

Supplementary Information **Mayor, Leader and Cabinet Leads Reports**

HAVANT BOROUGH COUNCIL
COUNCIL
26 September 2018

Dear Councillor

I am now able to enclose, for consideration at the next meeting of the Council to be held on 26 September 2018, the following supplementary information that was unavailable when the agenda was printed.

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Agenda Item 4

HAVANT BOROUGH COUNCIL
COUNCIL 26 September 2018

MAYOR'S REPORT

July saw Janet and I attending a variety of events. We were pleased to present prizes to students at Purbrook Park School and receive some very strong handshakes from the students.

We spent an enjoyable evening at Whale Island watching a performance of Shakespeare's The Tempest staged by a combined cast from Royal Navy Theatre Association. The performance was outdoors so we were glad it stayed fine – it also included quite a lot of innuendo!

We attended the Family Church fun Day in Havant Park – a very enjoyable day. This free event gets bigger each year and there were lots of activities for children!

On the 15 July we attended a wreath laying ceremony at the Great Hall Winchester, before coming back to attend 'Beside the Seaside' organised by The Spring. We went to the smallest cinema in the world, sat inside a Whale for a short educational film all about plastic waste. We enjoyed a lovely cream tea!

The next few days saw us opening the Co-op funeral care premises at Widley where we were given an insight to all things funeral and the storage of coffins until they are ready to go to the cemetery. We attended the Love your Bones exhibition at Tesco Havant which was equally interesting, and we received an invitation to visit the Rheumatology Department at QA hospital later in the year.

Havant has a very successful Men's shed and Janet and I enjoyed visiting the shed and seeing some of the items made by the group.

I was particularly pleased to be able to visit the Community payback service who were doing some work at St Clare's Church, Warren Park. I met up with some old friends and colleagues from my working days and we made a video recording before leaving.

Later in July we attended the St Faiths Church Flower Festival, the church looked amazing – the people putting the festival on displayed some very expert skills.

Towards the end of the school term we attended the Riverside Leaver's Assembly.

We were pleased to be able to attend the Waterlooville Classic Vehicle Show where lots of excellent vehicles were on display - it was difficult to choose a winner and I chose a trike that the owner had made from scratch in his shed.

Most Mayor's spend a lot of time visiting Hayling and it was a pleasure to attend the Lifeboat Station for their open day and see two of their lifeboats. A few days later we went on the Hayling Harbour inspection – I am glad it was a calm day as I am not keen on being on the open sea – good job for sea sickness pills!

A highlight for us was joining Syd for his 100-year birthday celebrations. Syd is a resident at Rivermead Court and a remarkable chap who did a parachute jump a few days after we met him!

Music Fusion gave me the opportunity to show off my skills (not) as a drummer - I did not realise that it was so difficult to play the drums!

The next day we attended Springfield Residential Care Home for their Garden Part. some of the residents enjoyed dancing to a couple who were singing sixties music.

Early August saw us attending the Manor Trust Barden Party at the Elms, Bedhampton and then the 3 Churches Summer Fete on Hayling Island. Both were excellent and well attended events.

Mid-August we attended the U3A open day at Springwood and we got to learn the difference between Acrylic and Water paint. We attended a Gin festival on Hayling – we did not know there were so many different types of Gin.

It was a pleasure to open the Waterlooville Summer Fete in Jubilee Park – each year this event gets bigger and this year they had around 100 stalls. A week or so later we attended Waterlooville in Bloom when the Phone Doctor received First Prize!

Late August saw us attending the Making Space Studio in Leigh Park and then a very funny production of the Vicar of Dibley at The Station Theatre.

On bank holiday Monday we opened the renowned Emsworth Show. This was probably the biggest fair we have been too and very well attended. Janet did some prizegiving whilst I looked around the stalls.

The following evening, we hosted a ceremony bestowing the Honour of Honorary Alderman on Gwen Blackett. A very happy and enjoyable occasion.

On the 30 August we visited Step by Step for their BBQ at Krystal House, Havant.

Moving into September on the 1st September I held a cake baking competition at Westbrook Hall, and the Reverend Ian Snares My Mayor's Chaplain auctioned off around 20 cakes made by residents from the Borough to raise funds for my chosen charities the Rowans Hospice and Riverside School.

I was invited to Angel Radio to give an interview and the following day we attended the Hampshire Civic Day - a well-structured and informative day.

The recent weeks have seen us attending Southern Domestic Abuse where we learnt that out of 100% of abuse victims 60% are woman and around 40% men. Consensus in that more men suffer domestic abuse than women, but men do not report as much.

September seems to be the month for Civic Days and Showcasing as we attended Test Valley's Showcasing day and then Fareham's Civic Day.

It was good to be invited to attend the opening ceremony for Taylor Wimpey and the new Stonewater development providing much needed new homes in the area.

On the 15 September we enjoyed attending the Hayling Railways celebrations where we enjoyed a ride on a very old bus then a ride on the railway.

Having close associations with Thorney Island, each Mayor gets invited to attend a Sounding Retreat and as I write this we are getting ready to join them tonight on the Officers' Mess.

Cabinet Lead Reports – Full Council 26th September 2018

Councillor Michael Wilson - Leader of the Council

Corporate Strategy

Since the last Cabinet Meeting the Cabinet and Chief Executive and Directors have met to discuss the evolution of the Corporate Strategy; as you are aware there is now a renewed focus on regeneration and we are progressing the regeneration strategy, recognising the need for us to play a greater role rather than leaving leadership and investment provision to the private sector.

Devolution

The issue of devolution or combine authorities has re-emerged over the summer. This appears to be very much communities rather than treasury lead this time. A meeting between Solent Leaders and Jake Berry MP Parliamentary Undersecretary of State for the Northern Powerhouse and Local Growth was illuminating: the Minister indicated that the Government were looking for an industrial strategy as a centrepiece of any combined authority deal and reinforced the value placed upon the LEPs as a vehicle for investment. Whilst there could be a significant fund for infrastructure in the region there are no plans for greater powers or autonomy to be devolved to the regions.

External Relations

Continuing my series of meetings with key partners in the region, I met with the new Leader of Portsmouth City Council, Gerald Vernon-Jackson and his CEO together with Sandy Hopkins and the Deputy Leader. We identified key areas where we could work together for the benefit of our residents particularly where our authorities and jurisdiction overlap. I look forward to putting that goodwill into practice. Key discussions concerned our vision for the regeneration of Havant, the Local Plan 2036 and its implications and the possibilities for Leigh Park housing and the impact of changes to the retail market in the region.

I also met with Roy Perry, Leader of Hampshire County Council and his CEO. The meeting reinforced our strong ties and commitment to working in close partnership.

H&IOW LGA

The next meeting of Leaders at the Hampshire & Isle of Wight (H&IOW) Local Government Association takes place on 21st September.

The following items are on the agenda:

- Demise of RSG, New Homes Bonus and the NNDR
- Lord Gary Porter, Chair of LGA attending

- Implications for all Planning Authorities of the new NPPF6.
- District and Unitary Councils Taxi Licensing Standards
- Combined Fire Authority Consultation

You're A Star

On 10th September I attended my second You're A Star award ceremony. 14 members of staff received a nomination for this quarter providing an insight to me of the work over and above expectations provided by staff to this Council and residents. I was impressed by the variety of ways in which staff have excelled and progressed their own initiatives; well done all.

Cabinet Lead Reports – Full Council 11 July 2018

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

Community Safety

This summer saw a number of traveller encampments within the Havant District. The team were actively involved with the investigation of nine sites across Havant, Waterlooville and Hayling Island between June and August. In many cases physical security barriers such as gates and dragons teeth failed to prevent sites being breached. The team therefore concentrated on developing and putting in to practice a real time response to the issue. Working with our legal team and Hampshire Constabulary we developed a process whereby the needs of those on site were assessed and that timely enforcement action was taken through the courts to ensure that the sites were vacated. The team also worked closely with our partners Norse to ensure that the sites were cleared of litter after departure. Officer behaviour during this busy time was exemplary with team members going beyond their usual roles to reach a positive outcome in a fast changing and an often hostile environment. We would like to extend our thanks to the legal team, Hampshire Constabulary and Norse for their prompt action and assistance.

Trees and Woodland

The “Tree and Woodland” team have commenced a review of Tree Preservation Area orders to ensure that they are still fit for purpose and also commenced an assessment of the Trees and Ancient hedgerows associated with areas identified within the Local Plan as potential Housing Sites.

Police Liaison

Meetings have been held with the Police and Partners to tackle an increase in Anti Social Behaviour in Waterlooville Town Centre.

Enforcement

Over 150 fixed penalty notices were issued for littering during the month of August.

Parking Strategy / Management

We now have the new uniform for the Civil Enforcement Officers, so we will shortly be launching the re-branding of the team to coincide with a new recruitment drive (and recruitment posters) to include an open day inviting possible new recruits to visit us – this will consist of meeting the team, including a day in the life of a CEO! We really want possible applicants to see that the role is so much more customer centric and safety as opposed to just issuing tickets! We will also launch the rebranding on our website to include a

narrative ‘a CEOs day’ with positive images and narratives regarding the work we do in the community i.e., most of the team have received first aid training so that they can assist in most incidents of minor injuries, our works with the local schools etc.

Since introducing the Experimental Order to ban overnight parking by motorhomes in Beachlands car parks, we have increased our enforcement outside of the standard working hours. This exercise has been successful. 25 PCNs were issued for August to motorhomes parking overnight. The team have also been patrolling other known hotspots during this time and have issued a further 52 PCNs for contraventions across the borough.

Cabinet Lead Reports – Full Council 26 September 2018

Councillor Lulu Bowerman: Cabinet Lead for People and Communications

Marketing and Communications

Cycle Havant: Communications team has designed a new brochure with maps and essential info to encourage cycling in the borough. The team will also be publicising the new brochure via social media and press release

Promotion of the Hayling Island consultation and work with Hemingway

Design: Press release and social media

Get up and Go campaign developed and launched: Publicity campaign to promote events for over 55s to get active and get outdoors. A very popular activity has been with the Langstone Adventure Rowing with over 35 sign ups and even more wanting to join.

A Councillor Can campaign was launched with Videos of councillors being filmed in their wards about what it is like to be a councillor and the type of work involved to help recruit new councillors. Other colourful promotional material such as leaflets and cards have also been designed for distribution

Serving You magazine has begun to be worked on for the winter edition of the magazine. Councillors are welcome to make suggestions of articles or features they would like to see included

Promotion of the new play area in Hayling Park: this included press release, social media updates and a video

Digital media: June – August 2018

Social media campaigns and events

- * Get up and go
- * Job vacancies
- * New HMO rules for landlords
- * Met Office updates during the heat wave
- * A Councillor Can campaign
- * Southmoor Lane Harts Farm Way flythrough
- * Hayling Island seafront regeneration survey

Facebook:

159 new likes so we now have 2,788

Top post – “To assist our teams during the hot weather, bin collections will begin from 6.30am starting tomorrow (Tuesday 24 July). Please have your bin out ready”.

Twitter:

57 new followers so we now have 3,081

Top post – “Yesterday planning, urban design, energy strategy and sustainability colleagues from Eastleigh, Fareham, Gosport, Havant, Test Valley and East Hampshire attended a fascinating tour of BRE Group Innovation Park”.

Website <https://www.havant.gov.uk>
150,453 website visits
401,059 website pages viewed

Promotion of Warblington sea wall repairs: work carried out by the Eastern Solent Coastal Partnership has proven successful with the use of a new fabric which hardens once sprayed with water. This is the first-time this innovative material has been used in the borough. Press release sent to local media with follow-up planned to specialist media.

Southmoor Lane promotion video: a video is being developed to show the work taking place to provide a new road layout that will increase safety and ease congestion.

Website

To help promote tourism within the borough, the communication team have put together a list of "things to do" which include country parks, museums and galleries and sports and leisure. The full list can be found on the Havant website here:

<https://www.havant.gov.uk/visiting-havant-borough>.

There is also a "What's on in Havant" facebook page which promotes places and events such as these. This can be found here: <https://www.facebook.com/havantboroughcommunity>.

When compared to the previous year, the number of website visits is up by 41% (106,664) and the number of pages viewed is up by 20% (334,291). Where do users look at the website from?

The Havant website is mainly viewed from Portsmouth (21%) and London (19%).

	Page title	Views		Page title	Views
1	Search and comment on planning applications	21,009	6	Paying your Council Tax	8,293
2	Council Tax	13,428	7	Rubbish and Recycling	7,542
3	Planning services	12,816	8	Weekly list of planning applications and appeals	7,508
4	Map (Where I live)	10,149	9	Parking	5,670
5	Bin collections	9,378	10	Housing	4,119

Marketing

As part of the Communications Team, on-going support is being provided across HBC's many services. This includes developing new publication materials (such as a leaflet on condensation for Environmental Health or a definitive cycle map guide for the Civil Engineering & Landscape Team) or promoting opportunities for employment through the *A Job for You* event. However, major workloads include:

Local Plan: The next public engagement piece with the Local Plan will be the pre-submission version of the document. Due to the nature of the Local Plan process, this will represent a markedly different way of engaging with residents in comparison to the previous two consultations, and work is underway to produce content and materials to both inform residents and manage their expectations.

Regeneration: Tentative work has been undertaken regarding funding opportunities to support the possible regeneration of Hayling seafront. Purely conceptual in nature at this stage, in-depth dialogues have been held with a number of organisations including the Heritage Lottery Fund to explore the options available, and meetings held to explore broad practicalities that meet funding considerations. Work to date is positive and with Andrew Biltcliffe for consideration.

Customer insight

The Residents Survey 2018 was closed on 31 July 2018. The response has been excellent with 870 (circa 25%) completed surveys returned. We received an additional 43 replies which we have taken out of the main sample. These 'rogue' replies come from the web link being passed to others, mainly residents on Hayling Island. These will be looked at as a separate sub-sample from the main survey as they clearly have something to say but we do not want them to skew the main survey results. For the first time, our internal team has undertaken the technical weighting of the survey, reducing time scales and allowing us to come in under budget. Analysis of the data is now underway and we aim to publish the findings and brief councillors in November.

Transformation from a 'Research and Consultation' capability to an improved 'Insights' model is progressing well. The new 'Insights' model will be more strategically focussed and proactive, adding greater value to the information Councillors all ready receive. A member of the 'Insights' team now attends Executive meetings. In the coming weeks, a first draft of a 'Strategic Needs Analysis' format will be produced for consideration and comment by the Executive and Cabinet to ensure it meets the council's future needs. This transformation is being managed within current operating budgets.

In addition the Insights team continues to support departments with focussed qualitative and quantitative research projects.

Strategic Human Resources and Organisational Development

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

Executive Coaching/Senior Leadership Development

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

A procurement exercise is being undertaken to identify an appropriate provider of senior leadership development, which will involve all members of the senior leadership team. The aim of the development intervention is to explore behavioural preferences in the workplace, team dynamics arising from such preferences, and understand the resulting impacts upon senior leadership performance as a whole team.

Organisational Change

HR Business Partners have been working with Heads of Service to advise on job design and restructures to align resources to business plans. This process has also introduced the Capita HR Advisory team to the Council’s change procedures.

Employee Engagement

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

- Wellbeing – developing an ‘Employer Pledge’ within the framework of the Time to Change mental health awareness campaign;
- Productivity – promoting productivity tools to colleagues and looking at how the self-service culture can be generated
- Governance – raising awareness of decision-making steps, roles and responsibilities
- Communications – undertaking employee surveys, attending team meetings to gather feedback from staff members, assisting with a review of information available (content/style/quality) to staff on the employee intranet

There is also a focus on the new starter induction process. This is part of a wider review of attracting talent into the council. The aim of revisiting the

induction process is to provide a new member of staff with a positive experience of the council, and to ensure there is clarity of responsibilities between line managers and the Capita HR service.

Learning and Development

HR Skills

Following a successful modular programme for Heads of Service and Team Leaders, a second phase of training will be rolled out to other line managers and supervisors (circa 80 delegates) from 25 September until the end of December. The programme's objective is to ensure that staff with line manager responsibilities are fully aware of, and able to work with policies and procedures relating to the management of staff. Managers who are able to operate successfully without reference to the Capita HR service will ensure additional costs to the Council are limited. The second phase of training delivery has been designed and will be delivered by an HR Business Partner, reducing costs to the Council.

Recruitment and Selection Skills

Specific training will be rolled out to all line managers in relation to the end to end recruitment process. This training is interdependent with other Strategic HR and OD projects such as embedding of competencies in working practices, employee engagement and good performance management, in addition to recruiting managers working effectively with the Capita HR recruitment process.

Mandatory Learning and Development

The Strategic HR and OD team have continued to work with council staff members and external providers of e-learning to ensure appropriate training is provided on an ongoing basis. This will cover corporate matters such as safeguarding, data protection, public disclosures and equality and inclusion.

Capita Talent Module

Capita HR will be providing an online platform to enable managers and their staff members to record performance objectives, progress and succession planning information. User testing is due to begin in September.

Democratic Services

Councillor Development

The Councillor Development Panel continues their work in embedding the success and good practice of the SEE Charter for Elected Member Development.

Central to this is the 'A Councillor Can' campaign, aimed at promoting the role of the Councillor and encouraging residents to stand for election. The Panel has been busy overseeing the production of posters, leaflets, business cards and pull-up banners, which you may have seen in locations around the Borough. You may also have seen the article in the summer edition of Serving You.

Additional to this, some of our Councillors recently took part in short filming sessions for this campaign, answering questions about their experience in the role, what they love about doing it and what advice they would give to those people thinking about standing for election. These videos will be available to view online, and my thanks go to those members who took part.

Furthermore, we are holding events out in the Borough to reach out to interested residents and further promote this campaign. We recently ran events in the Meridian Centre and Tesco Havant, and are looking to schedule more to cover the wider Borough area in October/November.

Any member interested in taking part of this campaign are advised to contact Democratic Services, or visit the webpage www.havant.gov.uk/acouncillorcan for more information.

Councillor Training

The Councillor Training Programme is up and running, following consideration of results from the yearly Training Needs Analysis. Topics high on the list for further training included the socio-demographics of the Borough, Community Infrastructure Levy and the Local Plan, and sessions have now been scheduled for these areas. Further training will be confirmed as the year progresses.

Scrutiny

The Scrutiny Boards are currently acclimatising themselves to the new scrutiny arrangements approved by the Annual Council on 9 May 2018.

In the past month, the Operations and Place Shaping Board has received a presentation and highlighted the relevant policies/issues that could be the subject of "Challenge Sessions". A decision on which of these issues/policies will be included in the Work programme will be made at the next meeting of the Board.

The Governance and Audit and Finance Board has received a workshop on the work of the Board and agreed its work programme for the year. The Board has appointed to two Panels: the Budget Scrutiny Panel and a General Review Scrutiny Panel. The General Review Panel has just completed a review of the Councillor Allowance Scheme, which is included in the agenda for this meeting. With regards to its non-scrutiny function the Board has agreed the Council's Annual Statement, the Annual Fraud Report, the Annual Governance Statement and the External Audit Results and letter of Representation.

The Business and Commercial Services Board is scheduled to hold a Challenge Session on Norse in October/November this year. A Panel of this Board will commence a review into littering in the Borough shortly.

Revenue and Benefits

Benefits (Housing Benefit)

A small number of post codes will go live for the full roll over for Universal Credit in the Cosham area on the 26 September 2018 and necessary preparations have been made. The full roll out of the scheme for Havant is on the 28th November 2018.

A new on-line claim form for housing benefits is due to go live soon which will improve processes for reporting change in circumstances and give claimants better control over their claims.

A new IVR (Interactive Voice Response) approach to telephone calls is being introduced over the next month to speed up the response time and improve the handling of calls.

Revenues (Council Tax)

Customers can now use Self-Serve system for their Council Tax Account, allowing them to access information on their charge and activities such as requesting an arrangement should they be in financial difficulties etc. Also an online Improved payment process has been introduced to help facilitate payments of Council Tax together with a Touch-tone payment line for telephone calls.

Customer Service

On 16 August Cllr Gary Hughes and I went with officers from customer service and Revenue and Benefits on a visit to the Capita Call Centre in Coventry to meet the customer service teams that look after Havant Borough Council as part of the 5 Councils contract.

The operators that we met and sat with while they answered calls seemed to be very pleased to meet us and to demonstrate their skills and knowledge of our area and services. However they rely on Streetview for their knowledge. They were very positive to the proposal of some photos of each area in the Borough, information sheets and sight of the fly through that was recently filmed by Andy Biltcliffe, as were the senior staff members. I have been working with Democratic Services and they will be contacting councillors from each ward to take photographs of their area and key landmarks and write a description of their ward so this information can be passed on to the operators in the Call Centre and they can learn about the Borough and improve their knowledge. The information can also be used in induction for new staff.

It also transpired that these operators were not aware of 'news' from the borough such as: no overnight parking at Beachlands, temporary ban on use of inflatables, etc and any initiative from Havant that might increase their workload. Once again, I have been working with Democratic Services to arrange for the team leaders at the Call Centre to receive regular updates such as press releases from the Council. This will ensure improved communications and as a result - improved customer service to our residents.

The Contract manager from the Call Centre in Coventry is visiting the Council and the borough in late September.

Elections

The annual Canvass period is well underway. There has been a 62% return rate of the Household Enquiry forms so far and the first reminders will be delivered over the next two weeks. The first wave of individual registration forms has been sent out by Royal Mail. We will soon begin to chase non responding new electors – those we are aware of but who have not returned their individual registration forms. These do tend to be mostly 16 and 17 year olds. In the meantime we are making plans to carry out the polling district review, an exercise that must be carried out every four years. In this we invite suggestions from members and the public for possible changes to either polling district boundaries or polling stations.'

Digital/IT

The day to day operational service for IT has shown improvement compared to the position earlier this year. Officers continue to work closely with Capita to ensure that the service is fit for purpose from a logistical and strategic perspective.

Projects such as a proof of concept for secure printing are underway, providing opportunity for the Council to further test the services being provided.

A significant focus in recent weeks has been information security. The Council has completed the Cyber Security Stock-take; an LGA-led initiative for all Councils in England to test their readiness and resilience in terms of protection against cyber attack. We are expecting the results of this in the autumn and will use the findings to plan out any necessary interventions internally and with Capita as our IT provider.

Considering IT security has proved to be very timely, noting that in the last week the Council was subjected to a relatively sophisticated phishing attack which led to a spoof Havant Borough Council email being sent to a number of residents, staff and councillors. The officers have written to all affected advising that the Council will never contact an individual to ask for their password and other personal information. A full investigation has been carried out, and the Council has received assurances that their network is secure.

NB

If you receive an email you suspect to be a phishing scam, don't click on any links or open any attachments.

- 1 If you receive an email that you suspect to be a phishing scam, firstly give the IT service desk a call on 0808 164 3092 and report it.
- 2 Forward the email to 5councilssecuritymanagement@capita.co.uk to alert

that team that you have received phishing email.

- 3 Delete the email and your forwarded email(s) and empty your deleted items folder.

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Cabinet Lead Reports – Full Council 26 Sept 2018

Councillor Gary Hughes

Cabinet Lead for Contracts and Commercial Services

Capita Contract

Leaders, Chief Executives or their representatives of each of the authorities in the partnership (South Oxfordshire District Council, Vale of White Horse District Council, Mendip District Council, Havant Borough Council and Hart District Council) met at the 5 Councils Joint Committee on Monday 17 September.

This municipal year Havant Borough Council is host to the committee, and as such I was elected Chairman of the Joint Committee for the year. The committee received and discussed a presentation on performance monitoring and management.

As we continue to move towards “business as usual” the performance indicators contained in the contract will become more relevant to us as a council and it was helpful to understand the measures in place to oversee contract performance.

Environmental Services Joint Venture delivered by NSE

NSE continues to develop new business opportunities with a significant number of commercial work requests and contracts achieved during July, August and early September. This is for grounds, arboriculture, commercial waste collection, coastal defence works, vehicle servicing and repairs.

The green waste service now has 9,881 customers and the council will work with NSE to increase customer numbers up to the 12,000 capacity.

Operationally, NSE completed the first borough-wide full weed control treatment on the 13th July and immediately commenced the second treatment. This work was suspended for one week during the period of extreme hot/dry weather. The work recommenced is continuing. Teams are also working to remove dead weeds, mechanically from road channels and manually from pavements and pathways.

Highway verge cutting continues, with the team nearing completion of the sixth cut (of nine) across the borough. This service was also suspended for a two-week period during the extreme hot weather. The team members were redeployed in other areas.

NSE continues to work with the council on the promotion of the seafront. The hot weather experienced early in the season resulted in an unprecedented numbers of visitors during a bank holiday weekend. Despite delivering

services to normal levels, we experienced negative publicity because of full litter bins and a build-up of side waste. Subsequently, officers from HBC and NSE agreed to increase the service levels for weekends and future bank holidays until the end of August to prevent a repeat, which addressed the problem.

Corporate Social Responsibility is a key part of NORSE and as such NSE continue to provide support to volunteer groups. Recently this has included donation of tools and equipment to 'Final Straw' beach cleaning groups and community litter picking groups. NORSE also works with the 'Community Payback Team', coordinating with their activities to remove 'arisings' (cuttings, litter etc) on conclusion of their tasks.

Revised refuse/recycling collections for the Christmas/New Year period have been agreed. This information will be included in the next edition of 'Serving You' giving advance notice to our residents.

Cabinet Lead Reports – Full Council 26 September 2018

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

Financial Strategy (inc. MTFS, borrowing & investments)

Since our last Council meeting, the financial services team have completed the drafting of the annual Statement of Accounts and I am pleased to inform members that once again Havant have received an unqualified opinion from the External Auditors.

We are just beginning to start our annual budgeting process and an update of the Medium Term Financial outlook. Over the next few months the Cabinet will be working with officers to set next year's budget. Members can expect to be involved at a number of stages before the final budget documents are brought to February's Council meeting.

The new financial system (Integra) which was implemented on the 1st April is now operational, training has been rolled out on the system use and will be supplemented with additional financial training over the next couple of months to ensure users are able to fully utilise the system reporting tools to enable them to manage and monitor their budgets.

Estates

The Estates Team continue to work with Capita to gain full transparency of the rent position following the move to Integra. The issuing of automated rent demands is still proving to be problematic but the team have now resolved all the invoicing issues for the latest rent quarter which becomes due, in a few days time, on the 29th September. The team are also working hard to regularise the occupation of all the buildings in the tenanted estate and I anticipate this work will be completed shortly.

In terms of the future of the management of the Council's Estate, a new Assess Management Strategy has been drafted and I have been working with the team to review and shape the strategy document in order to bring this forward for scrutiny and approval in due course.

Property Management

As you are aware our goals for property are based around regeneration and over the last few months a lot of work has taken place to identify strategic sites which might be brought under the Council's control to help facilitate our regeneration ambitions. Preliminary negotiations have been taking place to establish the viability of various options and I am hopeful that I will shortly be bringing you further information on some of these sites, should we consider that a property is suitable for the Council to consider acquiring it.

Plaza

The Community Team and the FM team have been working together to ensure that a Tommy figure can be installed at the Plaza. Norse will install the figure at the appropriate time. A location near the flag poles has been agreed to ensure that there is no adverse impact on future ceremonies being held at the Plaza.

It is felt this is highly visible to visitors as they arrive at and leave the Plaza, it is covered by CCTV and it will enable the figure to form a key part of flag pole ceremonies, a bold statement to the Council's commitment to our armed forces. Installation will take place just ahead of the Armistice Day ceremony and this will be celebrated again at the Silhouette Community event taking place on November 19th.

10 clear plastic silhouettes have secured for community locations. Several community groups have expressed an interest across the Borough and Community team colleagues are looking for a representative spread both geographically and also mix of the type of location. Each location will be asked to capture a war time story of their community, either a local hero or about the place. These will all be shared at the Event on the 19th November and be used as a positive social media campaign throughout November. A further update will be sent by colleagues in the Community team once the locations are finalised and they will ensure all Councillors are kept up to date via the Councillors Newsletter.

Regeneration

Civic Plaza area: We are exploring the options for the delivery and construction options for residential development on the Civic campus site to meet the government's expectations for around 120 new homes as part of the successful Accelerated Construction funding bid. This government programme enables us to access over £3m of grant funding for the infrastructure (parking and public realm improvement) to support the delivery of the new homes at the Civic campus.

Hayling Island: We are working to ensure that the seafront development ideas continue to feature in the evolving local plan. We are discussing with Natural England the opportunities for focusing infrastructure development at West Beach alongside improved environmental management, whilst recognising the dynamic nature of coastal change in the area. A business stakeholder workshop on 28 September will be following up the Hemingway Design survey which will bring together the local plan evidence and the regeneration aspirations. There are a lot of things (e.g. Ferry Bus, Beach Huts, Motorhomes, parking, Barratt planning application etc) current on Hayling and the focus is on coordinating as much as possible.

Leigh Park Centre – Viability appraisal work on the ideas for a new community centre and 150 new homes on public land in the centre has shown that there's a significant funding gap. Further work is now programmed to explore the options for possible refurbishment and reconfiguration of the existing buildings with the possibility of fewer new homes.

Transport and Implementation Team

Southmoor Lane roundabout – Works start on the roundabout on the 20 August 2018. As expected, additional utility works have had to be carried out which will affect the programme and budget but at this point both officers and contractor are expecting the works to be brought back into programme.

Barncroft Way / New Road, cycling and walking improvements - Tenders have been returned and are slightly higher than expected. We are working with HCC and the potential contractor to ensure the works costs are within budget. We are hoping that works will start on site early to mid-October 2018.

Hollybourne Road / The Drive cycle and walking improvements – Works are out to tender. Expected start date is late October 2018.

Sustainability and Climate Change

Retrofit: Since Jan 2018, we have attracted over £30k of Energy Company Obligation (ECO) funding through links with known local and national installers. Funding enabled boiler replacement and the installation of first time central heating systems in traditional dwellings as well as in park homes.

Work continues working with Portsmouth City Council on the Local Energy Advice Programme (LEAP) <https://applyforleap.org.uk/> offering free home energy visits offering expert help and advice and direction to applicable funding.

Electric Vehicle charging points: Contracts have been signed with an installer. Detailed plans and Risk Assessment Method Statements (RAMS) for sites have been received, assessed and approved. The sites are confirmed free of wayleaves and covenants that compromise implementation

Site visits were completed on 7 Sept 2018 with contractors and installer. Parking team comments have been incorporated, including mitigation for potential trip hazards. Work on site is due to start shortly.

There are 4 HBC vehicles which are suitable for replacement with EVs. The challenge is to provide a charge-point infrastructure at the Plaza at a reasonable cost and with sufficient ‘future-proof’ technical capability whilst also offering a public-facing EV charge-point. An investment case will be developed that includes the minimum specification of the facility and verify local electricity supply capacity.

Coastal Partnership

South Hayling Beach Management Activities (2017-2022)

The next planned phase of beach recycling will be carried out during late September and early October 2018, with material extracted from Gunner Point and, potentially, The Ness following accretion of material at these locations over the past year. Agreement has been gained from Hayling Golf Club to use Gunner Point again as a recycling location.

The dredging contract tenders have been received from potential contractors. Discussions have been ongoing with the Chichester Harbour Conservancy

regarding the potential for a dredging operation of the Chichester Harbour Bar during the first three months of 2019. This will be discussed further once availability of the preferred bidder for the contract is confirmed.

As part of ongoing beach monitoring, approximately 1,000 tracer pebbles were deployed at 9 sites along the South Hayling frontage during April 2018. Each tracer pebble contains a radio frequency tag which broadcasts a unique ID number together with a GPS position. Retrieval surveys carried out by ESCP allows the team to track the direction and speed of beach material as it travels along the frontage. These findings are used to inform and support the Beach Management activities and can be a particularly useful tool to monitor beach response after storm events.

Five successful retrieval surveys have been carried out since the deployment in April. The furthest distance that a single pebble has been tracked is 600m in one month. Retrieval surveys will be carried out every two months until April 2019, which will continue to help the ESCP understand how the beach at South Hayling behaves under certain conditions.

Broadmarsh Coastal Park

No new damage has been recorded along the Broadmarsh frontage over the 2017/18 winter period, although there are several areas of known failure in recent years.

Work has commenced on a new feasibility study at Broadmarsh, which aims to investigate the methods of defence failure at this site. It will also consider the key issues, constraints and risks at the site, groundwater processes, wave climate and overtopping, history of the site, current usage and ecological importance. It will also consider a short list of coastal defence options and then develop the most appropriate option to prevent future failures at Broadmarsh to outline design stage.

Funding of £73,000 has been sourced through Local Levy via The Environmental Agency Regional Flood & Coastal Committee. The project is due for completion by March 2019.

West Beach Hayling Island

ESCP are undertaking regular beach surveys to monitor rates of beach shape and profile change at West Beach. A report containing predictions for coastline evolution at West Beach was issued earlier this year. It contained risk erosion zones for 20, 50 and 100 years' time, assuming existing beach management practices continue. Further scenarios are being explored for the wider South Hayling coastline between West Beach and Eastoke Corner under different management practices. This is due to be issued by the end of September. These will help to inform future beach management practices and any development decisions along the coastline.

There is ongoing communication with the beach hut owners at this location, to inform them of natural changes occurring at the beach. The team at NorseSE are responsible for the day-to-day maintenance and management of the beach huts,

with a working group consisting of Councillors and Officers set up within HBC to consider the longer-term position of the huts and car parking at West Beach.

Warblington seawall repairs

Works have been completed at Warblington to repair sections of the damaged concrete seawall. The repairs were completed in two weeks and consisted of the removal of damaged concrete from the foreshore and the repair of the concrete wall using an innovative material called Concrete Canvas – used by Havant Borough Council for the first time. The Concrete Canvas was delivered to site as a roll of impregnated concrete fabric which was cut to length and draped over the wall. Once attached the fabric was sprayed with freshwater to activate the concrete fibres within the fabric. The concrete fibres solidified to form an impermeable, energy absorbing concrete casing. Following the completion of these works a press release was produced by ESCP and HBC Communications Teams. Monitoring of the wall will continue to observe how the structure reacts to changes in conditions at the site.

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 has 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 report for the RHCP has now been signed off by both the Environment Agency and Natural England. The ESCP's Strategic Update work confirms the quantity of habitat creation required in this area to meet our legal obligations. The findings of the strategic update will be shared with local authority planning officers and other relevant stakeholders via a workshop to be run jointly on the RHCP and the Solent Bird Studies in November 2018.

We are now working on Phase 2, the Tactical Stage of the RHCP project. 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 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

A combined report for the Coastal Network Study and Bird Movement Study is now out for review by the Environment Agency and Natural England. The results

of the analysis of 40,000 bird records and a series of recommendations for taking forward future FCERM and habitat creation projects are presented with in report. The data has already been used for assessing sites for the RHCP tactical stage, discussed above. The data will also 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.

A joint workshop with the RHCP is planned for November to disseminate results and promote use of the data and approach.

Hayling Island Funding and Implementation Strategy

Funding approval and financial sign off by the EA for the modified 'Hayling Island Funding and Implementation Strategy' was received in May 2018, securing £190k from Flood and Coastal Risk Management Grant in Aid (FCRM GiA).

We are currently in the process of procuring a professional services consultant to assist in the development of the Funding and Implementation Strategy with the option to progress to a full strategy, subject to securing additional funding. The ESCP are actively investigating and bidding for alternative funding from CIL and Local Levy in addition to GiA to secure the future stages of this work.

Langstone FCERM Scheme – Outline design

AECOM were appointed as professional services consultant in May 2018 to support the ESCP develop the Langstone option appraisal and outline design study, starting their contract in mid July 2018.

We have been meeting with the community informally to start building relationships and have formally met with key local stakeholders, forming the Langstone Stakeholder Working Group in September 2018. We have also met with statutory stakeholders during an informal site walkover and as part of the Project Steering Group in August 2018.

A contractor has been appointed to carry out Ground / Structural Investigation works along the frontage to inform the study. These works have commenced on 17th September 2018 and will last for 2 weeks.

The project team is currently appraising a long list of possible coastal defence options for the frontage to identify the shortlist of options for Langstone. The shortlist will be presented to the Project Board for approval in mid-October. This will pave the way for a public exhibition on the shortlist options in mid-November 2018.

Cabinet Lead Reports - Full Council 26th September 2018

Cllr Leah Turner - Cabinet Lead for Communities, Development and Housing

Planning Policy and Urban Design

Work is continuing on the pre-submission of the Havant Local Plan 2036. It is intended that this will be considered at Extraordinary meetings of both Cabinet and Full Council on 31st January 2019.

The planning team are working on all major pieces of the evidence which are outstanding while also responding to the comments that were raised during the consultations which took place during January and February 2018.

As part of this evidence we have issued the Hayling Seafront Feasibility Study. Hemingway Design have been commissioned to undertake this work and it started with a survey for residents and visitors to Hayling Seafront. The survey is open until Monday 24th September, further information can be found at www.havant.gov.uk/localplan. At the time of writing this report we have been pleased with the number of replies already received to the survey, most are commenting as we would expect and they give us a good idea of what residents and visitors would like to see on the seafront, finances of course permitting.

As well as the work on the Local Plan, the team are also working on a potential review of the Old Bedhampton Conservation Area. This is being done in an innovative way with a Character Appraisal being undertaken by the Friends of Bidbury Mead. We are working towards a consultation with the local community and other stakeholders in the autumn of 2018.

Community Infrastructure Levy

The consultation period of the 2018 CIL Bidding Process ended on 10th August 2018. 16 bids were received for the CIL 123 List Pot and 11 bids for the Neighbourhood Portion. As usual the nearly £5m of bids far exceeded the £2.2m of funds available. On 19th September 2018 the bids will be reviewed with me as Cabinet Lead and then introduced to Councillors at a workshop on 3rd October 2018. This will be followed by a 4 week Councillor Consultation on the bids which will end on 2nd November 2018.

CIL income for the year is as expected so far, with £832,134 received between 1st April and 31st August 2018.

Development Management

We have received a significant number of major planning applications which are under consideration by the team, some of which have had high levels of public interest. These include the Wellington Way redevelopment, Waterlooville (264) apartments, Land off Westwood Close, Emsworth (46 dwellings), Land at Sinah Lane, Hayling Island (195 dwellings) and Forty Acres Farm (320 dwellings)

An application has recently been received for the former Oak Park School site, Havant this seeks to vary a number of outstanding conditions to enable work to start on the previously approved Havant Health and Wellbeing Campus.

A DCF took place on 14th August 2018 in respect of Land West of the Havant Crematorium, Bartons Road, Havant. At this, proposals were displayed for 81 new homes.

Development Management Committee

The committee approved two applications for enhancements to existing Council owned infrastructure at the Stakes Multi Use Games Area, Waterlooville and the Bartons Green Pavillion Leigh Park, both in June 2018.

In July 2018 applications seeking to vary the S106 obligations in place at Hampshire Farm, Emsworth were refused by the Committee. These related to the provision of Community facilities (Doctors Surgery and Pharmacy)

The land affected by the S106 obligations is now expected to be transferred to the Council.

Community Engagement

Armed Forces - There But Not There Project

A successful application to the national There But Not There project has enabled HBC to gain 10 clear, seated silhouette figures, these are some of hundreds being installed across the Country to Remember The Fallen of WW1 These are being allocated to Community Groups across The Borough.

The There But Not There project started in 2016 with the installation of 51 silhouettes at a church in Kent. The impact was huge and as a result The Remembered charity was formed to roll the project out across the Country. In Havant the silhouettes are to be installed in a variety of Community buildings and open spaces across the Borough as a reminder of those local people who left for war and did not return home. Each one will be looked after by a local Community Group who will also research and share a story about a local hero/their area in war time.

The silhouettes and stories will be promoted through an HBC social media and website campaign throughout October and November 2018. These will be brought together at a commemorative event in The Plaza on 19th November 2018.

As another part of this project a 6ft "Tommy" sculpture is being installed close to the flagpole at the front of The Plaza. This will be officially unveiled in a short ceremony to remember The Fallen of WW1 at 11am on Friday 9th November 2018.

The There But Not There project nationally will raise a great deal of money for various service charities.

Havant Borough Community Lottery

As part of a report into the Lottery, a survey has been sent out to the 55 Good Causes registered, so far the response rate has been poor, possibly due to summer holidays. The deadline for completion has been extended to enable a report to be developed. Using feedback from this survey an event will be arranged for October, early indications show that this will focus on marketing techniques, how to use the dashboard and good news stories.

Havant Community Lottery
7th April-10th September 2018

Registered Good Causes.	55
Tickets sold for Community Fund.	12025

Tickets sold for named Good Causes. 16413
Total tickets sold. 28438

Community Fund raised to 10/9/18. £8,856.30
Total raised Good Causes. ". ". £8,206.50
Total Raised to date. ". ". £17,062.80

Events

The Events application form and guidance documents are under review as is the website content to ensure it is accurate, up to date and easily accessible. A new e mail address has been set up, eventsHBC@havant.gov.uk to ensure continuity and consistency when dealing with customers.

As the summer holidays come to an end there are still several key events taking place in the Borough. These include the Model Railway/Hayling Railway Anniversary celebrations, the Hayling 10 mile race and the return of the Silent Cinema to Havant Park. Planning has started for this year's Community Christmas Lights and we have a programme of Armed Forces events being developed.

Stockheath Common Fireworks

The Community team supported the formation of the Stockheath Common Fireworks Committee in 2017, after a group of volunteers expressed an interest in continuing the delivery of the event in future years. Support was given in developing their constitution, advising on fundraising opportunities and in negotiating services from NORSE. It was agreed that ongoing advice and guidance would be offered for the first year to ensure the event was delivered safely. It has always been understood that no financial support would be available. A recent press article has suggested that the group intends to approach HBC for funding help, no formal approach or request has been made. However a meeting was already in the diary to discuss the event and to offer support and guidance to the committee as the planning process is due to start. NORSE have agreed to support the event at no cost to the committee so the committee will need to take the decision as to whether they are in the position to proceed.

Troubled Families

The Havant Supporting Families project is on target this month with over 70 families signed up and engaged in the process since April.

The most common themes being addressed this year are violence within the home, low level mental health issues and education.

Havant has a target of 150 families to be engaged by March 2019.

Leisure

Hayling Bowls Club Artificial Surface

Officers have begun work with Hayling Bowls Club to investigate the redevelopment of the green in Hayling Park from a natural turf surface to an artificial one. The benefits to users and the club is that this would allow all year round use, something which currently cannot

be offered at Hayling. Hayling Bowls Club are the last bowls club in the Borough that Norse South East currently maintain.

Officers will support the club in securing external funding, following work to ensure security of tenure. HBC Officers will also lead on the procurement to identify a contractor, ensuring that a recognised and qualified contractor is in place to carry out the works. The project time frames indicate a construction start date of September 2019.

Refurbishment of Stakes MUGA, Bartons Green and Hayling Park

The first two areas are now in the construction phase. Completion at Bartons Green by the New Year and Stakes by the end of October. The Hayling Park Play Area is completed after additional fencing, bins, gates and benches having been provided, work undertaken by NORSE South East.