

Record of Decision by Executive

Monday, 7 December 2015

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| Portfolio | Leisure and Community |
| Subject: | Youth Services Review |
| Report of: | Director of Operations |
| Strategy/Policy: | Community Engagement Strategy |
| Corporate Objectives: | Strong and Inclusive Communities |

Purpose:

The report considers options for supporting youth services in the Borough in light of Hampshire County Council's proposed reduction in funding for this service in 2016 and a proposal to dissolve the current Youth Council arrangements and introduce a new method of engaging with young people.

In early 2015 Hampshire County Council announced the intention to significantly reduce its budget for the provision of youth services. This decision is still under review but has prompted the Council to consider the current youth service provision in the Borough and how support for the service can be provided going forward.

The proposed cuts will result in a dramatic reduction in the current level of youth service provision in Fareham. The indication is that in future the County Council is only likely to provide funding to deliver youth support services for vulnerable young people.

Bridging the funding gap in order to maintain the current level of service is not a viable proposition for this Council. However, the Council recognises the need for an open access youth service in the Borough. Consultation with young people and local agencies has highlighted both concerns and potential consequences resulting from a dramatic reduction in the current level of service.

The report provides options for the future provision of open access youth services in the Borough. This includes the potential for funding this type of service which can be achieved without increasing the Council's revenue budget.

The Fareham Youth Council has been in existence for some 12 years and has provided the opportunity for young people to have their say about the services the Council provides. The proposal is to dissolve the current Youth Council and establish 'Y-CATs', a new arrangement for engaging with young people. This will involve use of social media and opportunities to meet with the Executive Leader to ensure Fareham's young people are able to make their voice heard.

Options Considered:

At the invitation of the Executive Leader Councillors A Mandry and C J Wood, addressed the Executive on this item.

As recommendation.

Decision:

RESOLVED that the Executive approves:

- (a) the establishment of a 'Youth Activities Fund' to support open access youth services in Fareham Borough Council, as detailed in option 2 paragraph 17; subject to confirmation of Hampshire County Council's decision on future funding for youth services in Fareham;
- (b) that the estimated £30,000 saving resulting from the reorganisation of the Leisure & Community staff restructure be allocated to the Youth Activities Fund;
- (c) a review of the current Community Fund Grant scheme to consider local groups and organisations to submit one off bids for running costs;
- (d) that further consideration is given to the opportunity to provide a Mobile Youth Resource, as detailed in option 4 at paragraph 17 of the report, and that a report on this opportunity is presented to a future meeting of the Executive; and
- (e) that the current arrangements for the Youth Council are dissolved and replaced with the new 'Y-CAT' arrangements as the new way of engaging with young people in the Borough of Fareham

Reason:

To ensure that young people can continue to access youth services in Fareham following Hampshire County Council's proposal to dramatically reduce the funding for this service.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM
BOROUGH COUNCIL

2015/16
Decision No.
1721

Record of Decision by Executive

Monday, 7 December 2015

Portfolio

Streetscene

Subject: Award of Contract - Cleaning Services
Report of: Director of Operations
Strategy/Policy:
Corporate Objectives:

Purpose:

This report considers the tenders received for the provision of cleaning services for specified Council owned buildings and designated areas of the town centre. The report recommends an award of contract for the services.

The existing five year cleaning contract is due to end in March 2016. Therefore, it has been necessary to update the current specification schedule and associated documentation and undertake a re-procurement exercise. The new contract will run for five (5) years with a possible two (2) year extension option.

The contract will include the cleaning of buildings such as Ferneham Hall, pavilions, public conveniences, housing sites and the newly acquired control tower at Daedalus airfield. The contract includes the option for additional "provisional" locations to be added should it become necessary over the term of the contract.

The operations to be undertaken within the contract will include window cleaning, general cleaning, street washing, notice boards, wheeled bins as well as deep cleaning of void properties.

The contract was advertised via the Official Journal of the European Union (OJEU) with tenders issued on 4 September 2015 with a closing date of 2 October 2015.

Eight contractors submitted tenders. The evaluation panel scored all valid tenders based on the Best Price Quality Ratio in order to rank and position the tenders.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees to award the contract to the contractor ranked in 1st position (as set out in confidential appendix A to the report) being the best price quality ratio tender received.

Reason:

To provide cleaning services for Fareham Borough Council specified owned buildings and other site locations for a period of five years, with the option to extend by further two years.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM

BOROUGH COUNCIL

2015/16
Decision No.
1722

Record of Decision by Executive

Monday, 7 December 2015

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| Portfolio | Planning and Development |
| Subject: | Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) for Adoption |
| Report of: | Director of Planning & Development |
| Strategy/Policy: | |
| Corporate Objectives: | |

Purpose:

To approve the revised Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) for adoption.

This report summarises the background and rationale for the production of the Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) for adoption.

The Local Plan Part 1: Core Strategy, through Policy CS17: High Quality Design sets out key design principles that should be adhered to in all proposals in the Borough. Further policies relating to environmental impact and impact on living conditions are set out in policies DSP2: Environmental Impact and DSP3: Impact on Living Conditions of the adopted Local Plan Part 2: Development Sites and Policies Plan. The Design Guidance sets out in greater detail how proposals will be expected to fulfil these key design principles and policies, whilst having due regard to national standards and Planning Practice Guidance (PPG).

The adopted Design Guidance Supplementary Planning Document will be a material consideration in the determination of planning applications and will also provide helpful guidance to householders undertaking works that do not require planning permission. The Guidance has been prepared in a format that is accessible to all members of the community.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) notes the consultation comments received on the Draft Fareham Borough Design Guidance Supplementary Planning Guidance (excluding Welborne) and agrees the

proposed Council responses as set out in Appendix A to the report; and

- (b) adopts the Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) as set out in Appendix B to the report with effect from Monday 21 December 2015.

Reason:

To enable the Fareham Borough Design Guidance Supplementary Planning Guidance (excluding Welborne) to be adopted and afford it due weight as a material consideration in the determination of planning applications.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM
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Decision No.
1716

Record of Decision by Executive

Monday, 7 December 2015

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| Portfolio | Policy & Resources |
| Subject: | Lease of Part of the Civic Offices to Community Rehabilitation Company |
| Report of: | Director of Finance & Resources |
| Strategy/Policy: | Asset Management Plan |
| Corporate Objectives: | Dynamic, Prudent and Progressive Council |

Purpose:

To obtain the Executive's approval to the heads of terms provisionally agreed with Hampshire and Isle of Wight Community Rehabilitation Company to occupy part of a floor within the Civic Offices.

The Council has been in discussions with Hampshire and Isle of Wight Community Rehabilitation Company to occupy vacant space in the Civic Offices as a base for services within Fareham. This will have advantages to the Council as it will build on the leases granted to the Wessex Youth Offending team and Hampshire Constabulary and will secure an additional public sector organisation to occupy space in the Civic Offices. The rent and service charge paid by Hampshire and Isle of Wight Community Rehabilitation Company will help offset the running costs of the building. Confidential Appendix A to this report sets out the heads of terms provisionally agreed with Hampshire and Isle of Wight Community Rehabilitation Company for the approval of the Executive.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approve the heads of terms provisionally agreed with Hampshire and Isle of Wight Community Rehabilitation Company; and
- (b) delegates authority to the Director of Finance and Resources, in consultation with the Executive Leader, to agree final terms, if required.

Reason:

To obtain approval to the heads of terms provisionally agreed with Hampshire and Isle of Wight Community Rehabilitation Company for the lease of accommodation within the Civic Offices.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM
BOROUGH COUNCIL

2015/16
Decision No.
1723

Record of Decision by Executive

Monday, 7 December 2015

Portfolio Policy & Resources
Subject: Disposal of Land at Daedalus
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

To consider the terms for the disposal of land at Daedalus, to enable the delivery of the IFA2 interconnector project by National Grid IFA2 Ltd (NGIL).

National Grid is planning a major new energy infrastructure project linking the United

Kingdom's electricity transmission network to France, with its UK connection point being located in Fareham.

The project requires a large area of land to construct a converter station, which is a facility that converts alternating (AC) current to direct current (DC), and a site at Daedalus has been identified for this facility.

The report sets out commercial Heads of Terms for the disposal of land to enable this project to progress to the next stage of technical feasibility and detailed design. If the technical feasibility and suitable environmental evidence can be demonstrated, then the Council would grant an option to National Grid to enter into a lease for land at Daedalus. The option would be exercisable by them upon certain conditions being met, and the lease would be completed once the facility was constructed.

Assuming that the lease is completed, the premium paid by National Grid for the interest in the land would be reinvested in Daedalus, to provide funding for some of the improvements identified in the Council's approved Vision for the site.

Options Considered:

At the invitation of the Executive Leader Councillors C J Wood and T G Knight addressed the Executive on this item.
As recommendation.

Decision:

RESOLVED that the Executive:

- (a) approves the draft Heads of Terms, as set out in confidential Appendix A to this report;
- (b) delegates authority to the Director of Finance and Resources in consultation with the Executive Member for Policy and Resources to agree the detailed terms, as appropriate; and
- (c) agrees to reinvest the proceeds of the disposal of land under this agreement into the delivery of actions that support the Vision for Daedalus, including the airport, the business park and the open space.

Reason:

To enable the disposal of land to National Grid to progress further.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

Record of Decision by Executive

Monday, 7 December 2015

Portfolio

Subject: Finance Monitoring Report 2015/16

Report of:

Strategy/Policy:

**Corporate
Objectives:**

Purpose:

This report provides comparative information on the Council's revenue and capital expenditure for the period ended 30 September 2015. Members are invited to consider the financial performance and any corrective action that may be deemed appropriate.

Options Considered:

As recommendation.

Decision:

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

Reason:

To provide members of the Executive with a summary of the Council's budgetary performance to 30 September 2015.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM
BOROUGH COUNCIL

2015/16
Decision No.
1728

Record of Decision by Executive

Monday, 7 December 2015

Portfolio

Subject: Treasury Management Monitoring Report 2015/16

Report of:

Strategy/Policy:

**Corporate
Objectives:**

Purpose:

This report summarises the Council's investment activity up to 30 September 2015 and provides details of the Council's money market transactions.

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

This report gives the Executive the opportunity to review the treasury management activity up to 30 September 2015 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 2015 | 10.0 | 13.0 | 20.1 | 43.1 |
| New | 4.0 | 17.0 | 63.4 | 84.4 |
| Repaid | 4.0 | 11.0 | 64.4 | 79.4 |
| At 30 Sept 2015 | 10.0 | 19.0 | 19.1 | 48.1 |

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 for 2015/16 be noted.

Reason:

To inform the Executive of the Council's investment, borrowing and repayment activity up to 30 September 2015.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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Record of Decision by Executive

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| Portfolio | Policy & Resources |
| Subject: | Training for Defibrillators in Fareham |
| Report of: | Director of Finance & Resources |
| Strategy/Policy: | |
| Corporate Objectives: | A Safe and Healthy Place to Live and Work |

Purpose:

To consider the allocation of funding and resources to enable the effective provision of a defibrillator at each of the Borough's Community Centres and to provide training for the use of defibrillators to the staff and user groups of these facilities.

Every year across the United Kingdom more than 30,000 people suffer a cardiac arrest. Of this number less than one in ten currently survives. Swift access to Cardio Pulmonary Resuscitation (CPR) and defibrillation is a key influential factor to these survival rates.

Defibrillators are simple and safe to use. Once in position, the defibrillator detects the heart's rhythm and it will not deliver a shock unless one is needed. If the heart has stopped, high-voltage (200–1000 volts) pads will pass an electric current through the heart so that it is shocked into working normally again.

The Government, working in partnership with the British Heart Foundation, has announced £1 million of funding to provide free defibrillators for public places.

This report presents the funding criteria and the options available to the Council to help ensure the best defibrillator coverage across the Borough's community centres.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive approves:

- (a) the provision of up to four CPR (Cardio Pulmonary Resuscitation) and defibrillator training sessions to be facilitated by the Council's Facilities Manager and delivered to core staff or users from those community centres securing a defibrillator. Up to 12 individuals can be

trained in one session, and it is proposed that this tailored training would be made available to up to three individuals from each community centre. The British Heart Foundation provides a training video with each defibrillator so the training is over and above their requirement;

- (b) the allocation of £150 for the purchase of one additional battery for use in training sessions,
- (c) the allocation of £6,005 to a 'plan b' fund to purchase defibrillators for up to five community centres who may be unsuccessful in their applications to the British Heart Foundation if they fail to meet the criteria;
- (d) the allocation of a maximum of 70 hours in total (5 hours per community centre) for Building Services to install any cabinet required to house the defibrillators; and
- (e) the allocation of a maximum of £7,020 to purchase up to 13 secure coded cabinets for those Community Centres intending to install their defibrillator externally.

Reason:

To improve the likelihood of an individual surviving a cardiac arrest in the Borough of Fareham.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM
BOROUGH COUNCIL

2015/16
Decision No.
1725

Record of Decision by Executive
Monday, 7 December 2015

Portfolio Policy & Resources
Subject: Relocation of Allotments at Daedalus
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

To advise the Executive of a proposal to relocate the allotments from the proposed site on Daedalus to an alternative location fronting Gosport Road, Stubbington, Fareham.

On 6 October 2014, the Executive considered a report on the future ownership of land at

Daedalus. Recognising the importance of the Daedalus site to prosperity and economic vitality of the Borough, the Executive agreed in principle to pursue the acquisition of the land at Daedalus from the Homes & Community Agency (HCA) which comprised the airfield and East/West Enterprise Zone development areas.

On 2 March 2015 the Executive received a further report on progress made to secure the transfer of land at Daedalus, and seek approval to complete the acquisition.

The purchase of Daedalus from the HCA was completed on 27 March 2015.

The report outlines that an alternative location has been considered to provide allotments, in close proximity to Daedalus and fronting Gosport Road, Stubbington in the ownership of Basil Baird (Fareham) Ltd. The provisionally agreed Heads of Terms for the lease of the site are set out in the confidential Appendix A for consideration by the Executive.

Within the Daedalus site as part of the community infrastructure provision and to discharge the Section106 planning obligation, a site was allocated for the provision of allotments. In the absence of allotment provision within Daedalus itself a variation to the obligation will need to be sought and planning permission obtained for the alternative site.

Another site is also under consideration but will require the approval and co-operation of the land owner. If this site can be progressed it will be the subject of a further report to the Executive.

Options Considered:

At the invitation of the Executive Leader Councillors A Mandry, C J Wood and T G Knight addressed the Executive on this item.
As recommendation.

Decision:

RESOLVED that the Executive:

- (a) supports in principle the proposed site for the relocation of the allotments and confirms the provisionally agreed Heads of Terms for a lease from Basil Baird (Fareham) Ltd as set out in the confidential Appendix A;
- (b) delegates authority to the Director of Finance & Resources to conclude the lease of land for allotment provision; and
- (c) delegates authority to the Director of Operations, in consultation with the Director of Finance and Resources and the Executive Leader, to agree the final specification of the allotment layout.

Reason:

To consider the proposal to relocate the allotments from the proposed site on Daedalus to an alternative location fronting Gosport Road, Stubbington, Fareham.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

Monday, 7 December 2015

FAREHAM

BOROUGH COUNCIL

2015/16
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1726

Record of Decision by Executive

Monday, 7 December 2015

Portfolio Policy & Resources
Subject: Recording Customer Satisfaction
Report of: Director of Finance & Resources
Strategy/Policy:
Corporate Objectives:

Purpose:

This report assesses the effectiveness of the biennial Residents' Survey and outlines an alternative approach to recording and analysing customer satisfaction.

One of the ways that the Council has previously gauged the level of resident satisfaction with our services is through a biennial Residents' Survey, which has been running since 2000.

The introduction of systems thinking, using the Vanguard Method since 2013, has required a clear understanding of what matters to customers and their personal journeys. This combined with the rise of social media, which allows people to give detailed and timely feedback on services has brought into question the value of a lot of the top level satisfaction data that the Residents' Survey provides.

This report proposes an alternative option for gathering useful data on resident satisfaction.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees to replace the Residents' Survey with quarterly customer satisfaction surveys, focusing on service areas that have been through a Vanguard intervention.

Reason:

To ensure that customer satisfaction data is recorded and used in the most effective way.

Confirmed as a true record: Councillor SDT Woodward (Executive Leader)

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