

**Record of Decision by Executive**

**Monday, 4 November 2013**

<b>Portfolio</b>	Health and Housing
<b>Subject:</b>	<b>Local Housing Company</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	Housing Strategy
<b>Corporate Objectives:</b>	A Balanced Housing Market

**Purpose:**

To consider proposals to form a new Joint Venture company to facilitate housing and economic development in the borough.

Fareham Borough Council is proposing to form a new company in partnership with Eastleigh Borough Council, First Wessex and Radian Housing Association for the purposes of facilitating housing and economic development in a sustainable manner.

The parties wish to enter into the Joint Venture to enable the parties to:-

- meet housing need in its core areas of operation in partnership with other organisations
- bring forward housing developments that may otherwise stall due to economic conditions.
- increase housing supply in order to meet local housing needs.
- increase the supply of market rented housing to overcome local shortages.
- provide housing accessible to those in receipt of welfare benefits.
- boost the local economy through development, creating work in construction and a range of other industries.
- develop projects aimed at reducing carbon emissions and/ or increasing renewable energy usage.

The purpose of the Joint Venture (JV) is to primarily provide management, control and administration of the structure including high level risk management.

The company will be undertaking a continuing business which will have project based Special Purchase Vehicles (SPV's) underneath the main structure.

The intention will be that each SPV will attract separate funding and that there will be a number of development projects arising. Each SPV will have different economic participants but all SPVs will be managed by the Joint Venture.

Investment in the specific housing projects will be ring-fenced in the relevant SPVs. Investment and participation in individual SPV's by Fareham Borough Council will be subject to a separate report relating to the individual SPV and approval of this Council's Executive.

Approval is being sought for the Council to form the new company (with the partners listed above) and to nominate two persons to serve as directors on the Board of the company.

**Options Considered:**

As recommendation.

**Decision:**

RESOLVED that the Executive:

- (a) agrees to Fareham Borough Council forming a new Joint Venture company (limited by guarantee) in partnership with Eastleigh Borough Council, First Wessex and Radian Housing Association for the purposes of facilitating housing and economic development in the borough;
- (b) authorises the Solicitor to the Council and the Director of Finance and Resources to prepare and sign on behalf of Fareham Borough Council the necessary documents leading to the formation of the new company;
- (c) authorises the Director of Finance and Resources to incur any necessary expenditure leading to the formation of the company; and
- (d) agrees the appointment of the Executive Member for Health and Housing and the Director of Finance and Resources to serve on the Board of the company.

**Reason:**

To assist the Council in delivering its corporate priority to deliver 500 new affordable homes by 2017.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
319

### Record of Decision by Executive

#### Monday, 4 November 2013

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Open Spaces Improvement Programme</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	Community Engagement Strategy
<b>Corporate Objectives:</b>	Strong and Inclusive Communities

**Purpose:**

To update the Executive on the implementation of the existing open spaces improvement programme and to recommend a new programme from 2014-15 to 2022-23.

In November 2012, the Executive approved an open spaces improvement programme for the Councils outdoor sports facilities and for play areas and other recreational space.

This report reviews progress against this plan and presents an updated programme for the period up to March 2023. The projects will be funded from developers contributions where available or from contributions from the Community Infrastructure Levy, subject to collection of funds and individual scheme approval reports to the Executive.

The draft programme was considered and supported by the Leisure and Community Policy Development and Review Panel on 4 September 2013.

**Options Considered:**

As recommendation.

**Decision:**

RESOLVED that the Executive approve the open spaces improvement programme 2013 - 2023.

**Reason:**

To facilitate the improvement of the outdoor sport, play spaces and other recreational areas utilising available developer contributions and to guide the implementation of the Community Infrastructure Levy.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
321

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Community Action Fareham - Service Level Agreement</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	Strong and Inclusive Communities

**Purpose:**

This report proposes extending the funding agreement with Community Action Fareham for a further six months.

Community Action Fareham (CAF) is the local Council for Voluntary Services (CVS). CAF offers support to a range of community organisations providing services and activities to meet the needs of local residents.

The current service level agreement with Community Action Fareham (CAF) expired on 30 September 2013. This report considers a proposal to extend the current service level agreement by six months until 31 March 2014. The proposed extension should enable members time to consider the results of Hampshire County Council's proposed review of the 'support to the voluntary sector', before deciding how Fareham Borough Council should direct its support to the voluntary sector in Fareham in the future.

The proposal to extend the current service level agreement with Community Action Fareham for a further six months was considered and endorsed by the Leisure and Community Policy Development and Review Panel at their meeting on 4th September 2013.

**Options Considered:**

The comments of the Leisure and Community Policy Development and Review Panel were taken into account in consideration of this item.  
As recommendation.

**Decision:**

RESOLVED that the Executive agrees to extend the current service level agreement with Community Action Fareham until 31 March 2014.

**Reason:**

To continue to provide advice and support to local voluntary organisations.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
323

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Streetscene
<b>Subject:</b>	<b>Street Lighting Maintenance</b>
<b>Report of:</b>	Director of Streetscene
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	A Safe and Healthy Place to Live and Work

#### **Purpose:**

The purpose of this report is to advise the Executive on the current arrangements for the maintenance of street lights currently owned by Fareham Borough Council.

In December 2009, Hampshire County Council entered into a Private Finance Initiative (PFI) with Scottish and Southern Electricity for the maintenance of its street lighting stock for a period of 25 years. All boroughs in Hampshire were invited to join the scheme, including Fareham.

It was agreed by the Council's Executive Committee that Fareham's 444 lights should be included in the PFI. However, 62 light columns were not included and therefore their maintenance would be undertaken by FBC Officers as and when required.

Currently requests to undertake repairs on these remaining Council's lights are processed through the Council's Building Services maintenance contractors and on occasions can be quite expensive and time consuming due to the need to hire equipment not normally used such as platform lifts to replace a light fitting.

In order to improve the current situation and reduce confusion for residents, Officers have also been liaising directly with Scottish and Southern Energy (SSE) Contracting with a view to including the outstanding 62 lights into the PFI contract.

There are a number of benefits of including the remaining street lights, these are as follows:-

- (a) There would only be one point of contact for all street lighting issues in the borough, regardless of whether they belong to HCC or FBC;

- (b) All issues arising in relation to street lights would be automatically dealt with for the remainder of the contract which is approximately 21 years;
- (c) Reported faults would be dealt with in a more timely efficient way as residents would be able to report the faults on line via the HCC/PFI website; see Appendix A
- (d) Other than the on-going revenue needed to fund the electricity and maintenance costs, all other expenditure would be the responsibility of the PFI, e.g. damage caused by road traffic accident, vandalism etc;
- (e) The lights to be transferred would be upgraded where necessary to more efficient technology with energy saving timers and more efficient lighting units;

Once the lights have been included all future street light installations in the borough, regardless of which department wishes to implement them, should be undertaken in accordance with current SSE specifications and with a view to them ultimately being included in the PFI.

**Options Considered:**

The comments of the Streetscene Policy Development and Review Panel were taken into account in consideration of this item.

As recommendation.

**Decision:**

RESOLVED that the Executive approves:

- (a) the transfer of 62 light columns to the Hampshire PFI maintenance agreement; and
- (b) the capital expenditure of £85,000 to complete the transfer.

**Reason:**

In order to provide a more efficient and cost effective service to residents of the Borough.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)



# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
324

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Strategic Planning and Environment
<b>Subject:</b>	<b>Maintaining the Vibrancy of Fareham Town Centre: Update</b>
<b>Report of:</b>	Director of Planning & Environment
<b>Strategy/Policy:</b>	Fareham Borough Local Plan
<b>Corporate Objectives:</b>	A Safe and Healthy Place to Live and Work

**Purpose:**

To seek Executive approval for a series of improvements identified in the Town Centre Action Plan, including the provision of new pedestrian signs, seats and cycle racks as illustrated in Appendix A.

The report describes proposals for improvements identified in the Town Centre Action Plan, including the provision of new pedestrian signage and additional seats and cycle racks in the town centre, and improvements in the advertising of town centre events, financed from the High Street Innovation Fund.

**Options Considered:**

As recommendation.

**Decision:**

RESOLVED that the Executive approves the provision of new pedestrian fingerpost signs, seats and cycle racks, along with the provision of town centre maps in car parks and advertising of town centre events in the multi-storey car parks. The total estimated cost is £75,000.

**Reason:**

To maintain viability and improve the environment and appearance of the town centre.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
325

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Commercial Property Investment Acquisition Strategy</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	Dynamic, Prudent and Progressive Council

**Purpose:**

To request that the Executive consider providing additional funds to purchase further commercial property as a means to optimise returns on Council investments.

A report was considered by the Executive on 7 January 2013 and approval was given for;

- (a) The principle of a programme of investment in commercial property and the adoption of a Commercial Property Investment Acquisition Strategy;
- (b) an initial investment of £3 million to fund a commercial property investment acquisition programme;
- (c) the authority to be delegated to the Director of Finance & Resources following consultation with the Executive Leader to submit offers for commercial property investments in accordance with the criteria set out in the Commercial Property Investment Acquisition Strategy.

The first commercial property investment has been acquired at Clifton House in Segensworth and an offer has been accepted and is in the hands of solicitors on a second property investment in Eastbourne.

The balance remaining of approximately £339,000 after both purchases is unlikely to be sufficient to acquire a third commercial property investment. However, when considering the Medium Term Finance Strategy, the Executive recognised the potential to make a further tranche of funding available to investment in commercial property, and this report invites the Executive to consider making £5m available to support the continued implementation of the Acquisitions Strategy.

**Options Considered:**

At the invitation of the Executive Leader, Councillor R H Price, JP addressed the Executive on this item.  
As recommendation.

**Decision:**

RESOLVED that the Executive:

- (a) agrees to provide an additional £5m to fund further commercial property investment acquisitions for the reasons set out in the report; and
- (b) reaffirms the criteria for selecting investment opportunities as set out in the Commercial Property Investment Acquisition Strategy attached as Appendix B to the report and agreed by the Executive on 7 January 2013.

**Reason:**

To release additional funds to invest in commercial property, in line with the agreed Acquisitions Strategy, as an alternative to the treasury related investments and which are currently producing a low level of return which is likely to continue into the medium term.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
326

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Land Adjoining 268 Brook Lane, Sarisbury Green</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	

**Purpose:**

To seek the view of the Executive on the renewal or otherwise of the current 3 year licence of the land adjoining 268 Brook Lane, Sarisbury Green which will terminate on 9 April 2014 having regard to the consideration of a report on this matter by the Executive on 7 January 2013.

The Executive on 7 January 2013 received a report on the options regarding a strip of land adjoining 268 Brook Lane, Sarisbury Green. The report & decision notice are attached as Appendix A. Following consideration of the report the Executive resolved "that the land is not disposed of, allowing the current licence arrangements to continue". As the 3 year licence will terminate on 9 April 2014 the Executive is asked to reconsider the options for the future use/ownership of this land, so that appropriate arrangements can be put in place once the current licence expires. Views are sought on whether the options contained in the 7 January 2013 report should be reconsidered which includes the granting of a new licence on payment of an appropriate licence fee.

**Options Considered:**

The Executive Leader announced that following an informal meeting with the ward Councillors (Councillor B Bayford and Councillor Mrs M E Ellerton) at which an alternative division of the land was suggested, both interested parties (numbers 266 and 268 Brook Lane) have agreed to the suggested compromise arrangement, subject to an independent valuation of the land.

A revised plan showing the compromise arrangement was tabled at the meeting and is appended to these minutes. The hatched area on the plan represents the area of land to be ring-fenced for disposal to the owners of 266 Brook Lane with the remainder of the strip of land being ring-fenced for disposal to the owners of 268 Brook Lane.

**Decision:**

RESOLVED that the Executive approves the compromise agreement to offer, for disposal, the land adjoining 268 Brook Lane, Sarisbury Green, subject to an independent valuation of the land and that the area of land shown hatched on the revised plan be ring-fenced for offer of disposal to the owners of 266 Brook Lane with the remainder of the strip of land being ring-fenced for offer of disposal to the owners of 268 Brook Lane, following the termination of the existing licence on 9 April 2014.

**Reason:**

To obtain the view of the Executive on the future of the land adjoining to 268 Brook Lane, Sarisbury Green.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
327

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Quarterly Financial Monitoring Report 2013/14</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Strategy/Policy:</b>	Finance Strategy
<b>Corporate Objectives:</b>	Dynamic, Prudent and Progressive Council

**Purpose:**

This report provides comparative information on the Council's revenue and capital expenditure for the three months ended 30 September 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 Sept 13	Actual to 30 Sept 13	Variation
	£000s	£000s	£000s	£000s
Service Budgets	12,712	15,649	15,177	-472
Non-Service Budgets	-2,889	-798	-793	+5
Net	9,823	14,851	14,384	-467

The main variations in spending to 30 September 2013 are within cost of employment (-£221,719). Vacancies are the main reason behind the under spend on the cost of employment.

Capital Programme	Budget 2013/14	Budget to 30 Sept 13	Actual to 30 Sept 13	Variation
	£000s	£000s	£000s	£000s
General Fund	7,614	2,806	2,558	-248
HRA	7,317	1,282	1,051	-231
Total	14,931	4,088	3,609	-479

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:**

RESOLVED that the report on revenue and capital budget monitoring be noted.

**Reason:**

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

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)



# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
330

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Daedalus Investment Project: Project Appraisal and Governance Arrangements</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Strategy/Policy:</b>	
<b>Corporate Objectives:</b>	A Safe and Healthy Place to Live and Work

**Purpose:**

To update Members on the overall progress with the Daedalus Investment project and to seek approval for governance arrangements including setting up a Project Member Working Group and certain delegations of authority to ensure that the project can proceed within the agreed timescales.

In July 2013 the Executive supported a proposal to provide improvements to the airfield, provision of new hangar space and an Innovation Centre for small businesses at the Solent Enterprise Zone, Daedalus. Subsequently, at its last meeting on 7 October 2013, the Executive agreed revised funding arrangements for the project.

Overall, the project contains some very challenging timescales. Principally among these is the need to complete the Innovation Centre by March 2015. Work has already commenced on initial design work and a procurement process to appoint a Design and Build contractor and other professional consultants with a view to a start on site in May 2014.

Specification and design work on the airfield improvements is underway and work is scheduled to take place between March and June 2014. Preparatory works will also be undertaken to the secondary runway to allow its use during works to the main runway.

Negotiations are underway concerning the location of the new hangar and the timing of its construction with the Homes And Communities Agency (HCA). The nature of its specification and design will be sufficiently flexible to ensure its' suitability for the length of its useful life, but initially will be guided to a certain extent on the outcome of a pre-letting marketing approach.

The report sets out a proposed decision making structure for the project, including the setting up of a member Working Group.

**Options Considered:**

As recommendations.

**Decision:**

RESOLVED that the Executive:

- (a) agrees the governance and decision-making structure as set out in Appendix A to the report;
- (b) delegates authority to the Director of Finance and Resources to:
  - i. appoint a Quantity Surveyor and Construction Project Manager for the project;
  - ii. conclude land transactions within the Enterprise Zone, sufficient to enable construction to be undertaken;
  - iii. formally sign off the final design specification for the built assets;
  - iv. award the construction contracts for the three project elements, to the most economically advantageous bidder, using previously agreed award criteria; and
  - v. award the contract for operate the Innovation Centre;with all above listed delegations being subject to the costs being contained within the overall budget available for the project and, in relation to iii, iv and v above, only following consultation with the Project Member Working Group with all decisions being reported retrospectively to the Executive; and
- (c) confirms the composition of the Project Member Working Group as Councillor T M Cartwright (Chairman), Councillor Mrs K Mandry, Councillor M J Ford, JP and Councillor J S Forrest.

**Reason:**

To enable the project to proceed in line with the proposed timescales whilst ensuring Member involvement and scrutiny.

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)

# FAREHAM

## BOROUGH COUNCIL

2013/14  
Decision No.  
328

### Record of Decision by Executive

Monday, 4 November 2013

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Treasury Management Monitoring Report 2013/14</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Strategy/Policy:</b>	Finance Strategy
<b>Corporate Objectives:</b>	Dynamic, Prudent and Progressive Council

**Purpose:**

This report summarises the Council's investment activity up to 30 September 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 September 2013 along with the Treasury and Prudential Indicators.

The overall position is set out in the following table:

<b>Investments</b>	<b>Externally Managed £m</b>	<b>Internally Managed £m</b>	<b>Call Accounts £m</b>	<b>Total £m</b>
<b>At 1 April 2013</b>	<b>10.0</b>	<b>12.0</b>	<b>10.8</b>	<b>32.8</b>
New	7.0	9.0	62.9	78.9
Repaid	7.0	7.0	52.2	66.2
<b>At 30 Sept 2013</b>	<b>10.0</b>	<b>14.0</b>	<b>21.5</b>	<b>45.5</b>

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 half 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:**

RESOLVED that the treasury management monitoring report be noted.

**Reason:**

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

Confirmed as a true record:

Date: 6 November 2013

Councillor S D T Woodward  
(Executive Leader)