

# FAREHAM

## BOROUGH COUNCIL

# Notice of Key Decisions and Exemptions

Published: **3 JANUARY 2025**

This Plan constitutes 28 days notice as required by virtue of Regulations 5(2) and 9(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The plan contains matters that are likely to be the subject of a key decision (as defined by the Regulations) taken by the Executive or by an individual Executive Member. Select the following for further information on the Executive and [how decisions are made](#).

### Guidance Notes

- The current members of the Executive are: Councillor S Martin (Policy and Resources Portfolio); Councillor F Birkett (Housing); Councillor I Bastable (Streetscene); Councillor M Daniells (Planning and Development); Councillor J Burton (Health and Public Protection); Councillor C Hockley (Leisure and Community).
- Agenda papers and reports are published on [www.fareham.gov.uk.crs](http://www.fareham.gov.uk.crs) approximately one week before the meeting. Copies are also available for inspection or may be purchased at the Civic Offices, Fareham. Reports containing exempt or confidential information are not publicly available.
- Background papers are available for inspection at the Civic Offices; Fareham when the agenda is published. Background papers containing exempt or confidential information are not publicly available.
- Records of decisions and minutes of meetings are also published on [www.fareham.gov.uk.crs](http://www.fareham.gov.uk.crs).
- For further information on the Council's decision-making process, forthcoming meetings and deputation scheme please refer to [www.fareham.gov.uk.crs](http://www.fareham.gov.uk.crs)

## Housing

**1025649**

### **Fareham Housing Decants Policy - approval for consultation**

To approve the draft Fareham Housing Decants Policy for consultation and approve delegated authority to the Director of Housing, following consultation with the Executive Member for Housing, to make any minor changes to the Policy prior to public consultation.

The report provides the Panel with an overview of the Draft Fareham Housing Decants Policy. The Policy describes the legislation and process governing when occupants are required to move accommodation in an emergency or to enable repairs, major works and development.

**Decision taker:** Executive

**Documents to be considered:** Report

**Consultees:** Residents of Fareham.

**Background Papers:** None

**Representations to be made to:** Fleur Allaway

**Date decision to be taken:** 3 February 2025

Open

**I025650**

**Fareham Housing Tenant Alterations policy - approval for consultation**

To approve the draft Fareham Housing Tenants Alterations Policy for consultation and approve delegated authority to the Director of Housing, following consultation with the Executive Member for Housing, to make any minor changes to the Policy prior to public consultation.

The draft Fareham Housing Alterations and Improvements policy provides comprehensive information on the alterations process, the background and relevant legislation. This document collates and updates the information already on our website and brings it together in a clear policy.

**Decision taker:** Executive

**Documents to be considered:** Report

**Consultees:** Residents of Fareham.

**Background Papers:** None

**Representations to be made to:** Fleur Allaway

**Date decision to be taken:** 3 February 2025

Open

**I025784**

**Fareham Housing acquisitions, disposals and changes of tenure**

As a registered Housing Provider, Fareham Housing aims to provide fit for purpose accommodation to meet local housing needs.

Opportunities that arise to acquire additional homes are carefully considered, having regard to value, property size, location and housing need in the area.

Conversely, on occasion, existing properties requiring extensive and costly improvements are deemed not financially beneficial to retain and therefore disposal is deemed to be the preferred option, particularly if the property is in a lower housing need area. The proceeds of disposals are used to support the delivery of affordable housing within the Borough. A change of tenure will be considered prior to any disposal since costs may be recovered if a property is improved and in a desirable area for shared ownership sale. The report recommends authority be delegated to the Director of Housing, to make decisions regarding acquisitions, disposals and changes of tenure, in consultation with the Executive Member for Housing and the Finance Business Partner. This is to ensure void times are reduced and decisions to make the best use of the housing stock can be made quickly and efficiently.

**Decision taker:** Executive

**Documents to be considered:** Report

**Consultees:** None

**Background Papers:** None

**Representations to be made to:** Helen Farnham

**Date decision to be taken:** 3 February 2025

Open

# Policy and Resources

**I025644**

## **Gas Servicing, Maintenance and Installation Contract**

To advise the Executive of the procurement process to provide a 5-year contract including the option to extend for a further 4 years for service, maintenance and replacement of heating and hot water installations for Council housing and public buildings.

To seek delegated authority to appoint a single contractor for the contract term, following a thorough procurement/tendered process.

Further details surrounding the funding arrangements, including the total estimated cost to deliver the contract, will be provided with a confidential appendix.

In addition, to seek delegated authority to extend the existing Gas Servicing and Maintenance Contract for a period of up to 6 months to allow the efficient transfer of the service from the existing contract arrangement.

**Decision taker:** Executive

**Documents to be considered:** \*\*Report

**Consultees:** None

**Background Papers:** None

**Representations to be made to:** Ian Cousins

**Date decision to be taken:** 3 February 2025

\*\*Part Exempt by virtue of Paragraph: 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**I025637**

## **Insurance Services Tender**

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. Ten Borough and District councils in Hampshire have worked collaboratively to procure insurance services from 1 April 2025 using an Open Procedure in accordance with the Public Contracts Regulations 2015. 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.

**Decision taker:** Executive

**Documents to be considered:** \*\*Report

**Consultees:** None

**Background Papers:** \* File of tender responses Correspondence between Local Authorities

**Representations to be made to:** Caroline Hancock

**Date decision to be taken:** 3 February 2025

\*\*Part Exempt by virtue of Paragraph: 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

\*Exempt by virtue of Paragraph: 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

## **I025669**

### **Housing Revenue Account Budgets, Fees & Charges 2025/26**

The report seeks Executive approval for the revised budget for the Housing Revenue Account for 2024/25, the base budgets, fees and charges and rent increases for 2025/26.

**Decision taker:** Executive

**Documents to be considered:** \*\*Report

**Consultees:** None

**Background Papers:** None

**Representations to be made to:** Kate Busby

**Date decision to be taken:** 3 February 2025

\*\*Part Exempt by virtue of Paragraph: 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

## **I025604**

### **Irrecoverable Debts**

The report proposes the approval of the write-off of certain debts over £5,000 which are considered to be irrecoverable.

Appendix A to the report lists the debts that are considered irrecoverable. Every effort has been made to recover the debts and, in most cases, there is no further legal action that can be taken.

**Decision taker:** Executive

**Documents to be considered:** \*\*Report

**Consultees:** None

**Background Papers:** \*\* file of correspondence

**Representations to be made to:** Melanie Combes

**Date decision to be taken:** 3 February 2025

\*\*Exempt by virtue of Paragraph: 1, 2, 3 Information relating to any individual.

Information which is likely to reveal the identity of an individual.

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

## **I025783**

### **Fareham Town Centre Regeneration Strategy (Final Version for Approval)**

This report will seek Executive approval for the Fareham Town Centre Regeneration Strategy and associated budgets.

**Decision taker:** Executive

**Documents to be considered:** Report

**Consultees:** Consultation has been extensive over the past year with significant resident, business, officer and member engagement activities. There have also been ongoing discussions with key public sector bodies including Hampshire County Council the NHS and DWP.

**Background Papers:** None

**Representations to be made to:** Kirstin Clow

**Date decision to be taken:** 3 February 2025

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**I025433**

**Fareham Shopping Centre and associated properties - Asset Management Initiatives**

Provision of a budget to pursue asset management initiatives at Fareham Shopping Centre and associated properties.

**Decision taker:** Executive

**Documents to be considered:** \*\*Report

**Consultees:** None

**Background Papers:** None

**Representations to be made to:** Steven Farndell

**Date decision to be taken:** 3 February 2025

\*\*Exempt by virtue of Paragraph: 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**I025718**

**Performance Measures Approach**

This report will seek approval for a new approach to corporate performance measures to support continuous improvement across the Council. Each of the measures will be linked to one of the six Priorities in the Corporate Strategy 2023-29. The measures will aid transparency and show performance over time, including benchmarking against other Councils where appropriate. The proposed approach will be flexible and develop over time. An initial set of baseline measures will be presented for approval as part of the report. If approved, the measures will be published on dedicated webpages on the Council's website.

**Decision taker:** Executive

**Documents to be considered:** Report

**Consultees:** None

**Background Papers:** None

**Representations to be made to:** Roy Brown

**Date decision to be taken:** 3 February 2025

Open

## Notes:

\*\* indicates that the matter to be discussed may involve exempt or confidential information. In such circumstances, reports will not be publicly available and the public is likely to be excluded from the meeting when the matter is discussed.

The categories for exemption (according to the Local Government Act 1972 Schedule 12A - Access to Information) are as follows:

	Category	Condition
1.	Information relating to any individual.	This means any individual person and relates back to the Data Protection Act 2018 (DPA).
2.	Information which is likely to reveal the identity of an individual.	This again relates back to DPA.
3.	Information relating to the financial or business affairs of any particular person (including the Authority holding that information).	Includes information relating to the Authority's own financial or business affairs. It does not include information which is required to be registered under the Companies Act 1985, the Friendly Society Acts 1974 and 1992, the Industrial and Provident Societies Acts 1965-1978, the Building Societies Act 1986 or the Charities Act 1993 as such information will be in the public domain in any event. The "financial affairs or business affairs" include past, present and contemplated activities.
4.	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Authority or a Minister of the Crown and employees of, or office holders under, the Authority.	"Employee" means a person employed under a contract of service with the Council and would not therefore include a consultant or a temporary member of staff employed through an agency or a company. Information about such a person, however, may well be covered under the exemptions in paragraphs 1, 2 and 3 but it will depend on the individual matter.
5.	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	