



Minutes of the Partnership for Urban South Hampshire (PUSH) Joint Committee

*Minutes of a meeting held on 9 March 2011
in the Council Chamber, Civic Offices, Fareham*

Members:

Councillor Seán Woodward (Chairman)
Gerald Vernon-Jackson (Vice-Chairman)
Royston Smith (Vice-Chairman)

Councillor Ken Moon (deputising for Patrick Burridge)
Councillor Keith House
Councillor Mark Hook
Councillor Ray Ellis
Councillor Tony Briggs
Councillor Edward Heron
Councillor Martin Hatley
Councillor Kelsie Learney

**Authority
Represented:**

Fareham BC
Portsmouth CC
Southampton CC

East Hampshire BC
Eastleigh BC
Gosport BC
Hampshire CC
Havant BC
New Forest DC
Test Valley BC
Winchester CC

Chief Executives:

Bernie Topham
Peter Grimwood
Ian Lycett
Stuart Jarvis (deputising for Andrew
Smith)
Sandy Hopkins
Dave Yates
David Williams
Alistair Neill
Roger Tetstall
Simon Eden

Authority Represented:

Eastleigh BC
Fareham BC
Gosport BC
Hampshire CC
Havant BC & East Hampshire DC
New Forest DC
Portsmouth CC
Southampton CC
Test Valley BC
Winchester CC

Anne-Marie Mountifield

PUSH Executive Director

**Co-opted, Non-Voting
Members 2010/11:**

Kathy Slack
Mike Dorgan

South East England Development Agency (SEEDA)
PUSH Business Group

Body Represented:

**For further information, please contact Democratic Services
at Fareham Borough Council Tel: 01329 236100**

Democraticservices@fareham.gov.uk

1. APOLOGIES FOR ABSENCE AND CHANGES IN JOINT COMMITTEE MEMBERSHIP

Apologies for absence were received from Kevin Bourner, from the Housing and Communities Agency and Professor Debra Humphris, Chairman of the Employment and Skills Board.

RESOLVED that the relevant changes to the membership for this meeting be NOTED, as above.

2. MINUTES

RESOLVED that the minutes of the meeting of the PUSH Joint Committee meeting held on 11 January 2011 ([pjc-110111-m](#)) be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:-

(a) National Summit on LEP's

The Chairman reminded member that he had advised at the last meeting that the Prime Minister announced a National Local Enterprise Partnership Summit on growth and competitiveness to bring together local enterprise partnership chairs from across the country. The Summit was held on Monday 7 March 2011.

Doug Morrison, MD the Port of Southampton and the Chairman had represented the Solent area at the meeting and had received presentations from the Prime Minister and Deputy Prime Minister, who confirmed the important role that LEP's will play in developing and improving the economic prospects of the Country. The Deputy Prime Minister also confirmed that, in relation to the regional growth fund, decisions are expected to be taken in the next two weeks, with notifications to follow and PUSH was advised that round 2 bidding would commence on 12 April 2011. The first round had been over subscribed and therefore he also confirmed that they were expecting to release more funding in round one than the £300 million originally anticipated.

In addition, senior Cabinet Ministers from CLG and BIS were in attendance and there were four facilitated break out sessions in the second half of the event, covering:

- Skills and labour market;
- Delivering infrastructure;
- Supporting key sectors and innovation; and
- Business support and finance for business growth.

The Chairman had been advised that a summary report from the summit would be produced and this would be circulated when received.

(b) Solent LEP

The Shadow Board had met twice since the last Joint Committee and it was now nearing completion of its work to:

- Agree a constitutional architecture for the Solent Local Enterprise.
- Appoint business members to the Board – the process for inviting expressions of interest for board membership was launched on 18 February and closed on 4 March. There have been over 20 expressions of interest received and as advised in newsletter 4, the business members of the LEP will be considering this with a view to electing their representatives over the coming weeks.

(c) Visit by European delegation in April 2011-03-08

There would be a visit of MEPs to the UK by the Regional Development Committee from the EU, in April 2011. Catherine Bearder, MEP was organising the visit for the delegation of the EP's Regional Development Committee (REGI) from 13 - 15 April and they would very much like to include the Partnership for Urban South Hampshire in the programme on the evening of the 13 of April. Members of the Joint Committee would be very welcome to join this event as it would be an opportunity to promote PUSH and indeed present its case to be considered for future EU funding.

(d) Items of Correspondence

The Chairman advised that since the last meeting, he had received a letter from Councillor Thornber, Leader of Hampshire County Council, confirming that Hampshire County Council wished to rescind its notice of withdrawal from PUSH, and therefore wanted to remain in the Partnership.

RESOLVED that it be NOTED that Hampshire County Council will remain in the partnership.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

5. DEPUTATIONS

There were no deputations made at the meeting.

6. EXECUTIVE DIRECTOR'S REPORT

The Chairman advised that recommendation 2 of the report would be withdrawn from the agenda and considered in a separate meeting following the Joint Committee meeting.

The Committee considered a report by the PUSH Executive Director, which represented an additional method for PUSH business to be reported to the Joint Committee. The Executive Director's report provided an opportunity for issues which were significant, but did not justify a full report in their own right, to be

brought to the attention of the Joint Committee for a decision or for information (copy of report [pjc-110309-r01-amm](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

1. the continued work of the sites project group be ENDORSED and the Approach to the work in relation to SEEDA assets, as outlined in paragraph 2 of the report, be SUPPORTED;
2. the submission of an application for transition funding be SUPPORTED and the Executive Director, following consultation with the Chairman and Vice-Chairmen of the Joint Committee, be AUTHORISED to finalise a bid application for submission by the deadline of 6 April 2011; and
3. the matters for information, contained in part B of the report, be NOTED.

6. UPDATES FORM DELIVERY PANEL CHAIRMEN

The Committee received the following verbal updates:-

1. Economic Development Delivery Panel:

Councillor Tony Briggs advised that the Panel would be meeting on 21 March 2011 to consider the implementation plan and to bring forward a paper on European funding and the possible opportunities for PUSH and other Local Authorities.

2. Sustainability and Community Infrastructure Delivery Panel:

Councillor Martin Hatley advised that the PUSH SFRA website would be live again soon. Most actions in the Business Plan had been delivered. Future aspirations included looking at sustainability issues associated with economic development (it was hoped that the LEP would look to partners for advice and guidance), energy security and fuel poverty. Flood management and water security was also on the agenda. The Green Infrastructure Strategy was focussing on 13 clear actions. The initial study on the Forest Park was also nearing completion. There was some cross-cutting work being undertaken on CIL and this will be taken forward with the external Funding Panel,

3. Quality Places Delivery Panel:

Councillor Vernon-Jackson advised that £50,000 had been received from the LSIS towards Apprenticeship development. This would allow cultural apprenticeships to be developed in the South East.

4. External Funding Delivery Panel:

Councillor House advised that a new team would be starting on this work with a first meeting to be held next month.

7. CAPITAL AND REVENUE BUDGET (INCLUDING PROVISIONAL BUDGET FOR 2011/12)

The Committee considered a report by the Treasurer, which updated expenditure against those agreed programmes, included a forecast outturn for the financial year and requested approval for a number of projected under spends to be carried forward into the next financial year. The report also set out the proposed PUSH revenue and capital budgets for 2011/12, on the basis of the anticipated resources available to PUSH, and having regard to the priorities for the delivery of the ongoing work of PUSH (copy of [pjc-110301-r02-cwi-amm](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

1. the revised capital and revenue budgets for 2010/11, as set out in the report, and the forecast outturn for the year, be NOTED;
2. the carry forward of the following items in the revenue budget to 2011/12, be APPROVED:
 - Economic Development: £98,000 to cover activities in support of the recently adopted PUSH Economic Development Strategy;
 - Sustainability and Community Infrastructure: £3,000 to support green infrastructure implementation;
 - Housing and Planning: £71,000 for ongoing work with the Local Investment Plan; and
 - Quality Places: £23,000 to cover ongoing activity, including work that has been commissioned in the current year and is due to complete in 2011/12;
3. the carry forward of the following items in the capital budget to 2011/12, totalling £3,387,000, be APPROVED:
 - The allocations totalling £2,366,000 approved by Joint Committee at the meeting in January 2011;
 - Dunsbury Hill Farm: £250,000;
 - Eastleigh Riverside: £271,000;
 - Somerstown Estate Renewal: £470,000; and
 - Tipner: £30,000.
4. the reduction of £33,000 in the Eastleigh Riverside budget for 2010/11 and the consequent transfer of the amount to the uncommitted capital balance, be APPROVED;
5. the capitalisation of the costs associated with the Programme and Information Manager to manage the capital programme from 1 April 2011,

be NOTED and it be AGREED that a budget be to established within the provisional capital programme for 2011/12 to cover those costs;

6. the proposed revenue budget allocations for 2011/12, as set out in the report, be APPROVED;
7. the proposed capital programme for 2011/12, as set out in the report, be APPROVED, and
8. it be NOTED that the forecast under spends to be carried forward from the 2010/11 budgets into the funding available for 2011/12 are provisional, and may be subject to further change.

8. SUPPLEMENTARY REPORT - PUSH 2011/12 CAPITAL PROGRAMME RECOMMENDATIONS

The Committee considered a report by the Treasurer and the PUSH Executive Director, which updated expenditure against those agreed programmes (copy of report which provides a summary of the recommended capital projects submitted against the PUSH unallocated balance of capital NGP funding of £415,000, to support the PUSH Capital Programme for 2011/12 ,on the basis of the anticipated resources available to PUSH, and having regard to the priorities for the delivery of the PUSH Business Plan (copy of report - [pjc-110301-r02-cwi-amm supplementary report](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

1. The capital programme bids, as detailed in Annex 1 of the report, be NOTED;
2. the capitalisation of the costs associated with the Programme and Information Manger be NOTED and the establishment of a budget of £100,000 from the unallocated capital budget to cover the programme management through to 31 January 2013, be APPROVED; and
3. the recommended additions to the PUSH Capital Programme for 2011/12 of £315,000, as set in the report in Tables 2a – 2b, and summarised in Table 3, be APPROVED.

9. PUSH BUSINESS PLAN FRAMEWORK FOR 2011-13

The Committee considered a report by the PUSH Executive Director regarding the development of the new Business Plan framework for 2011- 2013 (copy of report attached - [pjc-110309-r03-amm](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

1. the framework PUSH Business Plan for 2011-13 (attached at Appendix 1 to the report) as the basis for the full Business Plan to be considered at the first Joint Committee meeting of the municipal year, be APPROVED;

2. the roles of the PUSH Programme Board, Executive Co-ordination Group and Chief Executive's Group be merged into a single group based on the PUSH Chief Executive's Group, with representatives from partner organisations invited to attend as appropriate;
3. in future, the business representative on the Joint Committee will be nominated by the Solent LEP (once its board is in place);
4. the PUSH Executive Director to develop PUSH's governance structures during 2011/12, in line with the principals and "direction of travel" set out at paragraphs 4 and 5 of the report and chapter 3 of the framework PUSH business plan, leading to the adoption of a new structure before the end of March 2012; and
5. the current PUSH Delivery Panels be INSTRUCTED to prepare Transition and Delivery Plans to be considered by Joint Committee, alongside the full business plan at the first Joint Committee meeting of the municipal year.

10. ANNUAL HOUSING MARKET MONITORING REPORT 2010

The Committee considered a report by the Housing Theme Group which explains that the PUSH Housing Market Study provides a snapshot of the housing market in South Hampshire (copy of report - [pjc-110309-r04-bco](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

- (a) the contents of the PUSH Annual Housing Market Monitoring Report 2010 be NOTED;
- (b) the PUSH Annual Housing Market Monitoring Report 2010 be placed on the PUSH web site;
- (c) the PUSH Housing and Planning Delivery Group develop plans to respond to the issues identified in the report to inform the work with the Housing and Communities Association (HCA).

11. SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2011/12

The Committee considered a report by the Committee Services Manager, which asks the PUSH Overview and Scrutiny Committee to determine its schedule of meeting dates for the municipal year 2011/12 (copy of report - [pjc-110309-r05-sco](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that the following schedule of meeting dates for the municipal year 2010/11 be APPROVED:-

- 8 June 2011 (Annual meeting to re-appoint members);
- 21 July 2011 (If required);
- 6 October 2011;
- 6 December 2011;
- 30 January 2012; and
- 26 March 2012.

(The meeting started at 6:00pm and ended at 6:52pm).

*(NB: The next meeting of the Partnership for Urban South Hampshire (PUSH) Joint Committee will be held on **Wednesday, 8 June 2011 at 6:00pm**).*