrangements. The expenditure of the authority in respect of the BID arrangements is currently estimated to be in the region of £5,000 per annum. As with previous BID periods, it is recommended that the financial commitment be met from the General Fund. It is worth noting that to date the Council has carried out balloting and billing on behalf of Winchester City Council without seeking to recover any costs.
18. The election and revenues services have been involved in the preparation of this report and there are ongoing discussions with the relevant services at Winchester City Council.

CONCLUSION

19. The Segensworth Business Forum has the opportunity to seek the renewal of its Business Improvement District to generate a regular stream of funding from the business community for the benefit of the business area. This presents the Council with the ongoing tasks of facilitating the ballot and collecting the levy. The Executive

is asked to approve making the appropriate provision in the General Fund as a demonstration of ongoing support of the BID and the benefits the BID has brought to the Segensworth area and its business community.

Enquiries:

For further information on this report please contact Claire Burnett (4330) or Leigh Usher (4553).