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COUNCIL AGENDA

Membership: Councillor Mrs Shimbart (Mayor)

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

Meeting: Council

Date: Wednesday 13 December 2017

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

5 December 2017

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

Page

PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive and record any apologies for absence.

2 Declarations of Interests

To receive any declarations of interests from Members.

3 Minutes

1 - 2

To confirm the minutes of the last meeting held on 1 November 2017.

4 Matters Arising

5 Award Presentation - Armed Forces Covenant Employer Recognition Scheme

The Council to receive a Bronze Award under the Armed Forces Covenant Employer Recognition Scheme.

6 Mayor's Report

3 - 4

To receive the Mayor's Report.

7 Cabinet Recommendations 29 November 2017

To consider the following recommendations arising from the Cabinet meeting held on 29 November 2017 (the agenda and reports for this meeting can be viewed via the following link):

<http://havant.moderngov.co.uk/ieListDocuments.aspx?CId=128&MId=10330>

(A) COUNCIL TAX SUPPORT SCHEME

RECOMMENDED to full Council that:

- (1) The 2017/18 Council Tax Support Scheme be retained in 2018/19 but with the following amendments:
 - (i) the Allowances and Premiums used in determining entitlement for working age claims are changed as set out in paragraph 5.3 of the report; and
 - (ii) the Non-Dependent deductions used in determining entitlement for working age claims are changes as set out in paragraph 5.4 of the report; and
- (2) the necessary arrangements are made to the Council Tax Support Scheme document and that it is then published in accordance with Local Government Finance Act 1992 Section 13A(2); and
- (3) an Annual Council Tax Support Hardship Fund of £5,000 be introduced to support the most vulnerable Council Tax Support Customers as set out in paragraph 5.5 of the report. The £5,000 to form part of the budget process (2018/19) to be agreed at full Council in February 2018.

**(B) CONSERVATION AREA APPRAISAL, MILL LANE,
LANGSTONE**

RECOMMENDED to full Council that the Mill Lane Conservation Area Character Appraisal (Appendix 1 to the Cabinet report) be approved as a material consideration alongside the Local Plan;

(C) COUNCILLOR DEVELOPMENT STRATEGY

RECOMMENDED to full Council that the updated Councillor Development Strategy be approved.

8 Committee Recommendations

The Council to consider the following recommendations to Council arising from the meeting of the Licensing Committee held on 30 November 2017. The agenda and reports for the meeting can be viewed via the following link:

<http://havant.moderngov.co.uk/ieListDocuments.aspx?CId=125&MId=10570>

GAMBLING ACT 2005 STATEMENT OF PRINCIPLES

RECOMMENDED to full Council that the amended Gambling Statement of Principles (Appendix A to the report to the Licensing Committee) be approved.

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|-----------|--|---------------|
| 9 | Leader's Report | 5 - 8 |
| | To receive the Leader's report to Council. | |
| 10 | Cabinet Lead Reports | 9 - 20 |
| | To receive the Cabinet Leads' reports to Council. | |
| 11 | Cabinet Leads and Chairmen's Question Time | |
| | (i) the Leader and Cabinet Leads to answer questions on matters within their respective reports. | |
| | (ii) Chairmen to answer questions on minutes since the last Council meeting | |
| 12 | Questions Under Standing Order 23 | |
| | To receive questions from Councillors in accordance with the requirements of Standing Order 23.4(a). | |
| 13 | Urgent Questions Under Standing Order 23 | |
| | To receive urgent questions from Councillors submitted in | |

accordance with the requirements of Standing Order 23.4(b).

14 Notices of Motion

- (A) The Council to consider the following Motion proposed by Councillor Gary Hughes and seconded by Councillor Ken Smith:**

Parking - Supplementary Planning Document (SPD)

This council notes:

The considerable work being undertaken to produce the new Local Plan 2035.

That significant effort is being expended to ensure that every supporting thread is properly researched, analysed, considered and validated prior to its inclusion in the core document.

That Havant Borough Council's Supplementary Planning Documents should undergo the same rigour as those being used to underpin the new Local Plan 2035.

In light of the above, this council moves that the current Parking Supplementary Planning Document be reviewed to determine if:

- the description of 'sustainable transport' is fit for purpose for the borough of Havant
- the minimum car parking standards are fit for the future homes in the borough of Havant
- future development throughout the borough achieves the goals set out in the document

A review of this important document will ensure that the Local Plan 2035 places a duty on all developers of land in Havant Borough make appropriate and practical accommodation for motor vehicles, so that future developments are self sustaining in every aspect.

- (B) The Council to consider the following Motion proposed by Councillor John Perry and seconded by Councillor Terry Hart:**

Councillor Disclosure and Barring Service Checks

Given the "MP Sleaze Allegation Spreadsheet" that has been widely circulated in the media and the fact that Havant Borough Councillors visit schools, the elderly and vulnerable people, this Council recognises the need that all Councillors should have DBS checks to demonstrate that the Council can be seen to have taken all reasonable precautions to protect the vulnerable.

15 Calendar of Meetings 2018/19 21 - 22

RECOMMENDED to full Council that the draft Calendar of Meetings for 2018/19 be approved.

16 Acceptance of Minutes 23 - 52

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

Scrutiny Board – 7 November 2017

Development Management Committee – 9 November 2017

Cabinet – 29 November 2017

Licensing Committee – 30 November 2017

PART 2 (Confidential items - closed to the public)

17 Exclusion of the Press and Public

The Council is asked to consider whether to pass a resolution excluding the public from the meeting during consideration of any of the items on the agenda. If members wish to do so then this could be achieved by passing the following resolution. Members are not required to pass the resolution but the Monitoring Officer recommends this as to the item set out below.

That the public be excluded from the meeting during consideration of the item headed and numbered as below because:

- (a) it is 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 of the descriptions specified in paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 shown against the heading in question; and
- (b) in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Item 18 – Cabinet Recommendations 6 December 2017

(Paragraph 3)

18 Cabinet Recommendations 6 December 2017

To consider any recommendations to Council arising from the Extraordinary Cabinet meeting to be held on 6 December 2017

(A) Five Councils Corporate Services Contracts

(Report to be circulated separately - NOT FOR PUBLICATION under Paragraph 3 of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972).

GENERAL INFORMATION

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

Internet

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

Public Attendance and Participation

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

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Emergency Procedure

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

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

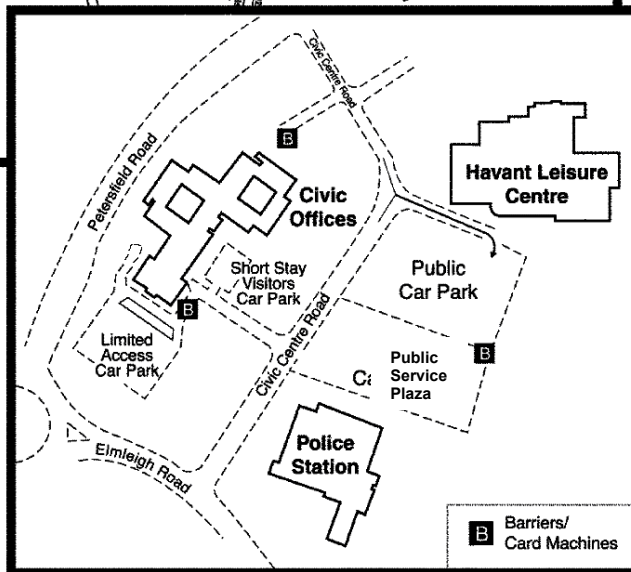
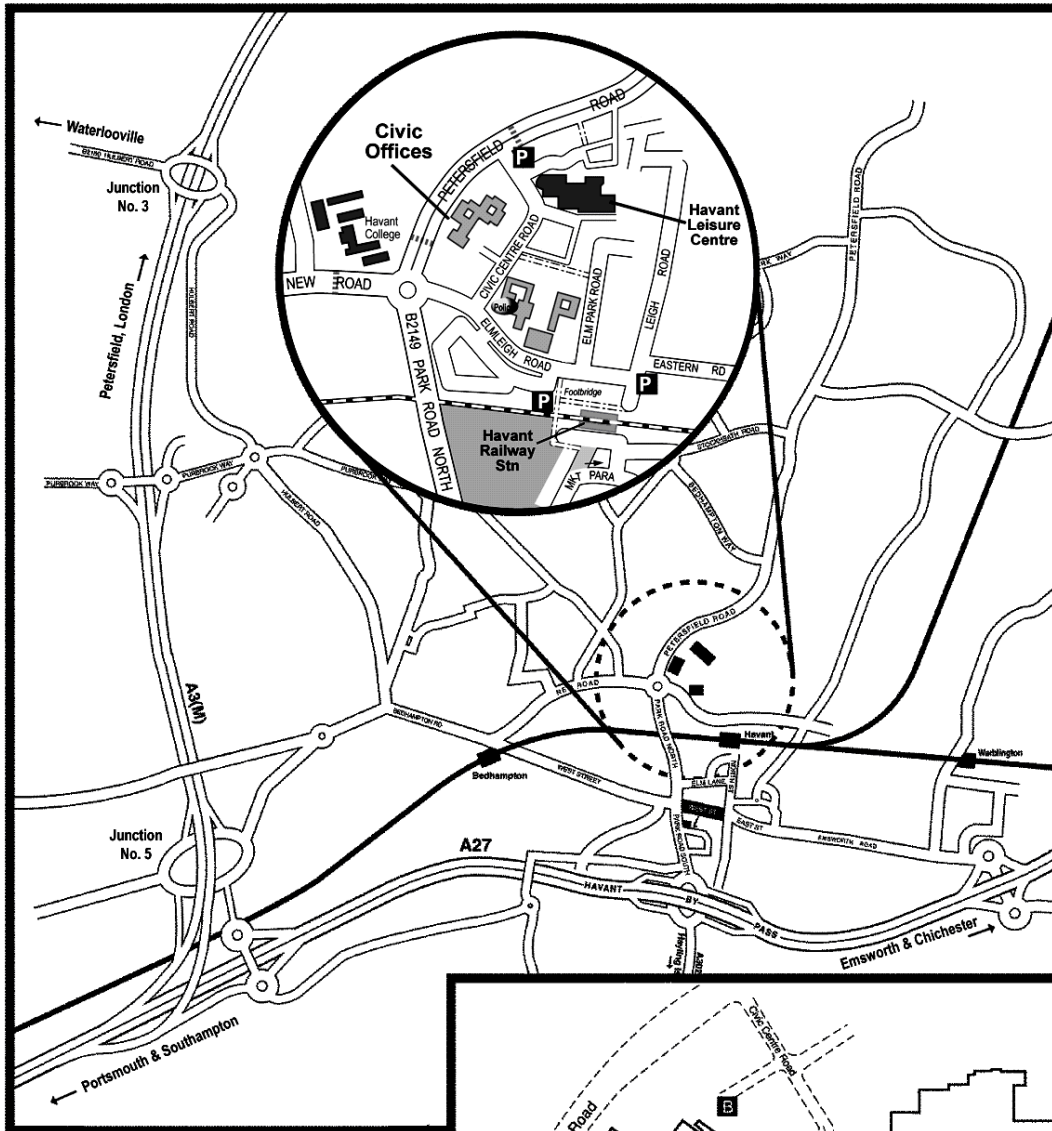
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Havant

BOROUGH COUNCIL

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

HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 1 November 2017

Present

Councillor Mrs Shimbart (Mayor)

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

119 Apologies for Absence

Apologies were received from Councillors Carpenter and Guest.

120 Declarations of Interests

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

121 Minutes

The minutes of the meeting of the Council held on 20 September 2017 were approved as a correct record. Confirmation was given that the Questions under Standing Order 23 and a transcript of their associated responses had been published on the Council's website in accordance with the minutes.

122 Appointment of Chief Finance Officer

Proposed by Councillor Briggs and seconded by Councillor Wilson, it was

RESOLVED that Lydia Morrison be appointed as the Council's Chief Finance Officer in accordance with the provisions of section 151 of the Local Government Act 1972.

123 Mayor's Report

The Mayor presented her published report to Council. There were no questions from Councillors present.

124 Public Questions under Standing Order 13.4(f)

There were no public questions.

125 Leader's Report

There were no matters the Acting Leader wished to add to his published report to Council.

126 Cabinet Lead Reports

In addition to her published report, Councillor Bowerman gave an update on the work being done by the Councillor Development Panel to take forward the Council's bid for Charter for Elected Development accreditation. The external assessment date had now been confirmed for 11 December and Councillor Bowerman encouraged members to become involved.

127 Cabinet Leads and Chairmen's Question Time

At the invitation of the Mayor, the Cabinet Leads took questions from Councillors in connection with their published reports. Where the Cabinet Leads were unable to give an immediate response, an undertaking was given that responses would be circulated as soon as possible after this meeting.

The Committee Chairmen took questions in relation to their published minutes with comments to be reported back to their respective Committees prior to approval of those minutes.

128 Questions Under Standing Order 23

Questions submitted by Councillors under Notice in accordance with Standing Order 23, and a transcript of the associated responses, are published on the Council's website.

129 Urgent Questions Under Standing Order 23

There were no urgent questions.

130 Acceptance of Minutes

The minutes of Committees held since the last meeting of the Council were received.

The meeting commenced at 5.00 pm and concluded at 5.59 pm

Agenda Item 6

Mayor's report to December Council

The last few weeks have seen Gerry being quite unwell, with the result that I have attended some engagements on my own, while others I have had to pass to the Deputy Mayor, Peter Wade, at the last moment. I would like to take this opportunity to thank Peter, and his wife, Janet, for stepping in at short notice.

Towards the end of October attended events included Havant Rotary Club, Hart District Council's Civic Day, Havant Men's Shed AGM and another visit to the Station Theatre on Hayling Island for a production of the "Home". The last few days of the month saw us at the sacred Heart Church in Waterlooville twice in three days, first for an International Food Evening and then for an International Mass. In between was a visit to Tesco in Havant for the start of the Royal British Legion's Poppy Appeal and a visit to Hayling for an appeal on behalf of animals affected, in one way or another, by war and conflicts.

November began on a solemn note, with the funeral of Honorary Alderman Stan Massey on the 2nd. with the Fireworks on Stockheath Common being next. The next few engagements I carried out on my own, these being a GCSE presentation evening at Cowplain School, the unveiling of a plaque to the late Colin Mackey, a visit to Waterlooville Police Station to help judge entries for a Drink-Drive awareness poster, the Certificate Evening at Hayling College and a Remembrance Assembly at Mengham Junior School. Gerry and I then met a group of young children from Tops Day Nursery, who had made their own wreath to lay on the War Memorial at St. Faith's Church. On the 11th we were at the Memorial in Wecock farm for a moving Remembrance day service, before the annual procession, wreath laying and service in Havant the following day. This appeared to be the largest turn-out for several years, with many youth organisations being represented.

On the 14th we had the pleasure of meeting the Duke of Kent when he visited Apollo Fire Detectors for their 40th Anniversary of production in Havant. The following day we visited Fort Purbrook for part of the annual Junior Citizen Event, where Junior School pupils were given valuable insight into some of the dangers to be found in everyday life. The same evening saw us visiting the 1st Hart Plain Scouts during their "Parliament Week" activities. A visit to Funland on Hayling was next, for the opening of this year's Winter Wonderland. The 17th saw the official opening of the new warehouse facility for Fat Face at Dunsbury Park, while the 20th saw two celebrations of the Queen and Prince Philip's 70th Wedding Anniversary, the first being a Coffee Morning hosted by the Inner wheel Club of Waterlooville, while the second was a special service at St. Mary's Church on Hayling. The next day was the Mayor of Winchester's Civic Day.

I finished November on my own in Leigh Park for the opening of the wonderful Grotto in Greywell, with the switching on of the tree lights in Greywell and Park Parade following later in the evening.

And so to December. This began as November ended, with a solo visit to Emsworth for the switching on of the Christmas lights. We both attended two events on the 2nd, with the opening of the Christmas fair at Sacred Heart Church being the first, and a concert by the Havant Symphony Orchestra, at Oakland School, being the second. Another two events took place the next day, with a service at Hart Plain Church to celebrate their 50th Anniversary in the morning, and a very enjoyable visit to Belmont Castle Retirement Home in the afternoon.

As I write this, we are about to get ready for a visit to Mill Rythe Junior School, with another dozen or so engagements booked for the remainder of this year.

Gerry and I would like to wish you all a Very merry Christmas and a Happy New Year.

Cabinet Lead Reports – Full Council 13th December 2017

Councillor Tony Briggs: Leader's Report

Cabinet Lead for: Corporate Strategy, Devolution, Finance and NORSE

While Acting Leader, I would like to thank the Cabinet, Cllrs, and Officers for their support over the past 5 months, as we welcome back Cllr Michael Cheshire in January 2018, as Leader of the Council.

Financial Strategy (including MTFs, borrowing and investments)

As previously reported, forecasts to date have identified a potential deficit for the end of this financial year. The finance team continue to work closely with Heads of Service to bring the outturn position back in line with the original budget.

On 6th December, the Cabinet held a challenge session with Directors and Heads of Service whereby both this financial years position and the budget estimates for 18/19 were examined and challenged to ensure that as Members we were fully informed and appraised of the reasons for the movements from a balanced budget position to the forecast of a deficit.

The results of the challenge session is that there continues to be more work by Directors, Heads of Service in consultation with the Chief Executive, Chief Finance officer and myself as portfolio holder to ensure our budget for this and next year continues to deliver our strategic objectives and remain affordable.

Last month I informed Members that I was supporting the process for the recruitment of a permanent Section 151 Officer and I can confirm that we have completed this and Lydia Morrison has joined us as our Chief Finance Officer and Section 151.

Norse South East (NSE)

Highway Weed Control – Resources are still being allocated to weed treatment; this includes physically removing and spraying weeds. This work will continue until end of March 2018.

As of 1st April 2018, NSE will have two team members continually employed on weed spraying. This will be supported by additional resource as required and will continue for as long as necessary.

Bottle Banks – NSE have placed additional banks at our busier sites;

- Hayling Park
- Tidworth Road, Leigh Park

- Wickes Car Park, Havant
- Tempest Avenue Car Park

Wording is being finalised so that the signage can be displayed at each site to advise customers of scheduled collection days and the nearest alternative site. Signs will be in place before the Christmas break.

Health and Safety – NSE and HBC continue to monitor the Health and Safety and there are no issues of concern.

Strategic Waste – An initial meeting has taken place involving HBC and NSE officers in relation to a Waste and Recycling project. A project plan is being produced which will be completed by the end of December. The plan will provide direction in terms of addressing key areas of concern around waste and recycling performance. Norse has offered the services of a Waste Officer from another Joint Venture who has experience in identifying issues and reducing contamination levels.

Project Integra – In February, the Head of Project Integra will be leaving post and taking up a new role at New Forest District Council. Between now and February he will to prepare the relevant reports for the next Strategy Board meeting, to ensure as smooth a transition as possible.

As the employing authority, Hampshire County Council, along with the current Chair of Project Integra, Cllr Eachus, will initiate the discussion about the way forward for the role, post-February.

Green Waste – As of the beginning of November, we no longer accept new customers for 17/18. Those who enquire about the service will have their details retained and they will receive information ahead of the next year's collection service.

The increase in customers this year has resulted in the need for NSE to review current schedules with the aim of identifying better service delivery and to identify any extra capacity within existing resource. This work will be completed by end of January.

Street Cleaning – The team have been busy addressing seasonal leaf fall with resources diverted to key areas as/when required.

Grounds and Open Spaces - Highway verge cutting, as a result of good weather and ground conditions, continued until the end of November resulting in 8 completed cuts in most areas within the Borough. Schedules for 18/19 have been produced and submitted to HBC. All other aspects of this service are performing to standard.

Vehicle Workshop and Fleet Management – Continued growth in MOT testing, servicing and repairs.

NSE are offering a free 7-point winter check up until 30th December, details have been circulated to the HBC Communications team.

Commercial Update – NSE continues to develop new business opportunities and business growth is encouraging with recent business gained. 39 additional work requests were received; this included new contracts, positive contract variations and new commercial waste customers.

NSE continues to bid for local business with 13 proposals currently being considered. Overall business growth continues to be on target.

‘Storm Brian’ and Remembrance Day – Numerous compliments were received, from HBC Officers, Councillors and members of the public, as a result of NSE staff response and support for these two events.

Christmas and New Year – Residents have been advised of the revised refuse/recycling collections dates through the recent edition of ‘Serving You’. NSE will allocate additional resource to empty bottle banks daily during this period.

Internal Communications

I met with John Nelson, Chairman & Nicky Horter, Administrator from the Chichester Harbour Trust on 21st November and I was given an update on the work that they are doing, and they thanked us for the support that we have given them.

On 24th November we hosted the Hampshire and Isle of Wight Local Government Association meeting, where we discussed Partner Organisations, updates to the website, and the Outside Bodies Nominations 17/18. A presentation was given by Hampshire County Council into their budget constraints and some of the measures of which they are looking to implement; one of those being agency agreements with District Councils.

On 28th November I attended the Solent Leader’s Meeting at Portsmouth City Council. I was invited to a meeting at Westminster to discuss devolution with some of the southern MP’s; unfortunately I was unable to attend because of Council commitments.

On 1st December I attended the Business Breakfast here at the Plaza, where Alan Mak, MP gave a government update post budget announcements, and Anne-Marie Mountifield, Chief Executive, Solent LEP gave an update on Infrastructure investment.

Also on the 1st, I attended a meeting between Leaders and Chief Executives; with Cllr Dignum, Leader of Chichester District Council, Diane Shepherd, Chief Executive of CDC, Sandy Hopkins, Chief Executive of Havant Borough Council and East Hampshire District Council, and Cllr Richard Millard, Leader of East Hampshire District Council to discuss corporate and local plans. This

was a very positive meeting and we considered opportunities that may be available to work together across the three Authorities.

I attended the Partnership for Urban South Hampshire Joint Committee Meeting on 5th December at Fareham District Council, where discussed was the Solent Recreation Mitigation Partnership (SRMP) Definitive Strategy, and we discussed the housing numbers and it was felt by all Authorities that what we needed from the Government was investment in Infrastructure, and a response to Governments consultation on that matter will be sent on behalf of PUSH.

End.

Cabinet Lead Reports – Full Council 13 December 2017

Councillor Narinder Bains - Cabinet Lead for Marketing and Commercial Strategy

Website - September – November 2017

94,837 website visits

304,724 number of pages viewed

When compared to this period in 2016, the number of website visits has increased from 94,066 to 94,837. This is an increase of 1%.

Most service areas visited press releases

Most viewed online

Services			Press releases		
1	Home page	31,048 views	1	Remember, remember the fifth November – free fireworks display	977 views
2	Search and comment on planning applications	14,249 views	2	Development consultation forum for forty acres Havant farm	577 views
3	Contact us	10,765 views	3	Fireworks spectacle set top sparkle	469 Views
4	Council tax	9,816 views	4	New digital services coming to Havant revenues and benefits customers	422 Views
5	Planning services	9,370 views	5	News development	379 views

The most viewed page on the website is the contact us page. To contact a service, you have to complete the online form on the contact us page, the results of that form are then sent to the relevant service. This is why the contact us form is always rated highly as it covers all forms of contact with the services.

The top press release on the website was the following:

<https://www.havant.gov.uk/news/remember-remember-fifth-november-free-display-set-return> which had 977 page views.

Social media

Facebook - 108 new likes meaning we are now on 2,213

Twitter – 59 new followers meaning we are now on 2,834

#OurDay

#OurDay took place on Tuesday 21 November across the nation and was trending number one on Twitter for most of the day.

Lots of councils across the country took part in the event, and it was used as an opportunity to showcase the variety of services being offered to residents by local government.

Havant Borough Council took part by posting 28 tweets which reached over 10,000 twitter accounts. Our top Tweet was about the Junior Citizen 2017 event.

Friday funday

We plan to reinvigorate this feature in the New Year by running a competition for residents to contribute their own photographs for others to guess.

Cabinet Lead Reports – Full Council 13 December 2017

Councillor Lulu Bowerman: Cabinet Lead for Governance and Organisational Development.

Legal Services

I am pleased to report that following a phased return, Abe Ezekiel, Head of Legal, is back in the office full time. I would like to thank Marie Rosenthal who acted as Interim Head of Legal in Abe's absence, for all her hard work.

The legal team are working hard to ensure full compliance with the GDPR, (General Data Protection Regulation) which is being implemented in May 2018. This work includes a review of all of the Council's existing contracts so a large undertaking.

In relation to requirements over the Christmas period, Sara Bryan will be in the office between Christmas and New Year so please direct any queries in the first instance to her.

The Team has had its busiest month yet, with over 50 cases being open in November alone. The team have received over 200 new instructions this year and with the plans and challenges ahead, I have no doubt they will continue to get busier.

Democratic Services

Councillor Development

The Councillor Development Panel are working towards the SEE Charter Assessment Day on Monday 11 December.

Over the last 18 months, the Panel have been collating evidence of the Council's commitment to training and developing members, ranging from the Councillor Training Programme – informed by the results of the Training Needs Analysis – to updating the Councillor Development Strategy for 2017-2019.

This portfolio of evidence was submitted to South East Employers on Thursday 9 November, and focus has now turned to the assessment visit of the external peer group on 11 December. The day includes interviews with key officers, a session with CD Panel members and a workshop with a selection of non-Cabinet members. Many thanks to all those who have volunteered to take part and to Nick Rodgers in Democratic Services for all his hard work with this project.

Looking forward, the following sessions are coming up in the training programme:

- Monday 22 January, 5pm – Budget Presentation
- Tuesday 23 January 5pm - Presentation and Q&A Session on Prioritised Community Infrastructure Bids 2018

Feedback from sessions is highly useful in informing the layout, format and content of future sessions, so members are encouraged to complete feedback forms made available at each training course.

Customer Services

Telephone calls that are currently answered by our Capita Customer Services team at the Plaza are due to divert to the Coventry call Centre on 6th December. A new Customer Relationships Management (CRM) system will be used from that date, and therefore our existing 'Remedy' system can be decommissioned by the end of December.

Scrutiny

The Council's scrutiny work is progressing well for the current municipal year. Reviews into the Assets of Community Value Policy have been completed by their respective Panels and are due to be considered at the Scrutiny Board meeting on 7 February 2018.

The Budget 2018/2019 review has started, with 'early thoughts discussions' undertaken with selected Heads of Service with a focus on those areas that set fees and charges. The Panel is scheduled to meet the Acting Leader of the Council, the Chief Executive and Chief Finance Officer in December to discuss the Council's plans for 2018/19. The Budget Panel's review of the Property Investment Strategy is also still on-going.

The Communities and Housing Scrutiny Panel has recently met with Officers from Hampshire Police, Guinness Trust and EHDC to scrutinise the partnership arrangements for the community trigger relating to anti social behaviour.

Elsewhere, reviews are underway into the Development Management Service, three sports strategies and grass cutting operations undertaken by Norse.

Councillors who wish to take part in any of these reviews are encouraged to speak to Democratic Services

Strategic Human Resources and Organisational Development

There are a number of Strategic HR and OD (Organisational Development) projects in progress, to support the strategic aims of the Council:

Executive Coaching

Arrangements have been made to provide individual coaching for Heads of Service through a professional organisation which has extensive experience of working with leadership teams in the public sector. Since the implementation of the senior review in March 2016, Heads of Service have in many cases taken on broader roles and increased responsibility/decision making. The purpose of this coaching facility is to ensure Heads of Service are able to operate efficiently and effectively in their challenging roles, and work successfully with the changing landscape of public service delivery.

Leadership Conference

A conference has been held annually in recent years. The conference is an opportunity for line managers (referred to as 'leaders' in this context) to take time away from the working day and discuss and reflect on wider issues. This year's conference will focus on high performing organisations, and specifically, look at aligning three critical areas to organisational success; service delivery goals, work conditions, and skills and behaviours. The Council will be engaging with the Local Government Association to deliver this year's conference, which will result in a diagnostic report for the Council in respect of the current level of performance in the listed areas. This will enable the Council to focus on how they can maximise organisational success as they move into 2018/19.

HR Skills Training

A modular programme of training is currently being delivered to Heads of Service and Team Leaders who report directly into a Head of Service. This modular programme provides skills, knowledge and understanding of people management matters. The programme was introduced to underpin the Capita HR Service delivery model which has a greater focus on manager self sufficiency and less reliance on HR Advisory time, except in cases where there is a risk to the Council. A second phase of training is currently being designed for the remaining line managers and supervisors in the Council. A number of line managers who will be attending the training as part of this second phase of delivery have been working with an HR Business Partner to identify key areas of training delivery. In delivering a second phase of HR Skills training, the Council will benefit from managers with the skills and confidence to deal effectively with the less complex staffing issues with minimal referral to HR.

Employee Engagement

The level of engagement employees have with their employer has a significant influence on the success of the organisation and so the council has focussed on two key themes to date and will continue to do so in future; staff engagement with the senior leadership team/Council per se, and engagement between services and colleagues.

There are two established peer groups which support the strategic aims of the Council. These peer groups are known as the “Culture Change Champions” and the staff focus group representatives. Both peer groups are valuable to the organisation and ensure that there is a regular level of communication between the organisation (Strategic HR) and the staff, identifying where there may be issues or concerns which need to be addressed.

In recent months, the Culture Change Champions have considered practical solutions to improving efficient working and to promote positive examples of success. For example, teams who are embracing change and risk or individuals who have created a successful career in the Council. The Staff Focus Group have recently reviewed how they can better support and improve internal communications channels particularly between the senior leadership team and the organisation.

Employee Wellbeing

Acknowledging the importance of employee wellbeing and the personal challenges of delivering public services, all staff members were given the opportunity to feed back their experience of the work environment and any workplace stress experienced in a survey. The HSE Management Indicators survey was used which gives data into the following potential personal stress indicators; Demands, Control, Change, Peer Support, Manager Support, Relationships and Role. Overall, the survey results indicate that the majority of respondents experience a positive work environment. A small number of responses against each indicator highlight that there are areas of focus, to create a working environment which is personally fulfilling.

In conjunction with the Health and Safety team members, an action plan has been drawn up which will look into areas of concern. A range of stakeholders will be included in the execution of the plan, such as Health and Safety Champions, Culture Change Champions and UNISON. Heads of Service will be supported by the Health and Safety team in raising awareness of wellbeing in their service areas.

Electoral Services

The annual Canvass period has now ended and the new Register of Electors was published on 1 December. Jayne Day and the Electoral Services team will continue to chase non responding new electors – those they are aware of but who have not returned their individual registration forms. These tend to be mostly 16 and 17 year olds.

Accounts for both the County and UK Parliamentary elections have been submitted and attention is now being focussed on next year’s HBC elections in May. In the meantime the team will carry out the annual review of postal votes and during an exercise starting in January, those people with postal votes that are 5 years old will be required to provide new signatures.

Cabinet Lead Reports – Full Council 13 December 2017

Councillor Time Pike: Cabinet Lead for Economy and Infrastructure Projects

Economic Development

Tourism in the Borough

I recently published a delegated decision outlining the councils future direction on tourism. Given our focus on activity with clear economic outcomes, support for the visitor economy in the future will focus on the regeneration of priority areas including Hayling Island and delivery of the current events programme. Furthermore, as there are many websites promoting the area operated by the private sector, the council will no longer subscribe to external websites including visit Havant and Visit Portsmouth, saving £15k per year. If tourism businesses in the borough wish to collaborate and approach HBC with specific proposals, the council will consider such requests and any associated resource requirements separately and on their merits.

Chamber of Commerce

Discussions are continuing with Hampshire Chamber about increasing their level of engagement in the Borough. In particular focusing on how the Chamber could support the establishment of a regular forum of businesses within Havant's key growth sectors including advanced manufacturing and engineering. A key to success is identifying a suitable business representative to lead the group. A regular forum represents a useful mechanism for business engagement on key issues including the Borough's growth and regeneration plans.

Colt site, New Lane

Members will be aware that there is an exhibition being by the developer's agent (White, Young Green) of the Colt site – held on 11 December 3.30 – 7.30 pm. Information from the developer is as follows:

The Homes and Communities Agency (HCA) has acquired the vacant industrial site on the corner of New Lane and Bartons Road. The HCA is proposing to bring forward the site's redevelopment with up to 100 new homes, including 40% affordable units and new employment uses fronting New Lane.

We invite you to attend a public consultation event which is being held at St Albans Church, Martin Road, on the 11th of December so that you can view the draft proposals for the site's redevelopment. Members of the project team will be available to answer any questions that you may have.

Infrastructure

Delegated Decision submitted to agree the Councils approach to facilitate an increase in electric vehicle infrastructure across the borough. This is in line

with the Governments direction to support the growth of electric cars, including more charging points.

Economy Projects –Town Centre regeneration at Waterlooville, Havant Town, Hayling Island and Leigh Park

Draft local Plan – if agreed for consultation by Cabinet on 18 December will provide policy position on the key regeneration sites in terms of housing numbers and other development expectation. Also sets the scene for potential for Compulsory Purchase Orders to support actual delivery.

Leigh Park – I visited The Hub in Somerstown, Portsmouth demonstrating benefits of rationalising facilities and how such projects can evolve to meet the needs of the community. Community engagement being planned for early in the New Year to kick start this project.

Hayling Seafront – the draft local plan includes a specific regeneration policy for four areas along Hayling Seafront. An appointed Architectural practice will develop inception designs (RIBA Stage 1) for three sites within the Creek Road area. The outcomes of this work will be brought for Cabinet decision in mid-March 2018.

Development of Strategic Sites at Denvilles/Emsworth

The strategic site masterplan is being finalised and will be published alongside the draft Local Plan evidence base for Cabinet.

Cabinet Lead Reports – Full Council 13 December 2017

Councillor Leah Turner: Cabinet Lead for Communities and Housing

Supporting Families

Previously known as the Troubled Families programme, the name has been changed after representations to rebrand the programme.

It is hoped that this will remove some perceived stigma from those being supported in making really challenging changes to their lives. Since April 2017 a further 63 Havant Families have benefitted from the scheme.

Rough Sleepers

Officers have looked at all the reports of Rough Sleepers in the Borough. The total at this time is ten. Most are linked in with Two Saints to support them into accommodation as long as they work with them. Three have no local connection to Havant, they come from Portsmouth and West Sussex. SWEP (Severe Weather Emergency Procedure) has not been put into place as yet this winter. It is applied when temperatures drop to zero and below for three consecutive nights. Then assistance is offered to Rough Sleepers we are aware of, this can be in the form of B&B if appropriate or hostel accommodation. We work closely with partners in particular Two Saints. With the Social Inclusion Contract funded by HCC we can get clients placed in hostels in the County that are included in the contract. Those are in Gosport, Winchester and Test Valley. These do not however have allocated spaces for HBC. We have also been able at times to acquire a vacancy in the Chichester Hostel.

If anyone is aware of someone sleeping Rough please advise them to contact the Housing Team as a matter of urgency. There are instances where despite the offer of assistance, some customers choose not to engage with the Council.

Advice Procurement

For many years the Council has provided annual funding to Citizens Advice Havant to provide advice to the local communities in Havant. In September 2017 the Cabinet considered and agreed recommendations to begin a procurement process through Capita, to procure Advice Services for our communities in Havant from 2018. The decision was based on the need to ensure that the services are flexible and reflect the changing needs of the community.

A workshop attended by partners focused on what the service would look like. Invites to tender will go out in early January with a new service in place in April 2018.

Christmas Lights throughout the Borough

By the time this is read by members, Christmas Lights throughout the Borough will have been turned on. Waterloo were first on 18/11/17, Havant were on 27/11/17 followed by Leigh Park on 30/11/17. Mengham and Emsworth followed on 1/12/17.

Battery Lights were purchased in preparation for 2020 when HCC will no longer allow power cables to run overhead to lamp columns. Due to the weight of the fixtures causing columns to lean, or in the event of high winds, columns or decorations being damaged. HCC have allowed authorities until 2020 to make the necessary upgrades, this could be done by installing power supplies from ground level next to all the necessary trees. As you can imagine that would be a costly task therefore it was decided that we would purchase battery lights as a test.

Cabinet Lead Reports – Full Council 4th December 2017

Councillor Michael Wilson: Acting Deputy Leader of the Council and Cabinet Lead for Environment and Neighbourhood

Parking Strategy/Management & Traffic Management, shared parking review

Small Business Saturday took place on 2nd December. Residents enjoyed our offering of 3 hours free parking as has been customary over the last few years. This year we rolled out the free parking offering for the remaining Saturdays up to Christmas to encourage footfall in our district centres; hopefully, Councillors will take advantage of this offering and assist our small retailers at this important retail period.

The new Civil Enforcement Officers whose recruitment I announced in my last report are now in their third month of training and are beginning to complete solo patrols. New posters have been commissioned to assist with the recruitment process as there are remaining vacancies and these will be placed in our car parks. The posters (copies of which I am happy to circulate) are also aimed at public awareness of the role of the CEOs and the positive nature of their role in road safety.

We are considering the possibility of issuing PCNs via the post which is possible if an Officer is in the process of writing a ticket when the parking transgressor moves the vehicle. To do so requires a Regulation 10 Licence to be obtained and there is a cost. We need to consider carefully the value of obtaining the Licence both in terms of safety and value to the Council.

All Public Realm Enforcement (Rangers) including dog fouling and litter dropping

In my last report I advised that Officers were consulting residents and businesses in the Waterloo area regarding the nuisance caused by people feeding pigeons, particularly around London Road precinct. The Consultation ended on 30th October. Complaints were made to local Councillors from both businesses and residents regarding the nuisance caused as feeding results in pigeons roosting and massing together. Particular issues include shoppers pelted with pigeon mess and residents unable to use their balconies in summer time. Pigeons also have entered shops and residences causing distress. As a result of the Consultation the Neighbourhood Quality Team are developing a public space protection order (PSPO) to effectively ban the deliberate feeding of pigeons in particular by way of large quantities of bird seed in the area. The Consultation supported the proposed measure of a PSPO and we are looking for the PSPO to be in place by March 2018 with an enforcement plan and also a communication strategy currently being developed to be in place. Retailers and residents must also ensure that non-

deliberate sources of food are kept to a minimum and hopefully the nuisance will be abated.

As Councillors will be aware, litter enforcement in Havant Borough has been delivered since April 2017 by East Hants Commercial Services Limited following the end of the Kingdom contract. I can advise that in the time since EHCS have been delivering the service they have issued some 1,396 £80 fixed penalty notices for offences. The current payment rate for these notices prior to Court proceedings is 76% and therefore HBC has secured the objective of delivering litter enforcement as a cost neutral service under this new contractual arrangement.

HAVANT BOROUGH COUNCIL CALENDAR OF MEETINGS - 2018-19

APRIL 2018					MAY 2018					JUNE 2018					JULY 2018					AUGUST 2018					SEPTEMBER 2018						
Mon	2	9	16	23	30		7	14	21	28		4	11	18	25	2	9	16	23	30		6	13	20	27	3	10	17	24		
	BH						BH			BH						3	10	17	24	31			7	14	21	28	4	11	18	25	
Tue	3	10	17	24		1	8	15	22	29		5	12	19	26	JHRH							7	14	21	28	SB				
Wed	4	11	18	25		2	9	16	23	30		6	13	20	27	4	11	18	25			1	8	15	22	29	5	12	19	26	
							MM	CAB					L	GA	CAB		C	GA									CAB	GA	C		
Thu	5	12	19	26		3	10	17	24	31		7	14	21	28	5	12	19	26			2	9	16	23	30	6	13	20	27	
	DMC		SV	DMC		E		SV	DMC			SV	DMC	SV		DMC		SV	DMC			SV	DMC	SV		DMC		SV	DMC		
Fri	6	13	20	27		4	11	18	25		1	8	15	22	29	6	13	20	27			3	10	17	24	31	7	14	21	28	

OCTOBER 2018					NOVEMBER 2018					DECEMBER 2018					JANUARY 2019					FEBRUARY 2019					MARCH 2019						
Mon	1	8	15	22	29		5	12	19	26	3	10	17	24	31		7	14	21	28		4	11	18	25		4	11	18	25	
Tue	2	9	16	23	30		6	13	20	27	4	11	18	25		1	8	15	22	29		5	12	19	26		5	12	19	26	
Wed	3	10	17	24	31		7	14	21	28	5	12	19	26		2	9	16	23	30		6	13	20	27		6	13	20	27	
	L		JHRE	CAB			C	L			CAB	GA	BH				L						CAB		C		GA	L	CAB		
Thu	4	11	18	25		1	8	15	22	29	6	13	20	27		3	10	17	24	31		7	14	21	28		7	14	21	28	
	SV	DMC				SV	DMC		SV	DMC	SV	DMC				SV	DMC		SV	DMC		SV	DMC		SV		DMC		SV	DMC	
Fri	5	12	19	26		2	9	16	23	30	7	14	21	28		4	11	18	25			1	8	15	22		1	8	15	22	29

APRIL 2019					
Mon	1	8	15	22	29
				BH	
Tue	2	9	16	23	30
			SB		
Wed	3	10	17	24	
Thu	4	11	18	25	
	SV	DMC			
Fri	5	12	19	26	
			BH		

MAY 2019					
Mon		6	13	20	27
		BH			BH
Tue		7	14	21	28
Wed	1	8	15	22	29
		MM	CAB		
Thu	2	9	16	23	30
	E				
Fri	3	10	17	24	31

KEY	
MM	Mayor Making & Annual Council
C	Council Meeting
CAB	Cabinet
CAB-B	Cabinet Budget and Reserve Budget meeting
SB	Scrutiny Board
DMC	Development Management Committee
SV	Site View Working Party
L	Licensing Committee
JHR	Joint Human Resources Committee (H = Held at Havant / E = Held at East Hampshire)
GA	Governance and Audit Committee
E	Elections
BH	Bank Holiday
BS	Budget seminar
	School Hols
	Cabinet Briefing (informal)

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Minute Volume

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HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 7 November 2017

Present

Councillor Buckley (Chairman)

Councillors Branson, Fairhurst, Francis, Lloyd, Patrick, Cresswell (Standing Deputy) and Davis (Standing Deputy)

Co-opted Members:

Councillor: Ponsonby

Councillors Invited to Attend:

Councillor(s): Lenaghan, Satchwell, Briggs, Turner and Wilson

55 Apologies

Apologies for absence were received from Councillors Carpenter, Hughes, Quantrill, Shimbart and D Smith.

56 Minutes

The Minutes of the meeting of the Scrutiny Board held on 26 September 2017 were agreed as a correct record and signed by the Chairman subject to the addition of Councillor Ponsonby to the list of attendees.

57 Matters Arising

There were no matters arising.

58 Declarations of Interests

There were no declarations of interests.

59 Chairman's Report

The Chairman reported that:

- (a) he had been appointed Chairman of the Push Scrutiny Overview and Scrutiny Committee;
- (b) he had attended a meeting of the Push Scrutiny Overview Committee on Monday 31 October 2017;

- (c) he had attended a meeting of the Five Councils Partnership Corporate Services Scrutiny Committee on 30 October 2017 which had agreed to hold future meetings in abeyance until all the services to be transferred under the contracts were operational and issues had been identified by the individual Councils.

60 Beach Huts Review

The Board was given the opportunity to consider and comment upon the Review of Beach Huts undertaken by the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel (“the Panel”).

The Board was reminded that the first Phase of the review had been considered by the Board on 4 April (minute 32/4/2017) and agreed to consider phase two of the review.

The Chairman reminded members that the role of the Board was not to consider the review afresh but to direct its attention to the following issues:

- Had the Panel completed the review in accordance with its project plan?
- Had the Panel followed the correct scrutiny processes?
- Had the Panel addressed the issues and concerns raised since the report and findings pack had been published?

The Scrutiny Lead:

- (A) introduced the report and drew the Board’s attention to:
- a. the problems caused by misinformation raised by officers of the Council and Norse South East relating to the benchmarking survey undertaken during Phase 1 of the Review and the terms and conditions of the licence;
 - b. the project plan had been agreed by the Panel following consultation with the Cabinet Lead and Hayling Island ward councillors and took into account the issues raised by the complainants. At the suggestion of one of the Hayling Island ward councillors, the Panel had agreed to concentrate on ways to resolve the issues raised and not look back on past errors or decisions;
 - c. the review had included: an analysis of the complaints and benchmarking survey, consultation with ward councillors and beach hut representatives; and consideration of options put forward by beach hut representatives and the Cabinet Lead;
 - d. the findings and conclusions set out in the report

- (B) requested that the recommendations set out in Section 2 of the report be agreed subject to recommendation 2.1.7 being amended to read

“Agree that the facility to pay by equal instalment by direct debit over a six month period specified by Norse South East be offered to new and existing licensees with no administrative charge included or added”

The Board invited the following to address the Board and answer questions from members of the Board:

- (a) Mr Bedford, a beach hut representative, expressed concern that the following key issues raised by the beach hut owners had not been addressed by the Panel:
- (i) the 14.2% increase in plot for hire fees had been endorsed by the Panel without adequate reasons to justify this increase being given: the explanation given by the Council that the increase would bring the Council’s fees in line with other Council had been proven to be untrue with the Council’s fees before and after the increase being higher than the average market rate for Councils on the south coast;
 - (ii) the beach hut owners felt badly exploited; over a ten year period the plot for hire licence fees had increased by 100% for residents and 275% for non residents over the past ten years

Mr Bedford thanked the Hayling Councillors for their support. He further advised the Board that the licensees were not prepared to let this matter rest and would place a warning in the public domain that information issued by the Council or Norse South East should be thoroughly checked;

- (b) Mr Willis, a beach hut representative, expressed concern that the increase in plot hire fees and the introduction of transfer fee was excessive and unjustified. He complained that the review had not considered the turnover of beach hut licences. Mr Willis also referred to parking issues and asked who was the main point of contact for issues at Beachlands;
- (c) Mrs Windebank, a beach hut representative, endorsed the comments made by Mr Bedford and suggested that the Council should look at other ways to raise income;
- (d) Councillor Satchwell acknowledged partial responsibility for the increase in charges as she had voted in favour of the changes at full Council. However, she raised a number of criticisms of the review including the following:
- (i) Councillors had been misinformed about the level of increase proposed prior to their submission to the Council for approval;

- (ii) additional details of input the contributors made to the review should have been included in the in the Findings Pack;
- (iii) the findings pack did not properly record how the review was initiated;
- (iv) the Panel had failed to investigate the delay in issuing the invoices;
- (v) the findings pack was too lengthy and contained some typographical errors;
- (vi) the Panel had not challenged the reasons for the increase in fees;
- (vii) no detail on the elements that could be included in the Beach Hut Plot Transfer Fee had been given;
- (viii) the Hayling Island Ward Councillors had not been given an opportunity to agree the scope and had not agreed to exclude a discussion of past errors and decisions from the review;
- (ix) no reasons had been given for a 7 year lease which had not been requested by the licensees and would not give additional security of tenure;
- (x) the Panel had not interviewed any financial officers as part of its review;
- (xi) no explanation had been given of the direction the Council should take in consultation with the beach hut owners;
- (xii) the Panel had ignored the findings of the 2014 survey;
- (xiii) no progress had been made with the new beach hut site which could provide additional income to the Council;
- (xiv) the Panel had only considered the option submitted by the Cabinet Lead;
- (xv) the Cabinet Lead was involved in all discussions so there had been no independent financial scrutiny; and
- (xvi) the analysis of the benchmarking survey had been ignored

In response to a question from the Chairman asking if she though she had done her part in the scrutiny process, Councillor Satchwell advised that this scrutiny had made her re-evaluate her role in the scrutiny process and the need to ask the right questions.

The Chairman reminded Councillor Satchwell that the findings pack was lengthy as it contained all the information collected relating to the review: it was therefore intended as a reference document.

- (e) Councillor Wilson outlined how the review originated and raised the following concerns:
- (i) the benchmarking survey did not compare like for like;
 - (ii) the number of changes made or proposed to be made to the plot transfer fee endangered the Council's credibility; and
 - (iii) the 14.2% increase was well above CPI: £550 would have been a more reasonable figure.

In response to a questions from the members of the Board, Councillor Wilson:

- (1) acknowledged that he was a member of the Cabinet which considered and recommended the increase in fees. He further advised that in view of the amount of paperwork involved no justification for the increase was sought by the Cabinet when it considered these fees; and
 - (2) the review was a function of overview and scrutiny
- (f) Councillor Lenaghan raised concerns that non residents had to pay a higher fee and that the site identified for the new beach huts was currently used as an overspill car park. Councillor Lenaghan also expressed concern that the current fee structure encouraged the Council to let sites to non residents to raise more income, which would to the detrimental of residents of the Borough
- (g) The Acting Leader of the Council advised that:
- (i) the budget process required each Head of Service to consider the spending pressures on their service, their costs and income. In view of the reduction in Government Grants, fees were now viewed as a valuable source of income;
 - (ii) in the case of the recent increases in beach hut fees, he had been advised by the relevant Head of Service that the Council's beach hut fees were below other fees levied by other Councils and the market could accommodate these increases; and
 - (iii) beach huts were a luxury and not a necessity.

In response to questions raised by members of the Board, the Acting Leader of the Council advised that:

- (1) Phase 1 excluded a consideration of charges as the purpose of the review as to identify a new site for beach huts;
- (2) when setting fees the Head of Service would consider:
 - how much income could be raised by fees to reduce the costs of the department as a whole and not just the service, the subject of the fee or charge;
 - the market rate, which would include an valuation on how much the customers would be willing to pay;
- (3) the results of benchmarking surveys needed to be treated with care as the market price for each site would differ from one area to another
- (4) the plot transfer fee was considered reasonable as licensees were profiteering from selling beach huts on Council land from between £7000 to £13000;
- (5) the Council had not considered raising Council Tax over the past few years as it had received a Government incentive which was greater than the income that could be raised through a rise in tax.

In response to questions raised by member of the Board, the Operations Director for Norse South East reminded the Board that this was the first year that the service had been provided by the Company and:

- (1) advised that creating working practices between the Council and the Council had led to delays in issuing invoices this year
- (2). advised that the Company had adopted a more robust attitude towards non payment of fees (including the withdrawal of the facility to pay by instalments) to reverse a growing trend of non payment or only partial repayment of beach hut fees; the facility to pay by instalments had been re-established after consultation with the Council.
- (3) apologised for the content and tone of the letter which accompanied the invoices for this year as this did not meet the Councils standards. He assured the Board that actions had been taken to ensure that communications would be more in keeping with the Council's standards
- (4) advised that he did not have the figures relating to turnover of beach huts or details of the number of vacant beach huts readily available but could supply this data

In response to a question from a member of the Board, the Strategic Procurement Officer advised that the Council had no plans to reduce the fees for non residents to £500.

With reference to the comments submitted before and during this meeting relating to the role of Norse South East, the Chairman emphasised that the Council was responsible for setting fees and charges.

The Deputy Monitoring Officer advised the Board of the potential advantages, in terms of security of tenure, offered by a lease.

The Board discussed the recommendations of the review together with the views and responses of the invitees in detail.

With the exception of the recommendation relating to the level of the plot for hire fees (recommendation 2.1.4), the Board endorsed the recommendations of the Panel.

With regard to recommendation 2.1.4, the Board considered that, with the exception of the Beach Hut Plot Transfer Fee, beach hut fees should not be re-examined until the Cabinet had established the market rate for beach huts on Hayling Island and a strategy for achieving these fees. The market rate should consider such factors as fees on equivalent beaches, the demand and rate of change of ownership of beach huts.

In response to the concerns raised by Councillor Lenaghan regarding the fee structure as in (f) above, the Board felt that the Cabinet should consider whether residents of the Borough should be given first choice of new beach huts.

RESOLVED that the Scrutiny Board recommend Cabinet:

1. to consider ways of improving the appearance and site layout of the beach huts;
2. to consider providing new beach huts in the car park adjoining the Hayling Island Skatepark as shown in the appendix to these minutes. Such development to be constructed under permitted development rights subject to public consultation and consultation with statutory consultees;
3. to endorse the view that any additional beach huts should infill within existing beach hut sites on Hayling Island;
4. before examining beach hut fees the Cabinet should establish what the market rate is for a beach hut on Hayling island and propose a strategy for achieving that fee. The market rate should consider such factors as fees in equivalent beaches, the demand and rate of change of ownership;
5. to reduce the Beach Hut Plot Transfer Licence Fee to £100 and review the level of the fee for next year;

6. to endorse the principle that the Beach Hut Plot Transfer Licence Fee include other elements in additional to administrative costs;
7. agree that the facility to pay by equal instalment by direct debit over a six month period specified by Norse South East be offered to new and existing licensees with no administrative charge included or added;
8. agree that the instalment facility be made available for every year and not just this financial year;
9. agree that a seven year lease be offered to beach hut plot hire licensees;
10. agree that the officers of the Council and Norse South East be requested to build a working relationship with the newly formed Beach Hut Association;
11. endorse a more robust management of non payment of fees; and
12. consider whether residents of the Borough should be given first choice of new beach huts.

61 Assets of Community Value Policy Review

The Board was given the opportunity to consider and comment upon the Review of Assets of Community Value Policy. The Scrutiny Lead for Communities and Housing Scrutiny and Policy Development Panel presented the report and answered any questions raised. The Cabinet Lead for Communities and Housing, the Assistant Solicitor, Corporate Support Manager, and the Planning Policy Manager were also invited to join the meeting and answer any questions in relation to the report.

The Planning Policy Manager requested that recommendation 2.1.3 be amended to read:

“agrees to information on how the Council considers ACV applications and how planning applications on designated ACVs are considered be included in the Draft Local Plan Local Plan 2036”

RESOLVED that

The Scrutiny Board recommend to Cabinet that:

1. the Council’s website be updated to contain clear information for the public detailing exactly what an Asset of Community Value (ACV) is, how they can apply, what can and cannot be used as a reason for the application and the requirements for groups submitting nominations;
2. Councillors be sent information to enable clear direction to be given to residents;

- 3 investigate the feasibility of levying a charge for all ACV applications to the Council, with a refund given to successful applicants;
- 4 agrees to information on how the Council considers ACV applications and how planning applications on designated ACVs are considered is included in the Draft Havant Borough Local Plan 2036;
- 5 a review be undertaken into the resources used by the Council to facilitate the ACV process.;
- 6 the Constitution be amended to include the delegation of the authority to determine nominations for the listing of AVC's to the Cabinet Lead for Communities and Housing; and
- 7 authority be delegated to the Head of Communities and Housing to select Councillors to the Assets of Community value panel on a meeting by meeting basis, provided that these Councillors are not members of the Cabinet or where the asset concerned is within their ward.

62 Scrutiny Board Work Programme

The Scrutiny Board considered the Scrutiny Work Programme 2017/18 and the Panel's performance since the last meeting of the Board.

RESOLVED that:

- (a) the Scrutiny Work Programme 2017/18 be approved subject to the addition of a review into motorhome parking charges being included in the programme; and
- (b) the Panels' performance be noted.'

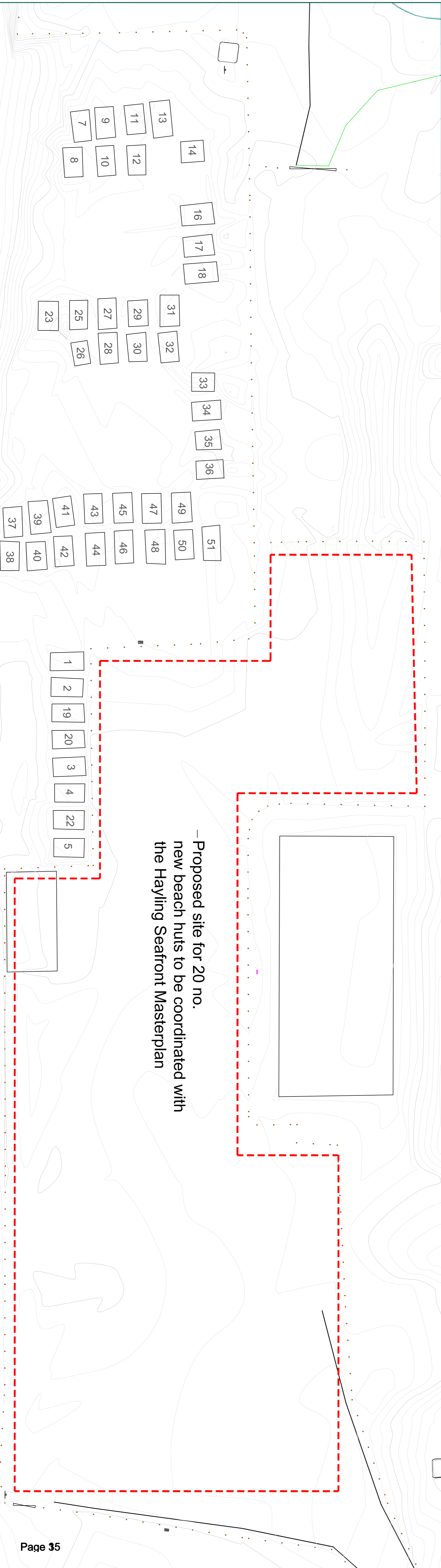
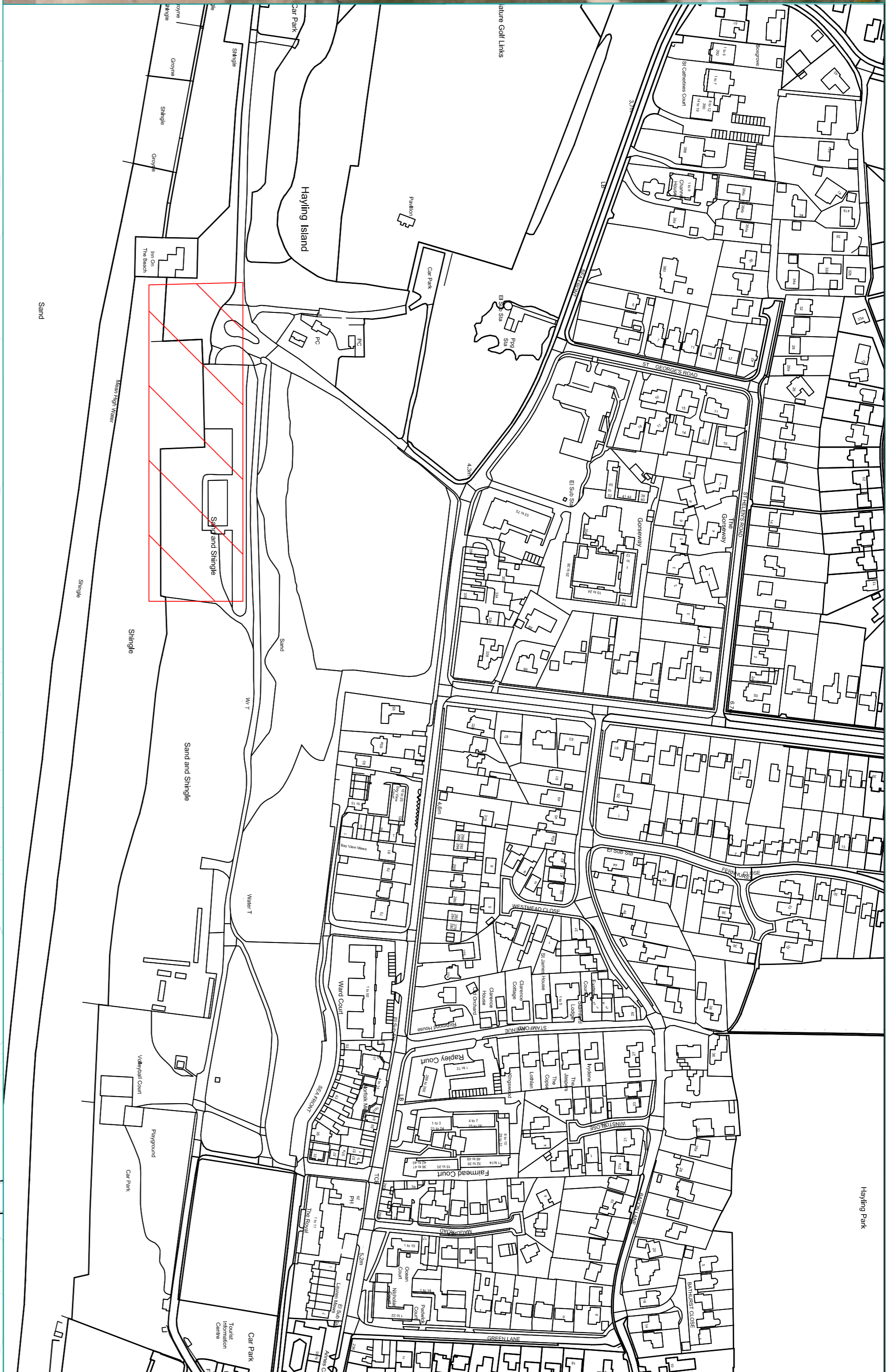
The meeting commenced at 5.00 pm and concluded at 8.08 pm

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Chairman

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APPENDIX A



— Proposed site for 20 no. new beach huts to be coordinated with the Hayling Seafront Masterplan

<p>THIS DRAWING IS THE PROPERTY OF HAYLING ISLAND BEACH HUTS LTD. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED IN THE DRAWING. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF HAYLING ISLAND BEACH HUTS LTD.</p>	
REV	AMENDMENTS
DATE	CAD
	CHKD
	APPD
CLIENT	<p>Havant BOROUGH COUNCIL Planning Civil Engineering and Landscape</p>
CONSULTANT	<p>Havant BOROUGH COUNCIL Planning Civil Engineering and Landscape</p>
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SCHEME	<p>HAYLING ISLAND BEACH HUTS</p>
DRAWING TITLE	<p>EXISTING LAYOUT AREA C</p>
DATE	<p>13.02.2017</p>
SHEET NUMBER	<p>2016_38_000_03</p>
SCALE	<p>1:250</p>
JOB NO.	<p>2016_38</p>
DATE	<p>13.02.2017</p>
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SHEET NUMBER	<p>2016_38_000_03</p>

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HAVANT BOROUGH COUNCIL

At a meeting of the Development Management Committee held on 9 November 2017

Present

Councillor Perry (Chairman)

Councillors Buckley, Hughes, Keast, Perry, Lloyd and Guest (Standing Deputy)

Other Councillors Present: Wilson

68 Apologies for Absence

Apologies for absence were received from Cllrs Patrick and Satchwell.

69 Minutes

RESOLVED that the Minutes of the last meeting held on the 19 October 2017 were approved as a correct record and signed by the Chairman

70 Site Viewing Working Party Minutes

The Minutes of the Site Viewing Working Party held on the 2nd November 2017 were received

71 Declarations of Interest

There were no declarations of interest relating to matters on the agenda from members present.

72 Chairman's Report

The Chairman advised there were two upcoming Development Consultation Forums on the 14th and 21st November. All members were encouraged to attend.

73 Matters to be Considered for Site Viewing and Deferment

There were none.

74 Deputations

The following deputation requests were noted by the committee:

- (1) Mr Jonathan Russell & Mrs Cecily Hughes – APP/17/00928 & APP/17/00929 – 16 Langstone Highstreet, Havant, PO9 1RY
- (2) Cllr M Wilson – APP/17/00928 & APP/17/00929 – 16 Langstone Highstreet, Havant, PO9 1RY

75 APP/17/00928 & APP/17/00929 - 16 Langstone High Street, Havant, PO9 1RY

The Committee considered both written reports and recommendations from the Head of Planning Services to Grant Permission and Grant Listed Building Consent.

The Committee was addressed by the following deputees

- (1) Mr Johnathan Russell and Mrs Cecily Hughes who objected to the proposals for the following reasons:
 - a. The site had significant social, historical and cultural significance for the Havant Borough and any developments should be sympathetic to this
 - b. The proposals were contrary to the Havant Borough 2011 Design Guide as they were not complimentary to the existing dwellings
 - c. The proposals would have significant detrimental impact on the existing character of the area by way of its bulk and dominance on the street scene
 - d. Havant Borough Council had an obligation to protect the area as a conservation area
 - e. The proposal was unsympathetic to existing rooflines and locality
 - f. The increase in the original footprint of the property would be above 50% which was unacceptable in planning terms.

In response to questions raised by the committee, the deputees advised that:

- The east elevation of number 15 Langstone High Street was a single skin wall which suffered from dampness.
- The proposal would make maintenance of the wall very difficult and would negate any airflow.

- (2) Cllr M Wilson, who objected to the proposals for the following reasons:

As set out in Appendix A

The Chairman invited members of the Committee to ask questions of the officers regarding the report and deputations. Due to the nature of the questions asked, Ms. M Rogers was invited to answer questions from Committee members. It was advised that:

- The gable end of the wall of number 15 Langstone High Street adjacent to number 16 was single skinned.
- There was a bedroom adjacent to the location of the proposed roof terrace.
- There was a significant chance that construction of the proposal would result in a high flood risk to the ground floor of number 15 Langstone High Street.

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

- There were no restrictions in principle to a proposal to build up to the boundary of the site.
- Amenity of the adjacent wall and access to the wall for maintenance was not a material planning consideration. This was covered by different legislation, under the Neighbouring Land Act 1992.

The Committee discussed the applications in detail together with the views raised by the deputees.

Committee members agreed that whilst the design considerations associated with the applications were both of a subjective nature, there were significant implications for both the locality and character of the area. Members agreed that the proposal was inappropriate due to its size, bulk and dominance on the street scene. It was also discussed that the proposal would fill negative space between two dwellings that was complimentary to the street scene and the loss of this space would have an overall detrimental effect. It was also agreed that the proposal was incongruous and unsympathetic to the area by way of its design. It was therefore

RESOLVED that:

(A) The Head of Planning Services be authorised to refuse permission for application APP/1700928 for the following reasons:

1. The proposed extension by reason of its size, flat roof, design, materials and positioning would sit as an incongruous projection on the side elevation which would undermine the setting and character of this listed building. Furthermore the proposals would not preserve or enhance the appearance of the Langstone Conservation Area, nor the special qualities of the Chichester Harbour Area of Outstanding Natural Beauty. The development proposal is therefore in conflict with sections 66 & 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990, paragraph 132 of the National Planning Policy Framework and policies CS11, CS12 and CS16 of the

Havant Borough Local Plan (Core Strategy) 2011 and policy DM20 of the Havant Borough Local Plan (Allocations) 2014.

2. The proposed roof terrace would be likely to give rise to direct overlooking of No.15 Langstone High Street to the detriment of the amenities of the occupiers of this property. The proposal is therefore contrary to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

(B) The Head of Planning Services be authorised to refuse listed building consent for application APP/17/00929 for the following reason:

The proposed extension by reason of its size, flat roof, design, materials and positioning would sit as an incongruous projection on the side elevation which would undermine the setting and character of this listed building. The development proposal is therefore in conflict with section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990, paragraph 132 of the National Planning Policy Framework and policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and policy DM20 of the Havant Borough Local Plan (Allocations) 2014.

76 Appointment of Chairman

RESOLVED that Cllr Clare Satchwell be appointed as Chairman for the next meeting of the Development Management Committee.

The meeting commenced at 5.05 pm and concluded at 6.50 pm

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Chairman

CHAIRMAN AND MEMBERS OF THE COMMITTEE:

These applications are brought before you for consideration at my request and I am grateful for your indulgence. I am speaking largely with regard to the application for listed building consent.

I use my ability to red card application sparingly and after due consideration. Often the issues which lead a Councillor to red card an application are marginal, however, in the case of these applications I was genuinely shocked firstly by the applications themselves and secondly by the recommendation for approval. The Committee are aware that this is one of a terrace of three workmen's cottages built around 1700 which form part of the most iconic and recognisable aspect of the entire Borough. Its amenity value is such that it has graced countless paintings, photographs and brochures including our own. I have seen it used in national advertising and even our own politicians have used this backdrop for their own purposes!

Unfortunately, many Members were unable to attend the site visit which took place last week. I attended and I took a number of photographs which I hope will assist the Committee this evening. I believe the photographs highlight a number of crucial considerations. The first image is taken standing directly in front of the door to the wall to the south of the property and shows the vista from the property across to Northney and over towards Emsworth and Chichester. My head was a couple of feet below what would be the start of the terrace and it indicates from that direction the visibility of the terrace and the glass extension. I also have provided images of the Cottage from the front which shows not only the importance of the terrace and its relationship to other buildings along the Quay and the High Street but also the importance of the negative space between those buildings which is an important part of their setting, breaking up the line in a way which has been largely the same for centuries. To close up that gap will unbalance and damage this important vista.

In preparing for this deputation I have had regard to a number of documents and have considered them carefully including the Chichester Harbour ANOB Joint Supplementary Planning document (JSPD) which we approved in July this year and the Havant Borough Council Langstone Conservation

Character Appraisal and Management Plan (CAMP) which was approved in July 2011. I have also looked at the Langstone Village Design Statement which was prepared with encouragement and support from Havant Borough Council with huge effort and consideration from the residents of Langstone, particularly the Conservation Areas. I am conscious in reading those documents how much of the guidance and advice contained within the papers before you is essentially opinion and interpretation.

It is clear from reading the guidance that it is open to more than one interpretation or opinion. For this reason, I believe there is scope for you as a Committee to refuse permission on the basis of an equally valid but differing interpretation of the CAMP.

The Conservation Area is defined as an area of special architectural historical interest the character of which it is desirable to preserve or enhance. The terrace of three cottages of which Number 17 comprises emphasises that they all share a pitched roof with clay peg tiles, that they all share upper windows of timber frame casements and lower windows of timber frame sashes. It is noted that they all have 20th Century additions which are not highly visible from the street. Importantly, in the design guidance it is stated at 2.1.2 "Overall any proposed changes to a building in the Conservation Area should be sympathetic to the original design, scale, materials and setting of the building and respect the historic grain of development established by the existing plot boundaries and existing historic building. Unsympathetic extensions can change the form and character of a building significantly therefore the original architectural characteristics of the building should be respected and retained."

It is quite possible that you, Members of the Committee, may interpret that section of the CAMP differently to the interpretation contained in the notes. Further, moving to the consideration of development in Conservation Areas in the Local Plan we have stated ourselves the following: "Development which will be detrimental to the character and/or setting of Conservation Areas will not be permitted. The special architectural character and historic interest of each of these

Conservation Areas is described in Conservation Areas in Havant which will be adopted as supplementary planning guidance.”

Inappropriate development both in and near Conservation Areas has damaging effects on their character and appearance. Individual developments may not be significant in themselves but cumulatively they could have a major impact.

I have also considered the Planning (Listed Buildings and Conservation Areas) Act 1990. In particular, paragraph 66(1) which states: “In considering whether to grant planning permission for development which affects a listed building or its setting the Local Planning Authority shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

The Department for Culture Media & Sport state in their statutory criteria that when making a listing decision the Secretary of State may take into account the extent to which the exterior contributes to the architectural or historic interest of any group of buildings of which it forms a part. This is generally known as group value. I believe this applies to this terrace and also to the High Street as a whole. The Secretary of State will take this into account particularly where buildings comprise an important architectural or historic unity or a fine example of planning or where there is an historical, functional relationship between a group of building. Applying this criteria in our own documents and in the statutory provisions and guidance I believe a different interpretation should be applied to this application which should lead to its refusal as inappropriate.

With regard to the issue of opinion, I was somewhat concerned by the Conservation Officer’s comments at paragraph 5 page 39 describing the extension as a modest addition occupying what is dead space. There is the difference between dead space and negative space which is often an architectural consideration of importance and is important from the context of breaking up the buildings in this terrace. Indeed, the Sterling Prize was recently won by Hastings Pier a building which comprises almost entirely of negative space. I was also concerned at the comment that the proposals

“largely reflect the advice offered” and it seems to do little more than “acknowledge and respect” the form of the primary listed building. There is no regard to the other buildings which comprise the terrace. It is “mainly” the upper floor that is seen. The Conservation Officer felt that the original glass balustrade did jar with the existing character and this has been amended to black iron railings. There is no precedent for black iron railings along this section of the Quay or High Street. The description of mixed fenestration is somewhat at variance to the description in the CAMP. I was concerned that it was accepted that issues such as fenestration could be dealt with as a reserve matter despite the Conservation Officer believing it was preferable to deal with such details at this stage. I am aware that in the past there has been considerable detailed involvement in the repair and replacement of windows as close to an exact match as is possible being required given the sensitive nature of the site and the importance of the visual amenity I would feel more comfortable if this was part of the main application.

With regard to the Chichester Harbour Conservancy, it is correct to say that they have not made strong representations, however, I note that their comments are made on a pre-application meeting with the Conservation Officer. I would assume that their view is largely based upon his recommendations and opinions. I do note with concern that their previous objection was misunderstood in the Officer’s Report in respect of the previous application which forms part of this overall development.

There are a number of other legitimate objections contained in the 41 representations which have been received and are contained in the Summary; I do not propose to rehearse those but I would concur with those comments.

In conclusion I believe there are a number of specific reasons for refusal and I rely on R51, R52, R56 specifically relating to Conservation Area and Listed Buildings and R23, R26 and R31 more generally. I would urge you to refuse the applications.

Cllr. M. Wilson

9th November 2017

HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 29 November 2017

Present

Councillor Briggs (Chairman)

Councillors Bains, Bowerman, Pike, Guest, Turner and Wilson

39 Apologies for Absence

There were no apologies for absence.

40 Minutes

RESOLVED that the minutes of the Cabinet held on 11 October 2017 were approved as a correct record.

41 Declarations of Interests

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

42 Chairman's Report

There were no matters the Chairman wished to report.

43 Cabinet Lead Delegated Decisions and Urgent Decisions

RESOLVED that the following delegated decisions taken in accordance with the scheme of delegations to Cabinet Lead and urgent decision taken under Standing Order 48 be noted:

- (1) Delegated Decision: Proposed Traffic Regulation Order, Coronation Road;
- (2) Delegated Decision: Proposed Traffic Regulation Order, Holybourne Road;
- (3) Delegated Decision: Proposed Traffic Regulation Order, Owlesbury Grove; and
- (4) Urgent Decision: Extension of IT Contract

44 Recommendation from the Scrutiny Board - Beach Huts Review

Cabinet considered a report and recommendations from the Scrutiny Board arising from the Board's consideration of the findings of the Operations, Environmental Services and Norse Scrutiny and Policy Development Panel following its review of Beach Hut provision in the Borough.

Councillor Paul Buckley, as Chairman of Scrutiny Board, and Councillor Jackie Branson as Scrutiny Lead, were invited to join the meeting and presented the findings and recommendations.

Cabinet members were appreciative of the work that had been put into this lengthy and complex scrutiny review by both members and officers, and were mindful of the need for the Council to balance fairness to residents and to act reasonably as a public body within the context of adopting a more commercial approach to delivering services in order to mitigate the significant financial challenges facing the Council in the short and medium term.

Cabinet agreed as a priority that any future changes in charging structures would need to be supported by robust and timely communications to beach hut owners.

The Cabinet considered carefully all the recommendations put forward by the Scrutiny Board. In relation to recommendations 2.1.1 – 2.1.3, Cabinet noted that these matters would be included within the wider regeneration proposals to be brought to Cabinet on 18 December for debate as part of the emerging new Local Plan.

The Cabinet having considered all the recommendations put forward, it was:

RESOLVED that

- (1) The Cabinet agrees the provision of beach huts by the Council is a discretionary service and charges should reflect the market rate for this service;
- (2) The fee for a Beach Hut Plot Licence shall be £550 for 2017/18 with a view to increasing incrementally over a period of time to a market rate;
- (3) Officers be requested to establish a market rate and report back to Cabinet for consideration;
- (4) The Beach Hut Plot transfer licence fee for 2017/18 be set at £100 and shall be reviewed for following years;
- (5) Cabinet endorses the principle that the Beach Hut Plot Transfer Licence Fee includes other elements in addition to administrative costs;
- (6) Cabinet agrees that the facility to pay by equal instalments by Direct Debit over a six-month period specified by NORSE South East be offered to new and existing licensees with no administrative charge included or added;
- (7) Cabinet agrees that the instalment facility be made available for every year and not just this financial year;
- (8) Cabinet agrees that officers of the Council and NORSE South East be requested to build a working relationship with the newly formed Beach Hut Association;
- (9) Cabinet endorses a more robust management of non-payment of fees; and

- (10) Cabinet agrees that residents of the Borough be given first choice of new beach huts.

45 Conservation Area Appraisal, Mill Lane, Langstone

Councillor Guest presented a report summarising the outcome of the public consultation on the draft Mill Lane Conservation Area Appraisal and the proposed amendments arising from the consultation.

Significant concern was expressed by Cabinet members present in relation to the poor condition of the former railway signalmen's cottages at Langstone and whether their historical importance in the local area merited their inclusion within the boundary of the Conservation Area.

Officers gave an assurance that, currently, the cottages were fully protected under listed building legislation and that action could be taken by the Council under that legislation to ensure that the buildings were maintained to a fit state of repair, however there could be a cost implication and the Council would need to demonstrate that it had made every effort to engage fully with the property owner to secure improvements.

Cabinet therefore was minded to request that a separate report be brought back for Cabinet consideration, setting out potential courses of action that might be open to the Council together with all associated resource or liability implications

RESOLVED that

- (1) The responses to the recent consultation (Appendix 3 to the report) be noted;
- (2) The proposed changes to the Mill Lane Conservation Area Character Appraisal (Appendix 1 to the report) be approved;
- (3) The proposed changes to the Mill Lane Conservation Area boundary (Appendix 2 to the report) be approved;
- (4) Full Council be RECOMMENDED that the Mill Lane Conservation Area Character Appraisal (Appendix 1 to the report) is approved as a material consideration alongside the Local Plan;
- (5) Cabinet approval be given to implement an Article 4(1) Direction and authority be delegated to the Head of Planning, in consultation with the Cabinet Lead for Planning and Placemaking, to determine the draft form and content of the direction prior to this being publicised (referred to sections 4.6-4.10 and 6.1-6.6 of the report) and that officers report back to Cabinet at a later date with the draft form and content;

- (6) Authority be delegated to the Head of Planning and Placemaking to make any necessary amendments to the documents listed above. These shall be limited to grammatical, typographical, formatting and graphic design changes and shall not change the meaning of the material; and
- (7) A further report be brought back for Cabinet consideration, setting out potential courses of action that might be open to the Council in order to secure improvements to the structure of the former signalmen's cottages at Langstone, together with an assessment of any related resource or liability implications

46 Council Tax Support Scheme 2018/19

Councillor Bowerman presented a report to Cabinet seeking endorsement of the draft Council Tax Support Scheme prior to its formal consideration by full Council on 13 December:

RECOMMENDED to full Council that:

- (1) The 2017/18 Council Tax Support Scheme be retained in 2018/19 but with the following amendments:
 - (i) the Allowances and Premiums used in determining entitlement for working age claims are changed as set out in paragraph 5.3 of the report; and
 - (ii) the Non-Dependent deductions used in determining entitlement for working age claims are changes as set out in paragraph 5.4 of the report; and
- (2) the necessary arrangements are made to the Council Tax Support Scheme document and that it is then published in accordance with Local Government Finance Act 1992 Section 13A(2); and
- (3) an Annual Council Tax Support Hardship Fund of £5,000 be introduced to support the most vulnerable Council Tax Support Customers as set out in paragraph 5.5 of the report. The £5,000 to form part of the budget process (2018/19) to be agreed at full Council in February 2018.

47 Councillor Development

Councillor Bowerman presented a report seeking Cabinet endorsement for the updated Councillor Development Strategy to be recommended to full Council for approval and for Cabinet to note the progress to date made by the Councillor Development Panel.

Councillor Bowerman outlined the work that had been done to date by the Panel to evaluate responses to the Councillors' training needs assessment, review feedback from Councillors attending various training sessions and to look ahead at the induction process for newly elected members in May 2018.

Councillor Bowerman also took the opportunity to thank the officers for the significant contribution in supporting the Panel to take forward the Council's bid for accreditation under the South East Employers' Charter for Elected Member Development.

RESOLVED that

- (1) The updated Councillor Development Strategy be RECOMMENDED to full Council for approval; and
- (2) the progress update on the work of the Councillor Development Panel be noted.

The meeting commenced at 2.00 pm and concluded at 2.55 pm

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Chairman

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HAVANT BOROUGH COUNCIL

At a meeting of the Licensing Committee held on 30 November 2017

Present

Councillor Keast (Chairman)

Councillors Hart, Howard, Hughes, Kennett, Quantrill and Wade

11 Apologies

Apologies for absence were received from Councillors Mrs Blackett, Kerrin, Lloyd, Ponsonby, Shimbart, Thomas and Weeks.

12 Declarations of Interests

There were no declarations of interests.

13 Chairman's Report

The Chairman had nothing to report.

14 Gambling Act 2005 Statement of Principles

The Committee considered a report summarising the outcome of the public consultation on the Gambling Statement of Principles and the proposed amendments arising from the consultation.

RESOLVED that the amendments arising from the public consultation be approved

RECOMMENDED to full Council that the amended Gambling Statement of Principles ([Appendix A](#) to the report) be approved.

The meeting commenced at 5.00 pm and concluded at 5.09 pm

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