

Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Health and Housing
Subject:	Award of Contract - Construction of a 36 Unit Sheltered Housing Scheme at the Former Coldeast Hospital Site, Park Gate
Report of:	Director of Community
Strategy/Policy:	Affordable Housing Strategy
Corporate Objectives:	A Balanced Housing Market

Purpose:

This report seeks approval to enter into a contract with a selected developer for the construction of a new sheltered housing scheme in Park Gate.

On 7th April 2014 the Executive approved a provisional budget to fund the construction of a new 36 unit sheltered housing scheme at the former Coldeast Hospital site in Park Gate.

Since the last report, the design for the scheme has been set and planning permission has been secured. In addition, £720,000 of grant funding has been secured from the Homes and Communities Agency's 2015 – 2018 Affordable Homes Programme to help meet the costs of construction.

A two stage competitive tender has been conducted to identify a suitable contractor to construct the scheme and approval is now sought from the Executive to enter into contract with the recommended contractor to bring the scheme forward.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees to:

- (a) authorise the Director of Community to enter into contract with and accept the level of grant funding from the Homes and Communities Agency to support delivery of the project; and
- (b) authorise the Director of Community to enter into contract with Drew Smith Limited to complete the proposed development

Reason:

To enable new affordable homes to be built which will meet local housing needs, further enhance the Council's older person's housing stock and contribute to the corporate objective of enabling 500 new affordable homes by 2017.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Policy & Resources
Subject:	Extension of Existing Gas Boiler Servicing, Repair and Replacement Contract
Report of:	Director of Environmental Services
Strategy/Policy:	
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

The report considers the extension of the existing contract for Gas Servicing and Boiler Replacement for the Council's building portfolio for up to a further two years.

This report provides the Executive with information on of the existing contract with TSG Building Services Ltd for Gas Servicing and Boiler Replacement and its performance. Approval is sought to extend the existing contract for up to 2 years.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive approves:

- (a) the existing contract with TSG Building Services Ltd be extended for 1 year from its existing expiry date of 1 March 2015; and
- (b) authority be delegated to the Director of Environmental Services and the Section 151 Officer to jointly approve a further year extension of the contract from 1 March 2016, subject to satisfactory performance by the contractor.

Reason:

To comply with the Council's statutory duty to its tenants and to maintain the Council's assets to a good standard.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Leisure and Community
Subject:	Appointment of a Leisure Operator for the Western Wards Leisure Centre
Report of:	Director of Community
Strategy/Policy:	
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

This report seeks approval for the appointment of the leisure operator for the new Western Wards Leisure Centre.

The Western Wards Leisure Centre is currently planned to come into operation on 1 May 2016. This report recommends that the new leisure centre be managed by SLM Limited, the current operators of the Fareham Leisure Centre, and that a Deed of Variation to the existing Management Agreement be entered into to formalise this arrangement.

The Heads of Terms of the proposed agreement have been considered by the Project Member Working Group overseeing this project and are presented for consideration within the confidential appendix to this report.

As part of the agreement, it is proposed that the Council fund the purchase of fixtures and fittings, including the fitness equipment for the gym, in return for a higher annual management fee from the operator.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approves entering into an agreement with SLM Limited to operate the Western Wards Leisure Centre based on the negotiated heads of terms as set out in the confidential appendices; and

(b) approves a capital budget of up to £585,000 to fund the procurement of fixtures and fittings, including fitness equipment and swimming pool accessories for the new leisure centre.

Reason:

To allow an operator to be appointed and be in place prior to the start of construction of the Western Wards Leisure Centre and to ensure that the same operator manage both of the Fareham Borough Council owned leisure centres in the Borough.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Public Protection
Subject:	Traffic Management Programme
Report of:	Director of Environmental Services
Strategy/Policy:	
Corporate Objectives:	A Safe and Healthy Place to Live and Work

Purpose:

To update the Executive on progress in delivering the 2014/15 Traffic Management programme and request members to consider and recommend the programme for 2015/16.

The Executive agreed the 2014/15 Traffic Management Programme on 10 February 2014. This report updates members on progress in delivering the 2014/15 Traffic Management Programme, seeks approval for the Traffic Regulation Order priorities for 2015/16, and informs the Executive of the general work undertaken by the Traffic Management Team.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive notes the progress on the current 2014/15 programme, considers planned work for 2015/16 identified in Appendices A to D to the report and agrees that:

- (a) the Proposed Traffic Regulation Order Programme for 2015/16, as shown in Appendix B (Table 4) to the report, be approved;
- (b) the work undertaken on the deployment of the Speed Limit Reminder signs, as detailed at Appendix D to the report, be noted.

Reason:

To improve road safety and to reduce congestion.

Confirmed as a true record:

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Councillor SDT Woodward
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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Policy & Resources
Subject:	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2015/16
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

This report seeks final confirmation of the recommendations to Council, on 20 February 2015, in respect of the revenue budget, capital programme and council tax for 2015/16.

On 5 January 2015, the Executive reviewed the Council's overall finance strategy and considered proposals relating to the capital programme, revenue budgets and the council tax for 2015/16. This report updates the Council's budgets to reflect the decisions taken on 5 January 2015.

The capital programme for the years 2014/15 to 2018/19 will be £33,176,000.

The revenue budget for 2015/16 will be £9,174,600. With Central Government support and retained business rates estimated to be £3,199,732, the option of accepting additional council tax freeze grant for 2015/16 equating to £61,695 and use of collection fund balance of £75,786 this results in the total amount due from the council tax of £5,837,387.

Taking these changes into consideration, the council tax for 2015/16 will be £140.22 per Band D property and would mean that Fareham's element of the Council Tax will have remained unchanged for 7 years. This represents no increase from the council tax set for 2014/15, compares favourably to the current rate of inflation and complies with the Council's corporate objectives.

Options Considered:

As recommendation.

Decision:

RESOLVED that the following proposals be approved by the Executive and recommended to the special meeting of the Council to be held on 20 February 2015:

- (a) the capital programme and financing of £33,176,000;
- (b) an overall revised revenue budget for 2014/15 of £9,516,100;
- (c) a revenue budget for 2015/16 of £9,174,600; and
- (d) a council tax for Fareham Borough Council for 2015/16 of £140.22 per band D property, which represents no increase when compared to the current year.

Reason:

To allow the Council to approve the Council Tax for 2015/16.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Policy & Resources
Subject:	Housing Revenue Account Spending Plans including the Capital Programme for 2015/16
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

This report seeks Executive approval for the revised budget for 2014/15, the base budgets, rent increases and fees and charges for 2015/16 and the capital programme with its financing for the years 2014/15 to 2018/19.

The Executive recommended and the Council approved, in February 2014, the base budget and rent increased for 2014/15, for Housing Revenue Account services.

This report sets out the Housing Revenue Account revised budget for 2014/15 and base budget for 2015/16 along with the capital programme and financing for the years 2014/15 to 2018/19. The report examines the issues affecting the Housing Revenue Account including rent increased with effect from 6 April 2015.

Council budgets are susceptible to change 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:

As recommendation.

Decision:

That the Executive agrees that:

- (a) individual rent increases in line with the rent model, be approved for Council Dwellings with effect from 6 April 2015;

- (b) rents for Council garages be increased by 5% with effect from 6 April 2015;
- (c) discretionary fees and charges be increased to provide a minimum increase of 5%, where possible, with effect from 6 April 2015;
- (d) the revised budget for 2014/15 be approved;
- (e) the base budget for 2015/16 be approved;
- (f) the capital programme and financing for 2014/15 to 2018/19 be approved; and
- (g) 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 Council to approve the Housing Revenue Account budget for 2015/16.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

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Monday, 2 February 2015

Portfolio Policy & Resources
Subject: **Insurance Services Tender**
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

This report considers the tenders received for the provision of Insurance Services for Fareham Borough Council. The report recommends an award of contract for the services.

The 11 borough and district councils in Hampshire have worked collaboratively to procure insurance services from 1 April 2015 using an OJEU compliant framework open to the public sector.

The cost of insurance across the 11 borough and district councils in Hampshire is around £4m a year and for Fareham Borough Council £455,000.

This report provides the Executive with information regarding the tenders received and seeks an award of contract for a 3 year long term agreement with the option to extend for a further 2 years for the provision of insurance services.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) agrees to award the contract to the insurers ranked in 1st position (as set out in confidential appendix A, being the most economically advantageous tender received; and
- (b) agrees that authority be delegated to the Director of Finance and Resources to accept the finalised premiums and associated costs or make alternative arrangements in the event that the tender cannot be accepted by other participating local authorities.

Reason:

To provide insurance services for Fareham Borough Council and the other borough and district councils in Hampshire.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Policy & Resources
Subject:	Annual Review on Corporate Regulation of Investigatory Powers Act 2000 (RIPA) Policy
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	

Purpose:

To seek approval for the adoption of an revised corporate policy for the use of the powers available under the Regulation of Investigatory Powers Act 2000 (RIPA) in order to keep the policy up to date, and address a recommendation from the Office of Surveillance Commissioners (OSC).

The proposed revised policy takes account of a) the impact of the Data Retention and Investigatory Powers Act 2014 which requires the National Anti-Fraud Network to be used for all communication data requests, b) the need to make the policy 'role' rather than 'post' specific, and d) the recommendations by the OSC to clarify when a member of public providing information may be considered to be a Covert Human Intelligence Source, and who should attend the magistrates court.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees:

- (a) the revised Regulation of Investigatory Powers Act 2000 (RIPA) - Policy and Procedures attached at Appendix A is approved; and
- (b) the post-holder assigned to the role of Senior Responsible Officer inherits the delegated authority to maintain Appendix 1 of the policy which assigns named officers to the roles covered by the policy.

Reason:

To update the policy in accordance with the latest legislation, guidance and practice at the Council.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

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Record of Decision by Executive

Monday, 2 February 2015

Portfolio	Policy & Resources
Subject:	Quarterly Financial Monitoring Reports 2014/15
Report of:	Director of Finance & Resources
Strategy/Policy:	Finance Strategy
Corporate Objectives:	Dynamic, Prudent and Progressive Council

Purpose:

This report provides comparative information on the Council's revenue and capital expenditure for the nine months ended 31 December 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 31 Dec 14	Actual to 31 Dec 14	Variation
	£000s	£000s	£000s	£000s
Service Budgets	12,959	21,150	20,564	-586
Non-Service Budgets	-3,443	-1,355	-1,362	-7
Net	9,516	19,795	19,202	-593

The main variations in spending to 31 December 2014 are within cost of employment (-£249,457) and housing benefits (-£336,076). 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 offset by receiving less grant at the end of the financial year.

Capital Programme	Budget 2014/15	Budget to 31 Dec 14	Actual to 31 Dec 14	Variation
	£000s	£000s	£000s	£000s
General Fund	15,720	12,103	7,461	-4,642
HRA	7,351	6,207	4,563	-1,644
Total	23,071	18,310	12,024	-6,286

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 Executive notes the contents of the report on revenue and capital budget monitoring.

Reason:

To provide members of the Executive with a summary of the Council's budgetary performance to 31 December 2014.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)

FAREHAM

BOROUGH COUNCIL

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Decision No.
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Record of Decision by Executive

Monday, 2 February 2015

Portfolio Policy & Resources

Subject: Treasury Management Monitoring Report 2014/15

Report of: Director of Finance & Resources

Strategy/Policy: Finance Strategy

Corporate Objectives:

Purpose:

This report summarises the Council's investment activity up to 31 December 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 31 December 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	8.0	18.0	95.3	121.3
Repaid	8.0	15.0	94.1	117.1
At 31 Dec 2014	10.0	21.0	14.0	45.0

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 Executive notes the contents of the Treasury Management Monitoring report.

Reason:

To inform the Executive of the Council's investment, borrowing and repayment activity up to 31 December 2014.

Confirmed as a true record:

Monday, 2 February 2015

Councillor SDT Woodward
(Executive Leader)