

Supplementary Information

**HAVANT BOROUGH COUNCIL
COUNCIL
27 February 2019**

Dear Councillor

I am now able to enclose, for consideration at the next meeting of the Council to be held on 27 February 2019, the following supplementary information that was unavailable when the agenda was printed.

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Cabinet Lead Reports – Full Council 27 February 2019

Councillor Michael Wilson
Leader of the Council

Corporate Strategy and Budget 2019-20

The revised and updated corporate strategy and business plans are included as part of the budget papers submitted to Full Council today for approval. As a set of documents, they provide a clear outline of the key strategic aims and objectives I want to see delivered for Havant Borough and importantly, how they will be funded for the next year. The Strategy and Plan have been developed alongside the medium term financial strategy (MTFS) ensuring the alignment of the policy and the MTFS. I believe that the Corporate Strategy is concise, clear and focussed on tangible and realistic outcomes across the short, medium and long term, particularly focussing on our key regeneration aspirations over the coming years. Our senior management team are now working with colleagues to develop detailed delivery plans and progress against these will be reported during the coming year.

External Relations (including PUSH, HIOWLA & Solent LEP representative for HBC)

I attended a meeting of the PUSH Joint Committee on 5th February. Since becoming Leader, I expressed my concern at the apparent lack of influence for Havant within PUSH and I wanted to ensure that HBC received its fair share of investment from the Solent LEP. The Government's review of the LEP boundaries gave me an opportunity to raise my concerns and to consider with Partners whether the Solent LEP remained the appropriate vehicle for us. There has been a reconfiguration due to the number of authorities which straddled more than one LEP and so there has been a change of focus. As a result, in part due to my lobbying, a Solent Leaders' Forum has been established and is due to meet in the next couple of weeks. Whereas in the past, the Districts had one representative on the Solent LEP, the Forum will provide an opportunity for the districts to make a direct contribution to Solent LEP policy and decision making. I intend to make full use of this new opportunity to promote the Borough's needs in terms of infrastructure and funding.

Hampshire Housing Deal

The Government are seeking to negotiate a number of housing deals with groups of authorities who are able to offer increased housing delivery. Previously, they were insisting on a 20% increase over and above the Government's own objectively assessed need. Now it seems they are prepared to be more flexible in terms of specific percentage increases. The Ministry for Housing, Communities and Local Government (MHCLG) have had some preliminary discussions with County about feasibility. Given that we have just made tough decisions within our own draft Local Plan regarding

allocations, I am sceptical about the role we would be able to play. Inevitably, what is not clear at this stage is what is on offer from MHCLG in terms of funding, infrastructure and benefits for our existing communities.

Revised National Planning Policy Framework

Members will be familiar with the 'Duty to Co-operate' under the NPPF, which required authorities to consider whether they could accommodate additional housing for those neighbouring authorities who could not meet their allocation under the 'Objectively Assessed Need'. Under the revised NPPF this has been strengthened and economic areas will be required to provide a 'Statement of Common Ground', defined as a written record of the progress made by strategic policy-making authorities during the process of planning for strategic cross-boundary matters. In other words, evidence will be required of the steps which have been taken to accommodate development on behalf of neighbouring authorities or cogent reasons why it isn't possible. As it is incumbent upon all authorities to provide a statement, I have agreed in principle to HBC being part of a joint instruction for the work to be undertaken and to make an appropriate contribution to the cost. There is a degree of urgency to the extent that a statement will be required as a prerequisite for a sound Local Plan.

Business Plan for the Culture Creative Industries and Built Environment Themed Panel 2019/20

The creative industries have been identified as an important economic growth area in the Solent and the PUSH Joint Committee was presented with a business plan to continue to support this sector. We were advised that the number of creative business in the area grew by a third to over 5,000 during the period 2010 to 2016. Often a little seed funding can result in matched funding from other sources and this together with a number of training and networking events is thought to have assisted in this growth. I would like to see the growth of creative and digital economies in Havant and we need to ensure that the borough is attractive for this important sector.

Solent Waders and Brent Goose Strategy Guidance Offsetting and Mitigation Requirement

Adequate and realistic mitigation for protected birds is crucial to the soundness of our Local Plan and the viability of several of our allocated housing sites. The Joint Committee was presented with guidance on mitigation and offsetting requirements which was presented in a final report. I have appended the report as I believe it is of interest to members due to the significance of this work to our area.

Taxi Licensing

At the last Hampshire and Isle of Wight Local Government Association (HIOWLA) meeting, it was highlighted that there are no national licensing standards and therefore taxi drivers or operators had the ability to choose to

licence with the most lenient authority. Once licensed, they are able to conduct business in other authority areas. There is an obvious safeguarding issue and therefore a need to consider a joint approach or lobbying Government to impose national standards.

Brexit Preparations

The Cabinet are receiving regular updates on the work of our Brexit Team to ensure we are resilient in the event of a 'no-deal' Brexit. The key short-term issues we could face include the potential impact on local road networks because of potential delays caused by increased processing times for vehicles passing through the Portsmouth International Port.

Longer term issues that could impact locally include the availability of workers particularly in social care, construction and agriculture sectors.

We are making sure that our own business continuity plans are robust and able to deal with any impacts and, through our Economic Development Team, helping to signpost local businesses to key information, particularly those who import or export goods.

Corporate Performance

Cabinet members will provide reports on performance across their portfolios; however, I do wish to highlight a few items on overall corporate performance:

The Quarter Three Health Check will shortly be available to Councillors to review.

The Local Plan was unanimously approved at Full Council on 30th January 2019 and has moved forward to the next stage. I am grateful to Members for approving the Plan despite its controversies. The up-to-date Local Plan will mean we can defend the Borough against speculative development and avoid government intervention. The work to develop a robust Local Plan has been extensive and is a significant milestone for the Council and the Borough as a whole.

Since my last report Council approved the Regeneration Strategy. This strategy provides the framework for the regeneration of the Borough over the short, medium and long term. This was a key step towards ensuring that we meet our aspirations to stimulate the regeneration of the Borough for the benefit of present and future generations. We cannot do this alone, but we have a key leadership role to play as a catalyst, working with key stakeholders to deliver our vision.

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Cabinet Lead Reports – Full Council 27 February 2019

Councillor Tim Pike
Deputy Leader of the Council and Cabinet Lead for Finance and Regeneration

Regeneration

Since approving the regeneration strategy at the November Council we have been working to align the regeneration ideas with the Local Plan, which Councillors will be aware was approved for publication. As the policies are now aligning, alongside the revised corporate strategy, a new governance overview has also been agreed by Cabinet for the regeneration programme.

The Council's leadership conference

In January the Regeneration strategy was presented to the staff leadership conference, and was well received. It focused solely on regeneration to inspire staff to get more involved in the programme. The idea of using 'Have.... With Havant', was introduced at the conference as marketing of a positive story about the Borough will be critical to our success.

The processes are now in place to push ahead with delivery, and the first project is the Civic Plaza car park and new multi storey car park. A £3.36m grant funding agreement has been signed with Homes England and site/ground investigations are underway. Options for the sale of Brockhampton West are being considered to generate a capital receipt to re-invest in regeneration.

There are exciting times ahead for the Borough and we want everyone to be part of the project.

Coastal Management & Climate Change

South Hayling Beach Management Activities (2017-2022)

The beach at Eastoke has remained in a healthy condition over the winter period, although some locations have suffered from erosion. These areas are still providing protection to the properties at Eastoke and will be restored during the Spring 2019 beach management campaign.

A dredging contract has been awarded to Boskalis Westminster Ltd., who have previous experience working on the Hayling coastline.

It is likely that there will be a dredge of the Chichester Harbour Maintenance Channel during February and March 2019, with material pumped onshore at Eastoke to return the beach to design profile prior to the summer months. Sediment samples will be collected from the Channel to ensure that the material is the correct grading for Eastoke during the next three weeks.

South Hayling Timber Maintenance

Damage to some of the timber groyne and revetment structures along the South Hayling coastline have been identified over the winter. Repairs to these structures will involve the replacement of timber planking and piles, and the reinstallation of top markers at the end of the groynes.

The timber maintenance contract will be out to tender by mid-January 2019, with a provisional commencement on site during early March 2019.

Broadmarsh Coastal Park

Work has commenced on a new feasibility study for Broadmarsh, to understand the complex issues affecting these aging sea defences, constraints and risks at the site, groundwater processes, overtopping and environmental importance. It will also consider a shortlist of coastal defence options and then development of the most appropriate option to outline design stage.

Initial information regarding UXO risk and utilities have been received, and the Ground Investigation contract is in draft form – due to be out to tender during January 2019.

Funding of £73,000 has been sourced through Local Levy via The Environmental Agency Regional Flood & Coastal Committee with a contribution from HBC. The project is due for completion by March 2020.

UAV (Unmanned aerial vehicle) Service

The ESCP survey team has taken delivery of a quadcopter UAV (drone) for asset inspection and this has been utilised to commence training of our first 6 pilots. We have completed a procurement exercise to obtain a fixed wing UAV which will support our ongoing coastal monitoring and ecological surveys. The UAV service is due to become operational to the 4x ESCP Partner Authorities from April 2019, with a view to developing this service and making it available to other council services over the following 12-24 months.

Regional Habitat Creation Programme (RHCP)

The RHCP is legally required to deliver habitat creation across the region, to replace habitats lost through Flood and Coastal Erosion Risk Management (FCERM). The RHCP is administered by the Environment Agency (EA), however limited progress had been made since 2011 other than the delivery of the Medmerry Managed Realignment scheme between Selsey and Bracklesham, West Sussex. With many opportunities for habitat creation within the Havant Borough (and wider ESCP area), it has been critical for us to inform and progress this programme. Future FCERM schemes to protect people and property rely on the successful provision of compensatory habitat.

Phase 1 of the project, the Strategic Update, has now been completed and confirms the quantity of habitat creation required in this area to meet our legal obligations. The findings of the Strategic Update were shared with local authority planning officers and other relevant stakeholders via a workshop on 1 November 2018.

Phase 2, the Tactical Stage, is now well progressed and we are currently drafting the 2018 Annual Review report. We have investigated 18 priority sites (five of which are within the Havant Borough) for their feasibility for intertidal habitat creation. Jointly with the EA we have produced a habitat creation delivery plan that will ensure we meet our RHCP targets up to the end of the second epoch of the Shoreline Management Plan (i.e. 2055). Ten potential habitat creation sites have been added to the EA's Medium-Term Plan, which is the first step in securing FDGiA funding to start investigating the viability of these schemes. Over the coming years, we will be looking at these sites in detail to confirm and plan the habitat creation opportunities.

Solent Bird Studies

The Solent Birds Studies - a 3-year study of the way over-wintering bird populations use coastal areas, with a particular focus on taking forward future FCERM and habitat creation projects has reached an important milestone. Natural England and the Environment Agency have been consulted on the final report and have praised the report and are supportive of its findings. We are currently working through some minor amendments that have been suggested and will submit the report for formal approval by Natural England and Environment Agency once these have been made.

The data has already been used for assessing sites for the RHCP tactical stage, and for the Solent Waders and Brent Goose Strategy. The data will also be of use within the planning system for assessing site allocations, applications and planning any required mitigation in relation to Brent geese and other over-wintering SPA bird species.

Hayling Island Funding and Implementation Strategy

In December 2018, AECOM was appointed as the professional service consultant to assist in the development of the Funding and Implementation Strategy, with the option to progress to a full strategy, subject to securing additional funding.

The ESCP are actively investigating and bidding for alternative funding from Community Infrastructure Levy (CIL) and Regional Flood and Coastal Committee (RFCC) Local Levy in addition to GiA to secure the future stages of this work.

We are currently awaiting the final decision on our CIL application for funding, which will be made in February 2019. A RFCC Local Levy bid was postponed until the first stage of the work is complete and the outcome of the CIL bid is understood. At this stage, we will look to bid for Local Levy funding again.

The project officially started on 7th January 2019 with an inception meeting and site visits around Hayling Island. AECOM have since started a baseline data review and gap analysis assessment, and are commencing flood modelling for the entirety of the island.

Throughout February 2019, the project team will be carrying out defence condition assessments around the island to review and update the current condition of existing coastal defences.

Langstone FCERM Scheme – Outline design

Two public events were held in November 2018 to present the shortlisted coastal management options for the Langstone frontage. The events provided a fantastic opportunity for residents and visitors to find out more about the coastal defence study, speak to the project team and to share their views on the shortlisted options being put forward. During the events, the local community were also invited to share their aspirations to improve the public space along the waterfront. Both events were well received and in total 114 people attended and over 50 questionnaires were completed. The results of the questionnaires will shortly be shared with the public and will feed into the appraisal of the short list options to identify a preferred way forward for Langstone.

The project team are currently costing the shortlisted options. In February 2019, the appraisal of the shortlisted options will be evaluated, and the preferred options selected. Once finalised the preferred options will be presented to the project board in March 2019 for approval, enabling further public engagement early summer 2019.

Property Management & Asset Management

The Council is awaiting production of draft valuations for approval in respect of Asset Valuations of our investment portfolio. The valuations are being carried out by an external consultant and are due shortly.

The Estates team continues to focus on ensuring our property portfolio is being run effectively and in accordance with good estate management practice to protect the Council's interests as landowner, whilst facilitating the aspirations of tenants, so far as is reasonably practicable.

Plaza

Coastal Partnership takes up residence at the Plaza

The Coastal team now have a workspace at the Plaza. The team, who already work across a number of sites, is on the first floor in A block. Their new location has been dubbed the Coastal Hub at the Plaza (CHP) and is well signposted. The team is taking advantage of the easier connectivity with other teams located at the Plaza and they are making good use of the drop-in area

and meeting rooms located nearby. Their new second home is already proving to be a great asset, with lots of team members making use of it to reduce pressures for space at other locations and reduce travel times.

Recycling scheme supported at the Plaza - Bottle Bricks.

A recycling scheme was rolled out at the Plaza. This is part of an international initiative to upcycle soft, non-recyclable, plastics into building materials for community projects around the World. As well as producing a lightweight, affordable building material for the communities that need them the project could prevent thousands of pieces of plastic from ending up in landfill and the environment, thus helping to protect our oceans, landscapes and wildlife from the increasingly widespread risks of plastic pollution.

For more information on how to start your own eco-brick project at home, please follow the link below:

<https://www.ecobricks.org/>

Regen South

The team have been provided some flexible workspace within the Plaza and work is underway to scope their longer term requirement and linkages with other teams on site.

Capita Finance Team

In light of the move towards the target operating model for the financial services team, a full review of the remaining finance documentation was conducted. Approx 400 files were reviewed in conjunction with the deputy 151 officer in order to ensure compliance and disposal in line with the retention policy. Once this was completed the finance officers were relocated into the area already occupied by the Capita onsite teams and the agreement to occupy space redrawn to reflect this reduced space allocation.

Economic Development and Business Support,

Havant Business Partnership

The Council is working with Havant & South Downs College and Solent LEP to form the Havant Business Partnership - comprising leading businesses in the borough who are the key drivers in the local economy. The purpose of the partnership is to provide a regular forum through which local business can shape the delivery of the council's regeneration strategy, access information about available funding & support and network with neighbouring business. The Inaugural event takes place on 14th March at the Plaza and will be opened by Alan Mak MP.

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Cabinet Lead Reports – Full Council 27 February 2019

Councillor Narinder Bains Cabinet Lead for Neighbourhoods, Safety and Enforcement

Environmental Health

The Private Sector Housing Team have recently successfully recruited an Occupational Therapist. Lisa Uren will be joining us on a secondment from Hampshire County Council until 31st March 2020. Lisa is very experienced in her discipline, and will be assessing the needs of vulnerable residents who may require a Disabled Facilities Grant, and working with Private Sector Housing Officers to deliver the adaptations.

It usually is HCC that perform this role however they have had a number of difficulties and their service has declined, so we have brought Lisa in on a secondment to address this. A broader aspect of the role of our in house OT will be to engage with charities and doctors surgeries to ensure we reach the most vulnerable residents in our Borough.

Supporting Families

The Supporting Families programme for 2018/19 set challenging targets for the Havant area and I am pleased to announce that to date 150 families have been supported in tackling a range of issues including unemployment, social exclusion, homelessness and children in need. The local programme is ahead of the end of year targets but officers are still working hard to build upon these figures.

Safer Havant Partnership

The Havant Locality Board, an umbrella partnership meeting covering, Community Safety, Health and Wellbeing and Children's Locality Board met in early February and have identified the commercial centre of Leigh Park for some additional partnership working. The Community Safety Team are currently co-ordinating an action plan to raise the profile of the partnerships and to tackle the concerns of businesses and residents.

Litter Enforcement

During January some 117 fixed penalty notices (fpns) were issued in the Borough by EHCS officers. The current payment rate on these fpns is in the region of 77% with remaining cases being progressed through the Courts.

Police Liaison

Hampshire Police have appointed Chief Inspector Alex Reading as the new lead officer for both Havant and East Hampshire. Alex has come to the area having previously served with the Chief Constables Office so brings a wealth of experience with him.

Planning Enforcement

The Planning Enforcement Team have seen a very high demand on their services over the past few months. They are currently working on two complex listed building cases in Langstone and Bedhampton and have stopped unauthorised work on two other sites. They have also secured the support of a land owner to tackle a site which had been the subject of neighbourhood concerns for several years.

Arboriculture Team

The "Arb" team have recently revisited their service plan and added a review of existing Tree Preservation Orders to their annual plan. Despite this additional work the Tree Application and necessary consultation work are all exceeding the 80% target.

The Tree Strategy is now back from the first consultees and being developed - will be ready by the end of 2019.

The team have identified that there is a lack of awareness of their role amongst the broader community, they have produced articles in Serving You - one about Tree Preservation Orders and the other about the volunteer Tree Wardens. The team are also currently involved in the Centenary Woodland project with the Communities Team and Norse.

Traffic Team

The Traffic Team has made considerable progress with the Traffic Regulation Programme (TRO). The programme was delayed at the beginning of the year due to the IT issues that affected the TRO plotting programme. These are still

not fully resolved; however, the team has found ways to work around the issues and progress with the programme.

The team investigated TROs in 15 locations across the Borough resulting in the implementation of 8 TROs to date (Juniper Square, Coronation Road/Jubilee Road, Kingsclere Avenue, Old Copse Road, Cross Way, Saltmarsh Lane, Botley Drive Shops, The Dale). Objections to three further TROs are currently under consideration (Padnell Avenue, Freshfield Gardens, St Alban's Road).

I am happy to report that the Havant TRO programme will be fully completed by the end of March with the exception of Brockhampton Lane Residents Parking Scheme which is yet to be fully resolved.

The Team has implemented 29 Temporary TROs for roadworks and parking suspensions across the Borough, resulting in total income of around £40,000

Parking Team

The parking team have recently commissioned an online survey regarding the usage of the car parks within the Borough the results of the survey will inform any future pricing structure and terms and conditions of those car parks.

The Parking and Traffic team continue to work with HCC on the new CPE agreement

After the resident survey feedback, the Parking team have been completing a review on the conditions and facilities of our car parks and a schedule of repairs and general maintenance has been identified to work within the budget to meet some of the suggested improvements.

The parking team are working towards digitalisation and part of this project is a new hand held that we will be trialling, once completed we can move towards the concept of Virtual permits.

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Cabinet Lead Reports – Full Council 27 February 2019

Councillor Lulu Bowerman Cabinet Lead for People and Communications

Although much of my recent work has been taken up with ensuring clear and accurate communication for the Local Plan, it has also been a busy time working with the new project called The Havant Business Partnership with Havant and South Downs College Business Growth and Innovation department which is linked to the Regeneration strategy. The first meeting will take place on 14 March and will be attended by key local businesses with an introductory talk from the MP for Havant, Alan Mak.

This Partnership will work with local employers to offer support and future development while also promoting the Borough as a destination for investment and employment for new businesses.

The next stage of this work will be to identify skills training that can be delivered to identified groups across the Borough, for those in work and also for those needing to gain new skills to improve their employability.

Marketing and Communications

Havant regeneration:

We are currently developing a communications and marketing strategy for this project which will include a new website and promotional material.

Local plan:

The Full Council meeting for the Local Plan on 30 January was Live streamed on Facebook, providing interactive access which was successfully managed by members of the Communications team

An easy-to-understand guide for the Local Plan has been created to accompany the guide to giving appropriate feedback and make it as easy as possible for residents when they attend the consultations being held in the Borough until 9 March. There has also been extensive work done in order to promote these latest consultations to guarantee involvement and feedback from local residents.

Customer Services

The Garden Waste renewals (10,000) were all sent as planned in January. Take up has been good, and Capita are keeping pace with customer contact. As at 13th Feb – 5,190 have renewed – 35.6% renewing using the improved on-line facility (up from 29.6% in 2018) 174 new customers have also signed up since January.

A Take-Up campaign will commence in March with an advert in 'Serving you' and a leaflet going out with all Council Tax bills.

Initial work is also being carried out regarding Direct Debits and how alternative arrangements for signing up for garden waste at other times of the year could be introduced.

Website/Social media

Update on “visits: to Havant.gov.uk

159,361 website visits last quarter

397,357 website pages viewed last quarter

When compared to the same quarter from last year (2017-18), the number of website visits has increased by 52,347 and the number of pages viewed has increased by 53,045.

Where do users look at the website from?

The HBC website is mainly viewed from Portsmouth (22%) and Havant (16%).

Website improvements:

There are on average 30 updates made to the website each day to ensure it remains fit for purpose and continuously gives users the latest (and correct) information.

- * Improved homepage for getting urgent communications out to residents
- * All local plan pages updated to reflect current position
- * Work on emergency advice section to ensure it is relevant

Page title	Number of views
Bin collection	28,561
Havant	18,834
Search and comment on planning applications	18,261
Council tax	13,195
Contact us	12,740
Rubbish and recycling	10,357
Planning services	10,320
Christmas collection changes	10,091
Weekly list of planning applications and appeals	7,488
Public Access dashboard (planning application portal)	7,000

“Have * with Havant” website

Work has started on the ‘Have * with Havant’ website. The Communications team is working with the planning team to develop this around the target audiences, the customer journeys, imagery and content. We are working towards having the website ready to go live this spring.

- * will include use of words such as Success, Business, etc

Social media highlights

Campaigns and events

- * #ThereButNotThere
- * #OurDay
- * Get up and Go
- * Advent alphabet
- * Recruitment

Facebook

55 new likes = 2,931 likes in total

Top post

Housing authorities are required to ensure that there is provision in place for rough sleepers during periods of extreme weather.

The Severe Weather Emergency Protocol (SWEP) has now been triggered. This is due to the night time temperature being forecast by the Met Office to be zero degrees Celsius or below for three consecutive nights. Find out more on our website: <http://www.havant.gov.uk/rough-sleepers-advice>

Twitter

Nine new followers meaning = 3,180 total followers

Top tweet

We have been working with local contractors on the @hantsconnect funded project at Barncroft Lane, Havant. Tarmacking has been the latest stage and the teams have been hard at work.

The road is due to reopen later on today! #roadworks #havantborough

Instagram

This channel was launched in September 2018 and currently has 126 followers.

LinkedIn

25 new followers = 433 followers in total

This channel has had more focus over the last month. We have been ensuring that all press releases and vacancies are posted to keep interest high and engagement constant.

Gov Delivery

402 new subscribers = 7,481 subscribers in total

27 bulletins were sent with an engagement rate of 85%

Strategic Human Resources and Organisational Development

There are a number of Strategic HR and OD projects which continue to be progressed, to support the strategic aims of the council;

Executive Coaching/Senior Leadership Development

Executive Coaching is progressing to support self-selected Heads of Service in their development, identifying areas of 'stretch' and developing personal strategies, to ensure high performance in the role.

Employee Engagement

Employee engagement continues to be a priority area of work for the Strategic HR and OD team. Four groups of staff are working on four key areas of culture/behaviour change to achieve high performance; Wellbeing, Governance, Productivity and Communications. Each workstream has a number of volunteers from the wider staff group who work with an HR Business Partner to deliver specific outcomes, as well as to consider other areas of focus which emerge over time. Examples of workstream outcomes to date include;

Wellbeing – calendar of activities developed for 2019/20 including recent ‘Time to Talk’ day on 7 February 2019 in line with the national initiative.
Governance – focus on compliance with GDPR principles and retention matters, using workstream members’ journeys to compliance as in-house case studies
Communications – support in the development of a peer led new starter induction session and ‘onboarding’ interviews with new members of staff
Performance and Productivity – support in the review of recruitment processes and their efficiency

Learning and Development

The profile of the Council’s broad learning and development programme is being raised with support from the Communications team to ensure staff are informed of the development opportunities that exist for them and how these can be accessed

E-learning facilities will be re-procured to source an enhanced offering for the Council with possibility of staff accessing 360* feedback online.

Health and Safety (H&S)

Some members of the Senior Management team recently attended a IOSH leading Safely training course. This enabled officers to have a better understanding of their H&S role and responsibilities.

Mental Health First Aiders (MHFA), are continuing to support many colleagues across both Councils and recently held ‘A Time to Talk’ day.

The quarterly Safety Champion committee meetings have taken place recently along with the Joint Health and Safety Committee meeting. The accident and incident (violence and aggression) reports over the last quarter were discussed along with many other topics. Attendance at the champion meetings has increased, with most teams represented.

Monitoring from a health and safety perspective continues of the Council’s contractors. Recently carried out joint depot audits of our waste, streets and ground contractors Biffa, Ideverde and Norse.

The Corporate Health and Safety teams workplan is under review for 2019/20 Hampshire County Council Health and Safety team carried out a recent audit of the work that the team carries out. The report has highlighted many positives and the key points from this report will be communicated to staff during Q4, 19/20.

Business Continuity (BCP)

A Brexit team has been created to ensure the Council is as prepared as it can be for 29th March 2019.

As part of the Council's preparations for Brexit, teams are being encouraged to carry out a desk top exercise to test their Business Continuity plans. We are also collating information from colleagues to assess the level of resilience required to continue to deliver services should staff be unable to attend the office.

Hampshire County Council Emergency Planning and Resilience Unit are continuing to support the team with Business Continuity.

Emergency Planning (EP)

A programme of EP training has started for both Senior Management and Emergency Centre staff to ensure that the Council can effectively respond in the case of an emergency. This will include Resilience Direct training (which is a computer-based system to enable communication with all partners during an emergency, as well as the sharing of information on a day to day basis) and emergency control room training.

The Emergency Response Plan review has taken place in conjunction with HCC colleagues. This has resulted in an overall emergency response plan being finalised and this will be published soon. In addition to this, a shorter plan is being developed to complement the larger emergency response plan version which will be easy to use in the event of an emergency.

We regularly attend the fortnightly Working on Tuesday training days held at Hampshire County Council offices. Each fortnight there is a different topic, recent sessions have focused on Flooding, Emergency Response Plans, Community Resilience, Severe Weather and Warning and Informing.

We are about to embark on a recruitment campaign for staff volunteers for the emergency centre to increase levels of resilience across the organisation.

Following the review of the EHDC Out of Hours service and agreement from Executive Board to merge the service with HBC. The service merged on the 1st December 2018. All calls for both Council's now go to a single number. This shared arrangement offers a more streamlined service and increased resilience levels.

Democratic Services

The budget scrutiny review has now been completed by the Budget Scrutiny Panel and Governance, Audit and Finance Board and the recommendations arising from this review have been submitted to Cabinet. With regard to its non scrutiny work, the Board has received an internal audit progress report and considered the Annual Certification Letter and a recommendation to grant dispensation for councillors to determine the setting of the Council Tax precept and councillor allowances.

The Business and Commercial Services Board has held a confidential challenge session on the performance of Norse SE in January. A panel of this Board is in the process of reviewing the issue of littering in the borough.

The Operations and Place Shaping Board held a very informative challenge session recently with the Environment Agency which gleaned some key information to inform its ongoing investigation into the discharges into Langstone Harbour and the pump failure at the Stoke Pumping Station on Hayling Island.

Councillor Training

The work of the Councillor Development Panel continues, with the focus turning to the next Council year.

The key consideration at a recent meeting of the Panel was the Councillor Induction Programme, and ensuring this is a robust and effective introduction for the new members following the May elections. Central to the Panel's considerations was the feedback from those Councillors elected in May 2018 and their experiences from last year's induction sessions. The Panel were pleased to note that the feedback was largely positive, with some good ideas to improve the programme for future years.

Another key part of the Councillor Induction Programme is Councillor mentors, as feedback was very positive from those members who were supported by a current Councillor in the first few months of their term. A call will be put out to all Councillors soon for their help in providing this support.

Another big part of the Panel's work is preparing for the 'A Councillor Can' campaign to lead into the May 2020 elections. Plans are being put in place for events to be held over the summer months, while the Panel also intends to conduct more videos to promote the role of the Councillor following their success last year. Again, all Councillors will be contacted with a request for their help with this campaign.

The Councillor Training Programme continues to provide bespoke training to members on the key subjects being considered by the council. In recent weeks and months, the focus has been on ensuring Councillors have been fully briefed on key topics such as the Local Plan and the Budget. Members are reminded that if there are any areas that require further training, please liaise with Democratic Services

The panel has also agreed that Councillors will have the opportunity to utilise a recently procured 360 degree feedback tool from April as part of their development in role.

Revenue and Benefits

Preparation is underway to produce the annual bills for Council Tax (55,000) and Business Rates (3,300) – This work is planned for the weekend 2nd / 3rd March – bills due to be dispatched 13th March.

Election Services

The recent work carried out by the election services team has been chasing new people for the Register who have not registered under IER so that the canvass is finally completed. Preparations have now started for the Elections in all but the four Leigh Park wards as none of these wards have councillors standing for re-election this year.

Election Services are intending to hold the count at the Plaza on the evening of May 2nd, unless of course a sudden Parliamentary election is called, which will change everything.

Digital

In December 2018, the Cabinet approved funding for the first phase of the Design & System implementation Programme. I am pleased to advise that stage 1 of this programme, which is the redesign of Building Control Services, is running to schedule, with the procurement process for a new software application now drawing to a close. Work has now started on the implementation phase, which will be informed by all the process redesign work already completed. The redesign work for the next service, Planning, is well underway, supported by newly created roles within the Business Solutions Unit.

Cyber Security continues to be high on the agenda for the Council. Councillors have had the opportunity to complete Dojo e-learning on this topic which is a very helpful overview of the risks in this area and what we can do to protect ourselves and our services. On 28th February Managers and Team Leaders across the Council will receive a briefing from South East Regional Organised Crime Unit (SEROCU) www.serocu.org.uk, covering cyber crime and how to manage it.

Every individual and organisation is impacted by an upturn in cyber crime. The lead for Digital Design and the Council, and our Data Protection Officer attend regular meetings of the 5 Councils Security Working Group who manage matters such as cyber security and the controls we have in place to mitigate these risks. In the period December-January the 5 Councils IT service blocked 700 malware attacks, 13250 Phishing attempts and out of the 384,000 spam emails entering our systems 337,000 were blocked.

Meanwhile, the proposal for a new print solution has been agreed by Executive Board. This will see a return to pull (print on demand) printing for all staff, which is more secure and less wasteful. The proof of concept of the new solution is complete, and the team are now finalising the contracts.

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Cabinet Lead Reports – Full Council 27 February 2019

Councillor Gary Hughes
Cabinet Lead for Contracts and Commercial Services

Capita Contract

Work continues on the implementation of services under the Capita contract, with the focus for improvement on the HR and Payroll service.

Environmental Services delivered by Norse SE

There are some changes to the management structure at Norse SE. Richard Rose (Ops Manager - FM) left the business at the end of December and has been replaced by Sue Keeble. Sue is an experienced Ops manager who has taken this chance to relocate nearer to family in the Portsmouth area. Sue has worked at Waveney and Suffolk Coastal Norse for the last 10 years looking after a wide range of services.

Chris Haynes (Op's Manager - Refuse and Cleansing) will be retiring at the end of March.

Chris's retirement has given Norse the chance to review its management arrangements and to consider how best to meet the service delivery and future commercial ambitions of the joint venture.

Peter Vince will take on the Operations Manager (Refuse and Recycling) role and a new Operations Director will be recruited. I would like to thank Peter for the work he has done in getting NSE to where it is now, and I'm very pleased we will be retaining his experience as we deal with the challenge of settling in new rounds in East Hants and continuing to run our core Havant operations.

Waste and Recycling services

Collections during the Christmas and New Year period went well with the crews operating a "no quibble" return service for non-collected bins to ensure that waste was collected as quickly as possible.

Grounds maintenance and street cleansing

The street cleansing team responded well to leaf fall during November and December, prioritising on areas of high pedestrian activity.

NSE completed 7 full highway verge cuts throughout the borough up to the end of November, managing an 8th cut for verges along main roads.

Beachlands

In December, following approval from Natural England, we worked with Norse's Engineering Works team to relocate 40 beach huts from West Beach to a temporary location adjacent to the skateboard ramps, to protect them from the effects of storm damage to the coastline. This work lasted about 2 weeks (in atrocious weather conditions) and was implemented to minimise damage to the huts, some of which were very fragile. I was particularly impressed with the professionalism displayed by all staff (HBC and NORSE) and their contact with the affected beach hut owners. They were excellent ambassadors for both organisations.

Work is continuing to identify a permanent site for the relocated huts.

Waste and Recycling Strategy (Project Integra)

The PI Partnership is reviewing the government's waste strategy, recently launched for consultation. Further consultation on the detailed elements of the strategy are anticipated over the next few months. It is hoped to receive an update at the PI Strategic Board meeting on 26 Feb.

Liaison with HCC & Police and Crime Panel

In my role as representative on Hampshire Police and Crime Panel, I have been a member of the Finance Working Group and been actively engaged in the decision to approve an increase in the precept of £24 per annum. All the additional monies will be directed to front-line policing to include an increase of 200 police officers, a tranche of PCSO's and additional investigators.

Cabinet Lead Reports – Full Council 27 February 2019

Councillor Leah Turner

Cabinet Lead for Communities, Development and Housing

Building Control

The Building Control IT procurement process is nearing completion with the selection of Tascomi Ltd as the preferred supplier. This is for a four year contract. The costs are within budget, prices however are commercially sensitive.

Rosie Long has been promoted and has taken over as project manager following Lorna's departure. Rosie has been supporting the project since it's inception so we have good continuity.

Delighted to report that Robin Seamer is making a good recovery following open heart surgery in December and is expected to be back at work by the end of February. With another surveyor also on long term sick leave, this has created significant additional work for such a small team but they have risen to the challenge superbly.

The next stage going forward is to mobilise the new IT system by June and then bring the HBC and EHDC teams together to create greater resilience.

Development Management

A number of significant planning applications remain under consideration by the team. These include the Wellington Way redevelopment, Waterlooville (264) apartments. Land off Westwood Close, Emsworth (46 dwellings) Land off Sinah Lane, Hayling Island (195) dwellings. Forty Acres Farm (320) dwellings. New 81 bed hotel at Larchwood Avenue, Bedhampton. Land west of the Crematorium, Havant (72) dwellings. Land east of Castle Avenue (69) dwellings. BaE Systems site redevelopment, Waterlooville.

Performance in the team at Q3 of 2018/19 remains strong, with determination rates against deadlines achieved of:-

92% major applications (local target 70%, national target 60%)

83% minor applications (national target 65%)

92% other applications (national target 80%)

Development Management Committee

The Committee approved a planning application for a new hot food takeaway for Domino's Pizza at the former HSBC bank premises at West Street, Havant at its meeting in January.

An application seeking permission for a further pitch for gypsy and traveller use at Long Copse Lane in Emsworth, was refused at the December meeting.

Planning Policy and Urban Design

The Pre-Submission Havant Borough Council Local Plan 2036 was unanimously approved at the Extraordinary Council meeting on 30th January. It is now out to public consultation until 5pm on 18th March.

The Council is doing everything possible to help our residents engage with the consultation including guidance and drop in sessions across the Borough.

There are a number of consultations being run at the same time as The Local Plan:-

The Draft Community Infrastructure Levy Charging Schedule

The Local List of validation requirements

A review on how we will consider parking for residential developments in town centres in our Parking Supplementary Planning Document

A review of the Old Bedhampton Conservation Area

The Statement of Community Involvement

Following the public consultation, a summary will be prepared of the consultation responses.

The Local Plan, it's supporting documents and the consultation responses will then be submitted to the Government for the Examination. This is scheduled for Q3 of the 2019 calendar year. The Examination would then follow with an anticipated adoption date of Spring 2020

Housing

Hampshire Home Choice is the very successful choice based letting partnership covering Havant, East Hampshire, Winchester, Eastleigh and Test Valley.

The Guinness Partnership, previously know as Hermitage HA and to whom HBC transferred their housing stock in the 1990's, recently advised us that they would like to take over managing their own transfers and reducing our nominations to 80%. This concerned Officers as transfer applicants (local residents) would lose the ability to access other partner HA's properties advertised through HHC, thus reducing their choice of where they wanted to live. In addition, it would mean that we would not have a clear overall picture of demand across the Borough. We feed our register figures into planning policy for determining future demand for affordable housing.

In response to this, Officers met with senior staff from Guinness, one meeting on relationships, the stock and repairs, and one specifically on the Hampshire Home Choice Partnership.

I am pleased to be able to report back that the meetings were very successful and the following actions have been agreed:-

- 1) Clear reporting lines for repair concerns and complaints.
- 2) A commitment to HBC to rebuild relationships following a change in structure.
- 3) An agreement to sign the Hampshire Home Choice Partnership agreement for three years for 100% of the stock. We are working together on a local process to ensure the best use of the stock.
- 4). Senior Officers will attend the Board meeting, 4 a year. (Flying in from Manchester)
- 5). Front line teams will attend or dial into Officer Group meetings.
- 6). We will be looking at longer term ways of working together on some of the hard to let properties.

Any concerns relating to this item or if you have a particular concern which has been raised with you by a local resident, please contact Tracey Wood, Head of Housing and Community Engagement on 02392446626 or traceywood@easthants.gov.uk

Rough Sleeping in the Borough during the recent cold spell

During the recent cold snap we widely advertised that we had instigated SWEP. This is the Severe Weather Emergency Protocol where rough sleepers can request HBC to provide B&B, historically when the weather was forecast to be below zero degrees for three days. However only one lady came forward, she was placed whilst the weather was cold and we were also able to arrange accommodation for her dog.

We were successful in bidding for the Government's cold weather fund and should we make any other placements under SWEP we can reclaim the B&B costs,

We will continue to publicise SWEP as and when the weather changes. If any member should come across a rough sleeper, please advise them to make contact with The Housing Team.

Oak Park Extra Care, Havant

A meeting has very recently been held between our Officers and a senior HCC Officer. This update is therefore "hot off the press."

Unfortunately the scheme was delayed following the appointed nursing home provider having to withdraw from the development. HCC have now been able to go out to tender again and this process is due to close at the end of February 2019. It is anticipated that a decision will be made on a new provider in April 2019. This will be followed by approx, 3 months of legal work and an additional 3 months period set aside for mobilisation of all parties to allow the build to commence. The scheme is expected to be ready for first occupation towards the end of 2021.

The scheme will be delivered as per the existing planning consent, i.e. an 80 bed nursing home, 51 Affordable Rent Flats, and 48 Supported Living Apartments. 36 of which will be sold on the open market with the remaining 12 offered for Shared Ownership.

HBC will be working closely with HCC throughout the development and will have an active part in a nomination agreement that ensures that the extra care homes are made available to those that really need this kind of enhanced accommodation.

Sport and Leisure

The Open Space, Sport and Recreation Strategy has been completed and formally adopted by the Council. This strategy provides the details of the future sport, leisure and open space requirements and is an evidence base to the Havant Borough Local Plan. This comprises of three assessment based documents relating to open spaces, built leisure facilities and playing pitches.

Waterlooville Recreation Ground

A feasibility study has been completed by Officers on behalf on the Waterlooville Action Group, to review the viability of improvements to the Recreation Ground. Focus areas include the play area, the tennis courts the pavilion and general appeal of the area. Recommendations and an action plan have been delivered to the Community Group for them to fundraiser towards their chosen priorities.

Stakes MUGA refurbishment

This work is now completed, funded by S106 contributions at a cost of £34,000.

In a First for the Borough, sustainable solar powered lighting has been installed to enable longer use of this facility. Using the latest technology it will be monitored by Officers to gauge the use of this.

Barton's Green Pavilion Refurbishment

This is also completed and was officially opened by our Mayor on 13/1/19. The project was jointly funded by S106 contributions and The Football Foundation at a cost of £289,000.

The facility will provide a number of Community Health, Wellbeing, and social outcomes for the Borough.

Get up and Go Havant

Funded by Sport England's Tackling Inactivity Programme, it has reached the end of the development year and has secured funding for a further two years to the value of £127,500.

Community Development

The Havant Youth Conference 2019, Make it Count, will be held on Friday 15th March this year.

Secondary School Pupils from across the Borough will visit the Plaza for this annual event, which this year focuses on Democracy and Citizenship. Guest speakers will include Cllrs Wilson and P Baines, also East Hants Mind. Workshops include Work out your money, a Citizens Advice project and Young Citizens. As in previous years there will be a Q&A session with Councillors, this has increased timing allowed based on the feedback received.

The Approved by You voting activity will take place where attendees will award a total of £4,000 to three shortlisted groups. These are Motiv8, Oarsome Chance and Off the Record.

Havant Community Lottery

7th April 2018-11th February 2019

Registered Good Causes. 60

Tickets sold for Community Fund. 21132

Tickets sold for Good Causes. 33715

Total tickets sold. 54847

Community Fund to date. £16050.70

Total Fund for Good Causes £16857.50

Total Funds raised. £32908.20

Current Weekly tickets sold. 1235

Current Players. 633

The Community Fund will be distributed among Charities and Good Causes who have submitted an expression of interest in grants of between £1.000 and

£5,000. Decisions will be made by a Panel of Council and Community representatives who will meet twice yearly, the first meeting is in early April 2019. To date there is £16050.70 to distribute. This will of course increase in time.

Tilly Shilling Plaque

To celebrate and commemorate the life and achievements of Beatrice Shilling, a plaque has been installed on Waterlooville Library Wall, and a small celebration ceremony will take place on 8/3/19 on what would have been her 110th birthday.

Beatrice known as Tilly who was born in Waterlooville was an aeronautical engineer and amateur racing driver. (cars and bikes) She invented a critical mechanical part which enabled the Spitfire plane to match the manoeuvres of enemy planes. This made a huge contribution to the war effort.

There are also plans for a street to be named after her, she will feature in the Council's Social Media Campaign around International Women's Day.

Leigh Park Community Engagement Project

Working with colleagues in Regeneration, a new Community Engagement project to evidence the need for Community Facilities has started. Funded through the Feasibility Grant an existing member of the Community Team has increased their hours and is now spending two days a week solely on this project. The focus is to engage with residents and other stakeholders to determine what current Community Facilities and Services are available in the Leigh Park area. What is needed and what will be required in the future. The final report is due in December 2019.

Events

Key Applications currently being processed :-

Kids Party in the Park.Havant Park, Sunday 5th May

Hi 5 Family Fun Day, Hayling College April

Armed Forces Day event, Inn on the Beach, Hayling 6th-7th July

Silent Cinema, Havant Park, 9th August

Health and Well-being

Following a recent presentation to the Operations and Place Shaping Board, training sessions in the following subjects could be offered to Councillors if there are sufficient numbers.

Making every Contact Count

Mental Health Awareness

Suicide Prevention

If you are interested in this training please contact the Community Team.

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