



FAREHAM BOROUGH
COUNCIL

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Minutes of the Executive

(to be confirmed at the next meeting)

*Minutes of a meeting held on 14 May 2012
in the Collingwood Room, Civic Offices, Fareham*

Present: Councillor S D T Woodward - Policy, Strategy and Finance
(Executive Leader)
Councillor T M Cartwright - Public Protection (Deputy Leader)
Councillor B Bayford - Housing
Councillor K D Evans - Strategic Planning and Environment
Councillor Mrs C L A Hockley - Leisure and Community
Councillor L Keeble - Streetscene

Also in attendance, Councillors:

Miss S Bell (Chairman of Leisure & Community Policy Development
and Review Panel)
Mrs P M Bryant (Chairman of Licensing and Regulatory Affairs
Committee)
P J Davies (Chairman of Housing Tenancy Board) for minute 11 (1)
Mrs M E Ellerton (Chairman of Housing Review Panel)
R H Price, JP for minute 10 (1)

Public Session

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 2 April 2012 ([x-120402-m](#)-refers) be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader reminded the Executive that in previous Jubilee years, Fareham Borough Council has provided commemorative mugs to every primary aged child in the Borough of Fareham. This year however, due to the current financial austerity, it is not possible to do as the cost would be in excess of £10,000. Instead, for the Diamond Jubilee, officers have written to the 44 primary schools across the Borough to offer a framed copy of Her Majesty the Queen's official Jubilee photograph, to display within their school. 11 schools have responded to confirm that they would like the photograph and at an estimated cost of £50.00 per framed photograph, the total cost would be £550.00. The Executive Leader asked the Executive to agree to this in recognition of the Her Majesty the Queen's Diamond Jubilee.

RESOLVED that the Council provides a framed copy of the Queen's official Jubilee photograph to all primary schools within the Borough who advise that they would like one to display within their school.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PETITIONS

There were no petitions presented.

6. DEPUTATIONS

The Executive received a deputation from Mr Jeffrey Sparshott in relation to item 10(1) - Portchester Community Centre - Tennis Courts and Occupation of Existing Building and was thanked accordingly.

The Executive Leader agreed to bring that item for consideration forward on the agenda. (see minute 10(1) below)

7. MINUTES/REFERENCES FROM OTHER COMMITTEES

There were no references from other committees for this meeting.

8. APPOINTMENT OF MEMBERS TO AREAS OF RESPONSIBILITY

The Executive Leader confirmed that his decision to appoint Executive Members to their areas of responsibility, as advised to the Annual Council meeting on 10 May 2012 for the municipal year 2012/13 was as follows:

Strategic Planning and Environment - Councillor K D Evans;
Leisure and Community - Councillor Mrs C L A Hockley;
Housing - Councillor B Bayford;
Public Protection - Councillor T M Cartwright;
Streetscene - Councillor L Keeble; and
Policy, Strategy and Finance - Councillor S D T Woodward.

9. EXECUTIVE APPOINTMENTS

The Executive Leader drew members' attention to the list of appointments to the previous municipal year.

RESOLVED, that the following appointments of Executive Members to the bodies be made for 2012/13:-

- (i) Fareham Museum Joint Management Committee - Councillors Mrs C L A Hockley and B Bayford.
- (ii) Portchester Crematorium Joint Committee - Councillors K D Evans and L Keeble.
(NB. In the past, the Executive has not appointed 'substitute' members to this joint committee. However, the Executive Leader may, if he so wishes, authorise other members of the Executive to act as deputies).
- (iii) Fareham and Gosport Building Control Members' Panel – Councillor T M Cartwright.
- (v) Partnership for Urban South Hampshire (PUSH)

As PUSH is now a formal Joint Committee, the following appointments are required to be made for 2012/13:-

- (a) Joint Committee representatives – Executive Leader (Councillor S D T Woodward) and Deputy Executive Leader (Councillor T M Cartwright);
- (b) Sub-Group Meetings – the appropriate Executive Members (as relevant); and
- (c) Meeting with Key Consultees and similar Consultation Meetings – Councillors S D T Woodward and T M Cartwright.
- (vi) CCTV Partnership - Councillor T M Cartwright.
- (vii) Fareham and Gosport Environmental Health Partnership Panel - Councillor T M Cartwright.

(vii) Housing Tenancy Board

RESOLVED, that Alderman Ernest Crouch be appointed as a co-opted member of the Housing Tenancy Board for 2012/13.

10. EXECUTIVE MATTERS FOR DECISION IN PUBLIC

The Executive considered the following matters for decision and resolved as indicated, in the Notices of Executive Decisions referred to and as set out below:-

Leisure and Community

(1) Portchester Community Centre - Tennis Courts and Occupation of Existing Building - Decision No. [2012/13-1](#)

At the invitation of the Executive Leader, Councillor R H Price, JP addressed the meeting for this item.

RESOLVED, that:-

- (a) the Executive approves the issue of a notice to terminate the occupancy of the Portchester Community Centre and the removal of the Portchester Community Association portacabin with effect from 30 September 2012;
- (b) the Executive approves the removal of the tennis courts to the rear of the Portchester Community Centre, to be funded from the capital fund;
- (c) officers be requested to tender the removal of the tennis courts, and that the award of the contract be delegated to the Director of Community and Streetscene in consultation with the Executive Member for Leisure and Community; and
- (d) that following the opening of the new Community Centre and the removal of the old building, officers consult the local community about the level of support for and the options for installing a new multi-use games area (MUGA) in a sensitively selected and appropriate location within the wider site.

11. Housing

(1) Redevelopment of Collingwood House (Key Decision) - Decision No. [2012/13-2](#)

At the invitation of the Executive Leader, Councillor P J Davies addressed the meeting for this item.

RESOLVED, that the Executive agrees:-

- (a) to proceed with the redevelopment of Collingwood House;
- (b) that a budget of £5 million be set aside for the redevelopment of Collingwood House within the Housing Revenue Account Capital Programme;
- (c) that the Council enter into contract with the Homes and Communities Agency (HCA) through a Framework Delivery Agreement to accept the grant offer of £625,000 with a condition that the scheme is completed before March 2015;
- (d) that the permanent tenants at Collingwood House and Gibraltar Close be given priority Band 0 status within the Housing Nominations scheme to move to suitable alternative accommodation to enable the redevelopment to take place;
- (e) that a Project Manager be appointed (funded from the HCA grant) to advise the Council and oversee the successful delivery of the project;
- (f) to submit a planning application for the redevelopment and seek authority from the Planning Committee for the diversion, and stopping up of any no vehicular public rights of way needed to enable the redevelopment to proceed;
- (g) to authorise the making of any necessary applications under section 247 of the Town and Country Planning Act for the diversion, and stopping up of any public vehicular rights of way (if any);
- (h) that the land shown hatched on the plan in Appendix C, being the access way, is no longer suitable for sheltered accommodation and that it be appropriated under Section 122 of the Local Government Act 1972 to be held for planning purposes to enable the redevelopment of the land;
- (i) to delegate authority to the Director of Finance and Resources to agree terms and authorise the Council to enter into any necessary legal documents relating to the extinguishment of the existing rights of way and the grant of an alternative means of access to adjoining property owners in respect of their vehicular right of way over Gibraltar Close or in respect of any other identified easement that needs to be extinguished to enable the development to proceed; and
- (j) to delegate authority to Director of Community and Streetscene to appropriate the former redevelopment access way from land held for planning purposes to land held for housing purposes under the Housing Act 1985 upon completion of the redevelopment project to facilitate the re use of the former access way as part of the redeveloped land for older persons as it will no longer be required for planning purposes.

- (2) Redevelopment of Broadlaw Walk - Decision No. [2012/13-3](#)

RESOLVED that the Executive agrees:-

- (a) to award a Housing Enabling Grant of £85,000 to First Wessex Housing Association towards the completion of the scheme.
- (b) that the award is subject to First Wessex Housing Association entering into a community use agreement securing the long-term use of Lion Place Community Room.

12. Public Protection

- (1) Street Naming and Numbering - Decision No. [2012/13-4](#)

RESOLVED that the proposed charging scheme set out in Appendix A of the report ([xpp-120514-r08-jsh](#) refers) be adopted and applied to all new postal naming and numbering application received after the 1st June 2012 and that the charging scheme is reviewed annually as part of the budget setting process.

13. Policy, Strategy and Finance

- (1) Localisation of Council Tax Support - Decision No. [2012/13-5](#)

RESOLVED that the Executive endorses the approach that officers are seeking to adopt in preparation for the publishing of the Council's local Council Tax Support scheme.

- (2) Corporate Debt Recovery Policy - Decision No. [2012/13-6](#)

RESOLVED that the Executive approve the draft Corporate Collection and Recovery Policy, as set out in Appendix A of the report ([xps-120514-r04-cqu](#) refers).

- (3) Mayor Cadet - Decision No. [2012/13-7](#)

RESOLVED that:

- (a) a new position of Mayor's Cadet be approved; and that
- (b) the criminal records bureau (CRB) checks be undertaken as detailed in paragraph 12 of the briefing paper ([xps-120514-r02-bmc](#) refers).

14. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that in accordance with the Local Government Act 1972 the Public and Press be excluded from the remainder of the meeting, as the Executive considers that it is not in the public interest to consider the matters in public on the grounds that they will involve the disclosure of exempt information, as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act.

Private Session

15. EXECUTIVE MATTER FOR DECISION IN PRIVATE

The Executive considered the following matters for decision in private and resolved as indicated in the Notices of Executive Decisions referred to and as set out below:-

Leisure and Community

- (1) Award of Contract - Pantomime and Related Services (Key Decision) - Decision No. [2012/13-8](#)

RESOLVED that the contract to provide Ferneham Hall with their annual Pantomime and Related Services be awarded to Jordan Productions Limited.

16. Policy, Strategy and Finance

- (1) Award of Contract for Disabled Extension - Decision No. [2012/13-9](#)

RESOLVED that:-

(a) approval be granted to exceed the £30,000 threshold of disabled adaptation works to Council owned properties and

(b) the contract for the works be awarded to A. Purkiss Building & Decorating Ltd in the sum of £50,219.96.

(NOTE: All decisions are non-key decisions unless otherwise indicated)

(The meeting started at 6:00pm
and ended at 7:09pm).