

Record of Decision by Executive

Monday, 1 September 2014

Portfolio	Planning and Development
Subject:	Local Development Scheme Review
Report of:	Director of Planning & Development
Strategy/Policy:	Local Development Framework
Corporate Objectives:	

Purpose:

To approve the revised version of the Local Development Scheme (September 2014) to take effect from 19 September 2014.

The Local Development Scheme (LDS) is a programme management tool that sets out timetables for the preparation of Local Plan documents. This review represents a necessary update to reflect the submission dates of both the Local Plan Part 2: Development Sites & Policies Plan and the Local Plan Part 3: Welborne Plan. This update also provides an indicative timetable for the review of the Local Plan following the upcoming review of the South Hampshire Strategy.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive approves:

- (a) the revised Local Development Scheme, as set out in Appendix A to the report;
- (b) that the Director of Planning and Development, in consultation with the Executive Member for Planning and Development, be authorised to make any necessary minor amendments to the document;
- (c) that the revised Local Development Scheme shall take effect from 19 September 2014; and
- (d) the indicative timetable for the review of the Local Plan following a review of the South Hampshire Strategy.

Reason:

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:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
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Record of Decision by Executive

Monday, 1 September 2014

Portfolio	Planning and Development
Subject:	Parking Charges - Fareham Town Centre Thursday Late Night Shopping
Report of:	Director of Planning & Development
Strategy/Policy:	
Corporate Objectives:	

Purpose:

To consider and approve a request from Fareham Shopping Centre to reduce parking charges for Thursday evening shoppers between 5pm and 6pm.

Following a request from Fareham Shopping Centre to reduce car park charges for Thursday evening shoppers, this report considers the potential benefits to the Town Centre and expected losses of income from parking revenues that would occur as a result of implementing a change in existing charging times.

The report considers both the option of introducing the proposed change in parking charges in Osborn Road and Shopping Centre multi storey car parks and an extension of the initiative to include the Market Quay surface car park.

Options Considered:

At the invitation of the Executive Leader, Councillors A Mandry and Mrs K K Trott addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) notes the contents of the report describing the potential benefits and costs associated with the removal of parking charges after 5pm on Thursdays in Osborn Road and Fareham Shopping Centre multi storey car parks and Market Quay car park;
- (b) approves the recommendation to reduce parking charges for Thursday

evening shoppers between 5pm and 6pm at Market Quay Car Park, Osborn Road and Fareham Shopping Centre Multi Storey Car Parks, subject to there being no adverse comments received from the Planning and Development Policy Development and Review Panel; and

- (c) delegates authority to the Director of Planning and Development, in consultation with the Executive Member for Planning and Development, to finalise the response to Fareham Shopping Centre in respect of this proposal and proceed with implementation.

Reason:

To enhance the vitality and viability of the Town Centre.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio Policy & Resources

Subject: **Proposed Beach Hut Site Rent Increase**

Report of: Director of Finance & Resources

Strategy/Policy:

Corporate Objectives:

Purpose:

To advise the Executive of a proposal to raise beach hut site rents above the current annual fees and charges increase. Any increase agreed will take effect from 1 April 2015.

The report advises the Executive of a proposal to raise beach hut site rents above the current annual fees and charges increase. The Executive are asked to consider the proposal and decide if it should either be accepted in full from 1 April 2015 or implement such other increase as the Executive decide is appropriate. The Executive are also asked to consider if depending on the level of increase agreed it should as for the 2004 review be phased in over a period of years to be decided or as an alternative a 3 year review pattern for future beach hut site rent increases can be agreed.

Options Considered:

The comments of the deputies were taken into account in determining this item. At the invitation of the Executive Leader, Councillors T G Knight, C J Wood and Mrs K K Trott addressed the Executive on this item.

Decision:

RESOLVED that the Executive agrees:

- (a) to implement the recommended increase, as set out in paragraph 7 of the report, to be phased in over a three year period, commencing from 1 April 2015; and
- (b) that a review of beach hut site agreements be carried out by officers in consultation with beach hut owners.

Reason:

To advise the Executive of a proposal to increase beach hut site rents based on a comparable at Hayling Island in the Borough of Havant and reflecting the Council's budget guidelines.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

2013/14
Decision No.
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Record of Decision by Executive

Monday, 1 September 2014

Portfolio	Policy & Resources
Subject:	Lease of Part of Floor 5, Civic Offices
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

To obtain the Executive's approval to the heads of terms provisionally agreed with Public Health England to occupy space within the Civic Offices as the PHE Wessex Centre Office.

The Council has been in discussion with Public Health England to occupy part of floor 5 in the Civic Offices as the PHE Wessex Centre Office. This will have advantages to the Council as it will build on the leases granted to the Wessex Youth Offending (floor 4) and Integrated Offender Management (part of floor 5) teams and will secure an additional public sector organisation to occupy space in the Civic Offices. The rent and service charge paid by PHE will offset the running costs of the building. The confidential Appendix A sets out the heads of terms provisionally agreed with PHE for the approval of the Executive.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive approves:

- (a) the heads of terms, as provisionally agreed with Public Health England and shown at Confidential Appendix A; and
- (b) that delegated authority be given to the Director of Finance & Resources, in consultation with the Executive Leader to agree the final terms.

Reason:

To obtain approval to the heads of terms provisionally agreed with PHE for the lease of accommodation within the Civic Offices.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 1 September 2014

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

Purpose:

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

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

Options Considered:

At the invitation of the Executive Leader, Councillor Mrs K K Trott addressed the Executive on this item.
As recommendation.

Decision:

RESOLVED that the Executive recommends to Council the amendments to the strategy document, as set out in paragraph 12 of the report, along with the amendment of the wording in the first paragraph on page 3 of the strategy document to show as "Development at Welborne, a new community to the north of Fareham, is *planned* to start in 2016".

Reason:

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

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio Policy & Resources
Subject: **Annual Update - Local service Agreements**
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

To provide an overview of the Council's performance for the 2013/14 financial year.

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

Options Considered:

As recommendation.

Decision:

RESOLVED that the Council's performance be noted by the Executive.

Reason:

To provide details of the Council's performance for the 2013/14 financial year.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio Policy & Resources
Subject: Land Adjoining 268 Brook Lane
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

To ask the Executive to reconsider the matter of disposal of land adjoining 268 Brook Lane which came before it on 4 November 2013 in view of legal representations relating to the previous decision.

The Executive on 4 November 2013 considered a report which sought their views on the renewal or otherwise of the then current 3 year licence of the land adjoining 268 Brook Lane, Sarisbury Green, which has since been extended to the 9 October 2014, having regard to the consideration of an earlier report on this matter by the Executive on 7 January 2013.

The Executive was advised that following an informal meeting with the ward Councillors at which a division of the land adjoining 268 Brook Lane was suggested, both interested parties (numbers 266 and 268 Brook Lane) agreed a compromise arrangement, subject to an independent valuation of the land.

Following the decision one of the parties to the compromise arrangement has via their solicitors submitted representations on the validity of the decision. Following advice from the Southampton and Fareham Legal Services Partnership it is now necessary to ask the Executive to consider the matter again.

Options Considered:

The comments of the deputies were taken into account in determining this item.
As recommendation.

Decision:

RESOLVED that the Executive approves that:

- (a) the decision made by the Executive on 4 November 2013, to approve the compromise agreement, is reconfirmed and progressed, subject to:

- i. the parties are given until 30 September 2014 to confirm in writing their acceptance of the main terms of sale as set out in the confidential Appendix E; or
 - ii. by 29 September 2014 both parties can confirm an alternative compromise agreement which sees the entire land disposed of with no adverse financial impact on the Council;
- (b) if either party is not prepared to agree to the terms of sale without further negotiation or condition the Council will withdraw its offer and will reserve the right to dispose of the land to the other party on the terms set out in the confidential Appendix E or as it sees fit; and
- (c) the Solicitor to the Council be given delegated authority to take all ancillary actions to give effect to this resolution.

Reason:

To ask the Executive to reconsider the matter in view of a potential legal challenge to the previous decision.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio	Policy & Resources
Subject:	Quarterly Financial Monitoring Report 2014/2015
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

This report provides comparative information on the Council's revenue and capital expenditure for the three months ended 30 June 2014. 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 2014/15	Budget to 30 Jun 14	Actual to 30 Jun 14	Variation
	£000s	£000s	£000s	£000s
Service Budgets	13,027	7,303	6,721	-582
Non-Service Budgets	-3,511	-431	-454	-23
Net	9,516	6,872	6,267	-605

The main variations in spending to 30 June 2014 are within cost of employment (-£61,566) and housing benefits (-£271,009). Vacancies are the main reason behind the under spend on the cost of employment. Housing benefit payments are under the budget although this will be revised during the financial year.

Capital Programme	Budget 2014/15	Budget to 30 Jun 14	Actual to 30 Jun 14	Variation
	£000s	£000s	£000s	£000s
General Fund	19,091	1,647	392	-1,255
HRA	10,409	1,807	717	-1,090
Total	29,500	3,454	1,109	-2,345

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 June 2014.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio Policy & Resources

Subject: Treasury Management Monitoring Report 2014/15

Report of: Director of Finance & Resources

Strategy/Policy:

Corporate Objectives:

Purpose:

This report summarises the Council's investment activity up to 30 June 2014 and provides details of the Council's money market transactions.

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

This report gives the Executive the opportunity to review the treasury management activity up to 30 June 2014 along with the Treasury and Prudential Indicators.

The overall position is set out in the following table:

Investments	Externally Managed £m	Internally Managed £m	Call Accounts £m	Total £m
At 1 April 2014	10.0	18.0	12.8	40.8
New	4.0	9.0	30.1	43.1
Repaid	4.0	4.0	26.4	34.4
At 30 June 2014	10.0	23.0	16.5	49.5

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

The minimum credit rating criteria for counterparties has been reviewed due to anticipated regulatory changes in the banking sector. It is recommended that the Treasury Management Strategy for 2014/15 is updated to take into account the changes.

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

Options Considered:

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

Decision:

RESOLVED that the treasury management monitoring report be noted and that the minimum credit ratings for counterparties in the Treasury Management Strategy 2014/15 are updated in light of anticipated regulatory changes in the bank sector.

Reason:

To inform the Executive of the Council's investment, borrowing and repayment activity up to 30 June 2014.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 1 September 2014

Portfolio	Policy & Resources
Subject:	Council Housing Responsive Repairs Service
Report of:	Director of Environmental Services
Strategy/Policy:	Finance Strategy
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

To outline proposed changes to the Housing Repairs Service.

The Housing Repairs element of Building Services is currently delivered through a mixture of Council employees and a contract with Comserv UK Ltd. The contract with Comserv UK Ltd must conclude by 31 March 2015. Before a tender process is undertaken, consideration has been given to how the service can best be delivered in the future. The Vanguard intervention within the Housing Repairs service has helped to reveal new and improved ways of working which will deliver a better service to our customers.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees:

- (a) to approve option 2, as set out in paragraphs 22 – 26 of the confidential report;
- (b) subject to the approval of (a), that the Chief Executive Officer is authorised to undertake all ancillary acts including those that may be needed under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) to give effect to this decision;
- (c) to establish a procedure for undertaking electrical testing every 10 years, unless there is a recommendation for less than this, using the criteria set out in paragraphs 57 and 58 of this report; and

(d) that the frequency of testing for emergency lighting be changed to quarterly.

Reason:

Establishing an in-house housing repairs team has been identified as delivering savings of approximately £161,000 per annum, on the current service. These savings can be re-invested in the Council's housing stock. There is also the opportunity to deliver service improvements to customers

Changing the frequency of electrical testing is anticipated to deliver additional savings of approximately £79,000 per annum.

Quarterly testing of emergency lighting will deliver further savings of £30,000 per annum.

Confirmed as a true record:

Monday, 1 September 2014

Councillor SDT Woodward
Executive Leader