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24 October 2008

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

**MEETING:** Community and Environment Board  
**DATE:** 3 November 2008  
**TIME:** 6.00pm  
**PLACE:** Committee Room 1, Town Hall, Gosport  
**Democratic Services contact:** Catherine McDonald

LINDA EDWARDS  
BOROUGH SOLICITOR

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### **MEMBERS OF THE BOARD**

Councillor Chegwyn (Chairman)  
Councillor Smith (Vice Chairman)

Councillor Beavis	Councillor Langdon
Councillor Burgess	Councillor Murphy
Councillor Edgar	Councillor Salter
Councillor Mrs Forder	Councillor Wright

The Mayor (Councillor Kimber) (ex officio)

### **FIRE PRECAUTIONS**

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

**In the event of the fire alarm (single continuous sound) sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, following 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. Members are requested to note that if any member 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

RECOMMENDED  
MINUTE FORMAT

### PART A ITEMS

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 COMMUNITY AND ENVIRONMENT BOARD HELD ON 8 SEPTEMBER 2008

*To approve as a correct record the Minutes of the meeting of the Community and Environment Board held on 8 September 2008 (copies herewith).*

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 Thursday 30 October 2008. 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 Thursday 30 October 2008).*

6. REVIEW OF FEES AND CHARGES FOR NON-SPORTING USE OF LEISURE LAND

*To examine the current level of fees and charges for use of Council leisure land to ensure that the range of requests can be suitably accommodated and that the Council can demonstrate it is receiving an appropriate level of income to offset any costs that may be incurred. It will also offer a more robust system ensuring a consistent approach in setting charges for the various user groups.*

Part II  
Contact Officer:  
David Martin  
Ext. 5512

**Continued**

7. PROPOSED PROVISION OF A DRAINAGE SYSTEM TO THE FOOTBALL PITCHES AT BROOKERS FIELD
- To seek Board approval for the use of Developer Contributions for the provision of a drainage system to service the football pitches at Brookers Field.*
- Part II  
Contact Officer:  
Glen Wilkinson  
Ext. 5720
8. BROCKHURST ALLOTMENTS – SECURITY IMPROVEMENTS AND CAR PARKING PROVISION
- To seek Board approval for the use of funding received from the sale of land at Camden Allotments to upgrade the existing perimeter boundary fencing and gates at Brockhurst Allotments and to provide additional car parking facilities.*
- Part II  
Contact Officer:  
Alan Gibson  
Ext. 5721
9. IMPROVEMENTS TO PLAY AREA FACILITIES
- To seek Board approval for the use of Developer Contributions for improvements to Play Area Facilities at Old Road Play Area, Leesland Park Play Area and Leesland Park Skate Park.*
- Part II  
Contact Officer:  
Alan Gibson  
Ext. 5721
10. IMPROVEMENTS TO ALVER VALLEY BMX TRACK
- To seek Board approval for the use of Developer Contributions for improvement works at the Alver Valley BMX Track.*
- Part II  
Contact Officer:  
Alan Gibson  
Ext. 5721
11. ANY OTHER ITEMS  
*which the Chairman determines should be considered, by reason of special circumstances, as a matter of urgency.*

**A MEETING OF THE COMMUNITY AND ENVIRONMENT BOARD  
WAS HELD ON 8 SEPTEMBER 2008**

The Mayor (Councillor Kimber) (P); Councillors Beavis (P), Burgess (P), Chegwyn (Chairman) (P), Edgar (P), Mrs Forder (P), Langdon (P), Murphy (P), Salter (P), Smith (P) and Wright (P).

**Also in attendance:**

Mr Richard Burnel of White Young Green Environmental.

**24. APOLOGIES**

There were no apologies.

**25. DECLARATIONS OF INTEREST**

Councillor Chegwyn declared a personal and prejudicial interest in Agenda Item 11 – Grounds Maintenance and Street Cleansing Contract.

**26. MINUTES**

RESOLVED: That the Minutes of the meetings of the Board held on 16 June and 21 July 2008 be approved and signed by the Chairman as true and correct records, subject to the removal of the following sentence on page 4, second paragraph of the Minutes of 16 June 2008, "Members were of the opinion that the opening of bins should cease due to the antagonism this caused."

**27. DEPUTATIONS**

It was reported that no deputations had been received.

**28. PUBLIC QUESTIONS**

No questions had been received from the public.

**PART II**

**29. ENVIRONMENTAL HEALTH ENFORCEMENT POLICY**

Consideration was given to a report of the Environmental Services Manager which informed the Board of the results of stakeholder consultation on the Environmental Health Enforcement Policy approved at the meeting of the Community and Environment Board on 3 March 2008 and confirmed by Policy and Organisation Board and full Council on 12 March and 2 April respectively. Approval was subject to a further report if the results of the consultation made this necessary.

Members were advised that the amendments incorporated as a result of the

consultation exercise were highlighted in grey in the Revised Environmental Health Enforcement Policy attached at Appendix A to the report of the Environmental Services Manager.

RESOLVED: That:

- 1) the amended Environmental Health Enforcement Policy be approved; and
- 2) the recommendation be referred to the Policy and Organisation Board.

### **30. GOSPORT HIGH STREET**

Consideration was given to a report of the Chief Executive which advised the Board of recent discussions regarding the relationship of the Market and the High Street Traders.

Members were advised that, in the past, priority had been given to the Market on Tuesdays and Saturdays in order to boost the economy of the Town. The emphasis had changed in recent years, with fewer Traders requiring pitches in the High Street and a growing café culture emerging in the High Street. In addition, new legislation banning smoking in premises had led to increased demand for outdoor seating areas for pubs and cafés whose livelihood depended on these facilities.

The Borough Solicitor confirmed to Members that, on behalf of the Council, Hughmark issued Street Trading Consents to Market Traders. It was confirmed that the Council had issued a total of nine licences for tables and chairs to be placed outside premises.

In answer to a Member's question, it was confirmed that the plan attached at Appendix A to the report of the Chief Executive was a copy of the plan attached to the 2001 Agreement with Hughmark.

Members were in agreement that the rules governing the Market and the activities of shop keepers in the High Street should be fair and uniformly applied. The Borough Solicitor confirmed that the 2001 Agreement allowed the Council's Authorised Officer to make the final decision on where market pitches were placed. The proposed review would enable agreement to be reached on the provision of market pitches and also enable those premises who had obtained Tables and Chairs Licences to continue to place their tables and chairs outside their premises on market days without hindrance.

Members concurred with the need to support businesses in the High Street who traded throughout the week, not just on market days. However, they requested that the outcome of the proposed review to be undertaken by the Authorised Officer be brought back to the Board for ratification before any changes were relayed to Hughmark.

RESOLVED: That:

- 1) the Principal Enforcement Officer (post no. ES10) be authorised to be the Council's Authorised Officer for all purposes under the Agreement dated 17 December 2001 and also be the Council's Appropriate Officer for the purposes of the Licences granted under Section 115E of the Highways Act 1980;
- 2) the Authorised Officer undertake a review of the position of Market Stalls as set out in Paragraph 2.23 of the report and ensure that Hughmark operate in accordance with the outcome of the review following its approval by the Board;
- 3) the Chief Executive write to Hughmark instructing them not to collect pitch fees as set out in Paragraph 2.24 of the report; and
- 4) Council Officers monitor the High Street as set out in Paragraph 2.25 of the report.

### **31 DEBATE ON STREETSCENE**

A question was raised as to whether this item should be deferred pending a report. A Motion to this effect was put to Members and, upon the Chairman's casting vote, was lost.

It was confirmed that Officers had been moved back to the Town Hall for the sake of efficiency. Streetscene was a front line service and it was felt that the public would have better access to staff based in the Town Hall than in the Depot. The Streetscene Admin Team were now based in the same room as the Environmental Health Admin Team which enabled staff to give better coverage to telephone calls. In the past, telephones at the Depot had frequently been engaged or not answered if staff were on leave and colleagues were already busy answering their own telephone.

In answer to a Member's question, it was confirmed that the running of the Depot was continually monitored by officers from Streetscene. The one way traffic management scheme within the Depot remained in operation for vehicles.

The Chief Executive advised that offers were being sought for the lease of the office space formerly used by Streetscene officers. He also confirmed that there were no plans for the Community Support Officers to move from the Depot to Fareham, as had been rumoured.

Members were advised which areas of the Town Hall were now occupied by Streetscene. The former second floor meeting room was now being used as office space, with the former canteen being utilised as a meeting room during core office hours. With regard to this point, the Mayor requested information as to the availability of kitchen equipment for Mayoral functions and it was confirmed that this information would be provided to him.

The Chief Executive stated that the total cost of the move of Streetscene from the Depot to the Town Hall was expected to be no more than £5,000 with the costs incurred to date being £4,045.17.

Members expressed their full support for the Officers from Streetscene whom they considered provided an excellent service.

### **32 GOVERNMENT PROPOSED FREE SWIMMING SCHEME**

By reason of special circumstances, the Chairman determined that this item be considered at this meeting notwithstanding the fact that the item had not been available for public inspection in accordance with the provisions of Section 100B(4)(a) of the Local Government (Access to Information) Act 1985.

The special circumstances were created by the need to express an interest in participating in the free swimming scheme for those aged 60 or over by 15 September 2008.

Consideration was given to a report of the Leisure and Cultural Services Manager which brought to Member's attention a proposal from HM Government's Department for Culture, Media and Sport (DCMS) to introduce a Free Swim Programme for people aged 60 or over and 16 or under, initially for the financial years 2009/10 and 2010/11.

Members were in favour of declaring an interest in the Scheme for people aged 60 or over. However, they recognised that the level of Government grant after 2011 was uncertain. Officers advised that the grant received would depend on the usage made of the scheme in the intervening years.

The Chairman confirmed that Group Leaders would be kept informed of the results of discussions with the Arena Group Limited.

RESOLVED: That:

- 1) subject to the Arena Group Limited being willing to accept the grants available in return for allowing free swimming for the two age categories specified; and
- 2) the Arena Group being willing to participate in the scheme on the understanding that they will not receive any additional funding from the Council;
- 3) the Council confirm its participation in the 60 or over scheme and submit an expression of interest in the 16 or under scheme for 2009/10 and 2010/11.

### **33. ANY OTHER BUSINESS**

#### Use of Council owned land for events

The Chairman advised Members that he proposed to bring an item to the Board on a Policy governing the use of Council owned land for events. The Policy would incorporate Health and Safety issues as well as a proper scale of charges for the use of land.

#### The Gun Club

The Chairman advised Members that the lease from Persimmon to the Council of the land over which the Gun Club accessed their clay pigeon shoot in the Alver Valley had been completed. The Council had long had concerns over the use of land within the Alver Valley for this type of activity. Numerous complaints about the noise of guns had been received by the Council and, in addition to the risk to members of the public from lead shot landing within the Wildgrounds, this had also caused contamination to the soil.

A locked gate had been erected over the entrance to the Alver Valley used by Gun Club Members. Initially, this lock had been cut and the Gun Club had gained access. Subsequently, the gate was welded up and a 4 ton concrete block and soil barrier placed across the entrance. Enforcement Officers had monitored the entrance and on the previous Sunday no Gun Club Members had been present. Solicitors' letters had been exchanged between the Council and the Gun Club. The Club had requested funds from the Council to assist them in finding alternative land but this was not considered a proper use of public money.

Members recognised that clay pigeon shooting was a legitimate sport but that the Alver Valley was not a suitable venue for this activity. In answer to a Member's question, it was confirmed that Enforcement Officers would call the Police and not involve themselves in any confrontation with Gun Club Members.

### **34. EXCLUSION OF THE PUBLIC**

RESOLVED: That in relation to the following item the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reason set out.

### **35. GROUNDS MAINTENANCE AND STREET CLEANSING CONTRACT**

**Note: Councillor Chegwyn declared an interest in this Item, left the room and took no part in the discussion or voting thereon. The Vice Chairman (Councillor Smith) chaired the meeting from this point.**

Consideration was given to an exempt report of the Environmental Services Manager which advised the Board of options available to the Council in respect of the above contract which was due for renewal in March 2009.

The report was exempt from publication as the public interest in maintaining the exemption outweighed the public interest in disclosing the information by reason that it contained commercially sensitive information which would assist the existing contractor and potential contractors to price their tenders and consequently could distort the tender process.

Consideration was also given to the Review of Service Options provided by White Young Green Environmental, whose representative, Richard Burnel, answered questions from Members.

RESOLVED: That:

- 1) Officers enter into negotiations with Enterprise for a 2 year extension to the above contract;
- 2) Officers continue to progress work on exploring all options available to the Council in 2011, on the basis that Enterprise agree to the extension, and present a further report to the Procurement Working Group by January 2009;
- 3) this further report also deal with the options available for the Refuse Collection and Recycling Contract; and
- 4) the Procurement Working Group consider the officers further report and make recommendations to Community and Environment Board by April 2009.

The meeting commenced at 6.00 pm and concluded at 7.50pm

CHAIRMAN

## AGENDA ITEM NO. 6

<b>Board/Committee:</b>	<b>COMMUNITY &amp; ENVIRONMENT</b>
<b>Date of meeting:</b>	<b>MONDAY 3 NOVEMBER 2008</b>
<b>Title:</b>	<b>REVIEW OF FEES AND CHARGES FOR NON-SPORTING USE OF LEISURE LAND</b>
<b>Author:</b>	<b>LEISURE AND CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

The report examines the current level of fees and charges for use of Council leisure land to ensure that the range of requests can be suitably accommodated and that the Council can demonstrate it is receiving an appropriate level of income to offset any costs that may be incurred. It will also offer a more robust system ensuring a consistent approach in setting charges for the various user groups.

### **Recommendation**

The Board is requested to consider the report and to instruct officers of the level of fees and charges to be recommended to Full Council as part of the 2009/2010 Budget process.

#### **1. Background**

- 1.1 Attached to the report as Appendix A is a sheet listing the current levels of Fees and Charges. Members are advised that these relate to non-sporting use only.
- 1.2 The range of requests that the Council receives includes the following, many of which Members may have attended in the past.

Fairs and Circuses (no performing animals)  
Community Events e.g. Gosporters, Lions, GADSAD, Alive & Kicking  
Carnivals  
Festivals  
Car & Bus Rallies  
Sailing Regattas / Championships  
Commercial Leisure events

- 1.3 Depending upon the nature of the event, the Council may be requested to provide certain infrastructure support to community events. In the more distant past, the Council was able to play a greater supporting role when there was less pressure on budgets and the priorities it faced were considerably fewer than in current times. In recent years, as pressures have increased, the extent of direct Council support has had

to be reduced and organisers have been expected to cover the costs of any support specific to an event.

1.4 In the case of community events, the Council has adopted a prudent approach in trying to ensure costs are covered wherever possible, yet avoiding levying the full costs of certain aspects where that may have deterred an event from taking place. This approach would have been considered to fall within the Council's community social objectives.

1.5 However, as indicated above, given the increasing pressure on Council budgets and the greater range of priorities that are faced, it is felt that a review is required. It would be reasonable for the Council to look at the following issues:

- status of organisations i.e. charitable, community or commercial
- aims for recovery of costs and generation of income
- Fees and Charges for areas of land

1.6 The Council is receiving a greater number of requests to hire land and, with the creation of the new post of Director of Economic Prosperity, Tourism and the Arts, will be seeking to attract more high-profile events that benefit the local economy.

## **2 Report**

2.1 It is felt that the key objectives for the Council include ensuring that the scale of Fees and Charges meet the following criteria:

- Fees and Charges distinguish between the different types of letting i.e. charitable, community and commercial
- Fees and Charges are transparent, clear and fair to all potential hirers of land and the general public
- Fees and Charges reflect the costs incurred by the Council, including land reinstatement costs
- Fees and Charges are easily enforceable by the Council

2.2 The Council is currently reviewing the licensing of all its land for various types of events. It is therefore appropriate to review fees and charges in conjunction with the review of licensing conditions.

2.3 The Council's Fees & Charges Book includes a scale of charges for casual lettings of land including the use of Walpole Park & seafront land. However, examination of the charges actually paid by hirers over the past year indicates that it has not always been possible to apply the charges set out in the Fees & Charges Book. Some events have not readily matched the current descriptions and a degree of flexibility has had to be applied.

- 2.4 Fees for the use of other sites are currently determined through negotiation of the event organisers with the Leisure & Cultural Services Manager. A potential disadvantage of adopting a flexible approach is that it could lead to inconsistency of setting appropriate levels.
- 2.5 Some charges e.g. those for car parking and caravans, have historically been based on a charge per vehicle. This system could be somewhat arbitrary unless Council officers attend and count all the vehicles present.
- 2.6 Some charges have not always reflected the cost to the Council of land reinstatement or works to allow access to 'secured sites' e.g. seafront land. Therefore, it is felt that charges should reflect the cost to the Council of allowing an event to be staged on Council-owned land. As a consequence, it is considered appropriate for an agreed scale of fees and charges to be introduced for all hiring of Council land rather than fees and charges for some events to be subject to negotiation.

## 2.7 ***Suggested Scale of Fees & Charges***

- 2.7.1 A suggested scale of Fees and Charges to address all the above issues is attached to the report as Appendix B. The list covers the three types of use as follows:

Charitable events e.g. those organised by registered charities;  
Non-commercial community events e.g. sailing regattas etc;  
Commercial events (including fairs, music festivals, stunt shows etc.)

- 2.7.2 It is further suggested that charges are based on the size of the event with two charging bands as follows:

For events likely to attract 2500 attendees or fewer  
For events likely to attract in excess of 2500 attendees

- 2.7.3 It is suggested that charges continue to be based on a daily rate.
- 2.7.4 It is further suggested that the Council retains the option to waive charges for charitable events, subject to receiving Board approval.
- 2.7.5 For large-scale commercial events that may result in damage to the Council's land requiring reinstatement, it is felt appropriate to introduce a damage deposit payment by the hirer, refundable after the costs of any reinstatement works have been deducted.
- 2.7.6 The proposals, as approved by this Board, will be included in the forthcoming Budget process for 2009/10. Therefore, the Fees and Charges would be implemented with effect from 1st April 2009 and cover the use of **all** Council-owned land.

- 2.7.7 As many events will require time for setting up and dismantling of the event infrastructure, the suggested charges in Appendix B (iii) are calculated at 25% of the normal relevant daily hire.

### **3 Risk Assessment**

- 3.1 The Council is under increasing pressure to ensure that it achieves cost-effective management of its open spaces.
- 3.2 The number of requests for events on Council land is increasing and it is important for the Council to ensure all costs are covered wherever possible
- 3.3 A more robust scale of Fees and Charges will enable to the Council to achieve a level of income appropriate to meet any expenditure incurred.
- 3.4 Setting a scale of charges to cover all current requests will remove the possibility of inconsistency and demonstrate a more transparent approach to the public.

### **4 Conclusions**

- 4.1 In the light of previous experience, it is felt appropriate to review the scale of fees and charges for use of Council land for events organised by third parties.
- 4.2 The number of requests received is increasing and the new post of Director of Economic Prosperity, Tourism and the Arts, will be seeking to attract more high-profile events to the Borough.
- 4.3 It is important that the Council can ensure income is sufficient to cover any expenditure incurred on events organised on its land. As such, a more robust and transparent scale of Fees and Charges is required which will accommodate the varying range of requests.

<b>Financial Services comments:</b>	The Council's Budget Strategy 2009-2011 (P&O 25/06/08) requires that fees and charges are examined as part of the budget process.
<b>Legal Services comments:</b>	Full Council will need to approve the proposal in this Report as part of the budget process for 2009/2010.
<b>Service Improvement Plan implications:</b>	The decision will be implemented as part of the Council's budget preparation process.
<b>Corporate Plan:</b>	No direct impact
<b>Risk Assessment:</b>	As identified in Section 3 of the report
<b>Background papers:</b>	None
<b>Appendices / Enclosures:</b>	
Appendix 'A'	Existing Fees and Charges.
Appendix 'B'	Suggested Fees and Charges for consideration.
<b>Report Author / Lead Officer:</b>	David Martin

## APPENDIX A

### EXISTING FEES & CHARGES

Category	Unit Cost	Charge £
Commercial Fairs etc	Per day	485
Overnight Parking	Setting up	84
Charitable Organisation Functions	See note 2 below	75
Caravan Rallies	Per caravan per night	7

#### NOTES

1. *Price includes water, fencing and reinstatement*
2. *Fees for certain charitable Organisations may be waived at the Committee's discretion*
3. *Other relevant sites by negotiation with the Leisure and Cultural Services Manager*

## APPENDIX B

### SUGGESTED FEES & CHARGES FOR CONSIDERATION

Description of Event	Suggested Charges
i) For events up to 2500 persons - per day	£
Charitable events organised by Registered Charities	100
Non-commercial and Community events	200
Commercial events	500
ii) For events above 2500 persons - per day	£
Charitable events organised by Registered Charities	200
Non-commercial and Community events	400
Commercial events	1000
iii) Set-up Fees - per day	
Calculated at 25% of the above fees	25% of relevant Fees above
iv) Reinstatement Fees for non-charitable events	
A deposit equivalent to the daily hiring fee, refundable after any works and land reinstatement costs incurred by the Council have been deducted	Directly related to the number of days for which the land is hired
v) Fees for charitable events	These may be waived subject to receiving Board approval

Charges for casual lettings of land are generally exempt from VAT unless a specific option to tax has been exercised on the land in question. In the latter case, where the letting is for charitable purposes VAT would not apply

## AGENDA ITEM NO. 7

<b>Board/Committee:</b>	<b>COMMUNITY AND ENVIRONMENT BOARD</b>
<b>Date of meeting:</b>	<b>MONDAY 3 NOVEMBER 2008</b>
<b>Title:</b>	<b>PROPOSED PROVISION OF A DRAINAGE SYSTEM TO THE FOOTBALL PITCHES AT BROOKERS FIELD</b>
<b>Author:</b>	<b>LEISURE AND CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

To seek Board approval for the use of Developer Contributions for the provision of a drainage system to service the football pitches at Brookers Field.

### **Recommendation**

The Board is recommended to approve the use of £70,000 of Developer Contributions from the Sports Pitches Fund to help finance the scheme, subject to a grant of £70,000 being received from the Football Foundation.

#### **1. Background**

- 1.1 Brookers Field provides a total of 4 full size football pitches and 2 mini soccer pitches.
- 1.2 Ever since the pitches were created the site has suffered from poor drainage which results in many matches being postponed due to waterlogged pitches.
- 1.3 Regular liaison meetings with the Gosport and Fareham Football League representatives have indicated that the provision of an effective drainage system at the above site is one of their top priorities.
- 1.4 The present capital programme includes an estimated total scheme cost of £120,000 of which £60,000 would be funded by the Football Foundation and the balance from GBC resources,
- 1.5 Consultants have provided a specification for the required works and have now estimated the total cost to be in the region of £140,000.
- 1.6 It is possible to apply to the Football Foundation for a grant covering 50% of the cost of such a scheme subject to a suitable Football Development Plan being developed for the project.

## **2. Risk Assessment**

- 2.1 The regular postponement of matches results is an inconvenience to teams and officials and severely disrupts the league's fixture programme causing a backlog of matches. This can cause the season to continue beyond its scheduled end date which, in turn, can affect reinstatement works at the end of each season.
- 2.2 The provision of a suitable drainage system would ensure best use of some of the best facilities (pitches and pavilion) in the Borough and avoid too many matches being played on the remaining pitches.
- 2.3 Regularly postponed matches can also result in the teams affected losing players and, in extreme cases, teams disbanding and withdrawing from the league.

## **3. Conclusions**

- 3.1 The provision of an effective drainage system would provide a much improved service to our customers.
- 3.2 The proposal meets the criteria to allow them to be funded from Developer Contributions and is eligible for a grant from the Football Foundation.
- 3.3 The completion of a full fixture list on the pitches would negate the need to consider the provision of additional pitches elsewhere in the Borough.

<b>Financial Services comments:</b>	This report outlines a total scheme cost of £140,000 funded by £70,000 from the Football Foundation and £70,000 from developer contributions.
<b>Legal Services comments:</b>	As the proposals set out in the Report are intended to secure an increase in the safety and use of the recreation facilities in question, they would appear to be within the permitted use if planning developer contributions.
<b>Service Improvement Plan implications:</b>	Subject to approval by this Board, the actions will be included within the Plan for 2009/10.
<b>Corporate Plan:</b>	The proposals contribute to the Council's strategic priorities of: (i) better leisure facilities with increased usage (ii) quality public areas and green spaces. (iii) enhanced customer service.
<b>Risk Assessment:</b>	As identified in Section 3 of the report.
<b>Background papers:</b>	Report / specification provided by Speedcut Contractors Ltd.
<b>Appendices / Enclosures:</b>	None
<b>Report Author / Lead Officer:</b>	Glen Wilkinson

## AGENDA ITEM NO. 8

<b>Board/Committee:</b>	<b>COMMUNITY AND ENVIRONMENT BOARD</b>
<b>Date of meeting:</b>	<b>MONDAY 3 NOVEMBER 2008</b>
<b>Title:</b>	<b>BROCKHURST ALLOTMENTS – SECURITY IMPROVEMENTS AND CAR PARKING PROVISION</b>
<b>Author:</b>	<b>LEISURE AND CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

To seek Board approval for the use of funding received by the Council from the sale of land at Camden Allotments, to upgrade the existing perimeter boundary fencing and gates at Brockhurst Allotments and to provide additional car parking facilities.

### **Recommendation**

The Board is recommended to approve the use of £52,800 from the above funding.

## **1. Background**

### **BROCKHURST ALLOTMENT FACILITY**

Members will be aware that an area of land on the Camden Allotment was sold on 19 August 2003, resulting in a capital receipt of £200,000. This is identified separately in the Council's accounts for Allotment use. The remaining balance is £136,210.

1.1 In February 2005, the Council established an Allotments Stakeholders' Consultative Group consisting of representatives from the following:

- i) Allotment Association Members
- ii) Non- Allotment Association Members
- iii) Councillors
- iv) Portsmouth Diocese
- v) Council Officers

1.2 The Group was established to review each of the ten allotment locations throughout the Borough and to consider issues such as:

- i) Existing operational Practices/Service Provision
- ii) Future improvements required
- iii) Available Funding
- iv) Prioritisation of action identified

## **2.0 Brockhurst Allotments**

- 2.1 A large element of the existing perimeter consists of a chain-link design that is badly deteriorating and is being targeted by vandals to gain access and cause damage to plots and property.
- 2.2 The Group identified that the existing perimeter fencing and gates are in need of upgrading and it is proposed to install a 1.8m (6') high galvanised steel bow top design railing.
- 2.3 The Brockhurst Allotment site had been identified as a potential location at which to provide a new Cemetery and, because of this, a temporary restriction was placed on the allocation of plots at that time. However, now that a location for the new Cemetery has been identified, the restriction has been removed and plots are again available for rent. The subsequent increase in take-up of new tenancies has identified that additional off-street car parking is required.
- 2.4 It is proposed to increase the size and standard of the existing parking provision and to these construct facilities from a stone material.
- 2.5 As the Group does not have any delegated authority, it is necessary to submit any proposals requiring funding to this Board for approval.

## **3.0 Risk Assessment**

- 3.1 The Brockhurst Allotment site has been identified as having poor security provision that allows unauthorised/undesirable access.
- 3.2 Persons gaining unauthorised access are at risk of injury in doing so, given that the location is not lit during hours of darkness.
- 3.3 Property located on the site is at risk of damage caused by unauthorised users.
- 3.4 The provision of additional car parking facilities will assist in providing accommodation for off-street parking for plot holders.

## **4.0 Conclusion**

- 4.1 The Council wishes to upgrade the existing security measures at this facility and to provide additional car parking provision.

Given the impact of the damage being caused by unauthorised access, the proposed measures will assist in reassuring plot holders of the Council's commitment to such facilities

<b>Financial Services comments:</b>	If approved, this expenditure of £52,800 will reduce the remaining capital receipt to £83,410.
<b>Legal Services comments:</b>	The Council has the power to make improvements to Allotments under the relevant legislation.
<b>Service Improvement Plan implications:</b>	Subject to approval by this Board, the actions will be included within the Plan for 2009/10
<b>Corporate Plan:</b>	The proposal is in line with the Council's Strategic Priority for: "Better leisure facilities with increased usage".
<b>Risk Assessment:</b>	The proposal seeks to address the risks identified.
<b>Background papers:</b>	None
<b>Appendices / Enclosures:</b>	None
<b>Report Author / Lead Officer:</b>	Alan Gibson

## AGENDA ITEM NO. 9

<b>Board/Committee:</b>	<b>COMMUNITY AND ENVIRONMENT BOARD</b>
<b>Date of meeting:</b>	<b>MONDAY 3 NOVEMBER 2008</b>
<b>Title:</b>	<b>IMPROVEMENTS TO PLAY AREA FACILITIES</b>
<b>Author:</b>	<b>LEISURE AND CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	FOR DECISION

### **Purpose**

To seek Board approval for the use of Developer Contributions for improvements to Play Area Facilities at the following locations:

- Old Road Play Area - £26,500
- Leesland Park Play Area - £15,000 (towards scheme cost of £35,000)
- Leesland Park Skate Park - £65,000

### **Recommendation**

The Board is recommended to approve the use of £106,500 funding, as detailed in the following reports.

#### **1. Background**

- 1.1 The report seeks to obtain approval to undertake a range of improvement works to Play Area and Skateboard facilities at the locations identified.
- 1.2 At each location, the report outlines the proposed improvements and also identifies how these will address any risks that have been assessed from the current provision.
- 1.3 Reference is made under each scheme to comments from the Planning Policy Section in respect of Developer Contribution funds and the appropriateness of the scheme to meet the relevant criteria.

#### **2. Report**

##### **2.1 Old Road Play Area**

- 2.1.1 The facility, while being relatively small in size, is located close to local properties and Hasleworth Primary School, and is able to accommodate a sufficient amount of equipment to enable and encourage youngsters to enjoy their play and gain confidence.
- 2.1.2 The existing facility has a minimal amount of play equipment and lacks sufficient play value to accommodate for local needs, and the play area is in need of a comprehensive upgrade.

### ***Funding for Old Road Play Area***

- 2.1.3 The funds of £26,500 are to be allocated from Gosport Town Centre Children's Play Space account. There are funds available of £230,497 of which £5,544 is for development not yet started. If approved, the proposed scheme would improve the play area and thus meets developer contribution funding criteria.

### ***Risk Assessment***

- 2.1.4 The proposed upgrade will greatly assist in providing local users with exciting new equipment, designed to offer the maximum level of play value for the size of the facility, whilst reducing the distance children currently need to travel.

## **2.2 Leesland Park Play Area**

- 2.2.1 The existing woodchip safety surfacing has been identified as no longer being suitable to safely accommodate for the current day requirements, given its tendency to quickly accumulate to the bases of the equipment provided. Upgrading to a rubberised safety surfacing will address the concerns raised, while assisting in the cleaning operations of the facility.

- 2.2.2 The slide equipment is in need of redesigning and upgrading and has the potential to attract misuse by cyclists. Accumulation of the current wood chip safety surfacing (as detailed in 2.2.1) compromises the safe and correct use of this equipment.

### ***Funding for Leesland Park Play Area***

- 2.2.3 The total funds required for this scheme amount to £35,000. These are proposed to comprise £15,000 of Developer Contributions allocated from the Central Gosport Children's Play Space account. There are funds available of £15,390 of which £4,919 is for development not yet started. If approved, the proposed scheme would improve the play area and thus meets developer contribution funding criteria.
- 2.2.4 The balance of £20,000 is proposed to be allocated from other Council capital resources.

2.2.5 However, Groundwork Trust is submitting an application for external funding of £100,000 towards both schemes at Leesland Park. If they are successful in obtaining this funding the contributions from Council resources will be reduced accordingly. As match funding of £10,000 in total would be required, the proportion of funding from Council resources would be reduced to £5,000 for the Leesland Park Play Area scheme.

### ***Risk Assessment***

2.2.6 The proposals will address the risks as identified in paragraphs 2.2.1 and 2.2.2 above.

### **2.3 Leesland Park Skate Park**

2.3.1 The existing equipment is of a metal fabrication that can become slippery in wet conditions and noisy when in use. Upgrading to a concrete construction will greatly assist in addressing these two areas of concern.

2.3.2 The facility is not currently enclosed. Given the type of activity undertaken, there is potential for an accident to occur, possibly involving non-users (including animals), of the facility unknowingly walking into the “active areas” used by skate boarders.

2.3.3 The provision of 1.2m high (4') bow top railings and posts and 'Dog Grid' access points to the complete perimeter of the facility will assist in addressing the concerns identified in 2.3.2.

### ***Funding for Leesland Park Skate Park***

2.3.4 The funds of £65,000 are to be allocated from the Other Sports Facilities account. There are funds available of £438,274 of which £44,293 is for development not yet started. If approved, the proposed scheme would improve the play area and thus meets developer contribution funding criteria.

2.3.5 As indicated in paragraph 2.2.5 above, Groundwork Trust is submitting an application for external funding of £100,000 towards both schemes at Leesland Park. If they are successful in obtaining this funding, the contributions from Council resources will be reduced accordingly. As match funding of £10,000 in total would be required, the proportion of funding from Council resources would be reduced to £5,000 for the Leesland Park Skate Park scheme.

2.3.6 Members will note that there are other proposed schemes being considered at this Board meeting and, depending upon the sequence in which reports are considered, the totals available for allocating to schemes may vary.

***Risk Assessment***

2.3.7 The proposals will address the risks as identified in 2.3.1 and 2.3.2 above.

**3. Risk Assessment**

3.1 Risk assessments have been identified within each scheme description.

**4. Conclusions**

4.1 Each of the proposed schemes seeks to enhance play value and address any safety concerns identified, while contributing to an improved quality of play and recreational activity for local residents.

4.2 The proposals meet the criteria to allow them to be funded from Developer Contributions.

<b>Financial Services comments:</b>	The three play area location improvement schemes which will be included in the draft capital programme for 2009/10 total £126,500 and if approved will be funded from developer contributions.
<b>Legal Services comments:</b>	As the proposals set out in the Report are intended to secure an increase in the safety and use of the recreation facilities in question, they would appear to be within the permitted use if planning developer contributions.
<b>Service Improvement Plan implications:</b>	Subject to approval by this Board, the actions will be included within the Plan for 2009/10.
<b>Corporate Plan:</b>	The proposal is in line with the Council's Strategic Priority for "Better leisure facilities with increased usage".
<b>Risk Assessment:</b>	As identified in each scheme proposal
<b>Background papers:</b>	None
<b>Appendices / Enclosures:</b>	Not Applicable
<b>Report Author / Lead Officer:</b>	Alan Gibson

## AGENDA ITEM NO. 10

<b>Board/Committee:</b>	<b>COMMUNITY AND ENVIRONMENT BOARD</b>
<b>Date of meeting:</b>	<b>MONDAY 3 NOVEMBER 2008</b>
<b>Title:</b>	<b>IMPROVEMENTS TO ALVER VALLEY BMX TRACK</b>
<b>Author:</b>	<b>LEISURE AND CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

To seek Board approval for the use of £27,000 from Developer Contributions for improvement works at the Alver Valley BMX Track

### **Recommendation**

The Board is requested to approve the use of £27,000 from Developer Contributions for improvement works at the Alver Valley BMX Track.

#### **1. Background**

- 1.1 The report seeks to obtain approval to undertake a range of improvement works to the Alver Valley BMX Track.
- 1.2 The report outlines the proposed improvements and also identifies how these will address any risks that have been identified from the current provision.
- 1.3 Reference is made to guidance from the Planning Policy Section in respect of Developer Contribution funds and the appropriateness of the scheme to meet the relevant criteria.

#### **2. Report**

##### **2.1 Alver Valley BMX Track**

- 2.1.1 The facility is proving to be very popular with local youngsters and has attracted a strong interest from the official BMX Club, who have promoted the sport via organised events and training days at the site.
- 2.1.2 The facility has recently received Lottery Funding £49,000 to assist in work required to upgrade the existing, basic requirements. The additional funding requested would complement the Lottery Funding to raise the quality of the facility, bringing the design up to a national standard.

- 2.1.3 The work will include substantial upgrading of the existing course design and will provide a professional 'Start Gate', based on designs from national standards.

### ***Funding for the Alver Valley BMX Track***

- 2.1.4 Funds would be allocated from the Other Sports Facilities fund of which there are funds available of £438,274 of which £44,293 is for development not yet started. If approved, the scheme would improve the facility and thus meets the Developer Contribution criteria for improvement of Play facilities within the Borough.

- 2.1.5 Members will note that there are other proposed schemes being considered at this Board meeting and, depending upon the sequence in which reports are considered, the totals available for allocating to schemes may vary.

### **3. Risk Assessment**

- 3.1 The proposed upgrade will greatly assist in reducing safety concerns related to the existing facility structure and design and will offer a higher level of recreational activity value for the facility.

### **4. Conclusions**

- 4.1 The proposed scheme seeks to enhance activity value and address the safety concerns identified, while contributing to an improved quality of recreational activity for residents local to the area.

<b>Financial Services comments:</b>	This report provides for additional developer contribution funding of £27,000 to combine with the existing Big Lottery funding of £49,000 to provide for a total scheme cost of £76,000.
<b>Legal Services comments:</b>	As the proposals set out in the Report are intended to secure an increase in the safety and use of the recreation facilities in question, they would appear to be within the permitted use if planning developer contributions.
<b>Service Improvement Plan implications:</b>	Subject to approval by this Board, the actions will be included within the Plan for 2009/10.
<b>Corporate Plan:</b>	The proposal is in line with the Council's Strategic Priority for "Better leisure facilities with increased usage".
<b>Risk Assessment:</b>	The proposal seeks to address the risks identified.
<b>Background papers:</b>	None
<b>Appendices / Enclosures:</b>	None
<b>Report Author / Lead Officer:</b>	Alan Gibson