



FAREHAM BOROUGH
COUNCIL

www.fareham.gov.uk

Minutes of the Executive

*Minutes of a meeting held on 9 March 2009
in the Collingwood Room, Civic Offices, Fareham*

Present: Councillor S D T Woodward - Policy, Strategy and Finance
(Executive Leader)

Councillor A Mandry – Public Protection
(Deputy Executive Leader)

Councillor T M Cartwright – Service Performance and Improvement
Mrs C L A Hockley – Community
D C S Swanbrow – Planning and Transportation

Also in attendance: Councillors J V Bryant, Chairman of the Planning and Transportation Policy Development and Review Panel; E A Crouch, Mayor of the Council and Chairman of the Housing Tenancy Board; P J Davies (for minute 5(6)); Mrs M E Ellerton, Chairman of the Service Performance and Improvement Policy Development and Review Panel, K D Evans, Chairman of the Community Policy Development and Review Panel, M F Godrich, Chairman of the Audit Committee; L Keeble, Chairman of the Scrutiny Board; T G Knight (for minute 7(12)); and Mrs K Mandry, Chairman of the Public Protection Policy Development and Review Panel;

Public Session

1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor B Bayford, Executive member for Streetscene.

2. MINUTES

RESOLVED, that the minutes of the meeting of the Executive held on 9 February 2009 ([x-090209-m](#) refers) be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader made two announcements as follows:-

- (a) The Audit Commission had published its report on the use of resources and had awarded Fareham Borough Council an overall score of 3. There were only 6 councils in England out of 238 who had received a score of 4 for Internal Control and Fareham Borough Council was one of them; the only one in Hampshire. According to the Audit Commission's report, "Internal Control had the fewest top performers of any use of resources theme in 2008". The internal control theme assesses whether a Council has effective arrangements to ensure proper use of public funds and manage its risks. This was an important achievement for the Council.
- (b) Fareham Borough Council had been made aware of some contractual difficulties between the Fareham Shopping Centre owners, Dominion and Debenhams. The news was causing great concern to the Council, which was most anxious to try to ensure that the development continued and that Fareham, Shopping Centre's retail offer was further enhanced with the opening of the new Debenhams store. The Council would be talking to all parties involved to try to ensure that work continued. The Executive Leader expressed his concern for the many people who had been interviewed and were hoping to find employment with Debenhams. Residents had welcomed the new store which was already being fitted out. It was now not envisaged that the store would open in June, as planned.

4. DECLARTIONS OF INTERESTS

Councillor D C S Swanbrow declared a personal interest in minute 7(6) below (Hire of Open Space - Sarisbury Green) as his daughter ran a stall on Fayre day.

5. PETITIONS

The Executive was advised that two petitions had been presented to Council on 20 February 2009 and referred to the Executive for determination:-

- (a) **Petition requesting the restoration of the Council's free rat and mouse treatment service that existed to 31 March 2008, for domestic properties** - Decision No. [2008/09 - 216](#).

5(a) contd.

The Executive was reminded that at its meeting 13 January 2009, the Executive resolved that a free service be provided for the treatment of rats in domestic premises effective from 1 April 2009.

RESOLVED, that the petition be noted and the petitioners be advised of the Council's decision accordingly.

- (b) **Petition against the loss of the Thursday Dial-a-Ride service in Fareham for the disabled members of the Sacred Heart Firs and Widows Weekly Club** - Decision No. [2008/09 - 217](#).

At the invitation of the Executive Leader, Councillor P J Davies addressed the meeting on this item.

The Executive was advised that Fareham Community Action had advised that the Fareham bus had been collecting people but that it had to leave a little earlier than usual. This was partly resolving the situation. Hampshire County Council had managed the contract and had been involved in the process of resolving the problem. Officers had requested that Hampshire County Council keep Fareham Borough Council advised of the progress made.

RESOLVED, that the petition be noted and the petitioners be advised of the Council's views accordingly.

6. MINUTES/REFERENCES

- (1) Local Development Framework Steering Group:

The Executive received the minutes of the meeting of the Local Development Framework Steering Group held on 12 February 2009 and took account of the Group's recommendations in determining the matters at item 4(2) below.

RESOLVED, that:-

- (a) the minutes of the meeting of the Local Development Framework Steering Group held on 12 February 2009 ([ldf-090212-m](#)) be received; and
- (b) the work programme be confirmed.

7. EXECUTIVE MATTERS FOR DECISION IN PUBLIC

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

Community

- (1) Sports Changing Facilities Refurbishment (Key Decision) - Decision No. [2008-09-218](#)

7(1) contd.

RESOLVED, that:-

- (a) the use of the developers' contributions allocated to the Western Wards for outdoor sports provision for the refurbishment of the changing facilities in that catchment area be approved; and
 - (b) a capital budget of £340,000 be allocated to the refurbishment of the Western Wards sports changing facilities.
- (2) Review of Community Buildings - Review of Health and Safety (Key Decision) - Decision No. [2008-09-219](#)

RESOLVED, that:-

- (a) the Council will only undertake health and safety related works and surveys where the Council has the legal responsibility; and
 - (b) where there is clear evidence that community organisations may be failing to comply with the terms of their lease and they fail to address these issues, then a report will be prepared for the Executive, setting out the details of the breach and the proposed course of action.
- (3) Citizens Advice Bureau (CAB) Service Level Agreement 2009-2012 (Key Decision) - Decision No. [2008-09-220](#)

The Executive member for Community advised that the CAB was providing an excellent service to the community.

RESOLVED, that:-

- (a) the Fareham Citizens Advice Bureau (CAB) satisfactory performance for the period 2006-2009 be noted;
 - (b) the draft Service Level Agreement (SLA) for 2009-2012 be approved;
 - (c) financial option 2 be approved; to set the payment at the 2008/09 figure of £100,757 for the three year SLA;
 - (d) an additional grant of £20,000 per annum (for two years only) be approved, to fund a part-time Housing Debt Advisor;
 - (e) car parking option 3 be approved; the Council provides parking passes for 5 full time equivalent CAB volunteers in long stay Council car parks for volunteers' use only, on Bureau working days;
- (4) Hire of Open Space - Barry's Meadow, Titchfield - Decision No. [2008-09-221](#)

RESOLVED, that approval be given for the Titchfield Bonfire Boys to hire the public open space at Barry's Meadow for the Titchfield Village Fayre

7(4) contd.

on Sunday 13 September 2009, subject to meeting any requirements of the Council's Licensing Team and Fareham Safety Advisory Group.

- (5) Hire of Open Space - Stubbington Recreation Ground - Decision No. [2008-09-222](#)

RESOLVED, that approval be given for the Crofton Lions Club to hire the public open space at Stubbington Recreation Ground, for a village fayre on Saturday 25 April 2009, subject to meeting any requirements of the Council's Licensing Team and Fareham Safety Advisory Group.

- (6) Hire of Open Space - Sarisbury Green - Decision No. [2008-09-223](#)

Councillor D C S Swanbrow declared a personal interest in the above item as his daughter ran a stall on Fayre Day. He remained in the meeting during the debate.

RESOLVED, that approval be given for the Sarisbury Green Community Association to hire the public open space at Sarisbury Green, Sarisbury on Saturday 13 June 2009, subject to meeting any requirements of the Council's Licensing Team and Fareham Safety Advisory Group.

- (7) Hire of Open Space - Portchester Gala Event - Decision No. [2008-09-224](#)

RESOLVED, that approval be given for the Portchester Community Association to hire the public open spaces at Portchester Community Centre car park, South Field, the car park opposite Portchester Castle, together with Westbury Meadow, and also the Castle Street recreation ground. This will enable the Portchester Gala event to take place between Friday 19 June and Sunday 21 June, with the main day being the Saturday 20 June; this approval to be subject to meeting any requirements of the Council's Licensing Team and Fareham Safety Advisory Group.

- (8) Hire of Open Space - Portchester Castle - Decision No. [2008-09-225](#)

RESOLVED, that approval be given for the Heritage Concert Productions Ltd. to hire the public open space at Castle Street recreation ground, Portchester, on Saturday 11 July 2009, subject to meeting any requirements of the Council's Licensing Team and Fareham Safety Advisory Group.

Public Protection

- (9) Fareham and Gosport CCTV Partnership Agreement - Decision No. [2008-09-226](#)

RESOLVED, that:-

7(9) contd.

- (a) the overarching CCTV Partnership Agreement, which is attached as Appendix A to the report to the Executive, be approved; and,
- (b) the Executive Portfolio Holder for Public Protection be appointed as the Member representative to the Partnership.

Streetscene

(10) Clinical Waste (Key Decision) - Decision No. [2008-09-227](#)

RESOLVED, that:-

- (a) the changes in the guidance on clinical waste be noted and the required changes in respect of segregation of waste be implemented from April 2009;
 - (b) clinical waste collection for domestic premises continues to be a free service;
 - (c) officers pursue discussions with the Primary Care Trust to agree a Patient Specific Assessment, to be used in any case for the delivery of the clinical waste collection service;
 - (d) officers pursue discussions with Hampshire County Council to clarify the definition of 'Offensive/Hygiene' waste and report, in due course, on any impact that this has for the delivery of the service; and
 - (e) officers investigate the feasibility of introducing a clinical waste service for commercial premises.
- (11) Project Integra Action Plan 2009-14 and Partner Implementation Plan (Key Decision) - Decision No. [2008-09-228](#)

RESOLVED, that the Project Integra Action Plan 2009-14 and the associated Fareham Borough Council Partner Implementation Plan, be approved.

Planning and Transportation

(12) Daedalus - Proposed Visionary Framework - Decision No. [2008-09-229](#)

A letter to SEEDA, setting out the Council's response to the Daedalus Visionary Framework was circulated at the meeting.

Members stressed that the Daedalus Visionary Framework was SEEDA's document and not the Council's. It was important that residents were aware of this.

At the invitation of the Executive Leader, Councillor T G Knight addressed the meeting on the item.

7(12) contd.

RESOLVED, that the letter, setting out the Council's response to the Daedalus Visionary Framework, which was circulated at the meeting, be sent to SEEDA.

Service Performance and Improvement

(13) Quarterly Performance Monitoring - Decision No. [2008-09-230](#)

RESOLVED, that:-

- (a) the performance information detailed in the report be noted; and
- (b) all amendments to local service agreements during the period of the agreement be included in future quarterly performance reports and reflected in the master copy that will be published on the Council's web pages.

Policy, Strategy and Finance

(14) Building Control Charges -Decision No. [2008-09-231](#)

It was proposed and duly seconded that an additional recommendation be considered as follows:-

"That a charge for general building control enquiries of £25.00 be implemented".

RESOLVED, that the following charges be implemented:-

- (a) £16 for the answers to questions 1.1 (f) to (h), 3.7 (a) and 3.8 on the CON29R form (attached as Appendix A), which are provided by Building Control;
 - (b) £9 for the answers to question 3.9, which are provided by Development Control;
 - (c) £5 for the answers to question 3.7 (a) to (d) and (f), which are provided by Environmental Health; and
 - (d) a charge for general building control enquiries of £25.00.
- (15) Citizen of Honour Award Scheme - Special Achievement Award - Decision No. [2008-09-232](#)

The Executive Leader advised that if the Executive was minded to approve the arrangements for making Citizen of Honour awards for Special Achievement, then he wished to propose a person for that award.

7(15) contd.

RESOLVED, that the arrangements for making Citizen of Honour awards for Special Achievement, as outlined in paragraph 8 of the briefing paper, be approved; and

It was proposed and duly seconded that Dee Caffari be presented with a Citizen of Honour award for Special Achievement in recognition of being the first female sailor to sail both ways around the world.

RESOLVED, that Dee Caffari be presented with a Citizen of Honour award for Special Achievement in recognition of being the first female sailor to sail both ways around the world. The presentation would take place at the Mayor Making Ceremony on 14 May 2009.

8. EXCLUSION OF PUBLIC AND PRESS

RESOLVED, that in accordance with Section 100A(4) of the Local Government Act 1972, the Public and Press be excluded from the remainder of the meeting as the Executive considers that it is not in the public interest to consider the matters in public on the grounds that they will involve the disclosure of exempt information as defined in Paragraphs 1 and 8 of Part 1 of Schedule 12A of the Act.

Private Session

9. EXECUTIVE MATTERS FOR DECISION IN PRIVATE

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

Streetscene

(16) Review of Conveniences Cleansing Contract (Key Decision) - [2008-09-233](#)

RESOLVED, that:-

- (a) the contract be tendered through the European procurement regulations to run for a five (5) year period, extendable for a further one (1) year; and
- (b) the existing contract be extended for a period of six (6) months to allow a review of the various cleansing contracts within the Council being carried out by the Business Transformation Team to be finalised. The contract period for the new contract to commence from the expiry date of the existing contract.

Policy, Strategy and Finance(17) Irrecoverable Debts - Decision No. [2008-09-234](#)

RESOLVED, that the debts listed in Appendix A to the report to the Executive, be written off as irrecoverable.

(18) Citizens of Honour and Young Citizens of the Year - Decision No. [2008-09-235](#)

(a) RESOLVED, that the following candidates, as detailed in Appendix C to the report, be selected for the Citizen of Honour Award for 2009:-

- i. Nominee No 3;
- ii. Nominee No 11.
- iii. Nominee No 22; and
- iv. Nominee No 24.

(b) That the following candidate, as detailed in Appendix D, to the report be selected for the Young Citizen of the Year (9-18 years) Award for 2008:-

- i. Nominee No 6.

(c) That the following candidate, as detailed in Appendix E to the report, be selected for the Young Citizen of the Year (4-8 years) Award for 2008:-

- i. Nominee No 3.

(d) the criterion for all of the awards be changed to specify that nominees cannot be nominated by a family member.

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

(The meeting started at 6.00pm
and ended at 6:55pm)

Civic Offices,
Civic Way,
Fareham,
PO16 7AZ

www.fareham.gov.uk