

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2043

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Housing
<b>Subject:</b>	<b>Housing Revenue Account Borrowing Programme Funding Bid</b>
<b>Report of:</b>	Managing Director of Fareham Housing
<b>Corporate Priority:</b>	Providing housing choices

**Purpose:**

To agree the principle of the Council submitting a bid for additional Housing Revenue Account borrowing.

At the end of June 2018, the Secretary of State for Housing, Communities and Local Government announced the availability of additional Housing Revenue Account (HRA) borrowing funds for 'high affordability pressure areas'. High affordability pressure areas are those where the average weekly cost of private rent is £50 or more than the average cost of social rent. Fareham borough is one of many authorities in England where this applies.

£500 million of additional borrowing is available outside of London between 2019/20 and 2021/22. With the Council's Corporate priority of 'Providing Housing Choices' the availability of the additional HRA borrowing could provide an important opportunity to enable the delivery of additional affordable homes on Council owned (or potentially owned) sites.

Bids for additional HRA borrowing must be site specific and include certain criteria and information. The bids must be submitted by 07 September 2018.

This report seeks Executive approval for the principle of bidding for this additional borrowing, with the total amount bid for not exceeding £13 million. The final bids will be submitted by the Managing Director of Fareham Housing and based on the detailed information required for each site/bid, including the expected development costs and borrowing required. This can vary depending on the individual site, affordable tenure and other matters. It is not expected to exceed £13 million.

It should be noted that this is a decision to approve the principle of bidding for money and not a decision to accept or use any funds that may subsequently become available.

**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 agrees to delegate authority to the Managing Director of Fareham Housing to submit bids for additional borrowing of up to £13million to the Ministry of Housing, Community and Local Government under the Housing Revenue Account Borrowing Programme (2019/20, 2020/21 and 2021/22 by the deadline of 07 September 2018.

**Reason:**

To seek Executive approval for the principle of the total(s) to be submitted, as per a requirement of the bid submission process.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2044

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Streetscene
<b>Subject:</b>	<b>Single Use Plastic Policy</b>
<b>Report of:</b>	Head of Streetscene
<b>Corporate Priority:</b>	Protect and enhance the environment

#### **Purpose:**

To agree the Council's Single Use Plastic Policy and Communications plan.

A notice of motion was considered by Council on 23 February 2018 in relation to the Council's use of single use plastic (SUP). Council agreed to review Fareham Borough Council's use of SUP and develop a strategy to phase out their use within the Council's offices and buildings as quickly as it is reasonably practicable to do so.

An officer working group was formed and subsequently completed an audit of the main Council buildings. The Council has an extensive range of buildings in its ownership, but in respect of the policy, the scope was confined to buildings where the majority of the Council's workforce is located and the high profile public buildings.

The information gathered in the audit has been used to prepare a series of policy statements which are set out in this report. These policy statements have been developed with the aim of phasing out SUP in Council buildings by 2020.

The proposed name for the policy is 'Give Plastic the Push'. A communications plan has been developed to help educate residents, businesses, Council staff and elected members about ways to help reduce the use of SUP. The implementation of the plan will be supported by a SUP Coordinator who will attend community events, visit businesses and schools to promote the policy and advise on ways to reduce SUP use.

There will be a range of 'Give Plastic the Push' promotional material including signs on the side of the Council's refuse and recycling vehicles, a promotional banner for events and branded reusable coffee mugs and reusable drinking water bottles. Posters and leaflets will be available for distribution at key strategic sites around the Borough and the key messages for residents will be included in the bin collection Christmas calendar.

The policy statements and communications plan have been presented to the Streetscene Policy Development and Review Panel and were fully supported by the Members of the Panel.

**Options Considered:**

At the invitation of the Executive Leader, Councillor J S Forrest addressed the Executive on this item.

As recommendation.

**Decision:**

RESOLVED that the Executive approves:

- (a) the Council's single use plastic policy 'the Push' as set out in paragraph 20 of the report; and
- (b) the Communications Plan to promote the policy.

**Reason:**

To address the actions arising from the Notice of Motion submitted to Council on 23 February 2018 in relation to the Council's use of single use plastic (SUP).

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2045

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Health and Public Protection
<b>Subject:</b>	<b>Air Quality - Outline Business Case and Consultation Proposals</b>
<b>Report of:</b>	Director of Planning & Regulation
<b>Corporate Priority:</b>	Protect and enhance the environment; Strong, safe, inclusive and healthy communities

#### **Purpose:**

This report has a dual purpose. The first is to provide a progress update to the Executive on the continuing works to meet the requirements of the compliance Directive which was issued to the Council by the Department for the Environment, Food & Rural Affairs on 27 July 2017 in respect of Air Quality. The second is to obtain authority from the Executive to undertake a public consultation on those measures that are being considered for submission as part of the Outline Business Case. If approved by JAQU at that stage, the measures will be presented as part of the Final Plans/Final Business Case to be submitted before the end of the year. Following public consultation, the results of that consultation will be brought back to the Executive with the Outline Business Case in late October for approval for submission to JAQU.

On 27 July 2017, the Department for the Environment, Food & Rural Affairs (DEFRA) issued a Compliance Directive on Fareham Borough Council, along with the other (22) Authorities that were listed. This Direction required the Authority to undertake, and submit by 31 March 2018, a Feasibility Study (Initial Plan/Strategic Outline Case). This was completed and the Strategic Outline Case submitted under delegated authority granted by the Executive following a report to its January 2018 meeting. This case set out a list of options which, if implemented, could make a positive difference to Air Quality within the study area. Since March, officers have been working with consultants towards identifying exactly what the likely exceedance would be and also refining the option or options which will deliver compliance with legal limits. The Authority must also submit a Final Plan/Final Business Case by 31 December 2018 which must identify the preferred option or options to deliver compliance. Prior to this an Outline Business Case needs to be submitted to JAQU, this is likely to be ready towards the end of October. This report therefore seeks to obtain Executive approval to carry out a consultation on the current list of measures for six weeks from 04 September 2018 to the 08 October 2018. The results of the consultation and the Outline Business Case would then need to be brought to the Executive for approval in time for submission on 24 October 2018.

**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 proposed consultation on the current list of Air Quality Improvement measures detailed in Appendix C.

**Reason:**

Before implementing any policies that would affect such a large proportion of the community, the Council should consult. Although the basis for this sits within Case Law, in this particular case it would be useful to understand the priority the general public would attach to each of the measures, to inform the final list and to also understand if there are any additional measures that could be implemented over the course of 2019, that have been overlooked.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2046

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Planning and Development
<b>Subject:</b>	<b>Response to Draft Titchfield Neighbourhood Plan</b>
<b>Report of:</b>	Director of Planning & Regulation
<b>Corporate Priority:</b>	Maintain and extend prosperity; Protect and enhance the environment; Providing housing choices; Strong, safe, inclusive and healthy communities

#### **Purpose:**

To agree the Council's, as the Local Planning Authority, response to the Pre-submission (Regulation 14) Titchfield Neighbourhood Plan consultation.

In March 2017, the Titchfield Neighbourhood Forum and Titchfield Neighbourhood Area were designated by the Council for the purposes of allowing the Forum to prepare a Neighbourhood Plan. In accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations (2012), Titchfield Neighbourhood Forum is required to undertake Pre-submission consultation and publicity on its Pre-submission Neighbourhood Plan, which includes sending a copy of its proposals to the Council (as the Local Planning Authority) to comment on. The purpose of this report is to set out the Council's response to the Pre-submission consultation on the Titchfield Neighbourhood Plan (TNP). The deadline to respond to the consultation is 10 September 2018.

#### **Options Considered:**

The Executive received a deputation in respect of this item from Mr Nick Girdler, Chairman of the Titchfield Village Trust.

As recommendation.

#### **Decision:**

RESOLVED that the Executive agrees the Council's response to the Pre-submission (Regulation 14) Titchfield Neighbourhood Plan.

#### **Reason:**

The Council has a statutory duty set out in paragraph 3(1) of Schedule 4B of the Town and Country Planning Act 1990 (as amended) to provide advice and assistance to 'qualifying bodies', which includes Neighbourhood Forums, undertaking neighbourhood planning.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2047

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Planning and Development
<b>Subject:</b>	<b>Custom and Self Build Strategy and Delivery Plan</b>
<b>Report of:</b>	Director of Planning & Regulation
<b>Corporate Priority:</b>	Providing housing choices

#### **Purpose:**

To approve the Self-Build and Custom House Building Action Plan for implementation.

The Self-Build and Custom House Building Action Plan is a result of the Council recognising, along with national Government, that this is an emerging housing sector. This Action Plan sets out the Council's main aim, which is to 'positively influence or help secure development opportunities where we can support individuals or organisations to deliver high quality self-built or custom-built homes to meet demand in the Borough'. It sets out the key actions the Council can take to achieve this aim. The working document has seven key sections. The first two introduce and provide background as to why the Council has produced this Action Plan. It then explains what self-build and custom house building are, what responsibilities the Council has for this sector and what has been done to secure it in the Borough to date. The penultimate section explains what the evidence the Council have on the local demand for self-build and custom housebuilding in the Borough indicates, as well as explaining that the Council's current knowledge is limited. Finally, the document outlines eight key actions which the Council propose to undertake to achieve its aim, including gaining a more detailed understanding of local demand for self-built housing in the Borough.

#### **Options Considered:**

As recommendation.

#### **Decision:**

RESOLVED that the Executive approves the Self-Build and Custom House Building Action Plan for implementation.

**Reason:**

To enable the implementation of the Self-Build and Custom House Building Action Plan, and update the Action Plan thereafter.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2048

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Locks Heath Memorial Hall Progress Report</b>
<b>Report of:</b>	Head of Leisure and Corporate Services
<b>Corporate Priority:</b>	Dynamic, prudent and progressive Council

#### **Purpose:**

To update the Executive regarding a proposal from St John's Church Locks Heath regarding the future of Locks Heath Memorial Hall.

At the September 2017 Executive meeting, members considered a report regarding the future of Locks Heath Memorial Hall.

The Council had, in January 2016, been made aware that the Locks Heath Community Association only had one remaining trustee who, at that time, wanted to stand down from the position. The implication for this was that the Association would be in default of the lease and there would be nobody to operate and manage the building.

Following unsuccessful efforts to find new Trustees, arrangements were made to relocate the remaining user groups.

After considering the report, the Executive agreed that the Hall was surplus to the Council's requirements and was to be placed on the open market for sale.

Since the Executive agreed to dispose of the Locks Heath Memorial Hall, St John's Church has come forward and stated that its interest in the Hall was not considered. The purpose of this report is to provide an opportunity for that interest to be considered now, including its future business plan.

#### **Options Considered:**

The Executive received a deputation in respect of this item from Reverend Gavin Foster of the church of St John the Baptist, Locks Heath.

At the invitation of the Executive Leader, Councillor Mrs C L A Hockley addressed the Executive on this item.

As recommendation.

**Decision:**

RESOLVED that, having considered the business plan for Locks Heath Memorial Hall proposed by St John's Church, as appended to these minutes, the Executive agrees that:

- (a) the previous decision made by the Executive to sell the site on the open market should not be reconsidered but that the church of St John the Baptist, Locks Heath be invited to submit its best and final offer for the purchase of the site by 30 September; and
- (b) the land be sold under the direction of the Director of Finance and Resources, following consultation with the Executive Member for Policy and Resources.

**Reason:**

St John's Church feels that its interest in the Hall was not considered at the time when the Executive made its decision to dispose of Locks Heath Memorial Hall and, when the Planning Committee granted planning permission for redevelopment.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2049

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Business Rate Retention Pilots 2019-20</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Corporate Priority:</b>	Dynamic, prudent and progressive Council

#### **Purpose:**

On 24<sup>th</sup> July, the Government published an invitation to Councils to apply to participate in a 75% business rate retention pilot scheme, with bids to be submitted to Government by 25<sup>th</sup> September. The scheme is designed to give local authorities greater control over money raised locally and increase the overall level of business rates retained by local government.

This report sets out the proposal for the Council to participate in the 75% business rates pilot collaboratively with other councils in Hampshire. The pilot is an opportunity for councils to retain a greater share of business rate growth in their area but they will also be exposed to a higher level of business rate risk in 2019/20

The pilot will help inform the Government on how different local arrangements, including governance and information systems, work in relation to 75% business rates retention, in order to introduce the reforms across local government in 2020/21

Discussions with other Hampshire councils have been positive to date and each council will consider if they wish to submit a joint bid to Government. It is likely that a joint county and all districts bid would be seen more positively from Government when assessing bids.

#### **Options Considered:**

As recommendation

#### **Decision:**

RESOLVED that the Executive:

- (a) agrees in principle to participate in the submission bid for Fareham to be part of a Hampshire-wide 75% business rate retention pilot; and
- (b) delegates the agreement of the final submission to the Leader and the Director of Finance and Resources.

**Reason:**

To participate in a Hampshire-wide 75% business rate retention pilot which would increase business rates retained by the Council. It has the potential to provide for additional one-off funds to the Council, other districts and the County Council, as well as a 'strategic share' across Hampshire.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2050

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Policy and Resources
<b>Subject:</b>	<b>Daedalus Gate Guardian</b>
<b>Report of:</b>	Head of Leisure and Corporate Services
<b>Corporate Priority:</b>	Leisure Opportunities for Health and Fun

#### **Purpose:**

The purpose of this report is to advise members of a proposal to erect a landmark piece of public art, known as a Gate Guardian, by the Peel Common roundabout at Daedalus. It will then seek approval for funding of the project through developer contributions.

Since the purchase of Daedalus from the Homes and Community Agency in 2015, the site has become the largest employment site in the area and is a hub for aviation, education, engineering and innovation. There has also been a growing community involvement at the site.

As part of IFA2 project National Grid agreed to fund a package of community facilities at Daedalus, such as a play area and a large area of open space, known as Daedalus Common. In addition to attracting businesses, this open space will provide many benefits for the local community to enjoy.

These developments are giving Daedalus a unique character, and public art is a proven way to provide a landmark that encapsulates the character of a site and promotes its brand. It can also help to attract businesses and enrich local communities.

A contribution of £100,000 has been secured through the Section 2016 Agreement with the National Grid for the provision of large pieces of public art, known as gate guardians.

There is now an opportunity to create and site a large gate guardian, on Daedalus Common, in a visible position, by the busy Peel Common roundabout.

The guardian would be on land that would accommodate public open space, so would be accessible to all. A proposed design, based on the Greek myth of Daedalus has been developed. The design complements the Daedalus brand, and would provide an inspiring landmark that would be associated with the site for generations to come.

#### **Options Considered:**

At the invitation of the Executive Leader, Councillor J S Forrest addressed the Executive on this item.

As recommendation.

**Decision:**

RESOLVED that the Executive agrees:

- (a) to erect a large and distinctive piece of public art known as a 'Gate Guardian' at Daedalus; and
- (b) a budget of £100,000, to be paid by developer contributions from National Grid.

**Reason:**

To create a distinctive landmark that would promote the unique Daedalus brand to visitors, businesses and residents.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

# FAREHAM

## BOROUGH COUNCIL

2018/19  
Decision No.  
2051

### Record of Decision by Executive

Monday, 3 September 2018

<b>Portfolio</b>	Policy & Resources
<b>Subject:</b>	<b>Review of Policy Development and Review Panels and Scrutiny Board Meetings</b>
<b>Report of:</b>	Director of Finance & Resources
<b>Corporate Priority:</b>	Dynamic, prudent and progressive Council

#### **Purpose:**

The Council's constitution provides that the Executive and Scrutiny Board must be invited to comment on any changes to the provisions of the constitution before they are considered by the Council. The Executive is therefore invited to comment on proposed revisions which will affect the way in which the Scrutiny Board and the Policy Development and Review Panels operate.

This report provides the details of the Vanguard Intervention review of Committee Services, focussing on the work of the Policy Development and Review Panels and the Scrutiny Board.

The Scrutiny Board has been consulted on the proposals for changes to the Council's committee structure and has made on amendments to the proposals.

The Executive is now invited to provide comments on the proposals before being put to Council for decision at its meeting in October 2018.

#### **Options Considered:**

As recommendation.

#### **Decision:**

RESOLVED that the Executive recommends the proposals to Council for decision, which have been considered and endorsed by the Scrutiny Board, that:

- (i) the Policy Development and Review Panels be dissolved;
- (ii) a Scrutiny Panel be created for each of the 6 Executive portfolios;
- (iii) subject to (i) and (ii) above, the current Scrutiny Board be dissolved;
- (iv) each Scrutiny Panel be scheduled to meet 4 times per municipal year, with additional meetings created if necessary;

- (v) subject to (iv) above, the revised schedule of meetings for the remainder of the municipal year 2018-19 be approved, as set out in Appendix A;
- (vi) the Deputation scheme be amended to allow members of the public to apply to give a deputation on any subject to the relevant Scrutiny Panel, in addition to Council or any Committee;
- (vii) subject to (i), (ii) and (iii) above, a revised allocation of seats be approved, as set out in Appendix C (with the nomination of councillors to seats being presented to Council in October);
- (viii) subject to the agreement of the changes, an amendment to the current Members' Allowances Scheme be presented to Council for approval, as set out in paragraph 58 of the Executive briefing paper; and
- (ix) subject to the agreement of the changes, delegated authority be given to the Council's Monitoring Officer to review and amend the Constitution to;
  - 1) create the new functions of the Scrutiny Panels;
  - 2) amend the Call-In procedures to reflect the changes to Portfolio Scrutiny Panels;
  - 3) to review and amend the Constitution with regard to the Deputation Scheme; and
  - 4) to make any other minor or ancillary changes arising required to give effect to this report.

**Reason:**

The Council's constitution provides that any changes made to it should be considered by the Scrutiny Board and the Executive before being determined by Council.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 3 September 2018

