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COUNCIL AGENDA

Membership: Councillor Ponsonby (Mayor)

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

Meeting: Council

Date: Wednesday 27 July 2016

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

19 July 2016

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 present.

3 Minutes

1 - 6

To confirm the minutes of the last meeting and the extraordinary meeting of the Council held on 11 May 2016.

4 Matters Arising

To consider any matters arising from the minutes of the last meeting.

5 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).

6 Mayor's Report

To be circulated separately.

7 New Councillors' Introductions

8 Appointments to Committees and Sundry Appointments

7 - 14

RECOMMENDED that the Council:

- (a) Reviews the representation of the different political groups on the Council and the allocation of seats to each of those political groups into which the Council is divided as set out in Appendix A; and
- (b) Approves the appointments of Councillors to Committees other sundry appointments in accordance with the wishes of the political Groups and as set out in Appendix B.

9 Appointment of Members to the Five Councils Joint Scrutiny Committee

15 - 16

10 Cabinet/Board/Committee Recommendations

- (A) To consider the following recommendation arising from the Cabinet meeting held on 8 June 2016, the agenda and reports for the Cabinet meeting can be viewed through the following link:

<https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=128&MId=10044&Ver=4>

Review of the Closed Circuit Television System

RECOMMENDED to Council that it:

- (i) agrees to actively consider providing a financial contribution commensurate with other authorities, if in the future a requirement for a modern, digital, fully

integrated, centrally monitored CCTV system be generated by a Office of Police and Crime Commissioner/Hampshire Constabulary together with a request for financial support; and

- (ii) agrees that developers and their architects be encouraged to provide for the security needs of future occupiers when designing a new building or altering a current building in Town Centres.

- (B) To consider the following recommendation arising from the Licensing Committee meeting held on 15 June 2016, the agenda and reports for the Cabinet meeting can be viewed through the following link:

<https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=125&MId=10079&Ver=4>

Proposed Changes to the current Licensing Act 2003 Policy

RECOMMENDED that the Council approves the Statement of Licensing Policy (as amended) as Council policy subject to the heading of Appendix 2 to the report to the Licensing Committee being amended to read "Responsible Authorities And Licensing Contacts".

- (C) To consider any additional recommendations arising from the Cabinet meeting held on 20 July 2016, the agenda and reports for the Cabinet meeting can be viewed through the following link:

<https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=128&MId=10045&Ver=4>

11 Reports From the Scrutiny Board

To consider the following recommendation to Council arising from the meeting of the Scrutiny Board held on 26 April 2016 the agenda and reports for this meeting can be viewed through the following link:

<https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=123&MId=10146&Ver=4>

Annual Report Scrutiny Report 2015/16

RECOMMENDED to Council that the Annual Scrutiny Report 2015/16 be approved.

12 Leader's Report

To be circulated separately.

13 Cabinet Lead Reports

To be circulated separately.

14 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 minutes since the last Council meeting

15 Questions Under Standing Order 23

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

16 Urgent Questions Under Standing Order 23

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

17 Notices of Motion

(A) The Council to consider the following Motion, proposed by Councillor G Hughes and seconded by Councillor M Cheshire, submitted in accordance with Standing Order 14:

“This council notes:

1. The obligations its owes to the Armed Forces community within Havant borough as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most.
2. The absence of definitive and comprehensive statistics on the size or demographics of the Armed Forces community within Havant borough. This includes serving regular and reserve personnel, veterans, and their families.
3. That the availability of such data would greatly assist the council, local partner agencies, the voluntary sector, and national Government in the planning and provision of services to address the unique needs of the Armed Forces community within Havant borough.

In light of the above, this council moves to support and promote the Royal British Legion's call to include a new topic in the 2021 census

that concerns military service and membership of the Armed Forces community. We further call upon the UK Parliament, which will approve the final census questionnaire through legislation in 2019, to ensure that the 2021 census includes questions concerning our Armed Forces community.”

(B) The Council to consider the following Motion, proposed by Councillor C Satchwell and seconded by Councillor D Patrick, submitted in accordance with Standing Order 14:

“That the Council places on record its sincere thanks and appreciation to all the officers and temporary employees supporting election processes, who ensure that democracy is upheld in the Borough of Havant. Their diligent work, commitment in often difficult situations and the very long hours worked, should be appreciated and recognised. I would therefore like to propose a formal vote of thanks on behalf of the Borough of Havant.”

18 Acceptance of Minutes

17 - 60

To receive the following minutes of Committees held since the last meeting of the Council:

Development Management Committee – 26 May 2016

Scrutiny Board – 7 June 2016

Licensing Committee – 15 June 2016

Development Management Committee – 16 June 2016

Governance and Audit Committee – 29 June 2016

PART 2 (Confidential items - closed to the public)

None.

GENERAL INFORMATION

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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

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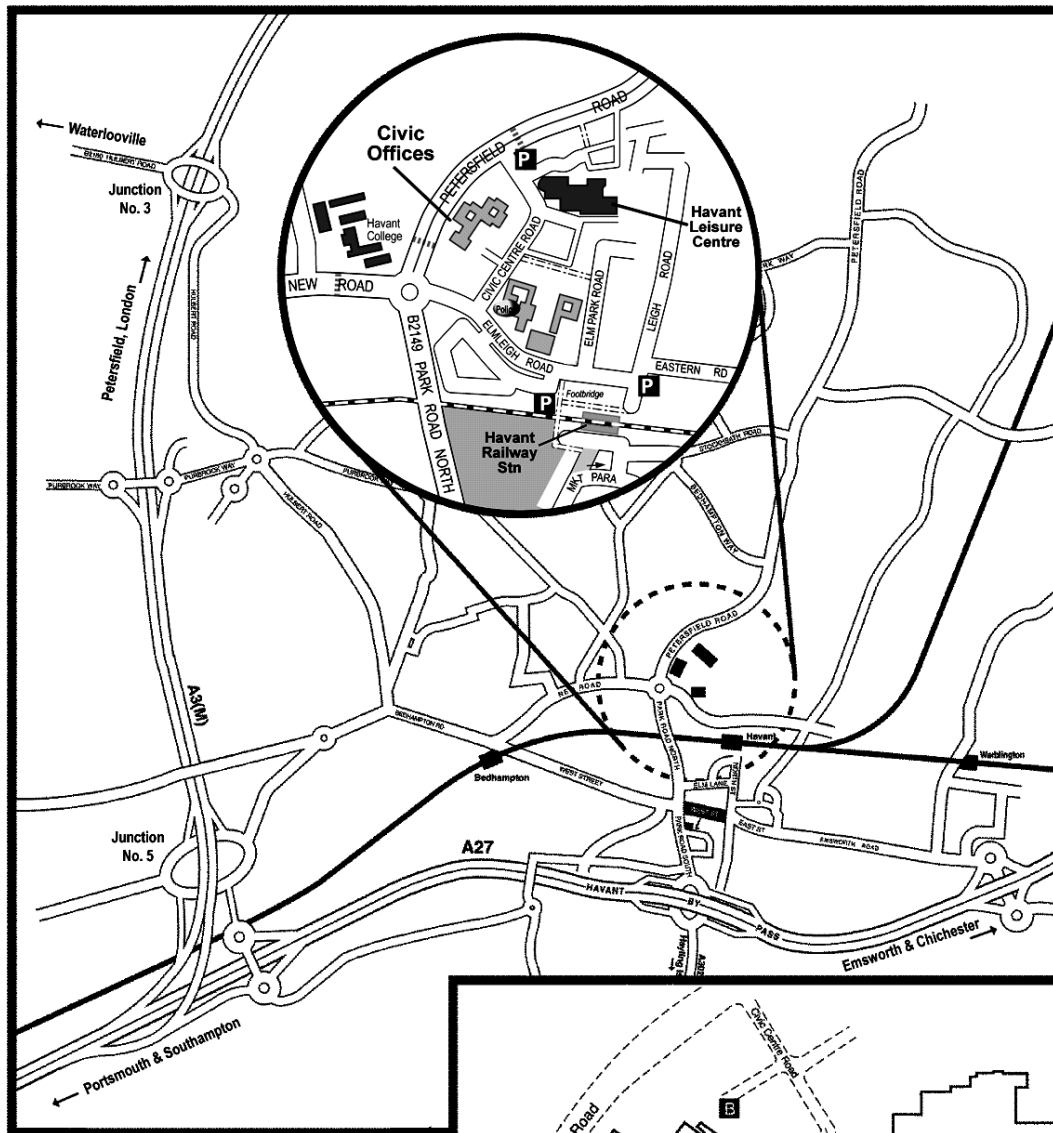
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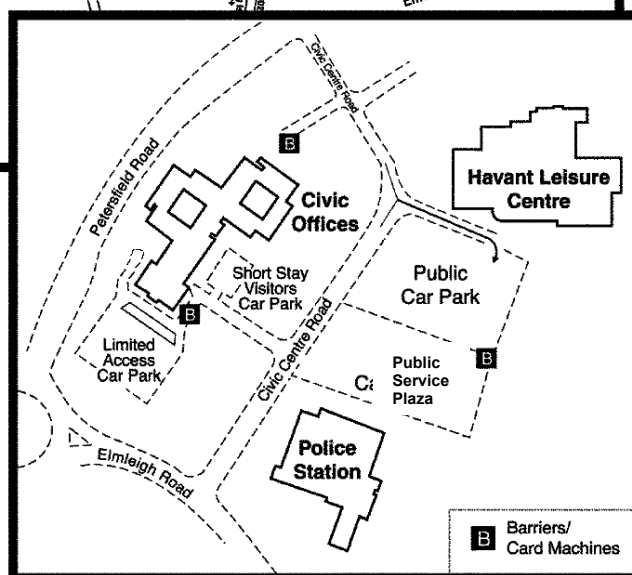
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Havant

BOROUGH COUNCIL

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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

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HAVANT BOROUGH COUNCIL

At a meeting of the Annual Council / Mayor Making held on 11 May 2016

Present

Councillor Turner (Chairman)

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

1 To Elect a Member of the Council to be Mayor of the Borough

PROPOSED by Councillor M Cheshire and seconded by Councillor J Branson, it was

RESOLVED that Councillor Faith Ponsonby be elected Mayor of the Borough of Havant for 2016/17.

The Council Adjourned from 11.10am to 11.25pm

During the Adjournment the Council was entertained by young vocalist Arwen Egerton.

The Mayor, Councillor Faith Ponsonby, in the Chair

The Mayor announced that her Charity Appeal Fund for the forthcoming year would support the following Charities:

The Stillbirth and Neonatal Death Charity (SANDS)
St Faith's Church Big Build Fund
Off the Record

The Mayor also announced that her Chaplains for 2016/17 would be the Reverends Jimmy and Kathryn Orr.

2 Vote of Thanks to Last Year's Mayor and Reply

PROPOSED by Councillor M Wilson and seconded by Councillor J Branson, it was

RESOLVED that a vote of thanks be recorded to the past Mayor, Councillor L Turner, for her service to the Council during her year of office.

Reply by the Retiring Mayor

The Retiring Mayor, Councillor L Turner, thanked all those who had supported her during her Mayoral year and congratulated the new Mayor on her election. Councillor Turner also took the opportunity to highlight some of the various charity and other events that she had attended during her year of office.

3 Appointment of Deputy Mayor

PROPOSED by Councillor Y Weeks and seconded by Councillor K Smith, it was:

RESOLVED that Councillor Mrs E Shimbart be appointed as Deputy Mayor for 2016/17.

4 Discharges and Appointments of Trustees

The Council considered making such discharges and new appointment of Trustees to the Mayor of the Borough of Havant Appeal Fund Charitable Trust as was required following the election of the Mayor.

PROPOSED by Councillor K Smith and seconded by Councillor M Sceal, it was:

RESOLVED that Councillor F Ponsonby be appointed Mayor Trustee and that Councillor L Turner be discharged from being Mayor Trustee and that a Memorandum of Discharge and Appointment be executed under Section 35 of the Charities Act 1960.

5 Apologies for Absence

Apologies for absence were received from Councillors P Buckley and A Lenaghan.

6 Declarations of Interests

There were no declarations of interest from any of the members present.

7 Minutes

PROPOSED by Councillor M Wilson and seconded by Councillor J Perry, it was

RESOLVED that the minutes of the Council meeting held on 13 April 2016 be agreed as a correct record and signed by the Mayor.

8 Committee Appointments

Annual Council / Mayor Making (11.5.16)

The Leader of the Council presented a report to the Council setting out the Committee and other appointments for 2016/17. The Leader took the opportunity to congratulate the recently elected and re-elected members of the Council and to welcome Councillors L Turner and N Bains as new members of the Cabinet. The Leader conveyed his thanks to Councillors M Fairhurst and Y Weeks for their contribution to the work of the Cabinet as former Cabinet Leads.

PROPOSED by Councillor M Cheshire and seconded by Councillor L Turner, it was:

RESOLVED that:

- (i) the representation of the different political groups on the Council and the allocation of seats to each of those political groups into which the Council is divided as set out in Appendix A be noted;
- (ii) the appointments made to the Cabinet by the Leader of the Council as set out in Part A of Appendix B be noted;
- (iii) notification be received from the Leader of the Council that unless and until the Leader of the Council otherwise directs, the Cabinet, being the body which will undertake the relevant functions and powers set out in Part 3 (Responsibility for functions) of the Constitution of Havant Borough Council, will undertake all those functions and powers by acting together, save that, where Cabinet functions have been delegated to individual members of the Cabinet in accordance with the Scheme of Delegations to Portfolio Holders set out in Part 3B of the Constitution and/or to officers in accordance with the Scheme of Delegations to Officers set out in Part 3D of the Constitution, those delegations will continue to have effect;
- (iv) the following be approved as set out in Parts B and C of Appendix B:
 - (1) the appointment and functions of the various Committees and boards;
 - (2) the appointment of Councillors to those Committees and Boards in accordance with the wishes of the political groups;
 - (3) the appointment of Chairs and Vice-Chairs (as appropriate) to those Committees and Boards; and
- (v) the sundry appointments set out in Part D of Appendix B.

9 Appointment of Chief Finance Officer

PROPOSED by Councillor M Cheshire and seconded by Councillor L Turner, it was

RESOLVED that Mr Stuart McGregor be appointed as the Council's Chief Finance Officer in accordance with Section 151 of the Local Government Act 1972.

The meeting commenced at 11.00 am and concluded at 12.20 pm

HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 11 May 2016

Present

Councillor Turner (Mayor)

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

100 Apologies for Absence

Apologies for absence were received from Councillors P Buckley and A Lenaghan.

101 Declarations of Interest

There were no declarations of interest from any of the members present.

102 Appointment of Honorary Alderman

The Council considered a report recommending conferral of the title of Honorary Alderman upon former Councillor Brendan Gibb-Gray.

PROPOSED by Councillor Leah Turner and seconded by Councillor Rivka Cresswell, it was:

RESOLVED that

- (1) the title of Honorary Alderman be conferred upon former Councillor Brendan Gibb-Gray, who had rendered eminent service to the Council over and above a Councillor's normal duties; and
- (2) the Democratic Services Team Leader, in consultation with the Mayor, be instructed to make all further arrangements necessary with a view to the presentation, in accordance with adopted practice, of an appropriate framed scroll and Civic Buffet on a date to be decided.

The meeting commenced at 12.15 pm and concluded at 12.20 pm

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Agenda Item 8

Calculation of Seats per Group								
	Con	Labour	Lib Dem	UKIP	Ind	Other	Total	
Number of Members	29	2	1	4	2	0	38	
% A	% of 38 Members (rounded to 4 places)	76.3158	5.2632	2.6316	10.5263	5.2632	0.0000	100.0001
% B	No. of Seats from Total Available	35.1053	2.4211	1.2105	4.8421	2.4211	0.0000	46.0000
Rounded to Whole Seats Available		35	2	1	5	2	0	45
							46	

				<u>Con</u>	<u>Labour</u>	<u>Lib Dem</u>	<u>UKIP</u>	<u>Ind</u>	<u>Other</u>	<u>Total</u>
	Scrutiny Board			8	1	0	1	1	0	11
	Development Control			6	0	0	1	0	0	7
	Licensing			11	1	1	1	1	0	15
	Joint HR			5	0	0	1	0	0	6
	Governance and Audit			5	0	0	1	0	0	6
				35	2	1	5	2	Total	45

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Scrutiny Board (11)

Group	Name
<u>Conservative</u> <u>8</u>	P Buckley (C) T Pike M Fairhurst D Smith D Patrick G Hughes C Mackey P Wade
<u>Labour</u> <u>(1)</u>	B Francis
<u>Lib Dem</u> <u>(-)</u>	F Ponsonby (co-opted)
<u>UKIP</u> <u>(1)</u>	M Carpenter
<u>Ind. Group</u> <u>(1)</u>	G Shimbart

Functions: the relevant powers and duties set out in Article 7 of Part 2 and Part 3 of the Constitution of Havant Borough Council.

Development Management Committee (7)

Group	Appointments
<u>Conservative</u> <u>(6)</u>	Chairman to be appointed at each meeting from among the Committee membership on a rotating basis, to be nominated at the previous meeting. D Keast G Hughes L Quantrill D Patrick C Satchwell P Buckley
<u>Labour</u> <u>(-)</u>	(-)
<u>Lib Dem</u> <u>(-)</u>	(-)
<u>UKIP</u> <u>(1)</u>	J Perry
<u>Ind. Group</u> <u>(-)</u>	(-)

Functions: the relevant powers and duties set out in Article 8 of Part 2 and Part 3 of the Constitution of Havant Borough Council.

Licensing Committee (15)

Group	Appointments
<u>Conservative</u> (11)	D Smith - (C) G Hughes - (V/C) M Fairhurst C Howard P Wade D Keast R Cresswell G Blackett T Pike J Thomas L Bowerman
<u>Labour</u> (1)	T Hart
<u>Lib Dem</u> (1)	F Ponsonby
<u>UKIP</u> (1)	G Kerrin
<u>Ind. Group</u> (-)	G Shimbart

Licensing Sub-Committee Chairmen (5)

Appointments
M Fairhurst G Hughes T Pike G Shimbart C Howard

Functions: the relevant powers and duties set out in Article 8 of Part 2 and Part 3 of the Constitution of Havant Borough Council.

Joint Human Resources Committee (6 of 12)

Group	Appointments
<u>Conservative</u> (5)	J Branson (C) P Wade M Fairhurst D Lloyd A Lenaghan
<u>Labour</u> (-)	(-)
<u>Lib Dem</u> (-)	(-)
<u>UKIP</u> (1)	J Perry
<u>Ind. Group</u> (-)	(-)

Functions: the relevant powers and duties set out in Article 10 of Part 2 and Part 3 of the Constitution of Havant Borough Council. Six Councillors to be appointed by each Authority representing East Hampshire District Council respectively. Chairman in 2016 to be appointed from the HBC membership, Vice Chairman to be appointed from the EHDC membership.

Governance and Audit Committee (7)

Group	Appointments
<u>Conservative</u> (5)	K Smith (C) C Mackey T Pike E Rees A Lenaghan
<u>Labour</u> (-)	(-)
<u>Lib Dem</u> (-)	(-)
<u>UKIP</u> (1)	J Davis
<u>Ind. Group</u> (-)	(-)

Functions: the relevant powers and duties set out in Article 9 of Part 2 and Part 3 of the Constitution of Havant Borough Council.

**Joint West of Waterlooville Major Development Area Planning Committee (4
including Chairman of the Development Management Committee)**

Group	Appointments – Must be members of the Development Management Committee
<u>Conservative</u> (4)	D Keast L Quantrill P Buckley (V/C) D Patrick
Labour (-)	(-)
Lib Dem (-)	(-)
UKIP (-)	(-)
Ind. Group (-)	(-)

Functions: the relevant powers and duties set out in Article 10 of Part 2 of the Constitution of Havant Borough Council and in the Constitution and Terms of Reference of the West of Waterlooville Major Development Area Planning Committee set out in Part 3, Section C of the Constitution.

APPENDIX B - PART C

Standing Deputies

<u>Body</u>	<u>Conservative</u>	<u>Labour</u>	<u>UKIP</u>	<u>Ind. Group</u>
Scrutiny Board	All Panel Members			
Development Management Committee	D Guest L Bowerman (1 Vacancy)	(-)	J Davis	
Licensing	L Quantrill	B Francis	M Carpenter	
Governance and Audit	Y Weeks		G Kerrin	
Joint West of Waterlooville Major Development Area Planning Committee	G Hughes	(-)	(-)	

APPENDIX B - PART D

Sundry Appointments

Langstone Harbour Board

Group	Appointments
<u>Conservative</u> (6)	J Branson R Cresswell L Turner K Smith T Pike A Lenaghan
<u>Deputies</u> (2)	G Hughes L Bowerman

Chichester Harbour Conservancy

Appointed Councillors
K Smith J Branson J Thomas (Deputy) R Cresswell (Deputy)

Police and Crime Panel

Councillor
L Turner (Deputy - Vacancy)

HAVANT BOROUGH COUNCIL

COUNCIL

27 July 2016

APPOINTMENT OF MEMBERS TO THE FIVE COUNCILS' JOINT COMMITTEE AND JOINT OVERVIEW AND SCRUTINY COMMITTEE

Report of Dawn Adey – Head of Research & Marketing

Key Decision: No

1.0 Purpose of Report

- 1.1 To make Member appointments to the two committees supporting the governance arrangements within the 5 Councils Contract.

2.0 Recommendation

- 2.1 It is recommended that the Council appoint Councillor Bains to the 'Five Councils Joint Committee'.
- 2.2 It is recommended that the Council appoint Councillor Buckley and Councillor Pike to the Five Councils Joint Overview and Scrutiny Committee.

3.0 Subject of the Report

- 3.1 Havant Borough Council has been party to procuring a range of Corporate Services in partnership with Hart District Council, Mendip District Council and South & Vale District Councils. The award to the suppliers was agreed by Cabinet on 3rd February 2016.
- 3.2 The Governance arrangements require the Council to appoint to two governing bodies, the Joint Committee and the Joint Overview and Scrutiny Committee.
- 3.3 The terms of reference of the Five Councils Joint Committee require the Council to appoint one Member of the Council to service on this Committee. The purpose of this committee is to oversee the Strategic, Financial and Operational success of the procurement.
- 3.4 The terms of reference of the Joint Overview and Scrutiny Committee require the Council to appoint two members of the Council to serve on this Committee. Members of the Cabinet may not be members of this Committee. The purpose of this Committee is to scrutinise decisions made by the Joint Committee, to act as a consultative body for the Joint Committee and to monitor and review the performance of the Joint Committee.

4.0 Implications

- 4.1 Resources: There will be a minimum of four meetings per year for the Joint Committee. There will be a minimum of one meeting per year of the Joint Overview and Scrutiny Committee. These meetings are expected to rotate between the Councils locations. Budget for expenses will be provided for, within the Council Councillor expenses policy.
- 4.2 Legal: Terms of reference for both Committees is included within the Corporate Contract and Inter Authority Agreement between the Councils. The Councils Monitoring Officer has approved the recommendation to appoint to each of these committees.
- 4.3 Strategy: The procurement of this contract enables the Councils strategic outcomes of Financial Sustainability and Public Service Excellence.
- 4.4 Risks: The Contract Risk register will be a working tool for both Committees.
- 4.5 Communications: Each Committee will be responsible for establishing a Communications Plan to ensure its work is well understood and successes are well published.
- 4.6 For the Community: There is no direct community impact as all service levels within this procurement maintain our current service levels.

Appendices: None

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Minute Volume

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HAVANT BOROUGH COUNCIL

At a meeting of the Development Management Committee held on 26 May 2016

Present

Councillor Buckley (Chairman)

Councillors Keast, Patrick, Perry, Quantrill, Satchwell and Hughes (Standing Deputy)

1 Appointment of Chairman

The committee considered the report by the Democratic Services Officer for appointing a Chairman to the meeting. It was

RESOLVED that Councillor Paul Buckley be appointed Chairman for the meeting.

With Councillor Buckley in the Chair the Committee considered the remaining items contained within the report outlining the procedure for appointing a Chairman to the Development Management Committee and Site Viewing Working Party on a rotating basis. It was

RESOLVED that:

- a) The Committee agreed the following procedure for the appointment of the Chairmen of the Committee
 - (i) At the first meeting of the Development Management Committee in each municipal year, the Committee agree a rota for the appointment of Chairman of the Committee; this rota may be amended by the Committee
 - (ii) At the beginning of each meeting, the Committee consider the appointment of the Nominated Chairman as Chairman for the meeting; the tenure of this post to expire at the end of the meeting.
 - (iii) At each meeting the Committee appoint the Chairman for the next meeting of the Site Viewing Working Party
 - (iv) At the end of each meeting the Committee nominate a Chairman for the following meeting ("Nominated Chairman") in accordance with the rota referred to in b)(i) above
 - (v) The incumbent Nominated Chairman to be the main point of contact for officers, councillors and members of the public between meetings of the committee.
- b) The amended deputations procedure as set out in appendix B of the report was agreed.
- c) The rota set out in Appendix A of the report was agreed

- d) Councillor Howard be appointed Chairman of the next meeting of the site Viewing Working Party in accordance with the rota
- e) Councillor Howard be nominated as Chairman for the next meeting of the Development Management committee in accordance with the rota,

2 Apologies for Absence

Apologies for absence were received from Councillor Caren Howard with Councillor Gary Hughes as deputy.

3 Exclusion of the Press and Public

RESOLVED that the press and the public be excluded from the meeting during the consideration of item 11(1) as:-

- (i) it was likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information as specified in paragraphs 3 and 5 of Part I of Schedule 12A (as amended) to the Local Government Act 1972; and
- (ii) in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The questions and debate raised by the reports to be considered were exempt under Paragraph 3 -

Information relating to the financial affairs or business affairs of any particular person (including the Authority holding that information); and

Paragraph 5 –

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

4 Minutes

The Minutes of the meeting of the Development Management Committee held on 17 March 2016 were agreed as a correct record and signed by the Chairman.

5 Matters Arising

There were no matters arising.

6 Site Viewing Working Party Minutes

The Minutes of the meeting of the Site Viewing Working Party held on 19 May 2016 were received.

7 Declarations of Interest

There were no declarations of interest.

8 Chairman's Report

The Chairman advised members of the mechanics of the revised procedure for appointing chairman and offered help and support to all members if required as they prepare to Chair meetings.

It was also advised that a Development Consultation Forum would be taking place on the 9th June 2016 regarding Havant Road, Emsworth and encouraged all members and standing deputies to the committee to attend where possible.

9 Matters to be Considered for Site Viewing and Deferment

RESOLVED that item 11(2) be deferred.

10 Appointment of Site Viewing Working Party

The committee considered the appointment of the Site Viewing Working Party for the ensuing year.

RESOLVED that

- (a) The Site Viewing Working Party be constituted with the following terms of reference:

Title:	Site Viewing Working Party
Membership:	All members (including standing deputies) of the Development Management Committee
Chairman:	To be appointed by the Development Management Committee.
Function:	To inspect sites relating to planning applications, Tree Preservation Orders and other matters referred to it by the Development Management Committee and officers and to inspect sites as necessary and request additional information if necessary.
- (b) Members of the including standing deputies) be appointed to the Working Party referred to in (a) above; and
- (c) Members appointed to the Working Party referred to in (a) above continue to be members and constitute that Working Party until the first meeting of the Committee after the annual meeting of the Council subject to the members concerned remaining members of the Council during that time.

11 Deputations

There were no deputations made to the committee.

12 APP/16/00241 - Trees East side of Park Lane Bridleway, Waterlooville

(this item was taken in camera)

Proposal: Fell 2No. Oaks subject to TPO 1150 Group Order G3.

The site was viewed by the Site Viewing Working Party.

The Committee considered the reports by the Head of Neighbourhood Support to grant permission.

The Committee considered the reports and asked questions of officers present. In answer to the questions officers advised that:

- T2 was a mature Oak Tree unlikely to grow significantly in size.
- Root barriers had proved ineffective in mitigating damage and were not being considered
- Extreme weather conditions could be a contributing factor to subsidence, however T1 and T2 were also contributing factors
- Professional guidelines for the investigation of the subsidence had been followed and a peer review of the case work had also been undertaken.
- Wildlife in the area would be protected by the Wildlife and Countryside Act 1981.

Whilst some members of the committee expressed the view that the removal of the tree would be detrimental to the visual amenity of the area and the felling of healthy trees was unfavourable, the majority of the committee agreed that the cost implications for keeping T1 and T2 were too significant. It was therefore

RESOLVED that the Head of Neighbourhood Services be authorised to grant consent to application APP/16/00241 subject to the following condition:

- (1) The tree felling for which consent is hereby granted shall not commence until a detailed scheme and specification for replacement tree planting on an adjacent part of the site had been submitted to and approved in writing by the Local Planning Authority; such specification shall include details of the species and size of such replacement planting.

Reason: To conserve and safeguard the visual amenities of the locality.

13 APP/16/00182 - Unit 3 The Precinct, Waterloo, PO7 7DT

This item was deferred.

14 APP/16/00320 - Southmoor Depot, 2 Penner Road, Havant, PO9 1QH

Proposal: Change of use to provide a MOT station within the Vehicle Maintenance Building.

The Committee considered the written reports and recommendations of the Head of Planning Services to grant permission.

The Committee discussed the reports and asked questions of the officers present. The committee were also advised that the Consultation Response from the Property Services Manager had been returned with no objection.

The Chairman invited Paul Stanley, Transport Manager for North South East, to the witness table to answer questions from the members of the committee regarding safety, liability and insurance. It was advised that:

- The public would be able to view the MOT test centre via monitor feed
- The test area would be subject to public liability insurance cover
- The centre would be operational by the end of 2016.

It was

RESOLVED that the Head of Planning Services be authorised to grant permission for Application APP/16/00320 subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date on which this planning permission was granted.

Reason: To comply with Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

Southmoor Depot Location Plan annotated Appendix 3
1:1250 Location Plan
Site Plan annotated Appendix 2
Proposed MOT Test Bay drawing no:r100316/A (1:1:3)

Reason: - To ensure provision of a satisfactory development.

The meeting commenced at 5.00 pm and concluded at 6.40 pm

.....
Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 7 June 2016

Present

Councillor Buckley (Chairman)

Councillors Carpenter, Fairhurst, Francis, Hughes, Mackey, Patrick, Pike, Shimbart and Smith D

65 Apologies

Apologies for absence were received from Councillor Wade

66 Minutes

The minutes of the meetings of the Scrutiny Board held on 22 March 2016, 29 March 2016 and 26 April 2016 were agreed as a correct record.

67 Matters Arising

There were no matters arising.

68 Declarations of Interests

There were no declarations of interest.

69 Chairman's Report

The Chairman outlined the new scrutiny process for the coming year, with an emphasis on tighter timescales, prioritisation of important topics and flexibility with topics and membership to Panels.

70 Appointment of Scrutiny Leads and Panels

The Scrutiny Board was requested to appoint Scrutiny Leads and make appointments to the Scrutiny Panels.

It was RESOLVED that;

- a) Scrutiny Leads be appointed as set out in Appendix A to these minutes;
- b) Scrutiny and Policy Development Panels and the Scrutiny Leads Panel be appointed as set out in Appendix A to these minutes;

- c) Members of the Panels be appointed as set out in Appendix A to these minutes;
- d) The Board be responsible for the liaising with the Leader of the Council on future policies and work relating to his specific responsibilities and hold him to account on agreed action arising from previous scrutiny reviews relating to his specific responsibilities;
- e) For the purposes of Section 19 of the Police and Justice Act 2006 a sub-committee be appointed and called the “Crime and Disorder Panel” with responsibility to scrutinise the way in which persons and bodies responsible for tackling crime and disorder discharge their functions, with membership as set out in Appendix A to these minutes; and
- f) 5 Councils Scrutiny Panel be appointed with membership as set out in Appendix A to these minutes.

71 Scrutiny Board Work Programme

The Scrutiny Board received a list of suggested scrutiny topics as identified by members. The Board held a detailed discussion on the suggested topics and gave an indication of the topics that would be a priority for the scrutiny work programme.

It was AGREED that;

- a) Scrutiny Leads complete the Scrutiny Topics Priority Matrix with their Panels at the first meeting of the Panel; and
- b) Scrutiny Panels discuss the suggested success criteria for 2016/17 to be set at the next meeting of the Scrutiny Board.

The meeting commenced at 5.00 pm and concluded at 6.36 pm

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Chairman

**Membership and Terms of Reference of Scrutiny
and Policy Development Panels 2016/17**

Scrutiny Terms of Reference

Title: Scrutiny Leads Panel

Membership: Councillor Paul Buckley
Councillor Tim Pike
Councillor Mike Fairhurst
Councillor Diana Patrick
Councillor Gary Hughes
Councillor Colin Mackey

Function: To have quarterly and annual oversight of the
Council's performance, budget management and
customer satisfaction data
To monitor Scrutiny Panel performance

Provisional Quarterly Panel Meeting Dates

Wednesday 31 August, 5pm
Wednesday 23 November, 5pm
Wednesday 15 February, 5pm
Monday 20 March, 5pm

Title: Budget Scrutiny Panel

Membership*: Councillor Gary Hughes
Councillor Malc Carpenter
Councillor Jackie Branson
Councillor Ken Smith
Councillor Dianne Lloyd
Councillor Rivka Cresswell

Scrutiny Lead: Councillor Gary Hughes

Board Member: Councillor Malc Carpenter

* Membership of the panels undertaking reviews on behalf of the Budget Scrutiny Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of the Budget, in liaison with Heads of Service within the Council.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development

To liaise with the Cabinet Lead for Governance and Organisational Development on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities .

Where the responsibilities of the Cabinet Lead for Governance and Organisation Development are:

Legal Services, Democratic Services, Councillor Support, Elections, Audit and Governance, Revenue and Benefits, Facilities Management (including the Cafe), HR, Learning and Development, Access and Equalities, Plaza (operational) .

Relevant Cabinet Lead(s):

Cabinet Lead for Corporate Strategy, Finance and Devolution – Cllr Mike Cheshire

Cabinet Lead for Governance and Organisational Development - Cllr Michael Wilson

Relevant Officers:

Head of Legal – Abe Ezekiel
Head of Customer Services – Brian Wood (acting)
Head of Finance – Stuart McGregor (Interim)
Head of Housing – Tracey Wood
Head of Communications and Community Engagement – Claire Hughes
Community Development Manager – Vacant
Head of Neighbourhood Support – Natalie Meagher
Head of Neighbourhood Support – Natalie Meagher
Head of Environmental Services – Andrew Pritchard
Head of Organisational Development – Tim Slater (covering Caroline Tickner maternity leave)
Head of Planning – Andrew Biltcliffe
Head of Coastal Services – Lyall Cairns
Business, Economy and Town Services Manager – Dan Grindey
Head of Development – Julia Potter
Head of Research & Marketing – Dawn Adey
Head of Programmes Redesign and Quality – Susan Parker
Effective Working Manager – Jon Sanders

Quarterly Panel Meeting Dates

Monday 27 June, 5pm
Wednesday 14 September, 5pm
Tuesday 13 December, 5pm
Thursday 9 March, 5pm

Title: Communities and Housing Scrutiny and Policy Development Panel

Membership: Councillor Diana Patrick
Councillor David Smith
Councillor David Keast
Councillor Terry Hart
Councillor Joanne Thomas
Councillor John Perry

Scrutiny Lead: Councillor Diana Patrick

Board Member: Councillor David Smith

- * Membership of the panels undertaking reviews on behalf of the Communities and Housing Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of:
Housing Enabling, Arts, Sport, Community Development, Leisure, Leisure Strategy, and Health and Wellbeing Strategy, culture champion, Safer Havant Partnership

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Communities and Housing on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Communities and Housing - Cllr Leah Turner

Relevant Officers:

Head of Housing – Tracey Wood

Head of Communications and Community Engagement – Claire Hughes
Community Development Manager – Vacant
Head of Neighbourhood Support – Natalie Meagher

Quarterly Panel Meeting Dates

Tuesday 28 June, 5pm
Tuesday 20 September, 5pm
Tuesday 10 January, 5pm
Tuesday 21 March, 5pm

Title: Operations, Environmental Services and NORSE
Scrutiny and Policy Development Panel

Membership: Councillor Colin Mackey
Councillor Beryl Francis
Councillor Mike Sceal
Councillor Caren Howard
Councillor Lulu Bowerman
Councillor Yvonne Weeks

Scrutiny Lead: Councillor Colin Mackey

Board Member: Councillor Beryl Francis

* Membership of the panels undertaking reviews on behalf of the Operations, Environmental Services and NORSE Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Waste & Recycling Strategy & Management (including Project Integra), Vehicle Workshop and Fleet Management, Environmental Health (Including food safety), Environmental Protection, Health and Safety, Housing Enforcement (Including DFGs), Licensing, Pest Control and Animal Welfare, Parking Strategy/Management & Traffic Management, , shared parking review, All Public Realm Enforcement (Rangers) including dog fouling and litter dropping, Travellers, Sustainable Transport & Implementation (Strategy and Capital Projects), Community Safety (except Safer Havant Partnerships), CCTV, Open Spaces (including Recreation and Cemeteries), Street Care and Beachlands.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Operations, Environmental Services and NORSE on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous

scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Operations, Environmental Services and NORSE –
Cllr Tony Briggs

Relevant Officers:

Head of Neighbourhood Support – Natalie Meagher
Head of Environmental Services – Andrew Pritchard
Head of Organisational Development – Tim Slater (covering Caroline
Tickner maternity leave)

Quarterly Panel Meeting Dates

Tuesday 21 June, 5pm
Thursday 22 September, 5pm
Tuesday 17 January, 5pm
Thursday 23 March, 5pm

Title: Economy, Planning, Development and Prosperity
Havant Scrutiny and Policy Development Panel

Membership: Councillor Mike Fairhurst
Councillor Peter Wade
Councillor Clare Satchwell
Councillor Edward Rees
Councillor Andrew Lenaghan
Councillor John Davis

Scrutiny Lead: Councillor Mike Fairhurst

Board Member: Councillor Peter Wade

* Membership of the panels undertaking reviews on behalf of the Economy, Planning, Development and Prosperity Havant Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Development Services, Planning Policy and Urban Design, Local Development Framework, Development Management Committee, Design Champion, Regional & Sub-Regional Planning, Building Control, Planning, Housing Development, Coastal Management, Sustainability & Climate Change, Property Management, Asset Management and External Strategic Contract Negotiation and Management, strategic housing, strategic property advice, investment, Plaza (strategic), Economic Development, Business Support, Tourism and Special Events.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Economy, Planning, Development and Prosperity Havant on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Economy, Planning, Development and Prosperity
Havant - Cllr David Guest

Relevant Officers:

Head of Planning – Andrew Biltcliffe
Head of Coastal Services – Lyall Cairns
Business, Economy and Town Services Manager – Dan Grindey
Head of Development – Julia Potter

Quarterly Panel Meeting Dates

Wednesday 6 July, 5pm
Tuesday 27 September, 5pm
Thursday 19 January, 5pm
Tuesday 28 March, 5pm

Title: Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel

Membership: Councillor Tim Pike
Councillor Gerald Shimbart
Councillor Elaine Shimbart
Councillor Gwen Blackett
Councillor Lance Quantrill
Councillor Gary Kerrin

Scrutiny Lead: Councillor Tim Pike

Board Member: Councillor Gerald Shimbart

* Membership of the panels undertaking reviews on behalf of the Marketing, Business Development and Five Councils Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of: Marketing, Communications, Branding, Customer Insight, Corporate Pulse Check & Quarterly Health Checks, Business Transformation and Change Management (including Agile working), Customer Services and Internal Strategic Contract Negotiation and Management, Website/ICT, Service Futures, Channel Shift.

To undertake such other scrutiny reviews as the Scrutiny Board/Scrutiny Leads Panel directs.

Holding Cabinet to Account/Policy Development.

To liaise with the Cabinet Lead for Marketing, Business Development and Five Councils on future policies/work relating to his/her specific responsibilities and to hold this Cabinet Lead to account on agreed actions arising from previous scrutiny reviews relating to his/her specific responsibilities

Relevant Cabinet Lead:

Cabinet Lead for Marketing, Business Development and Five Councils-
Cllr Narinder Bains

Relevant Officers:

Head of Research & Marketing – Dawn Adey

Head of Programmes Redesign and Quality – Susan Parker

Effective Working Manager – Jon Sanders

Quarterly Panel Meeting Dates

Thursday 30 June, 5pm

Tuesday 6 September, 5pm

Tuesday 6 December, 5pm

Tuesday 7 March, 5pm

Title: Five Councils Scrutiny Panel

Membership: Councillor Paul Buckley (Chairman)
Councillor Jackie Branson
Councillor Beryl Francis
Councillor Colin Mackey
Councillor Tim Pike
Councillor Faith Ponsonby
Councillor Peter Wade

- * Membership of the panels undertaking reviews on behalf of the Five Councils Scrutiny and Policy Development Panel ("The Parent Panel") may include councillors, who are not members of the Parent Panel

Function: Scrutiny

Will scrutinise and assist in the development of the 5 Councils Project as and when needed

Relevant Cabinet Lead:

Cabinet Lead for Marketing, Business Development and Five Councils-
Cllr Narinder Bains

Relevant Officers:

Head of Research & Marketing – Dawn Adey
Strategic Procurement Project Manager - Carl Mathias
Legal Services Team Leader - Sara Bryan

MEMBERSHIP AND TERMS OF REFERENCE FOR
SUB-COMMITTEES OF THE SCRUTINY
BOARD 2016/17

Title: Crime and Disorder Panel

Membership: Councillor Diana Patrick (Chairman)
Councillor David Smith
Councillor David Keast
Councillor Terry Hart
Councillor Joanne Thomas
Councillor John Perry
Councillor Gerald Shimbart

Function: To discharge the functions of the Council as set out in
Section 19 of the Police and Justice Act 2006.

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HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 8 June 2016

Present

Councillor Cheshire (Chairman)

Councillors Wilson, Briggs, Guest, Bains and Turner

1 Apologies for Absence

There were no apologies for absence.

2 Minutes

The Minutes of the meeting of the Cabinet meeting held on 16 March 2016 were agreed as a correct record.

3 Matters Arising

There were no matters arising from the minutes of the last meeting.

4 Declarations of Interests

There were no declarations of interests.

5 Chairman's Report

The Leader of the Council advised that he would be circulating a briefing note to all Councillors on Devolution and recommend that Councillors act with composure throughout the debates and discussions on this issue.

6 Cabinet Lead Delegated Decisions, Minutes from Meetings etc.

RESOLVED that the following minutes and delegated decisions be noted:

- (1) The minutes of the Portchester Crematorium Joint Committee held on 14 March 2014; and
- (2) Spending of S106 funds collected for a specific purpose (under Planning Application APP/12/00966)

7 Recommendations from the Scrutiny Board

8 Review of the Development Management Committee

Councillor K Smith, as former Scrutiny Lead for Planning and Economy presented a report from the Planning and Economy Scrutiny and Policy Development Panel setting out

recommendations arising from its review of the Development Management Committee. Cabinet members were supportive of the Panel's recommendations.

The Cabinet discussed arrangements made to ensure that new members of the Committee would have access to the original reports in cases where shorter reports would be submitted to the Development Management Committee. Concern was also raised that some of the model reasons for refusal did not comply with the National Planning Policy Framework.

RESOLVED that the following recommendations from the Planning and Economy Scrutiny and Policy Development Panel be endorsed by the Cabinet:

- (1) The Development Management Committee be retained in its current form;
- (2) The red card procedure be retained in its current form;
- (3) Planning reports for major and minor developments have an executive summary at the beginning of the report;
- (4) Shorter planning reports be produced for applications that have been previously considered by the Development Management Committee. Such reports to only contain details relevant to the decision to be made by the Committee; and
- (5) The model reasons be reviewed and amended to ensure that they comply with the National Planning Policy Framework.

9 Review of the Closed Circuit Television System

Councillor Branson, as former Chairman of the Scrutiny Board, presented a report from the Closed Circuit Television System Panel setting out recommendations arising from its review of the Closed Circuit Television System. Cabinet members were supportive of the Panel's recommendations.

The Cabinet was advised that since the scrutiny, the Meridian Centre had agreed to take control of the Council's CCTV cameras at the bus station and those cameras attached to the Meridian Centre.

RESOLVED that the following recommendations from the Closed Circuit Television System Panel be endorsed by the Cabinet:

- (i) To request the officers to investigate the feasibility of the Meridian Centre taking control of the Council's CCTV cameras currently attached to the outside of the Meridian Centre;
- (ii) To seek to ensure that the CCTV system's cameras at the bus station be incorporated into the bus station's CCTV system;
- (iii) To endorse a campaign to encourage business/shops to provide better coverage of their premises;
- (iv) To endorse a communication campaign to raise awareness of how safe it is to live in the Borough; and

- (v) That in case crime and anti-social behaviour in the town centres increases to an unacceptable level in the future then alternative modern digital solutions be investigated forthwith.

RESOLVED that Council be recommended to

- (i) Agree to actively consider providing a financial contribution commensurate with other authorities, if in the future a requirement for a modern, digital, fully integrated, centrally monitored CCTV system be generated by a Office of Police and Crime Commissioner/Hampshire Constabulary together with a request for financial support; and
- (ii) Agree that developers and their architects be encouraged to provide for the security needs of future occupiers when designing a new building or altering a current building in Town Centres.

10 Review of Outside Bodies

The Cabinet considered a report from Councillor Shimbart reviewing the appointments to outside organisations.

The Cabinet also considered revised recommendations and proposed nominations for 2016/17, which were circulated prior to the meeting

RESOLVED that:

- (i) appointments to the following outside bodies be ceased:
- Relate
 - West of Waterlooville Arts Panel
 - Havant Sports Association
 - Southleigh Youth Recreation Hall
 - Leigh Park Community Association Management Committee
 - Age Concern
- (ii) a representative on an outside body be replaced if the representative does not attend meetings or submit feedback forms.
- (iii) the Cabinet remove the Alleygating Panel from the list of outside organisations and include this Panel in its list of Working Parties and Panels.
- (iv) representatives to outside organisations be appointed as set out in the Appendix to these minutes. mended by the published supplementary information, be approved. All such appointments to remain in effect until the first meeting of the Cabinet in the 2016/17 municipal year.
- (v) Consideration of the appointment of members to WeBigLocal and the South Eastern Hampshire Clinical Commissioning Group be deferred to the next meeting
- (vi) The 2015/16 appointments to WeBigLocal and South Eastern Hampshire Clinical Commissioning Group continue until the next meeting;

- (vii) Authority be delegated to the Leader of the Council to appoint members to vacant positions.

11 Appointment of Working Parties and Panels

The Cabinet was requested to make annual appointments to working parties and panels in 2016-17.

RESOLVED that the following appointments be confirmed:

Coastal Defence Panel:

Councillors J Branson, R Cresswell, D Guest, A Lenaghan, C Satchwell and K Smith

Local Plan Panel:

Councillors P Buckley, D Keast, C Satchwell, C Howard, D Patrick, J Perry, L Quantrell, D Guest, G Blackett, K Smith, A Lenaghan, R Cresswell and L Bowerman

The meeting commenced at 2.00 pm and concluded at 2.30 pm

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Chairman

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
1	Armed Forces Covenant Representative	One	Cllr G Hughes	Cllr G Hughes	None
2	Bedhampton Social Hall Association	One	Cllr K Smith	Cllr K Smith	None
3	Business Support Investment Panel	One	Cllr E Rees	Cllr E Rees	None
4	Chichester Harbour Conservancy*	Three	Cllr J Branson Cllr K Smith Cllr R Cresswell (S. Deputy)	Cllr J Branson Cllr K Smith Cllr J Thomas (S. Deputy) Cllr R Cresswell (S. Deputy)	None
5	Community First Wessex	One	Cllr C Mackey	Cllr B Francis	None
6	Cowplain Activtiy Centre Association	One	Cllr N Bains	Cllr N Bains	Ward Councillor

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
7	Emsworth Maritime Historical Trust	One	Cllr R Cresswell	Cllr Cresswell	Clause in Lease states that the Council may appoint one representative to serve on the governing body of the Trust (which is the body concerned with the day to day management of the Trust and its premises)
8	Hampshire (South East) Road Safety	One	Cllr K Smith	Cllr K Smith	None
9	Hampshire and Isle of Wight Local Government Association	Two	Cllr T Briggs Cllr D Guest	Cllr T Briggs Cllr D Guest	Must be members of the Executive
10	Hampshire Buildings Preservation Trust	One	Cllr D Guest	Cllr D Guest	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
11	Hampshire Health and Audit Social Care Select Committee	One	Cllr Y Weeks	Cllr Turner	None
12	Havant Citizens Advice	One	Cllr M Wilson	Cllr M Wilson	None
13	Havant Housing Association	One	Cllr Y Weeks	Cllr Turner	None
14	Havant Thicket Reservoir Stakeholder Group	One	Cllr D Guest	Cllr D Guest	None
15	Hayling Island Community Centre Association	One	Cllr A Lenaghan	Cllr A Lenaghan	None
16	Langstone Harbour Board*	Six	Cllr A Lenaghan Cllr C Satchwell Cllr E Shimbart (S. Deputy) Cllr G Shimbart Cllr J Branson Cllr Ken Smith Cllr R Cresswell Cllr T Pike (S. Deputy)	Cllr A Lenaghan Cllr G Shimbart Cllr J Branson Cllr Ken Smith Cllr R Cresswell Cllr T Pike Cllr G Hughes (S. Deputy) Cllr L Bowerman (S. Deputy)	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
17	Local Government Association (Assembly)	One	Cllr M Cheshire	Cllr M Cheshire	None
18	Local Government Association Coastal Issues Special Interest Group	One	Cllr D Guest	Cllr D Guest	None
19	Making Space	One	Cllr T Hart	Cllr T Hart	None
20	Off The Record	One	Cllr Y Weeks	Cllr Y Weeks	None
21	Parking Patrol Adjudication Panel and Traffic Regulations Outside London Adjudication Joint Committee (PATROL)	One	Cllr D Smith	Cllr D Smith	None
22	Police and Crime Panel*	One	Cllr G Shimbart Cllr Y Weeks (S. Deputy)	Cllr L Turner TBC (S. Deputy)	None
23	Portchester Crematorium Joint Committee	Two	Cllr T Briggs Cllr D Guest	Cllr T Briggs Cllr D Guest	Must be members of the Executive
24	Portsmouth City Council Health Overview and Scrutiny Panel	One	Cllr G Blackett	Cllr G Blackett	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
25	Project Integra Strategic Board	One plus non-voting Standing Deputy	Cllr T Briggs Cllr Fairhurst (S. Deputy)	Cllr T Briggs Cllr N Bains (S Deputy)	Must be an Executive Member
26	PUSH Joint Management Committee	One	Cllr M Cheshire Cllr T Briggs (either may attend, dependent upon circumstances)	Cllr M Cheshire Cllr T Briggs (either may attend)	Normally but not necessarily the Leader of the Council
27	PUSH Overview and Scrutiny Committee	One	Cllr J Branson	Cllr Buckley	Both to be non-Executive members
28	Safer Havant Partnership	One	Cllr G Shimbart	Cllr L Turner	
29	Solent Forum	One	Cllr D Guest	Cllr D Guest	None
30	South East Employers	One	New Appointment	Cllr M Wilson	None
31	South East of England Councils	One	Cllr M Cheshire	Cllr M Cheshire	None
32	Southern and South East England Tourist Board	One	Cllr K Smith	Cllr K Smith	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
33	Spring Arts and Heritage Centre	One	Cllr J Branson	Cllr J Branson	None
34	Springwood Centre	One	Cllr D Patrick	Cllr D Patrick	None
35	Standing Conference on Problems Associated with the Coastline (SCOPAC)	One	Cllr D Guest Cllr J Branson (S. Deputy)	Cllr D Guest Cllr J Branson (Deputy)	None
36	Staunton Country Park Management Committee	One	Cllr Y Weeks	Cllr Y Weeks	None
37	Sussex Downs and Coastal Plain Local Action Group	One	Cllr L Turner Cllr C Satchwell (S. Deputy)	Cllr L Turner Cllr C Satchwell (S. Deputy)	None
38	Waterlooville Area Community Association	One	Cllr M Sceal	Cllr M Sceal	None
39	Wecock Community Centre Association	One	Cllr G Shimbart	Cllr G Shimbart	None
40	West of Waterlooville Forum	Four plus 2 Standing Depts	Cllr G Hughes Cllr G Blackett Cllr G Shimbart Cllr P Wade	Cllr G Hughes Cllr G Blackett TBC Cllr P Wade	Must not be members of DC
41	Westbrook Hall Association	One	Cllr D Keast	Cllr D Keast	None

***Council appointment**

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THE BOROUGH COUNCIL OF HAVANT

At a meeting of the Licensing Committee held on 15 June 2016

Present

Councillor Smith D (Chairman)

Councillors Mrs Blackett, Cresswell, Fairhurst, Hart, Hughes (Vice-Chairman), Keast, Kerrin, Sceal, Shimbart, Thomas and Wade

44 APOLOGIES

There were no apologies for absence.

45 MINUTES

The Minutes of the meetings of the Licensing Committee held on 23 March 2016 and 11 May 2016 were agreed as a correct record and signed by the Chairman.

46 MATTERS ARISING

There were no matters arising.

47 DECLARATIONS OF INTERESTS

There were no declarations of interests.

48 CHAIRMAN'S REPORT

The Chairman welcomed the new members to the Committee and reminded members that the next meeting was scheduled for 28 September 2016.

49 PROPOSED CHANGES TO THE CURRENT LICENSING ACT 2003 POLICY

Further to Minute the Committee considered the latest amended version of the licensing policy, which had been changed as a result of the consultation process.

RECOMMENDED that the Council approve the Statement of Licensing Policy (as amended) as Council policy subject to the heading of Appendix 2 being amended to read "Responsible Authorities And Licensing Contacts".

.....
Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Development Management Committee held on 16 June 2016

Present

Councillor Keast (Chairman)

Councillors Buckley, Patrick, Perry, Quantrill, Satchwell and Hughes

15 Appointment of Chairman

It was RESOLVED that Councillor David Keast be appointed as Chairman for the meeting.

16 Apologies for Absence

There were none

17 Minutes

The Minutes of the meeting of the Development Management Committee held on 26 May 2016 were agreed as a correct record and signed by the Chairman.

18 Matters Arising

There were no matters arising

19 Declarations of Interest

There were no declarations of interest.

20 Chairman's Report

The Chairman advised members that Councillor Caren Howard was no longer a member of the Development Management Committee and Councillor Gary Hughes had been formally appointed to the committee.

21 Matters to be Considered for Site Viewing and Deferment

There were no matters considered for site viewing or deferment.

22 Deputations

(1) Mr D Crichton (objector) – Application APP/16/00182 – Unit 3, The Precinct, Waterloooville, PO7 7DT

(2) Mr T Cook (applicant's agent) – Application APP/16/00182 – Unit 3, The Precinct, Waterloooville, PO7 7DT

23 APP/16/00182 - Unit 3 The Precinct, Waterloooville, PO7 7DT (The site was viewed by the Site Viewing Working Party)

Proposal: Change of use to ground floor from retail (A1) to betting shop (Sui Generis) and new shop front.

The Committee considered the written report and recommendations of the Head of Planning Services to grant permission.

The Committee was addressed by the following deputies:

(1) Mr D Crichton who objected to the proposal for the following reasons:

- a. The proposal had created a high level of public concern and attracted 102 objections from the public.
- b. Under the NPPF the proposal had no environmental or social benefits for the community.
- c. A Betfred betting shop was already situated within the town centre and it was unnecessary to relocate.
- d. The town centre had experienced an increase in anti social behaviour and it was felt the proposal would contribute to this. The Police had also not been consulted on the proposal.
- e. The applicant had not provided an economic statement outlining the benefits to the community for the proposal.

(2) Mr T Cook who supported the proposal for the following reasons:

- f. The recommendation to approve the proposal was based on an extensive and informative report outlining all principal planning considerations.
- g. It was an appropriate use of the site and was compliant with Policy AL3 of the Havant Borough Local Plan in terms of the balance of retail and non-retail uses in the frontage of shops.
- h. The proposal would fill a long standing empty unit. Extensive marketing reports had also been submitted for inspection.

In response to questions raised by the Committee, the officers advised that:

- (1) The existing Betfred shop was located further south of the high street from the proposed new location.
- (2) The move would situate Betfred in a more prime location.

The Committee discussed the application together with the views raised by the deputies. The committee understood the concerns from the public regarding the proposal, however also raised the following points:

- A consistent frontage of shops would be attractive to the public and the proposal would fill a premises that had been vacant for an extended period of time.
- The proposal would increase footfall in the area of the town centre and aid in regeneration by encouraging the public into the town centre.
- The public had raised concerns over an additional betting shop being placed in the town centre, however the proposal was not to create an additional betting shop, but to move from the existing site already in the town centre.

It was therefore

RESOLVED that the Head of Planning Services be authorised to grant permission for application APP/16/00182 subject to the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.

Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 Notwithstanding any description of materials in the application no shopfront works shall take place until samples and a full specification of the materials to be used externally on the buildings have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. Only the materials so approved shall be used, in accordance with any terms of such approval.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 3 The premises shall only be open for trade or business between the hours of 08.00 hours and 22.00 hours on Mondays to Saturdays inclusive and from 09.00 to 22.00 hours on Sundays and Bank Holidays.

Reason: To protect the amenities of nearby residential properties and having due regard to policy DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4 The ground floor windows shall at all times incorporate and maintain a window display to the satisfaction of the Local Planning Authority.

Reason: In the interests of visual amenity and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011, policy AL3 of the Havant Borough Local Plan (Allocations) 2014 and the National Planning Policy Statement 2012.

- 5 The development hereby permitted shall be carried out in accordance with the following approved plans:
Planning Statement dated February 2016
Location Plan Licence No. 100022432
Existing and Proposed South West Elevation Drawing No. 1156BF-SF2
Existing and Proposed North West Elevation Drawing No. 1156BF-SF1
Existing and Proposed Ground Floor Drawing No. 1156BF-LP

Reason: - To ensure provision of a satisfactory development.

24 Nomination of Chairman

It was RESOLVED that Councillor Diana Patrick was nominated as Chairman for the next meeting of the Development Management Committee.

The meeting commenced at 5.00 pm and concluded at 5.29 pm

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Chairman

HAVANT BOROUGH COUNCIL

At a meeting of the Governance & Audit Committee held on 29 June 2016

Present

Councillor Smith K (Chairman)

Councillors Davis, Mackey, Pike, Rees and Lenaghan

45 Apologies

No apologies for absence were received.

46 Minutes

RESOLVED that the minutes of the meeting of the Governance and Audit Committee held on 2 March 2016 be approved as a correct record.

47 Matters Arising

The Committee requested clarification on the audit processes for the NORSE JVC.

48 Declarations of Interest

There were no declarations of interest from any of the members present.

49 Chairman's Report

The Chairman welcomed new members to the Committee.

50 External Audit Papers

The Committee considered the paper presented by Ernst and Young LLP. Ian Young of Ernst and Young LLP joined the meeting for the debate on this item and answered members' questions in connection with the report.

The Audit Plan set out how the external auditors intended to carry out their responsibilities and provided the Committee with a basis to review their proposed audit approach and scope for the 2015/16 audit. The plan also outlined the overall evaluation criterion.

RESOLVED that the Audit Plan for the year ending 31 March 2016 from external auditors be noted.

51 Internal Audit Papers

The Committee considered a paper presented by Antony Harvey and Amanda Chalmers of the Southern Internal Audit Partnership, who joined the meeting for the debate on this item and answered members' questions in connection with the report.

The paper provided the Committee with the Chief Internal Auditor's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control for the year ending 31 March 2016. The Committee was assured that the Council's framework was 'adequate' and where weaknesses had been identified, work had been undertaken with Council management to agree appropriate actions.

During the course of the discussion, members requested clarification on the number of frauds / errors identified as part of their Anti Fraud and Corruption reporting.

RESOLVED that the Annual Internal Audit Report and Opinions for 2015-2016 from the Southern Internal Audit Partnership be approved.

52 Quarterly Update on Corporate Risks from the Executive Board

The Committee considered a report from the Governance and Information Manager providing an update on the highest corporate risks reviewed by the Joint Executive Board on 14 June 2016.

The Chairman requested that a member of the Executive Board be invited to present the Quarterly Update on Corporate Risks at future meetings.

RESOLVED that this item be deferred.

53 Monitoring Officer's Update

The Deputy Monitoring Officer informed the Committee that the Constitution had been amended to reflect the new Scheme of Delegations following the recent Senior Management Resourcing Review. The Committee were also informed that there were currently no outstanding Code of Conduct complaints.

The meeting commenced at 5.00 pm and concluded at 5.44 pm