

## **Supplementary Information** **Mayor, Leader and Cabinet Lead Reports**

HAVANT BOROUGH COUNCIL  
COUNCIL  
10 July 2019

Dear Councillor

I am now able to enclose, for consideration at the next meeting of the Council to be held on 10 July 2019, the following supplementary information that was unavailable when the agenda was printed.

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# Agenda Item 5

## Mayor's Report July 2019

It is now two and a half months since I took over the office of Mayor

Commencing with our own Mayor Making Ceremony on the 8<sup>th</sup> May and then the banquet which was held at the Brookfield Hotel. It was a memorable evening and the Brookfield gave us an exceptional dinner and superb service.

The following day we attended a wonderful Mayor Making Ceremony at Fareham whilst the Deputy Mayor represented me at the Havant Borough Talking News AGM.

Our next visit was to the Making Space preview of its open studios and I enjoyed the opportunity of meeting the tenants and all those who contributed to the studios. I was in my element here, enjoying the different crafts on show and appreciating the talent involved.

At the weekend, I visited the May Day Arts Trail held on Hayling Island and viewed many exhibits. Once again, I was struck by the amazing talent we have within the borough.

The ceremony electing the Lord Mayor of Portsmouth took place on the 14th May, and then on the 15th May it was the ceremony at Gosport. The Deputy Mayor was able to represent me at the Southampton Mayor Making Ceremony where I understand he caught up with Sandy Hopkins and was given a tour of the civic facilities.

The round of summer fairs began with the opening of St Albans Fair on the 18th May and was followed on the 19th May by my Civic Sunday Service at St Faith's Church when Canon Tom Kennar officiated. The service was a joy, and we all sung our hearts out with some wonderfully uplifting hymns.

As you all know, one of my chosen charities is Dementia Friendly Hampshire, and it was brilliant that I was able to attend the Dementia Action week session held at the Plaza, and meet many service providers. I am looking forward to attending its conference in September.

My next duty was to chair the reconvened council meeting, and the following week I joined neighbouring Mayors for the Samaritans AGM.

On Wednesday 29th May, I had the honour of attending the Royal Garden Party at Buckingham Palace, and although the weather was not kind to us as it was chilly and damp it could not dampen the pleasure of being able to attend such a unique occasion.

On the 31<sup>st</sup> May I hosted a Long Service Award tea for a member of our Pest Control team who told me lots of interesting stories about his service including some earlier years when he was part of the Facilities Team.

From a single achievement to the achievements of many, the 4<sup>th</sup> June provided the opportunity to be part of the Havant Volunteer Awards where we were able to acknowledge the tremendous contribution that volunteers make to our borough. Quite amazing!

The next day I was invited to attend the Lord Lieutenant's reception for new Mayor's and Chairs at the lovely Serle's House in Winchester.

The 75<sup>th</sup> Anniversary of D Day, brought some commemorative events, and I was privileged to be able to attend both. The Portsmouth event was very emotional and saw all the Heads of State from many countries pay tribute to the men who gave their lives for this country. Meeting some of the veterans was a great privilege and their stories were humbling. It was therefore fitting to lay a wreath at the COPP memorial on Hayling Island.

On Sunday 8<sup>th</sup> June, I was joined by several Councillors, past Mayors and others to celebrate the fife of our fellow Councillor Rivka Cresswell. A eulogy was read by Honorary Alderman Brendan Gibb-Gray and a tribute to Rivka was given by Councillor Lulu Bowerman.

In the evening I attended a Memorial Dinner for former Commanding Officer of T S Active the late Tony Crisp. Tony will be remembered for his bugling and his role within the cadet unit. Many of our Mayor's Cadets belong to T S Active.

On the 11<sup>th</sup> June a very different engagement when I was asked to launch the Emsworth Tree Warden's booklet. The booklet written with children in mind, gives information about the various trees highlighted in the trail. Early indication is that the booklet is well received by residents and plaudits have been received about its production and content.

The end of the week came to a rousing finale with the Waterlooville Music Festival, Last Night of the Proms with the Meridian Wind Band. It was a tremendous night well enjoyed by the audience and rounded off a very successful festival!

My first charity event was the annual Golf Day at Waterlooville Golf Club organised by Cllr Tony Briggs. I was able to tee off the first ball, and then in the evening, present prizes to the winning teams. At the time of writing we are still collecting funds.

The United Reformed Church had requested that I attend their special 10<sup>th</sup> Anniversary Celebration on the 20<sup>th</sup> June and it was a pleasure to join them.

This was the same date as the funeral service held for Brian Weeks at The Oaks. It was important to me to be able to attend Brian's service and I was able to leave a little early to go straight from the United Reformed Church to his service.

Brian was Cllr Yvonne Weeks' Consort in 2012 and he will be remembered for all the work that he did selflessly within our local community, especially his work around the Leigh Park Grotto at Christmas! He was a truly generous person always putting others first – he will be sorely missed!

As is customary I attended the Hampshire Scouts Annual Review where Joe Doherty from Hampshire Scouts Expeditions spoke about his Antarctic expedition when he became the first Scout to ski to the South Pole and kite-ski back!

The following day I attended the Hayling Island Kitesurfing Armada during 'Schools Day' this colourful event is in its 7<sup>th</sup> year!

Saturday 22<sup>nd</sup> June was an extremely busy day starting with St Thomas More's School followed by Springfield Care Home's Garden Party and ending with an International Yoga Day at Warblington School organised by the Hampshire and West Sussex Hindu Cultural Society. Three very different events but equally enjoyable!

The following day we visited the Peter Ashley Activity Centre Family Fun Day before attending the launch reception for the Bygone Festival being held on Hayling Island.

I was extremely proud to be able to honour our armed forces by raising the Armed Forces Day Flag at the flagpole outside the Public Service Plaza on the 24 June, in the company of many fellow Councillors, service personnel, cadets, colleagues and residents.

I joined other civic guests at the Mayor of Winchester's Civic Day commencing at Abbey House, followed by an interesting and educational tour of Winchester College and then a visit to Hursley Park the home of IBM for a tour of their facilities.

The last weekend of June I attended the Strawberry Fayre at Fairfield School, this was probably the hottest day of the year so far! Following this I attended the official launch of Havant and East Hants Mind 'Safe Haven'. This provides a safe and confidential space for young people who are in crisis and experiencing difficulty with their mental health and wellbeing.

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## Cabinet Lead Reports – Full Council 10 July 2019 Councillor Michael Wilson

### Leader of the Council

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#### **Corporate Strategy**

The revised and updated Corporate Strategy and business plans for 2019-20 were reviewed and agreed at Full Council on 27th February 2019 as part of the budget setting process. The papers from that meeting provide a clear outline of the key strategic aims and objectives that will be delivered by the council over the coming year. Our senior management team is now working with colleagues to deliver against the key business plan aims and priorities.

We will be reviewing the Corporate Strategy annually to ensure that it continues to reflect our current priorities.

#### **External Relations (including PUSH, HIOWLA & Solent LEP representative for HBC & SEEC**

##### Solent LEP AGM – Friday 5<sup>th</sup> April

Following the LEP review, The Solent LEP is now made up entirely of coastal authorities with the loss of the parts of Winchester, Test Valley and East Hampshire (although they will remain partners under the duty to cooperate). This coastal focus supports the use of the description of the area as a ‘Global Maritime Hub’; however, there is more to the area than just maritime business. It was acknowledged that outside of the region, there is a recognition and identity for the cities of Portsmouth and Southampton, but not a recognition of The Solent as a distinct area. Further, the term ‘coastal communities’ has recently acquired connotations of social deprivation which may be negative. Unlike the Northern Power Houses and the Midlands, there was a lack of a southern brand.

On the 13<sup>th</sup> May representatives of the LEP were given a tour of Havant to promote the regeneration strategy and familiarise the LEP with the opportunities for investment.

##### PUSH Joint Committee Meeting Tuesday 4<sup>th</sup> June

The main topic for discussion at the recent PUSH Joint Committee meeting was the issue of nutrient neutrality and its impact upon housebuilding. The issue has arisen as a result of a case at the European Court of Justice (known as the ‘Dutch Case’). The judgment refined the definition of plans and projects which could have an impact on water quality. The quality in the Solent is affected by the levels of nitrogen. Whilst it is understood that approximately 60% is due to run off from agriculture, domestic generation is also a factor. What this means is that in simple terms any new development cannot increase the level of nitrogen or other elements affecting water quality and for

development to be acceptable each new unit must be able to mitigate to be nutrient neutral. Inevitably, this has had an impact on the determination of planning applications. The discussion at PUSH, which included representatives from Natural England and Southern Water concentrated on ways of providing mitigation to enable development to recommence.

HBC has taken a lead in both identifying the implications of the judgement and possible solutions. There is a view that the issue may require central government intervention to provide national guidance and a solution or range of solutions which will provide mitigation. I have written to the Secretary of State for Environment, Food and Rural Affairs, and the Secretary of State for Housing, Communities and Local Government to bring the issue to their attention and lobby for a solution, given the impact on the Government's current policy on housing and development.

#### Solent Leaders Meeting – Monday 17<sup>th</sup> June

As part of the LEP review, I made the case for increased involvement and influence of the districts, who are currently only represented by one district leader. In the past, district leaders had a role in scrutiny, after the event, but not at an early stage in decision making. The outcome of those representations has been the creation of the Solent Leaders' Forum, to enable an input into future business of the Solent LEP. The main issue is the creation of local industrial strategies in the light of a clear steer from the Government that they expect local enterprise areas to develop an industrial strategy based upon their particular strengths.

Havant hosted the second Leaders' Forum which provided an opportunity to outline our regeneration strategy and the significant opportunities both economically and associated domestic development that Havant can provide to the region.

#### 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.

Work has been focussed on our end of year reporting documents. We have produced our draft Statement of Accounts which details our financial position at the end of 2018-19, the final version is due to be published by 31<sup>st</sup> July 2019 following review by External Audit. The draft revenue outturn position for the year ending 2018-19 was a £528,000 surplus before carry forwards of £428,000 which result in an overall surplus position of £100,000. This is a real achievement against £2.2M of budget challenge targets that were included in 2018-19 budget which have been achieved through a mixture of income growth and operational efficiencies. In addition to the draft Statement of Accounts we have produced our draft Annual Governance Statement highlighting our systems and processes that are in place to maintain our corporate governance arrangements. Both our draft Statement of Accounts and Annual Governance Statement can be found on our website.

Maintaining financial stability and a balanced budget is a key concern and therefore work has commenced on a full review of our MTFS which will take place during 2019-20. This work will seek to ensure that the council remains financially sustainable in the future despite resource constraints. Updates on progress will be provided on this during the year. Despite all the additional demand pressures and national funding cuts we continue to deliver efficient and high quality services to our residents. Operational performance remains strong with all national planning application targets met as well as high collection rates for Council Tax and business rates.

Despite a continued rise in homeless/potentially homeless customers during 2018-19 there were only seven cases accepted as homelessness, reflecting the hard work of our Housing Team with high levels on intervention work to ensure our vulnerable customers are not made homeless. Further to that we also achieved our target of engaging with 150 troubled families with a total of 195 families given support on a range of issues from domestic abuse, health and children in need.

Regeneration is central to our policy direction and I am pleased to report that our Regeneration Strategy work is gathering pace with Homes England providing a £3.4 million funding deal with the council under its Accelerated Construction Programme. This funding will enable work on development of new homes on the council's surface car parks at Civic Campus. Specifically, the funding will cover the costs of procuring a development partner and the re-provisioning of the existing car parking spaces within the campus site.

I am keen for us to work with partner organisations to enable regeneration and The Solent LEP is a key partner. It has agreed to support our regeneration programme by funding an infrastructure review that will support our plans for the future of the borough. I am pleased that they are engaged with our vision and I believe this will be the first stage of our work in partnership with the LEP to deliver our vision for the area.

### **You're A Star**

It is always a pleasure to present the You're A Star Awards and the latest ceremony took place on Monday 24<sup>th</sup> June. This quarter 16 awards were presented; these comprised of individual and team awards presented for a variety of reasons where members of staff have worked over and above expectations in their role. One of the awards included a long service award for a member of staff who has been with Havant Borough Council for 40 years. I remain very impressed by the variety of ways in which staff have excelled in their roles. Well done to all of you.

Michael Wilson

1<sup>st</sup> July 2019

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## Cabinet Lead Reports – Full Council 10 July 2019

### Councillor Narinder Bains - Cabinet Lead for Neighbourhoods, Safety and Enforcement

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#### **Neighbourhood Quality**

Unlawful encampments – the team has dealt with three unlawful encampments in Purbrook Heath, Mengham Common and Sinah Gun Site during June.

#### **Safer Havant Partnership**

The Community Alcohol Partnership (CAP) day took place at Hayling College 27<sup>th</sup> June and involved more than 100 year nine students about the risks associated with alcohol and drugs and the associated risky behaviours. Feedback was very positive and timely prior to the summer school holidays.

HBC Neighbourhood Quality Team (NQ) has utilised part funded detached youth work delivered by 'Y Services' with the aim of reducing anti-social behaviour, providing outreach support for young people and being a visible presence in priority locations. The team covers areas across Havant borough including town centres and parks, typically between 5pm - 9pm to engage with young people and seek to resolve community issues or tensions. All detached staff are easily identifiable, wearing Y Fleeces, T-shirts and ID badges.

Partners from health, Police and social sectors came to view the Resilience Film showing at the Plaza. In partnership with the Police and Crime Commissioners officer the aim of the film is to raise awareness of the potential health impacts that 'Adverse Childhood Experiences' have in future and how this should be central to all service delivery.

#### **Supporting Families**

The 2019/20 target for families to be engaged is 48 by the end of July and we are confident that this target will be met.

#### **Policing Priorities**

1. Most Serious Violence (MSV), focusing on those cases and individuals that have the potential to cause the most harm
2. Business Crime in Waterlooville. Identifying individuals and action taken again persistent shoplifting offenders with some recent arrests made.
3. Operation Herd Motorcycle Nuisance – Attraction of land to the north of Leigh Park for motorcycle use, which causes a number of bikes to be

driven through Leigh Park to access these sites. Land owners and key partners met and a number of actions identified. Including potential ploughing of the field located near the A3 (impromptu motorcycle track), field cameras used in key locations and target hardening of areas.

### **Planning Enforcement**

The Planning Enforcement team has some 70 current cases open, including, preserving listed buildings, engineering operations in green field sites, malicious damage to trees in addition to complaints about unlawful advertising and breaches of planning regulations.

### **Tree services**

It is a busy period for the Arboricultural Service as the sun is shining and people are getting outside more and enjoying their gardens.

Currently there is a high volume of TPO applications and Conservation Area notifications - all are being determined by officers within the statutory regulated requirements of eight and six weeks respectively.

All local sites identified within the policy plan have been assessed for TPOs.

The team is continuing to undertake a review of existing historical TPOs and updating the GIS system.

The Centenary Tree Planting Project is moving forward with fantastic partnership working including links with Portsmouth Water and local Councillors - lead By Cllrs Prad Bains.

Sadly the team was involved in the removal of the Plaza Statue / sculpture. It was felt that for health and safety reasons (potential root decay) that the sculpture required removal. Once removed the extent of the decay was greater than expected so a necessary operation and end to the life of the sculpture in its current form. Discussion on its future are currently under way.

### **Emergency Planning (EP)**

A programme of EP training for both Senior Management and Emergency Centre staff is underway. Resilience Direct refresher training has also taken place.

The Emergency Response Plan review has taken place and the plan has now been distributed to key personnel. The plan now has a 'short plan' at the front of the folder for quick reference.

There are now an additional 11 volunteers (across both councils) for emergency planning following a recruitment campaign. These officers have

now been trained and provide additional resilience for the council in the case of an emergency.

Preparations are underway for the annual Emergency Planning exercise on the 10th October 2019.

The council's Out of Hours continues to support the public when the offices are closed. The service is also used to monitor those officers who are working on site out of hours. The council's Out of Hours number is 07850 358156 and should be used to report issues such as fly-tipping and travellers.

### **Licensing**

Nothing to report at present

### **Environmental Health**

#### **Water Quality and Blue Flag Beach**

Some Hayling Island residents have raised concerns over bathing water quality around Hayling Island.

Consequently the council is looking to engage with the Environment Agency to request that they consider including the Hayling Blue Flag beaches in the pollution risk forecasting service.

Inclusion in the forecasting scheme would narrow the magnitude of 'precaution' associated with warnings given (relative to responding to all discharge notifications), and so reduce the number of days where warnings need to be given – it would be the most proportionate and accurate response, and should improve protection for bathers whilst minimising harm to the reputation of the beach.

This has become even more relevant in recent days due to Southern Water being investigated over spills of wastewater into the environment from its sewage plants and for deliberately misreporting its performance.

In addition, the council is also working with Keep Britain Tidy (who issue the Blue Flag Award) regarding the above.

### **Parking Strategy / Management**

#### **Overnight Parking Ban**

The ban on overnight parking is still currently in place across the borough. The Parking & Traffic team is continuing to monitor, particularly along Hayling Island sea front, and carrying out enforcement action where necessary. 167

Penalty Charge Notices (PCNs) have been served since the ban came into force, 73 of which have been served since the start of this season

The Beachlands Response Team is investigating and assessing the options available to us for suitable alternative provision of overnight parking for motorhomes, and once that has reached a conclusion we will consult with the public prior to bringing the proposals forward. In the meantime the ban on overnight parking remains in place, and the current expiry of this is February 2020.

### **Handhelds**

New handheld devices for Civil Enforcement Officers are now live and operational, and proving to be a great success. Additionally, they assist the council with being able to allocate virtual permits to residents and staff, thereby increasing efficiency and reducing the cost of the service.

## **Cabinet Lead Reports – Full Council 10 July 2019**

### **Councillor Lulu Bowerman: Cabinet Lead for People and Communications (including Legal and CAPITA)**

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#### **Marketing and Communications**

##### **HBC communications and marketing portfolio report: April – June 2019 Serving You magazine:**

After all the normal hard work on design and writing by the Communications Team, the summer edition of Serving You has been distributed to homes across the borough. Highlights include: a two-page feature about the exciting regeneration plans for the borough, an update about the local plan, contact details for councillors following local elections, more than £35k raised for good causes through the Community Lottery – and many other interesting articles. Serving You is accessible in paper form and also via the website  
<http://www.havant.gov.uk/sites/default/files/documents/Serving%20you%20Summer%202019.pdf>

##### **Local and European elections:**

There was promotion of all aspects including registering to vote, reminding residents to vote, media briefings, updates on election days (and nights!) via social media and the website, results published and press release issued.

##### **Campaigns: Publicity on the following major campaigns**

Havant regeneration: An event was held with local residents and businesses to discuss their expectations for regeneration. The Communications Team developed all the material for this event as part of their excellent support for the regeneration project as a whole.

Get up and Go: promotion of healthy activities including press releases and a video to really encourage as many residents as possible to benefit from this campaign

Kitesurfing Armada

Mayor-making ceremony

Blue Flag award

Emsworth Neighbourhood Plan.

All press releases can be found on [www.havant.gov.uk](http://www.havant.gov.uk) and on our social media channels.

##### **Social media: April – June 2019**

Total social media following:

- Facebook – 3145 (+145)
- Instagram – 318 (+85)
- LinkedIn – 490 (+31)

- Twitter – 3286 (+69)
- Youtube – 9 (+3)

### **Facebook:**

Top post – 311,151 people reached

“Residents across the borough will have no change to their rubbish and recycling collection days”.

### **Twitter:**

Top tweet – 3,820 people reached

“Please be aware of an on-going issue that Portsmouth Water is dealing with on Hayling Island and follow their page for updates” (related to burst water pipe on Friday 14 June 2019).

**E-newsletters:** We currently have 7,645 subscribers receiving our news – and 112 bulletins were sent during this time with an engagement rate of 85.4%.

### **Website April – June 2019**

196,216 website visits

487,574 website pages viewed

When compared to the same quarter from last year (2018-19), the number of website visits has increased by 72,127 and the number of pages viewed has increased by 60,811.

### **Where do users look at the website from?**

The HBC website is mainly viewed from Havant (19.8%) and Portsmouth (19.3%).

\* First time Havant has been higher than Portsmouth!

### **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. These include:

- Share this page buttons added to the website allowing users to share website content
- Easier access to councillor information such as meetings and getting in contact
- Improved mobile functionality
- Jobs now being uploaded to the website

	<b>Page title</b>	<b>Views</b>		<b>Page title</b>	<b>Views</b>
<b>1</b>	Search and comment on planning applications	19,604	<b>6</b>	Where I live (mapping tool)	9,760
<b>2</b>	Council Tax	17,342	<b>7</b>	Local elections	9,138
<b>3</b>	Contact us	17,240	<b>8</b>	Rubbish and recycling	8,981
<b>4</b>	Bin collection	15,837	<b>9</b>	Garden waste	8,536
<b>5</b>	Planning services	12,384	<b>10</b>	Weekly list of planning applications	7,793

## **Customer insight**

The Customer Insight team recently delivered the ‘customer journey mapping’ for the Planning Service. This piece of work directly feeds into the Acolaid replacement work and ensures that any new software is designed to meet the needs of its end users so that we can deliver an efficient and “customer-centric” planning service.

## **Governance and Organisational Development**

The Organisational Development function covers Health &Safety, Business Continuity, Communications & Marketing, Strategic HR & OD and Democratic Services.

### **Health and Safety (H&S)**

Training continues to take place in line with the annual training plan e.g. all new starters are receiving initial building induction followed by Basic Health and Safety training within six weeks of commencing employment (where possible). First aid, Fire Safety, Evacuation Chair, Working at Height and Manual Handling training are future planned training courses.

Mental Health First Aiders (MHFA), are continuing to support colleagues across both councils where needed. The council continues to advocate support for mental health issues in line with the pledge made towards the end of 2018.

Safety Champion committee meeting and the overall Health and Safety Committee meeting has taken place this quarter. Representation from service areas at the champions meeting has increased in recent months which is a positive for overall representation of H&S issues. There are no significant H&S issues to report.

Work continues with colleagues from several teams on asset management so that an inspection regime can be put in place and this work is progressing well.

Monitoring continues for the contracted services which has mitigated the risk to the council. Joint depot audits of waste, streets and ground contractors Biffa, Ideverde and Norse are due to commence in the near future.

The annual review of service risk assessments is well underway to ensure that all services have adequate risk assessments in place. This process will be complete at the end of June.

Attendance at a number of countywide meetings relating to Health and Safety. Recent meetings include the CASH (Common Approach to Safety and Health) and the Hampshire Safety Practitioners Group. This ensures that the council is fully briefed on H&S issues from a regional perspective.

## **Business Continuity (BCP)**

All services are in the process of updating their Business Continuity plans to ensure that the council can continue to deliver critical services in the event of an emergency.

A rolling programme of testing is underway for these plans for 2019/20 to ensure all teams fully understand how they should respond. This is being supported by a representative from HCC Emergency Planning.

## **Strategic Human Resources and Organisational Development**

There are a number of Strategic HR and OD projects which are in progress, to support the strategic aims of the council;

### **Senior Leadership Development**

External facilitators (Dialogix Limited) have been working with the senior leadership team over recent months to develop senior leadership capability.

### **Employee Engagement**

Employee engagement continues to be a priority area of work. The Strategic HR and OD team is developing an interactive session for line managers, including senior managers, to raise awareness of staff engagement as a concept, and how the behaviour and attitude of a line manager can positively or negatively influence the engagement level of individual members of staff and teams. Culture Change Champions will be involved in developing and facilitating this session, intended to be delivered during July as part of an ongoing 'Lessons in Leadership' offering to managers.

### **Recruitment and Selection**

Complimentary recruitment advertising routes have been established, to work alongside the Capita HR recruitment portal. This work has been undertaken in recognition of the importance employer brand and candidate experience plays in the recruitment of talented candidates. An interim in-house recruitment process has been developed to assist with traditionally hard to fill roles.

Recruiting managers are supported by the Strategic HR and OD team to ensure recruitment and selection activity is engaging for candidates, timely and accessible for all potential applicants.

### **Learning and Development**

A procurement process is currently underway to source a high-quality provider of learning and development interventions. The specification includes management and development skills, Councillor development, digital skills, and coaching and mentoring. The successful provider will also be required to support the councils with online learning interventions for staff, such as access to video tutorials, webinars and podcasts.

Members of staff and Councillors now have access to a 360-degree feedback tool which is anonymous and fully available online. The tool enables participants to obtain feedback from others, in relation to the Leadership Competency Framework and Councillor Competency Framework respectively.

### **Performance Appraisal**

An online performance appraisal system has been implemented by the Strategic HR and OD team. The facility allows members of staff to digitally store their work and development objectives and to update against progress at any point in time during the performance year. The system allows managers to view and add comments for each direct report and enables the strategic HR function to retain oversight of the effectiveness of performance management across the council.

### **Pay and Reward**

The pay award for HBC was agreed nationally with Unison. These national negotiations resulted in work being undertaken with the LGA to align the HBC pay scales. Staff at the lower levels will see percentage rises at least in line with the national awards (many significantly above 2%) and all other staff have received a minimum of 2% with effect from April 2019.

### **Democratic Services**

#### **Scrutiny**

At their July meetings the Scrutiny Boards will agree their work programmes for the coming year. Since the last update the Governance, Audit and Finance Board has approved the Internal Audit Plan and the Internal Audit Charter. It has also reviewed and recommended a revised Petition Scheme to Cabinet

The Operations and Place Shaping Board's review into parking is nearing completion and it is anticipated that the recommendations will be considered at the next Cabinet meeting. Since the last meeting the board has held challenge sessions on enforcement powers, the Empty Property Strategy, the Affordable Housing Strategy, and Private Sector Housing Disabilities Grants. Upcoming challenge sessions will include the Old Bedhampton Conservation Area, Nitrogen Neutrality and the parking provision in new developments in Havant and Waterlooville town centres.

#### **Independent Remuneration Panel**

The council has appointed a very experienced Independent Remuneration Panel which will be meeting over the coming months to compile a report recommending a scheme of allowances for the council to consider. Under the Local Authorities (Members' Allowances) (England) Regulations 2003 the council is required to review its scheme of allowances at least every four years, taking into consideration a report from an Independent Remuneration Panel. The last review by an Independent Remuneration Panel was carried out in 2015.

Finally, preparations are underway for the ‘A Councillor Can’ campaign to lead into the May 2020 elections. Events for this campaign are due to be held over the summer months, and communications detailing these will be circulated to all members shortly asking for volunteers. Any help that Councillors can provide would be greatly appreciated. Please contact Nick Rogers in Democratic Services

### **Councillor Training**

The council has successfully completed an interim review with South East Employers for the Charter for Elected Member Development and maintained the drive towards implementing a high standard of councillor training. Under the terms of the Charter, we are required to submit an update on progress 18 months after achieving charter status.

The council were able to showcase development successes over the past 18 months such as the pilot ‘A Councillor Can’ campaign and a revised Councillor Induction Programme. The Councillor Development Panel will continue this work and further progress on other initiatives – such as 360-degree feedback and a new eLearning tool – in the coming months. We will then be reassessed against the charter standard in 2020.

The Councillor Induction Programme for 2019 has been rolled out for those Councillors newly-elected in May. Many thanks to those who attended, particularly members who volunteered as mentors. The feedback from these sessions has been positive and has hopefully given our new members a good grounding for their time as a Councillor. If you have any further feedback or comments on this programme, please liaise with Democratic Services.

The Councillor Training Needs Analysis was carried out in May / June, and the results have been presented to the panel. This is a crucial tool as it allows members to have a real input into the training that is provided, to ensure it is tailored to Councillors needs moving forward. Training sessions on the key topics identified in the TNA will be provided to all members. If there are any further areas where you feel training is required, please liaise with Democratic Services

### **Revenue and Benefits**

Testing will be commencing shortly, on a new service to prompt customers that their Council Tax payment is overdue, with a text, voice message or email rather than in the first instance, a formal letter.

Again, this is part of the 5 Councils contract and should reduce the number of letters posted, improve cash flow and encourage customers to make contact earlier.

### **Elections**

The last three months have been incredibly busy and challenging time for the team with two elections successfully delivered during May.

The team will now be concentrating on preparation for the annual registration canvas, which will commence during August.

### **Digital**

Plans to take forward our digital strategy as a council are picking up pace. Initiatives such as reviewing how council staff physically work (Workstyle Review) and how corporate data is stored, shared and appropriately disposed (Information Solutions) are underway which will ensure services have the right tools to work efficiently, and easy access to information however they operate.

Work within digital has been enhanced by the creation of a Digital Collaboration Group which works across Hampshire and Isle of Wight local authorities. Chaired by Havant, this group already has a number of workstreams underway in the areas of Discovery - understanding how Artificial Intelligence can improve customer experience; Digital Skills & Leadership; and Digital Development Standards and Routes for Funding. For the latter, the next meeting of the HIOWLA Digital Collaboration Group will see both the Government Digital Service (Cabinet Office) and MCHLG at the table; with the objective of understanding more about the bigger picture from their perspective, and to identify plans for future funding streams which may assist in accelerating our strategy.

Meanwhile, officers continue to ensure the council remains vigilant in terms of the ongoing onslaught of cyber threat, and our responsibilities in terms of information governance. The council's Data Protection Officer recently provided a briefing to new Councillors on this topic, which was very well received. Councillors are again reminded to ensure they complete the e-learning 'DOJO' training which provides a helpful overview of all matters relating to information governance and cyber security.

### **Legal**

Legal Services has a new interim Head of Service, David Brown; a barrister who after seven years in chambers moved into public service, including overseas appointments. David has served the public as a lawyer for over 18 years. David is currently undertaking a review of how the service at the council works. Legal Services are responsible for ensuring legal compliance across the organisations and it is likely this will be improved by co-locating the service in a single location. This is intended to improve communication, access to core materials and improve the sharing of knowledge and experience.

In addition, the service has taken part in a workshop which enthusiastically recommended changes to how the service will be delivered. Already legal

services has provided two training sessions to staff, the first on ‘contract preparation and drafting’ and the second on ‘managing conflicts of interest’.

### **CAPITA**

Operationally, we are continuing to work with Capita to ensure a quality service is delivered. While we continue to see a greater stability with the IT service on a day to day basis, we are still experiencing issues when system upgrades are implemented. There is an IT Operations Board that meets weekly to progress outstanding IT issues.

We are working with Capita to improve the recruitment service to ensure our job vacancies are attracting the best range of candidates.

The new financial system has bedded in across the organisation and work is underway with Capita to smooth out glitches in the accounts processing service.

There are no issues to report with the remaining services in the contract.

At a contract level we continue to work with Capita to ensure the services are designed in a way to meet current needs

### **Customer Services**

As part of the 5 Councils contract, Capita is due to deliver a Virtual Switchboard Operator at the end of June.

The user-friendly system will automatically route all inbound calls to the switchboard via speech recognition technology. This will reduce delays and allow 90% of all inbound calls to the switchboard be routed quickly and automatically to the right place.

A briefing session was held for Councillors on Tuesday 18<sup>th</sup> June.

## **Cabinet Lead Reports – Full Council 10 July 2019**

**Councillor Gary Hughes**

**Cabinet Lead for County Council Liaison and Commercial Services**

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### **Environmental Services delivered by Norse SE**

NSE continues to gain new commercial business with growth in Trade Waste Collections, Grounds Maintenance, Vehicle Services and Engineering Works. A new Commercial Director will join NORSE on 12 Aug 19.

### **Vehicle workshop and fleet management**

All fleet vehicles, plant and machinery are being serviced on a regular basis. Issues resulting from ‘wear and tear’ are being managed effectively to minimise the amount of time that vehicles are unavailable for use.

### **Open Spaces**

Highway verge cutting is well underway and the team has completed three cuts to date. The weather conditions have caused speedier growth between cuts which results in slower progress. The team is now ‘strimming’ around obstacles (lamp posts, street signs, benches etc...) and this is improving the overall appearance of the verges.

Highway weed spraying is also taking place which, once applied, can take up to four weeks for the weed to die back at which point a team will revisit and remove dead weeds.

### **Cemeteries**

Norse South East manages the day to day services within the three cemeteries owned by HBC at Waterlooville, Havant and Warblington. New burial space is no longer available at Waterlooville and Havant cemeteries and there is limited new burial space within Warblington cemetery.

The council has been approached to consider setting aside an area of our cemetery provision for Muslim burials. Initial assessment is the demand is very small (less than two per year).

Members will have seen the press release detailing the intention to undertake headstone testing across all of our cemeteries and the reason for it. I have asked that a similar press release be produced on conclusion, detailing the number of ‘unsafe’ headstones that required action and the efforts to contact the relatives.

The council is reviewing options to create additional burial space within the borough.

### **Beachlands**

Hayling Island Beachlands was awarded 2019 Blue Flag status for the 29<sup>th</sup> consecutive year. This reflects the efforts and hard work undertaken by our frontline teams who ensure that the beach and associated areas are clean, tidy and safe.

Additional resources (extra bins, litter picks and litter bin emptying) are available to deal with the high number of people who visit our beaches when the weather is good, particularly during bank holiday weekends.

Norse South East teams also supported the COPP Memorial D-Day 75<sup>th</sup> Anniversary event which took place on Thursday 06 June. Work was carried out in advance to ensure that the memorial and local areas were in excellent condition for the event.

The 40 beach hut owners who were affected by the move of their beach huts have been given a 20% rebate on the 2019/2020 plot licence fees. It is hoped that the ecological survey of Hayling Beach due to be delivered by Sep 2019 will determine the way ahead for a permanent solution.

There are currently **four** non-payments of beach hut licences for the period 2018/2019 and one for 2017/18. Letters have been sent to all owners explaining the consequences of non-payment (removal of beach hut by them (or by the council at a cost that will be sought)).

### **Waste and Recycling Strategy (Project Integra)**

Certain areas within the borough have very high levels of recycle contamination. Whilst collection team members do check the content of recycle bins they can only judge the content by what they see at the top of the bin and will not be able to assess what is beneath this. HBC and NSE will be working together to promote good recycling and reduce the amount of non-recyclable materials that residents place in their bins.

One of the biggest challenges we have is the amount of material that carries the recycle logo. This is very confusing for residents as we can only accept plastic bottles, food/drink/aerosol cans, newspaper and cardboard within the household recycling. Glass bottles/jars and unwanted clothing/textiles can be placed in banks in various locations within the borough.

As of end of June 2019 we have 10,924 garden waste customers. 9,734 are customers who have renewed their licences and 1,190 new customers. There are approximately 900 customers who did not renew their licences, two weeks ago we sent a letter to each customer to advise that we will collect the green

waste bin, this has prompted some customers to renew. We are currently in the process of collecting the unwanted green waste bins.

### **Liaison with HCC & Police and Crime Panel**

Next meeting of Police & Crime panel - 5 Jul. Following a meeting held on 8<sup>th</sup> June, the current (Conservative) PCC, Michael Lane was not selected as the candidate for the PCC elections in 2019. He stated that he would not contest the decision, but instead work to ensure that his successor

Next full HCC Council Meeting – 18 Jul

### **Armed Forces Covenant Representative Activities**

I (along with Laura Bevis) attended an Armed Forces ‘Champions’ Conference held at Theipval Barracks, Aldershot, on 15<sup>th</sup> May. The event brought together representatives from all authorities across Hampshire, with the purpose of sharing information, understanding best practice (where appropriate) and how support to serving and ex-serving members of the Armed Forces could be improved. An interesting statistic... approximately 1,000 people leave the Army every year. Of those, approximately 100 people will resettle in Hampshire & Isle of Wight. Of those 100 people, 95% will transition to civilian life without any problems. Therefore, the demand for services across Hampshire is very small. This reinforces the policy we have pursued in Havant of ensuring that our support should be primarily ‘signposting’ where appropriate, but engaging (with individuals) when necessary. The information listed on the HBC website (under Armed Forces) is monitored and updated regularly).

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## Cabinet Lead Reports – Full Council 10 July 2019

### Councillor Tim Pike: Deputy Leader of the Council and Cabinet Lead for Planning, Regeneration and Communities

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#### Planning Policy

An unexpected issue has commanded significant resources over recent weeks. On 26<sup>th</sup> June, Cabinet considered and approved the Position Statement on Nutrient Neutral Development<sup>1</sup>. This was necessitated by a recent judgment of the Court of Justice of the European Union, which has brought residential development to a near halt across the Solent. This represents a significant threat to the council's regeneration and development agendas and carries with it a number of risks to the council (these are highlighted further in the Cabinet report). This necessitated a swift reaction from the council which is why the Cabinet considered the matter. The council is one of the first in the area to consider this matter and put forward a solution.

Moving forward with this, it is necessary for such an important matter to be appropriately scrutinised. As such, it will be considered by the Operations and Place Shaping Scrutiny Board as the 'implementation plan' which will be needed, building on the Position Statement, comes forward.

Although the topic of nutrient neutrality has diverted significant resources, work has also continued on the Havant Borough Local Plan 2036. In particular, officers are summarising the responses received to the consultation that took place earlier in the year and these will be published shortly.

Work has continued on other projects including the Old Bedhampton Conservation Area Review and the Parking Supplementary Planning Document focussed review, both of which were subject to consultation alongside the Local Plan earlier in the year. These will be appropriately scrutinised, again at the Operations and Place Shaping Board, before being considered by Cabinet and council in due course.

In addition to the above items, a refreshed Statement of Community Involvement<sup>2</sup> was subject to consultation earlier in the year. This has now been approved through delegated authority.

Finally, the Emsworth Neighbourhood Plan<sup>3</sup> also took a significant step forward recently. The plan was presented to the council and then, as required by the regulations, was subject to a formal consultation. Moving forwards, the Neighbourhood Plan will be subject to an examination before a referendum of Emsworth's residents takes place.

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<sup>1</sup> More detail is available [on the Council's website](#).

<sup>22</sup> More detail is available [on the Council's website](#).

<sup>3</sup> More detail is available [on the Council's website](#).

## **Regeneration**

Councillors will continue to be updated at seminars as our comprehensive regeneration agenda gathers pace. Further opportunities to question the Cabinet Lead and officers will be available at the Operations and Place-shaping Scrutiny Board.

A feasibility study assessing the technical and financial viability of a heat network for the area around Havant public sector plaza and surrounding area will be refreshed in the light of regeneration plans.

## **Estates**

A new management team is now in place for Estates.

We are undertaking a program of rent reviews and licence renewals. From the first two rent reviews we have generated an additional £9k of revenue.

We are developing a cost pricing matrix to ensure reasonable costs are recovered to ensure fairness and consistency.

We have recently renewed the Management Agreement with the RSPB for West Hayling Nature Reserve. While we do not generate any rental income from this, the RSPB manages the land at no cost to HBC.

We have granted approximately 20 short term licences at an average price of between £100 to £250.

In addition to continuous improvement of the day to day operations, the new team is undertaking a full review of the service. The aim of this is to identify opportunities for efficiencies and performance improvements. This program of work includes a review of the whole council Asset Management Strategy and the introduction of a new Estates Data Management system, called Concerto. We expect this work to be completed by March 2020.

## **Housing**

A Homelessness Review was recently completed which will feed in to a Homelessness and Rough Sleeping Strategy and action plan. This will be coming to Cabinet for approval later this year.

£35k has been received from the £11M Rough Sleeping Initiative funding which will be utilised to fund an outreach worker across HBC and EHDC to engage with rough sleepers and put measures in place to support, both directly and via the community.

We are currently working on reviewing the landlord offer to improve incentives for private sector landlords to engage with provision of accommodation for those facing homelessness.

## **Affordable Housing Delivery**

There are a variety of sites within the area currently seeking planning approval, that will deliver a significant number of new affordable homes.

Some of our Registered Provider (RP) partners are actively seeking sites to enable them to develop complete mixed tenure schemes; this can enable Homes England to award increased grant rates if the provider is proposing to deliver more than the percentage of affordable homes required by policy (s106 units). In June 2018 the government published an addendum to the Shared Ownership Affordable Homes Programme 2016-2021 which outlined the opportunity to bid for grants to develop Social Rent in areas of high affordability pressure. Homes England has confirmed that Havant is one of those areas, and that they are currently in contact with some of our local RP's to discuss their delivery programmes.

The Emsworth Community Land Trust was formed last year and now has over 300 members. Havant Borough Council made a grant payment of just over £40,000 to enable them to fund, amongst other things, a detailed housing needs assessment for Emsworth, which will act as an evidence base for the type of housing required by the area. The trust is actively involved in searching for sites suitable for community led housing.

New Affordable Housing completions to 31<sup>st</sup> March 2019.

	Affordable Rent	Shared Ownership	Social Rent	Intermediate Rent Grainger Lets	Rent to Buy	Totals
<b>Q1 Apr-June</b>	<b>11</b>					<b>11</b>
<b>Q2 July-September</b>	<b>48</b>				<b>12</b>	<b>60</b>
<b>Q3 October-December</b>	<b>8</b>					<b>8</b>
<b>Q4 January-March</b>		<b>15</b>				<b>15</b>
<b>Totals</b>	<b>67</b>	<b>15</b>			<b>12</b>	<b>94</b>

The target for 2018/2019 was 70 units which has been exceeded by 24 affordable units.

The target for 2019/2020 is also 70 new affordable units, and so far in Q1 Apr-Jun, 38 Affordable Rents have been completed by PCC at the Fred Francis Close development in Leigh Park as part of their wider AR developments over three sites in our area, two of which completed last year, Holybourne Avenue and Steep Close. From a planning perspective all three sites were treated as one development for calculating the affordable percentage required, and then secured by a s106 agreement. In total PCC developed 97 units, of this number HBC had 33 (25 at Steep Close, and eight at Fred Francis) to

advertise on Hampshire Home Choice on behalf of PCC; this represented 34% of the total units.

### **Developments currently under construction:**

#### **The Haven- Emsworth**

- Full application granted for 125 units including 30% affordable (38 units). Tenure of affordable split 70/30 Affordable Rent/Shared Ownership. Registered Provider Aster Homes. 13 Shared ownership already completed and handed over, remaining 25 Affordable rent homes anticipated 2019/20.

#### **Land South of Bartons Road, Havant**

- Full application granted for 175 units including 30% affordable (53 units). Tenure of affordable split 66/34 Affordable Rent/Shared Ownership. Registered Provider Aster Homes, currently in correspondence re variation to s106 agreement. Start on site achieved. Affordable completion dates to be confirmed.

#### **Land off Selangor Avenue, Emsworth**

- Full application granted for 161 units including 30% affordable (24 Units). Tenure of the affordable will be split 50/50 Affordable Rent /Shared Ownership. Registered Provider Sage Housing, currently in correspondence re variation of the s106 agreement. Start on site achieved. Affordable completion dates to be confirmed.

#### **Waterlooville MDA- Berewood**

- Phase three under construction, on WCC side of the borough boundary line however new properties are available to Havant Hampshire Home Choice applicants as well as those on the Winchester register. Future development on this site will also be in Winchester area, but our applicants will continue to have access to the homes.

### **Future/Pipeline developments:**

- **Oak Park Wellbeing Campus.** Full application submitted and granted.
- **Padnell Grange.** Pre-application stage, 86 units in total
- **Woodcroft Farm Phases 2 and 3.** Permitted, Phase 2 RP Aster Homes 40 units, phased completion from 2020.
- **Colt International site, New Lane, Havant,** up to 100 new homes in total.
- **Forty Acres, Bedhampton,** 320 dwellings in total, 96 affordable.
- **Campfield, Land west of the crematorium, Bartons Road Havant,** up to 72 homes in total.
- **Land East of Castle Lane,** 49 units in total, 14 affordable.

- **Woodcroft Copse, Lovedean.** A complete site of 43 affordable units, developed by The Guinness Partnership including homes for **Social Rent** and Shared Ownership.

### **Building Control**

**New IT System.** The Introduction of the new Building Control IT solution, Tascomi, is progressing well and remains within budget.

- The new cloud-based solution will improve the service for residents, enable mobile working while reducing the cost of travel and stationery.
- Most of the supporting hardware has arrived on site (tablets and scanners).
- The first of three data migration tests have been completed successfully.
- Work continues on the integration with the Capita finance system (Integra2)
- Introductory staff training has been completed, staff familiarisation with the system is ongoing.
- We are on track for a 'Go live' date in September 2019.

**Business as Usual.** The team continues to deal with a variety of projects from small scale domestic to larger commercial including the Dunsbury Farm industrial units which is nearing successful completion.

Performance targets for application processing continue to be above target despite difficulties caused by several key staff being off on long term sick earlier in the year, with over 90% of applications being processed and either a decision made or comments on the application passed back to the customer within 15 working days.

### **Property (including Plaza)**

Electric vehicle charge-points are to be installed at the Plaza. Quotes will be obtained from the contractor operating public charge-points in HBC carparks. The aim is to provide a charging facility for Environmental Health fleet vehicles, and to offer public access when possible. Investment in this facility is required by council, since anticipated public demand is smaller than required to attract third party funding.

It has been a busy few months in the Facilities Team where it successfully organised and delivered the Annual Mayor Making Ceremony, along with the Banquet and Civic Service in May. Support was also given to the Elections Team as they prepared for and delivered the borough and European elections. The planning and logistics of both counts going extremely well within the Plaza.

### **Sport and Leisure**

**Kite Surfing Armada** - The Kite Surfing Armada has taken place on Hayling Island over the weekend of 21<sup>st</sup> – 23<sup>rd</sup> June. This national event has been

delivered on Hayling Island for the last seven years. This year the community outcomes for the event were bigger than ever, with 420 school children attending on the Friday to take part in educational workshops and to learn about the sport of kite surfing.

This event is supported by Havant Borough Council and sees a significant number of visitors (approximately 7,000) visit the area to enjoy the coastline.

**Havant Rugby Club** - Officers are currently working closely with Havant Rugby Club to support its aspirations to enhance the provision of rugby at the Hooks Lane site. Discussions are ongoing relating to various aspirations. In addition, Community Sport & Leisure officers are working with the Civil Engineering team to understand the viability of improving the car parking provision on site to support the increased demand for rugby in the area following the installation of the artificial grass pitch last year.

**Front Lawn Community Hub** - Officers are currently working closely with the Hampshire FA to support the development of a new school holiday multi-sport programme, to be delivered at the Front Lawn Community Hub. It is hoped that the accessible holiday programme will provide an opportunity for young people to partake in structured physical activity programmes at a high-quality facility. Officers have facilitated a Sport and Physical Activity Alliance (SPAA) funding bid to support the marketing and delivery of the sessions.

**Get Up & Go Project** - The Sport England funded Get Up & Go project continues to grow, offering a number of activity programmes for inactive adults aged over 55. Sessions include:

Coastal rowing, Pilates, Yoga, guided walks & fun fitness sessions. Sessions are also now being delivered from the Plaza and are available to staff.

Links have been made with The Spring Arts & Heritage Centre who will be offering ballroom dancing sessions to coincide with the next series of Strictly Come Dancing and Heritage Trail walks.

**Havant Sports Conference** - Officers are currently in the process of developing the Havant Sports Conference, to be held at the Plaza on Wednesday 2<sup>nd</sup> October. The event will encourage all borough sports clubs to attend and participate in workshops to help them develop the skills required to improve the sustainability of their clubs.

### **Civil Engineering and Landscape Team**

Warblington Footbridge

A Development Service Agreement is being drafted by Network Rail to complete a feasibility study by April 2020 to construct a pedestrian bridge. The plan is to be in a position to sign the agreement in early July 2019.

Warblington Interchange Feasibility Study

A feasibility study is underway to investigate the potential for implementing an A27 westbound jet lane from the A259. We are currently awaiting traffic data outputs from Hampshire County Council.

#### Bushy Lease Cycle Route

A planning application has been submitted to convert a section of existing footway and construct a new section of shared use cycle route and bridge, to cross the Hermitage Stream, from Park House Farm Way to Fitzwygram Way in Dunsbury. Site clearance to undertake a topographical survey is planned for September 2019. Ecology study completed and recommends the presence of an ecologist during any works. Detail design and implementation to follow topographical survey.

#### Elmleigh Road, Havant Off road cycle route

CIL project connecting off road cycle provision from recently completed on New Road to Havant footbridge. The project will create a 3m wide shared footpath to encourage sustainable transportation. The design will include an upgrade puffin crossing upgrade to a toucan to accommodate bicycles. Aiming to be on site in Q4 2019. Detailed design is currently ongoing and tender process will follow.

#### West Street, Havant

Feasibility study into the pedestrianisation of West Street opposite Saint Faith's Church. This project will involve trialling the closure of West Street for vehicles. Should this be successful we would look to raise the carriageway to the height of the footway.

#### Hayling Island Access Improvements Phase 1

Proceeding to tender with the Tournerbury Lane and Elm Grove sites. Tournerbury Lane crossing is expected to start on site in mid-August 2019. The Elm Grove puffin crossing project is expected to start during the week commencing 3 September 2019 and to be completed by mid-October 2019. The Legion field project will only be tendered if the future maintenance responsibilities are agreed with the land owner.

#### Hayling Island Access Improvements Phase 2

This phase covers the Hayling Park footpath upgrade, footpath 89 upgrade and footpath 102 resurfacing works. The projects have all been designed but Hampshire County Council and Parkdean are still dealing with the land dedication issues. The projects are expected to commence on site in spring 2020.

#### Scratchface Lane, Bedhampton

The project has been split into two, the first section is an on-road cycleway from Hillmead Gardens through Newbarn Road to its junction with Hulbert Road. This will proceed to a new off-road shared cycleway from Newbarn Road to Willowdene Close which will link into an existing shared cycleway towards the ASDA roundabout. The design has been carried out and approved, the project will be tendered early July and expected to start on site at the beginning of September 2019.

The part of the Scratchface Lane project from Hillmead Gardens to College Road. The initial site clearance works have been carried out and the project is expected to start on site in October 2019

#### Hobby Close, Waterlooville drainage (CIL)

Phase 1 works complete. Phase 2 works including a land raising option being designed in association with the We Big Local team and Portsmouth City Council. If implemented the major works would be at zero cost to the council (the land drainage still required would still be charged to CIL). Phase 2 expected on site summer 2020.

#### Scratchface Lane, Bedhampton recreation ground

A land raising option to address significant seasonal drainage issues at this site is being progressed with a planning application expected later in the summer. Any works (assuming land raising proceeds) would be at zero cost to the council with a potential financial contribution received.

#### Jubilee Park Waterlooville drainage

Investigation continues. Any new piped system would be in place before the winter.

#### Interbridges Link, Emsworth

An east-west shared cycle track linking Washington Road and New Brighton Road, avoiding the subway under the A27 that sometimes floods. The scheme improves access from south-west Emsworth to the railway station, with cyclists able to use off-road routes for the entirety of their journey to access the station. Ecology has been completed; the final go-ahead from Hampshire County Council (who hold the funds) is expected imminently, which would allow construction during the summer. When complete, this rounds off the cycle network improvements originally identified in 2015 using S106 funding from the Hampshire Farm development.

#### Transforming Cities Fund

Hampshire County Council is leading on this bid for government funds to improve sustainable transport across Portsmouth, Havant, Fareham and Gosport. The CELT team was awarded the commission to design measures in Havant town centre and these have now been submitted to the department for

Transport. The proposals include interventions along Park Road North, Park Road south, Solent Road and Langstone Road. If the bid is successful, the works would commence next April and run across a three-year programme.

The wider TCF bid programme (being undertaken by Atkins on behalf of HCC) covers the whole route between the borough boundary at Farlington and the town centre, and from Widley to Waterlooville on the A3.

### Langstone Road Cycles Phase 3

We have had to abandon plans to implement our preferred option for closing the final gap in the Langstone Road cycle route, which would have seen the path alongside the A27 sliproad upgraded. This is due to significant costs invoked by Highways England. We are now looking to close the gap using another route.

### Rusty Cutter Link Road congestion scheme (CIL)

We continue to work with Highways England towards delivering a scheme on this important link road which would allow two lanes of northbound traffic. As there is a connection here with works proposed under the Transforming Cities Fund project, we are taking stock to see if there is any value add to the CIL funded works that could be made to best use what is being provided under the TCF works. This could include an off-road cycle track on the west side of the link road to connect the 'tear drop' roundabout to the Rusty Cutter without cyclists being forced to cross the road just north of the 'tear drop'.

### Local Walking and Cycling Infrastructure Plan

Work to prepare our LCWIP proceeds well with the first engagement events with principal stakeholders planned for early summer. When complete the plan will enable walking and cycling schemes to be quickly and systematically identified and the role of developers funding sections of the network will be clearer.

### Hayling Billy Trail waymarking

Improved waymarking is to be introduced on the Trail. Hampshire County Council is funding this work, with CELT co-ordinating activity 'on the ground'.

### Lavant Stream environment scheme

This scheme seeks to improve the water quality, accessibility and biodiversity of the Lavant Stream which runs through central Havant. Led by the Environment Agency, CELT is helping them develop a CIL bid for 2020/21 which would include a 'proof of concept' intervention (perhaps either at Solent Road or at Prince George Street). The intention is to create a walking and cycling route that closely follows the course of the river, raising awareness of its presence and historic significance.

### Milton Road Bus layby

The design of a bus layby in Milton Road near its junction with the roundabout on Hambledon Road has commenced. The bus layby will create a safe space for buses to stop while easing the traffic queues up to the roundabout that currently occur when buses stop to pick up passengers. The implementation of the scheme is due to take place in spring 2020.

### Elettra Avenue

The design of a refuge on Elettra Avenue to ‘fill a gap’ in the borough’s cycle network is under way. The implementation of the scheme is due to take place in spring 2020.

### Hambledon Road

The design of an off road cycle scheme on the north side of Hambledon Road has commenced. When implemented the scheme will fill another missing link in our cycle network. We would expect the scheme to be implemented in spring 2020.

## **Sustainability and Climate Change**

Three electric vehicle charge points in Havant BC carparks have been commissioned at no cost to the council. Emsworth South Street, Leigh Park, Tidworth Road and Waterlooville, Wellington Way. Usage and income to be reported quarterly, starting in September to show activity for all three locations to be fully operational for at least three months.

There is a proposal for endorsing a local authority-owned Energy Supply brand ‘CitizEn Energy’. Led by Southampton City Council, it offers stable and equitable tariffs for gas and 100% renewable electricity. A key aim is to alleviate fuel poverty. Some legal issues have been identified, and a full paper is in production. As a council to council contract, it must be approved by full council at a future meeting.

Retrofit of energy-saving measures continues under the brand Cosy Havant, provided through the Energy Company Obligation 3 (ECO3) funding.

### Statements of Intent

<https://www.havant.gov.uk/sites/default/files/documents/HBC%20Sol%20ECO%20v2%20Nov18%20%281%29.pdf>

In the first quarter of 2019-2020, just over £90,000 has been approved for cavity wall insulation, loft insulation and installation of new or replacement boilers for residents on low incomes and vulnerable to cold.

An exercise to establish an efficient process to approve projects has commenced. A key focus is to maintain the momentum for energy-efficiency measures for Havant residents, whilst ensuring GDPR (general data protection regulations) compliance.

## **Community Development, Health and Wellbeing**

**Volunteer Awards** – working in partnership with Community First, Havant Borough Council hosted the bi-annual Volunteer Awards Ceremony which saw 18 awards presented to teams and individuals for their outstanding, selfless contribution to the local community. Over 120 guests attended the ceremony which featured videos of the winners and also a presentation from the local community project Right to Work.

**Events** – Kate Pontin has taken over the events administration role within the team. The Bygone Festival which is taking place on Hayling Island 6/7<sup>th</sup> July is amongst the forthcoming events to be held on council-owned land.

**Lottery** – the Communication and Engagement Plan is now being implemented as a push to increase ticket sales which have fallen but are still healthy in terms of generating income for Good Causes and significantly better than other authorities.

Total Good Causes registered	70
Weekly Ticket Sales	1137
Total amount raised for Good Causes	£45904.20

Current promotion work underway includes

- New poster, advert and design materials being developed
- Monthly emails to Good Causes launched (first email sent June 19)
- Publicity following winner of £2,000 prize
- Presentations at local Community Network meetings.
- Development of the previously underutilised Lottery Facebook Page.

**Leigh Park Community Engagement** – with a significant number of local community stakeholders supporting the project, the Leigh Park Life survey is currently being distributed and completed across the whole Leigh Park area. The response rate is already pleasing, with partners enabling access to hard to reach residents to ensure all groups have the opportunity and support to participate. Further activities and workshops are planned for the summer. The outcome of this survey and subsequent follow up workshops will help inform the regeneration plan around the provision of community facilities for the future.

**Hayling Island Community Engagement** – working with the Beachlands Response Team a survey is being developed to use with Hayling Island seafront users to better understand how and why people are using the beach, to identify priorities and understanding of current bylaws and regulations and to support the council's commitment to the Blue Flag Award. As part of this work, potential user groups will be identified for future consultation and a stakeholders group of beach operators will be developed to improve communication and to clarify areas of responsibility

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## **Cabinet Lead Reports – Full Council 10 July 2019**

**Councillor Leah Turner: Cabinet Lead for Finance and Coastal Communities**

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### **Strategic Review of Medium-Term Financial Strategy**

A review of the Medium Term Financial Strategy (MTS) has been started and will also be drawing on the outcome of the 2018/2019 outturn. In addition as part of this process, the Chartered Institute of Public and Financial Accountancy (CIFA) has been engaged to undertake a benchmarking exercise. This will be looking at income generation, service costs and performance in comparison to authorities of a similar size and service provision. This will then identify service areas where further financial analysis is required, to determine opportunities for further income generation or for potential cost reduction,

To accompany this, a review of the current organisational structure will be undertaken to ensure it is fit for purpose for the Council going forward.

### **Long Term Sustainable Financial Strategy**

The review of the MTFS will form the basis of the longer term sustainable financial strategy, it will enable proposals to be developed to tackle the financial deficits currently forecast.

The initial focus will be to develop proposals that can be implemented over the next two financial years.

Development of the strategy will be progressed as part of the forthcoming budget setting process and will be reported back to Members in due course,

### **Coastal Communities**

#### **South Hayling Beach Management Activities (2017-2022)**

Over the winter, the beach at Eastoke remained in a healthy condition. During Spring 2019 a small beach recycling campaign was planned, which was carried out following the Easter school holidays. In total 14,000m<sup>3</sup> shingle was recycled from the Open Beach at the Coastguard Revetment to bring the beach back to design profile for the summer season.

A dredge of the Chichester Harbour Maintenance Channel is pencilled-in for September/October this year, with material pumped ashore at Eastoke. These works will be carried out to ensure the beach is in the healthiest condition

possible prior to the winter season. Sediment samples have confirmed that this material is of a good quality to place on the beach, and discussions are ongoing with the Contractor to determine the best dates to carry out these works.

### **South Hayling Timber Maintenance**

Timber maintenance works were completed in March 2019 to coast protection structures, with several groynes requiring repair following storm damage over the winter. Small repairs were carried out to the sloping timber revetment at West Beach to reduce the health and safety risk at this site. Several navigation markers were also repaired during these works.

### **Broadmarsh Coastal Park Flood and Coastal Erosion Risk Management (FCERM) Feasibility Study**

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.

The contract documents for the ground investigation works and the Consultant led option appraisal study are in draft form, with the aim to send out to tender at the start of July 2019 for works to commence in September / October 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.

### **Routine Maintenance Works: *Royal Oak*, Langstone Harbour**

Small 'make safe' works are to be carried out on the blockwork wall in front of the *Royal Oak* pub at Langstone. Several small blocks have become detached from the seaward face of the wall. Norse SE will carrying out these repairs.

### **ESCP Geomatics Division (Survey Services)**

The ESCP survey team recently branded itself as the Geomatics Division to reflect the cutting-edge geomatics and geospatial technologies used to support the four partnership authorities and wider project needs. Having taken delivery of a quadcopter UAV (drone) during 2018 we have now obtained a fixed wing UAV which will support our ongoing coastal monitoring and ecological surveys. The UAV service is available to other partnership council teams, for example we could provide an alternative means of undertaking difficult to access inspections of high buildings without the need for

scaffolding/cherry picker hire, or perhaps capture aerial footage for promotional projects. Over the coming years we intend to increase our range of services and make them available to a wider council audience.

### **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 is 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. We are currently finalising some minor amendments that have been suggested by the Solent Waders and Brent Goose Strategy working group 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**

The Funding and Implementation Strategy for Hayling Island, the first part of a full strategy for the island is progressing well. Our consultants AECOM have completed an assessment of the condition of defences around the whole island, undertaken flood modelling, identified option development units, completed an initial economic assessment and are currently progressing a Gross Value Added (GVA) and economic footprint assessment for the island. This stage of the Strategy is expected to be completed towards the end of the Summer.

The ESCP have secured HBC Community Infrastructure Levy (CIL) to progress this work to a full Strategy for Hayling Island. We will however, also apply to Regional Flood and Coastal Committee (RFCC) Local Levy and Government Grant in Aid (GiA) in addition to CIL to secure the future stages of this work. Work on the full strategy is expected to start in Autumn 2019.

## **Langstone FCERM Scheme – Outline design**

Following engagement with the Langstone community on the shortlisted options at the end of last year, our consultants AECOM appraised the options further and identified a set of preferred long-term solutions (subject to funding) for the Langstone shoreline. These options were presented to and approved by the Project Board in April 2019.

Following Project Board approval, the project team have been undertaking targeted engagement with the local community to share the preferred options directly with those who may be affected by the scheme. The team have also consulted with Natural England and Historic England on the preferred options and scheme alignment; as well as the two pubs along the frontage to discuss potential financial contributions to the scheme.

During the summer AECOM will develop the outline designs for the scheme before sharing these with the wider community in the Autumn. The team have secured HBC CIL to progress the detailed design stage early next year, before developing a business case to apply for additional Government GiA funding.

## **Tourism**

**The first meeting regarding Tourism in the Borough has been held. I now await answers to various questions and have made suggestions as to how we can improve our offer to visitors to our Borough.**

## **Mayoralty**

**Meeting are scheduled with both the relevant Officers and The Mayor.**