

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Health and Housing
Subject:	Naming of the New Sheltered Housing Scheme in North West Fareham
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	

Purpose:

To consider options for naming the new sheltered housing scheme in North West Fareham (on the site of the former Collingwood House).

At the Council meeting on 12 December 2013, the Executive Leader presented a proposal requesting the Executive to consider naming the new sheltered housing scheme (on the site of the former Collingwood House) Ernest Crouch Court in memory of Alderman Ernest Crouch and his 30 years of unstinting service to this borough.

Furthermore, it was proposed that the communal lounge be named the Collingwood Lounge to maintain the links with HMS Collingwood and the former building which stood on the site. The proposal was met with unanimous support.

Following the Council's support for the proposal, the Executive Leader recently met with the former residents of Collingwood House to seek their views.

The Executive is now invited to consider the proposal and the options.

Options Considered:

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

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) agrees to name the new sheltered housing scheme development in north west Fareham as "Collingwood Court" and to name the communal lounge as "Ernest Crouch Lounge"; and
- (b) agrees to invite Mrs Enid Crouch to lay a foundation stone in the new sheltered housing scheme in memory of her husband Alderman Ernest Crouch as a tribute to his 30 years of unstinting service to the borough of Fareham.

Reason:

To agree the name for the new sheltered housing scheme in North West Fareham.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Leisure and Community
Subject:	Award of Contract - Salterns Promenade Repairs
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	

Purpose:

This report presents the tenders received for repairs to the Salterns Promenade and for the possible construction of a cycleway to the north of the current sea wall.

At its meeting in November 2012, the Executive approved a project to repair a 700m stretch of the Salterns Promenade as a long term solution to the deterioration of the timber kerbing on the seaward edge of the promenade.

Separate to the project to repair the Promenade, Hampshire County Council (HCC) has been pursuing a project to construct a cycleway to the north of the existing sea wall to become part of the National Cycleway Network (NCN).

To minimise disruption to users of the promenade, the two authorities have worked in partnership to jointly procure and construct the two adjacent projects.

Tenders have been received and it is recommended that a contract be awarded to Balfour Beatty for the repairs to the Salterns Promenade in the sum of £199,881.

Insufficient funding is available for the cycleway and the Executive is asked to consider whether to proceed with this, and if so to agree the surface finish, the additional capital budget required and whether to proceed at risk due to the unresolved land issues.

Options Considered:

At the invitation of the Executive Leader, Councillor T G Knight addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive agrees:

- (a) to award a contract to Balfour Beatty in the sum of £229,971 for the timber replacement of the Salterns Promenade and the construction of a cycleway (with a rural surface) to the north of the sea wall;
- (b) to proceed with the construction of the cycleway prior to Hampshire County Council resolving the land issues; and
- (c) to increase the capital budget by £20,000 to a total of £233,000.

Reason:

To allow the repairs to the Salterns Promenade to be completed and remove the trip hazards currently present due to the deteriorating condition of the timber planking.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Leisure and Community
Subject:	First World War Memorial
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	

Purpose:

To outline the options available for a memorial to commemorate the centenary of the start of the First World War.

The date of 4 August 2014 will mark the centenary of the start of the First World War. To commemorate the occasion, it is proposed that a lasting memorial be created within Fareham. A number of locations and design options have been identified in order to find the most suitable option for consideration.

A report to the Executive in September 2013 approved funding for an event to mark the centenary. It is proposed that a memorial unveiling ceremony be included as part of the planning for the event.

Options Considered:

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

Decision:

RESOLVED that the Executive:

- (a) agrees to commemorate the centenary of the start of the First World War by supporting option 3 – The Tree of life, as detailed in the report, with the location for the memorial being closest to Argos on West Street, Fareham; and
- (b) delegates authority to the Executive Member for Leisure and Community to finalise the wording for the memorial stone.

Reason:

The recommended option is considered to be the best location in terms of access, and also minimises the potential issues of having a memorial in a high traffic area.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Public Protection
Subject:	Traffic Management Programme
Report of:	Director of Regulatory & Democratic Services
Strategy/Policy:	
Corporate Objectives:	

Purpose:

To update the Executive on progress with the 2013/14 Traffic Management programme and request members to consider and approve the programme for 2014/15.

The Executive agreed the 2013/14 Traffic Management Programme on 11 February 2013. This report updates members on progress in delivering the 2013/14 Traffic Management Programme, seeks approval for the Traffic Regulation Order priorities for 2014/15, and informs the Executive of the general work undertaken by the Traffic Management Team.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) notes the progress on the current 2013/14 Traffic Management programme, including the planned work for 2014/15 identified in Appendices A to D to the report;
- (b) approves the Proposed Traffic Regulation Order Programme for 2014/15, as shown in Appendix B (Table 4) to the report; and
- (c) notes the work undertaken on the deployment of the Speed Limit Reminder signs, as detailed at Appendix D to the report.

Reason:

To improve road safety and to reduce congestion.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Strategic Planning and Environment
Local Plan Part 3: The Welborne Plan - Publication Plan
Director of Planning & Environment

Purpose:

To seek endorsement and a recommendation to Council to approve the Welborne Plan for "Publication" for representations and subsequent submission to the Secretary of State for independent Examination.

The Welborne Plan is the third of three documents that comprise the Fareham Local Plan. It sets out the Council's approach to the development of a new community at Welborne. It builds upon the policy contained in the Core Strategy and will guide delivery of the new community.

The Plan comprises a Strategic Framework setting out the key parameters for the development of Welborne, including the provision of approximately 6,000 homes, employment, retail, and community facilities, substantial open space and key infrastructure. The framework has been developed in the light of a substantial evidence base, including the development of a concept masterplan and other associated documents and information including the sustainability appraisal, habitat regulations assessment, public consultation comments from July 2012 and June 2013 and the Welborne Standing Conference. The Government's planning policy context for the Plan is provided by the National Planning Policy Framework.

Once adopted, the policies and proposals will form part of Fareham's statutory development plan. It will be a key document in the future planning of the area, and in the determination of planning applications.

Options Considered: As recommendation.

Decision:

RESOLVED that the following be endorsed and recommended to Council for approval:

- (a) that the Local Plan Part 3: Welborne Plan Publication Plan, as set out in Appendix A, be published for a six-week representation period commencing at 1700hrs on Friday 28 February until 1700hrs on Friday 11 April 2014, together with supporting documents including the Sustainability Appraisal and Habitats Regulation Assessment;
- (b) that the Director of Planning and Environment, in consultation with the Executive Member for Planning and Development, be authorised to make any necessary minor amendments to the Plan, prior to publication, provided that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues;
- (c) that the Director of Planning and Environment, in consultation with the Executive Member for Planning and Development, be authorised, following the completion of the representation period, to submit the Plan to the Secretary of State (together with any necessary minor modifications that are required to ensure legal compliance and/or "soundness"); and
- (d) that the Local Plan Part 3: Welborne Plan Publication Plan, be endorsed as interim guidance to be afforded due weight in the determination of planning applications.

Reason:

To publish the Welborne Plan as required under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 in order to provide a planning framework for the delivery of the new community.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Strategic Planning and Environment			
Subject:	Local Plan Part 2: Development Sites and Policies - Publication Plan			
Report of:	Director of Planning & Environment			
	Director of Planning & Environment			
Strategy/Policy:				
Corporate Objectives:				

Purpose:

To seek endorsement and a recommendation to Council to approve the Development Sites and Policies Plan for "Publication" for representations and subsequent submission to the Secretary of State for independent Examination.

The Development Sites and Policies Plan is the second of three documents that comprise the Fareham Local Plan. It sets out the Council's approach to managing and delivering development identified in the Core Strategy (together with the additional requirements set out in the South Hampshire Strategy) for the Borough to 2026, except for the area covered by the Welborne Plan.

The Development Sites and Policies Plan (Publication Plan) identifies sites for various types of uses such as housing, employment, retail, community facilities, open spaces etc. It also provides up-to-date policies for managing development across the Borough (excluding Welborne).

Once adopted, the policies and proposals contained within the Development Sites and Policies Plan will form part of Fareham's statutory development plan. The Plan will be a key document in the future planning of the area, and in the determination of planning applications.

Options Considered:

At the invitation of the Executive Leader, Councillor Mrs K Mandry addressed the Executive on this item. Councillor Mrs Mandry declared a non-pecuniary interest for this item as she is a personal friend of the owner of Carriston Cottage, which is referenced on page 186 of Appendix A to the report. Councillor Mrs Mandry remained present at the meeting throughout the item. As recommendation.

Decision:

RESOLVED that the following be endorsed and recommended to Council for approval:

- (a) that the Local Plan Part 2: Development Sites and Policies Publication Plan, as set out in Appendix A, be published for a six-week representation period commencing at 1700hrs on Friday 28 February until 1700hrs on Friday 11 April 2014, together with supporting documents including the Sustainability Appraisal and Habitats Regulation Assessment, subject to the tabled amendments to Chapter 4, paragraph 4.6 regarding Policy DSP7 being incorporated to Appendix A;
- (b) that the Director of Planning and Environment, in consultation with the Executive Member for Planning and Development, be authorised to make any necessary minor amendments to the Plan, prior to publication, provided that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues;
- (c) that the Director of Planning and Environment, in consultation with the Executive Member for Planning and Development, be authorised, following the completion of the representation period, to submit the Plan to the Secretary of State (together with any necessary minor modifications that are required to ensure legal compliance and/or 'soundness'); and
- (d) that the Local Plan Part 2: Development Sites and Policies Publication Plan, be endorsed as interim guidance to be afforded due weight in the determination of planning applications.

Reason:

To publish the Development Sites and Policies Plan as required under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 in order to maintain and ensure an up-to-date Local Plan for the Borough for the period to 2026.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

PortfolioStrategic Planning and EnvironmentSubject:Review Local Development SchemeReport of:Director of Planning & EnvironmentStrategy/Policy:Corporate

Objectives:

Purpose:

To approve the revised version of the Local Development Scheme (February 2014) to take effect from 28 February 2014.

The Local Development Scheme (LDS) is a programme management tool that sets out timetables for the preparation of Local Plan documents. It will update and replace the existing Local Development Scheme, which came into effect on 1st March 2012.

The LDS provides a brief description of the Local Plan documents that Fareham Borough Council is preparing, together with information about their content and the geographic area which they will cover. It explains how the different planning documents are related to each other.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approves the revised Local Development scheme, as set out in Appendix A to the report;
- (b) authorises the Director of Planning and Environment, in consultation with the Executive Member for Planning and Development, to make any necessary minor typographical amendments to the document;
- (c) agrees that the revised Local Development Scheme shall take effect from 28 February 2014; and
- (d) makes a commitment to an early review of the Fareham Local Plan following a review of the South Hampshire Strategy.

The Planning and Compulsory Purchase Act 2004, as amended by the Planning Act 2008, and the Localism Act 2011, requires each local planning authority to prepare and maintain a Local Development Scheme.

The Local Development Scheme has been updated to ensure that Fareham Borough Council has an up-to-date and appropriate programme management plan to address the future development needs of the Borough through a resourced programme of work that is realistic and achievable.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Policy & Resources
Subject:	Cash Collection Service Tender
Report of:	Director of Finance & Resources
Strategy/Policy:	
Corporate Objectives:	

Purpose:

This report considers the tenders received for the provision of Cash Collection Services for Fareham Borough Council and neighbouring Authorities under a collaborative framework contract. The report recommends an award of contract for the services.

To put in place a new 4 year contract for the provision of cash collection services to replace the existing contract on its expiry in April 2014. Cash collections are required from diverse outlets including Council operated car parks, civic offices, Ferneham Hall and other buildings related to Council services. The service provider securely delivers the Councils cash to our banking partner.

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

Options Considered:

As recommendation.

Decision:

RESOLVED that that the tender submitted by the supplier ranked in 1st position (as set out in the confidential appendix), being the most advantageous tender received, be accepted and the contract awarded to the company.

Reason:

To provide a secure and cost effective cash collection service for both Fareham

Borough Council and the wider collaborative group of HIOW Authorities named as potential users of the framework contract.

To realise the commercial leverage of collaborative procurement for cost and operational improvement benefits for ALL HIOW that engage in the contract.

Confirmed as a true record:

Date: 11 February 2014

Councillor S D T Woodward (Executive Leader)

FAREHAM BOROUGH COUNCIL

2013/14 Decision No. 364

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Policy & Resources
Subject:	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

This report seeks final confirmation of the recommendations to Full Council, on 21 February 2014, in respect of the revenue budget, capital programme and council tax for 2014/15.

On 6 January 2014, the Executive reviewed the Council's overall finance strategy and considered proposals relating to the capital programme, revenue budgets and the council tax for 2014/15. This report updates the Council's budgets to reflect the decisions taken on 6 January 2014.

The capital programme for the years 2013/14 to 2017/18 will be £34,601,000.

The revenue budget for 2014/15 will be £9,510,600. With Central Government support and retained business rates estimated to be £3,708,796 and the option of accepting additional council tax freeze grant for 2014/15 equating to £56,430 this

results in the total amount due from the council tax of £5,745,374.

Taking these changes into consideration, the council tax for 2014/15 will be £140.22 per Band D property and would mean that Fareham's element of the Council Tax will have remained unchanged for 6 years. This represents no increase from the council tax set for 2013/14, compares favourably to the current rate of inflation and complies with the Council's corporate objectives.

Options Considered:

The comments of the Scrutiny Board were taken into account in consideration of this item (see minute 7(1)).

A revised Appendix A and Executive Summary were tabled at the meeting containing updated figures for the New Homes Bonus.

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

As recommendation.

Decision:

RESOLVED that the following proposals be approved and recommended to the special meeting of the Council to be held on 21 February 2014:-

- (a) the capital programme and financing of £34,601,000;
- (b) an overall revised revenue budget for 2013/14 of £9,823,300;
- (c) a revenue budget for 2014/15 of £9,510,600; and
- (d) a council tax for Fareham Borough Council for 2014/15 of £140.22 per band D property, which represents no increase when compared to the current year.

Reason:

To allow the Full Council to approve the Council Tax for 2014/15.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Policy & Resources
Subject:	Housing Revenue Account Spending Plans, including the Capital Programme for 2014/15
Report of:	Director of Finance & Resources
Strategy/Policy:	Housing Strategy
Corporate Objectives:	A Balanced Housing Market

Purpose:

This report seeks Executive endorsement for the Housing Revenue Account revised budget for 2013/14, the base budget, rent increases and fees and charges for 2014/15 and the capital programme and it's financing for the years 2013/14 to 2017/18.

The Executive recommended and the Council approved, in February 2013, the base budget and rent increase for 2013/14, for Housing Revenue Account services.

This report sets out the Housing Revenue Account revised budget for 2013/14 and base budget for 2014/15 along with the capital programme and it's financing for the years 2013/14 to 2017/18. The report examines the issues affecting the Housing Revenue Account including rent increases with effect from 7 April 2014.

Council budgets are susceptible to changes in the level of expenditure and income caused by factors outside the Council's control. A risk assessment has been carried out to indicate the effect on housing balances of changes in the level of expenditure and income. This can be used to estimate the account balances needed to provide a prudent level of reserves and a working balance.

Options Considered:

The comments of the Housing Tenancy Board were taken into account in consideration of this item (see minute 7(2)). As recommendation.

Decision:

RESOLVED that the following proposals be approved and recommended to the Council for approval:

- (a) individual rent increases in line with the rent restructuring model for Council dwellings with effect from 7 April 2014;
- (b) that rents for Council garages be increased by 5% with effect from 7 April 2014;
- (c) that discretionary fees and charges be increased to provide a minimum increase of 5%, where possible, with effect from 7 April 2014;
- (d) the revised budget for 2013/14;
- (e) the base budget for 2014/15;
- (f) the capital programme and financing for 2013/14 to 2017/18; and
- (g) that annual budgets and assumptions are set with the aim of ensuring sufficient surpluses are held to repay debt on the date of maturity of each loan.

Reason:

To allow the Full Council to approve the Housing Revenue Account budget for 2014/15.

Confirmed as a true record:

Date: 11 February 2014

Record of Decision by Executive

Monday, 10 February 2014

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

Purpose:

This report provides comparative information on the Council's revenue and capital expenditure for the nine months ended 31 December 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 31 Dec 13	Actual to 31 Dec 13	Variation
	£000s	£000s	£000s	£000s
Service Budgets	13,867	23,453	22,511	-942
Non-Service Budgets	-4,044	-1,196	-1,180	+17
Net	9,823	22,256	21,331	-925

The main variations in spending to 31 December 2013 are within cost of employment (-£221,719) and housing benefits (-£554,775). Vacancies are the main reason behind the under spend on the cost of employment. Housing benefit payments are under the revised 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 31 Dec 13	Actual to 31 Dec 13	Variation
	£000s	£000s	£000s	£000s
General Fund	9,154	4,965	4,049	-916
HRA	4,276	2,221	1,884	-337
Total	13,430	7,186	5,933	-1,253

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 31 December 2013.

Confirmed as a true record:

Date: 11 February 2014

Councillor S D T Woodward (Executive Leader)

FAREHAM BOROUGH COUNCIL

2013/14 Decision No. 367

Record of Decision by Executive

Monday, 10 February 2014

Portfolio	Policy & Resources		
Subject:	Treasury Management Strategy and Prudential Indicators 2014/15		
Report of:	Director of Finance & Resources		
Strategy/Policy:			
Corporate Objectives:			
Purpose:			

Members will be aware that the Local Government Act 2003 and subsequent regulations have introduced the "Prudential" framework that has governed the capital financing and treasury management arrangements of local authorities since 1 April 2004.

The regulations require each Council to prepare and formally approve both an annual treasury management strategy and Prudential Indicators. The document for 2014/15 is attached as Appendix A for consideration by the Executive before being submitted to Council for approval.

Options Considered:

As recommendation.

Decision:

RESOLVED that the draft Treasury Management Strategy and Prudential Indicators for 2014/15, attached as Appendix A to this report, be endorsed and submitted to the Council for approval.

Reason:

In accordance with the Code of Practice for Treasury Management in the Public Services and guidance from the Department of Communities and Local Government (DCLG), the Treasury Management Strategy and Prudential Indicators have to be approved by full Council.

Confirmed as a true record:

Date: 11 February 2014

Councillor S D T Woodward (Executive Leader)



2013/14 Decision No. 368

Record of Decision by Executive

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Monday, 10 February 2014

Portfolio	Policy & Resources
Subject:	Delegated Approval for Community Funding Applications
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	

Purpose:

To obtain permission from the Executive for delegated approval for Community Funding Applications of £100 or less.

The Council receives a number of Community Funding Applications; currently these are either dealt with via an Individual Member Decision for amounts under £5,000 or the Executive for amounts over £5,000. The value of the requests can vary significantly, but the work required to gain approval is the same. This report outlines a proposal for delegated powers to be given to the Director of Community and Head of Corporate Services, to allow small Community Funding Applications up to a value of £100 to be processed in a faster, less resource intensive manner.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive delegates authority to the Director of Community and Head of Corporate Services to consider and approve Community Funding applications of £100 or less.

Reason:

The current process for considering Community Funding Applications is resource intensive and time consuming for low value applications. Requests of more than £100 will still be considered via either Individual Member Decision or by the Executive, depending on the amount concerned.

Confirmed as a true record:

Date: 11 February 2014



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Record of Decision by Executive

Monday, 10 February 2014

PortfolioPolicy & ResourcesSubject:Treasury Management Monitoring Report 2013/14Report of:Director of Finance & ResourcesStrategy/Policy:Corporate
Objectives:

Purpose:

This report summarises the Council's investment activity up to 31 December 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 31 December 2013 along with the Treasury and Prudential Indicators.

The overall position is set out in the following table:

	Externally	Internally	Call	
Investments	Managed	Managed	Accounts	Total
	£m	£m	£m	£m
At 1 April 2013	10.0	12.0	10.8	32.8
New	10.0	15.0	91.8	116.8
Repaid	10.0	7.0	84.9	101.9
At 31 Dec 2013	10.0	20.0	17.7	47.7

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 31 December 2013.

Confirmed as a true record:

Date: 11 February 2014