

Cabinet Lead Reports

HAVANT BOROUGH COUNCIL
COUNCIL
17 FEBRUARY 2016

Dear Councillor

I am now able to enclose, for consideration at next 17 FEBRUARY 2016 meeting of the Council, the following cabinet lead reports that were unavailable when the agenda was printed.

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Cabinet Lead Reports – Full Council 17 February 2016

Councillor Mike Cheshire: Leader's Report

Corporate Strategy, Finance and the Combined Authority Corporate Strategy

Finance

The budget setting process completes with Council's approval of the annual budget and setting the Council Tax this evening. The budget proposal maintains support for front-line services despite a further £700,000 reduction in central government funding.

We still face considerable budget challenges over the next few years as we play our part in the Government's target to eliminate the deficit in the Country's current account. However the Council's Corporate Strategy, set this time last year, anticipated the general direction of the Comprehensive Spending Review announced in the autumn and we are in a strong place to continue to cope with these challenges.

The new finance system went live in October 2015 and is helping to drive forward the changes in working practices which will build on the cost control work that has been ongoing. It will improve our understanding of cost drivers so that we can price services appropriately and ensure best value for our residents.

Corporate Strategy 2015 - 2020

The Corporate Strategy remains the cornerstone of everything we do, and remains extant.

Devolution and the Combined Authority Bid

In addition to the NORSE and the 05 x Council's initiatives, we still have the Devolution /Combined Authority debate moving forward. This initiative involves a partnership of 19 organisations within Hampshire and the IOW. The Combined Authority has an economic output of around £47bn which is similar to that of Wales.

The Combined Authority is keen to move forward on the Devolution bid, and Members will be aware of the areas of concern between Government and Local Authorities. Regular updates have been sent out to members, seminars have been provided to disseminate information, 3 x Councillors have been working with me to help with the dissemination of that information, and the coffee room has been updated with reading material on this subject matter. I will continue to give updates on this issue as and when appropriate.

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Cabinet Lead Reports – Full Council 17 February 2016

Councillor Tony Briggs: Cabinet Lead for Environmental Services

The Operational Services team are now busy working on the mobilisation plan ahead of the launch of the new Joint Venture Company – ‘Norse South East’ on 1st April 2016.

We will begin to communicate to our customers the message:

New Name - Same Service

Waste & Recycling Strategy & Management (including Project Integra)

- The Councils garden waste licence renewal process is now well under way, with very encouraging feed back from Customer Services on this year’s uptake. As part of last years renewal process every resident who signed up for the service was advised that the re-useable sack system is now discontinued. This year we are able to offer a 140 litre wheeled bin providing the customer with extra capacity, a container that is easier to move around, more visible and no opportunity for blowing away. This will also help in reducing the risk of any manual handling injuries for the operators responsible for collecting the garden waste material. We will be commencing delivery of the garden waste bins from the 1 March providing a 4 week window before the start of this year’s collection period.
- Recently Project Integra announced the extension of the waste disposal contract with Veolia until 2030. This extension allows for the refit of the Alton Materials Recovery Facility which has prompted Project Integra to undertake a broad reaching review of waste management provision across Hampshire. This review will be undertaken by a consultancy, ‘Atkins’, in an effort to identify where the system could offer better value and improve performance in line with existing national targets. Results from the consultancy report will be available by June 2016.
- The Project Integra Strategic Board was recently briefed on the progress to date of the Joint Venture Company project. This briefing set out the requirement to change the way that Havant operates the frontline services whilst not compromising ongoing standards. We were able supply representative members from across the County with representations of the Norse South East brand and advise how the partnership with Norse will help to secure the future of HBC through increased commercial activity.

Vehicle Workshop and Fleet Management,

Vehicle Fleet Workshop has now completed the Verge Cutting equipment winter servicing and are now concentrating on Open Space equipment ready for the forthcoming season.

The team have shown a “can do attitude” over the Christmas period, and to date, to ensure every available vehicle and piece of plant was in service on an ongoing basis.

Two external audits were undertaken during January:

- Freight Transport Association - health check for fleet compliance. This was a follow up visit, initial audit carried out in April 2015. The outcome was that we are fully compliant.
- ‘Van Excellence’ audit was undertaken and accreditation for compliance and standards was achieved. This has been achieved for the fifth consecutive year..

Open Spaces (including Beachlands, Recreation & Cemeteries)

We have submitted our application for the ‘Blue Flag’ award for Beachlands West, Hayling Island. If successful this will be the 25th consecutive year of obtaining this accreditation on behalf of Havant Borough Council.

The team have been working at Hayling Island Seafront / Gun Site undertaking work within the ‘Site of Specific Scientific Interest’ (SSSI) on behalf of ‘Natural England’. The work consisted of cutting back vegetation and opening up linking footpaths that have become overgrown since last year ready for the spring and the anticipated increase in use.

Work has begun in improving the overall look of our Roundabouts within Borough, edging out, cutting and turning over the flower beds in preparation for early spring.

The teams working in our cemeteries have been utilising the winter period to enhance the overall appearance with excellent results, after receiving extremely good / positive feedback from members of the public visiting the sites. The Natural Ashes area at Warblington Cemetery will be under going some tree planting within the next few weeks to enhance the visual appearance of this location.

Work continues on examining the options for a new cemetery within the West of Waterlooville Major Development area. ‘Cemetery Development Service’ have provided a draft report into the long term feasibility of the site. This report will be used to inform decision-making on the development of the site over the long term.

Following feedback from the horticultural society and local residents Havant Borough Council has been working on plans to resurface Occupation Lane, the entrance leading to Washington Road allotment site. This work will significantly improve the track surface for users and is proposed to take place in the Easter holidays.

Street Care

Officers are facilitating local participation in the 'Clean for the Queen' initiative in March as a celebration of the Her Majesty's 90th Birthday. Local volunteer groups, schools and businesses have been encouraged to set up cleaning events in their areas. More information on the potential events can be found on the 'Clean for the Queen' website. Following on from this, we will repeat last year's Spring Clean throughout March, April & May, which will again include pressure washing of main shopping areas, and will be included in the Norse South East launch as well.

Currently we are working with the Councils Traffic Management Team identifying areas within the Borough that require cleaning due to falling below the required standard due to parked vehicles. We have agreed dates and times where 'Parking Suspension Notices' will be erected so we can undertake the necessary cleansing of the channels to improve the standard of cleanliness at various locations.

We are commencing a 'Deep Cleanse' of our mainland public toilets through the month of February starting Monday 8th.

We have been undertaking litter picks along two designated high speed roads - Hulbert Road and the Horndean Road. We are working alongside contractors as they have the appropriate Traffic Management systems in place.

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Cabinet Lead Reports – Full Council 17 February 2016

Councillor Mike Fairhurst - Cabinet Lead for Marketing and Development

The Marketing materials (including branding) that will tie Havant Borough Council and NORSE South East together are in development with draft designs being prepared as I write. It is important to allay potential fears of residents that some new organisation is removing their waste when the JV is up and running.

Fieldwork for the HBC Residents' Survey will be taking place in February and March 2016 with a sample of residents. A questionnaire, with covering letter, will be sent to a sample of approx. 3,500 residents. This research will provide us with a rich source of customer opinion and provide an over-arching evidence base for business intelligence work going forward. It draws on the themes of the corporate strategy and business plan objectives for 16/17.

Havant Borough Council fared well in the 2014 survey and we hope to find that we have maintained the high opinion our residents have of us for the services we continue to deliver to a high standard despite the severe reduction in our grant from central government - and all without increasing council tax. A report of the results of the residents survey will be provided in a briefing for Councillors when we have it - assuming this is desired.

Work to improve the website is going on in the background with a view to releasing an improved site in May 2016. The site will include a new function where residents can pick up much more information about their local areas. Residents will be able to enter their address and will find helpful functions such as where there are planning applications near where they live and also who their local Ward Councillor is and how to contact them - personalised to each address."

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Cabinet Lead Reports –Full Council 17th February 2016

Councillor Yvonne Weeks: Cabinet Lead for Communities

Housing Enabling

Currently there are 7 families and 3 single people in B&B – 3 are awaiting accommodation through Hampshire Home Choice 7 are awaiting decisions pending investigation.

The team carried out 876 successful homelessness prevention interviews

There has been a press release on Syrian Refugees and a request for possible properties – properties that we would not normally have access to such as Church owned houses – no response to date.

Hampshire Home Choice – we are currently working on an IT upgrade for HHC this year which will make access and registering quicker for the customer.

Affordable Housing Development Update

January 28th 2016

Development so far this financial year:

| | Affordable Rent | Shared Ownership | Help to Buy | Totals |
|----------------------|------------------------|-------------------------|--|---------------|
| Q1(Apr-June) | 20 | 20 | 39 | 79 |
| Q2(July-Sept) | 21 | 4 | 9 | 34 |
| Q3 (Oct-Dec) | 15 | 14 | Unknown at this stage, awaiting DCLG official figures due March 2016. | 29 |
| Totals | 56 | 38 | 48 | 142 |

Target for 2015/2016 200 units

Q4 (end March 2016) anticipated:

27 Affordable Rent

19 Shared Ownership

1 Intermediate Rent (Grainger Let on Berewood Phase 2, Waterlooville MDA)

3 Social Rent

These additional completions will give a 2015/2016 total of **192**.

Help to Buy completions data from the DCLG for Q3 will not be available until mid March 2016. Due to these figures being released almost 3 months after the periods to which they refer revisions to future quarterly figures are unavoidable.

It is anticipated that with Help to Buy Equity Loan figures included in delivery figures the target of 200 will be exceeded.

Developments recently completed:

- **Pipits Mews, Havant** Former Barncroft Infants School (Aster Communities)

Developments currently under construction:

- **Halyards, Goldring Close, Hayling Island**
25 Affordable Rent units, 14 Shared Ownership units constructed by Bellway for Aster Communities. Phased completions throughout 2016/ 2017.
- **325 Milton Road, Cowplain Former Filling Station**
25 Affordable Rent units, constructed by Foreman Homes for Stonewater HA. Final completion slipped to April 2016 .
- **One Eight Zero, Bedhampton**
7 Affordable Rent units and 7 Shared Ownership units constructed by David Wilson Homes for First Wessex HA. Final completions anticipated before March 2016.
- **Ranelagh Road Phase 2, Havant**
12 Affordable Rent units and 12 Shared Ownership units constructed by Foreman Homes for Radian HA. Final completions expected throughout 2016.
- **St. Andrews House, West Street, Havant**
8 Affordable Rent units and 16 Rent to Buy units (a first for HBC) constructed by Balfour Beatty for Radian HA. Completions expected throughout 2016.
- **Berewood Phase 2**
98 Affordable units split equally between Social Rent, Affordable Rent, Grainger Lets and Shared Ownership, constructed by Redrow Homes for Grainger Trust. Final completions expected to 2017.

Pipeline developments:

- Wellington Park Phase 5, Waterlooville- 41 affordable units. Permitted.
- Station Road, Hayling Island. Full application submitted.
- 9-11 St Georges Walk, Waterlooville, 14 affordable units. Permitted
- Former Wessex site, New Lane, Havant, 39 affordable units. Full application submitted, consultation stage, but viability issues.
- Land North of Barton Road. Permitted.
- Land South of Bartons Road. Full application submitted consultation stage.
- Oak Park Wellbeing Campus. Full application submitted.
- Padnell Grange. Pre-application stage.
- Woodcroft Farm. Permitted

1.0 Art and Culture

1.1 The Hayling Billy Heritage Project was selected as one of the Heritage Lottery funded projects forming part of a showcase for local MP Alan Mak. Officers from the Heritage Lottery Fund, alongside members of the Partnership spent time with the MP and meet with volunteers involved. So far the project team have successfully carried out resurfacing to a section of the Billy Line, the restoration of the last remaining signal, established a volunteer conservation group and completed an oral history project. A celebration of the project will be held in Spring 2016.

2.0 Community

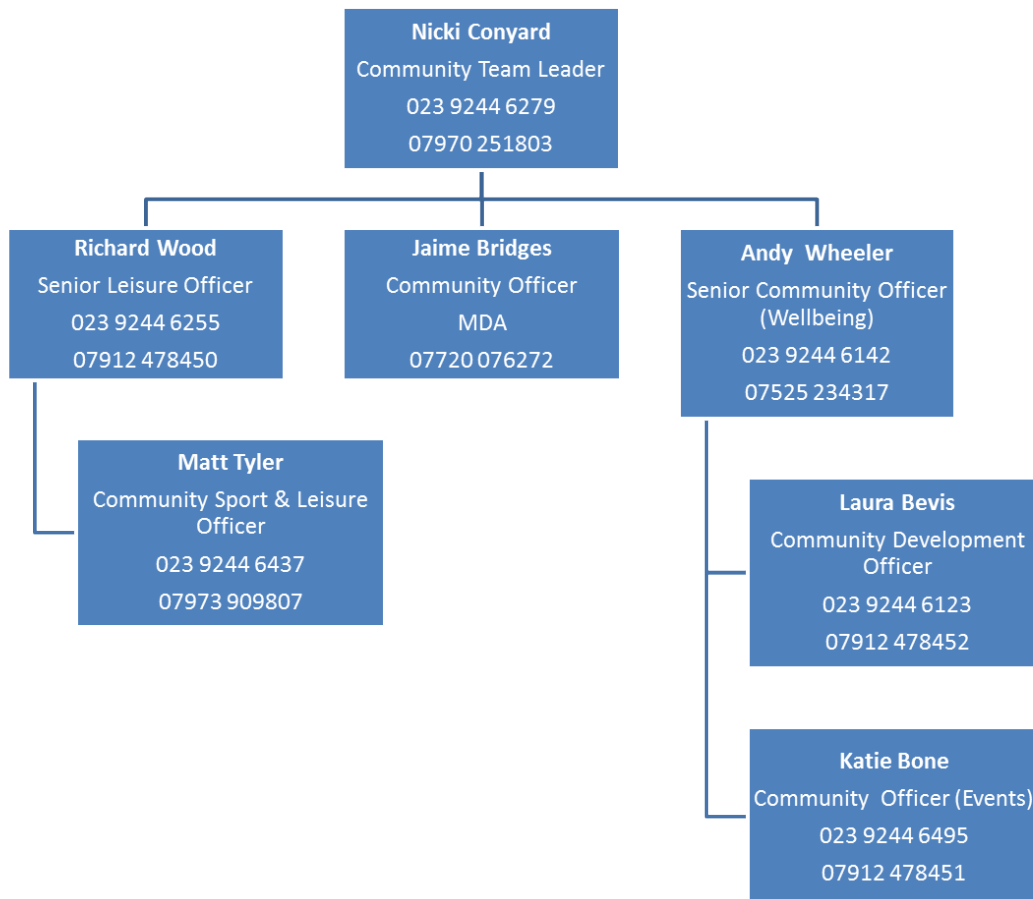
2.1 The HBC Waterlooville Community Facebook page now has over 3,600 followers and proves to be a very effective way of communicating information to residents (www.facebook.com/communitywaterlooville). The Community Team Twitter account has been adapted to cover the whole of Havant borough. (www.twitter.com/communityHBC).

2.2 Planning for the Havant Youth Conference 2016 is underway with the event taking place on 4th March at the Plaza. The conference will focus on 'life skills' and include topics such as budgeting, internet safety, healthy lifestyles and democracy for pupils in school years nine and ten (ages 14 & 15). All 10 secondary schools have now signed up to attend. There will be inspirational guest speakers, including Havant MP Alan Mac, as well as a Councillor question and answer session and an 'Approved By You' style voting activity.

2.3 The Team have been working in partnership with Community First to support the Leigh Park Community Association through a current period of significant change.

2.4 Officers recently carried out a mapping exercise of all community buildings in the Emsworth area to determine what community provision is being provided from the various locations.

2.5 The Community Team have been through a service review and below is the new Community Team Structure



3.0 Events

3.1 The Community Officer (Events) commenced their employment in December 2015. The Officer will co-ordinate the community events administration process as well as HBC run events. They have initially spent time reviewing the current process used and have administered a number of events taking place in 2016.

4.0 Health and Wellbeing

4.1 The Health and Wellbeing Board meeting took place in December 2015. The Deputy Director of Public Health was in attendance and received presentations regarding the three Public Health funding projects in Havant. They were particularly positive about the Havant projects and pleased with the outcomes achieved.

4.2 The Couch to 5K beginners running programme for 2017 is underway with seven courses being run in 2016. To date over 300 participants have engaged with the scheme and once completed attendees can also access a regular running session in Emsworth.

4.3 The Breastfeeding Town Centre Welcome Scheme project has now been completed, however information about the scheme and those establishments signed up is still available on the HBC website. www.havant.gov.uk/breastfeeding

5.1 The Senior Leisure Officer continues to develop the sport and leisure facility improvement project at Front Lawn recreation Ground, Leigh Park. The project now has full planning approval which was agreed on 17th December 2015. Officers continue to work towards securing the shortfall in funding. Sport England notified the Senior Leisure Officer that HBC's £265,000 application to the Improvement fund had been successful in reaching the final stage, 1 of only 28 projects nationally. The final stage of this application is due to be submitted in March. The project team continue to work up the procurement process to identify the operator for the site and the contractor for the build.

5.2 The Senior Leisure Officer and Community Sport and Leisure Officer have been working with the Lawn Tennis Association (LTA) to carry out an options appraisal relating to the management and maintenance of HBC's park tennis sites. Initial discussions are exploring a number of operational models that could see the sites managed more effectively as well as a potential opportunity for some capital investment.

5.3 The Community Sport and Leisure Officer is supporting Play Parks for Hayling to create a piece of community artwork at Mengham Play Park. This will involve working in partnership with a charitable organisation to develop the artwork which will be led through community consultation.

5.4 The Community Sport and Leisure Officer organised a 'Club Matters' workshop for local sports clubs to attend at the Plaza on 8th December. This workshop was themed on marketing and aimed to help sports clubs become more self sufficient. The workshop engaged with nearly 40 people and was deemed a success. An additional two workshops have been identified by Sport Hampshire and are due to be delivered in March 2016.

Safer Havant Partnership

Supporting Troubled Families Programme continues to work in partnership with partner organisations to help families in the borough and to date has been extremely successful and effective. Families that have multiple and complex problems, for example children not attending school, adult mental health problems, unemployment and ASB to name but a few.

Havant was the pilot supported by our CEO Sandy Hopkins driving the programme forward; our team of Tim Pointer, Harriett Scotney and Hannah Buckingham drive it on the ground to make it work. The programme is now rolling out over Hampshire.

Cllr Yvonne Weeks

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Cabinet Lead Reports – Full Council 9 December 2015

Councillor Michael Wilson: Cabinet Lead for Governance, Logistics and HR

Legal Services

We are recruiting for a new Head of Legal Services and we will be welcoming a new solicitor, Alexander Kirk, to the legal team commencing 14th March 2016.

Elections

The new Electoral Register was duly published on 1 December 2015. Having contacted all known new electors with Individual Registration forms we are continuing to work on the 3500 non responding 'pending' electors. This figure has now been reduced to 2300 and will be an on-going exercise. The work on preparing for the Local Elections and the Police and Crime Commissioner Election on May 5 2016 has begun in earnest as well as preparations for a by-election in the Bondfields ward on 3 March. We are also undergoing seminars and training for the EU Referendum, although we do not have a date for that at present.

Revenue and Benefits

Universal Credit

Preparations are now underway for the roll-out of Universal Credit to Job Centres in Havant Borough which is due at the end of March 2016. DWP officers have run training sessions for our staff and a stakeholder workshop event is planned for 17th March at which the DWP will raise awareness of the Universal Credit claim process and the type of support that will be available to claimants.

Currently the national roll-out is limited to new claims from single claimants who would previously have claimed Jobseekers Allowance so the number of cases is expected to be low. Initial estimates from Job Centre Plus indicate that there may be around 1200 new claims in Havant Borough in the period up to 31 March 2017.

By the end of March Universal Credit will be "live" in all Job Centres but only for this limited client group. The rest of the national roll-out is dependent on the new digital IT system which is currently being piloted at a small number of Job Centres. The Department for Work & Pensions have advised that the current plan from May is to expand the availability of Universal Credit to new claims from all remaining client groups at a rate of 4 or 5 Job Centres per month throughout 2016 and then, from 2017, to increase to around 50 Job Centres per month. There are no Hampshire Job Centres included in the 2016 phase.

The final phase will be the migration of all existing cases which is expected to start in 2018 and finish by 2020/21.

HR, Learning and Development

The culture change programme of work remains on schedule. An integrated OD plan has been developed and tabled at Joint Executive Board for initial feedback. Further work is now underway to finalise the OD plan for final sign off towards the end of March 2016. This plan will identify the key interventions which are required to support the change in culture needed for the future.

Work continues on Phase 2 Terms and Conditions (T&C) project. A modern and innovative employment package has now been developed. Negotiations commenced with UNISON on the content of this package in January 2016. The aim is for collective agreement to be reached to ease the implementation process. It is anticipated that consultation with staff will commence towards the end of February 2016 at the latest. The project is still on track for the revised package to be implemented from April 2016 onwards.

A programme of leadership interventions will be available from April 2016 to leaders at various levels in the organisation (senior, middle, junior) to enhance the leadership skills available. These interventions will focus on commercial thinking, innovation and enhancing performance. All providers have been sourced and arrangements are in place to roll this out to staff in the near future.

The pilot programme for a 360 degree feedback approach has now concluded and feedback is in the process of being gained to ensure the roll out to the wider organisation from April 2016 onwards is as smooth as it can be. This is a positive step to enhancing performance in the organisation as it will provide staff with feedback on their leadership strengths and development areas.

Talent management processes are in the final stages of development and will be rolled out to staff from April 2016 onwards. Training sessions will be delivered by HR and held during March to raise awareness of talent management and the importance of it for the organisation.

An interactive Councillor Development Brochure is now available on modern gov. This has been developed by the HR team in conjunction with marketing colleagues to enable Councillors to access all information related to development/training in one place. This includes the recently approved Councillor Development Strategy and Councillor Competency Framework documents.