

Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Leisure and Community
Subject:	Leisure Strategy Review
Report of:	Director of Community
Strategy/Policy:	Leisure and Cultural Strategy
Corporate Objectives:	Leisure for Health and Fun

Purpose:

This report contains a copy of the latest revised strategy document that reflects the changes and achievements that have occurred in 2012/13.

The past year has seen a wide variety of high profile events and new community facilities provided for residents and visitors to the borough to enjoy. The 2013-2018 Leisure Strategy provides an overview of what influences the demand for, and provision of, leisure and cultural facilities and activities in the Borough of Fareham.

The previous version of the strategy was presented to the Executive on 16 July 2012. Since then there have been a number of changes and emerging issues which have impacted on the service. These are summarised in the report along with the main achievements over the last year.

A report containing the draft Leisure Strategy 2013 -18 was presented to the Leisure Policy Development & Review Panel on 24 July 2013. The Panel recommendation was that the Executive agree to adopt the revised Leisure Strategy.

The strategy document contained in Appendix A includes an action plan that sets out the programme for delivering activities and new leisure and cultural facilities over the next five years.

Options Considered:

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

As recommendation.

Decision:

That the Executive adopts the Leisure Strategy for 2013 to 2018, as set out in Appendix A to the report.

Reason:

The Leisure Strategy sets out the vision and key priorities for the next five years and contains a series of actions that will be the focus for the Leisure and Community team.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Monday, 2 September 2013

Portfolio	Leisure and Community
Subject:	Review of Tourist Information Centre
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	Leisure for Health and Fun

Purpose:

This report reviews the current arrangements for the management of the Fareham Tourist Information Centre and considers future arrangements for the service.

A Tourist Information Centre (TIC) has been provided in Fareham at Westbury Manor since 1984 and the present facility is operated by a group of dedicated staff who provide a high quality service.

An agreement is in place between Fareham Borough Council and Tourism South East (TSE) to operate the Fareham TIC. In 2013/14 the Council will pay £36,000 for the provision of the service.

The promotion of Fareham Borough as a tourist destination is not a corporate priority and in the 2009 Residents Survey, residents indicated that the provision of a Tourist Information Centre was a low priority.

The need to identify efficiency savings in recent years, in order to set a balanced budget, has resulted in reductions in the payment that the Council makes to TSE. In 2012/13 a 16% reduction was implemented and the Government 2013 Comprehensive Spending Review requires the Council to deliver further efficiency savings.

Opportunities to reduce the cost of the service have been discussed with TSE including the potential to utilise volunteers to assist with operating the service. However, at present the opportunities explored are either not viable or do not achieve a reduction in the current operational costs.

TSE have implemented arrangements to continue operating the service in the short term. However, the discussions with TSE have concluded that any further budget reduction could only be achieved by reducing opening hours and this would mean that it would be difficult to operate a viable service.

Options Considered:

At the invitation of the Executive Leader, Councillors Mrs K K Trott and P W Whittle, JP addressed the Executive on this item.

Decision:

That the Executive agrees:

- (a) to implement a 15% reduction in the funding for the Fareham Tourist Information Centre from 1 April 2014;
- (b) to request that the Fareham Tourist Information Centre and Westbury Manor Museum be open on Mondays and that this be a condition of the grant; and
- (c) to encourage Fareham TIC to utilise volunteers to support the running of the service.
- (d) That in the event that the 15% reduction in funding and the associated funding conditions are not acceptable to Tourism South East, that the current agreement for the operation of the Fareham Tourist Information Centre is terminated on 31 March 2014 and the Council becomes a Destination Partner with Tourism South East who will provide and manage web pages promoting attractions and events in the Borough of Fareham.

Reason:

To deliver efficiency savings as required under the Government Comprehensive Spending Review 2013.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Monday, 2 September 2013

Portfolio	Leisure and Community
Subject:	2014 Commemorates World War I Centenary and D Day 70th Anniversary
Report of:	Director of Community
Strategy/Policy:	Leisure and Cultural Strategy
Corporate Objectives:	Leisure for Health and Fun

Purpose:

The purpose of this report is to advise members of the proposals that are planned to take place to commemorate the centenary of World War I and the 70th anniversary of D Day.

Across the Country, there will be a significant number of events planned to commemorate the centenary of WW1, which started on 4 August 1914 and also the 70th anniversary of D Day landings which commenced on 6 June 1944.

Both Fareham and Hampshire Councils would also like to commemorate both by planning a number of events to involve the whole community.

In order to provide a long lasting legacy, Officers have identified a number of proposals which include:

- (a) landscaping enhancements at Holy Trinity Church open space,
- (b) wild flower meadows at the four QEII sites
- (c) 5000 wild flower seed packets for distribution
- (d) Activities undertaken by HCC Museum and Arts Service
- (e) Unveiling of commemorative stone/plaque on Monday 4 August 2014 in the town centre.

There will be opportunities for communities to become involved with all of these projects as well as participating in possible activities that will take place on Monday 4 August 2014 as part of the unveiling of the commemorate stone/plaque in the town centre.

The Leisure and Community Policy Development and Review Panel considered the proposals on 24 July 2013 and fully endorse and support the proposals.

Options Considered:

At the invitation of the Executive Leader, Councillors Mrs K K Trott, J S Forrest and P W Whittle, JP addressed the Executive on this item.

As recommendation.

Decision:

That subject to the title of Appendix A being amended to 2014 Commemorations – WW1 and D Day 70th Anniversary, the Executive agrees:

- (a) to support the proposals listed to ensure that a number of projects can be undertaken to commemorate the centenary of World War 1 and 70th anniversary of D Day:
 - i. landscaping enhancements at Holy Trinity Church open space;
 - ii. wild flower meadows at the four QEII sites;
 - iii. 5000 wild flower seed packets for distribution;
 - iv. activities undertaken by Hampshire County Council Museum and Arts service;
 - v. unveiling of commemorative stone/plaque on Monday 4 August 2014 in the town centre;
- (b) that the project be funded from 2012/13 under spends to the sum of £10,000 with the remainder being found from within existing revenue budgets; and
- (c) that an additional sum of £20,000 be allocated from the Council's reserves to clean, maintain and upgrade the War Memorials throughout the borough.

Reason:

In order to commemorate the centenary of World War 1 and the 70th anniversary of D Day.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Monday, 2 September 2013

Portfolio	Leisure and Community
Subject:	Portchester MUGA
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	Leisure for Health and Fun

Purpose:

To advise the Executive of the outcome of the consultation on the potential provision of a Multi Use Games Area (MUGA).

A consultation exercise has been conducted to ascertain the views of local residents and neighbouring organisations on the proposal to install a MUGA on the site of the former Portchester Community Centre.

The results of the consultation on 14 June show strong opposition to the proposal based on the risk that it would directly lead to a return of the anti social behaviour previously experienced on the site of the former tennis courts.

The consultation also raised concerns with regards to the limited availability of tennis facilities in the Portchester area, particularly for those who wished to play on a casual basis.

Concerns were also raised with regards to the fencing between the former tennis courts and residential properties in Clive Grove, with some residents arguing that this should be replaced with a timber fence.

The Leisure and Community PDR Panel considered the outcome of the consultation at their meeting on 24 July and made the following recommendations to the Executive.

Options Considered:

As recommendation.

Decision:

That the Executive:

- (a) agrees that a Multi Use Games Area is not provided on the site of the former Portchester Community Centre;
- (b) agrees that the Council does not replace the existing fencing between the former tennis courts and the residential properties in Clive Grove; and

(C) notes the expanding community use of the tennis courts at the Portchester Community School.

Reason:

To advise on the outcome of the consultation exercise.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Strategic Planning and Environment
Subject:	Development Sites and Policies Plan: Fareham College and other new site allocations: Consultation
Report of:	Director of Planning & Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	Protect and Enhance the Environment

Purpose:

To propose additional development sites including a new policy for the redevelopment of the Fareham College (Bishopsfield Road) campus, for inclusion in the Development Sites and Policies Plan, and set out the arrangements for public consultation.

Following consultation on the Draft Local Plan Part 2: Development Sites and Policies in October to November 2012, officers have been updating and finalising the Plan to take account of the comments made and to ensure a sound and legally compliant Plan that can be submitted to the Secretary of State and taken forward to Examination. Regular reporting to the relevant Member Working Group continues to take place.

Some new sites have come forward within the existing built up area that are worthy of inclusion in the Plan. These are:

- Fareham College's (Bishopsfield Road site)
- Kites Croft
- Midpoint 27, Cartwright Avenue
- The Walled Garden, Cams Hall

In order to provide organisations, businesses and individuals with the opportunity to make comments on the inclusion of new sites it is proposed to carry out public consultation on these additions to the Plan.

Options Considered:

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

As recommendation.

Decision:

RESOLVED that subject to the amendment of references within the report corrected to Cartwright Drive (in place of Cartwright Drive) and the correction of the figure at paragraph 7 of the report from £14m to £4.7m, the Executive authorises a four-week consultation on the following documents:

- A new policy and supporting explanatory text setting out the Council's approach to the redevelopment of Fareham College's Bishopsfield Road site;
- Development Site Briefs for three new employment allocations at:
 - Kites Croft
 - Midpoint 27, Cartwright Avenue
 - The Walled Garden, Cams Hall; and
- A Technical Note comprising a Sustainability Appraisal/Strategic Environmental Assessment High Level Assessment of the proposed development sites, and a 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 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012.

To demonstrate that the Council is seeking to identify sufficient development sites to meet the Borough's development requirements.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Strategic Planning and Environment
Subject:	Titchfield Abbey Conservation Area Character Appraisal and Management Strategy
Report of:	Director of Planning & Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	Protect and Enhance the Environment

Purpose:

This report summarises the outcome of public consultation on the draft Conservation Area Character Appraisal & Management Strategy for Titchfield Abbey Conservation Area and proposes its adoption.

This report relates to the Council's programme for the review of the adopted conservation area character assessments. It recommends adoption of the revised Titchfield Abbey Conservation Area Character Appraisal and Management Strategy which has taken into account the outcome of the draft document consultation and guidance produced by English Heritage.

Options Considered:

As recommendation.

Decision:

That the Executive:

- (a) agrees that the Titchfield Abbey Conservation Area Character Appraisal and Management Strategy, as set out in Appendix A to this report, be adopted as evidence in support of the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy and the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies; and
- (b) grants Delegated Authority to the Director of Planning and Environment in consultation with the Executive Member for Strategic Planning and Environment to make minor factual and formatting alterations prior to publication of the adopted document.

Reason:

The documents continue the Council's programme for re-appraisal of the adopted Conservation Area Character Assessments which currently play a key role in helping to identify the heritage significance of conservation areas and in preserving and enhancing their character and appearance through the development management process and in liaison with statutory undertakers.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Strategic Planning and Environment
Subject:	Additions to the Local List of Buildings of Special Architectural or Historic Interest
Report of:	Director of Planning & Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	Protect and Enhance the Environment

Purpose:

To recommend the following buildings for addition to the Council's Local List of Buildings of Special Architectural or Historic Interest and to report the outcome of consultation with owners/ occupiers of the buildings concerned:

1. The Parish Rooms, 217 Barnes Lane, Sarisbury;
2. The former Victorian school building, 216-220 Barnes Lane, Sarisbury;
3. 28 Osborn Road, Fareham;
4. 32 Osborn Road, Fareham;
5. 34 Osborn Road, Fareham Wallington;
6. 36 Osborn Road, Fareham;
7. 38 Osborn Road, Fareham;
8. Lowlands, 36 Wallington Shore Road;
9. 1 Church Road, Warsash, Former Gate Lodge to Hook Estate;
10. 37-41 High Street (The Square), Titchfield;
11. Former Theatre Building (1 Coach House Mews), South Street, Titchfield; and
12. The Parish Rooms, High Street, Titchfield.

This report recommends the addition of the above buildings (1-12) to the Council's Local List of Buildings of Special Architectural or Historic Interest. The merits of the buildings are set out in Appendix A which identifies the architectural and historic interest that justifies their addition to the local list.

Although not offering the same weight of control as statutory protection, local listing does identify the building as a 'non designated heritage asset' of local importance to be considered in the light of saved Fareham Borough Local Plan Policy HE9 (Buildings of Local Architectural or Historic Interest) and future development management policies of the Local Plan in considering planning applications.

A period of consultation has been undertaken with owners and occupiers, three comments of support have been received with no objections. The comments received are set out in Appendix B with a suggested action where appropriate.

Options Considered:

As recommendation.

Decision:

That the buildings listed below be added to the Council's Local list of Buildings of Architectural or Historic Interest:

13. The Parish Rooms, 217 Barnes Lane, Sarisbury;
14. The former Victorian school building, 216-220 Barnes Lane, Sarisbury;
15. 28 Osborn Road, Fareham;
16. 32 Osborn Road, Fareham;
17. 34 Osborn Road, Fareham Wallington;
18. 36 Osborn Road, Fareham;
19. 38 Osborn Road, Fareham;
20. Lowlands, 36 Wallington Shore Road;
21. 1 Church Road, Warsash, Former Gate Lodge to Hook Estate;
22. 37-41 High Street (The Square), Titchfield;
23. Former Theatre Building (1 Coach House Mews), South Street, Titchfield; and
24. The Parish Hall, High Street, Titchfield.

Reason:

The buildings have sufficient architectural and historic interest to merit inclusion.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Monday, 2 September 2013

Portfolio	Strategic Planning and Environment
Subject:	Preparation of Welborne Plan: Quarterly Financial Update
Report of:	Director of Planning & Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	

Purpose:

To advise the Executive on the updated costs for the preparation of the Welborne Plan.

This report sets out the latest projected and incurred expenditure relating to the development of the Welborne Plan, and will be followed by quarterly financial updates during the period of preparation of the Welborne Plan. The report updates the Executive on the position reported to the Executive at their meeting on 5 November 2012. Since the previous report, additional consultancy work has been required in order to take account of on-going discussions with key parties including the principal landowners and statutory agencies and to address issues raised in the recent public consultation on the draft Welborne Plan.

Options Considered:

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

As recommendation.

Decision:

That the Executive notes the quarterly update on the financial costs of producing the Welborne Plan.

Reason:

To set out the updated expenditure and funding involved in the preparation of the Welborne Plan.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Strategic Planning and Environment
Subject:	Response to Consultation: Highway Proposals for Newgate Lane and Peel Common, Fareham and Western Access to Gosport
Report of:	Director of Planning & Environment
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	Protect and Enhance the Environment

Purpose:

To consider and approve the Council's response to Hampshire County Council's consultation on Highway Proposals for Newgate Lane and Peel Common, Fareham and Western Access to Gosport.

This report is Fareham Borough Council's response to the Hampshire County Council's proposals to improve Newgate Lane and the Western Access to Gosport including a Stubbington Bypass, which is currently undergoing public consultation.

This report recommends that a response that supports, in principle, proposals to improve the Western Access to Gosport including a Stubbington Bypass, subject to further technical and environmental assessments, and further consultation with the public and Borough on these findings and detailed proposals.

Fareham Borough Council supports the proposed improvements to Peel Common Roundabout and Newgate Lane Northern Section, which have already secured funding and which need to be quickly expedited to support planned development at the Solent Enterprise Zone at Daedalus.

Fareham Borough Council is concerned about any potential delay in completing the routeing and design work for and subsequent implementation of a highway improvement scheme to the southern section of the Newgate Lane corridor, given the importance of early improvements to the entire length of the Newgate Lane corridor in enhancing access to the Solent Enterprise Zone at Daedalus.

Fareham Borough Council recommends that a decision on whether the proposals to improve Western Access to Gosport including Stubbington By-pass will affect the southern section of the Newgate Lane corridor, is regarded as a matter of priority by Hampshire County Council, so that a scheme can be designed and implemented at the earliest opportunity for this remaining part of the Newgate Lane corridor.

Options Considered:

At the invitation of the Executive Leader, Councillors T G Knight and J S Forrest addressed the Executive on this item.

As recommendation.

Decision:

That the Executive:

- (a) notes the public consultation carried out by Hampshire County Council on Highway Proposals for Newgate Lane and Peel Common, Fareham and Western Access to Gosport;
- (b) agrees the proposed consultation response as at paragraphs 5 to 39 of the report;
- (c) delegates authority to the Director of Planning and Environment, in consultation with the Executive Member for Strategic Planning and Environment to finalise the response to Hampshire County Council, incorporating any minor additions or amendments at this meeting; and
- (d) agrees that the response be sent as a matter of urgency to Hampshire County Council, prior to the end of the call in period, due to the prescribed consultation period.

Reason:

To influence the Hampshire County Council's initial highway proposals for Newgate Lane and Peel Common, Fareham and Western Access to Gosport proposals and ensure that the Authority are fully engaged fully and public are consulted upon the emerging proposals.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

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

Purpose:

This report provides the Executive with an update in respect of the last 12 months operation of the Fareham parking Enforcement Service.

The Fareham Parking Enforcement Service covers the management and enforcement of both on and off street parking regulations and orders within the borough. The Council took over the overall responsibility for both on and off street enforcement in April 2007 and the Executive received a report in June 2008 on the first twelve months operation of the service. An annual update report is provided to the Executive each year, the last one being presented to the Executive in September 2012 and this report provides Members with a further update on the last 12 months operation of the service.

The enforcement function is delivered in line with a Parking Enforcement Policy that is reviewed and approved by the Executive biannually, the emphasis being to improve the management of both on and off street parking for the benefits of residents and in the interest of safety.

The parking enforcement service operates seven days a week, including evening patrols in the summer months. Enforcement of the residents parking scheme has also been accommodated within the existing resource for the service.

The last six years operation of the service has enabled a more realistic approach to be developed in terms of both enforcement and the cost of providing the service; this has included adjustments to the day to day running of the service, targeting hot spots within the borough and ensuring the correct balance of enforcement is being delivered.

In order to monitor the provision of the parking enforcement service, the budget relating to both on and off-street enforcement was split so that it could be better monitored. Members have previously requested that they are kept informed of the cost of on street enforcement especially as it is this element of the service that is undertaken on behalf of Hampshire County Council under an agency agreement.

Members will note that the cost of on street enforcement has decreased from £36,725 during 2011/12 to £34,646 in 2012/13. However it is also important to note that whilst the budget shows a deficit, it does not reflect the amount of income still to be received by the Council from unpaid PCNs issued during this same period which is approximately £45,477.

The challenge and objective facing the service is to make it as far as practicable self-financing.

The report was presented to the Public Protection Policy Development and Review Panel on 23 July 2013 who acknowledged the good work and achievements of staff delivering the service and recommended the report to the Executive prior to it being published on the Council's webpage.

Options Considered:

As recommendation.

Decision:

That the Executive notes the performance of the Parking Enforcement service and that this will continue to be closely monitored.

Reason:

To ensure the overall cost of providing the Fareham Parking Enforcement Service is delivered in line with the existing Fareham Parking Enforcement Policy at minimum cost to the Council.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Public Protection
Subject:	Emergency Planning Annual Report
Report of:	Director of Regulatory & Democratic Services
Strategy/Policy:	
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

This report provides an annual update in respect of the work that has been undertaken by the Council to enable it to effectively respond to emergencies. It highlights the arrangements that are in place, the training and exercises that have been undertaken to test our emergency planning arrangements as well as reference to some of the incidents that the Council has responded to. The annual report is provided as a source of information and evidence to demonstrate that the Council are satisfying its responsibilities and duties under the requirements of the Civil Contingencies Act.

The Civil Contingencies Act has considerable implications for local authorities as it means that civil protection and resilience is a statutory responsibility for all local authorities. The Council has a recognised role in responding to emergency situations and supporting the emergency services and the Council's Emergency Plan sets out how the Council will respond to and support the emergency services in the event of an emergency incident.

Similar to other district councils in Hampshire, the Council has entered into a Service Level Agreement with Hampshire County Council (HCC) to undertake some or all of these responsibilities that enable the Council to meet its statutory duties. This agreement was renewed in April 2012 for a further three years.

Over the last 12 months the emergency response capability of Fareham Borough Council has further improved. This has been achieved through the provision of a comprehensive training schedule put in place in conjunction with the HCC Emergency Planning Unit and through the work on the continual development and enhancement of the Council's Emergency Response Plan and the associated arrangements and procedures to meet its statutory responsibilities.

The work undertaken by Council officers in conjunction with officers from HCC Emergency Planning Unit, in reviewing and developing arrangements in order to provide an effective response to an emergency, together with the comprehensive training that has been provided, continues to provide a solid base from which the Council can provide an effective

emergency response.

To maintain the standard of response at a good level, a programme of continued training and exercising is in place. This report provides an update for members on the progress that has been made by the Council in meeting its emergency planning responsibilities and the work that continues to be undertaken in conjunction with Hampshire County Council for the delivery of civil protection duties.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees that this report be used as a record and update of the work that has and will continue to be undertaken to enhance the Council's emergency response capability and to satisfy the requirements of the Civil Contingencies Act 2004.

Reason:

To satisfy the requirements of the Civil Contingencies Act.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Public Protection
Subject:	Health and Safety Performance 2012/13
Report of:	Director of Regulatory & Democratic Services
Strategy/Policy:	Corporate Strategy
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

This annual report is presented to the Executive as evidence of the work that is undertaken on behalf of the Council to ensure the Council meets its responsibilities under health and safety legislation.

Health and safety law (e.g. Health & Safety at Work etc Act 1974) requires the Council to monitor the arrangements for controlling health and safety risks but does not require the inclusion of health and safety information in published reports. However, within the Council it is considered good practice that information relating to health and safety performance is presented annually to members.

This report is presented to the Council's senior management - the Chief Executive's Management Team (CXMT) and, as the Council's Health and Safety responsibility comes under the Public Protection Portfolio, it has also been presented to the Public Protection Policy Development and Review Panel before being considered by the Executive. The Panel considered the report at its meeting on 23 July 2013 and commended it to the Executive.

This report is primarily concerned with highlighting how the Council as an employer and provider of services works to continually monitor and improve health and safety performance for the benefit of all concerned by summarising the Council's health and safety performance for the period 2012/13.

Options Considered:

As recommendation.

Decision:

That the Executive:

- (a) notes the work undertaken by all employee's to maintain health and safety standards and, where necessary, improve health and safety performance for the benefit of all concerned during 2012/13;
- (b) notes that the Council as an employer, continues to achieve a standard of health and safety management within its activities that meets statutory requirements and

demonstrates competence in health and safety management; and
(c) notes that training sessions for Members will be scheduled for December 2013.

Reason:

This report reflects the importance the Council puts on health and safety both as an employer and a provider of services.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Public Protection
Subject:	Scrap Metal Dealers Act 2013
Report of:	Director of Regulatory & Democratic Services
Strategy/Policy:	Corporate Strategy
Corporate Objectives:	

Purpose:

To inform the Executive of the provisions of the Scrap Metal Dealers Act 2013 and to agree the fees for dealing with licence applications.

The Scrap Metal Dealers Act 2013 (Commencement and Transitional Provisions) Order 2013 has just been made which brings into force the Scrap Metal Dealers Act 2013 and repeals the Scrap Metal Dealers Act 1964 and replaces it with a new system of licensing to be administered by local authorities.

There are two types of licence, one for a site and the other for a mobile collector. The licence authorises the licensee to carry on a business as a scrap metal dealer at the sites listed in it (in the case of a site licence) or within the local authority area (in the case of a mobile collector's licence).

The Act provides that an application for a licence must be accompanied by a fee and this report proposes the fees that should be charged for dealing with applications under this new regime together with the delegations for the adoption of an application process, issuing licences and determining applications and revocations.

The Order brings into force the majority of the provisions of the Act on 1 October 2013 by which time the fees for applications need to be agreed.

Options Considered:

As recommendation.

Decision:

That the Executive:

- (a) notes the changes made by the introduction of the Scrap Metal Dealers Act 2013;
- (b) agrees the fees as set out in paragraph 15 of the report; and
- (c) delegates authority to the Director of Regulatory and Democratic Services to

establish all necessary processes to give effect to the legislation, including the power to determine applications or revoke licences.

Reason:

The fees need to be agreed and authority be delegated to the Director of Regulatory and Democratic Services to process and determine applications and undertake action to secure compliance with the legislation, as necessary.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Annual Review of the Corporate Strategy 2011/2017
Report of:	Director of Community
Strategy/Policy:	Corporate Strategy
Corporate Objectives:	

Purpose:

The Council's performance framework requires the Executive to undertake an annual review of the corporate vision and priorities. The purpose is to confirm future priorities and update the wording where necessary. The outcome of the review will influence the budgets and local service agreements for the next financial year.

The Corporate Strategy provides a clear focus on the most important issues that need to be addressed for 2011 – 2017. This annual review is an opportunity to consider progress being made in delivering the corporate priorities and to assess the impact of any other influences on the Council's services and initiatives.

Options Considered:

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

As recommendation.

Decision:

That the Executive recommends to Council the amendments to the strategy document, as set out in paragraph 44 of the report.

Reason:

To meet the requirements of the Council's performance management framework.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
280

Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Council Tax Support - Year 2
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

To seek approval to begin consultation on the proposals for the draft Council Tax Support Scheme.

The Local Government Finance Act 2012 requires Council's to agree and adopt a scheme which reduces the amounts of council tax payable by persons whom it considers to be in financial need. It specifies that for each financial year, each billing authority must consider whether to revise its existing scheme or replace it with another scheme no later than 31 January in the financial year preceding that for which the revised or replacement scheme is to have effect.

Following a period of public consultation, officers presented a proposed scheme which would see certain vulnerable groups retain the levels of support as in previous years under the now abolished Council Tax Benefit legislation and other working age customers facing a reduction in support. Full Council, at its meeting of 24 January 2013, agreed a scheme for the financial year ending 31 March 2014.

This report sets out the proposals for the 2014/15 Council Tax Support scheme which, if adopted, should enable the Council to contain the cost within available resources. In order to ensure that the final scheme is robust and reasonable, a consultation exercise is proposed, which will inform the final scheme for adoption in January 2014.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approves the draft scheme proposals for Council Tax Support as set out in the report. The draft scheme will contain the key principles as set out in our 2013/14 scheme prior to the decision by Members to make the necessary amendments in order to qualify for the transitional grant;

- (b) instructs officers to proceed with a period of public consultation to seek views on the draft scheme; and
- (c) notes the programme for implementation.

Reason:

The Council is required to approve a local Council Tax Support Scheme on or before 31 January 2014. The recommendations above seek the Executive's approval to open a consultation on the draft scheme, the outcome of which will be considered in the development of the Council Tax Support scheme to be implemented from April 2014.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
271

Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Annual Update - Local Service Agreements
Report of:	Director of Community
Strategy/Policy:	Corporate Strategy
Corporate Objectives:	

Purpose:

The purpose of this report is to provide an overview of the Council's performance for the 2012/13 financial year.

The Council's strategic framework includes Local Service Agreements to provide details of actions delivered by individual services. The Local Service Agreements provide an overview of how the Council is performing alongside the Corporate Strategy. This annual review is an opportunity to consider how well the Council is performing as a whole as well as in key service areas.

Options Considered:

As recommendation.

Decision:

That the Executive notes the Council's performance for the 2012/13 financial year.

Reason:

To provide details of the Council's performance for the 2012/13 financial year.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
281

Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Quarterly Financial Monitoring Report 2013/14
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

This report provides comparative information on the Council's revenue and capital expenditure for the three months ended 30 June 2013. Members are invited to consider the financial performance in the quarter, and any corrective action that may be deemed appropriate.

This report provides summary information on the overall spending position against the revenue and capital budgets in the current year, as set out in the following tables:-

Revenue	Budget 2013/14	Budget to 30 Jun 13	Actual to 30 Jun 13	Variation
	£000s	£000s	£000s	£000s
Service Budgets	12,712	7,588	7,002	-586
Non-Service Budgets	-2,889	-399	-407	-8
Net	9,823	7,189	6,595	-594

The main variations in spending to 30 June 2013 are within cost of employment (-£179,326) and housing benefit payments (-£315,847). Vacancies are the main reason behind the under spend on the cost of employment. Housing benefit payments are under budget although it is expected this will be closer to the budgeted position by the end of the financial year.

Capital Programme	Budget 2013/14	Budget to 30 Jun 13	Actual to 30 Jun 13	Variation
	£000s	£000s	£000s	£000s
General Fund	7,564	565	503	-62
HRA	7,317	502	456	-46
Total	14,881	1,067	959	-108

Revenue and capital spending plans are showing an under spend for the period.

While there are no areas of immediate concern, it is appropriate to monitor financial performance over the final quarter to ensure that any slippage does not adversely affect the services provided to residents and customers. Commentary on the most significant

variations is set out in the in the briefing paper accompanying the report.

Options Considered:

As recommendation.

Decision:

That the Executive notes the report on revenue and capital budget monitoring.

Reason:

To provide members of the Executive with a summary of the Council's budgetary performance to 30 June 2013.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Treasury Management Monitoring Report 2013/14
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

This report summarises the Council's investment activity up to 30 June 2013 and provides details of the Council's money market transactions.

Under the Code of Conduct that governs the operation of the money markets, it is not possible to make public details of specific transactions. For this reason, Appendix A is included in the confidential part of the agenda.

This report gives the Executive the opportunity to review the treasury management activity up to 30 June 2013 along with the Treasury and Prudential Indicators.

The overall position is set out in the following table:

Investments	Externally Managed £m	Internally Managed £m	Call Accounts £m	Total £m
At 1 April 2013	10.0	12.0	10.8	32.8
New	4.0	4.0	37.4	45.4
Repaid	4.0	4.0	28.6	36.6
At 30 June 2013	10.0	12.0	19.6	41.6

The actual fixed term investments are set out in Appendix A with more detailed information set out in the briefing paper.

Performance for the first quarter of the year for the Treasury and Prudential Indicators are shown in detail in Appendix B. During the financial year to date the Council has operated within the treasury limits and Prudential Indicators.

Options Considered:

As recommendation.

Decision:

That the Executive notes the treasury management monitoring report.

Reason:

To inform the Executive of the Council's investment, borrowing and repayment activity up to 30 June 2013.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

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BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Taxi Tariff
Report of:	Director of Regulatory & Democratic Services
Strategy/Policy:	Fareham Borough Local Plan
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

To set the level of the Hackney Carriage tariff for the Borough.

At the meeting of the Licensing and Regulatory Affairs Committee held on 16 September 2008 it was resolved to carry out a review of the Hackney Carriage tariff on an annual basis at its September meetings. The Fareham Hackney Carriage Association is consulted each year to ascertain if they wish to increase the tariff and this is carried out through the Taxi and Private Hire News Letter that the Council produce on a regular basis and any request is reported to the Committee. No request for any increase has been received this year.

However following recent case law relating to policy matters associated with the function of taxi licensing, it has been confirmed that the Hackney Carriage tariffs /fares are the responsibility of the Executive and that the decision relating to the adoption and approval of a table of fares must now be made by the Executive.

Options Considered:

As recommendation.

Decision:

That the Executive approves the Hackney Carriage tariff, as attached at Appendix B to the report.

Reason:

There has been no request from the Hackney Carriage taxi trade this year for an alteration to the current tariff.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	New Homes Bonus and the Local Growth Fund: Response to Consultation
Report of:	Director of Finance & Resources
Strategy/Policy:	Affordable Housing Strategy
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

To allow the Council to respond to the Government's consultation paper concerning New Homes Bonus and the Local Growth Fund.

In July 2013, the Government published a consultation paper entitled: "New Homes Bonus and the Local Growth Fund".

The consultation seeks views on the suggested mechanisms for pooling £400 million of New Homes Bonus through local enterprise partnerships to support strategic housing and other local economic growth priorities.

Attached as appendix A to the report is a draft response to the consultation.

Options Considered:

As recommendation.

Decision:

That the Executive approves the response to consultation, attached as Appendix A to the report, and asks the Director of Finance and Resources to make the submission to the Department for Communities and Local Government prior to the closing date.

Reason:

To influence the Government in their determination of regulations for the use of New Homes Bonus.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
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Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Policy & Resources
Subject:	Council Car Park and Pedestrian Highway Works Contract
Report of:	Director of Finance & Resources
Strategy/Policy:	
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

This report considers the tenders received for resurfacing and repair works at numerous locations that include car park and footways throughout the borough and recommends an award of contract for the works.

Following the completion of a condition survey of the Council's public car parks, footpaths and service areas, a programme of repair and improvement works were identified to maintain the assets to a good standard. In addition, new requirements have been identified for additional parking at Portchester Community Centre.

This report provides the Executive with information regarding the tenders received for these works and seeks an award of contract.

Options Considered:

As recommendation.

Decision:

That the Executive accepts the tender submitted by the contractor ranked 1 (as set out in the confidential appendix), and being the most advantageous tender received, the contract is awarded to that company.

Reason:

To maintain the value of the Council assets and provide well maintained car parks, service areas and pedestrian footways for public use.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
273

Record of Decision by Executive

Monday, 2 September 2013

Portfolio	Health and Housing
Subject:	Purchase of Properties from the Homes and Communities Agency
Report of:	Director of Community
Strategy/Policy:	Affordable Housing Strategy
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

To advise the Executive of an opportunity to acquire two sites from the Homes and Communities Agency (HCA) for the purpose of building some affordable homes (subject to planning).

The Council currently leases two properties in Coldeast Close from the HCA for use as temporary accommodation. The opportunity has arisen for the Council to acquire these two properties. The Council currently owns the two adjoining properties and by purchasing these two properties it would complete the site assembly and provide access to the rear garden land for development. The Council also has the opportunity to acquire a property in Bridge Road with a large rear garden. Both sites offer the opportunity for the Council to build some additional affordable homes (subject to planning) and demonstrate further progress towards meeting the Council's corporate priority to enable 500 new affordable homes by 2017.

Options Considered:

As recommendation.

Decision:

That the Executive agrees to:-

1. delegate authority to the Director of Community, following consultation with the Executive Leader to:-
 - (a) purchase Numbers 19 and 20 Coldeast Close and associated land from the Homes and Communities Agency;
 - (b) purchase of 123 Bridge Road and grounds
 - (c) arrange the onward sale of 123 Bridge Road without the benefit of the large rear garden.
2. approve a gross budget of up to £800,000 for the purchase of the three properties including fees.

Reason:

To enable the Council to acquire land for new housing development to meet local housing needs.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 2 September 2013