

Record of Decision by Executive

Monday, 13 May 2013

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|------------------------------|---|
| Portfolio | Leisure and Community |
| Subject: | Hire of Open Space at Titchfield and Park Lane Recreation Ground |
| Report of: | Director of Streetscene |
| Strategy/Policy: | |
| Corporate Objectives: | Leisure for Health and Fun |

Purpose:

The purpose of this report is to advise Members that a Hire of Open Space application has been received to use two of the Council's recreation grounds to hold a funfair. The recreation grounds are located at Park Lane, Fareham (adjacent to the Leisure centre) and Mill Lane, Titchfield.

An application has been received by Charles Coles Funfairs to operate a funfair on the following dates and venues :

- 13 – 20 May 2013 - Titchfield recreation ground
- 5 – 12 September – Park Lane recreation ground

The funfair organisers have already been advised that they cannot have an event in May due to the fact that insufficient notice was given to the Council to obtain prior approval. However, they are flexible and would consider either site for the September dates.

Local Ward Councillors, Officers and the Safety Advisory Group (SAG) have been consulted and the general view is that Park Lane recreation ground is not suited to this type of event due to the immediate proximity of residential properties.

The last fair at Titchfield recreation ground was in 2007 and was organised via the Titchfield Bonfire Boys.

Options Considered:

At the invitation of the Executive Leader, Councillor P W Whittle, JP addressed the Executive on this item.

As recommendation (a).

Following a debate on the item, Councillor Mrs C L A Hockley expressed her concerns about allowing a funfair to operate at Titchfield Recreation ground during September as there is a strong possibility that the ground will be severely damaged by heavy vehicles, equipment and footfall, following a particularly wet start to the year. This would put the football pitches out of action and unplayable for the early part of the football season as the ground would not have sufficient time to recover. Councillor Mrs C L A Hockley proposed an amendment to the officer's recommendation to refuse the application for a funfair to operate at Titchfield Recreation Ground between 5-12 September 2013.

Decision:

That the Executive considers the Officer's recommendation to:

- (a) refuse the application to hire out the recreation ground at Park Lane for a funfair; and
- (b) grant approval for Charles Coles funfair to operate at Titchfield Recreation Ground between 5-12 September 2013 subject to the following conditions:
 - (i) any requirements of the SAG group being met;
 - (ii) payment in advance of £500 to the Council per trading day;
 - (iii) a returnable damage deposit of £1000 payable in advance;
 - (iv) proof of £10 million public liability insurance; and
 - (v) all relevant safety certificates being supplied.

Reason:

To ensure that the operation of a fun fair is undertaken at a suitable location and that all aspects of health and safety are complied with.

Confirmed as a true record:

Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

Note: this decision will come into force at the expiration of 7 working days from the date of publication, subject to any review under the Council's 'call-in' provisions.

Civic Offices
Civic Way
Fareham
PO16 7AZ

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FAREHAM

BOROUGH COUNCIL

Decision No:
2013/14-3

Record of Decision by Executive

Monday, 13 May 2013

| | |
|------------------------------|---|
| Portfolio | Public Protection |
| Subject: | Food Standards Agency - Food Safety Service Plan |
| Report of: | Director of Regulatory & Democratic Services |
| Strategy/Policy: | Food Safety Service Plan |
| Corporate Objectives: | A Safe and Healthy Place to Live and Work |

Purpose:

This report refers to the annual Food Safety Service Plan, which each local authority is required to produce in line with the Food Standards Agency Framework Agreement on Local Authority Food Law Enforcement. The Plan demonstrates to the Agency that Fareham has sufficient arrangements in place to undertake its statutory food safety enforcement responsibilities.

The Food Standards Agency came into operation on 1 April 2000 and is responsible for the directing, monitoring and auditing of local authorities' work in respect of food law enforcement. The Agency requires local authorities to produce an annual Food Safety Service Plan, in line with guidance issued by the Agency, for delivery of its Food Safety Service. The Food Standards Agency requires each authority to produce a Food Safety Service Plan that details the food enforcement service that the Council provides and which should be approved by the Council and reviewed annually. This plan was presented to the Public Protection Policy Development and Review Panel on 12 March 2013. The Food Safety Plan is one of the Council's Framework Strategies that requires annual approval by full Council.

Appendix A to this report contains the Council's proposed Food Safety Service Plan for 2013/14.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive recommends that the Council approves the Food Safety Service Plan 2012/13, as detailed in Appendix A to the report.

Reason:

The Council is required by the Food Standards Agency to produce an annual Food Safety Service Plan to demonstrate it has adequate arrangements in place to meet its statutory obligations in respect of Food Safety.

Confirmed as a true record:

Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

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BOROUGH COUNCIL

Decision No:
2013/14-4

Record of Decision by Executive

Monday, 13 May 2013

| | |
|------------------------------|---------------------------------------|
| Portfolio | Strategic Planning and Environment |
| Subject: | Solent Green Deal Scheme |
| Report of: | Director of Planning & Environment |
| Strategy/Policy: | Environmental Sustainability Strategy |
| Corporate Objectives: | Protect and Enhance the Environment |

Purpose:

To recommend what level of involvement Fareham Borough Council should adopt with regards to the Solent Green Deal scheme.

This report gives a brief summary of what the Green Deal is, before explaining the responsibility Fareham Borough Council has in terms of promoting the initiative, and providing clear advice to its residents. The report goes on to explain the work that the Partnership for Urban South Hampshire (PUSH) has been undertaking on developing a "Solent Green Deal" and what benefits and options there are in Fareham Borough Council becoming involved in this scheme. The final element is a recommendation on the level of involvement that is considered appropriate.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive formally supports Fareham Borough Council becoming an "endorser" of the Solent Green Deal; this then becoming the single recommended Green Deal scheme in the Borough.

Reason:

This approach is considered the most prudent given the unpredictable levels of uptake. This allows Fareham Borough Council the option to review uptake levels in the Borough in potentially reviewing its level of involvement in the future. It also allows the Council to benefit from the detailed work undertaken by PUSH as well as the comprehensive marketing of the Solent Green Deal which will be funded by support already secured from the Department of Energy and Climate Change (DECC) Pioneer Places fund.

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Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

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Decision No:
2013/14-5

Record of Decision by Executive

Monday, 13 May 2013

| | |
|------------------------------|---|
| Portfolio | Policy & Resources |
| Subject: | Estates Efficiency Proposals 2013-2014 |
| Report of: | Director of Finance & Resources |
| Strategy/Policy: | Asset Management Plan |
| Corporate Objectives: | Dynamic, Prudent and Progressive Council |

Purpose:

To advise the Executive of opportunities to provide income from the provision of additional trading concessions/other proposals and beach huts on land within the Council's ownership.

In April 2012, the Executive agreed a series of efficiency proposals. As a result, officers were tasked to undertake the following in order to identify scope for additional income, which would contribute to the £650k savings required.

- (a) Introduce additional concession sites into the Borough (e.g. for mobile catering), to achieve at least £10k;
- (b) Review the Council's coastal land holdings, and consider opportunities for income generation (e.g. through additional beach huts, concessions, etc.), to achieve at least £20k;

The report sets out the initial findings of the review and proposes a way forward with a view to achieving the above income targets.

Options Considered:

The comments of the Deputies, Mr R McManus and Mr W Hutchison were taken into account during consideration of this item.

At the invitation of the Executive Leader, Councillors R H Price, JP and T G Knight addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive agrees to support the following plans for additional trading concessions and beach huts for further investigation, as detailed in Appendix A and B to the report:

Appendix A:

- Plan 1 - Meon Shore - further concession
- Plan 2 - 'Hove To' Cliff Road - ice cream concession
- Plan 4 - Stubbington Recreation Ground - catering concession
- Plan 5 - Passage Lane/Shore Road car parks – ice cream concession only
- Plan 6 - Portchester Castle Car Park – catering concession during winter only
- Plan 7 - Holly Hill Car Park and Woodland – mobile catering concession

Appendix B:

- Plan 8 - Monks Hill The Shack – outdoor seating
- Plan 9 - Salterns Road Car Park/Open space, Hill Head – kite surfing licence only
- Plan 11 - Portchester Castle (Castle Street Rec) – pitch & putt and house boat moorings only
- Plan 12 - 'Hove To' Cliff Road – beach hut
- Plan 13 - Cliff Road – beach huts
- Plan 14 - Meon Shore – beach huts

Reason:

Requirement to deliver the increased income requirements as set out in the approved efficiency plan for the Council.

Confirmed as a true record:

Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

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BOROUGH COUNCIL

Decision No:
2013/14-6

Record of Decision by Executive

Monday, 13 May 2013

| | |
|------------------------------|--|
| Portfolio | Policy & Resources |
| Subject: | Improving Customer Satisfaction |
| Report of: | Chief Executive Officer |
| Strategy/Policy: | |
| Corporate Objectives: | Dynamic, Prudent and Progressive Council |

Purpose:

To outline a new management approach to improving services to the Council's customers, using the "Vanguard method."

The Chief Executive Officer has recently been exploring methods of improving the customer experience when dealing with the Council, and has been particularly impressed by the work of a company called Vanguard. At the core of the Vanguard approach to 'systems thinking' is the belief that all services and procedures should be designed from a customer's perspective.

A number of informal discussions were held with representatives from the Vanguard Consultancy, and Executive Members were briefed accordingly. It was felt that if the Chief Executive and Senior Managers were to fully understand the 'systems thinking approach' known as the "Vanguard method" then it would be necessary to participate in a three day familiarisation session.

This took place in the Civic Offices from 18 to 20 March 2013 and involved all senior managers experiencing customer transactions on the 'front line', learning how customers felt in their dealings with the Council, and identifying areas for improvement.

It was clear from this brief exercise that there are many opportunities where customer transactions could be improved. It is therefore recommended that the Vanguard Consultancy be appointed to lead managers and employees through a longer term approach to transformational change.

Options Considered:

At the invitation of the Executive Leader, Councillor P W Whittle, JP addressed the Executive on this item.

The Executive Leader read out a letter of support from UNISON in relation to this item.

As recommendation.

Decision:

RESOLVED that the Executive waives contract procedure rules and approves the appointment of Vanguard Consultancy to provide guidance, expertise and support in implementing a fundamental change to the way the Council delivers its services to customers.

Reason:

That the Executive waives contract procedure rules and approves the appointment of Vanguard Consultancy to provide guidance, expertise and support in implementing a fundamental change to the way the Council delivers its services to customers.

Confirmed as a true record:

Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

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Decision No:
2013/14-7

Record of Decision by Executive

Monday, 13 May 2013

| | |
|------------------------------|--|
| Portfolio | Health and Housing |
| Subject: | Redevelopment of Collingwood House - Tenders report |
| Report of: | Director of Community |
| Strategy/Policy: | Housing Strategy |
| Corporate Objectives: | A Balanced Housing Market |

Purpose:

To seek the Executive's approval to accept the lowest tender for the redevelopment of Collingwood House to provide 40 new apartments and accept the Homes and Community Agencies funding conditions.

This report provides the Executive with information on the Tenders received for the redevelopment of Collingwood House. Approval is sought to award a contract to Mansell to undertake the works. In addition, as part of the Homes and Communities Agency's (HCA) grant funding the Council needs to formally agree to comply with their Funding Conditions.

Options Considered:

Due to new information being received, this decision is deferred to a later date.

Decision:

RESOLVED that the Executive agreed to defer this item to be considered at a later date.

Reason:

To undertake the redevelopment of Collingwood House in accordance with the outcome of the Sheltered Housing Review.

Confirmed as a true record:

Date: 15 May 2013

Councillor S D T Woodward
(Executive Leader)

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