

*Please ask for:*

Sharon Dalrymple-Bray

*Direct dial:*

(023) 9254 5288

*Fax:*

(023) 9254 5587

*E-mail:*

sharon.dalrymple-bray@gosport.gov.uk

04 March 2014

## **S U M M O N S**

**MEETING:** Economic Development Board  
**DATE:** 12 March 2014  
**TIME:** 6.00pm  
**PLACE:** Committee Room 1, Town Hall, Gosport  
**Democratic Services contact:** Sharon Dalrymple-Bray

LINDA EDWARDS  
BOROUGH SOLICITOR

---

### **MEMBERS OF THE BOARD**

The Mayor (Councillor Beavis) (ex officio)  
Chairman of the Policy and Organisation Board (Councillor Hook) (ex officio)

Councillor Philpott (Chairman)  
Councillor Forder (Vice Chairman)

Councillor Allen	Councillor Lane
Councillor Chegwyn	Councillor Langdon
Councillor Edgar	Councillor Ronayne
Councillor Mrs Hook	Councillor Mrs Searle

## **FIRE PRECAUTIONS**

(To be read from the Chair if members of the public are present)

**In the event of the fire alarm sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.**

### **IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

### **NOTE:**

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off for the duration of the meeting.

**AGENDA**

1. APOLOGIES FOR NON-ATTENDANCE
2. DECLARATIONS OF INTEREST

*All Members present are required to declare, at this point in the meeting or as soon as possible thereafter, any personal or personal and prejudicial interest in any item(s) being considered at this meeting.*

3. MINUTES OF THE MEETING OF THE BOARD HELD ON 06 FEBRUARY 2014.
4. DEPUTATIONS – STANDING ORDER 3.5

*(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Monday 10 March 2014. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. PUBLIC QUESTIONS – STANDING ORDER 3.6

*(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Monday 10 March 2014).*

6. LEASE AGREEMENT FOR RADIO AERIAL, FAREHAM CIVIC OFFICES

PART II

To advise the Board of the proposal to enter in to a lease agreement with Fareham Borough Council for the installation of radio equipment on the roof top of the FBC Civic offices, Civic Way, Fareham

Contact Officer:  
Corinne  
Waterfield  
Ext 5372

7. ANY OTHER ITEMS  
*-which the Chairman determines should be considered, by reason of special circumstances, as a matter of urgency.*

## **MEETING OF THE ECONOMIC DEVELOPMENT BOARD**

**WAS HELD ON 06 FEBRUARY 2014**

The Mayor (ex-officio), Councillor Hook (P); Councillors Allen (P), Chegwyn (P), Edgar (P), Forder, Mrs Hook (P), Lane (P), Langdon (P), Philpott (P) Ronayne (P) and Mrs Searle (P).

It was reported that in accordance with Standing Order 2.3.6 Councillor Hook had been nominated to replace Councillor Forder for this meeting.

In order to express their sympathy regarding the death of late Honorary Alderman, former Mayor of the Borough and Councillor, Tony Herridge, who had sadly passed away earlier that day, Members of the Board held a silent tribute for one minute.

### **33. APOLOGIES**

Apologies for inability to attend the meeting were received from Councillor Forder.

### **34. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **35. MINUTES OF THE MEETING OF THE BOARD HELD ON 27 NOVEMBER 2013**

**RESOLVED:** That the minutes of the Economic Development Board meeting held on 27 November 2013, be approved and signed by the Chairman as a true and correct record.

### **36. DEPUTATIONS**

There were no deputations.

### **37. PUBLIC QUESTIONS**

There were no public questions.

## **PART II**

### **38. PARKING SUPPLEMENTARY PLANNING DOCUMENT (SPD): ADOPTED VERSION**

Consideration was given to a Report of the Policy Officer Transport & Traffic for adoption of the Parking Supplementary Planning Document.

Further to a question raised it was confirmed that the SPD was moving to a more robust standard with minimum parking requirements that would better protect existing areas from undue impact arising from the parking needs of new development. Further clarification was given with respect to page 15, section 3.19 of the SPD in respect of parking in the town centre. Members were advised that where parking below the standards was

proposed Developers would be required to provide evidence to demonstrate that their proposals would meet the needs of the proposed development in a manner which was consistent with the core objectives of the SPD.

**RESOLVED:** That the Board approved the Parking Supplementary Planning Document, as was set out in Appendix 1, for adoption and that the Parking Supplementary Planning Document becomes part of the Gosport Local Development Framework.

**39. DESIGN SUPPLEMENTARY PLANNING DOCUMENT (SPD): ADOPTED VERSION**

Consideration was given to a report of the Head of Planning Policy for adoption of the Supplementary Planning Document.

In response to a question, it was confirmed that the SPD would assist planning officers and Members when considering planning applications from developers. The SPD would provide support to officers when asking for a suitable design to ensure the proposed development would have regard to the character of the surrounding area..

Members were advised that the SPD provides design guidance to address potential noise issues associated with development proposals that are close to the edge of a busy road. In addition, it was confirmed that the document was designed to be used in conjunction with the Local Plan which includes policies on the impact of noise on new developments. It was agreed a cross reference to other relevant documents would be included within the SPD.

**RESOLVED:** That the Board approved the Design Guidance Supplementary Planning Document as set out in Appendix 1 for adoption and that the Design Guidance Supplementary Planning Document becomes part of the Gosport Local Development Framework.

A note of thanks was declared to Officers and their teams for the professional manner the public consultation had been carried out. Appreciation was expressed for the format of the documents, it was said the layout would provide a quick process when considering applications from developers.

**40. ANY OTHER BUSINESS**

There was no other business.

The meeting concluded at **18:46**

**CHAIRMAN**

## AGENDA ITEM NO: 06

<b>Board/Committee:</b>	Economic Development Board
<b>Date of Meeting:</b>	12 March 2014
<b>Title:</b>	Lease Agreement for Radio Aerial, Fareham Civic Offices
<b>Author:</b>	Housing Services Manager
<b>Status:</b>	FOR DECISION

### **Purpose**

To advise the Board of the proposal to enter in to a lease agreement with Fareham Borough Council for the installation of radio equipment on the roof top of the FBC Civic offices, Civic Way, Fareham.

### **Recommendation**

That the Board approve a proposal to enter in to a formal agreement with Fareham Borough Council, as set out in the report, and authorise the Housing Services Manager in consultation with the Borough Solicitor to complete the negotiations and lease.

### **1. Background**

- 1.1. The Council has an existing radio system that is utilised for day to day, Borough wide communications for various front line teams & contractors; as a lone worker alarm system and for emergency planning functions.
- 1.2. The existing aerial, situated on the Town Hall roof, is unable to reach all parts of the Borough which has resulted in a number of 'blind spots' where radio communication is not currently possible. These 'blind spots' mean that the ability to communicate and raise an alarm is compromised when working in these areas.
- 1.3. In order to improve the radio reception and alleviate these risks the Head of Streetscene has worked with colleagues at Fareham Borough Council on an agreement to install additional equipment on the roof of the FBC Civic Offices. This additional equipment will provide full, Borough wide coverage.
- 1.4. Estates Officers at Fareham Borough Council initially valued the antenna site, which will comprise of a control cabinet, di-pole aerial and conduits, at £8000/annum. This is broadly in line with the rents achieved for antenna sites on the GBC Town Hall roof.
- 1.5. This annual rent has been reduced to £1000/annum in the interests of partnership working between the two organisations.

## **2. Report**

2.1. Key terms of the new lease will be:

2.1.1. A term of ten years, from 1 April 2014, at a starting rent of £1000/annum.

2.1.2. The rent will be subject to review on the third, six and ninth anniversary of the start date using the greater of RPI or the existing rent.

2.1.3. The permitted use of the site will be for the installation and operation of the radio apparatus.

2.2. A lease of this nature contains many other terms and these will be considered by the Council's Legal Services team to protect the Council's interests.

## **3. Financial**

3.1. The financial commitment to install the equipment is included in the approved capital scheme to upgrade the GBC radio system (cost centre 6283).

3.2. The ongoing revenue cost of the lease and equipment maintenance is included in the Streetscene radio system revenue account.

## **4. Risk Assessment**

4.1. This is a low risk scheme, the primary risk being the financial implication of being tied in to a ten year agreement, although it is believed that this risk is reduced through working with a partner organisation.

4.2. Should the Council not enter in to this lease the required improvements to the radio system will either not be achieved or will have to be achieved in an alternative manner; an alternative site would have to be found and this would most likely be subject to a full commercial rent.

## **5. Conclusion**

5.1. The project to upgrade the Gosport Borough Council radio system is an approved scheme, fully funded through the capital programme which will improve the safety and means of communication for front line teams and emergency planning officers. The completion of this proposed agreement with Fareham Borough Council will enable the project to be fully implemented.

<b>Financial Services comments:</b>	Contained in Sections 2 & 3
<b>Legal Services comments:</b>	None
<b>Crime and Disorder:</b>	None
<b>Equality and Diversity:</b>	None
<b>Service Improvement Plan implications:</b>	Council Officers and Streetscene contractors will be provided with an improved tool with which to perform their duties
<b>Corporate Plan:</b>	The proposal will contribute to the corporate priorities relating to performance and partnership
<b>Risk Assessment:</b>	Contained in Section 4
<b>Background papers:</b>	None
<b>Enclosures:</b>	None
<b>Report Author/ Lead Officer:</b>	Andrew Morton