

Telephone: 023 9247 4174
Fax: 023 9248 0263
Website: www.havant.gov.uk

COUNCIL AGENDA

Membership: Councillor Mrs Shimbart (Mayor)

Councillors Bains, Mrs Blackett, Bowerman, Briggs, Branson, Buckley, Carpenter, Cheshire, Cresswell, Davis, Fairhurst, Francis, Guest, Hart, Howard, Hughes, Keast, Kennett, Kerrin, Lenaghan, Lloyd, Patrick, Perry, Pike, Ponsonby, Rees, Quantrill, Satchwell, Sceal, Shimbart, Smith D, Smith K, Thomas, Turner, Wade, Weeks and Wilson

Meeting: Council

Date: Wednesday 28 March 2018

Time: 5.00 pm

Venue: Hurstwood Room, Public Service Plaza, Civic Centre Road,
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

20 March 2018

Contact Officer: Penny Milne (023) 92446234
Email: penny.milne@havant.gov.uk

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PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive and record any apologies for absence.

2 Declarations of Interests

To receive any declarations of interests from Members.

3 Minutes

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To confirm the minutes of the last meeting held on 21 February 2018.

4 Charter for Elected Member Development

The Mayor to receive a formal presentation of the Charter Award from Councillor Richard Burrett, Deputy Leader of West Sussex County Council and a Member of South East Employers Executive Committee.

5 Park Community School and Tuppenny Barn Organics

The Council to receive a joint presentation from Steven Cross, Head Chef at Park Community School and Maggie Haynes of Tuppenny Barn Organics, on their work to promote healthy eating among young people in the Borough.

6 Mayor's Report

To be circulated separately.

7 Public Questions under Standing Order 13.4(f)

To receive questions from, and provide answers to, the public, provided they have been submitted in accordance with the requirements of Standing Order 13.4(f).

8 Committee Recommendations

To consider the following recommendation to Council arising from the meeting of the Governance and Audit Committee held on 14 March 2018:

[https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=338&MId=10394&\\$LO\\$=1](https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=338&MId=10394&LO=1)

(A) Corporate Surveillance Policy and Procedure

RECOMMENDED to Council that the amended Corporate Surveillance Policy be adopted, subject to the following amendment on page 4 of the report to the Governance and Audit Committee on 14 March 2018:

‘Tom Horwood, Executive Director’ be updated to read ‘Gill Kneller, Executive Director’.

(B) Amendments to the Constitution

RECOMMENDED that the Council amends Standing Orders 1.11 and 6.14 of the Constitution as follows:

Standing Order 1.11

Every member of the Council must within twenty eight days from the start of each municipal year sign a declaration on a form supplied by the Democratic Services Team, that she or he has read **and understood** the Council's latest version of the Constitution.

Standing Order 6.14

Every member of the Council must within twenty eight days from being appointed to a Committee, Sub-Committee or Board sign a declaration on a form supplied by the Democratic Services Team, that he or she has read **and understood** the terms of reference for each committee, sub-committee or board he or she has been appointed to. A failure to comply with this standing order will be considered as a breach of the adopted Councillor's Code of Conduct.

* amendments shown in bold

9 Leader's Report

To be circulated separately.

10 Cabinet Lead Reports

To be circulated separately.

11 Cabinet Leads and Chairmen's Question Time

- (i) the Leader and Cabinet Leads to answer questions on matters within their respective reports.
- (ii) Chairmen to answer questions on their minutes since the last Council meeting

12 Questions Under Standing Order 23

To receive questions from Councillors in accordance with the requirements of Standing Order 23.4(a).

13 Urgent Questions Under Standing Order 23

To receive urgent questions from Councillors submitted in accordance with the requirements of Standing Order 23.4(b).

14 Notices of Motion

To consider any Motions received in accordance with Standing Order 14.

15 Acceptance of Minutes

The Council to receive the following minutes of Committees held

13 - 32

since the last meeting of the Council:

Development Management Committee – 22 February 2018

Cabinet – 14 March 2018

Governance and Audit Committee – 14 March 2018

PART 2 (Confidential items - closed to the public)

None.

GENERAL INFORMATION

IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6231

Internet

This agenda and its accompanying reports can also be found on the Havant Borough Council website: www.havant.gov.uk

Public Attendance and Participation

Members of the public are welcome to attend the Public Service Plaza and observe the meetings. Many of the Council's meetings allow the public to make deputations on matters included in the agenda. Rules govern this procedure and for further information please get in touch with the contact officer for this agenda.

Disabled Access

The Public Service Plaza has full access and facilities for the disabled.

Emergency Procedure

Please ensure that you are familiar with the location of all emergency exits which are clearly marked. In the unlikely event of an emergency an alarm will sound.

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

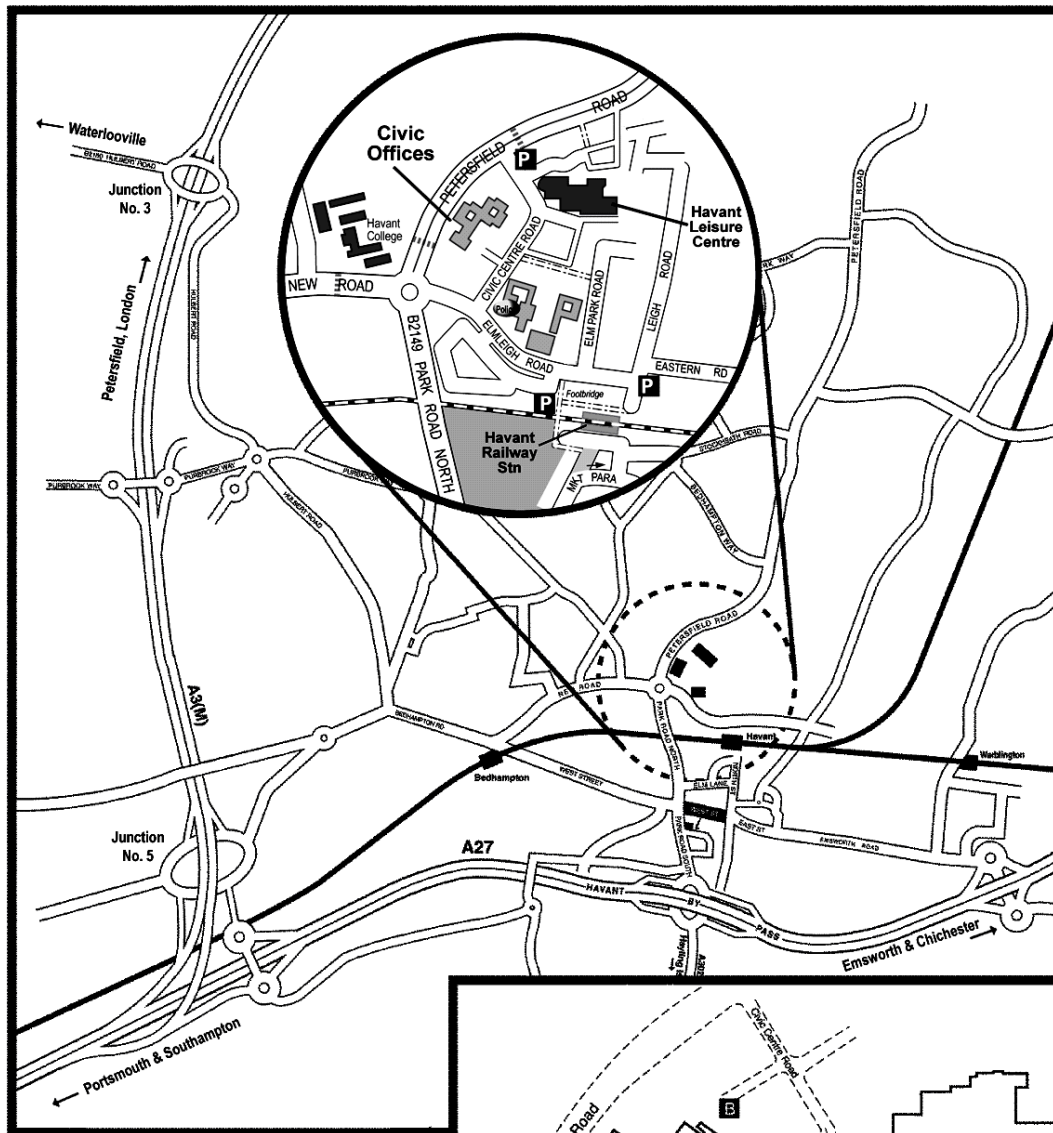
DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

No Smoking Policy

The Public Service Plaza operates a strict No Smoking policy in all of its offices, corridors, meeting rooms and toilets.

Parking

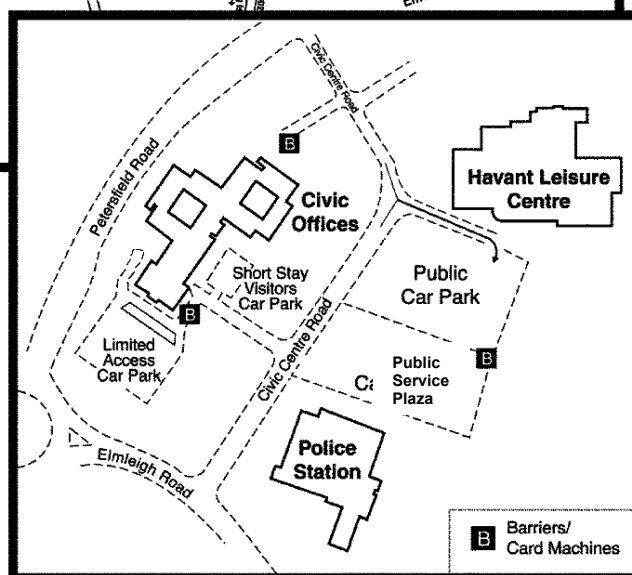
Pay and display car parking is available in the Leisure Centre car park opposite the Plaza.



Havant

BOROUGH COUNCIL

Civic Offices, Havant, Hants, PO9 2AX
Telephone (023) 9247 4174



PROTOCOL AT COUNCIL MEETING – AT A GLANCE

Sit or Stand?

Stand to address the Council/Mayor at all times

Rules of Debate

- always address each other as “Councillor ...”
- a motion or amendment has to be proposed and seconded
- once an amendment has been proposed and seconded, it becomes the subject of the debate until it is either accepted or rejected by a vote
- a seconder can choose to make their speech at a later time
- only one Councillor to stand at any one time
- speeches will not exceed 5 minutes (the Council can resolve to allow additional time, which will not exceed a further 3 minutes)
- a Councillor proposing the adoption of a Committee/Board minute has sufficient time to propose and unlimited time to reply to debate
- a Councillor can only speak again on an amendment, to move a further amendment, on a point of order or personal explanation.

Questions and Motions

- Motions must be submitted in writing (or by email) to the Democratic Services Team Leader 6 working days prior to the Council meeting
- Councillors may ask questions, without notice, of the Leader and Cabinet Leads in respect of the Cabinet Lead reports submitted to Council
- Councillors may ask questions of the Leader, Cabinet Leads and Committee Chairmen, on any matter affect the Borough or its residents, providing that:
 - 48 hours written notice is given; or
 - 2 hours written notice in relation to urgent matters

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Mayor
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes

