

**Minutes of the  
Executive**

**(to be confirmed at the next meeting)**

**Date:** Monday, 3 February 2020

**Venue:** Collingwood Room - Civic Offices

**Present:**

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

**Also in attendance:**

R H Price, JP, for items 9(3) and 9(5)



**1. APOLOGIES FOR ABSENCE**

There were no apologies given for this meeting.

**2. MINUTES**

RESOLVED that the minutes of the meeting held on 06 January 2020 be confirmed and signed as a correct record.

**3. EXECUTIVE LEADER'S ANNOUNCEMENTS**

The Executive Leader was pleased to announce that the Council has been successful in a bid to help tackle the issue of rough sleeping.

In 2019 the Council secured some short-term funding to increase the Outreach Service in Fareham with our partners at Two Saints, enabling them to employ 1.6FTE Outreach Workers, to complement the service they already provided in Fareham and Gosport. These posts have made a significant difference to the level of support provided to rough sleepers and have been key to getting some rough sleepers into more permanent homes.

As a result of this good work, and in partnership with Two Saints, Gosport Borough Council and the MHCLG, the Council has successfully secured funding of £141,450 for the next year.

The money will enable the excellent work of the Outreach workers to continue, and they will also be supplemented with two further posts; a Complex Needs Navigator and an Accommodation Procurement Officer.

This enhanced service will operate across Fareham and Gosport offering more intensive support and will focus particularly on assisting those leaving prison and those with complex needs such as substance misuse issues, mental health needs and behavioural challenges, to find and maintain suitable accommodation.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. PETITIONS**

There were no petitions submitted at this meeting.

**6. DEPUTATIONS**

There were no deputations made at this meeting.

**7. REFERENCES FROM OTHER COMMITTEES**

**Policy and Resources Scrutiny Panel – 14 January 2020**

Minute 7 – Finance Strategy Revenue Budget and Council Tax 2020/2021

The Panel considered a report by the Deputy Chief Executive Officer regarding the finance strategy, revenue budget and Council Tax 2020-2021 which was considered by the Executive at its meeting on 6 January 2020.

RESOLVED that the Panel recommended the Finance Strategy, Revenue Budget and Council Tax 2020-2021 to the Executive for endorsement at its meeting on 3 February 2020.

This item is listed at Agenda item 9(1) for consideration by the Executive

#### Minute 10 – Housing Revenue Account Budget and Capital Plans 2020/21

The Panel considered a report by the Deputy Chief Executive Officer on the Housing Revenue Account Budget and Capital Plans 2020-21 which will be considered by the Executive at its meeting on 3 February 2020.

RESOLVED that the Panel recommends the Housing Revenue Account Budget and Capital Plans 2020-21 for endorsement to the Executive at its meeting on 3 February 2020.

This item is listed at Agenda item 9(2) for consideration by the Executive

#### **Planning Committee – 29 January 2020**

#### Minute item 5 – Review of the Council's Pre-Application Planning Advice Service and Charges

Councillor T M Cartwright, declared a non-pecuniary interest in this item. This is due to him being the lead Member on Vanguard and has been involved with the pre-application charge service since its introduction in 2009.

Members discussed this at length, especially in relation to the continued free service for household pre-application planning advice. Members felt that continuing to provide a free service for householder applications was important as they felt that to try to charge for this would create more unnecessary work for Officers and would harm the Council's current service that they offer to residents.

Members expressed a concern over the proposed charges in relation to 10-49 dwellings as they felt that this may not be high enough and the Council would still not be able to recoup the costs involved with the type of pre-application work required. They expressed a view that they would like officers to undertake further time recordings of these types of pre-application advice over a 12-month period in order to establish whether the proposed charges need to be revised.

RESOLVED that the Planning Committee:-

- (i) note and support the proposals the Director of Planning and Regeneration is making to the Executive in respect of pre-application advice and charges; and

- (ii) asks that the Executive, at its meeting on 3 February 2020, considers the views of the Planning Committee in respect of the 10-49 dwellings in that they would like Officers to undertake more time recordings of these pre -applications over a 12 month period and consider if the proposed charges need to be revised thereafter.

## **8. PLANNING AND DEVELOPMENT**

- (1) Review of the Council's Pre-Application Planning Advice Service and Charges

During discussion of this item it was clarified that the proposed charges for providing pre-application planning advice are exclusive of VAT.

RESOLVED that the Executive:

- (a) agrees the provision of pre-application planning advice based on the service specification set out in Appendix C;
- (b) notes that the proposed charges for providing pre-application planning advice are exclusive of VAT;
- (c) recommends the proposed increased charges for providing pre-application planning advice set out at Appendix D to Council for approval as part of the Council's budget;
- (d) notes that, subject to the approval of Council as set out in (b) above, the charges will come into effect for all pre-application planning advice requests received on or after the 1<sup>st</sup> April 2020; and
- (e) notes that a further report addressing charges in relation to listed building and heritage assets advice, planning performance agreements and design coding work (as set out within Paragraphs 37 and 46-50 of the Briefing Paper) will be presented to a future meeting of the Executive.

## **9. POLICY AND RESOURCES**

- (1) Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2020/21

A tabled item was presented in respect of this item to provide a revised page 38 of the agenda pack. The tabled item confirms the amount of the net rates payable from National Non-Domestic Rates for 2020/21 (after Transitional arrangements and reliefs) to be £43,435,037. A correction to the tabled item was noted to show that column 2 of the base budgets table relates to 2020/21.

RESOLVED that the Executive approves and recommends to the meeting of the Council to be held on 21 February 2020:

- (a) the capital programme and financing of £64,246,000;

- (b) an overall revised revenue budget for 2019/20 of £9,319,200;
- (c) a revenue budget for 2020/21 of £9,606,500;
- (d) the remainder of the surplus in the spending reserve remains in the reserve to cover the anticipated future funding shortfalls as set out in paragraphs 17-20;
- (e) a council tax for Fareham Borough Council for 2020/21 of £165.22 per band D property, which represents a £5.00 increase when compared to the current year and is within referendum limits; and
- (f) an unchanged Council Tax Support scheme for 2020/21

(2) Housing Revenue Account Budget and Capital Plans 2020/21

RESOLVED that the Executive approves and recommends to the meeting of the Council to be held on 21 February 2020 that:

- (a) rents be approved for Council Dwellings as set out in paragraph 18 with effect from 01 April 2020;
- (b) rents for Council garages be increased by 4.0% with effect from 01 April 2020;
- (c) the revised budget for 2019/20 be approved; and
- (d) the base budget for 2020/21 be approved.

(3) Insurance Services Tender

At the invitation of the Executive Leader, Councillor R H Price, JP addressed the Executive on this item.

In accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, the meeting moved into private session on the grounds that the matter to be dealt with involved the likely disclosure of exempt information.

RESOLVED that the Executive agrees:

- (a) to award the contract to the winning insurer of each Lot, as set out in confidential Appendix A to the report, being the most economically advantageous tender received; and
- (b) that authority be delegated to the Deputy Chief Executive Officer 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.

At the conclusion of this item, the meeting moved back into public session.

(4) Treasury Management Strategy 2020/21

RESOLVED that the Executive:

- (a) endorses the draft Treasury Management Strategy and Investment Strategy for 2020/21, attached as Appendix A to the report; and
- (b) agrees to submit the report to Council for approval.

(5) Adoption of BT Telephone Box in Sarisbury Green

At the invitation of the Executive Leader, Councillor R H Price, JP addressed the Executive on this item.

During discussion of this item it was agreed that the proposed allocation of £3,650 to bring the telephone box up to a good state of repair be reduced to £600.

RESOLVED that the Executive agrees that:

- (a) the Council adopts the red telephone box in Sarisbury Green in accordance with the conditions outlined in the report;
- (b) an allocation of £600 to bring the telephone box up to a good state of repair and secure it, and £500 per annum for maintenance and repair is set aside in the Community Funding Budget; and
- (c) notes the offer made by Sarisbury Residents' Association to paint the box this summer.

(The meeting started at 6.01 pm  
and ended at 6.34 pm).

19. The Finance Strategy covers the period through to 2022/23 and is showing a projected shortfall of £1.5m in the final 3 years of the strategy. It would be prudent, and it is recommended, that the remaining surplus over the minimum 5% is left in the spending reserve in order that a balanced budget can be set for the next 4 years.
20. This position will be reviewed once the outcome of the Fair Funding Review is known for the 2021/22 financial year.

### COUNCIL TAX AND NATIONAL NON-DOMETIC RATE BASE

21. The council tax base for 2020/21 is 43,559.3 Band D equivalent properties.
22. The net rates payable from National Non-Domestic Rates for 2020/21 (after Transitional arrangements and reliefs) is **£43,435,037**.

### COUNCIL TAX FOR 2020/21

23. With a net budget for 2020/21 of £9,606,500, government support of £2,456,665 and the need to make a payment into collection fund balances of £47,033, the Executive recommends a council tax increase for 2020/21 of £5. This is shown in the following table:

	<b>Base Budget 2019/20</b>	<b>Base Budget 2019/20</b>	<b>Variation</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Total Budget</b>	<b>8,666,400</b>	<b>9,606,500</b>	940,100
Less:			
Government Support	-1,897,692	-2,456,665	-558,973
Collection Fund deficit	106,236	47,033	-59,203
<b>Total due from Council Tax Payers</b>	<b>6,874,944</b>	<b>7,196,868</b>	+321,924
Council Tax base	42,909.6	43,559.3	
Council Tax (Band D)	£160.22	£165.22	
Cash Increase	+ £5.00	+ £5.00	

24. The proposed council tax increase is within government referendum limits.
25. The overall income from taxpayers of £7,196,868 represents approximately 15% of the gross spend by the council for 2020/21 of £46.8million.

### ASSURANCE STATEMENT BY THE CHIEF FINANCIAL OFFICER (CFO)

26. Section 25 of the Local Government Act 2003 states that when the Council sets a budget for the forthcoming financial year, the CFO must report to the authority on the robustness of the budgets and the adequacy of the financial reserves.
27. The CFO is able to confirm that the Council's co-ordinated finance strategy allows the availability of resources to finance both capital and revenue expenditure to be considered at the same time. It provides the necessary

