

AGENDA FOR THE EXECUTIVE

Date: Monday, 16 May 2016

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Executive Members:



Attendance

Those Members appointed at Annual Council

1. Apologies for Absence

2. Minutes (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting of Executive held on 11 April 2016.

3. Executive Leader's Announcements

4. Declarations of Interest

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

5. Petitions

6. Deputations

To receive any deputations, of which notice has been lodged.

7. Minutes / References from Other Committees

To receive any reference from the committees or panels held.

Matters for Decision in Public

Note: Where an urgent item of business is raised in accordance with Part 3 of the Constitution, it will be considered with the relevant service decisions as appropriate.

8. Confirmation of Appointment of Members to Areas of Executive Responsibility

The Executive Leader is invited to confirm the appointment of Executive Members to the areas of Executive responsibility, as advised at the Annual Council meeting.

9. Executive Appointments

To appoint Executive Members to the following bodies in 2016/17:

- (i) Fareham Museum Joint Management Committee (In 2015/16, the Executive appointed Councillors Miss S M Bell and Mrs K Mandry);
- (ii) Portchester Crematorium Joint Committee (In 2015/16, the Executive appointed Councillors K D Evans and Miss S M Bell);
(NB. In the past, the Executive has not appointed 'substitute' members to this joint committee. However, the Executive may, if it so wishes, authorise other members of the Executive to act as deputies)
- (iii) Fareham and Gosport Building Control Members' Panel (In 2015/16, the Executive appointed Councillor K D Evans);

(iv) Partnership for Urban South Hampshire (PUSH)

As PUSH is a formal Joint Committee, the following appointments are required to be made by the Executive for 2016/17-

- (a) Joint Committee representatives (In 2015/16, the Borough Council's representatives were: Executive Leader (Councillor S D T Woodward) and Deputy Executive Leader (Councillor T M Cartwright));
 - (b) Sub-Group Meetings (In 2015/16, the Borough Council's representatives were the appropriate Executive Members (as relevant)); and
 - (c) Meeting with Key Consultees and similar Consultation Meetings (In 2015/16, the Borough Council's representatives were Councillors S D T Woodward and T M Cartwright).
- (v) CCTV Partnership (In 2015/16, the Executive appointed Councillor T M Cartwright);
- (vi) Fareham and Gosport Environmental Health Partnership Panel (In 2015/16, the Borough Council's representative was Councillor T M Cartwright);
- (vii) Aspect Building Communities Ltd (In 2015/16, the Executive appointed Councillor Mrs K Mandry);
- (viii) Joint Member Shared Coastal Management Board (Councillor T G Knight and Councillor K D Evans currently appointed).

10. Leisure and Community

Key Decision

- (1) **Award of Contract for the refurbishment of Priory Park, Drake Close and Fareham North West Play Areas.** (Pages 5 - 10)

A report by the Director of Operations.

11. Policy and Resources

Key Decision

- (1) **Update to completed Council Car Park and Pedestrian Highways Works** (Pages 11 - 14)

A report by the Director for Policy and Resources.

P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

6 May 2016

**For further information please contact:
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FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 11 April 2016

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
T M Cartwright, MBE, Public Protection (Deputy Executive Leader)
Miss S M Bell, Leisure and Community
K D Evans, Planning and Development
Miss T G Harper, Streetscene
Mrs K Mandry, Health and Housing

Also in attendance:

B Bayford, Chairman of Health and Housing Policy Development and Review Panel
L Keeble, Chairman of Streetscene Policy Development and Review Panel
D C S Swanbrow, Chairman of Scrutiny Board
M J Ford, JP
R H Price, JP
Mrs K K Trott, For Item 8(1)



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the Minutes of the Executive held on the 07 March 2016 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader Announcements made at this meeting.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. PETITIONS

There were no petitions presented at this meeting.

6. DEPUTATIONS

There were no deputations made at this meeting.

7. MINUTES / REFERENCES FROM OTHER COMMITTEES**Scrutiny Board: 17 March 2016****Minute 6 – Final Review of Work Programme 2015/16 and Draft Work Programme for 2016/17**

The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2015/16 and gave consideration to the work programme for 2016/17.

Members were given an opportunity to put forward any further suggestions for the proposed work programme for 2016/17. The Board expressed a wish to have more of an active role in dealing with health issues in the Borough. It was suggested that the Board make a recommendation to the Executive to look at health issues in more detail when reviewing the Corporate Strategy and Corporate Objectives, with regard to giving a greater priority to local health issues.

The Board referred to page 13 of the work programme report which was concerning the Solent Local Enterprise Partnership and a resolution made by the Board requesting that the Executive Leader include an update on the Solent Local Enterprise Partnership in his announcements at Council meetings. The Board requested that this request be followed up.

It was AGREED that the Board recommends to the Executive that, when reviewing the Corporate Strategy, they give consideration to placing greater priority on local health issues as a Corporate Objective.

The Executive AGREED that, when reviewing the Corporate Strategy, they will consider the priority given to local health issues.

8. PLANNING AND DEVELOPMENT

- (1) Fareham Borough Planning Obligations Supplementary Planning Document (excluding Welborne) - for Adoption

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

RESOLVED that the Executive:

- (a) notes the consultation comments received on the Draft Supplementary Planning Document and agrees the responses to the representations set out in Appendix A of the report; and
- (b) adopts the Planning Obligations Supplementary Planning Document for the Borough of Fareham (excluding Welborne) as set out in Appendix B to the report with effect from Monday 25 April 2016.

9. POLICY AND RESOURCES

- (1) Daedalus Programme Update

RESOLVED that the Executive:

- (a) note the progress on Daedalus to date and the progress towards implementing the Vision in future years;
- (b) agrees to the inclusion of the following schemes in the 2016/17 capital programme;
 - Development of a new hanger and associated office space for existing airfield tenant at the indicative cost of £4.3m
 - Development of six new hangers suitable for relocation of existing businesses and attracting new businesses at an indicative cost of £3m.
 - Development of five new existing general aviation tenants and attracting new locally based aircraft an indicative cost of £1.5m;
- (c) agree to delegate authority to the Director of Finance and Resources to award the tenders to build the new hangers, subject to the cost being within the allocated budget; and
- (d) appoints members to a new Daedalus Asset Development Members Working Group.

(The meeting started at 6.00 pm

and ended at 6.24 pm).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 16 May 2016

Portfolio:	Leisure and Community
Subject:	Award of Contract for the refurbishment of Priory Park, Drake Close and Fareham Park Play Areas
Report of:	Director of Operations
Strategy/Policy:	Leisure Strategy
Corporate Objective:	Leisure for Health and For Fun

Purpose:

This report considers the tenders received for the design, supply and installation of new play equipment at Priory Park, Drake Close and Fareham Park Play Areas and recommends an award of contract for all three improvement projects to one contractor.

Executive summary:

In November 2013 the Executive approved a five year improvement programme for the Council's outdoor sports facilities, play spaces and other recreational facilities, utilising section 106 developer contributions.

The play areas identified for improvement in years 2016/17 in the Open Space Improvement Programme are; Priory Park, Drake Close and Fareham Park Play Areas.

This report provides the Executive with information regarding the tenders received for these proposed play area improvements and seeks an award of contract decision.

Recommendation/Recommended Option:

That the Executive agree the tender submitted by the contractor ranked 1 (as set out in the confidential appendix A) being the most advantageous tender received, be accepted and the contract to refurbish all three play areas be awarded to that company.

Reason:

To refurbish existing play areas, to provide new and improved play facilities for local children and young people.

Cost of proposals:

The total cost of refurbishing the three play areas is £190,000. This can be met from section 106 developer contributions as detailed in the Council's Open Space Improvement Programme, subject to the Executive decision to award the contract.

Appendices: **A:** Tender Prices and Evaluation Table

Reference papers: March 2015 – Report to the Executive Play Area Refurbishment Programme

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	16 th May 2016
Subject:	Award of Contract for the refurbishment of Priory Park, Drake Close and Fareham Park Play Areas.
Briefing by:	Director of Operations
Portfolio:	Leisure and Community

INTRODUCTION

1. As part of the Open Space Improvement Programme for 2016/17 the Council will be refurbishing Priory Park, Drake Close and Fareham Park Play Areas.
2. The total cost to undertake these improvement works at all three sites is £190,000 and can be funded from the existing Open Space Improvement Programme, using section 106 developer contributions.
3. A series of consultation exercises have been undertaken with local residents, schools and groups to help identify how best to improve the play facilities to help ensure the needs of the local community are met.
4. An invitation to tender for this project was issued on 26th February 2016 via the South East Business Portal to the 9 (nine) suppliers listed on ESPO framework agreement

PROPOSAL

5. On the 1 April 2016, 6 (six) tenders were received and opened by Democratic Services and the Procurement Officer. The tender price details are presented in the confidential appendix A.

EVALUATION PROCESS

6. The contract documents defined a pre-determined scoring mechanism whereby tenders are assessed on price, service and quality including play value.
7. The tender submissions were evaluated and the scores weighted as specified in the invitation to tender. The scores and ranking for all 6 (six) tenders received are represented in the confidential appendix A.

8. Tenderers were required to complete a 'Tenderers Compliance and Response' pro-forma. This enabled officers to score the quality and service elements of their submission, assessing their method of approach to delivering the service.
9. Based on the evaluation of the tenders received, the 6 (six) bids have been ranked in order of economic advantage to the Council. The most advantageous supplier, which achieved the highest overall combined score, is recommended for the award of the contract.

RISK ASSESSMENT

10. Many of the usual and identifiable risks initially present in this type of project have been negated through the Council's rigorous and structured procurement process.
11. All suppliers have undergone all of the checks associated in order to be part of the ESPO framework agreement (No. ESPO 115) for the provision of this type of work/supply.
12. Regular monitoring will take place and a series of project progress meetings will be held during the course of the implementation to reduce potential risks.

FINANCIAL IMPLICATIONS

13. The works and charges associated with this contract can be financed from section 106 developer contributions as detailed in the Open Space Improvement Programme.

CONCLUSION

14. 6 (six) valid tenders were received for the improvement works required to be undertaken at Priory Park, Drake Close and Fareham Park Play Areas. It is recommended that the most advantageous tender received, ranked 1st in the confidential appendix to this report, be accepted and a contract awarded accordingly.

Reference Papers:

September 2014, Leisure and Community Policy Development and Review Panel, Open Spaces Improvement Programme – Play Areas and other (non-sport) Recreational Facilities

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 16 MAY 2016

Portfolio:	Policy and Resources
Subject:	Update to completed Council Car Park and Pedestrian Highways Works
Report of:	Director of Finance
Strategy/Policy:	Finance Strategy
Corporate Objective:	

Purpose:
To advise the Executive of the outturn cost for the Council car park and pedestrian highway works and to detail the key reasons behind the overspend on this project.

Executive summary:
In September 2013 the Executive approved the award of contract for the resurfacing and repairs of numerous car parks and footways around the Borough. The contract was awarded to Colas Limited in the sum of £329,460.93

The final account for the project has been agreed at £511,268 which is 55% over the approved contract sum.

This report details the main reasons for this overspend and advises the Executive that this has been funded from within existing budgets.

Recommendation/Recommended Option:
That the Executive notes the report.

Reason:
To comply with the Council's Financial Regulation 15: Contracts and Procurement Procedures.

Cost of proposals:
The overspend has been financed from within existing budgets and no further funding is required.

Background papers: File of Correspondence

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	16 May 2016
Subject:	Update to completed Council Car Park and Pedestrian Highways Works
Briefing by:	Director of Finance
Portfolio:	Policy and Resources

INTRODUCTION

1. In September 2013 the Executive approved the award of contract for the resurfacing and repairs of numerous car parks and footways around the Borough. The contract was awarded to Colas Limited in the sum of £329,460.93
2. The final account for the project has been agreed at £511,268 which is 55% over the approved contract sum. The Council's procurement rules require that whenever the settled amount of a contract exceeds the tender price by more than 10% or £20,000 the matter should be reported to the Executive, with reconciliation to the tender sum.
3. This report outlines the key reasons behind the overspend on this project.

SCOPE OF WORKS

4. The corporate resurfacing contract was an extensive project which covered works to 40 sites around the borough and ranged from, for example, drain clearance to the car park at Blackbrook Park Recreation Ground to creating an additional 30 spaces at the site of the new Portchester Community Centre.

FINAL ACCOUNT

5. The final account was £182,000 over the tender sum. The main reasons for this overspend are:
 - (a) Portchester Community Centre
6. The construction of the additional 30 car parking bays at the site of the former Portchester Community Centre was considerably more complicated than envisaged, partly due to the adverse weather conditions that were encountered and partly due to the need to landscape a wider area of the land than the car park itself.
7. Work started to construct the car park in December 2013, but following the initial groundworks where the land was excavated and the base level of stone imported, a period of heavy and prolonged rainfall was encountered which negated the works that had been carried out and required additional excavation, additional material to be imported and an enhancement to the drainage system. The net result of these works

which resulted from the adverse weather was £38,600.

8. During the works to construct the new Portchester Community Centre, the excess top soil arising from the site was placed on the location of the former community centre following its demolition. A consequence of this was that the levels of the land on the northern and eastern areas surrounding the car park were not compatible with the use of the land as a car park. Extensive landscaping works were therefore required to excavate and dispose of the poor quality arisings and then to import and grade the required natural top soil for the planting areas. The cost of these additional works was £52,600.
9. The additional expenditure incurred at the site of the Portchester Community Centre was funded within the approved capital budget for the construction of the new facility and the balance of the funding available for the removal of the former tennis courts at the site.

(b) Fareham Leisure Centre

10. Within the contract an allowance of £22,000 was made to upgrade the lighting in the leisure centre car park to bring this in line with modern standards so that it provides enhanced illumination and was of a standard that could be incorporated into the PFI maintenance contract.
11. This sum was found to be inadequate for two reasons. Firstly the cost submitted by Colas, whilst covering, the supply of new light columns, did not allow for the cost of the associated trenching and ducting. Secondly, the intent had been to power the lighting from the existing electrical supply from the Leisure Centre. To be compliant with the PFI standard, the lighting installation had to have its own independent power supply and therefore a new supply was required. The net effect of these changes was to increase the cost for the new lighting system by £58,000.
12. The additional expenditure incurred at the Fareham Leisure Centre was funded from the approved capital budget for the review of community buildings.

(c) General

13. £32,800 of the additional cost is the result of minor amendments to individual car parks, for example additional drainage works, vegetation removal, additional resurfacing etc.
14. These costs were funded from within existing service budgets.
15. A summary of the reasons for the additional expenditure is given in the table below:

Item	Cost
Portchester Community Centre – additional works due to adverse weather.	£38,600
Portchester Community Centre – landscaping works.	£52,600
Fareham Leisure Centre – Lighting upgrade	£58,000
Minor amendments	£32,800
Total	£182,000

CONCLUSION

16. The project to upgrade the Council car parks together with the associated repairs to pedestrian footways has been successfully completed.
17. The project was overspent by £182,000 primarily due to a requirement for significant additional works at two sites, the Fareham Leisure Centre car park and the extension of the car park at the Portchester Community Centre and associated landscaping works.
18. All of the overspend has been funded from within existing budgets and no additional finance is sought.

Enquiries:

For further information on this report please contact Gareth Satherley (Ext 4476)