

FAREHAM

BOROUGH COUNCIL

AGENDA FOR THE EXECUTIVE

Date: Monday, 19 June 2023

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Executive Members:

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

Councillor I Bastable, Streetscene

Councillor Miss J Burton, Health & Public Protection

Councillor D G Foot, Housing

Councillor S D Martin, Planning and Development

Councillor Mrs S M Walker, Leisure and Community

1. Apologies for Absence

2. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the meeting of the Executive held on 05 June 2023.

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. References from Other Committees

To receive any references 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. Leisure and Community

Non-Key Decision

(1) Voluntary Sector Support Fund - Burrridge Community Association
(Pages 9 - 20)

A report by the Director of Leisure and Community.

9. Policy and Resources

Key Decision

(1) Solent Airport Investment Programme (Pages 21 - 36)

A report by the Director of Planning and Regeneration.



A WANNELL
Chief Executive Officer

www.fareham.gov.uk

09 June 2023

For further information please contact:
Democratic Services, Civic Offices, Fareham, PO16 7AZ
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FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 5 June 2023

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
I Bastable, Streetscene
Miss J Burton, Health & Public Protection
D G Foot, Housing
Mrs S M Walker, Leisure and Community

Also in attendance:



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor S D Martin.

2. MINUTES

The minutes of the meeting of the Executive held on Monday 15 May 2023 were tabled at the meeting for consideration.

RESOLVED that the minutes of the meeting of the Executive held on 15 May 2023 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements.

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. REFERENCES FROM OTHER COMMITTEES**Leisure and Community Scrutiny Panel – 31 May 2023**Minute 7 – Award of Contract Fareham Live

-
A reference was received in respect of this item which is Exempt by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 – Information relating to the financial or business affairs of any particular person and category 7A (information which is subject to an obligation of confidentiality) of Schedule 12A Local Government Act 1972 and the Council's Access to Information Procedure Rules.

8. LEISURE AND COMMUNITY**(1) Award of Contract: Fareham Live**

The comments of the Leisure and Community Scrutiny Panel were taken into account in considering this item.

The Executive Member for Leisure and Community highlighted an amendment to page 1 of the report which should read "Following the withdrawal of BH Live as the Council's preferred operator on the 20 October 2022, the Council has undertaken a new procurement exercise"

The Executive Member for Leisure and Community placed on record her sincere thanks to all who have been involved with this project so far.

The Executive Leader brought the Executive Members' attention to a slight change to the recommendation (c) of the report to amend the words "in consultation..." with "following consultation...".

RESOLVED that the Executive agrees that:

- (a) the tender submitted by the contractor ranked 1st as set out in the confidential Appendix A to the report, being the most advantageous tender received, be accepted and the contract awarded to the company;
- (b) the contractor ranked 2nd, as set out in confidential Appendix A to the report is appointed as reserve bidder; and
- (c) permission for agreement to make minor amendments to the contract with the preferred bidder be delegated to the Director of Leisure and Community following consultation with the Executive Member for Leisure and Community.

9. STREETSCENE

- (1) Streetscene Sustainable Pesticide Use

RESOLVED that the Executive notes the content of the report.

(The meeting started at 6.00 pm
and ended at 6.08 pm).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 19 June 2023

| | |
|------------------------------|--|
| Portfolio: | Leisure and Community |
| Subject: | Voluntary Sector Support Fund - Burrridge Community Association |
| Report of: | Director of Leisure and Community |
| Corporate Priorities: | Strong, safe, inclusive and healthy communities |

Purpose:

To consider an application to the Council's Voluntary Sector Support Fund from Burrridge Community Association.

Executive summary:

In April 2023, as part of the report on Voluntary and Community Support Services, the Executive approved the allocation of £7,500 from the Community Fund budget to which local charitable organisations can apply to secure their first year's membership to Action Hampshire and/or access their specialist advice around a governance issue of particular concern. These applications were to be considered by the Executive Member for Leisure and Community.

An application to this Fund has been received from Burrridge Community Association, a local charitable organisation.

Recommendation/Recommended Option:

It is recommended that the Executive approves the following:

- (a) the award of £30 from the Voluntary Sector Support Fund to fund Burrridge Community Association's first year of membership to Action Hampshire; and
- (b) the award of £372 from the Voluntary Sector Support Fund to fund Burrridge Community Association's access to specialist governance support from Action Hampshire when required.

Reason:

This application meets the criteria of the Voluntary Sector Support Fund.

Cost of proposals:

The cost of this application is £402, which can be met from the Voluntary Sector Support Fund budget.

Appendices: **Appendix A – Burrridge Community Association's Accounts 2021-2022**

Appendix B – Burrridge Community Association's Constitution

Background papers: **None**

Reference papers: **Report to the Executive 3April 2023, Voluntary Community Support Services**

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

| | |
|---------------------|---|
| Date: | 19 June 2023 |
| Subject: | Voluntary Sector Support Fund - Burrridge Community Association |
| Briefing by: | Director of Leisure and Community |
| Portfolio: | Leisure and Community |

INTRODUCTION

1. In April 2023, as part of the report on Voluntary and Community Support Services, the Executive approved the allocation of £7,500 from the Community Fund budget to which local charitable organisations can apply to secure their first year's membership to Action Hampshire and/or access their specialist advice around a governance issue of particular concern.
2. This Voluntary Sector Support Fund was established to enable the Borough's voluntary and community sector to access support to thrive to the best of its ability.
3. The criteria for an application to this Fund is that; the group provides a service to residents within the Borough of Fareham; the group is able to supply the constitution and annual accounts for their organisation; the group is able to demonstrate the need for specialist advice; the group is **not** a profit-making organisation; and the group has turnover of less than £250,000.
4. Applications to the Support Fund are delegated to the Executive Member for Leisure and Community by virtue of the report presented to the Executive at its meeting on 3 April 2023.

Background

5. An application to the Voluntary Sector Support Fund has been received by Burrridge Community Association. The object of the Association, as listed in the constitution, is to 'promote the benefits of the inhabitants of Burrridge and the neighbourhood together....in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation....'
6. To meet these objects, the Association manages Burrridge Village Hall, a community centre located within Burrridge.
7. At the Community Association's AGM on 28 April, following a period of concern within the existing committee, a new Trustee Board was formed. This reinvigorated team is committed to increasing usage of the Hall and stabilising the accounts.

8. To ensure the Association's constitution is fit for future purpose and the Trustees have access to support to help resolve outstanding issues with contractors and previous decisions made by former committee members, the Community Association has made an application to the Voluntary Sector Support Fund to join Action Hampshire.
9. The latest accounts available for the Association list an income for the year 2021-2022 of £27,138.32. Fees for membership to Action Hampshire are dependent on the income of the organisation. If an organisation turns-over less than £50,000 per year, the fee for one year is £30.
10. The application requests funding of £30 to fund Burrridge Community Association's first year's membership to Action Hampshire in addition to £372 to fund a day's focussed one-to-one support by Action Hampshire.

Approval of Award

11. The report presented to the Executive at its meeting on 3 April 2022 delegated authority to the Executive Member for Leisure and Community to consider and approve applications for the Voluntary Sector Support Fund.
12. At the current time, both the Executive Member for Leisure and Community and the Executive Leader have stepped in to help stabilise Burrridge Community Association and have become temporary Trustees to aid this process. As the Executive Member has declared a Disclosable Pecuniary Interest and as such cannot participate in decision making in relation to this award. Under the Council's Constitution the decision is automatically 'referred up' to the Executive from where the delegation on decision making was made.

Conclusion

13. The Voluntary Sector Support Fund was established to enable the Borough's voluntary organisations to thrive to the best of their ability.
14. The application for a total of £402 by Burrridge Community Association meets the criteria for an application; the Association has supplied their constitution and annual accounts; they are able to demonstrate the need for specialist advice; the Association is **not** a profit-making organisation and has turnover of less than £250,000.
15. The £402 can be met from the available allocation for the Voluntary Sector Support Fund.

Enquiries:

For further information on this report please contact Emma Bowler, Leisure and Community Manager on 01329 824440 or Claire Benfield, Leisure and Community Officer on 01329 824495.

Appendix A – Burridge Community Association's Accounts 2021-2022

Burridge Community Association Income and Expenditure Statement 01/04/2021 to 31/03/2022

| Income | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-21 to Mar-22 |
|------------------------|---|-----------|-----------|-----------|------------|-----------|-----------|------------|------------|-----------|-----------|-----------|------------------|
| Hall hire and events | £1,157.50 | £1,046.75 | £1,709.75 | £1,085.00 | £487.50 | £918.00 | £1,566.25 | £850.00 | £2,779.75 | £913.75 | £1,637.50 | £3,210.00 | £17,779.75 |
| Utilities | | | | | | | | | | £2,043.87 | | | £2,043.87 |
| Remittance and Grants | £76.40 | £240.00 | | | | £1,026.00 | | | | | | | £1,342.40 |
| Loan | | | £1,000.00 | | | | | | | | | £3,000.00 | £4,000.00 |
| Total | £1,233.90 | £1,286.75 | £1,709.75 | £1,085.00 | £487.50 | £1,944.00 | £1,566.25 | £850.00 | £2,779.75 | £1,967.62 | £1,637.50 | £6,210.00 | £27,138.32 |
| Expenditure | | | | | | | | | | | | | |
| Rates and Utilities | £1,589.78 | £238.75 | £626.35 | £661.30 | £65.79 | £1,947.10 | £57.79 | £616.49 | £8,481.00 | £1,901.75 | | £4,544.81 | £16,142.74 |
| Insurance and Licences | £118.58 | | | | | | | | | | | | £118.58 |
| Maintenance | £257.60 | | | | | | | £484.57 | | £368.00 | £74.94 | | £1,085.11 |
| Repairs | £144.00 | | | | | | | £166.00 | | | | | £310.00 |
| Cleaning and Sundries | | £1,134.30 | £686.47 | £884.74 | | | £1,886.05 | £664.75 | | £764.00 | £464.40 | £1,342.18 | £7,226.94 |
| Consumables | | | £485.46 | | | | | | | | | £181.00 | £667.46 |
| Construction | £7,616.42 | | | | £27,196.18 | £1,005.00 | £1,036.34 | £30,512.00 | £11,817.40 | £4,400.00 | | | £65,683.33 |
| Hall hire repayment | | | | | | | | | | | | | £0.00 |
| Total | £9,876.33 | £1,583.05 | £1,791.28 | £1,671.04 | £27,261.95 | £2,051.34 | £2,983.13 | £12,473.61 | £14,820.40 | £6,664.75 | £569.34 | £6,048.79 | £87,835.82 |
| Annual balance | | | | | | | | | | | | | |
| Brought forward | | | | | | | | | | | | | -£60,697.50 |
| | | | | | | | | | | | | | £28,740.02 |
| Loan | | | | | | | | | | | | | £11,000.00 |
| Balance C/Fwd | | | | | | | | | | | | | £14,042.52 |
| Income | | | | | | | | | | | | | |
| Hall hire and events | Weekly Hires, Parties | | | | | | | | | | | | |
| Utilities | Water, Electricity | | | | | | | | | | | | |
| Remittance | Council remittance for roof leak damage to toilets | | | | | | | | | | | | |
| Grants | COVID grant | | | | | | | | | | | | |
| Loan | Bosch hall loan | | | | | | | | | | | | |
| Expenditure | | | | | | | | | | | | | |
| Rates and Utilities | Lease, Rates, Water, Electricity, Gas, Waste collection | | | | | | | | | | | | |
| Insurance and Licences | Hall insurance (Allcover), Music Licence (PPL) | | | | | | | | | | | | |
| Maintenance | Fire alarms (First Contact Fire), Out of Hours Fire Alarms (Kastrol Guards) | | | | | | | | | | | | |
| Repairs | Electrician, Plumber | | | | | | | | | | | | |
| Cleaning and Sundries | | | | | | | | | | | | | |
| Consumables | Notice boards | | | | | | | | | | | | |
| Construction | Fire doors, Toilets, Hall Storage | | | | | | | | | | | | |
| Hall hire repayment | Depository returns | | | | | | | | | | | | |

Appendix B – Burridge Community Association's Constitution

Constitution of BURRIDGE Community Association

Adopted 6th March 2008

CONSTITUTION OF BURRIDGE COMMUNITY ASSOCIATION

1. NAME

The name of the charity is the Burridge Community Association (hereinafter called "the Association").

2. OBJECTS

The objects of the Association are to:

- (a) promote the benefit of the inhabitants of Burridge and the neighbourhood together (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- (b) establish, or secure the establishment of, a Village Hall (hereinafter called "the Hall") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.
- (c) promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion.

3. POWERS

In furtherance of the said objects, but not otherwise, the Association shall have power to:

- (a) bring together in conference representatives of voluntary organisations, Government departments, statutory authorities and individuals;
- (b) arrange and provide for, either alone or with others, the holding of exhibitions, meetings, lectures, classes, seminars or training courses, and all forms of recreational and other leisure time activities;
- (c) collect and disseminate information on all matters relating to its objects, and to exchange such information with other bodies having similar objects whether in the United Kingdom or elsewhere;
- (d) write, print or publish, in whatever form, such papers, books, periodicals, pamphlets or other documents, including films and recorded material, as shall further its objects, and to issue or circulate the same whether for payment or otherwise;
- (e) purchase, take on lease or in exchange, hire or otherwise lawfully acquire such property or other rights and privileges as may be necessary for the promotion of its objects, and to construct, maintain or alter the same, SUBJECT TO the provisions of Clause 18 hereof;
- (f) make regulations for the proper supervision, control and management of any property which may be so acquired;

Appendix B – Burrridge Community Association's Constitution

- (g) sell, let, dispose of or turn to account all or any of its property or assets SUBJECT TO such consents as may be required by law;
- (h) raise funds and invite or receive donations and contributions, whether by subscription or otherwise, PROVIDED THAT the Association shall not undertake or in any way engage in any permanent trading activities in raising funds for its charitable objects;
- (i) support any charitable trusts, associations or institutions formed for all or any of the objects;
- (j) receive money on deposit or loan or overdraft, in such manner as the Association may think fit, SUBJECT TO such consents or on such conditions as may be required by law;
- (k) invest money not immediately required for its objects in or upon such investments, securities or property as the Association may think fit, SUBJECT NEVERTHELESS to such conditions (if any) as may for the time being be imposed by law;
- (l) borrow money, and SUBJECT TO such consents as may be required by law, to charge all or any of the property of the Association with the repayment of money so borrowed.
- (m) subject to clause 14 hereof, employ such persons as are necessary for the proper pursuit of the objects and make all reasonable and necessary provision for the payment of pensions and superannuation for staff and their dependants;
- (n) remunerate any member of the General Committee for services rendered to the Association PROVIDED THAT:
 - i) such member shall not be present at or take part in any discussions or decision relating to such remuneration;
 - ii) any decision to remunerate such member shall be taken unanimously by the other members present and voting at the meeting at which the decision is made;
 - iii) the other members are satisfied that the level of remuneration is reasonable and proper having regard to the services rendered by such member to the Association;
 - iv) the other members are satisfied that the services rendered to the Association are of special value to the Association having regard to such member's ability, qualifications, or experience and/or to the level of remuneration for which he/she has agreed to provide them;
 - v) the number of such members for the time being in receipt of remuneration shall not exceed a minority of the members of the General Committee.
- (o) insure and arrange insurance cover and to indemnify its employees and voluntary workers from and against all such risks incurred in the course of the performance of their duties as may be thought fit.
- (p) provide indemnity insurance for the members of the General Committee (or any of them) out of the funds of the Association PROVIDED THAT any such insurance shall not extend to any claim arising from any act or omission which the members of the General Committee (or any of them) knew to be a breach of duty or breach of trust or which was committed by members of the General Committee (or any of them) in reckless disregard of whether it was a breach of duty or breach of trust or not.
- (q) affiliate to the National Federation of Community Organisations (Community Matters) and to other organisations with similar charitable objects.
- (r) do all such other lawful things as shall further the charitable objects of the Association.

4. MEMBERSHIP

- (a) Membership shall be open, irrespective of sex, sexual orientation, race, nationality, or political, religious or other opinion to:
 - (i) individuals aged eighteen years and over:
 - (a) who live within the area of benefit, who shall be known as Full members;
 - (b) who live outside the area of benefit, who shall be known as Associate members, and who may attend as observers but who shall not have the right to vote at General Meetings of the Association, PROVIDED THAT they shall have power to elect one of their number to represent them and vote on their behalf at General Meetings and at meetings of the General Committee.
 - (ii) individuals aged under eighteen years, whether living within or outside the area of benefit, who shall be known as Junior members and who may be admitted to membership subject to such conditions as the General Committee may decide. They shall have the power to elect two of their number to represent them, without the right to vote, at meetings of the General Committee. Any Junior members may also attend General Meetings as observers but shall not have the right to vote.
 - (iii) associations and organisations, whether corporate or unincorporated, (and including branches of national or international organisations) which operate solely or in part within the area of benefit, are voluntary or non-profit-distributing and which wish to support the objects of the Association, which shall be known as Affiliated Groups;
 - (iv) the Statutory Authorities in whose administrative area the area of benefit lies.
- (b) Each member organisation as set out in Clause 4 (a) (iv) above and each Section established in accordance with Clause 6 below shall appoint one individual person being a member thereof to represent it and vote on its behalf at meetings of the General Committee and at General Meetings of the Association; and may appoint an alternate being a member thereof to replace its appointed representative as an observer at such meetings if the appointed representative is unable to attend. In the event of such individual person resigning or leaving a member organisation or Section he or she shall forthwith cease to be a representative thereof. The member organisation concerned shall have the right to appoint a new representative, informing the Secretary in writing.
- (c) Individual members admitted under Clause 4 (a) (i) (a) or elected as voting representatives under Clause 4 (a) (i) (b), and representatives appointed under Clause 4 (b) above shall hereafter be referred to as 'members with power to vote'.

5. SUBSCRIPTIONS

All individual members and Affiliated Groups shall pay such subscriptions as the General Committee may from time to time determine.

Appendix B – Burrridge Community Association's Constitution

6. SECTIONS

Sections shall be such groups of individual members as may, with the permission of the General Committee, be formed within the Association for the furtherance of common activities. The General Committee shall determine the terms of reference and functions of each such Section and the duration of its activities.

7. RESIGNATION AND TERMINATION OF MEMBERSHIP

- (a) Any member of the Association may resign his/her membership and any representative of a member organisation or Section may resign such position, by giving to the Secretary of the Association written notice to that effect.
- (b) The General Committee may, by resolution passed at a meeting thereof, terminate or suspend the membership of any member, if in its opinion, his/her conduct is prejudicial to the interests and objects of the Association, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the General Committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

8. GENERAL MEETINGS OF THE ASSOCIATION

(a) Annual General Meetings:

Once in each calendar year, an Annual General Meeting of the Association shall be held at such time and place as the General Committee shall determine, being not more than fifteen months after the adoption of this constitution and thereafter the holding of the preceding Annual General Meeting. At least 21 clear days' notice shall be posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit.

The business of each Annual General Meeting shall be:

- (i) to receive the Annual Report of the General Committee, which shall incorporate the accounts of the Association referred to below, and give an account of the work of the Association and its activities during the preceding year;
- (ii) to receive the accounts of the Association for the preceding financial year;
- (iii) to elect the Honorary Officers of the Association in accordance with Clause 9 hereof; nominations for which shall be delivered to the Honorary Secretary, signed by the nominee, proposer and seconder at least 7 clear days before the Meeting;
- (iv) to note the names of the persons appointed/elected to serve as members of the General Committee under clause 10 (a) (ii) - (iv) hereof;
- (v) to elect representatives of Full members to serve on the General Committee, in accordance with Clause 10 (a) (v) hereof;
- (vi) to appoint one or more qualified auditors or independent examiners for the coming year to audit or examine the accounts of the Association in accordance with the Charities Act 1993 (or any statutory modification or re-enactment of that Act);

- (vii) to consider and vote on any proposals to alter this constitution in accordance with Clause 23 hereof;
- (viii) to consider any other business of which due notice has to be given;
- (ix) to receive the Trustees' report for submission to the Charity Commission;
- (x) to appoint three Holding Trustees who shall be eligible for re-election annually.

(b) Special General Meetings:

The Chairman of the General Committee may at any time at his/her discretion and the Secretary shall within 21 days of receiving a written request so to do signed by not less than thirty members with power to vote and giving reasons for the request, call a Special General Meeting of the Association to consider the business specified on the notice of meeting and for no other purpose. At least 14 clear days' notice shall be posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit.

(c) Voting at General Meetings:

New members may only vote at General Meetings after a period of at least 28 days has elapsed after payment by them of their first subscription.

9. HONORARY OFFICERS

- (a) Only members of the Association aged eighteen years and over shall be eligible to serve as Honorary Officers.
- (b) The members with power to vote present at the Annual General Meeting shall elect such Honorary Officers as the Association may from time to time decide who shall serve in their respective capacities as Honorary Officers of the General Committee and of any Executive Committee which may be established in accordance with Clause 11 hereof. Such Honorary Officers may be appointed as members of any sub-committee established in accordance with Clause 12 hereof.
- (c) An Honorary Officer shall cease to hold office if he/she notifies the Secretary of the Association in writing of his/her resignation.
- (d) If a vacancy occurs by death, resignation or disqualification among the Honorary Officers of the Association or of the General Committee, the General Committee shall have the power to fill it from among its members.
- (e) Subject to sub-clause (c) of this clause, all Honorary Officers shall hold office until the conclusion of the next Annual General Meeting of the Association and shall be eligible for re-election.

10. THE GENERAL COMMITTEE

Subject to the provisions of Clause 8 hereof the policy and general management of the affairs of the Association shall be directed by a General Committee, which shall meet not less than four times a year. The General Committee shall have power to enter into contracts for the purposes of the Association on behalf of all members and may exercise on behalf of the Association any or all of the powers enumerated in Clause 3 hereof.

Appendix B – Burridge Community Association's Constitution

- (a) The General Committee shall consist of:
- (i) the Honorary Officers elected under Clause 9 hereof; namely Chairman, Vice-chairman, Honorary Treasurer, Honorary Secretary, Bookings Secretary, two Membership Secretaries,
 - (ii) one representative appointed by each Statutory Authority in accordance with Clause 4 (b) hereof;
 - (iii) one representative appointed in accordance with clause 4 (b) hereof by each Section established in accordance with Clause 6 hereof;
 - (iv) one representative of Associate members elected in accordance with Clause 4 (a) (i) (b) hereof;
 - (v) up to four representatives of Full members or such larger number as shall be equal to the number of General Committee members appointed in accordance with sub-clause (a) (ii) and (iii) of this clause to be elected by the Full members present at the Annual General Meeting,
 - (vi) persons co-opted individually by the General Committee who shall serve on the General Committee until the conclusion of the next Annual General Meeting: PROVIDED THAT the number of co-opted members shall not exceed one quarter of the total number of members elected and appointed to the General Committee in accordance with the provisions of this sub-clause and enumerated above;
 - (vii) one Fareham Borough Councillor appointed by Fareham Borough Council.
- (b) All members of the General Committee shall retire from office together at the conclusion of the Annual General Meeting next after the date on which they came into office but they may be re-elected or re-appointed.
- (c) If casual vacancies occur among the elected members of the General Committee it shall have power to fill these from among the members of the Association.
- (d) The proceedings of the General Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option or qualification of any member.
- (e) A member of the General Committee shall cease to hold office if he or she -
- (i) is disqualified from holding such office by virtue of section 72 of the Charities Act 1993 (or any statutory modification or re-enactment of that provision), or
 - (ii) becomes incapable by reason of mental disorder, illness or injury of managing his or her own affairs, or
 - (iii) is absent without the permission of the General Committee from all its meetings held within a period of six months and the General Committee resolves that he/she shall cease to hold office, or
 - (iv) notifies the General Committee in writing of his or her resignation (PROVIDED THAT

The provisions of paragraphs (i) and (ii) of this sub-clause also apply to any individual holding trustee who may be appointed in accordance with Clause 18 (a) below, and of paragraphs (iii) and (iv) of this sub-clause *mutatis mutandis* to any member of any Executive Committee, which may be established in accordance with Clause 11 below.

- (f) Each member of the General Committee shall upon election or appointment to the committee receive a copy of the Association's constitution.
- (g) No persons under the age of eighteen shall be members of the General Committee or of any Executive Committee, which may be established in accordance with Clause 11 hereof, but such persons may be invited to attend meetings of such committees as observers without the right to vote.

12. SUB-COMMITTEES

The General Committee may appoint one or more sub-committees for supervising or performing any activity or service.
In each such case:-

- (a) the General Committee shall define the terms of reference of the sub-committee and may also determine its composition and the duration of its activities;
- (b) all acts and proceedings of the sub-committee shall be reported as soon as possible to the General Committee and/or to any Executive Committee it may have established in accordance with Clause 11 hereof.

13. GENERAL COMMITTEE MEMBERS NOT TO BE PERSONALLY INTERESTED

Except as provided for in sub-clauses 3 (n) and 3 (p):

- (a) no member of the General Committee (otherwise than as a trustee for the Association) shall acquire any interest in property belonging to the Association;
- (b) no member of the General Committee (otherwise than as a member of the General Committee) shall be interested in any contract entered into by the General Committee;
- (c) no member of the General Committee shall receive remuneration.

14. PAID EMPLOYEES

- (a) The General Committee shall have the sole right in exercise of the power conferred by clause 3 (m) hereof of appointing, dismissing, and determining the terms and conditions of service of all employees of the Association.
- (b) An employee of the Association shall not be eligible to be a member of the General Committee, any section committee or any sub-committee of the Association, but may be invited to attend such committees as a non-voting adviser.

Appendix B – Burrridge Community Association's Constitution

15. RULES OF PROCEDURE AT ALL MEETINGS

(a) Voting

Subject to the provisions of Clause 23, any question arising at a meeting of the Association or one of its committees shall be decided by a simple majority of those present and voting. No member shall exercise more than one vote notwithstanding that he or she may have been appointed to represent two or more interests, but in case of an equality of votes the Chairman shall have a second or casting vote.

(b) Quorum

(i) Committee Meetings: one third of the members with power to vote shall form a quorum at meetings of the General Committee and all other committees and sub-committees of the Association.

(ii) General Meetings: ten members with power to vote or one third of the members with power to vote, whichever is the less, shall form a quorum at General Meetings of the Association.

In the event that no quorum is present at an Annual General Meeting of the Association, or the meeting has to be abandoned the meeting shall stand adjourned and be reconvened 7 days later, and those members with power to vote present at that meeting shall be deemed to form a quorum.

(c) Minutes:

Minutes shall be kept by the Association and all its committees and the respective secretary shall enter therein a record of all proceedings and resolutions.

16. STANDING ORDERS AND RULES FOR THE USE OF THE CENTRE

The General Committee shall have power to adopt and issue Standing Orders for the conduct of Association business and/or Rules for the use of the Hall. Such Standing Orders and Rules shall come into operation immediately, provided always that they shall be subject to review by the Association in General Meeting and that they shall be consistent with the provisions of this constitution.

17. FINANCE

(a) All money raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose, PROVIDED THAT nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Association or the repayment of reasonable out-of-pocket expenses incurred on behalf of the Association by employees and volunteers.

(b) An account shall be opened in the name of the Association with the Park Gate branch of the Lloyds Bank plc, or with such other financial institution as the General Committee may from time to time decide. The General Committee shall authorise in writing the Chairman, Treasurer and the Secretary of the Association to sign cheques on behalf of the Association. All cheques must be signed by not less than two of the three authorised signatories.

(c) The Association's financial year shall be from 1st April to 31st March.

19. ACCOUNTS

The General Committee shall comply with its obligations under the Charities Act 1993 (or any statutory modification or re-enactment of that Act) with respect to:

- (a) the keeping of accounting records for the Association;
- (b) the preparation of annual statements of the accounts for the Association;
- (c) the auditing or independent examination of the statements of account of the Association;
- (d) the transmission of the statements of account to the Charity Commission for England and Wales.

20. ANNUAL REPORT AND ANNUAL RETURN

The General Committee shall comply with its obligations under the Charities Act 1993 (or any statutory modification or re-enactment of that Act) with respect to the preparation of an annual report and an annual return and their transmission to the Charity Commissioners for England and Wales.

21. INDEMNITY

In the execution of the trusts hereof no member of the General Committee shall be liable:

- i) for any loss to the property of the Association by reason of any improper investment made in good faith (so long as he/she shall have sought professional advice before making such investment); or
- ii) for the negligence or fraud of any agent employed by him/her or by any other member of the General Committee in good faith (provided reasonable supervision shall have been exercised);

and no member of the General Committee or the Executive Committee shall be liable by reason of any mistake or omission made in good faith by any member of the General Committee or the Executive Committee other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member who is sought to be made liable.

22. DISSOLUTION

If the General Committee by a simple majority decides at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Association it shall call a meeting of all members with power to vote and of the inhabitants of the area of benefit of the age of eighteen years and upwards of which meeting not less than 21 days' clear notice (stating the terms of the resolution to be proposed thereat) shall be posted in a conspicuous place or places in the area of benefit and advertised in a newspaper circulating in the area of benefit and given in writing to the Charity Commissioners for England and Wales and the National Director of the National Federation of Community Organisations (Community Matters). If such decision shall be confirmed by a simple majority of those present and voting at such meeting the General Committee shall have power to dispose of any assets held by or in the name of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards such

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 19 June 2023

| | |
|------------------------------|--|
| Portfolio: | Policy and Resources |
| Subject: | Solent Airport Investment Programme |
| Report of: | Director of Planning and Regeneration |
| Corporate Priorities: | Maintain and extend prosperity |

Purpose:

To review the existing programme of investment at Solent Airport, Daedalus and to consider further investment to address safety and compliance issues and extend the services that the airport offers to its customers.

Executive summary:

The existing programme of investment at Solent Airport, Daedalus was approved on 7 March 2022. Much of this work is now in progress, however some elements require review.

Further investment in the airport is required to enable its continued safe operation and to continue to deliver the Council's Vision to develop a vibrant and sustainable airfield. The proposed programme of investment in the control tower, fuelling facilities and hangarage is required to support existing airside activities.

Recommendation:

It is recommended that the Executive agrees that:

- (a) the Capital Programme allocation for Taxiway Maintenance of £2,700,000 be reduced to £1,700,000;
- (b) the Capital Programme allocation of £1,100,000 for the Aeronautical Ground Lighting System be increased to £2,800,000;
- (c) the Capital Programme allocation of £25,000 for installation of self-fuelling facilities be removed;
- (d) the Capital Programme allocation of £400,000 for aircraft parking be removed;
- (e) £25,000 be added to the Capital Programme for essential repairs to bring Hangar P back into use;

- (f) £165,000 be added to the Capital Programme for new airport fuel supply assets;
- (g) £380,000 be added to the Capital Programme for immediate improvements to the Visual Control Room at the Control Tower on safety grounds; and
- (h) the Director of Planning and Regeneration, following consultation with the Executive Member for Policy & Resources, be delegated authority to award contracts for each of the above Schemes.

Reason:

Investment is required both to ensure the continued safe operation of the airport and to maintain and grow the airport's competitive position by removing some of the identified operational constraints. Proposals for investment in the airport are regularly reviewed to ensure that they remain valid and continue to offer appropriate returns.

Cost of proposals:

The total additional cost of the updated Airport Investment Programme is estimated at £5,523,700, an increase of £833,700 on the previously agreed £4,690,000 programme.

In accordance with the Daedalus Financial Strategy, there are sufficient Daedalus-related capital receipts to fund the increase.

Appendices:

A: CONFIDENTIAL Solent Airport Investment Programme

By virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 - Information relating to the financial or business affairs of any particular person - and category 7A - Information which is subject to an obligation of confidentiality - of Schedule 12A Local Government Act 1972 and the Council's Access to Information Procedure Rules.

It is not in the public interest to publish this information as it would harm the Council's ability to achieve best value on both contracts and rental income in the future, as well as give unfair financial advantage to potential investors in respect of any future competitive bids thus removing the necessary element of market competition that drives best value principles.

Background papers: **CONFIDENTIAL Solent Airport Strategic Review Report 2 – Investment Plan Egis, July 2021**

Reference papers: **None**

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

| | |
|---------------------|---------------------------------------|
| Date: | 19 June 2023 |
| Subject: | Solent Airport Investment Programme |
| Briefing by: | Director of Planning and Regeneration |
| Portfolio: | Policy and Resources |

INTRODUCTION

- On 7 March 2022, Executive approved a £4,700,000 programme of capital investment in the Council's assets at Solent Airport, Daedalus to enable its continued safe operation and to continue to deliver the Council's Vision to develop a vibrant and sustainable airfield. The investment programme will provide facilities and services to support existing airside activities and improve the airport's competitive position by removing some of the identified operational constraints.

| Airport Investment Programme | 2022/23 | 2023/24 | 2024/25 | 2025/26 | Total | Funding Source |
|------------------------------|------------------|------------------|----------|----------------|------------------|--------------------------------|
| | £ | £ | £ | £ | £ | |
| Managed Hangarage | 105,000 | | | | 105,000 | HCA Grant |
| Taxiway Maintenance | | 2,700,000 | | | 2,700,000 | Capital Receipts |
| Aircraft parking | 200,000 | | | 200,000 | 400,000 | HCA Grant and Capital Receipts |
| AGL/PBN | 1,300,000 | | | | 1,300,000 | Capital Receipts |
| Self-Fuelling Facility | 25,000 | | | | 25,000 | HCA Grant |
| Grounds Maintenance Facility | 160,000 | | | | 160,000 | S106 Contribution |
| Total | 1,790,000 | 2,700,000 | 0 | 200,000 | 4,690,000 | |

EXISTING AIRPORT INVESTMENT PROGRAMME

- Much of the work approved last year is in progress:

| Airport Investment Programme | Progress to Date |
|------------------------------|---|
| | |
| Managed Hangarage | Completed |
| Taxiway Maintenance | Urgent works completed. Remainder under contract |

| | |
|------------------------------|-------------|
| Aircraft parking | Not started |
| Aeronautical Ground Lighting | In progress |
| Performance Based Navigation | In progress |
| Self-Fuelling Facility | Not started |
| Grounds Maintenance Facility | In progress |

Taxiway Maintenance

3. £2,700,000 is approved in the Capital Programme to undertake safety improvements to the active taxiways. As advised last year, despite the safety imperative, the tender process for a contract of this value was lengthy. In view of this, a programme of urgent works was identified and undertaken in 2022 at a cost of £20,000.
4. The contract for the remaining works has been let, with the total estimated cost of the project now at a value of £1,700,000, a saving of £1,000,000 on the estimated budget.
5. It is recommended that £1,000,000 be removed from the Capital Programme allocation for taxiway maintenance.

Aeronautical Ground Lighting

6. The installation of aeronautical ground lighting at Solent Airport is an essential strategic investment in line with the Daedalus Vision for Daedalus *“to become a premier location for aviation, aerospace engineering and advanced manufacturing businesses, creating skilled employment opportunities for local people, under-pinned by a vibrant and sustainable airfield”*. The installation of Aeronautical Ground Lighting (AGL) at Solent Airport is a key objective of this Vision and Strategy. AGL, in conjunction with the Performance Based Navigation instrument-based approach procedure considered below, will increase airport movements and help increase the operational viability and usable capacity of the airport by extending the periods during which it can safely be used, especially outside of the summer months. Should the additional capital funding be approved for the installation of AGL, the facility will be open for use in March 2024 and the airport will extend its opening hours to 09.00 – 18.00 year-round.
7. Rambolls UK were appointed in June 2022 to design and project manage the installation of the aeronautical ground lighting. An extensive programme of work is being undertaken. The necessary regulatory consents for the project were received from both Fareham and Gosport Borough Councils in April. Tenders for the installation works were returned on 25 April 2023. Following further clarification from each tenderer, the lowest priced tender is recommended for appointment. Valid for 90 days, the contract award must be made by 24 July 2023.
8. However, the price of the lowest tender takes the overall cost of the scheme over the approved capital programme allocation. This had already been highlighted to the Executive as a risk during consideration of the Capital Strategy report on 6 February 2023.
9. The total estimated cost of the scheme is now £2,800,000, however, the scheme will be value-engineered to deliver it at the lowest possible cost. The Business Case has also been updated to reflect trends as a result of demand and revenue performance in the 2022/23 financial year. Further details are attached at Appendix A.
10. Our Airport Operator, Regional and City Airports Ltd, advises that the runway lighting

will improve the airport's revenue position, primarily by providing certainty that aircraft will be able to land as planned, despite poor weather. This was supported by independent expert consultants, Egis, in 2021. Tenants at the airfield have also highlighted the desirability of AGL to improve the airport's usability during the shorter daylight hours of winter, and in conditions of low cloud and poor visibility. Customers will benefit from more flexibility to plan their use of the airport knowing that, if they run late for example, they will still be able to land. RCA are also aware of a number of potential airport customers and companies who might otherwise have chosen Solent Airport and Daedalus to visit or operate from over the years, but have decided against it because of the risk of needing to divert in poor weather or after dark. The installation of AGL may also attract new tenants to the airport whose operations rely on this level of certainty.

11. With the cost of the scheme increased, and ongoing maintenance and operational costs fully re-evaluated and updated, the Business Case now returns predicted repayment periods of between 11 and 30 years, based on three commercial risk and reward scenarios and the potential to attract new based commercial, charter or repair, maintenance and overhaul (RMO) operators. The most likely scenario predicts a return within 13 years, which is within the expected 15-20 year lifecycle period of the AGL equipment.

Performance Based Navigation

12. Regional and City Airports Ltd were appointed in November 2022 to project manage the introduction of the Performance Based Navigation system, with aviation consultancy Cyrrus contracted to undertake the design and stakeholder management.
13. Discussions are ongoing to gain Civil Aviation Authority (CAA) approval under regulatory documents CAP1961 and CAP1616. These are expected to conclude in December 2023.
14. While the Performance Based Navigation system and Aeronautical Ground Lighting are not interdependent, PBN implementation is less likely to be approved by the CAA without AGL and similarly AGL makes significantly more operational and practical sense if PBN is implemented.
15. A bid for funding from the Civil Aviation Authority's GNSS Rollout Programme in October was unsuccessful. Unfortunately, the funding that the CAA initially expected from the Department for Transport was significantly reduced as other transport objectives were prioritised.
16. Subject to the above, the Performance Based Navigation system is estimated to be operational at Solent Airport next Spring.

Self-Fuelling Facility review

17. The Council's airport operator, Regional and City Airports Limited, had initially recommended that delays in refuelling aircraft during periods of high demand for fuel could be avoided by installing a self-fuelling facility at the existing fuel farm. This would help prevent lost fuel revenue from customers who chose to fuel elsewhere as a result and improve control of late payments and staff efficiency. Competitor airports, such as Popham and Biggin Hill, offer self-serving fuel facilities. A capital programme allocation of £25,000 was approved.
18. However, the proposed location at the fuel farm has since been reviewed and is

considered unsuitable for a self-serve facility due to the limited access to this area. The only access point is Taxiway Echo which must be traversed from Taxiway Bravo or the exit from Runway 23. This is not ideal during peak operations as this would significantly restrict traffic movement to and from the airport. This location could work for self-serve in the future if the existing taxiways were reconfigured, although this may increase emissions from taxiing aircraft. The best location for a self-serve fuelling facility would be close to the Control Tower; however this would have significantly increased costs in terms of civil works, intercept and tanks, in addition to the actual facility itself, and is not considered a worthwhile investment at present.

19. It is recommended that the £25,000 for the installation of self-fuelling facilities be removed from the Capital Programme.

Aircraft Parking review

20. Members approved a capital budget of £400,000 to provide a phased programme of hardstanding on the grass area north of the Control Tower that could be used year-round for aircraft parking. This proposal was intended to improve the services offered at the airport and increase airport revenues.
21. However, given that additional investment is required to address safety and compliance issues at the airport that were not identified in 2022, set out later in this report, it is recommended that the capital programme allocation for the Aircraft Parking Scheme be removed to free up resources for essential capital works. The proposals to improve the airport's services by providing aircraft parking will be revisited once the approved Airport Investment Programme has been delivered.

PROPOSALS FOR ADDITIONAL AIRPORT INVESTMENT

22. The estimated costs for this additional investment have been advised by officers, in dialogue with airport operator RCA, supported by soft-market testing and the provision of budget prices. The estimates include sums for fees, preliminary works and contingency and do not reflect the expected tender prices. Actual costs will be refined as each project progresses through the procurement and contract tendering stages.

Managed Hangarage Review

23. The medium-term strategy for managed hangarage at Solent Airport is to maintain space for at least 24 aircraft on the site identified for Swordfish Business Park in the west of the airfield, returning GA hangars 15 and 16 to tenanted use.
24. Members approved a budget of £105,000 to undertake essential repairs to Bellman 4 and Hangar U, purchase an aircraft tug and demolish Hangar Q. Hangars T and P would be closed temporarily, awaiting additional demand. Further investigation revealed that it was more economic to repair Hangar T and to close Hangar U. The total cost of the works, which were completed in August 2022, and the aircraft tug, was within budget at £93,700.
25. In parallel, the regulatory consents for change of use of GA Hangars 15 and 16 have been sought and the existing tenants are preparing to move across to the west of the airfield. Their relocation to the repaired hangars was delayed for several months due to other commercial interest in Bellman 4 but this eventually fell away.
26. There is growing demand for hangarage at the airport, which can be accommodated by undertaking essential works to Hangar P. This hangar is generally watertight and the

doors operate with relative ease, but it does not comply with current fire safety requirements. A secondary means of escape is required. A badger sett is currently preventing removal of the vegetation around the rear fire door and an alternative fire escape may need to be constructed. The internal partitioning needs to be removed and the hangar cleared of previous users' debris.

27. Repair costs to bring the Hangar P into a safe and usable condition for an additional five or so years have been estimated at £25,000, and completion is estimated at six months from instruction.
28. Confidential Appendix A sets out the business case that supports this proposal and demonstrates a payback period of approximately 2 years.
29. As such, it is recommended that £25,000 be added to the Capital Programme for essential repairs to Hangar P.

Replacement Fuel Bowser

30. The Council is responsible for the supply and maintenance of airport vehicles and, as such, they are subject to the standard inspection and maintenance regime. The vehicle fleet at Solent Airport consists of two fire tenders, a Ford Ranger 4x4, a minibus and a fuel tanker. These vehicles have been excluded from the Council-wide fleet review because they are in the main only operational on private land, have low annual mileage and therefore do not need to be included in a regular fleet replacement programme. However, the 1987 fuel tanker now requires replacement for safety reasons.
31. The sale of aircraft fuel is an essential service offered by the airport. Currently, two types of fuel, AvGas and JetA1, are offered: AvGas, aviation gasoline, is used primarily for small, general aviation aircraft with spark ignition piston engines, while JetA1 is kerosene and used primarily for larger aircraft with turbine engines.
32. JetA1 is supplied to customers using a rigid 9000L fuel tanker, while AvGas is supplied to customers using a bowser towed by the Ford Ranger 4x4. Several alternative options have been considered to reach the budget estimate, with choices around the type and size of mobile unit, replacement with new or used, the potential for carbon reduction and whether to lease or purchase outright. Initial market testing of these options suggests that a smaller 6000L replacement rigid tanker would cost in the region of £165,000 but that a separate new towable bowser and new tow vehicle would offer the best value and would have additional advantages in terms of overall operational resilience and flexibility to meet any changing demand in fuels. However, all options will be explored during the procurement process.

Alternative Aviation Fuel Supply

33. AvGas contains additives, such as Tetra Ethyl Lead (TEL), which can be harmful to the environment. While there is no statutory requirement to monitor emissions for aircraft if they have a certified maximum take-off mass of less than 5,700 kilograms, and thus data is not widely available, there is some pressure on the aviation industry from environmental campaigners to find alternatives to AvGas.
34. Use of lower lead fuels is increasing across the aviation sector. UL91 Octane is already approved by the European Union Aviation Safety Agency (EASA) and at present is suitable for around 55% of aircraft with spark ignition piston engines planes. As such, UL91 would need to be an additional offer to Avgas 100LL for some time. The fuel remains in relatively low demand because it carries a £0.10-15ppl premium and

currently only around 10 UK airports offer it.

35. UL91 could be supplied to Solent Airport by the current AvGas supplier, initially direct into a suitable mobile unit. The best option for enabling this new fuel supply would be the purchase of a new towable bowser that could be towed by the same new tow vehicle that would be used for the JetA1 bowser. Initial market testing appears to show that lease and lease/purchase options are not common for this type of vehicle and that a small 2000L towable bowser may cost in the region of £25,000.
36. The additional costs around this new fuel supply are minimal, but there is no financial benefit from this service enhancement because UL91 sales would simply replace Avgas sales. It is proposed that an additional 2000L towable bowser for the supply of UL91 be added to the tender specification for the Jet A1 replacement vehicles, with the option to lease or to purchase if the Capital Programme allocation is not exceeded.
37. As such, it is recommended that £165,000 be added to the Capital Programme for new airport fuel supply assets.

Visual Control Room

38. Solent Airport became a CAA licensed aerodrome in 2014 and in 2018 an Aerodrome Traffic Zone (ATZ) was established. In 2019, in line with the Council's published Daedalus Vision and Outline Strategy, the service offered from the Control Tower from an Air Ground Communication Service was upgraded to a Flight Information Service.
39. When providing an Air Ground Communication Service, the Radio Operator is reliant on voice reports from pilots to build a picture of the traffic in the local airspace. With a Flight Information Service, pilots are offered a higher level of service, with joining suggestions and a more comprehensive report of local area traffic when operating within the local area and especially when joining the circuit. Pilots remain responsible for the navigation and collision avoidance of the aircraft, but the Flight Information Service Officer (FISO) has regulatory responsibility for taxiing aircraft.
40. Solent Airport's existing Visual Control Room (VCR) is unchanged from when Solent was an unlicensed airfield, without an ATZ and operating only an Air Ground Communication Service. Shortly after the FISO service was introduced, the Council's airport operator, RCA, advised that the VCR made operating the FISO service extremely difficult and built in unnecessary risk. A significant number of Air Ground Communication Service airports in England have better VCRs than Solent Airport and there are no other airports in England that operate a Flight Information Service that have a VCR as poor as that at Solent Airport.
41. In addition to the upgraded Air Traffic Service, the planned growth of the airport has also increased the risk. On a busy day, Solent Airport accommodates as many as 350 movements, with aircraft landing or taking off every 2-3 minutes, together with aircraft taxiing around the airport and aircraft traffic in the local airspace. Reduced demand during the COVID19 pandemic masked the issues in 2020 and 2021, but now traffic levels are returning to 2019 levels. Strategies are in place to increase traffic further at the airport, up to the planning cap of 40,000 movements, to offset the cost of operating the airport with fees and charges for airport users. As traffic increases, so does the risk of incidents.
42. In October 2022, the CAA, concerned about the limited visibility, recommended that a revised risk assessment process be introduced at the airport. As a result, the risk rating

for the VCR has recently been revised from Low to High.

43. The Council must act to address this safety risk. Essentially, there are two options: improve visibility from the Control Tower VCR or permanently reduce the flight service back to Air Ground Communication Service. Given the Council's aspirations for the growth of the airport and its consequent employment benefits, set out in the Daedalus Vision, officers have assessed how the visibility can be improved.
44. In consultation with RCA, officers have considered several options, including improving the existing VCR area, constructing a new VCR on top of the existing tower, constructing a new VCR elsewhere on the airfield and installing a digital tower. The feasibility, practicality, airport operational impacts, safety benefits, high-level specification, regulatory implications, budget costs and delivery programme of each option has been assessed with the key objective being to achieve improved risk rating that is the best value for money and that is sustainable in the long term.
45. It is recommended that £380,000 be added to the Capital Programme for investment into VCR improvement on safety grounds.
46. Assuming the works are approved and added to the Capital Programme, construction will start as soon as practicable after the end of the statutory Call-In period, taking into account any regulatory and airport operational requirements. The CAA approval processes for a new VCR are anticipated to be significant and as such the Capital Programme allocation has been split over the next two years.

FUNDING THE REVISED INVESTMENT PROGRAMME

47. A revised Airport Investment Programme is summarised below:

| Airport Investment Programme | Actuals 2022/23 | Budget 2022/23 | Budget 2023/24 | Budget 2024/25 | Total | Funding Source |
|-------------------------------------|------------------------|-----------------------|-----------------------|-----------------------|------------------|-----------------------|
| | £ | £ | £ | £ | £ | |
| Managed Hangarage | 93,668 | 93,700 | 25,000 | | 118,700 | HCA Grant |
| Grounds Maintenance Facility | | | 160,000 | | 160,000 | S106 Contribution |
| Taxiway Maintenance | 20,134 | 20,100 | 1,679,900 | | 1,700,000 | Capital Receipts |
| AGL | 174,657 | 174,700 | 2,625,300 | | 2,800,000 | Capital Receipts |
| PBN | 12,400 | 12,400 | 187,600 | | 200,000 | Capital Receipts |
| Airport Fuel Supply Assets | | | 165,000 | | 165,000 | HCA Grant |
| Visual Control Room | | | 75,000 | 305,000 | 380,000 | Capital Receipts |
| Total | 300,859 | 300,900 | 4,917,800 | 305,000 | 5,523,700 | |

48. This will be funded as follows:

| Funding Summary | Original | Revised | Difference |
|------------------------|------------------|------------------|-------------------|
| | £ | £ | £ |
| HCA Grant | 330,000 | 283,700 | 46,300 |
| Capital Receipts | 4,200,000 | 5,080,000 | -880,000 |
| S106 Contribution | 160,000 | 160,000 | 0 |
| Total | 4,690,000 | 5,523,700 | -833,700 |

49. Overall, an additional £833,700 funding is needed for the revised programme, which can be funded from Daedalus-related capital receipts in line with the Daedalus Finance Strategy. A total of £330,000 HCA grant funding was originally going to be used but this has now reduced to £283,700 for the revised programme. The purchase of the new fire truck, approved in February and bought in 2022/23 for £23,000, will also be funded from the HCA grant, leaving a balance of £23,300 which will be added to the Daedalus Site Wide capital budget.

CLIMATE CHANGE CONSIDERATIONS

50. The operational carbon footprint for Solent Airport in 2021/22 was 56.2 tCO₂e, with the site's vehicle fleet accounting for 24% of total emissions. The current fuel tanker that needs to be replaced produces around 1.6 tCO₂e per year. Electric options that produce lower emissions will be explored as part of the procurement process, however, they will have to be both commercially viable and meet service requirements.
51. Outside of the proposed investment programme, a draft Climate Change Action Plan is being developed for Solent Airport that aims to identify ways to reduce the sites operational emissions where feasible. As part of this, Hydrotreated Vegetable Oil (HVO), which is a biofuel that significantly lowers carbon emissions and can be used as a direct replacement for diesel, will be rolled out across the airport's operational fleet.

CONCLUSION

52. Proposals for investment in the airport are regularly reviewed to ensure that they remain valid, prioritise safety investments and continue to offer appropriate returns.
53. Much of the existing programme of investment at Solent Airport, Daedalus, approved in March 2022, is now in progress. Further investment in the airport is required to enable its continued safe operation and to continue to deliver the Council's Vision to develop a vibrant and sustainable airfield. As such the original proposal has been reviewed, with some elements removed or deferred in order to fund higher priority requirements.

Enquiries:

For further information on this report please contact Sarah Ward, Head of Strategic Sites (Ext 01329 824668)

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

Document is Restricted

