

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Leisure and Community
Subject:	Review of Community Buildings - Fareham Town CAT Area
Report of:	Director of Community
Strategy/Policy:	Community Portfolio
Corporate Objectives:	Strong and Inclusive Communities

Purpose:

To report the draft master plan for implementing the requirements identified in community buildings needs assessment of the Fareham CATs area.

In July 2008, the Executive agreed a broad vision for providing high quality community facilities across the Borough. The agreed way forward was to carry out a needs assessment of the community buildings in each of the CATs areas and then to prepare a master plan for implementing the outcome of each needs assessment.

In April 2013 the Executive considered a report on the Fareham CATs area master plan following the review of community buildings and requested that officers further investigate the provision of additional community space in the area.

This report identifies sites where there is the potential for providing additional community space subject to the availability of funding, the confirmation of need and any ownership issues being resolved.

It is proposed these that opportunities are pursued further as and when the opportunity arises and subject to further reports to the Executive.

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 approves the master plan for the Fareham CATs area.

Reason:

To conclude the review of community buildings in relation to the Fareham CATs area.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
567

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Leisure and Community
Subject:	Review of Community Buildings - Western Wards CAT Area
Report of:	Director of Community
Strategy/Policy:	Community Portfolio
Corporate Objectives:	Strong and Inclusive Communities

Purpose:

To report the draft master plan for implementing the requirements identified in community buildings needs assessment of the Western Wards Community Action Team Area (CAT) area.

In July 2008, the Executive agreed a broad vision for providing high quality community facilities across the Borough. The agreed way forward was to carry out a needs assessment of the community buildings in each of the CATs areas and then to prepare a master plan for implementing the outcome of each needs assessment.

The Western Wards Needs Assessment has been concluded and the results were reported to the Leisure and Community Policy Development and Review Panel on 23 July 2014.

The needs assessment for the Western Wards CATs area highlighted that the overall provision was good and that the objective of achieving high quality community facilities in the area was being achieved. However there are two sites where further action is required.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approves the Master Plan for the Western Wards Community Action Team area;
- (b) agrees that the designation of the land at Hook Recreation Ground be

changed from “parks and amenity open space” to “natural green space”, be no longer for formal sports provision and that the changing rooms be demolished within 12 months, if a suitable alternative use for the building cannot be found; and

- (c) approves a project to improve the WC facilities and replace the main hall flooring at the Whiteley Community Centre at a budget cost of £100,000 with a maximum of £90,000 to be funded from the Whiteley Development Fund and the balance to be funded by the Whiteley Community Association.

Reason:

To progress the implementation of the review of community buildings.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
568

Record of Decision by Executive

Monday, 1 December 2014

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

Purpose:

The report contains a copy of the latest revised strategy document that reflects the changes and achievements that have occurred in 2013/14.

The 2014 – 2019 Leisure Strategy provides an overview of what influences the demand for, and provision of, leisure and cultural facilities and activities in the Borough of Fareham.

The previous version of the strategy was presented to the Executive on 2 September 2013. Since then there have been a number of changes and emerging issues which have impacted on the service. These are summarised in the report along with the main achievements of the last year.

A report containing the draft Leisure Strategy was presented to the Leisure Policy Development and Review Panel on 3 September 2014. The Panel recommendation was that the Executive agree to adopt the revised Leisure Strategy.

Options Considered:

At the invitation of the Executive Leader, Councillors C J Wood and Mrs K K Trott addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive adopts the revised Leisure Strategy for 2014 – 2019, as set out in Appendix A of the report, subject to the inclusion of an additional appendix to show the provision of current leisure facilities throughout the borough.

Reason:

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

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
569

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Streetscene
Subject:	Waste Regulations (England and Wales) 2011
Report of:	Director of Environmental Services
Strategy/Policy:	
Corporate Objectives:	Protecting and Enhancing the Environment

Purpose:

To consider a recommendation by the Streetscene Policy Development and Review Panel that separate collections of recyclable materials should not be introduced in the borough in response to new waste regulations that come into force from January 2015.

In October 2013, local authorities were advised of changes to the Waste Regulations (England and Wales) 2011 which come into effect from January 2015. The changes require any organisation that collects waster paper, metal, plastic or glass to do so by way of separate collections if it is necessary to ensure that high quality recyclate is provided, and that it is technically, environmentally and economically practicable (TEEP).

The amendment to Regulation 13 does not prohibit the co-mingled collection of these items, but requires councils to demonstrate that separate collection is not necessary or TEEP in their area.

Currently Fareham Borough Council collects co-mingled recycling from residents as part of the alternate weekly collection schedule. Glass is collected separately from a network of bring banks across the borough.

The Department for Environment, Food and Rural Affairs (DEFRA) has not issued any detailed guidance for local authorities when considering the implications of the regulations. However, a group comprising members from the Waste and Resources Action programme (WRAP) and the London Waste and Recycling Board (LWARB) have produced a Waste Regulations Route Map to help local authorities understand their obligations. Streetscene Officers have worked alongside Project Integra and Hampshire County Council Officers to apply the Route Map and ensure each criterion is being met.

External legal guidance has also been sought by all Project Integra authorities to ensure that the vires and Route Map provide a sound framework for the relevant

assessments.

The co-mingled recyclate currently produced is independently assessed by DEFRA and is considered to be of a consistently high quality. The market price obtained by the disposal contractor is at the high end of the national price range indicating a good quality of recyclate material is being produced that reprocessors are willing to accept and pay for.

The feasibility of implementing separate collections has been investigated by officers with each of the TEEP criteria analysed separately. The attached briefing paper outlines the findings of the analysis.

Having taken legal advice and considered the legislation and the likely impact, although it is technically feasible to collect recyclate separately, the infrastructure within Hampshire is currently not set up to cope with separate collection and disposal these materials. Collecting the recyclate separately would have a negative effect on the environment, increasing the carbon footprint of the Council due to the increased mileage driven and also increasing the number of vehicles on the road.

Implementing separate collections for recyclate would require significant capital investment and higher revenue costs to the council. It is also likely to lead to a reduction in the amount of recyclate collected which would in turn reduce the income received from the sale of the recyclate.

There are also practical operational issues involved in implementing separate collections, including

- Difficulties in reaching all households across the borough due to size of the vehicles required to collect the recyclate.
- Difficulties for households in being able to store 3 separate boxes for recycling.
- The existing 48,000 blue top recycling bins throughout the borough would need to be collected and disposed of and replaced with stackable boxes.

A report was taken to the Streetscene Policy Development and Review Panel on 23 October 2014 for consideration and for members to make a recommendation to the Council's Executive.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive endorses the recommendation made by the Streetscene Policy and Development Review Panel at its meeting on 23 October 2014, and agrees:

- (a) that no changes are required to the collection of recyclable materials currently co-mingled in the blue top recycling bins; and
- (b) that officers will assess any proposed collection policy changes against the new regulations prior to any recommendations being put to Members for decision.

Reason:

Separate collections of recyclable material should not be introduced in the borough at this time because it is not necessary to provide high quality recyclates and would not be technically, environmentally and economically practicable (TEEP).

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
570

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Executive Leader
Subject:	Western Wards Leisure Centre - Project Funding
Report of:	Director of Finance & Resources
Strategy/Policy:	
Corporate Objectives:	Leisure for Health and Fun

Purpose:

Following the consideration of a report by the Executive on 7 April 2014 which gave approval to the Western Wards Leisure Centre, this report makes proposals for the replenishment of the capital reserves through the sale and/or disposal of Council assets in the Western Wards to assist the financing of the facility.

On 7 April 2014, the Executive considered a report that sought approval to the development brief and project funding, so that work could commence on the design, procurement and construction of a new Leisure Centre on land at Coldeast. The Executive agreed the report and requested that officers explore the options for replenishing the Council's capital reserves being used for the project, through the sale of existing assets within the Western Wards.

The report therefore advises on assets in the Western Wards which could be considered for disposal. Due to the number and estimated value of the assets identified and having regard to the proposed cost of the leisure facility, the report also outlines other sources of income which could be considered to assist the funding required.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- a) agrees the list of assets for disposal contained in the report, and in confidential Appendix B and requests officers to investigate the possibility of adding Locks Heath Memorial Hall to the list of assets to be considered for disposal, subject to there being appropriate alternative locations for existing clubs to use; and
- b) agrees the funding arrangements for the Western Wards Leisure Centre.

Reason:

To agree the funding arrangements for the Western Wards Leisure Centre.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
571

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	2015/16 Draft Spending Plans
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

This report seeks the Executive's approval for the updated capital programme, the revised budget for 2014/15 and the proposed fees and charges, and revenue budgets for 2015/16.

The capital programme, which has been updated to reflect the slippage in 2013/14 and new schemes that have been added to the programme during the year, now totals £33,176,000 for the years 2014/15 to 2018/19, as set out in Appendix A to this report.

The 2014/15 base revenue budget for Executive and non-Executive services of £13,027,400, was finally approved by the Executive on 10 February 2014.

The revised revenue budget for 2014/15 is £13,009,700, a reduction of £17,700 or 0.1%. The briefing paper contained in the report provides details of the budgets for each of the portfolios, together with an explanation of all of the significant variations in each area.

The Executive reviewed the Council's finance strategy on 6 October 2014, taking account of significant budget issues and the future level of general government support.

Against this background of uncertainty, the Executive approved strict budget guidelines for 2015/16 and these are also set out in the briefing paper. The Finance Strategy also recognised the requirement for action to be taken to reduce service expenditure through a range of actions (for example efficient ways of working, savings through procurement and business transformation/value for money reviews and maximising income generating opportunities).

The base revenue budget for 2015/16 is £11,616,200, a decrease of £1,411,200 or -10.8%. The budgets for the individual services are set out in the briefing paper, together with an explanation of the variations.

The existing fees and charges have been reviewed and the proposed fees and charges for 2015/16 are set out in Appendix D to this report.

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 Executive;

- (a) approve the updated capital programme as set out in Appendix A to the report;
- (b) approved the revised revenue budget for 2014/15 and the proposed revenue budget for 2015/16, as set out in Appendix B to the report;
- (c) approved the proposed fees and charges for 2015/16, as set out in Appendix D to the report;
- (d) agree the use of Section 13A to provide a Council Tax discount to flooded properties in accordance with guidance issued by Government as set out in paragraphs 23 – 29 of the report; and
- (e) recommend to Full Council an unchanged Local Council Tax Scheme for 2015/16, as set out in Appendix E.

Reason:

The Council has a co-ordinated strategic, service and financial planning process and this report brings together the spending plans for the Council's services for 2015/16.

The overall revenue budget will be presented to the Executive for approval on 5 January 2015 and will form a major element of the council tax for 2015/16 that will be approved at a special meeting of the Council in February 2015.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
572

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	Community Action Team (CAT) Review
Report of:	Director of Finance & Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objectives:	Strong and Inclusive Communities

Purpose:

This report sets out the results of the recent Community Action Team (CAT) review and seeks approval for a number of changes to the way the Council undertakes public engagement.

Community Action Teams (CATs) were set up in 2007 with the aim of increasing engagement with Fareham Borough residents. The 2013 Residents' Survey indicated that residents would be more likely to attend meetings if the content was different and it was therefore agreed at the 6 January 2014 meeting of the Executive, that a review of Community Action Teams would take place and a report would be presented at a future date.

CAT officers, CAT Chairmen, the Executive Leader, the Deputy Leader, the Leader of the Opposition, the Deputy Opposition Leader and the Police took part in the review. Whilst some aspects of the meetings were considered successful, there were a number of issues with the current arrangements that participants felt needed to change.

This report outlines the main feedback from the CAT review and outlines a number of proposals which could make them more responsive to both the needs of Fareham residents and the Council.

Options Considered:

The comments of the Scrutiny Board were taken into account when considering this item - see minute 7(4) and at the invitation of the Executive Leader, the Chairman of the Scrutiny Board joined the Executive for this item.

At the invitation of the Executive Leader, Councillors A Mandry, C J Wood, Mrs K K Trott and P J Davies addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive agrees that:

- (a) the five CAT areas be replaced with ten smaller neighbourhood areas;
- (b) the majority of CAT meetings be replaced with single agenda item meetings, that take place only when there is a 'hot topic' occurring in a neighbourhood at a relevant critical time;
- (c) "Meet the Leader" summer meetings be arranged for all of the new CAT neighbourhood areas each year, combining as appropriate, with senior representatives from the Police invited to be in attendance; and
- (d) the most appropriate experienced Chairman for individual meetings be nominated by the Executive Leader on a meeting by meeting basis

Reason:

To ensure that community engagement is carried out with Fareham residents in the most effective way.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
573

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	Matched Funding - Quarterly Report
Report of:	Director of Community
Strategy/Policy:	Community Portfolio
Corporate Objectives:	Strong and Inclusive Communities

Purpose:

To provide details of matched funding requests received by the Council during the third quarter of the 2014/15 financial year.

During this quarter, the Council has received three matched funding requests as follows:

Lee-on-the-Solent Golf Club has requested £12,000 towards creating a five hole short golf course to help develop its golf academy. Full details are set out in Appendix A.

Titchfield Amateur Boxing Club has requested £25,000 towards a project to improve the layout of the sports changing rooms and to extend the boxing club. Full details are set out in Appendix B.

The Catisfield Scout Group has requested £30,000 towards a full refurbishment of the main scout hut following a structural survey. Full details are set out in Appendix C.

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 Executive agrees the following matched funding awards:

- (a) £5,000 subject to review, dependent on any contribution by Gosport Borough Council to Lee-on-the-Solent Golf Club and subject to a Community Use Agreement being put in place;
- (b) £25,000 to Titchfield Amateur Boxing Club; and

(c) £27,600 to the Catisfield Scout Group.

Reason:

To act as an enabler, assisting the local community in making improvements to local community facilities, and introducing new facilities for the benefit of all age groups within the community.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
574

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	Daedalus Investment Project - Progress Report
Report of:	Director of Finance & Resources
Strategy/Policy:	
Corporate Objectives:	To promote the economic success of the Borough

Purpose:

The purpose of this report is to update Members on progress with the Daedalus Investment Project.

In July 2013, the Executive supported a proposal to develop an Innovation Centre for new start-up businesses at the Solent Enterprise Zone, to undertake improvements to the airfield and to develop new hangar space. In October 2013, the Executive agreed revised funding arrangements for the project and in November 2013 agreed a governance and decision-making structure and the establishment of a Member Working Group to oversee the project.

The project contained some very challenging timescales, principally the requirement to complete the Innovation Centre by the end of March 2015. This aspect of the project is progressing extremely well. Construction work on the site commenced on 2 June and the project remains on target for completion in early March 2015. The structure is now weather-tight and the internal fitting out of the building is underway.

Following a competitive procurement process, Oxford Innovation Ltd was appointed to operate the Centre in August 2014. Oxford Innovation is highly experienced in the operation of Innovation Centres and is currently undertaking a comprehensive mobilisation and marketing plan to enable the Centre to open its doors immediately following completion of the construction work.

The work to improve the runway commenced on 20 October 2014 and is scheduled for completion on 2 December 2014. The improvements will enable the airfield operator to obtain a CAA licence which will enhance its commercial potential.

Discussions with the Homes and Communities Agency (HCA) to identify a suitable location on the airfield for the development of new hangar space have been subsumed within wider discussions concerning the proposal to transfer the airfield to the Borough Council. This was agreed in principle by the Executive on 6 October 2014. As a result it is now likely that new hangar space will be located within the Hangars West part of the airfield and will be delivered during the latter half of 2015/16.

Due diligence work on the proposal to transfer the airfield to the Borough Council is

proceeding apace. The HCA, as land owner, and the Solent LEP are in the process of obtaining approvals to support the proposal, and these should be in place by early December.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive notes the progress made to date on the Daedalus Investment Project.

Reason:

To keep the Executive abreast of the progress on the Daedalus Investment project.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
575

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	Purchase of Garages - Wynton Way, Fareham
Report of:	Director of Finance & Resources
Strategy/Policy:	Asset Management Plan Housing Strategy
Corporate Objectives:	A dynamic, prudent and progressive Council A balanced housing market

Purpose:

To report the terms provisionally agreed for the purchase of two garages located at Wynton Way, Fareham.

The majority of the site as shown for identification purposes only on Appendix B is owned by the Council and includes 19 garages in two blocks. The garages are in low demand with 7 let to tenants and 10 currently empty. The other 2 garages, as shown shaded on the plan, were sold in 1984 and 1985 under the Right to Buy Scheme, subsequently resold and are therefore in private ownership.

The land in Council ownership is included in the current Strategic Housing Land Availability Assessment and has long been regarded as potentially suitable for a housing redevelopment. An opportunity has arisen to purchase the two garages not in FBC ownership which will facilitate in conjunction with Hampshire County Council (HCC) adjoining land as shown on Appendix B, a future housing scheme. The terms provisionally agreed for the purchase of the two garages are set out in the confidential Appendix A.

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 approves the terms provisionally agreed for the purchase of two garages located at Wynton Way, Fareham, as set out in confidential Appendix A.

Reason:

To obtain the approval to the terms provisionally agreed for the purchase of two garages located at Wynton Way, Fareham.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

2014/15
Decision No.
576

Record of Decision by Executive

Monday, 1 December 2014

Portfolio	Policy & Resources
Subject:	Tenders - Six Monthly Report
Report of:	Director of Finance & Resources
Strategy/Policy:	
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

To update the Executive on all tenders received and contracts awarded during the 6 month period ending 6th April 2014, in compliance with Contract Procedure Rules.

The report updates members on the following tenders received and contracts awarded during the six-month period from 7th April 2014 to 6th October 2014.

	Contract	Successful Tender	Tender Sum - £
1.	Redevelopment of Buildings Located at Bath Lane Cricket Ground	Hampshire Partitioning Contracts Limited	464,270.76
2.	Appointment of a Construction Project Manager (CPM)/Quantity Surveyor (QS)/CDM for New Leisure Centre sited in the Western Wards of Fareham	BAQUS plc	99,900.00
3.	Mini Competition for Design and Build Western Wards Swimming Pool and Community Infrastructure	Mansell Balfour Beatty	1,459,230.97 (322,108.00 <i>Design Only</i>)
4.	Daedalus Enterprise Zone Innovation Centre – Procurement of an Operator	Oxford Innovation Ltd	Score of 91%

5.	Wickham Road Cemetery Wall Refurbishment	PT Contractors Ltd	123,928.00
6.	Mini-Competition for River Wallington bank repairs at Broadcut	Balfour Beatty Regional	68,950.73
7.	Pantomime Entertainment and Related Services for 2015-2018	Contract Not Yet Awarded	
8.	Window Replacement Works – Crofton Court, Bells Lane, Stubbington	Contract Not Yet Awarded	

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive notes the details of all tenders received and contracts awarded, over the value of £50,000, during the six month period ending 6th October 2014, as set out in confidential Appendix A to the report.

Reason:

To advise members, in compliance with Procedure Rules, of the award of larger contracts.

Confirmed as a true record:

Monday, 1 December 2014

Councillor SDT Woodward
(Executive Leader)