

FAREHAM

BOROUGH COUNCIL

AGENDA

LEISURE AND COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL

Date: Wednesday, 5 March 2014

Time: 6:00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor Miss S M Bell (Chairman)

Councillor M J Ford, JP (Vice-Chairman)

Councillors Mrs P M Bryant
N R Gregory
T G Knight
Mrs S Pankhurst
R H Price, JP

Deputies: Mrs K K Trott
D M Whittingham



1. Apologies for Absence

2. Minutes (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting of the Leisure and Community Policy Development and Review Panel held on 15 January 2014.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures or Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Presentation - Park Lane Vision - Update

To receive a presentation by the Leisure Development Manager which updates the Panel on the Park Lane Vision.

7. Fareham Leisure Centre Performance Review (Pages 7 - 12)

To consider a report by the Director of Community which provides a review of the performance of Fareham Leisure Centre.

8. Review of the work programme for 2013/14 and proposed draft work programme for 2014/15 (Pages 13 - 30)

To consider a report by the Director of Community which reviews the Panel's work programme for the current year 2013/14 and gives preliminary consideration to a draft work programme for 2014/15.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
24 February 2014

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FAREHAM

BOROUGH COUNCIL

Minutes of the Leisure and Community Policy Development and Review Panel (to be confirmed at the next meeting)

Date: Wednesday, 15 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

Miss S M Bell (Chairman)

M J Ford, JP (Vice-Chairman)

Councillors: Mrs P M Bryant, T G Knight, Mrs S Pankhurst and Mrs K K Trott
(deputising for R H Price, JP)

Also

Present: Councillor Mrs C L A Hockley, (Executive Member for Leisure
and Community) (minutes 7 and 8)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R H Price, JP and Councillor N R Gregory.

2. MINUTES

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel meeting on 6 November 2013 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed the following representatives who had been invited to the meeting to make presentations on agenda items 6 and 7 respectively:-

- Ian Cook, Area Contracts Manager, Sports & Leisure Management Ltd. and Ryan Grant, General Manager, Fareham Leisure Centre;
- Geoff Phillpotts, Regeneration Manager, First Wessex.

The Chairman also informed members that funding had been secured for a youth project at Broadlaw Walk, Fareham which had been just been launched on Tuesday 14 January 2014.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OR ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. PRESENTATION - FAREHAM LEISURE CENTRE

The Panel received a presentation by Ian Cook, (Area Contracts Manager) for Sports & Leisure Management Ltd, and Ryan Grant, (General Manager) Fareham Leisure Centre. Members were reminded that the partnership arrangements with the Council had been in place since May 2005 and partnership support had made an important contribution to the Leisure Centre's success. Information was provided about the variety of achievements and awards which had been won by the Leisure Centre over recent years

It was explained that the refurbishment proposals included the swimming pool (main and teaching pool), village changing areas, sauna/steam room and plant room. Whilst the work was being carried out, a temporary pool facility would be provided on the north elevation of the car park for the duration of the refurbishment works. Regarding publicity, it was stated that the Council and Leisure Centre would be working together on their communication plans, with

joint press releases, information provided on the Council's website and on social media etc. The refurbishment project is due to start on 1 April 2014 and last approximately 6 months. Upon completion, it was intended that the new facilities would be officially re-launched with an opening ceremony.

It was AGREED that:-

- (a) Mr Cook and Mr Grant be thanked for their informative presentation about the refurbishment project; and
- (b) the Panel acknowledges and supports the achievements of Fareham Leisure Centre and requests that thanks be passed to all Leisure Centre staff.

7. PRESENTATION - FAREHAM SAVERS CREDIT UNION REVIEW

The Panel received a joint presentation by the Community Development Manager, Fareham Borough Council and Geoff Phillpotts, Regeneration Manager, First Wessex, which provided information about the purpose and operation of Fareham Community Savers (Fareham Savers Credit Union).

It was reported that the three key funding partners are Fareham Borough Council, First Wessex and Southern Co-operative. Support is also provided by United Savings and Loans (USAL) and the Fareham Citizens Advice Bureau. The project was launched in Fareham in 2011 with a commitment to 3 years funding, to be extended by a further 2 years if successful. The funding supports the employment of a Fareham Community Savers Development Worker for 12 hours per week. Currently there are 3 local drop-in centres at Broadlaw Walk, Highlands Hub and the Civic Offices, Fareham.

The Panel was informed that there was a significant increase in membership in 2013, and loan applications had also increased. At present the total membership of Fareham Community Savers is 202. Current trends show an increased demand for help and advice on budgeting and money management. It was anticipated that demand was likely to grow as a consequence of the impact of welfare reforms and the introduction of Universal Credit.

Members considered possible ways in which the scheme could be promoted/advertised, bearing in mind that it is a small scale project. Questions were asked on various matters covered in the presentation.

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Panel during discussion on this item.

It was AGREED that the Community Development Manager and Mr Phillpotts be thanked for a very interesting and informative presentation.

8. REVIEW OF COMMUNITY BUILDINGS - RESULTS OF TITCHFIELD CATS AREA AND WESTERN WARDS CATS NEEDS ASSESSMENT

The Panel considered a report by the Director of Community which detailed the outcome of the needs assessment for wards in the Titchfield CATs area

and Western Wards CATs area and recommended the preparation of a master plan to deliver the identified needs.

The Panel discussed the information detailed in the report and made the following comments:-

- Abshot Community Centre - it was noted that there was a need for substantial repairs to the Centre as only responsive maintenance had been carried out since 2008 when a condition survey had highlighted the need for significant remedial works particularly to the roof structure;
- Victory Hall in Warsash - it was also noted the 2008 building condition survey had also identified the need for significant remedial works to this building particularly to the roof structure, windows and doors. Although the Council does not own the building and is not responsible for its maintenance, it was acknowledged that the building is a key community facility in the Western Wards and would therefore be beneficial to have the necessary work done ;
- it was suggested that there may be an opportunity for representatives of each of the above facilities to make an application for financial assistance in the form of matched funding;
- Councillor Knight reported that Crofton Community Centre has a problem with leakage from the roof and suggested that winter maintenance be carried out at there and at other centres/buildings where there is an on-going problem with the roof structure;
- Reference was made to paragraph 11 of the report regarding the decision by Titchfield Community Centre not to distribute the questionnaire to their user groups. It was explained that Titchfield Community Association complete their own annual survey and are not obliged to share the information they had obtained with the Council. However, officers agreed to try to obtain a copy of the Community Centre's own survey;
- It was acknowledged that the poor design of some community buildings had, in some cases, contributed to roof drainage problems. The Head of Leisure and Community informed members that a planned preventative maintenance programme would commence this year to carry out roof structure repairs, clear drains, etc, at the community centres where the Council is responsible for these works.

At the invitation of the Chairman Councillor Mrs Hockley addressed the Panel during consideration of this matter.

It was AGREED that:-

- (a) the outcomes from the Titchfield and Western Wards Needs Assessments detailed in the report be noted;

- (b) officers be authorised to prepare a master plan to meet the identified needs; and
- (c) that the need for building repairs to Abshot Community Centre and Victory Hall, Warsash in particular, be noted.

9. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME FOR 2013/14 AND DRAFT WORK PROGRAMME FOR 2014/15

The Panel considered a report by the Director of Community which gave initial consideration to the Panel's work programme for the current year, 2013/14 and preparation of a draft programme for 2014/15. Members' attention was drawn to paragraph 3 of the report detailing revisions to the current work programme.

It was AGREED that:-

- (a) the updated work programme for 2013/14, attached as Appendix A to the report be approved; and
- (b) further consideration be given to the preparation of a draft work programme for the municipal year 2014/15, at the next meeting on 5 March 2014.

(The meeting started at 6.00 pm
and ended at 7.20 pm).

FAREHAM

BOROUGH COUNCIL

Report to Leisure and Community Policy Development and Review Panel

Date **5 March 2014**

Report of: **Director of Community**

Subject: **LEISURE CENTRE REVIEW OF PERFORMANCE**

SUMMARY

This report provides a summary of the contract performance monitoring of Fareham Leisure Centre which is operated by Strategic Leisure Management Ltd (SLM) on behalf of the Council. The report also provides an update on the continuous improvement plan, a summary of attendance figures and details of the income and expenditure incurred by the Council arising from the Leisure Centre management contract.

RECOMMENDATION

That the Panel notes the information contained in the report.

INTRODUCTION

1. On 1 May 2005, Fareham Leisure Centre transferred to trust status with Strategic Leisure Management Limited (SLM) taking on the management and operation of the centre. SLM have a full repairing lease with responsibility for internal and external repairs. A ten year lease for the tennis courts in Park Lane recreation ground and for the car park adjacent to the Leisure Centre run parallel to the Leisure Centre lease and management contract.
2. In October 2013, the Executive agreed to a five year extension to the contract together with a £1.5m investment in the refurbishment of the wet side facilities. The contract will therefore now run until May 2020.
3. The works to improve the wet side facilities, as discussed by the Panel at their meeting in January 2014, will commence in April 2015 and are scheduled to complete in September 2015
4. The style of partnership between the Council and SLM allows the operator to develop and improve the service with considerable freedom. To ensure that while there is freedom, the needs and expectations of the community and strategic vision of the Council is met, the Council has taken on a monitoring role including a continuous improvement plan for the centre.
5. This report provides information on the following:-
 - (a) The outcome of the contract monitoring since March 2012, i.e. since last reported to the Panel;
 - (b) The continuous improvement plan;
 - (c) Details of the income and expenditure for the Leisure Centre for the financial year 2012-2013; and
 - (d) A brief summary of attendances during the current year of the contract.

CONTRACT MONITORING

6. Since March 2013, three monitoring visits have been undertaken together with a health and safety inspection. No areas of concern were raised, and the annual inspection revealed that the premises were being effectively managed with no concerns in relation to any of the key risk areas, i.e. the management of asbestos containing materials, fire safety, the management of the Legionella risk, gas safety and the electrical installation.

CONTINUOUS IMPROVEMENT PLAN

7. SLM continue to update and implement the actions in the continuous improvement plan, a copy of which is attached as Appendix A. The following key actions and accreditations have been achieved:-
 - (a) The Leisure Centre currently stands as the only leisure centre in the country accredited as "Outstanding", under the well-recognised national industry quality service standard organisation QUEST.
 - (b) The Leisure Centre was recognised in June 2013 by UK Active as being the best leisure centre from over 300 facilities that entered.

INCOME AND EXPENDITURE

8. The Council has retained a residual revenue budget for 2013/14 of £82,000 This can be broken down as follows:-

Expenditure	Amount	Comment
Employees Related Expenditure	£18,500	This covers the recharge of those employee costs related to staff in the Department of Community & Streetscene who provide the client role in relation to the Leisure Centre.
National Non Domestic Rates	£24,400	The Council are required to pay the NNDR under the terms of the Management Agreement.
Premises Insurance	£6,600	The Council are required to pay the buildings insurance under the terms of the buildings lease.
Repairs and Maintenance	£32,500	Internal modifications have been carried out to the car park to increase the capacity by 20 spaces. The lighting has been renewed and improved and brought into the PFI contract.

9. In accordance with the terms of the contract, in 2013-14 the Council will receive income from the Leisure Centre of £122,200

ATTENDANCES

10. SLM have changed their method of recording attendances preventing a direct comparison with attendances prior to the transfer to trust status. The Centre now average 61,000 visitors per month with 60% of these being for the fitness suite, exercise classes and courses with the balance being for swimming. This is 5,000 per month more than in 2011/12.
11. Currently 584 Leisure Cards have been issued. These are broken down into:-

- Low income 63
- Student 3
- Single 416
- FBC 28
- Family 74

12. In March 2013, 675 Leisure Cards were in circulation.
13. The reason that the take up of this scheme is falling largely due to the value the Leisure Centre offers via its pay-as-you-go fees and membership arrangements.

RISK ASSESSMENT

14. There are no significant risks arising from the management of the Leisure Centre over the last 12 months.

CONCLUSION

15. This report updates the Leisure and Community Policy Development and Review Panel on the results of the contract monitoring at Fareham Leisure Centre, on the continuous improvement plan and the income and expenditure by the Council in relation to the Leisure Centre during the current financial year.
16. The overall conclusion is that the Leisure Centre continues to be effectively managed, that significant improvements have been made and that the centre continues to provide an excellent service to the community.

APPENDIX A - Continuous Improvement Plan

Background Papers: None

Reference Papers: None

Enquiries:

For further information on this report please contact Gareth Satherley, Leisure Development Manager (Ext 4476).

APPENDIX A

Fareham Leisure Centre Continuous Improvement Plan

	Achievements to report
<p>QUEST</p> <p>Quest is the UK Quality Scheme for Sport and Leisure</p> <p>UK Active</p> <p>National Fitness Awards</p>	<p>Fareham Leisure Centre currently stands as the only Leisure Centre in the country accredited as “Outstanding”, under the national industry quality service standard organisation QUEST.</p> <p>The Leisure Centre was recognised in June 2013 by UK Active, as ‘Leisure Centre of the Year 2013’.</p> <p>Fareham Leisure Centre received the National Fitness Awards ‘Fitness Team of the Year 2012’</p>
<p>GP Referral Scheme</p> <p>Health and Safety Management</p> <p>Inclusive Fitness Initiatives (IFI)</p>	<p>The Leisure Centre has developed a long standing partnership with the Primary Care Trust to provide a GP Referral Scheme. Most recently the scheme has achieved the full accreditation at “Silver” standard which there are very few within the country. The centre is seeking the Clinical Commissioning Group to support the scheme and continue funding at the same level the PCT have to date.</p> <p>The Leisure Centre remains the highest achieving site within the SLM Group for Health and Safety and has achieved a 100% throughout 2013.</p> <p>The leisure centre has achieved IFI accreditation</p>
<p>Facility Developments & Programme</p>	<p>In 2013 the ‘Everyone Active School of Dance’ enrolled its 250th student. The school is now in its 3rd successful year and celebrated its 3rd annual dance show at Ferneham Hall in November with a sold out audience of over 700 parents and families.</p>
<p>Training achievements</p> <p>Training and colleague development</p>	<p>Lifetime Learner Engagement Award 2013</p> <p>The Leisure Centre has launched the Governments national Apprentice scheme and has successfully trained 43 apprentices and have, to date, fully employed 9 within the year term. 30% of the</p>

	<p>apprentices gained full time employment. 100% have casual contracts.</p> <p>Ten colleagues are currently working towards NVQ's in their specialised areas.</p>
<p>IT and Online Developments</p>	<p>The Leisure Centre now offers free 'wi-fi' to all customers.</p> <p>In April 2014 the centre will offer an online joining facility to improve access, this will include online 'Induction' to the gym.</p>
<p>Charity, Sponsorship & Corporate Partnerships</p>	<p>In 2013, Fareham Leisure Centre has raised,</p> <ol style="list-style-type: none"> 1. Breast Cancer Care (Pink Day) - £2,841.34 2. Friends of Ocean Ward (Triathlon) - £500 3. National Swimathon - £4,500 <p>Various schools and organisations have received the support for their fund raising activities throughout the year.</p> <p>Fareham LC sponsored the under eights Portchester football team and purchased their kit.</p>
<p>Leisure Card</p>	<p>The Leisure Card continues to offer discounts to residence within the borough with a variety of Fareham Businesses.</p>
<p>Development of Environmental Awareness</p>	<p>The centre has recently implemented a number of items from the Energy Reduction Plan including; LED lighting throughout reception, corridors and changing areas.</p> <p>The redevelopment of the Swimming Pools will take place in April, new plant and heating systems will improve the energy efficient of the building. Improvements in localised Building Management System (BMS), 'Variable speed drives', Ultra-violet water treatment and the full refurbishment of the wet side will give a much enhanced feel to the centre.</p>

FAREHAM

BOROUGH COUNCIL

Report to Leisure and Community Policy Development and Review Panel

Date **5 March 2014**

Report of: **Director of Community**

Subject: **FINAL REVIEW OF THE WORK PROGRAMME FOR 2013/14 AND
DRAFT PROGRAMME FOR 2014/15**

SUMMARY

At the last meeting of the Panel on 15 January 2014, members reviewed the existing work programme for 2013/14 and also considered a draft work programme for 2014/15. The Panel is now invited to assess the overall progress for the current year and finalise a draft work programme for 2014/15.

RECOMMENDATION

The Panel is now requested to:-

- (a) review the outcomes of the Panel's work programme for 2013/14;
- (b) agree a proposed work programme for 2014/15; and
- (c) submit the proposed work programme for 2014/15 to the Council for endorsement.

INTRODUCTION

1. This is the penultimate meeting for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2014/15.

WORK PROGRAMME CURRENT YEAR 2013/14

2. Appendix A to this report contains details of the current year's work programme for review by the Panel.
3. Appendix B contains details of the outcomes from matters considered at Panel meetings from May 2013 up until January 2014, for members' information.

WORK PROGRAMME FOR 2014/15

4. Appendix B sets out details of the proposed items for consideration during 2014/15. As members are aware, the Panel's focus is on 'policy development', and it is suggested that members may want to consider setting up smaller working groups to work with officers on specific subjects. The Panel is also likely to consider reports on a specific subject on more than one occasion during the course of the year, as the policy is developed and before final recommendations are made to the Executive.
5. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2014/15 programme.
6. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework. The list may however be subject to amendment arising from any future changes to the Constitution.

RISK ASSESSMENT

7. There are no significant risk considerations in relation to this report

CONCLUSION

8. To summarise, the Panel is now invited to:-
 - (a) review the outcome of its work programme for the current year 2013/14;
 - (b) give further consideration to a draft work programme for 2014/15, taking account of the proposed draft set out in Appendix B and, at the same time, add to the Panel's draft programme for 2014/15 any proposed strategy or policy reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel; and
 - (c) arrange to submit the agreed work programme for 2014/15 to the Council.

Appendix A – Current Work Programme for 2013/14

Appendix B –Work Programme 201 3/14 - Outcomes

Appendix C – Policy Framework

Appendix D –Draft Work Programme for 2014/15

Background Papers:

None

Reference Papers: Leisure & Community Policy Development and Review Panel
15 January 2014 (Minute 9).

Enquiries:

For further information on this report please contact Martyn George, Director of Community. (Ext 4400*

**WORK PROGRAMME FOR 2013/14 - LEISURE AND COMMUNITY POLICY
DEVELOPMENT AND REVIEW PANEL**

MEETING DATES FOR 2013/14	ITEMS
15 May 2013	<p>Introduction to the role of the Panel</p> <ul style="list-style-type: none">• Introduction to Key Staff• Achievements 2012/13• Challenges and Priorities for 2013/14• Review of the work programme for 2013/14
24 July 2013	<ul style="list-style-type: none">• Review of the work programme 2013/14• Presentation - Countryside Sites Nature Conservation• Leisure Strategy Review• Portchester MUGA - Results of Consultation• Proposals to Commemorate the Centenary of WW1 and the 70th Anniversary of D Day
4 September 2013	<ul style="list-style-type: none">• Review of the work programme 2013/14• Open Spaces Improvement Programme• Community Action Fareham SLA Review• Presentation - Proposals for Bath Lane Recreation Ground
6 November 2013	<ul style="list-style-type: none">• Review of the work programme for 2013/14• Ferneham Hall Performance Review 2012/13• Verbal update on the future of Westbury Manor Museum

15 January 2014	<ul style="list-style-type: none">• Presentation – Fareham Leisure Centre - refurbishment of swimming pool and changing facilities• Presentation - Fareham Savers Credit Union Review• Review of Community Buildings - results of Titchfield CATS Area Needs Assessment• Preliminary overall review of work programme 2013/14 and draft 2014/15
5 March 2014	<ul style="list-style-type: none">• Final review of work programme for 2013/14 and draft for 2014/15• Fareham Leisure Centre Performance Review• Presentation – Park Lane Vision (Update)
14 May 2014	<ul style="list-style-type: none">• Review of the work programme for 2014/15

APPENDIX B

Leisure and Community Policy Development and Review Panel –
Progress on Actions from May 2013 to January 2014

<u>MEETING DATE</u>	<u>15 MAY 2012</u>
<u>Subject</u>	<u>Presentation – Introduction to the role of the Leisure and Community Policy Development and Review Panel (Introduction to key Staff, Achievements in 2012/13 challenges and priorities for 2013/14)</u>
Type of Item	Information
Action by Panel	It was AGREED that:- (a) The Director of Community, Head of Leisure and Community and officers be thanked for a very comprehensive and informative presentation; and (b) Officers be congratulated for their hard work and effort especially during what proved to be a very busy year.
Outcome	Presentation was noted.
Link Officer	Martyn George
<u>Subject</u>	<u>Leisure and Community Policy Development and Review Panel Work Programme for 2013/14 – Review and Initial Endorsement</u>
Type of Item	Information
Action by Panel	It was AGREED that, subject to the revisions shown below, the Panel's work programme for 2013/14 be approved:- (a) An item to consider the outcome of the consultation on Portchester MUGA be added to the work programme for 24 July 2013;

	<p>(b) Proposals for refurbishment of existing changing rooms, replacement grounds maintenance store and other works at Bath Lane Recreation Ground be added to the work programme for 4 September 2013;</p> <p>(c) Review of Community Buildings - results of Titchfield CATS Area Needs Assessment, be added to the work programme as an unallocated item;</p> <p>(d) Hampshire County Council Review of Community Sector Funding be added to the work programme as an unallocated item; and</p> <p>(e) Update on the future of Westbury Manor Museum be added to the work programme as an unallocated item.</p>
Outcome	Work Programme for 2013/14 was updated accordingly.
Link Officer	Martyn George
<u>MEETING DATE</u>	<u>24 JULY 2013</u>
Subject	Portchester Muga – Results of Consultation
Type of item	Information
Action by Panel	<p>It was AGREED that the Panel advise the Executive as follows:-</p> <p>(a) having considered the outcome of the consultation exercise, the Panel do not recommend the provision of a Multi Use Games Area (MUGA) on the site of the former Portchester Community Centre (Voting unanimous);</p> <p>(b) in the Panel's view the request by those residents of Clive Grove who back onto the tennis courts to have the existing fencing removed and replaced with a close boarded timber fence should be refused (Voting unanimous); and</p> <p>(c) A motion was proposed and seconded that officers be requested to contact Portchester Community School to discuss extending provision of open access to the public for tennis at the two courts on the site. In the event that the school are</p>

	not able to deliver increased provision, officers be requested to explore the feasibility of finding an alternative site for a tennis court in the Portchester area and report their findings to a future meeting of the Panel (Voting 5 for: 1 against).
Outcome	Matter considered by the Executive on 2 September 2013 . Resolved 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.
Link officer	Gareth Satherley
Subject	Presentation – Countryside Sites Nature Conservation
Type of item	Information
Action by Panel	It was AGREED that the Panel note the information presented and express their thanks to the Rangers and their teams of volunteer workers for all the work undertaken.
Outcome	Information noted
Link officer	Mark Trigwell
Subject	Proposals to Commemorate the Centenary of WW1 and the 70th Anniversary of D Day
Type of item	Information
Action by Panel	It was AGREED that the Panel advise the Executive that:- (a) the Panel supports the very imaginative proposals to commemorate the centenary of WW1 And the 70 th Anniversary of D Day as outlined in the report; and (b) recommends that an allocation of funding required to implement all proposals be made.

Outcome	<p>Matter considered by the Executive on 2 September 2013. RESOLVED that subject to the title of Appendix A being amended to 2014 Commemorations – WW1 and D Day 70th Anniversary, the Executive agrees:</p> <p>(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:</p> <ul style="list-style-type: none"> 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; <p>(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</p> <p>(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.</p>
Link officer	Mark Bowler
Subject	Review of Work Programme for 2013/14
Type of item	Information
Action by Panel	It was AGREED that the Panel's work programme for 2013/14 as set out in Appendix A attached to the report be endorsed.
Outcome	Information noted.
Link officer	Martyn George

MEETING DATE	4 September 2013
Subject	Presentation – Proposals for Bath Lane Recreation Ground
Type of item	Information
Action by Panel	It was AGREED that officers be thanked for their hard work in progressing the redevelopment proposals for Bath Lane Recreation ground and thanks also be extended to Fareham & Crofton Cricket Club members for their contribution to the process.
Outcome	Information noted.
Link officer	Gareth Satherley
Subject	Review of the Open Spaces Improvement Programme
Type of item	Review
Action by Panel	It was AGREED that, subject to the inclusion of an additional column to the updated Improvement Programme schedule for April 2013 to March 2024, to indicate sources of funding, the revised Open Spaces Improvement Programme for the period 2013 to 2024, attached as Appendix A to the report be endorsed.
Outcome	Information noted.
Link officer	Gareth Satherley
Subject	Community Action Fareham Service Level Agreement (SLA)
Type of item	Information
Action by Panel	As well as considering a report, aA presentation was made by the Chief Executive Officer of Community Action Fareham, Mr Paul O’Beirne

	<p>It was AGREED that:-</p> <p>(a) Mr O’Beirne be thanked for attending and addressing members at the meeting;</p> <p>(b) all those involved with Community Action Fareham be thanked for the work they undertake throughout the Borough; and</p> <p>(c) the Executive be recommended to approve an extension of the Council's current Service Level Agreement with Community Action Fareham up until 31 March 2014.</p>
Outcome	The matter was considered by the Executive on 4 November 2013 and it was RESOLVED that the Executive agrees to extend the current service level agreement with Community Action Fareham until 31 March 2014.
Link officer	Janie Millerchip
Subject	Review of Work Programme
Type of item	Information
Action by Panel	It was AGREED that the Panel's work programme for 2013/14 as set out in Appendix A attached to the report be endorsed.
Outcome	Information noted.
Link officer	Martyn George
<u>MEETING DATE</u>	<u>6 November 2013</u>
Subject	Presentation – Update on the Future of Westbury Manor Museum
Type of item	Information

Action by Panel	A presentation was made by Dr Janet Owen, Head of Museums and Arts, (Hampshire County Council). It was AGREED that:- (a) Dr Owen be thanked for her very informative and helpful presentation; and (b) a copy of the presentation be circulated to all Panel members.
Outcome	Information noted.
Link officer	Mark Bowler
Subject	Review of Work Programme
Type of item	Information
Action by Panel	It was AGREED that the Panel's work programme for 2013/14 as set out in Appendix A attached to the report be endorsed.
Outcome	Information noted.
Link officer	Martyn George
Subject	(Confidential Item) – Ferneham Hall Performance Review 2012/13
Type of item	Review
Action by Panel	It was AGREED that:- (a) the information contained in the report regarding the financial performance of Ferneham Hall in 2012/13 be noted; and (b) the following three members of the Leisure and Community Policy Development and Review Panel be appointed to a Ferneham Hall Member and Officer Working Group:-

	Councillor Miss S M Bell Councillor Mrs S Pankhurst Councillor R H Price, JP
Outcome	Information noted.
Link officer	Mark Bowler
<u>MEETING DATE</u>	<u>15 January 2014</u>
Subject	Presentation – Fareham Leisure Centre
Type of item	Information
Action by Panel	It was AGREED that:- (a) Mr Cook and Mr Grant be thanked for their informative presentation about the refurbishment project; and (b) the Panel acknowledges and supports the achievements of Fareham Leisure Centre and requests that thanks be passed to all Leisure Centre staff.
Outcome	Information noted.
Link officer	Mark Bowler
Subject	Presentation – Fareham Savers Credit Union Review
Type of item	Information
Action by Panel	The Panel received a joint presentation by the Community Development Manager, Fareham Borough Council and Geoff Phillpotts, Regeneration Manager, First Wessex,

	It was AGREED that the Community Development Manager and Mr Phillpotts be thanked for a very interesting and informative presentation.
Outcome	Information noted.
Link officer	Janie Millerchip
Subject	Review of Community Buildings – Results of Titchfield CAS Area and Western Wards CATS Area Needs Assessment
Type of item	Review
Action by Panel	<p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the outcomes from the Titchfield and Western Wards Needs Assessments detailed in the report be noted; (b) officers be authorised to prepare a master plan to meet the identified needs; and (c) that the need for building repairs to Abshot Community Centre and Victory Hall, Warsash in particular, be noted.
Outcome	Information noted.
Link officer	Gareth Satherley
Subject	Preliminary Overall Review of Work Programme for 2013/14 and draft work programme for 2014/15
Type of item	Review
Action by Panel	<p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the updated work programme for 2013/14, attached as Appendix A to the report be approved; and (b) further consideration be given to the preparation of a draft work programme for the municipal year 2014/15, at the next meeting on 5 March 2014.

Outcome	Information noted.
Link officer	Martyn George

FAREHAM BOROUGH COUNCIL

POLICY FRAMEWORK

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.

APPENDIX D

**LEISURE & COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL -
PROPOSED WORK PROGRAMME FOR 2014/15**

<u>MEETING DATES FOR 2014/15</u>	
23 July 2014	Lockwood Community Centre - Presentation by Lockwood Sports & Community Association Leisure Strategy Review Fernehall Members Working Group – Progress Report Review of the work programme 2014/15
3 September 2014	Park Lane Vision Master Plan - Presentation Western Wards Pool Open Spaces Improvement Programme Review Review of Community Buildings Draft Master Plan Review of the work programme 2014/15
5 November 2014	Visit to Fareham Leisure Centre – Refurbishment Works Coldeast Open Space Management Arrangements - Countryside Rangers Presentation Fernehall Hall - Members Working Group Performance Review Review of the work programme 2014/15

<p>14 January 2015</p>	<p>Community Action Fareham – Presentation – Supporting Local community Needs</p> <p>Community Action Fareham - SLA Review</p> <p>Preliminary overall review of work programme 2014/15 and draft 2015/16</p>
<p>4 March 2015</p>	<p>Fareham Leisure Centre Performance Review</p> <p>Cams Alders Recreation Ground Vision</p> <p>Final review of work programme for 2014/15 and draft 2015/16</p>