

## Record of Decision by Executive

Monday, 10 June 2013

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Lockwood Community Centre Business Plan</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	Leisure and Cultural Strategy
<b>Corporate Objectives:</b>	Leisure for Health and Fun

### **Purpose:**

To consider the businesses plan from the Lockwood Community and Sports Association for the operation of the Lockwood Community Centre and the arrangements for transferring the management of the building to the newly formed Association.

The management of the Lockwood Community Centre at Centre Way, Locks Heath transferred from the Brookfield Community School (Western Wards Campus) to Fareham Borough Council on 1 April 2012 with a budget deficit of £56k

The Executive in October 2012, made a commitment to support the running of the Lockwood Community Centre for the remainder of the 2012/13 financial year. Officers were requested to urgently and actively pursue the formation of a community association to take over the operation of the centre and were asked to review the situation after six months.

A further report to the Executive in March 2013, confirmed that six current users of the Lockwood Community Centre had expressed an interest in forming a charitable organisation to take on the lease for the management of the centre.

This group have since formed a registered charity, the Lockwood Community and Sports Association, and have developed a business plan, contained in appendix A, with the aim of taking over the management of the community centre.

The business plan sets out an operating budget for two years following transfer of the building from the Council to the Association. This plan indicates a break even position but is considered to be marginal and therefore requires a series of interim measures to support the cash flow position of the newly formed trading organisation.

The report explains these measures and the proposed arrangements for transferring the management of the facility from the Council to the Lockwood Community and Sports Association.

### **Options Considered:**

As recommendation.

**Decision:**

RESOLVED that the Executive agree the following:

- (a) To note the 2 year operating budget from the Lockwood Community and Sports Association for the management of the Lockwood Community Centre.
- (b) To provide an interest free loan of £7,000 to the Lockwood Community and Sports Association (to be repaid in full by 31 July 2015);
- (c) The Council retain responsibility for payment of the utility bills for the building for the first two years of operation, with the cost being reimbursed to the Council at the end of the financial year;
- (d) That the Council act as a guarantor of the Lockwood Community and Sports Association's pension liabilities on the understanding that the scheme is closed to new members when acceptance of admitted body status to the Local Government Pension Scheme is confirmed;
- (e) That the management of the Lockwood Community Centre is transferred to the Lockwood Community and Sports Association under a " Tenancy at Will" agreement for an initial period of up to two years, as an interim measure, prior to lease terms being finalised.
- (f) Under the tenancy at will agreement, the Council retain responsibility for the maintenance of the Lockwood Community Centre building.

**Reason:**

To agree the arrangements for the transfer of the management of the Lockwood Community Centre from the Council to the Lockwood Community & Sports Association.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward

## Record of Decision by Executive

Monday, 10 June 2013

<b>Portfolio</b>	Health and Housing
<b>Subject:</b>	<b>Development of Land at Palmerston Avenue</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	Housing Strategy
<b>Corporate Objectives:</b>	A Balanced Housing Market

### **Purpose:**

To seek the Executive's approval to progress with a development proposal on land in the Council's ownership at Palmerston Avenue and to submit a bid to the Homes and Communities Agency for funding towards the capital cost of the scheme.

This report sets out proposals to build 16 good quality one bedroom flats on land in the Council's ownership in Palmerston Avenue which is currently used for a car park. These flats will be particularly suited to existing Council or Housing Association tenants who are currently under occupying their properties and want to down size to smaller accommodation. It is proposed that a bid for funding be submitted to the Homes and Communities Agency for funding towards the cost of the development.

### **Options Considered:**

As recommendation.

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

### **Decision:**

RESOLVED that the Executive agrees:

- (a) to progress with the development proposals for 16 one bedroom flats on land in the Council's ownership at Palmerston Avenue including submitting a planning application;
- (b) to submit a bid for funding to the Homes and Communities Agency (HCA) for grant towards the cost of the development; and
- (c) to approve a provisional budget of £1,600,000 to be funded from the Housing Revenue Account Capital Programme.

**Reason:**

To build 16 one bedroom flats in the town centre to meet local housing needs.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward

**FAREHAM**  
BOROUGH COUNCIL

**Decision No:**  
2013/14-14

**Record of Decision by Executive**

**Monday, 10 June 2013**

<b>Portfolio</b>	Public Protection
<b>Subject:</b>	<b>Parking Enforcement Policy</b>
<b>Report of:</b>	Director of Regulatory & Democratic Services
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	A Safe and Healthy Place to Live and Work

**Purpose:**

This report sets out the Fareham Parking Enforcement Policy that details the main principles for enforcement that will be followed by officers. The policy is reviewed biennially and has taken account of any changes in the way the service is delivered and these have been incorporated into the policy which is attached as Appendix A and which is now being presented to the Executive for approval.

The Council has an existing Enforcement Policy, which details the main principles for the delivery of the decriminalised parking enforcement service for both off and on-street parking, for which the Council became responsible in April 2007. The policy at that stage was reported to the Public Protection Review Panel and was subsequently approved by the Executive. It was agreed that the policy be reviewed on an annual basis to reflect any changes in the way the service needs to be delivered.

The current Enforcement Policy was reviewed and approved by the Executive in April 2011. At this meeting the Executive also agreed that unless there were any material changes to the Parking Enforcement Policy, the policy be reviewed biennially. As part of the biennial review of the policy it has also been reported to the Public Protection Policy Development and Review Panel on 21<sup>st</sup> May 2013. The Panel resolved that the policy, attached as Appendix A to this report be recommended to the Executive for approval.

**Options Considered:**

As recommendation.

**Decision:**

Resolved that the updated Fareham Parking Enforcement Policy, as detailed in Appendix A to this report, be approved.

**Reason:**

To enable the effective and transparent enforcement and operation of the Fareham Parking Enforcement Service.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward

## Record of Decision by Executive

Monday, 10 June 2013

<b>Portfolio</b>	Strategic Planning and Environment
<b>Subject:</b>	<b>Development Sites and Policies Plan: Gypsy and Travellers Policy and Sites Consultation</b>
<b>Report of:</b>	Director of Planning & Environment
<b>Strategy/Policy:</b>	Fareham Borough Local Plan
<b>Corporate Objectives:</b>	A Balanced Housing Market; A Safe and Healthy Place to Live and Work; Protect and Enhance the Environment; Strong and Inclusive Communities

### **Purpose:**

To seek endorsement and approval of a new gypsy, traveller and travelling showpeople policy, supporting text and development briefs on two proposed gypsy and traveller site allocations for inclusion within the Development Sites and Policies Plan, and to seek authorisation to undertake a formal consultation for a four-week period.

Government policy requires local planning authorities to set pitch targets for gypsies and travellers and plot targets for travelling showpeople based on an assessment of need and to identify specific deliverable and developable sites through their Local Plan to meet that need. The Traveller Accommodation Assessment for Hampshire 2013 was published in April 2013. It sets out a requirement for Fareham Borough Council to identify 8 permanent gypsy/traveller pitches, in addition to the 5 pitches that currently have planning permission, for the period to 2027. Site assessments indicate that the established sites have the capacity to accommodate most of these 13 pitches.

For the reasons set out in the Briefing Paper it is proposed to undertake a four-week consultation on the following:

- A new policy on gypsies, travellers and travelling showpeople together with supporting explanatory text;
- Development site briefs for two proposed gypsy and traveller site allocations at The Retreat, Newgate Lane and 302A Southampton Road;
- The Technical Note setting out the Sustainability Appraisal/Strategic Environmental Assessment High Level Assessment and the screening for Likely Significant Effects under the Habitats Regulations of the new policy and proposed site allocations.

### **Options Considered:**

As recommendation.

At the invitation of the Executive Leader, Councillor Mrs K Mandry addressed the Executive on this item.

**Decision:**

The comments of the Deputies were taken into account during consideration of this item (see minute 6 above).

Councillor Mrs K Mandry declared a Non-Pecuniary Interest when she addressed the Executive on item 11(1) – Development Sites and Policies Plan: Gypsy and Travellers Policy and Sites Consultation, as she is a personal acquaintance of Mr Gaisford who gave a deputation on the item.

RESOLVED that the Executive authorises a formal four-week consultation on:

- a new policy on gypsies, travellers and travelling showpeople;
- supporting text setting out the justification for the proposed policy's inclusion and to help aid its interpretation;
- development site briefs on two proposed gypsy and traveller site allocations at The Retreat, Newgate Lane and 302A Southampton Road;
- the Sustainability Appraisal/Strategic Environmental Assessment High Level Assessment of the new policy and proposed site allocations; and
- habitats Regulation Assessment Screening for Likely Significant Effects of the new policy and proposed site allocations.

**Reason:**

To undertake consultation as part of the preparation of the Development Sites and Policies Plan as required, and in accordance with Regulation 17 of the Town and Country Planning (Local Planning) (England) Regulations 2012. To demonstrate that the Council is seeking to address the gypsy and traveller needs identified in the Travellers Accommodation Assessment for Hampshire 2013.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward

## Record of Decision by Executive

Monday, 10 June 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Matched Funding - Quarterly Report</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	

### **Purpose:**

To provide details of matched funding requests received by the Council during the first quarter of the 2013/14 financial year.

During this quarter, the Council has received three matched funding requests as follows:

Portchester Bowls Club has requested £22,500 towards replacing the artificial outdoor rink. Full details are set out in Appendix A.

Titchfield Bowls Club has requested £20,000 towards replacing their existing pavilion, toilets and storage facilities. Full details are set out in Appendix B.

Fareham Hockey Club has requested £11,000 towards replacing the lights and reflectors on the existing floodlight pylons. Full details are set out in Appendix C.

### **Options Considered:**

As recommendation.

### **Decision:**

Subject to the removal of the third paragraph of Appendix A to the report, **RESOLVED** that the Executive agrees:

- (a) that a matched funding award of up to £22,500 be considered for Portchester Bowls Club;
- (b) that a matched funding award of up to £20,000 be considered for Titchfield Old English Bowling Club;
- (c) that a matched funding award of up to £11,000 be considered for Fareham Hockey Club;
- (d) any award would be subject to all contributory funding being secured;
- (e) the award for Titchfield Old English Bowling Club and Fareham Hockey Club would be subject to the work receiving all necessary Local Authority approvals i.e. planning permission and building regulations; and
- (f) a Community Use Agreement is entered into with Portchester Bowls Club, Titchfield Old English Bowling Club and Fareham Hockey Club.



**Reason:**

To act as an enabler, assisting the local community in making improvements to local community facilities, and introducing new facilities for the benefit of all age groups within the community.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward

## Record of Decision by Executive

Monday, 10 June 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Tenders - Six Monthly Report</b>
<b>Report of:</b>	Director of Regulatory & Democratic Services
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	Dynamic, Prudent and Progressive Council

**Purpose:**

To update the Executive on all tenders received and contracts awarded during the six-month period ending 6<sup>th</sup> April 2013, in compliance with Procedure Rules with respect to Contracts.

This report updates members on the following tenders received and contracts awarded during the six-month period from 6<sup>th</sup> April 2013 to 5 October 2013.

**Options Considered:**

As recommendation.

**Decision:**

RESOLVED that the details of all tenders received and contracts awarded during the six month period ending 6<sup>th</sup> April 2013, as set out in Appendix A to this report, be noted.

**Reason:**

To advise members, in compliance with Procedure Rules, of the award of larger contracts.

**Confirmed as a true record:**

**Date:** 12 June 2013  
**(Executive Leader)**

Councillor S D T Woodward