

# FAREHAM

## BOROUGH COUNCIL

### **Minutes of the Executive (to be confirmed at the next meeting)**

*Minutes of a meeting held on 15 April 2013  
in the Collingwood Room, Civic Offices, Fareham*

**Present:** Councillor S D T Woodward - Policy, Strategy and Finance  
(Executive Leader)  
Councillor T M Cartwright - Public Protection (Deputy Leader)  
Councillor B Bayford - Health and Housing  
Councillor K D Evans - Strategic Planning and Environment  
Councillor Mrs C L A Hockley - Leisure and Community  
Councillor L Keeble - Streetscene

**Also in attendance, Councillors:**

Miss S M Bell (Chairman of Leisure and Community Policy Development and Review Panel)  
J V Bryant (Chairman of Strategic Planning and Environment Policy Development and Review Panel)  
Mrs P M Bryant (Chairman of Licensing and Regulatory Affairs Committee) for Minute 12(1)  
P J Davies (Chairman of Housing Tenancy Board) for Minute 9(2)  
Mrs M E Ellerton (Chairman of Health and Housing Policy Development and Review Panel)  
Miss T Harper (Chairman of Streetscene Policy Development and Review Panel)  
T J Howard (Chairman of Appeals Committee)  
Mrs K Mandry (Chairman of Public Protection Policy Development and Review Panel) for Minute 10(2)  
R H Price, JP for Minute 10(2)  
D C S Swanbrow (Chairman of Scrutiny Board)  
Mrs K K Trott for Minute 12(1)



## **Public Session**

The meeting opened with the Executive Leader inviting all Councillors and members of the public present to join with him in a minute silence as a mark of respect for Baroness Thatcher who died on 8 April 2103.

### **1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **2. MINUTES**

RESOLVED that the minutes of the meeting of the Executive held on 4 March 2013 ([x-130304-m](#) refers) be confirmed and signed as a correct record.

### **3. EXECUTIVE LEADER'S ANNOUNCEMENTS**

There were no Executive Leader's announcements.

### **4. DECLARATIONS OF INTEREST**

Councillor Keeble declared a non-pecuniary interest for item 10(1) - Project Integra Revised Constitution Strategy and Action Plan as he is the Chairman of the Project Integra Strategic Board. Councillor Keeble remained in the room for this item and was present for the discussion and decision.

Councillor Davies declared a non-pecuniary interest for item 9(2) – Review of Community Buildings as he is the Council appointed representative on Fareham North West Community Association Management Committee. Councillor Davies addressed the Executive for this item, at the invitation of the Executive Leader.

### **5. PETITIONS**

There were no petitions presented at this meeting.

### **6. DEPUTATIONS**

The Executive received a deputation from Mr Derek Marlow in relation to item 12(1) – Draft New Community North of Fareham Plan (see minute 12(1) below).

The Executive Leader agreed to bring that item for consideration forward on the agenda.

### **7. MINUTES/REFERENCES FROM OTHER COMMITTEES**

- (1) The Executive received the minutes of the Housing Tenancy Board held on 18 March 2013.

RESOLVED that the Executive endorsed the proposed work programme for 2013/14 included in the minutes at item 6.

- (2) The Executive received the minutes of the Scrutiny Board held on 21 March 2013.

The Executive received comments from the Scrutiny Board on the Safeguarding Policy and took account of those comments in determining the matter at minute 9(1) below.

- (3) Reference from the Health and Housing Policy Development and Review Panel meeting held on 14 March 2013.

The Executive received comments from the Health and Housing Policy Development Review Panel regarding the review of Incentive Payments to Resident of Under-Occupied Properties and took account of these comments in determining the matter at minute 8(1) below.

- (4) Reference from the Streetscene Policy Development and Review Panel meeting held on 7 March 2013.

The Executive received comments from the Streetscene Policy Development Review Panel regarding the Allocation of Proceeds from the Sale of Recycling Clothes and Textiles and took account of these comments in determining the matter at minute 10(2) below.

- (5) References from the Public Protection Policy Development and Review Panel meeting held on 12 March 2013.

The Executive received comments from the Public Protection Policy Development Review Panel regarding the Food Standards Agency Food Safety Service Plan and noted that this item will be brought to the meeting of the Executive on 13 May 2013.

The Executive received comments from the Public Protection Policy Development Review Panel regarding the Contaminated Land Inspection Strategy Update and took account of these comments in determining the matter at minute 11(1) below.

## **8. EXECUTIVE MATTERS FOR DECISION IN PUBLIC**

The Executive considered the following matters for decision and resolved as indicated, in the Notices of Executive Decisions referred to and as set out below:-

### **Health and Housing**

- (1) Revised Council Housing Transfer Incentive Scheme (Key Decision) - Decision No. [2012/13-171](#)

RESOLVED that the Executive agrees:

- (a) to restrict eligibility to council tenants of non working age who are living in family sized housing accommodation; and
- (b) to make a contribution toward removal costs of up to £500 for working age tenants where they move to small accommodation.

## 9. Leisure and Community

- (1) Safeguarding Policy (Key Decision) - Decision No. [2012/13-172](#)

The Scrutiny Board reviewed this item at its meeting on 21 March 2013, following the referral of the motion submitted to the Council meeting of 13 December 2012 by Councillor N R Gregory. The motion and the comments of the Scrutiny Board were taken into account during consideration of this item (see minute 7 above).

RESOLVED that the new Safeguarding Policy be approved and implemented.

- (2) Review of Community Buildings (Phase 3) - Master Plan for Fareham Community Action Team Area - Decision No. [2012/13-173](#)

At the invitation of the Executive Leader, Councillor P J Davies addressed the Executive on this item, having declared a non-pecuniary interest as he is the Council appointed representative on Fareham North West Community Association Management Committee.

RESOLVED that the Executive approves the draft master plan for the Fareham Town Community Action Team area for further exploration, subject to corrections at Appendix A on page 1 to show that the Community Action Fareham building is owned by 1<sup>st</sup> Wessex and to correct the spelling of Councillor Davies' surname on page 4.

## 10. Streetscene

- (1) Project Integra Revised Constitution Strategy and Action Plan (Key Decision) - Decision No. [2012/13-174](#)

Councillor Keeble declared a non-pecuniary interest as he is the Chairman of the Project Integra Strategic Board. Councillor Keeble remained in the room for this item and was present for the discussion and decision.

RESOLVED that the Executive approves the revised Project Integra constitution, strategy and action plan as detailed in the attached briefing paper and appendices ([xss-130415-r15-pdo](#) refers).

- (2) Allocation of the proceeds for the sale of the Recycling Clothes and Textiles (Key Decision) - Decision No. [2012/13-175](#)

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

Following a debate on the subject, the Executive Leader suggested that it would be reasonable to look closely at the wording of the consultation questions which asked if residents would like to see a *small* proportion of the proceeds to help keep Council Tax down. He stated that although 25% of respondents indicated they would allocate money to keep Council Tax down, they may not view 25% as being a small proportion.

RESOLVED that Executive approves:

- (a) that 90% of the net proceeds from the clothing and textile recycling contract be given to good causes with the remaining 10% being retained by the Council and used to help keep Council Tax bills down by supporting services for residents;
- (b) that from the 90% of net proceeds, the 3 current textile bank operators - Air Ambulance Service, Salvation Army and TRAIID (Textile Recycling for Aid & International Development) will receive a guaranteed income of a share of £35,000 based on the current proportion of tonnages collected by each operator and subject to the tonnages of textiles being collected remaining at a sufficiently high level to permit this; and
- (c) that the remainder of the 90% of net proceeds from the clothing and textile contract be allocated to the Council's Community Fund from which residents and local groups can bid.

## 11. Public Protection

- (1) Contaminated Land Inspection Strategy (Key Decision) - Decision No. [2012/13-176](#)

RESOLVED that:

- (a) the Executive notes the progress that has been made in respect of the identification and data capture of areas of potential contamination, the investigation and remediation of land through the planning regime and via voluntary means; and
- (b) the Executive approves the fifth revision of the Contaminated Land Inspection Strategy, attached at Appendix A to the report ([xpp-130415-r11-wsh](#) refers).

## 12. Strategic Planning and Environment

- (1) Draft New Community North of Fareham Plan (Key Decision) - Decision No. [2012/13-177](#)

The comments of the Depute were taken into account during consideration of this item (see minute 6 above).

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

RESOLVED that the Executive approves:-

- (a) that the New Community North of Fareham Plan as set out in Appendix A to this report be published for a 6 week consultation, together with supporting documents including the Sustainability Appraisal Options Assessment and Habitat Regulation Assessment Screening Report (Appendix B), and

- (b) that the Director of Planning and Environment, in consultation with the Executive Member for Strategic Planning and Environment be authorised to make any necessary minor amendments to the documents, including the provision of appendices provided these do not change the overall direction, shape or emphasis of the document and do not raise any significant new issues.

(2) Naming of the New Community (Key Decision) - Decision No. [2012/13-178](#)

The Executive Leader announced that the consultation period produced a total of 5,177 votes cast, with the results being:

Swansdell 1,361

Spurlings 1,505

Welborne 2,311

RESOLVED that the Executive approves the name of the new community North of Fareham, as Welborne. This based on the highest number of votes received following a consultation exercise.

(3) Adoption of Fareham Borough Community Infrastructure Levy (Key Decision) - Decision No. [2012/13-179](#)

RESOLVED that the Executive recommends that the Council:

- (a) approves the Community Infrastructure Levy Charging Schedule as set out in Appendix B for Implementation from 1<sup>st</sup> May 2013;
- (b) approves for publication the 'Regulation 123 List' as set out in Appendix C;
- (c) agrees the arrangements for payment of Community Infrastructure Levy by instalments as set out at Appendix D;
- (d) delegates to the Director of Finance and Resources, in consultation with the Executive Portfolio holder, the authority to publish a revised instalments policy;
- (e) does not make Exceptional Circumstances relief available in its area;
- (f) does not make Discretionary Charitable Relief available in its area;
- (g) delegates to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment, the decision on whether or not to accept an offer of transfer of land in payment or part payment of a CIL liability;
- (h) approves the delegation of the discretionary powers set out in Appendix E to the Director of Finance and Resources with the exception of the power to issue a CIL Stop Notice under Regulation 89 which shall be delegated to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment;
- (i) delegates the power to take proceedings in relation to any CIL offence to the Solicitor to the Council;
- (j) authorises the post holders specified in Appendix F for the purposes of CIL Regulation 109; and

- (k) delegates power to the Director of Planning and Environment to amend the list of posts at Appendix F.
- (4) Locks Heath District Centre - Outcome of Consultation on Masterplan Options (Key Decision) - Decision No. [2012/13-180](#)

RESOLVED that:

- (a) the Executive notes the results of the public consultation on the future of the Locks Heath District Centre; and
  - (b) the Development Sites and Policies Plan is further refined to provide an appropriate planning policy framework for the regeneration of the District Centre. This will be informed by an examination of more detailed potential development scenarios for the regeneration of the District Centre which take into account the views expressed during the public consultation and the continuing dialogue with interested parties.
- (5) Proposed Titchfield Parking Review - Decision No. [2012/13-181](#)

RESOLVED that the Executive approves the proposal to carry out a review of parking on the square, Titchfield.

### **13. Policy, Strategy and Finance**

- (1) Council Tax Support Exceptional Hardship Fund Policy (Key Decision) - Decision No. [2012/13-182](#)

RESOLVED that the Executive approves the draft Council Tax Support Exceptional Hardship Policy as set out in the report ([xps-130415-r14-cho](#) refers) for implementation with effect from April 2013.

- (2) New Community North of Fareham - Outline Funding Strategy for Infrastructure (Key Decision) - Decision No. [2012/13-183](#)

RESOLVED that the Executive:

- (a) supports the outcomes of the Outline Infrastructure Funding Strategy report as summarised in Appendix A to the report ([xpt-130415-r04-lje](#) refers); and
  - (b) agrees to the publication of the Outline IFS alongside the NCNF Plan as one of the supporting documents for the proposed 6 week public consultation.
- (3) Corporate Risk Register 2012/13 - Decision No. [2012/13-184](#)

RESOLVED that the Executive notes the content of the new Corporate Risk Register and the approach being taken for managing these risks.

## Private Session

### EXECUTIVE MATTER FOR DECISION IN PRIVATE

The Executive considered the following matter for decision in private and resolved as indicated in the Notices of Executive Decisions referred to and as set out below:-

#### 14. Policy, Strategy and Finance

- (1) Fareham Borough Council - Lift Maintenance Repair and Overhaul - Award of Contract (Key Decision) - Decision No. [2012/13-185](#)

RESOLVED that the Executive approves that the tender submitted by Temple Lifts Ltd, being the best value tender received, be accepted and a contract awarded to the company.

- (2) Contract for Banking Services - Decision No. [2012/13-186](#)

RESOLVED that:

- (a) the Executive approves the waiving of contract procedure rules in relation to the negotiation of a new contract for banking services.
- (b) that the Executive delegates authority to the Director of Finance and Resources, in consultation with the Executive Leader, to negotiate and award a revised contract for banking services, provided that the cost can be contained within existing budgets.

*(NOTE: All decisions are non-key decisions unless otherwise indicated)*

(The meeting started at 6:00pm  
and ended at 8:07pm).