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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 21 February 2018

Time: 5.00 pm

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

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

13 February 2018

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

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PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive and record any apologies for absence.

2 Declarations of Interests

To receive any declarations of interests from Members.

3 Minutes

1 - 12

To confirm the minutes of the last meeting held on 13 December 2017 (attached).

4 Provisional Appointment of the Mayor for 2018/19

5 Provisional Appointment of the Deputy Mayor for 2018/19

6 Mayor's Report **13 - 14**

7 Public Questions under Standing Order 13.4(f)

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

8 Leader's Budget Speech

- Leader will give his Budget Speech to the Council
- Reply by the Leader of the Opposition
- Leader's Reply to the Opposition
- Questions of Clarification to the Leader

9 Revenue and Capital Budget 2018/19 and Medium Term Financial Strategy to 2022/23 **15 - 54**

Recommendation from the Cabinet held on 7 February 2018:

RECOMMENDED to Council:

- (a) that the following be approved, as recommended by the Cabinet on 07 February 2018, that Council
- (1) approves the proposed Revenue & Capital Budgets for 2018/19, including a Council Tax rate of £198.54 at Band D, representing a 2.99% increase on the current charge;
 - (2) notes the Cabinet decision of 7 February 2018 to apply during 18/19 an increase of up to 2.8% to those fees and charges that are not otherwise constrained by statute, to be determined by the Chief Finance Officer in consultation with the Leader;
 - (3) agrees the Treasury Management Strategy and Prudential Indicators; and
 - (4) reduces the Councillor Community Grants to £0 in

2018/19 and that this be subject to further review by the Scrutiny Board.

- (b) That it be noted that (on 31st January, 2018) the Chief Finance Officer calculated the Council Tax Base 2018/19 for the whole Council area as 40,704.00 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended, (the “Act”)] and that this Council Tax base be split between the regions of the Environment Agency as follows:

Southern – 40,704.00

- (c) That the following amounts be calculated by the Council for the year 2018/19 in accordance with Sections 31 and 34 to 36 of the Act.

(i) £ 65,465,324 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act;

(ii) £ 57,384,000 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;

(iii) £8,081,324 being the amount by which the aggregate at c(i) above exceeds the aggregate at c(ii) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (Item R in the formula in section 31A(4) of the Act);

(iv) £198.54 being the amount at c(iii) above (Item R), divided by Item T (b above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year;

- (d) Valuation Bands

A	B	C	D
£132.36	£154.42	£176.48	£198.54
E	F	G	H
£242.66	£286.78	£330.90	£397.08

being the amounts given by multiplying the amount at c(iv) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the

Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (e) That it be noted that for the year 2018/19 the Hampshire County Council (see (g) below) and Police and Crime Commissioner for Hampshire and Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below:

Valuation Bands – Hampshire County Council Basic Charge

A	B	C	D
£742.57	£866.34	£900.10	£1,113.86
E	F	G	H
£1,361.38	£1,608.91	£1,856.43	£2,227.72

Valuation Bands – Hampshire County Council Adult Social Care Premium

A	B	C	D
£58.07	£67.74	£77.42	£87.10
E	F	G	H
£106.46	£125.81	£145.17	£174.2

Valuation Bands – Police and Crime Commissioner for Hampshire

A	B	C	D
£118.31	£138.02	£157.74	£177.46
E	F	G	H
£216.90	£256.33	£295.77	£354.92

Valuation Bands – Hampshire Fire and Rescue Authority

A	B	C	D
£43.83	£51.13	£58.44	£65.74
E	F	G	H
£80.35	£94.96	£109.57	£131.48

- (f) That having calculated the aggregate in each case of the amounts at (d) and (e) above, the Council, in accordance with Section 30(2) of the

Local Government Finance Act 1992, hereby, but subject to Hampshire County Council and Hampshire Fire & Rescue Authority confirming the precept at (f) above on 22nd February 2018 and 28th February 2018 respectively, sets the following amounts as the amounts of Council Tax for the year 2018/19 for each of the categories of dwellings shown below:

Valuation Bands

A	B	C	D
£1,095.14	£1,277.65	£1,460.18	£1,642.70
E	F	G	H
£2,007.75	£2,372.79	£2,737.84	£3,285.40

- (g) If the Precepting Bodies decide a different precept than stated, the Council will be provided with a revised calculation as soon as possible.

[Note: At the time of the publication of this agenda the figures for the Precepting Bodies are based upon current proposals. If these change before the Council meeting councillors will be advised before the meeting].

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a recorded vote will be taken on this item.

10 Cabinet/Board Recommendations

To consider the following recommendation to Council arising from the meeting of the Cabinet held on 7 February 2018. The agenda and reports for the Cabinet meeting can be viewed via the following link:

[https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=128&Mid=10331&\\$LO\\$=1](https://havantintranet.moderngov.co.uk/ieListDocuments.aspx?CId=128&Mid=10331&LO=1)

RECOMMENDED to full Council that:

- (1) The Council invest the available CIL Pot of £1,918,284 in the following capital infrastructure projects:**

Title (Bid ref)	Amount	Cumulative amount
Langstone FCERM Scheme CIL Pot Building Proposal: 2017-2021 (1) *	£0	£0
Havant Shared Pedestrian and	(£125,000)	(£125,000)

Cycle Bridge (8) **		
Warblington Footbridge (9)	£150,000	£275,000
Bushy Lease Strategic Sustainable Access Route (10)	£373,000	£648,000
Hambledon Road/Milton Road Safety Improvements (20) ***	£117,000	£765,000
Rusty Cutter – Teardrop Link Road Capacity Enhancement (12)	£150,000	£915,000

Table A: Current recommended spends and cumulative effect on 123 CIL Pot if all spending options are supported

See additional information

* Paragraph 4.14 (i) of the report

** Paragraph 4.14(ii) regarding separate consideration of Footbridge options

*** Paragraph 4.14 (iii) of the report

- (2) **That the balance of the CIL Pot be retained and expenditure further considered on Langstone FCERM Scheme in the 2018 CIL Funding Decision once the Draft Havant Borough Local Plan 2036 has been published and the outcome of the consultation is known; and**
- (3) **The Council invest the available Neighbourhood Portion of £212,374 across the borough as set out below:**

Title (Bid ref)	Amount	Cumulative amount
Hayling East–West Cycle Route: Upgrade Footpath 521 to Shared Use (J)	£16,000	£16,000
Solent Way Upgrade Project (C)	£46,000	£62,000
Waterlooville Pavilion Feasibility Study (G)	£4,000	£66,000
Drainage Hobby Close Field (L)	£49,500	£115,500
The Spring Arts Centre Minor Works (Air Conditioning) (M)	£15,000	£130,500
Pallant Centre Universal Access Project (Lift) (B)	£21,000	£151,500
Replace Outdated and Uneconomic Lighting in Mountford Wing and Assembly Room of Emsworth Community Centre (F)	£15,000	£166,500
Waterlooville Community Centre Improvements/ Expansion/'Changing Place' Facility (A)	£10,520	£177,020

Table B: Current recommended spends and the cumulative effect on Neighbourhood Portion if all spending options are supported

12	Cabinet Lead Reports	59 - 76
13	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	
14	Questions Under Standing Order 23	
	To receive questions from Councillors in accordance with the requirements of Standing Order 23.4(a).	
15	Urgent Questions Under Standing Order 23	
	To receive urgent questions from Councillors submitted in accordance with the requirements of Standing Order 23.4(b).	
16	Notices of Motion	
	To be circulated separately.	
17	Acceptance of Minutes	77 - 122
	To receive the minutes of the following Committees:	
	Extraordinary Cabinet – 18 December 2017	
	Governance and Audit Committee – 10 January 2018	
	Development Management Committee – 11 January 2018	
	Scrutiny Board – 30 January 2018	
	Development Management Committee – 1 February 2018	
	Cabinet – 7 February 2018	

PART 2 (Confidential items - closed to the public)

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

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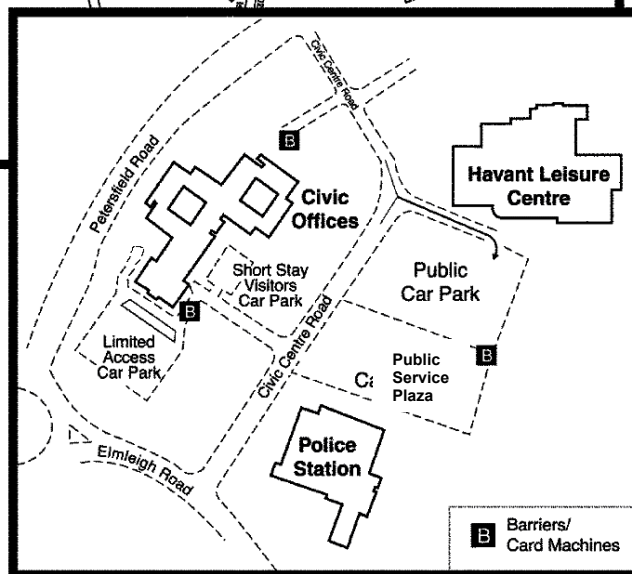
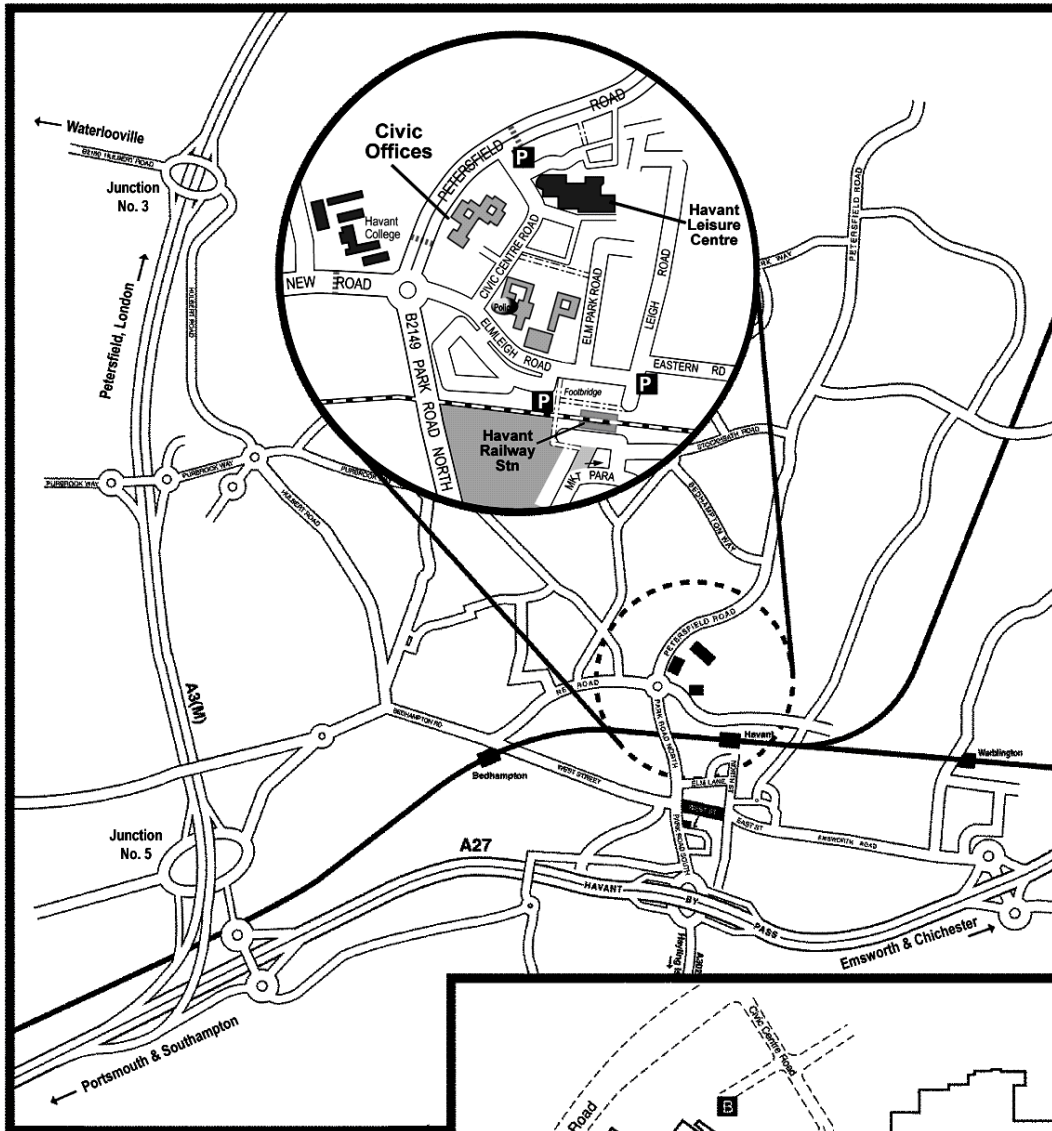
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Havant

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

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HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 13 December 2017

Present

Councillor Mrs Shimbart (Mayor)

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

131 Apologies for Absence

Apologies were received from Councillors M Carpenter, M Cheshire, M Sceal, E Rees and K Smith.

132 Declarations of Interests

Councillor Briggs declared an interest in minute 148 insofar as the report related to Vinci Construction UK (Ltd), in his capacity as a Director of Norse South East. Councillor Briggs left the meeting and was not present during the any part of the debate or decision in relation to Vinci.

The Executive Director (Commercial), who had been present as an observer, also left the meeting and was not present during any part of the debate and decision in relation to Vinci in her capacity as a Director of Norse South East.

133 Minutes

Proposed by Councillor Keast and seconded by Councillor Mrs Blackett, it was

RESOLVED that the minutes of the meeting of the Council held on 1 November 2017 be approved as a correct record.

134 Matters Arising

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

135 Award Presentation - Armed Forces Covenant Employer Recognition Scheme

Kate Lole, MoD Regional Employer Engagement Director, presented the Council with a Bronze Award under the Armed Forces Covenant Recognition Scheme.

The Council adjourned from 5.02pm to 5.07pm for photographs to be taken

136 Mayor's Report

There were no additional matters or questions in relation to the Mayor's report.

137 Cabinet Recommendations 29 November 2017

The Council considered the following recommendations arising from the Cabinet meeting held on 29 November 2017.

(A) Council Tax Support Scheme

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

RESOLVED 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 be 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

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

RESOLVED that the Mill Lane Conservation Area Appraisal (Appendix1 to the Cabinet Report) be approved as a material consideration alongside the Local Plan.

(C) Councillor Development Strategy

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

RESOLVED that the updated Councillor Development Strategy be approved and adopted.

138 Committee Recommendations

The Council considered the following recommendation arising from the meeting of the Licensing Committee held on 30 November 2017.

Gambling Act 2005 Statement of Principles

Proposed by Councillor Keast and seconded by Councillor Hughes, it was

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

139 Leader's Report

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

140 Cabinet Lead Reports

Councillor Bowerman reported that, on 11 December 2017, the Council had been awarded Charter for Elected Member Development accreditation following a whole-day peer assessment led by South East Employers. Councillor Bowerman took the opportunity thank all Councillors and officers who had supported the Councillor Development Panel in taking forward the bid and to all those who had given their time to take part in the Assessment Day.

There were no other matters the Cabinet Leads wished to add to their published reports.

141 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 provided as soon as possible after the meeting.

Committee Chairmen took questions in relation to their published minutes with comments to be reported back to their respective Committees accordingly.

142 Questions Under Standing Order 23

(1) Question from Councillor Francis to Councillor Bowerman

Do you not think it desirable that questions and answers at Council to Cabinet Leads, Chairmen and the Leader should be properly reported in the printed Minutes?

Leaving them to be accessed from the Council's website means that fewer people will be aware of what has transpired and any undertakings that may have been made.

Will you arrange for this to be done in future?

Response:

In relation to questions submitted under Standing Order 23, our Constitution allows for written questions from Councillors to be submitted under Standing Order 23 up to 48 hours before the Council meeting and are therefore published separately to the Agenda. After the meeting the schedule of questions is republished with the associated responses and sits alongside the minutes as part of the record of the meeting. Going forward I am happy to include these questions within the body of the Council minutes.

In relation to Cabinet Leads and Chairmen's Question time, Guidance on the Law and Practice on Local Authority Meetings says:

"Council minutes may take whatever form is preferred by the Local Authority. There are certain general principles governing the drafting of minutes that should be observed, but the principles are flexible and what matters primarily is that the minutes record clearly and concisely all decisions taken at the meeting and of the other proceedings as is necessary to give reasons to the decision-making. There is wide variation in practice in relation to questions at Council; some authorities minute all questions asked and the replies given at question time but most authorities do not." This is the practice at Havant Borough Council.

(2) Question from Councillor Francis to Councillor Bains

Your report provides us with Marketing information.

Will you please provide an update on the other areas of your responsibility, specifically commercial strategy, especially with regard to the borrow to invest policy?

Response:

As you will be aware, The Council has not approved any additional investment strategy based on borrowing. A report has been lodged with Audit & Scrutiny. There are a few outstanding questions that need to be answered and the Strategy will then proceed through the Council's approval process. It is anticipated that should Council decide to adopt this approach, purchases would not start until the new financial year. It is expected that Council will be asked to make this decision in line with the budget setting process.

(3) Question from Councillor Perry to Councillor Briggs

Will the Council confirm whether or not it will honour in perpetuity the Covenant it entered into on 20 March 1980 and which is attached. The Covenant does not permit housing development on the green pasture which is to the west of Langstone Road and south of "The Mallards".

Cllr Briggs provided an answer in the Council Meeting on 1 November 2017; however, the question was not answered and I am seeking a reply of either "YES" or "NO".

Response:

The site known as Southmere Field (site reference UE54) is not included in the Draft Havant Borough Local Plan 2036 as a proposed allocation.

The reasons why are set out on pages 300-306 of the Sustainability Appraisal of the Draft Local Plan which is available on the Council's website.

If any proposals come forward for housing development on the site then the merits of the case would then be considered.

(4) Question from Councillor Perry to Councillor Briggs

Further to my question on this subject under Standing Order 23 in the 20 September 2017 and 1 November 2017.

When will Cllr Briggs give sufficient priority to identifying and recovering the monies owed and due from the BHSLT to HBC from the 13 June 2008 Partnering Agreement and the 7 May 2014 Counterpart Lease agreement. Annual sums should have been identified and paid within one month of the approval of the annual accounts since 2010 using the clear and precise formulae in the Partnering Agreement.

I estimate the sum due to HBC to be circa £500 thousand pounds which will go somewhere towards meeting the Council's budget shortfalls. I understand that not a single Pound has been paid so far.

When will the Council determine the accurate amount due and when will it be paid?

Response:

The relationship between Havant Borough Council and Horizon Leisure Centres is a partnership which seeks to deliver high quality leisure provision, and has saved the Council millions of pounds since its inception in 1998. This partnership has delivered significant investment into new and enhanced facilities at Waterlooville and Havant Leisure Centres in recent years. Surpluses generated by Horizon Leisure Centres have been utilised to fund these developments. Discussions are currently being undertaken with them on a range of partnering issues, including gain share with a view to putting in place a revised partnership agreement. I anticipate to be in a position to report on this further in the new year.

(5) Question from Councillor Perry to Councillor Wilson

Hampshire County Council is committed to closing half of the HWRCs in Hampshire. Considering the Hayling Island HWRC was scheduled for closure in 2017, but instead had reduced opening hours, the Hayling Island HWRC must be a prime candidate for closure in 2018.

- a. Has the Council made representations to HCC to keep the Hayling Island HWRC open? If the answer is yes, what is the status please; if the answer is no, would Cllr Wilson please make representations?
- b. Considering that HBC has had to increase spending on clearing up fly tipping over the previous year, has the Council evaluated the likely additional fly tipping clearance costs when the Hayling Island HWRC is or will be closed?

Response:

Hayling Island ward Councillors have been lobbying County Councillor Humby and I can confirm that a decision has been made today that none of the HWRCs will be closed.

(6) Question from Councillor Perry to Councillor Pike

Could Cllr Pike please give the status on the Council's Commercial Property Investment Strategy and any update on the likelihood of meeting forecast budget surpluses by year.

Response:

The Strategy is in draft form at the moment and will be subject to full Council approval in due course and we are not forecasting any additional income this year as the Strategy is not in place. Councillor Bains has already provided a detailed response to Councillor Francis earlier in this item setting out the current position.

(7) Question from Councillor Perry to Councillor Guest

Areas of Market Parade and East Street are despoiling the centre of Havant. Could Cllr Guest please give members of the Council and members of public the status and an indication on when the areas will be redeveloped and improved.

Response:

The Council granted planning permission in 2016 for the redevelopment of the northeast quadrant of Market Parade under reference APP/14/01225. This planning permission has since expired. Nonetheless, the site is identified as part of the 'Havant Town Centre' key site in the Draft Havant Borough Local Plan 2036. The Draft Local Plan also confirms the Council's commitment to the development of these key sites and its willingness to use compulsory purchase powers if necessary. The Council remains committed to the redevelopment of Market Parade as soon as possible in order to improve a key gateway to Havant Town Centre.

(8) Question from Councillor Ponsonby to Councillor Guest

I understand that UK Oil and Gas may be resubmitting an application to drill for oil in Markwell's Wood at the end of this year. As their previous applications were opposed by this Borough, as well as by other agencies, could I have an assurance that this opposition will be vigorously maintained? The Markwells Wood Watch Group have obtained new evidence from a hydrogeological report they commissioned independently, that rainwater from this area flows directly to the Bedhampton and Havant springs, and that contamination of water in this area would directly affect the water quality of these springs.

Response:

Any planning application that is submitted by UK Oil and Gas on the Markwell's Wood site will be considered by the Council. Any application and its supporting hydrological report will be considered by the Council. If there would be a material impact on the Havant and Bedhampton Springs then the Council would object to the planning application. Nonetheless, this decision will need to be based on the application and its evidence.

(9) Question from Councillor Davis to Councillor Bains

With reference the forthcoming Cabinet Meeting on the 18th Dec. at which it is proposed to Video and Broadcast live on Havant Councils Facebook Page.

Q1 ... Should the Full Council be asked to vote on this proposal to see if all Councillors agree or not?

Q2 ...If Councillors do agree, would you support the Video and Live Broadcast on Havant B.C. Facebook Page of ALL Cabinet, DMC and Full Council Meetings that are open to the public?

Response:

The 'Public Bodies (Admission to Meetings) Act 1960', as amended by the 'Openness of Local Government Bodies Regulations 2014', stipulates the following in relation to meetings that are wholly held in public:

"in the case of a relevant local government body, for use in electronic or any other format to provide news to the public by means of the internet, shall require a body to permit the taking of photographs of any proceedings, or the use of any means to enable persons not present to see or hear any proceedings (whether at the time or later), or the making of any oral report on any proceedings as they take place."

The Council has agreed a Protocol for Recording, Photography and use of Social Media and this is published on the Council's website.

(10) Question from Councillor Davis to Councillor Pike

With the expected growth in Electric Vehicles, the Councils approach to facilitate an increase in Electric Vehicle infrastructure is admirable.

Q1... Could you explain who will pay for these E.V. charging points to be installed and where would you envisage they would be installed?

Q2...Are there plans to encourage House Builders to fit E.V. Charging points in New Houses?

Q3... Is there likely to be a cost to this Council in facilitating this infrastructure?

Response:

Q1: It is recommended that the council work with a private sector company to invest in the infrastructure. It is aimed that these will be within suitable HBC car parks, the location will depend on feasibility work.

Q2: The Draft Local Plan 2036 currently have proposals for policies that require electric vehicle charging infrastructure in new residential and commercial developments

Q3. Currently, it is intended that there will be minimum cost to facilitating this infrastructure and will mostly be staff resource

143 Urgent Questions Under Standing Order 23

There were no urgent questions.

144 Notices of Motion

(A) Parking - Supplementary Planning Document (SPD)

The Council considered a Motion proposed by Councillor Hughes and seconded by Councillor K Smith.

Having debated the Motion, members of the Council were minded to support the request that the Parking Supplementary Planning Document be subject to review, as set out in the Motion, and that it was appropriate for the Council's Scrutiny Board to undertake this review. The proposed referral to the Scrutiny Board was supported by Councillor Buckley as Chairman of the Scrutiny Board.

The Motion having been proposed and seconded, it was:

RESOLVED that

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 agrees that the current Parking Supplementary Planning Document be referred to the Scrutiny Board 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) Councillor Disclosure and Barring Service (DBS) Checks

The Council considered a Motion proposed by Councillor Perry and seconded by Councillor Hart.

"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."

Members of the Council were advised that job applicants do not have a legal obligation to reveal spent convictions and the same would apply to Councillors. Refusing to employ an applicant on the grounds of a spent conviction is unlawful. For most roles, there is no legal right to check and applicant's full criminal history. Employers are only able to check full criminal history for specific occupations and positions where there is regular, direct and unsupervised contact with children or vulnerable people. If the Council were to apply a DBS check to roles in the Council that do not meet this criteria it would be deemed to be unlawful.

Having taken a vote on the Motion, the Mayor declared the Motion LOST.

Proposed by Councillor Buckley and seconded by Councillor Keast, it was
RESOLVED that the draft Calendar of Meetings for 2018/19 be approved.

146 Acceptance of Minutes

Proposed by Councillor Branson and seconded by Councillor Bowerman, it was
RESOLVED that the minutes of Committees held since the last meeting of the Council be received.

147 Exclusion of the Press and Public

RESOLVED that the press and the public be excluded from the meeting during the consideration of the following items as:-

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

The report to be considered was exempt under Paragraph 3 – Information relating to the financial affairs or business affairs of any particular person (including the Authority holding that information).

The Council adjourned from 7.10pm to 7.20pm to allow the press and public to leave the meeting.

148 Cabinet Recommendations 6 December 2017

(This item was taken in camera)

Councillors Briggs and Wilson presented an exempt report and recommendation to Council arising from the extraordinary Cabinet meeting held on 6 December 2017.

Councillor Briggs having declared an interest in part of the report insofar as it related to Vinci Construction UK (Ltd), the Mayor took the debate and recommendations in relation to Capita and Vinci separately.

Councillor Briggs left the meeting during the debate and recommendations in relation to Vinci and, as Vice-Chairman of the Cabinet, Councillor Wilson led the debate on this part of the report.

(A) Proposed by Councillor Briggs and seconded by Councillor Bains, it was

RESOLVED as set out in (1) to (6) of the Restriced Minute.

- (B) Proposed by Councillor Wilson and seconded by Councillor Bains, it was
RESOLVED as set out in (7) and (8) of the Restricted Minute.

The meeting commenced at 5.00 pm and concluded at 8.10 pm

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Mayor's report to Council February 2018

Since the beginning of the year I have carried out 15 engagements.

These began on January 12th, when I accepted a donation to my charities of £5000 from D & K Contracting Services from Romsey. The same day saw me at the Spring for a performance of Alice in Wonderland and Through the looking Glass, performed by Dynamo Youth Theatre. The 14th saw us at the Portsmouth Guildhall for the 10th Anniversary show by the Urban Vocal Group. On the 18th, Gerry & I had the pleasure of meeting HRH Princess Anne at Making Space in Leigh Park. The following evening saw us at the Station Theatre on Hayling to see the HIADS production of Cinderella, while the following day saw us at the Front lawn Recreation Ground for the official opening in the morning, followed by lunch and a match at Havant Rugby Club.

East Hants Civic Day was held at Penn's place on the 24th. This took the form of a seminar on Homelessness. The following day saw us holding the Annual Holocaust Memorial Day ceremony at the New Lane Cemetery, followed by a reception, and talk from a Holocaust Survivor, at the Plaza.

February's events started on the 4th with another visit to the Station Theatre, this time to watch a performance of Spooked, the Musical given by the Portchester Youth Theatre. The 5th saw us visiting the Trosnant Schools, where I spoke to three Year 1 classes and told them about life as the Mayor of Havant. They especially liked seeing the robes and regalia. The 8th saw the 38th Annual Havant Borough Sports Association awards event. This celebrated the many different sports to be found in the Borough.

My report finishes, as it began, with two engagements on the same day. This was on the 10th, when we first went to the Westbrook hall in tempest Avenue to help celebrate the Community Coffee Cup's 4th birthday, before moving on the Kingswell Kitchens in the Boulevard in Waterlooville. This was to cut the ribbon marking their re-opening after refurbishment. This was my 201st engagement, with many more still to come.

Once again, my thanks to Peter Wade for stepping in whenever I was unable, for one reason or another, to carry out my duties as Mayor.

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NON-EXEMPT

HAVANT BOROUGH COUNCIL

COUNCIL

21 February 2018

REVENUE & CAPITAL BUDGET 2018/19 AND MEDIUM TERM FINANCIAL STRATEGY TO 2022/23

Report of the Chief Finance Officer

FOR DECISION

Cabinet Lead for Finance, Councillor Tony Briggs

Key Decision: No

1. Purpose of Report

- 1.1 To provide Council with the proposed Revenue and Capital Budget, Reserves & Balances, Treasury and Prices for Services for 2018/19

2. Recommendation

That Council:

- 2.1 Approves the proposed Revenue & Capital Budgets for 2018/19, including a Council Tax rate of £198.54 at Band D, representing a 2.99% increase on the current charge;
- 2.2 Notes the Cabinet decision of 7 February 2018 to apply during 18/19 an increase of up to 2.8% to those fees and charges that are not otherwise constrained by statute, to be determined by the Chief Finance Officer in consultation with the Leader;
- 2.3 Agrees the Treasury Management Strategy and Prudential Indicators; and
- 2.4 Reduces the Councillor Community Grants to £0 in 2018/19 and that this be subject to further review by the Scrutiny Board.

3. Budget Summary 2018/19

3.1 The 2018/19 summary budget position for next year is as follows:

	Forecast £'000
Estimated service costs for 2018/19	13,357
Other Operating Income & Expenditure	853
General Fund Transfer	-
Statutory reserve movements	(19)
Net Budget Requirement	14,191
Council Tax, Business Rates & Grant Funding	(14,191)
(Surplus) / Deficit	-

4. Budget Process for 2018/19

The Budget Process for 2018/19 focused on building new budgets (Zero Based Budgeting) to ensure alignment of financial requirement to the Councils strategic, operational and financial priorities.

- 4.1 Service Managers have been asked to build their budgets up from a zero base, and to produce a clear business plan to justify the submitted budgets. Business plans will be approved under the cover of a separate report.
- 4.2 The Executive Board reviewed the initial budget submissions at the end of October and, in early November, undertook reviews of the position with each of their Service Heads.
- 4.3 Following the November review a budget challenge session was held in December where Cabinet met with all Directors and HoS with the Chief Executive and Chief Finance Officer to undertake a review of the current financial position and the initial budget forecast for 2018/19. Following this meeting Portfolio Holders were tasked to work with their Directors/HoS to consider and bring forward proposals for income generation and efficiency savings to be brought back for review by Cabinet, the Chief Executive and Chief Finance Officer in the New Year.
- 4.4 A challenge session was held on Monday 8th January and several initiatives were agreed. These are detailed in Appendix B and a risk review completed with the Portfolio Holders.
- 4.5 It should be noted that the budget is still draft at this stage, and is subject to change. Any material changes will be reported at Council in February.

4.6 The decision to revoke the Vinci contract has been reflected in the budget position and MTFS. However, changes to the Capita contract are still subject to commercial negotiation and have not yet been reflected.

4.7 There are a number of risks and uncertainties implicit in the draft numbers, which are detailed below:

5. Funding estimates for 2018/19

5.1 **Council Tax:** The budget proposals assume that there will be a 2.99% increase in Council Tax to £198.54 at Band D, with no further increases over the period of the financial strategy. The impact of the future years freeze is partially offset by an increase in tax base resulting from housing growth and a slight reduction in the number of Council Tax support claimants.

5.2 **Revenue Support Grant and New Homes Bonus:** 2018/19 is the final year in which the Council will receive the Grant, this has been reflected within the MTFS projections.

5.3 **Retained Business Rates:** The Council has been allowed to retain a proportion of Business Rates since 2013/14. The budget estimate for 2018/19 are now complete and reflect the Council's final NNDR1 return, submitted 31st January. Risks surrounding business rates estimates are detailed below.

5.4 **New Homes Bonus scheme** came into effect in April 2011. The provisional settlement suggests Havant will receive estimated grant of £1.788m in 2018/19. This represents an increase of £145,000 over expectation, and results from higher than anticipated property growth.

5.5 **Fees and Charges:** It is a Borough Council function to approve the budget framework and the council tax amount annually after other billing authorities have agreed their charges and in time for annual tax billing. The February Full Council meeting formally exercises this power. The Leader or the Cabinet is empowered to make changes to the Borough Council's fees and charges and to determine the Fees and Charges Schedule, provided the changes and the schedule are within the budget framework set annually by the Council. The Full Council notes the Fees and Charges Schedule annually. The recommendation is to apply during 2018/19 an increase of up to 2.8%% to those fees and charges that are not otherwise constrained by statute. An estimate has been included within the forecasts.

5.6 **Salary budgets:** The 2018/19 budget assumes a 2% pay award, living wage uplift, and that those who are entitled to increments will receive them. No change has been assumed for calculation of National Insurance pending a communication from government, and pension rates have been increased to 15.1% (a 1% uplift) in line with the rates provided by Hampshire Pension Fund. The MTFS assumes an increase of 1% per annum to cover pay awards and for pension contributions over the life of the MTFS

5.7 Measures included in previous autumn statements designed to attract new business, and currently being funded by s31¹ grant, will continue for 2018/19 are assumed to continue.

¹ S31 grant – a 'smoothing' grant provided by Government for assisting with new legislation

6. Budget risks

- 6.1 **New Homes Bonus;** In 2017/18, the government set its housing growth baseline, above which New Homes Bonus is applied, at 0.4%. This baseline is currently under review. Further consultation is underway on further changes to the award. These changes include linking the payment to housing delivery tests or other measures of the quality of planning decision making, and excluding payments in respect of housing permissions granted on appeal. The budget estimates reflect the current award communicated through the provisional Settlement information, and will be confirmed by the end of January.
- 6.2 **Business Rates:** The Council experienced larger than forecast deficits on the business rates collection funds. This was largely due to a review of appeals provision calculation. A continuing high level of appeals would require an increase in provision, reducing the Council's retained income.
- 6.3 **Budget Challenge Outcomes:** As discussed earlier in the report a number of budget challenge sessions were undertaken leading up to the finalisation of the draft budget for 2018/19. The outcome of these sessions are listed in Appendix B. Portfolio Holders, Directors and Heads of Service have agreed a RAG rating for these outcomes. All challenge targets will be monitored throughout the year to ensure progress is made and the agreed income/efficiency targets are being achieved.

7. Medium term projections to 2021/22

- 7.1 The Council's Medium Term Financial Strategy has been updated using the results of the budget process as a revised base. The medium-term projections are in Appendix A.

8. Addressing the Long-Term position

- 8.1 The financial strategy is based on savings assumptions relating to the 5 Councils outsourcing project and Norse joint venture.
- 8.2 The Council has in recent years underspent its budget (£1.7m in 2015/16, and £1.2 in 2016/17).
- 8.3 2017/18 has seen a number of unforeseen financial pressures mostly relating to the ongoing commercial negotiation with Capita. These have led to a number of one off costs not anticipated when the budget for 2017/18 was agreed, currently the forecast is that there will be deficit at the end of the year of £606k, Directors and Heads of Service are working to mitigate the deficit.

9. Capital Projections 2017/18 to 2018/19

- 9.1 Budget managers have been asked to complete outline capital appraisal forms for new projects identified. It is proposed that the Executive Board² will consider the outline business cases for each new proposal. Those projects that the Executive Board support will be subject to a detailed business case prior to consideration by

² Executive Board – the formal Management Board of the Council consisting of paid executives – Chief Executive Officer, Executive Directors, Chief Finance Officer and Monitoring Officer

Cabinet. The Capital projects awaiting approval by Executive Board and formal Business cases are included at D.

9.2 The current approved Capital Programme is shown in Appendix C. The current approved position shows a spend of £1.716m against the capital programme.

10. **Use of Reserves 2017/18 to 2022/23**

10.1 Appendix E shows the proposed use of reserves between 2018/23.

11. **Treasury Management Strategy**

11.1 The Treasury Management Strategy has been reviewed and will apply from 1st April 2018.

12. **Appendices:**

- **Appendix A – 2018/19 Proposed Budget & 5 Year Financial Projections 2018/19 – 2022/23**
- **Appendix B – Budget Challenge Outcomes – January 2018**
- **Appendix C – Approved Capital Programme**
- **Appendix D – New Capital Bids**
- **Appendix E – Analysis of Reserve Balances 2018/19 – 2022/23**
- **Appendix F – Treasury Management Strategy 2018/19**
- **Appendix G – Fees and Charges 2017/18**
- **Appendix H – CFO Statement**
- **Appendix I - Analysis of Business Rates Income & Expenditure**

Agreed and signed off by:

Chief Finance Officer, 12th February 2018
Deputy Monitoring Officer, 12th February 2018

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Proposed Budget – 2018/19

	Operations Directorate	Strategy & Governance Directorate	Commercial Directorate	Whole Council
	£m	£m	£m	£m
Sales - fees and charges	(4.819)	(0.544)	(0.347)	(5.710)
Sales - commercial enterprises	(2.167)	(0.042)	(0.182)	(2.391)
Income - general grants				0.000
Income - specific grants	(1.564)	(0.641)	0.000	(2.205)
Investment income and expenditure				0.000
Total Service Income	(8.550)	(1.227)	(0.529)	(10.306)
Employees	4.481	3.303	0.586	8.370
Supplies and services	3.467	2.241	(0.086)	5.621
Contract Costs	0.217	5.001	3.875	9.092
Agency/ Third party costs (net)		(0.125)		(0.125)
Service Income & Efficiency targets				(0.400)
Capital Costs	0.724	0.151	0.230	1.105
Total Service Costs	8.888	10.570	4.605	23.663
Contribution / (surplus)/deficit	0.338	9.343	4.076	13.357
Other Operating Income & Expenditure				0.853
Minimum Revenue Provision				0.121
Movement in Reserves to Grants & Contributions Unapplied				0.965
Movement to Statutory Reserves				(1.105)
Total other costs and movement in reserves	0.000	0.000	0.000	0.834
Total net expenditure	0.338	9.343	4.076	14.191
Council Tax				(8.081)
Council Tax prior year surplus				(0.007)
Retained business rates				(3.771)
Retained Business Rates prior year deficit				0.828
Revenue Support Grant				(0.290)
New Homes Bonus				(1.788)
Section 31 grants				(1.082)
Total Grant, Council Tax and Business Rates funding	0.000	0.000	0.000	(14.191)
(Surplus) / Deficit				0.000

2018/19 - 2022/23 Medium Term Financial Strategy					
	2018/19	2019/20	2020/21	2021/22	2022/23
	£M	£M	£M	£M	£M
Sales - fees and charges	(4.307)	(5.659)	(5.801)	(5.783)	(5.834)
Sales - commercial enterprises	(2.391)	(1.047)	(1.118)	(1.189)	(1.260)
Income - specific grants	(2.205)	(2.205)	(2.205)	(2.205)	(2.205)
Investment Income & Expenditure	(1.403)	(1.403)	(1.403)	(1.403)	(1.403)
Total Service Income	(10.306)	(10.314)	(10.527)	(10.580)	(10.702)
Employees & pension costs	8.370	9.160	9.370	9.453	9.155
Supplies and services	5.621	5.256	5.256	5.256	5.450
Contract costs	9.092	8.563	8.432	8.230	8.630
Agency/Third party costs (net)	(0.125)	(0.125)	(0.125)	(0.125)	(0.125)
Service income & efficiency targets	(0.400)	(0.400)	(0.400)	(0.400)	(0.400)
Capital costs	1.105	1.105	1.105	1.105	1.105
Total Service Costs	23.663	23.559	23.638	23.519	23.815
Contribution/(surplus)/deficit	13.357	13.245	13.111	12.939	13.113
Other Operating Income & Expenditure	0.853	0.923	0.999	1.082	1.167
Minimum Revenue Provision	0.121	0.121	0.121	0.121	0.121
Movement on General Fund	-	-	-	-	-
Movement In Reserves to Grants & Contributions Unapplied	0.965	0.964	0.964	0.964	0.964
Movement in Statutory Reserves	(1.105)	(0.984)	(0.984)	(0.984)	(0.984)
Total other costs & mvmt in reserves	0.834	1.024	1.100	1.183	1.268
Total Net Expenditure	14.191	14.269	14.211	14.122	14.381
Council Tax	(8.081)	(8.311)	(8.349)	(8.389)	(8.427)
Council Tax prior year Surplus	(0.007)	-	-	-	-
Retained business rates	(3.771)	(4.181)	(4.281)	(4.384)	(4.489)
Retained business rates prior yr deficit	0.828	-	-	-	-
Revenue Support Grant	(0.290)	-	-	-	-
New Homes Bonus	(1.788)	(1.330)	(1.068)	(0.607)	(0.500)
Section 31 Grants	(1.082)	(0.666)	(0.683)	(0.700)	(0.717)
Total Grant, Council Tax and Business Rates Funding	(14.191)	(14.488)	(14.381)	(14.080)	(14.133)
(Surplus)/Deficit	-	(0.219)	(0.170)	0.042	0.248

Adjustments following Budget Challenge session January 8th 2018					Appendix B	
No	Service	Adjustment required	Value	Head of Service Comments	Portfolio Holder	RAG Status
1	Planning	Removal of economic regeneration costs from budget, to be funded from CIL or other reserve on approval of business cases	£500,000	This has transferred to reserves and will be drawn down on a case by case basis for regeneration projects.	Cllr Guest	Green
2	Planning	General reduction in supplies & services	£82,000	Supplies and Services capped at £400k	Cllr Guest	Green
3	Planning	Increase in fee income from planning fee charge increases	£80,000	Based on past trends the 20% fee increase should deliver this increase. Does depend on the state of the macro economy, in terms of market sentiment to invest and buy development.	Cllr Guest	Green
4	Planning	Income /efficiency challenge to be met through vacancy/income or other cost saving	£50,000	As agreed, this is a potential saving and a welcome challenge.	Cllr Guest	Amber
5	Community	Halving of Councillor Grants	£19,000	Cllr grants of 38k - 19k just needs to be removed from budget and a new process will be written for awarding of grants.	Cllr Turner	Green
6	Community	Reduction in Community grants	£5,000	Community - reduction of 5% to community grants.	Cllr Turner	Green
7	Neighbourhood Quality	Off peak charging	£30,000	Full review of fees and charges to be completed, operational savings achieved through managing vacancies and supplies/services	Cllr Wilson	Green
8	Neighbourhood Quality	General parking income uplift (working assumption to be clarified with Service Head	£170,000		Cllr Wilson	Green
9	Neighbourhood Quality	Efficiency challenge to be met through vacancy or other cost saving	£250,000		Cllr Wilson	Green
10	Neighbourhood Quality	Alignment of Traffic Management charges with HCC	tbc		Cllr Wilson	N/A
11	Communications	50% of Serving You costs to be met through advertising revenue, 100% from 2019/20	£21,000	Serving You' publication to be self funding by 2019/2020.	Cllr Bains	Amber
12	Organisational Development	Income /efficiency challenge to be met through vacancy/income or other cost saving	£60,000	Restructure of Democratic Services and move to the implementation of a shared team .	Cllr Bowerman	Amber
13	Organisational Development	Paperless Democracy challenge	£25,000	Proposed savings achieved from moving towards paperless democratic service	Cllr Bowerman	Green
14	Contracts	Income /efficiency challenge to be met through vacancy/income or other cost saving	£100,000	Proposal needed for Cabinet on increase to fees and charges. Report to go back to Cabinet re maintaining income re recyclables.	Cllr Bains	Green
15	Contracts	General reduction in maintenance obligations	£300,000		Cllr Bains	Amber
16	Customer Services	Reduction in Salary Costs	£53,600	The salary target will be met by, changes to shared officers split between councils, remove a post in Post Team and reduction of hours for one member of staff.	Cllr Bowerman	Green
17	Customer Services	Reduction in Supplies and Services	£75,000	The supplies and services target will be met by a reduction in new bad debt provision based on historic trends	Cllr Bowerman	Green
18	Programmes Redesign and Quality	Efficiency Challenge	£100,000	To be delivered through a combination of service improvement initiatives, income generation and resource management.	Cllr Cheshire	Amber
19	Finance	Review of MRP; balance on historic internal borrowing paid off following transfer of asset to Norse	£279,000		Cllr Briggs	Green
		Total adjustments made to date	£2,199,600			
20	Community	Removal of Councillor Grants	£19,000	Recommendation by Cabinet following 7th February Meeting to remove Cllr Grants in full for one year, to be reviewed within 2019/20 Budget Process	Cllr Turner	Green
		Final Adjustments to 2018/19 Budget	£2,218,600			

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Havant Borough Council Approved Capital Programme

Appendix C

Project	Brief Description of the project	Total Budget + carry forward £000	Spend to date £000	2017/18 Forecast £000	2018/19 Forecast £000	2019/20 Forecast £000
Current approved projects						
DFGs	To fund adaptations in homes	800	391	587	587	587
New allotments	To identify suitable land and construct new allotment(s).	135	-	-	135	
Refurbishment of HBC equipped play areas	To refurbish HBC owned equipped playgrounds that are coming to the end of their useful life.	75	-	-	75	
Civica Finance system		-	22	22		
Emsworth Wall replacement	Emsworth Wall replacement	-	99	99		
Front Lawn	Redevelopment of sports pitches at Front Lawn	800	1,204	1,204		
	Total	1,810	1,716	1,912	797	587
	External Funding	1,675	1,595	1,791	662	587
	Amount to be internally borrowed	-	-	-	-	-
	Use of HBC Specific Reserves	-	-	-	-	-
	Use of Usable Capital Receipts	135	121	121	135	-
	External Borrowing	-	-	-	-	-
	Total Funding	1,810	1,716	1,978	3,173	587

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HAVANT BOROUGH COUNCIL

New Capital Bids	Appendix D				
	2018/19	2019/20	2020/21	2021/22	2022/23
Langstone Flood and Coastal Erosion Risk Management (FCERM) Scheme	575	3,325			
Bus Shelter Replacement	350				
Asset Maintenance management system	35				
Replacement of Planning (and associated services) processing and application management system	350				
Replacement Vehicle	17				
Additional Beach Hut Provision	150				
Pest control vans	30				
Building Control IT Project	50				
Capital requiring financing	1,557	3,325	-	-	-
Proposed financing					
External contributions		1,300			
Use of specific reserves	435				
Use of Usable Capital Receipts	565				
Borrowing	575	2,025			
Total financing	1,575	3,325			

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Analysis of Reserve Balances 18/19 -22/23

Appendix E

	Projected 18/19 Opening Balance	Capital Grants and Contributions Receivable 18/19 to 22/23	Contribution To Capital Programme 18/19 to 22/23	Expected use of Reserves 18/19	Expected use of Reserves 19/20 to 22/23	Projected 22/23 Closing Balance
	£'000	£'000	£'000	£'000	£'000	£'000
General Fund	(2,559)					(2,559)
Statutory Reserves						
Useable Capital Receipts Rese	(1,632)		6,726			5,094
Capital Grants & Unapplied Contributions	(1,078)	132				(947)
Community Infrastructure Levy & Developer Contributions Unapplied	(3,342)	1,341				(2,001)
Earmarked Reserves						
Capital Reserve	(326)					(326)
General Fund Earmarked	(967)					(967)
Insurance Reserve	(653)					(653)
Transformation Reserve	(982)					(982)
Working Capital Reserve	(2,000)					(2,000)
Contingency Reserve	(500)					(500)
Total	(14,039)	1,473	6,726	0	0	(5,840)

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Treasury Management Strategy, Minimum Revenue Provision Strategy and Annual Investment Strategy

- 1. The CIPFA Treasury Management Code of Practice**
 - 1.1 The Treasury Management and Investment Strategy has been set in accordance with the CIPFA Treasury Management Code of Practice 2011 and the revised Prudential Code for Capital Finance 2011.
 - 1.2 The Council is required to approve a Treasury Management Strategy which establishes the investment and borrowing activities for the Council. The Council's approach to Treasury Management is in accordance with the CIPFA Code of Practice, which requires a 3 year strategy to be agreed annually.
 - 1.3 The Prudential Code for Capital requires the Council to set Prudential Indicators for Treasury Management and Capital Expenditure. These are linked to the Strategy and are set out at the end of this document.
 - 1.4 The Council is also required to make an annual Policy statement on making Minimum Revenue Provision (MRP) for borrowing, together with the consideration of prudent provision in future financial years.
 - 1.5 The Council delegates responsibility for the monitoring and scrutiny of treasury activity to the Governance & Audit Committee, and delegates responsibility for implementing and administering the strategies, policy and procedures to the Chief Finance Officer. The Council also seeks external advice through Link Asset Services under the outsourced Finance function.
- 2. Treasury Management Strategy 2018/19**
 - 2.1 The Council may wish to acquire property sites for strategic, operational and investment purposes but would have to borrow to achieve this.
 - 2.2 Property acquisitions prior to 2017/18 have been financed through surplus cash. However, this cash is intended to support reserves and General Fund in the longer term and the minimum liquidity has now been reached.

Appendix F

- 2.3 Following the 0.25% increase in Base Rate in November 2017, market indications suggest that there could be further base rate increases in the short term as the Bank of England seek to mitigate increases in inflation that is currently being experienced.
- 2.4 This is further supported by the Bank of England statement on the 8th February of a potential increase in the current interest rate in May 2018.

Economic Factors

- 2.4 Factors that influence the Council's Treasury Management Strategy include the Council's overall level of resources, medium term spending plans and the need to finance the future cost of services. It is also influenced by the state of the economy in general, the outlook for interest rates and the credit risk environment.
- 2.5 The Treasury strategy is linked to the Council's medium term financial plans, and are reflected in a net interest cost or yield in the Council's budget. The net cost/yield estimates are updated regularly through the budget setting process and in year forecasting.
- 2.6 The Council's investment strategy gives scope to invest in approved instruments outlined in the approved lending/borrowing list (Schedule 3), but investments in banks and building societies are limited to high quality counterparties only.

Prudential Indicators

- 2.7 The Prudential Indicators were established as part of the Local Government Act 2003 through the Prudential Code. The Code requires the Council to produce indicators to demonstrate that capital financing is prudent, sustainable and affordable. The indicators are set out at the end of this document.

MRP Policy

- 2.8 The Council is required to calculate an amount in relation to its borrowing, and charge this amount as Minimum Revenue Provision to its Income & Expenditure Account in respect of borrowing repayment. The Policy is set out at Schedule 4 to the Treasury Management Strategy.

Officer Approval Limits

- 2.9 The power to approve the acquisition of properties meeting the Council's investment criteria be delegated to any Executive Director, in consultation with the Leader and the section 151 Officer

Risk Management

Appendix F

- 2.10 Minimising risk is a key aspect of treasury management activity. Risk is proactively managed with advice from Link Asset Services (formerly Capita Asset Services) and property investment decisions are subject to detailed business cases. As the Council moves towards a net borrowing position, interest rate exposure is an emerging risk and the timing of any move from short to long term borrowing is closely monitored.
- 2.11 The Finance Team carry out their duties in accordance with internal controls to ensure any day to day investment decisions are made in accordance with the Treasury Management Strategy.
- 2.12 The CFO reports on Treasury activity as part of the monthly financial monitoring.
- 2.13 The Governance Committee will be responsible for the scrutiny of Treasury Management activity & practises.

SCHEDULE 1 – TREASURY MANAGEMENT STRATEGY

The Authority has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2011 Edition (the CIPFA Code), which requires the Authority to approve a treasury management strategy before the start of each financial year. In addition, the Department for Communities and Local Government (CLG) issued revised Guidance on Local Authority Investments in March 2010 that requires the Authority to approve an investment strategy before the start of each financial year.

This report fulfils the Authority's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA Code and the CLG Guidance. The Authority is proposing to borrowed substantial sums of money and, as a result, may be exposed to financial risks arising from changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

As part of the Provisional Settlement the Government launched a consultation into potential updates on Prudential Code and Treasury guidance, specifically to update it to reflect increasing use of borrowing to finance investment purchases. Updated guidance will not be released in time for the 2018/19 strategy, however once the revised guidance is available it will be reviewed and, if necessary, a revised Treasury Strategy will be produced during the financial year.

Havant Borough Council's context

Havant Borough Council anticipates that, by 31 March 2018, £4m will be invested short term, and no longer term deposits maturing beyond 12 months There was external borrowing in place as at January 2018 of £3.7m, which represents the balance of PWLB borrowing for the refurbishment of the Plaza.

The underlying need to borrow is measured by the Council's Capital Financing Requirement (CFR). The Prudential Code recommends that total debt should be lower than the CFR and the Prudential Indicators at Schedule 2 demonstrates that this recommendation has been complied with.

Borrowing Strategy

The Council will adopt a flexible approach to borrowing in consultation with Treasury Management advisors, and will keep under review the following borrowing sources:

- Internal borrowing (borrowing against future revenue budgets)
- PWLB
- Other Local Authorities
- Finance Leasing
- Brokers for short term borrowing

Exposure to short dated/variable rate borrowing will be reviewed by reference to the difference between variable rate and longer term borrowing costs. A significant change in this difference will trigger a review of borrowing strategy to determine whether a switch to longer term rates is made or whether exposure to short term rates is maintained.

Capital Finance can also be raised through other debt liabilities, including Finance Leases, Private Finance Initiatives, Sale & Leaseback, or LGA Bonds. Any decision to raise finance through these methods will be subject to appraisal and a separate report to Cabinet.

The Council may take advantage of debt rescheduling (the repayment of loans before maturity to allow replacement with new loans) where it is expected to create a cost saving or significantly reduce interest rate risk to the Council.

Investment Strategy

The Council's overriding objective in relation to the investment of cash is the security of the capital invested, followed by the liquidity of investment. The Council aims to maximise yield given these parameters.

Investments are categorised as specified or non specified investments. Specified investments are sterling denominated investments maturing within 1 year, and non specified investments are effectively anything else.

The CFO has discretion to make investments outside of the Lending list on the advice of Capita. Institutions may be added or removed from the list if credit ratings improve or deteriorate below the thresholds outlined on the List.

Overnight funds are held in an overnight fund provided by the Council's bank. Consideration will be given to Money Market Funds in 2018/19 as an alternative to the overnight account, and may be utilised if the CFO is satisfied with the level of risk.

Appendix F

The Council will arrange short term investments through brokers, in order to ensure transactional security and to promote competition to enhance returns. The approved brokers are:

- ICAP Europe Ltd
- Prebon Marshall Yamane UK Ltd
- Tradition UK
- RP Martin

Interest Rate Forecasts

The Council formulates a view on interest rates as part of the budget setting process. This view is formulated on the basis of the Office for Budgetary Responsibility forecasts used for the Autumn Statement. The current view is that interest rates are likely to increase in 2018 as referenced within the Bank of England statement of the 8th February that there could be a potential increase in May, and that increases beyond this would be incremental. Although there are inflationary pressures, and the weakening of Sterling since 2016, there is also uncertainty as to how Brexit negotiations will affect the wider economy. The annual FT survey on base rate expectations demonstrates a mixed view over when interest rates will change over the next 12 months. The table below details interest rate forecasts provided.

	2018/19				2019/20			
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
OBR Forecast	0.50%	0.75%	0.75%	0.75%	1.0%	1.0%	1.25%	1.25%

It is important to note that although the base rate has changed, the rates that we can get on our investments are based on the London Inter bank Offer rate, which fluctuates depending on other market factors. This explains the differing rates of return of our current investment portfolio.

Creditworthiness Policy

The Council monitors the creditworthiness of the counterparties used. The Council's lending list contains only counterparties of high credit quality. Credit quality is assessed through the size of the asset base of the counterparty, and the credit ratings awarded by independent credit rating agencies such as Fitch.

The asset base of counterparties is monitored on an annual basis when the Statement of Accounts for each counterparty is issued. Credit ratings are regularly monitored and are verified prior to investments being made.

Credit ratings of counterparties are available from credit agencies (Fitch, Standard & Poor, and Moody's). Advice on the credit worthiness of counterparties is also obtained from the Council's Treasury advisors.

If a counterparty on the current lending list is found to be of insufficient credit quality, the Council will not engage with that counterparty until it is satisfied that credit quality has improved. Treasury officers continue to monitor counterparties that are not currently on the lending list, and will add counterparties of high credit quality to the lending list in consultation with the Portfolio Holder for Finance.

The Council has not invested outside the United Kingdom since 2006, and currently no foreign counterparties are contained within the list (with the exception of Santander UK Plc, which is a UK bank under Spanish ownership). Foreign counterparties are monitored, and if sufficient credit quality is proved, may be added to the list in consultation with the Portfolio Holder for Finance.

Sole reliance will not be placed on credit ratings. The Council will continue to monitor reports in the press, market data and information on government support when reviewing credit worthiness. All counterparties on the long term lending list are also covered by the government's Credit Guarantee Scheme.

All Long Term Investments will be carried out in consultation with the Finance Portfolio Holder and the S151 Officer.

Treasury Limits and Prudential Indicators 2016/17 to 2022/23

The revised CIPFA Code of Practice on Treasury Management and the Prudential Code for Capital Finance, in accordance with Section 3 of the Local Government Act 2003, require the Council to determine and review the level of borrowing that it can afford.

The Codes require a number of indicators to be formally set, on a rolling basis, for 2016/17 actuals and forecasts for the following two years. Longer term forecasts, in line with the MTFs, have also been calculated. The Council must have regard to the following when setting these indicators:

- Service Objectives
- Stewardship of Assets
- Value for Money
- Prudence and Sustainability
- Affordability and Practicality

The purpose of these indicators is to ensure that total capital investments and, in particular, the effect of these investments on the Council Tax level is 'acceptable'.

The Prudential Indicators set for 2018/19 are shown in Schedule 2 below. An explanation is provided for each indicator.

SCHEDULE 2 - PRUDENTIAL INDICATORS

1) Ratio of Financing Costs to Net Revenue Stream

The actual ratio for 2016/17, and estimated ratios for 2017/18 to 2022/23 are provided below.

2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate
4.8%	4.8%	0.9%	1.0%	1.1%	1.1%	1.1%

2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate
4.8%	5.0%	0.9%	0.9%	1.0%	1.0%	1.1%

The ratio is calculated by comparing the financing cost of all borrowing with the revenue stream through Council Tax, general grants and Retained Business Rates. It is positive as there are existing and potential borrowing costs arising through the Capital Programme, while government grant and tax revenues reduce

2) Estimated Incremental Impact of Capital Investment Decisions on Council Tax

Capital expenditure will impact on revenue expenditure in a number of ways. The main impact is on interest returns or borrowing cost, as cash is used up and interest income falls, or if borrowing costs are incurred on projects with no return through the Revenue Budget. The purpose of this indicator is to show the potential annual impact on a Band D Council Tax bill of the proposed Capital Programme for 2018/19 onwards.

2016/17 £	2017/18 £	2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
0.00	0.00	0.39	1.65	2.63	2.18	2.17

3) Approved Capital Expenditure

The Capital Expenditure estimates are summarised below. The estimates come from the approved schemes in the Capital Budget, and does not include unapproved or proposed schemes until they are agreed by the Cabinet.

2016/17 Actual £'000	2017/18 Estimate £'000	2018/19 Estimate £'000	2019/20 Estimate £'000	2020/21 Estimate £'000	2021/22 Estimate £'000	2022/23 Estimate £'000
1,524	1,912	797	587	587	587	587

4) The Capital Financing Requirement

The Capital Financing Requirement (CFR) is used to assist in deciding whether capital expenditure is affordable, by measuring the underlying need to borrow. The indicator is calculated by matching fixed assets and projected capital expenditure to capital resources applied. The difference between the two, if positive, represents unfinanced capital expenditure to be financed by borrowing. The definition of unfinanced capital expenditure includes finance leases and PFI arrangements. Long Term borrowing should not exceed the CFR.

2016/17 Actual £'000	2017/18 Estimate £'000	2018/19 Estimate £'000	2019/20 Estimate £'000	2020/21 Estimate £'000	2021/22 Estimate £'000	2022/23 Estimate £'000
3,895	3,595	5,230	7,833	7,681	7,524	7,361

The Capital Financing Requirement increases from 2019 as a result of anticipated capital requirements for coastal projects.

Appendix F

5) Authorised Limit for External Debt

To ensure good cashflow management, there is occasionally a need to borrow in the short term. Authority for any such borrowing is delegated to the S151 Officer. There are some circumstances where long term borrowing to support the Capital Programme is required to finance major capital projects or investment property purchases. The long term limits set in this report are based on the projected Capital Financing requirement over the period of the Medium Term strategy, and will be the maximum permissible amount of borrowing.

	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
Borrowing Authorised Limit	£10,000	£10,000	£5,141	£7,800	£7,665	£7,500	£7,400
Other Long Term Liabilities	0	500	500	500	500	500	500

TREASURY MANAGEMENT INDICATORS

1) Operational Boundary for External Debt

The purpose of this indicator is to serve as a warning that the authorised limit for external debt is close. It has been set at £200,000 below the authorised limit.

	2016/17 Actual £'000	2017/18 Estimate £'000	2018/19 Estimate £'000	2019/20 Estimate £'000	2020/21 Estimate £'000	2021/22 Estimate £'000	2022/23 Estimate £'000
Borrowing Operational Limit (Up to 1 Yr)	£8,000	£8,000	£4,941	£7,600	£7,465	£7,300	£7,200
Other Long Term Liabilities	£0	£500	£500	£500	£500	£500	£500

2) Interest Rate Exposures

Setting upper limits for variable and fixed interest rates provides a range in which the authority manages exposure to fixed and variable interest rates. Although fixed rates bring security to long term returns, variable rate investments can give the flexibility to maximise returns when interest rates are expected to increase. The indicators set will allow this flexibility. Cash and investments maturing within 3 months are considered to be variable rate investments.

Upper Limit for Fixed Rate Exposure

2016/17 Actual	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Upper Limit for Variable Rate Exposure

2016/17 Actual	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Principal Sums Borrowed

Principal Borrowed	Outstanding balance	Notes
£4,000,000	£3,700,000	PWLB borrowing to support the refurbishment of the Plaza in 2012-2013. 30 year loan maturing 2042.

Appendix F

Schedule 3 - Borrowing and Lending List 2018/19

Sector Credit Rating	Institution	Maximum duration	Maximum amount (applies to group as well as individually)
	RBS Group		
Blue	Royal Bank of Scotland	364Days	Lower of £3 million or half of total investments
Blue	National Westminster Bank	364 Days	Lower of £3 million or half of total investments
	Lloyds Group		
Red	Bank of Scotland	6 months	Lower of £5 million or half of total investments
Red	Lloyds Bank	6 months	Lower of £5 million or half of total investments
	Other Institutions		
Orange	HSBC Bank	364 Days	Lower of £5 million or half of total investments
Red	Standard Chartered Bank	6 months	Lower of £5 million or half of total investments
Red	Barclays	6 months	Lower of £5 million or half of total investments
Red	Santander	6 months	Lower of £3 million or half of total investments
Red	Abbey National Treasury Services	6 months	Lower of £3 million or half of total investments
Red	Close Brothers	6 months	Lower of £5 million or half of total investments
Red	Goldman Sachs International Bank	6 months	Lower of £5 million or half of total investments
	Building Societies		
Red	Nationwide Building Society	6 months	Lower of £3 million or half of total investments
Red	Coventry Building Society	6 months	Lower of £5 million or half of total investments
Green	Leeds Building Society	100 Days	Lower of £5 million or half of total investments
Orange	UBS	364 Days	Lower of £5 million or half of total investments
Green	Skipton	100 Days	Lower of £3 million or half of total investments
Green	Yorkshire	100 Days	Lower of £5 million or half of total investments

Supplementary to the above, investments may be placed under the following criteria:

NatWest Call Account - Up to £5 million may be invested in the National Westminster SIBA account subject to the group maximum and the 50% rule (BLUE rated)

Central Government - Unlimited investments may be placed in the government's Debt Management Office

Local Authorities - Up to £5 million may be invested with any other Local Authority subject to the group maximum and 50% rule (assuming a RED rating for all LAs)

Long term investments will be at the discretion of the Chief Finance Officer.

NO INVESTMENT IS CURRENTLY UNDERTAKEN WITH FOREIGN BANKS

Key to Risk ratings used for Lending List:

Yellow = Stable Outlook, maximum recommended duration 60 months
Purple = Negative outlook maximum recommended duration 24 months
Blue = Negative watch maximum recommended duration 12 months
Orange = Positive watch maximum recommended duration 12 months
Red = Evolving Outlook maximum recommended duration 6 months
Green = Evolving Watch maximum recommended duration 100 Days
White = Rating withdrawn maximum recommended duration 0 months

Schedule 4 – Minimum Revenue Provision Policy 2018/19

MRP on Finance Leased assets prior to 2017

The Council holds assets which are financed through a Finance Lease, as defined by International Financial Reporting standards. Where assets are financed in this way, MRP is charged over the life of the asset or, where this is not practical, over the life of the lease.

Prudential Code debt incurred prior to the year 2018/19 and onwards in relation to operational assets

The Council will calculate the amounts for existing external borrowing using the annuity method, and for existing internal borrowing using the Depreciation method, whereby provision is made in accordance with the standard rules for depreciation accounting, until provision made equals the original amount of debt

Prudential Code debt incurred in the year 2017 and onwards in relation to income generating property acquisitions

The Council will calculate the amounts for MRP for 2018/19 by applying a annuity formula incorporating a PWLB long-term borrowing rate, commensurate in duration to the estimated life of the item purchased/built to the apportionment of the value attributed to each financial year's opening CFR in relation to such income generating capital expenditure where the item purchased/built is expected to have a life of up to 50 years or more.

Prudential Code debt incurred in the year 2017 onwards in relation to Operational assets

The Council will apply the following methodology for MRP in relation to operational assets:

- Borrowing where capital receipts are expected to repay borrowing prior to the project becoming operational; MRP will be charged in the year in which capital receipts are received
- Annuity method Asset life - Annuity method, which works on the basis of a mortgage type repayment. (MRP Commencement on operational properties can be postponed until the financial year after asset becomes operational)

Havant Borough Council
Schedule of Fees 2017/18 (baseline for 2018/19
review)

	Price 17/18
	£
Customer Services	
Elections	
Basic Electoral Register Edited Data	1.50
Basic Electoral Register Full Data	1.50
Marked Electoral Register - Data	1.00
Basic Electoral Register Edited Paper	5.00
Basic Electoral Register Full Paper	5.00
Marked Electoral Register - Paper	2.00
Certificate of Residency	5.00
Electoral Register - Monthly updates	38.00
Environmental Services	
Allotments	
Allotment - Replacement key	10.50
Allotment per Sq Metre	0.37
Allotment per Sq Metre - non resident	0.74
Beach Huts	
Beach Hut Let (non-Resident)	1,700.00
Beach Hut Let (Resident)	850.00
Beach Hut Plot Licence Fee (Non-Resident)	1,200.00
Beach Hut Plot Licence Fee (Resident)	600.00
Beach Hut Plot Transfer of Licence	1,200.00
Sports	
Bowls - per person	7.30
Bowls - per person senior citizen	5.60
Cricket Pitch (Senior 18+) full facilities with attendant	194.00
Cricket Pitch (Senior 18+) full facilities without attendant	133.00
Football Pitch (Senior 18+) full facilities with attendant	84.00
Football pitch - Professional Clubs or non residents	POA
Football, rugby & cricket pitch (Junior <18) full facilities with attendant	44.00
Hockey/Volleyball (Senior 18+)	-
Rugby Pitch (Senior 18+) full facilities with attendant	84.00
Slipway - Key Deposit (Refundable)	75.00
Parks & Grounds	
Non profit making charitable events	Free
All other events and uses of public open spaces	POA
Pavilion/Clubhouse for non-match occasions	16.00
Circuses and funfairs non-trading day	300.00
Circuses and funfairs trading day	600.00
Refuse & Recycling	
Garden Waste Licenses (applied for before 28 February 2017)	
Early Bird - per sack (70 litre)	30.00
Early Bird - 1 bin (140 Litre)	40.00
Early Bird - 1 bin (240 Litre)	60.00
Garden Waste Licenses (applied for after 1 March 2017)	
Garden Waste Licence - 1 sack	32.00
Garden Waste licence 140 litre wheeled bin - full yr, 1 bin	42.00
Garden Waste licence 240 litre wheeled bin - full year, 1 bin	62.00
Bins & Sacks	
Purchase of additional or replacement wheeled bins- 140 litre	35.00
Purchase of additional or replacement wheeled bins- 240 litre	40.00
Replacement Garden Waste sack	5.00
Bulky Waste	
Hire of bulk waste bin for domestic use - 660l	150.00
Hire of bulk waste bin for domestic use - 940l	155.00
Hire of bulk waste bin for domestic use - 1100l	165.00
Household Bulky Waste Price per item	30.00
Household Bulky Waste oversized item	45.00
Household Bulky Waste - per cubic metre (Max 4 Cubic Metres)	55.00

	Price 17/18
	£
Cemeteries	
1. Person under 12 years.	No Charge
2. Persons of 12 years and over	-
a. New grave (single or double)	850.00
b. Re-open existing double depth grave	610.00
3. Children's Section	
Exclusive Right of Burial/earthen grave(including certificate):	-
a. 30 years	250.00
b. Five-year top-up fee	35.00
4. Adult Section	
Exclusive Right of Burial/earthen grave (including certificate)	-
a. 30 years	650.00
b. Five-year top-up fee	100.00
5. Interment of cremated remains	250.00
6. To transfer exclusive right of burial.	40.00
7. Right to erect a memorial in accordance with regulations including inscription, additional inscription, wedges, books, kerbs etc, for 10 years	150.00
8. Right to place a stone vase - one per interment (maximum of two) or other approved additions to existing memorial	60.00
9. Memorial + full kerb set (Havant Cemetery only)	175.00
10. Replacement of existing kerbing / memorial in traditional areas	125.00
11. Exhumation of remains	At cost
12. Interment of cremated remains	250.00
13. In Old Garden of Rest (Tablets only area/max. two interments)	
a. Interment of Cremated remains (First Casket) + 30 year Exclusive Right of Burial.	400.00
b. Exclusive Right of Burial for 30 years (where no internment takes place)	200.00
c. Five-year top-up admin fee	50.00
d. Right to place a plaque/cut an additional inscription	50.00
e. Interment of additional casket in an occupied space	250.00
14. New Garden of Rest (Section 3, max. four interments)	
a. Exclusive Right of Burial (including certificate) for burial of four caskets of cremated remains – 30 years	250.00
b. Right to erect a memorial for ten years (including certificate) in accordance with regulations - 10 years	150.00
c. Burial of subsequent cremated remains up to a maximum of four in any one plot	250.00
15. Natural Burial Area (Warblington Extension Only)	No Charge
a. Persons under 16 (see previous)	735.00
b. Single depth grave only (includes chip for identification)	250.00
c. Interment of Ashes no casket	-
d. Contribution to planting in natural burial area (not for specific burial	20.00
Memorial Cleaning	200.00
Memorial Plaques	

	Price 17/18
	£
Neighbourhood Support	
Enforcement	
Littering fines	80.00
Littering fine - failure to give name and Address	80.00
Flytipping fine	200.00
Flyposting fines	80.00
Graffiti fines	80.00
Abandoned Vehicles fine	200.00
Nuisance Parking fine	100.00
Failure to produce waste transfer note fine	300.00
Domestic Waste receptacle offences fines	80.00
Industrial and commercial waste receptacle offences fines	80.00
Licensing	
Hackney Carriage & Private Hire Vehicles	
Accessories - Number plate bracket	11.00
Accessories - Pair of pouches	3.00
Accessories - Universal bracket	5.50
Committee grant of 1 year Operator licence	137.00
Exemption Certificate	50.00
Hackney Carriage Licence/transfer (inc Plate)	170.00
Hackney Carriage Meter Test	12.00
Hackney/PHV Drivers Licence - Committee Grant	-
Hackney/PHV Drivers Licence Initial 3 Year	107.00
Knowledge Test	45.00
Operator Licence additional Address	448.00
Operator Licence Initial/5 Year renewal	448.00
Pre application vehicle mechanical inspection	90.00
Private Hire Vehicle Licence (Inc Plate)	150.00
Replacement - Copy Licences(where permitted)	12.00
Replacement - Identification Card	15.00
Replacement - Vehicle Licence Plate	18.00
Special vehicles and limousines mechanical inspection	135.00
Vehicle Inspection failure to keep appointment	45.00
Vehicle Mechanical inspection on application	90.00
Vehicle Mechanical subsequent re-inspection	50.00
Gambling Act 2005	
Adult gaming centre	800.00
Betting premises (non track)	480.00
Bingo premises	800.00
Family Entertainment Centre	400.00
Social Lotteries – new	40.00
Social Lotteries – renewal	20.00
Licensing Act 2003	
Personal licence	-
Premises licence	-
Temporary event notice	-
Statutory fees; see www.havant.gov.uk/law-and-licensing/licence-fees	
Street Trading consents	
Street Trading Licence 6 month consent (Min £600)	5.00
Street Trading Licence annual consent (Min £1000/Max £1800)	5.00
Temporary Street trading - Daily	120.00
Temporary Street trading - Mon-Sat	550.00
Other licence fees	
Control of Sex Establishments Licence Fee	4,400.00
Dangerous Wild Animals Licence	96.00
Animals boarding Establishment Act 1963	115.00
Breeding of Dogs Act	115.00
Pet Animals Act 1951	100.00
Riding establishments Licence	167.00
Skin Piercing Registration	115.00
Zoo Licences Act 1981	272.00

	Price 17/18
	£
Scrap Metal dealer Act 2013	
Collectors Licence	110.00
Site Licence	260.00
Vary from Collectors to Site Licence	180.00
Other variations (Site to Collectors, change of name or address)	30.00
Pest Control	
Agricultural	84.00
Bed Bugs - Domestic	52.00
Bed Bugs - Domestic Concessionary	-
Cockroaches - Commercial	84.00
Cockroaches - Domestic	52.00
Cockroaches - Domestic Concessionary	-
Rats - Commercial and Other Premises	84.00
Rats - Commercial and other Premises - Additional re-visits as required.	84.00
Rats - Domestic	38.00
Rats - Domestic Concessionary	-
Fleas - Commercial and Other Premises	84.00
Fleas - Domestic (1-3 bedrooms)	52.00
Fleas - Domestic (4-6 bedrooms)	84.00
Fleas - Domestic Concessionary (1-3 bedrooms)	26.00
Fleas - Domestic Concessionary (4-6 bedrooms)	42.00
Wasps - Commercial and Other Premises	72.00
Wasps - Domestic	68.00
Wasps - Domestic Concessionary	34.00
Private Sector Housing	
British Entry Clearance (Housing Inspections)	112.00
HMO Licence (5 or less occupants)	504.00
HMO Licence (6 to 10 occupants)	629.00
HMO Licence (11 to 15 occupants)	754.00
HMO Licence (16 to 20 occupants)	880.00
HMO Licence (Over 20 occupants)	1,007.00
Car Parking fees	
No changes to car parking charges proposed for 2017/18. Parking fees available at:	
http://www.havant.gov.uk/parking/car-parks	
<hr/>	
Traffic Management	
Emergency Road Closure by Order	600.00
Misc - Provision of Access Protection Lines	60.00
Misc - Traffic Cone Hire up to 5 cones	25.00
Misc - Traffic Cone Hire up to 10 cones	35.00
Misc - Traffic Cone Hire up to 20 cones	55.00
Parking Bay Suspension by Notice; per bay, per day	50.00
Section 115 Consent	450.00
Single Permanent Traffic Regulation Order (for a developer, standard parking restriction in a single road.	
(Additional TRO types to be charged separately at same rate)	3,000.00
Temporary Road Closure by Notice	400.00
Temporary Road Closure by Order	450.00
Tourism/Private Signing - Administration (including signing scheme design and documentation)	20% of cost
Tourism/Private Signing - Formal application (including vetting and definitive response)	125.00
Tourism/Private Signing - Maintenance (including cleaning and removal if no longer required)	10% of cost
Tourism/Private Signing - Provision of signs (including manufacture, supply and erection)	At cost
Tourism/Private Signing - Replacement (if costs cannot be recovered following accident, damage or theft)	At cost
Tourism/Private Signing - Supervision (including ordering work and inspection)	10% of cost

Animal welfare & environmental protection

Dog Kennelling	10.00
Drain Clearing - rodding method only	86.00
Environmental Searches - Commercial	Free
Environmental Searches - Domestic	Free
Local Air Pollution Control (LAPC)	<u>Prices set by Defra and available on their website</u>
Local Authority Integrated Pollution Prevention and Control	
Return of Stray Dog (Statutory Fee)	25.00
Safer Food Better Business	28.20

Planning**Planning Development**

Planning application fees are available through the planning portal

<http://www.planningportal.gov.uk/planning/usefultools>

Pre Planning advice - see <http://www.havant.gov.uk/planning-and-environment/planning-services/pre-application-advice-and-charges>

Planning Performance Agreements	POA
Accredited Agent subscription	250.00
COMMUNITY INFRASTRUCTURE LEVY (CIL)	-
DEVELOPMENT CONSULTATION FORUM	2,625.00
Hampshire Highways Pre-Application Charges	-
Havant Borough Local Plan (Core Strategy)	44.00
Havant Borough Local Plan (Core)	33.00
Planning Application Validation Check	50.00
Local Plan Policies Map Booklet	33.00
HIGH HEDGES LEGISLATION - Submission of Complaint	550.00

Section 106 Agreements

i) Unilateral Agreements - Bespoke	275.00
i) Unilateral Agreements - Template	POA
ii) Bi-Lateral Agreements - Major Applications	137.5 per hour
ii) Bi-Lateral Agreements - Minor Applications	731.00
ii) Bi-Lateral Agreements - Other Applications	283.00

The Council charges a fee to monitor all planning obligations and this is decided at a cost per head of term contained within the obligation and is in addition to the legal charge for drafting and checking the obligation.

POA

Civil Engineering & Landscape

Memorial Seat (applicant to pay cost of seat)	Cost of Seat
Cost of Plaque (applicant to pay cost of plaque)	Cost of Plaque
Memorial Seat & Plaque installation	60.00
Administration Charge - Memorial seats & plaques	150.00

Price 17/18
£

Programmes

Facilities

Additional hire charge (Saturday)	34.15
Additional hire charge (Sunday)	50.75
Additional hire charge after 8.00pm (Mon-Fri)	34.15
Copying price - Per A0 / A2 page	0.10
Copying Price - Per A3 / A4 page	0.10
Data Protection Act Subject Access request	10.00
Hire of Council Chamber/Hurstwood Room - Community Group	40.00
Hire of Council Chamber/Hurstwood Room - Standard	50.00
Hire of Hollybank Room - Community Group	30.00
Hire of Hollybank Room - Standard	40.00
Hire of Newlease Room/Tournerbury Room - Community Group	25.00
Hire of Newlease Room/Tournerbury Room - Standard	30.00
Other rooms = on request from	10.00
Provision of tea and biscuits	-

Land Charges

Note - certain Con 29 fees will be subject to VAT in 2017/18. Fees are currently under review and any revised fees will be agreed with the relevant portfolio holder.

Combined search and CON 29R by post First parcel of land	£130.00
Combined search and CON 29R by post Each additional parcel	£20.00
Combined LLC1 and CON 29R Search by post First parcel of land	£160.00
Combined LLC1 and CON 29R Search by post Each additional parcel	£20.00
Official Search of whole register by post First parcel of land	£80.00
Official Search of whole register by post Each additional parcel	£2.00
First parcel of land - Residential by post	£112.00
First parcel of land - Commercial by post	£142.00
Each additional parcel by post	£20.00
Each printed enquiry by post	£15.00
Each printed enquiry 19, 20 or 22 by post	£30.00
Each additional enquiry in applicant's own words by post	£20.00
Combined search and CON 29R Online First parcel of land	£110.00
Combined search and CON 29R Online Each additional parcel	£20.00
Combined LLC1 and CON 29R Search Online First parcel of land	£140.00
Combined LLC1 and CON 29R Search Online Each additional parcel	£20.00
Official Search of whole register Online First parcel of land	£15.00
Official Search of whole register Online Each additional parcel	£2.00
First parcel of land - Residential Online	£95.00
First parcel of land - Commercial Online	£125.00
Each additional parcel Online	£20.00
Each printed enquiry Online	£15.00
Each printed enquiry 19, 20 or 22 Online	£30.00
Each additional enquiry in applicant's own words Online	£20.00
Property Name Additions/Amendments - rename a road	300.00
Property Name Additions/Amendments - rename a house	100.00
Street Naming - Change of Address one property	90.00
Street Naming - Change of Address 2-10 property	67.00
Street Naming - Change of Address 11+ property	46.00

Development

Building Control

Building controlfees are based on an hourly rate of:	£52.69 P/Hr
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STATEMENT ON THE GENERAL FUND BUDGET PROPOSALS BY THE CHIEF FINANCE OFFICER

1. Background

Section 25 of the Local Government Act 2003 requires the Chief Finance Officers to report to their authorities about the robustness of estimates and the adequacy of reserves when determining their precepts. Authorities are required to consider their Chief Finance Officer's report when setting precepts.

2. Summary Opinion

Having considered and taken into consideration the issues detailed within the report, I am able to give a positive opinion on the robustness of the estimates and the adequacy of financial reserves for 2018/19.

This opinion is based on the draft budget proposals to be presented to Cabinet in February 2018. Should any of the assumptions currently included within the proposals change substantially then this opinion will require review.

3. Robustness of the Estimates

Estimates Procedures and Processes

In providing a positive opinion on the robustness of the Estimates and Council Tax procedures I have relied on the assumptions and factors as detailed within the Budget report. These include well established and tested process and procedures and in this financial year a further layer of challenge and risk analysis has been introduced with the Challenge Boards. I can therefore confirm that I am satisfied that the Council has robust procedures in place.

These procedures will be reviewed regularly, in particular in light of the continuing public sector spending constraints.

4. Determination of the level of resources available.

This year is the final year of the Revenue Support Grant settlement and is in line with expectation, the New Home Bonus for 2018/19 exceeded expectation by £145,000.

5. Affordability of Spending Plans

In assessing this issue the following factors have been taken into account:

- The level of Council Tax considered acceptable both locally and nationally – the Government has uplifted the assumed increased to

2.99% and the Cabinet is making the recommendation for 2018/19 of implementing this uplift. For future years the assumption is that it will remain at 2018/19 levels.

- The budget process for 2018/19 has been based on council strategic priorities and service business plans.

6. Advice on the level of reserves

The estimated level of the General Fund Reserve at March 2017 is £2.559m. The General Reserve is set aside to smooth the impact of unexpected events and emergencies. The Council has robust monitoring and reporting in place and is key to managing any future financial risk which may arise.

An analysis of earmarked reserves held by the Council has shown that the level currently held in these reserves remains adequate to meet the commitments and forecast expenditure.

7. Key Budget Risks

There are a number of risks which have been highlighted within the main report and with Appendix B, the majority of these are associated with cost reductions and efficiency savings by departments. Robust monitoring and reporting will help to mitigate any risk of failing to deliver these financial targets.

			Appendix I
Analysis of Business Rates Income & Expenditure			
		Projected Outturn 2017/18 £'000	Budget Estimate 2018/19 £'000
Business Rates Yield			
		(34,571)	(35,798)
Base Yield		1,052	865
Transitional protection payment			
Business Rate Yield			
		(33,519)	(34,933)
Distribution			
Central Government (0.50)		17,351	17,466
Hampshire County Council (0.09)		3,123	3,144
Hampshire Fire (0.01)		347	349
Havant Borough Council baseline (0.40)		13,880	13,973
Total		34,701	34,932
Reallocation of prior yr balance - HBC		(301)	(828)
Reallocation of prior yr balance - Other major preceptors		(453)	(1,243)
Total Distribution		33,947	32,861
Collection Fund (Surplus)/Deficit B/Fwd		1,643	2,071
In year movement on collection fund.		428	(2,071)
Collection Fund C/Fwd		2,071	0
Havant Borough Council			
Retained Business Rates calculation			
		Actual £'000	Actual £'000
Havant Borough Council baseline		(13,880)	(13,973)
Tariff paid to Central Government		9,167	9,350
Levy for safety net paid to central Government		707	852
Retained Business Rates		(4,006)	(3,771)
Section 31 Grants		(656)	(1,082)
Retained Business Rates Prior year (surplus) / deficit		301	828
Total Business Rates Retention		(4,361)	(4,025)

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Cabinet Lead Report – Full Council 21 February 2018

Councillor Michael Cheshire: Leader's Report

Cabinet Lead for: Corporate Strategy, Devolution, Quality and Programmes

I returned from sabbatical on 2nd January 2018, after taking some time out to fulfil my passion for history. I would therefore like to thank Cllr Tony Briggs for taking on the duty of Acting Leader in my absence, and thank you to all Cabinet members for their continued support to Cllr Briggs and I during this time.

Whilst I have now resumed my position as Leader, I have confirmed that I will not be seeking re-election as a Ward Councillor, and therefore as Leader of HBC in the May 2018 elections; we will be moving away from the area. The process to elect a new group Leader is underway for the next municipal year. However, I do remain the Leader of HBC until Wednesday 9th May when the new Leader will be elected by Full Council.

Budget

A great deal of work has been undertaken in the last few months to provide a balanced budget for the next financial year, and I will be presenting this to you later. As well as thanking Councillors in the Overview and Scrutiny Board for all their work, it is also worth emphasising that I, the Deputy Leader and Cabinet Lead for Finance and all Cabinet Leads, together with the CEO and the new Chief Finance Officer, together with their relevant Service Heads, have all pulled together, with me, to present to you, a balanced budget for the financial year 2018/2019.

Capita and Correspondence

I have recently received a letter from the Managing Director of Capita Local Public Service Division formally reassuring me of Capita's full commitment to HBC as a client and to also re-assure us that Capita remain committed to the public-sector market (which includes Local Government). Capita are determined to build a stronger company that will deliver long term value growth for both its customers and shareholders. The actions they are taking will also facilitate development and future investment in its people, systems, products and services which I hope will reflect back through to us as customers as we move forward

Furthermore, on 5th February I attended a meeting with the Leaders of the 5 x Council's with our Cabinet Lead and the CEO to discuss the service delivery of Capita. There are many services that are on track in terms of their Key Performance Indicators and are doing well. However, we are also aware that

there are other services that are not performing as well. We are managing this through the partnership of the six district councils. However, I am also aware that given recent events in the market with Carillion having been taken into administration, and now the public concerns around Capita, there is a need for us to ensure that our own national organisation, the Local Government Association (LGA) is cited on our issues. To that end the Chief Executive has recently chaired a conference call with the LGA and all other CEOs from the councils involved in the contract. The purpose of this was to ensure that the work of the six districts through the Capita contract is at the forefront of their minds and on their busy agenda. The Leaders are also working together to ensure that Lord Porter, Chairman of the LGA is aware, and regular communications with him and his team will continue.

Devolution and the Combined Authority Issue

Of late, there has been very little further to add on this subject at a national level beyond the Northern and Midland Elected Mayors and Combined Authorities bedding in. Members will be only too familiar with the time and effort that took place in 2016-2017 and the start of this financial year on this matter, and we are no further advanced. More recently the cities of Southampton, Portsmouth and the Isle of Wight have been successful in their work to be a 100% business rate retention pilot. You will be kept informed if the issue starts to gain any momentum in the future. Members might be minded to read the statement by the leader of HCC recently on this matter (amongst other things).

Relationship with East Hants District Council

I have been in close contact with the Leader of EHDC on various matters of mutual benefit for both Councils, which I believe is right and proper approach what with the senior management team and the CEO working for both Organisations. I firmly believe there are many advantages in continuing to develop this relationship as we move forward, and I feel there are even more savings and efficiencies that can be obtained with an even closer working relationship. The Overview and Scrutiny of this Council undertook a review of arrangements earlier this year and concluded the success of this aspect of our strategy, which fully endorses the way we are moving ahead. More recently the Budget Scrutiny has also been looking at this aspect of our financial strategy and similar conclusions are being drawn.

Quality and Programmes

One of the most significant changes the Council is working through currently is IT. We are in the process of moving away from Hampshire IT and into a new service as part of the 5 Councils Partnership. Significant changes such as these take time and are extremely complex. All staff are working tirelessly to implement this, and I very much appreciate the patience shown by all our

services during this time. Hampshire County Council IT are behaving very professionally, ensuring all of the Council's requirements are met as part of the transfer. The migration is no mean feat. So far, 14TB of data has been transferred from Hampshire's data centre to support the running of over 110 applications for over 400 users. The project has also seen the distribution of over 330 desktop machines and 400 telephones. Much of this work has happened out of hours and over weekends. The objective is to be fully on the Capita platform by the end of February.

Facilities Management Strategy (including effective working and the Plaza)

At the HBC full council on 13th December it was agreed that we would not be transferring property, facilities, building maintenance, print, post and design services to VINCI Contract. This was due to take place as part of the Five Councils contract alongside South Oxfordshire DC, Vale of White Horse DC, Mendip DC and Hart DC.

This decision has now been taken following changes in the council's strategic approach to these services, which is to make further savings and invest in the regeneration of our area.

All staff affected by this change have been informed. Formal notice of the termination has now been given to VINCI Facilities, but the final date of termination has yet to be agreed. However, once agreement has been made, Members will be informed as soon as it is possible to do so.

The approach of staff who were in scope to transfer has been professional throughout and they can be very proud of their contribution to the process.

The Facilities team continue to look at how they can reduce costs since the above decision was made, having already successfully transferred the management of the waste collection service across to NorseSE, reducing operational costs at the Plaza.

Internal Communications

On 10th January, Sandy Hopkins and I met with Solent LEPs Mr. Mike Gaston and Mr. Mike Bateman to discuss Solent LEP bids in retaliation to the Havant/Southdown's College's and the Council's perceptions of recent Solent LEP bids and explore potential avenues for collaborating more closely on lobbying the LEP for the mutual benefit to the Council and the College

I attended the Holocaust Memorial Day Commemorations at Havant Cemetery on 25th January - the theme this year was 'The Power of Words' and the service contained some very thought-provoking readings. The service was led, successfully, by Cllr Gerald Shimbart, who has undertaken this role since 2008. I understand that Cllr Shimbart will be stepping down, and on behalf of

the Borough Council I would like to thank him for his sterling contribution to this annual event. I would also like to thank Cllr Leah Turner for her efforts in ensuring the Borough Council's commemorations have been, and continue to be, dignified and appropriate.

On 14th February I met with the Interconnector project team from AQUIND Limited who have proposals for a new underground and subsea electric power transmission link that will connect the UK and French electric power grids. If approved, it will increase competition across energy markets, which could mean lower energy prices for consumers and businesses. My meeting with them was to gain a briefing on the project, and understand how it affects the Havant Borough – in particular the Norther Wards.

Staffing – Tom Horwood, Director of Strategy and Governance has recently confirmed of his resignation as he joins Waverley Borough Council as Chief Executive. Tom is moving on, after 7 years with both Havant Borough and East Hampshire District Councils on 9th March 2018. I would like to wish Tom, on your behalf every success in his new role, for which I am sure he will be successful.

End.

Cabinet Lead Reports – Full Council 21 February 2018

Councillor Narinder Bains - Cabinet Lead for Marketing and Commercial Strategy

Serving You

Currently writing and designing Havant Borough Council's magazine which is due to go to print next on 21st February for distribution in early March.

Advertising policy

Currently working on an advertising policy which will be coming to Cabinet in the next couple of months. This outlines the council's principles in relation to advertising.

Press releases have included

New lottery to launch: <http://www.havant.gov.uk/news/new-lottery-arrives-borough>

New sports facility in Leigh Park now open: <http://www.havant.gov.uk/news/new-sports-facility-leigh-park-now-open> - we also had BBC Radio Solent interview with Cllr Leah Turner. The BBC also filmed the event.

Major consultation launched on the local plan: <http://www.havant.gov.uk/news/residents-are-invited-comment-next-stage-draft-local-plan-2036>. A dedicated webpage for this has been set up and includes links to all the relevant documents (which were also developed by the communications and marketing team).

Working after the storms at Eastoke: <http://www.havant.gov.uk/news/beach-recharge-and-timber-works-eastoke-0>

Local Plan

- Extensive range of public-facing publications produced, printed and circulated about key aspects of the plan
- Industry standard exhibition panels produced to effectively tell the complex story of the Local Plan
- Large format advertising, screen advertising, press releases (generic and targeted) and social media content used to promote the consultation
- 10 public events held across the borough - including the Meridian Shopping Centre in Havant - supported by marketing and photographic support

Bird Aware

- On-going content production to support the work of Bird Aware, ranging from large exhibition materials to consumables such as car stickers and shopping bags

Pigeon PSPO

- Supporting the findings of the consultation about pigeons in Waterlooville town centre and starting to develop publicity material

Website and social media - November 2017 – February 2018

130,345 website visits

369,499 number of pages viewed

When compared to this period last year, the number of website visits has increased from 111,691 to 130,345. This is an increase of 16%.

Most service areas visited

Most viewed online press releases

Services			Press releases		
1	Bin collection https://www.havant.gov.uk/bin-collection	45,152 views	1	Revised waste collections for the festive period - https://www.havant.gov.uk/news/revised-waste-collections-festive-period	1,909 views
2	Home page https://www.havant.gov.uk/	39,518 views	2	Current planning application proposed for Lidl store on Hayling Island https://www.havant.gov.uk/news/current-planning-application-proposed-lidl-store-hayling-island	998 views
3	Search and comment on planning applications https://www.havant.gov.uk/search-and-comment-planning-applications	15,867 views	3	Councillors back new business development on Hayling Island https://www.havant.gov.uk/news/havant-councillors-back-new-business-development-hayling-island	307 views
4	Rubbish and recycling https://www.havant.gov.uk/rubbish-and-recycling	14,417 views	4	Development consultation forum on Forty Acres Farm, Havant https://www.havant.gov.uk/news/development-consultation-forum-forty-acres-farm-havant	209 Views
5	Local Plan https://www.havant.gov.uk/localplan	13,081 views	5	Residents invited to comment of the next stage of the draft local plan https://www.havant.gov.uk/news/residents-are-invited-comment-next-stage-draft-local-plan-2036	203 views

The most viewed page and press release on the website was related to bin collections over the festive break.

Social media

Facebook - 166 new likes meaning we are now on 2,379

Twitter – 70 new followers meaning we are now on 2,904

Local Plan social media campaign

<https://www.facebook.com/HavantBoroughCouncil/photos/p.1463638190401362/1463638190401362>

We are running the following campaign on Facebook to engage residents with the Local Plan. The campaign has so far been successful with more than 317 interactions (likes, shares, comments).

Cabinet Lead Reports – Full Council 21 February 2018

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

Legal Services

Following a period of ill health, Abe Ezekiel, Head of Legal, has now left the organisation and we wish him the very best for the future.

In the interim, Sara Bryan (Lead Solicitor, Company, Commercial & Property) and Nick Leach (Lead Solicitor, Governance, Litigation and Planning) will be managing the Team in their respective workstreams, and they report to Lydia Morrison with any issues that they may have. Thanks to Sara and Nick for taking on this additional responsibility.

The Team have hit the ground running in the New Year, and all of the officers have busy case loads

Finally, Jo Tarrant, one of team who is based at EHDC has had major spinal surgery. She is recovering well, and it is hoped that she will be back on her feet soon.

Democratic Services

Councillor Development

As you may recall from my verbal update at the last Full Council meeting, we were successful in our bid for accreditation for the SEE Charter for Elected Member Development. Following the assessment day on 11 December, the external peer group gave a number of positive comments on the Council's commitment to member development as well as the systems and mechanisms in place for the continuing improvement of member training, such as the Training Needs Analysis and monitoring of course feedback.

Many thanks once again to all those who volunteered and contributed to the assessment day and those who played their part in the Council's successful bid. I am pleased to announce that the certificate will be officially presented at the next Full Council meeting.

The focus now turns to maintaining charter status and embedding Councillor Development as a key priority for the organisation. The Councillor Development Panel is now working to implement a new Councillor Induction Programme for those who will be newly elected in May 2018. The programme aims to provide the essential information and help those newly-elected members to get use to life as an elected representative of their community. To aid this, the Panel has asked for volunteers amongst Councillors for mentors and 'topic champions' who will be able to use their experience and expertise to help the new members in their early days as a Councillor. Many thanks to

those who have already volunteered - if you are interested in becoming a mentor or 'topic champion' please contact Democratic Services.

The Councillor Development Panel will also be investigating new ways of providing training, such as filmed sessions and e-learning courses. Regular monitoring of training sessions and consideration of the Councillor Training Programme will continue. If there are any areas you feel need to be covered within the training programme, please liaise with Democratic Services.

Scrutiny

The Council's scrutiny work continues to progress well. One of the major projects for the year, the Budget 2018/19 Scrutiny has been completed with the Panel's recommendations being accepted in full by both the Scrutiny Board and Cabinet. The process for the review has been widely endorsed by the Scrutiny Board, Cabinet and the Heads of Service who were interviewed. A business case for paperless committee meetings is currently being prepared by the Democratic Services Team and will be submitted to the Budget Scrutiny Panel shortly.

Reviews into grass cutting and weed clearance in the Borough and the Community Trigger are scheduled to be submitted to the Scrutiny Board. Scrutiny Panel is currently scoping a review of the Parking Supplementary Planning Document. In addition to these reviews, Panels have also been receiving updates on previous recommendations given by the Scrutiny Board to Cabinet.

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

Customer Services

Approximately 9,500 Garden Waste Renewal letters were posted to residents in January. The Customer Service Centre in Coventry has been dealing with inquiries and taking payments and there is also an easy to use form and payment system accessed via the online system which I have personally used and found very efficient.

Organisational Development (including Councillor training and development, HR, Learning and Development, Access and Equalities)

Strategic Human Resources and Organisational Development

There are a number of Strategic HR and OD projects in progress to support the strategic aims of the Council:

Leadership Conference

The Leadership Conference for 2018, which took place on 10 January 2018, focused on productivity and performance. The Conference was opened by Mark Lloyd, Chief Executive of the Local Government Association. Drawing on a career in public service, including Chief Executive roles at

Cambridgeshire County Council and Durham County Council, Mark was able to provide unique insights into the work of the LGA. Steve Whiddett, an Occupational Psychologist, introduced a tool to support productivity and overall performance. The productivity tool will be used as a pilot by five service areas, which will result in case studies for the benefit of other service areas.

Employee Engagement

Employee engagement continues to be a priority area of work for the Strategic HR and OD team. In conjunction with the Staff Focus Group, preparations are being made for a staff survey to be rolled out in the coming months. The results of the survey will provide information for the senior leadership team on the level of engagement our staff have with the Council as their employer, how balanced our staff perceive their employment relationship with the Council to be, and any issues with disengagement. This survey will further inform the work of the Strategic HR and OD team.

Learning and Development

HR Skills

Following a successful modular programme for Heads of Service and Team Leaders, a second phase of training will be delivered to other line managers and supervisors. The programme's objective is to ensure that staff with line manager responsibilities are fully aware of, and able to work with policies and procedures relating to the management of staff. The second phase of training delivery will be designed and delivered by an HR Business Partner, reducing costs to the Council.

GDPR

The General Data Protection Regulation will come into force on 25 May 2018. The Regulation widens responsibility for personal data. An HR Business Partner is preparing a training package which will raise awareness of 1) individual responsibility as an employee 2) undertaking work practices to minimise risk of data breaches 3) consequences of data breaches.

Leadership Development

The middle management group i.e. those who report directly into a Head of Service will be supported through change through a modular programme during 2018/19. The programme will focus on leading through change, understanding people's reactions to change and the importance of communication style during times of change in order to ensure staff can deal with and manage change more effectively.

Cllr Development -(See Democratic Services)

Mandatory Learning and Development

The Strategic HR and OD team will continue to work with Council staff members and external providers to ensure appropriate training is provided on an ongoing basis. This will cover corporate matters such as safeguarding, data protection, public disclosures and equality and inclusion. A quarterly induction for new members of staff will continue to be held.

Employee Wellbeing

An HR Business Partner and Health and Safety Advisor are continuing to work towards developing a Wellbeing Strategy. Also In development are a communications campaign regarding bullying and harassment in the workplace, understanding of mental health issues in the workplace and encouraging staff to discuss their mental health, and Safety Champions supporting staff as a 'safe place' to discuss workplace stress.

Electoral Services

Preparations have now started in earnest for this year's elections in May. The new Register of Electors was published on 1 December and electoral services have continued to chase non responding new electors. The annual review of the postal votes also started in January for those people with postal votes that are 5 years old as they will be required to provide new signatures and also for voters whose circumstances have changed to update their details. This finishes on 23 February.

Audit and Governance,

I recently attended an excellent Local Authority Members Governance forum at the external auditors, Ernst and Young in Southampton with Cllr Ken smith, Chairman of the Audit and Governance Committee. There were some very interesting discussions with chairmen of audit committees from across Hampshire and the IOW about current challenges and risks to local government and the characteristics needed for a good effective audit committee.

Revenue and Benefits.

The Customer Portal was launched in January –and Customers can now log on and see various details about their Council Tax account and set up Direct Debits etc. The Portal will be publicized to residents with the new year Council Tax bills in March.

Cabinet Lead Report – Full Council 21 February 2018

Councillor Tony Briggs: Leader's Report

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

Norse South East (NSE)

Highway Weed Control As previously advised as of 1st April 2018, NSE will have two team members continually employed on weed spraying following a set route, the routes are currently being prepared. This will be supported by additional resource, as required, and will continue for as long as necessary.

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

Regular planned inspections are undertaken involving HBC and NSE officers.

Strategic Waste – Norse has offered the services of a Waste Officer from another Joint Venture who has experience in identifying issues and reducing contamination levels. The HBC web site has been updated to remove incorrect information and uploaded with additional guidance. HBC and NSE officers are working together to prepare improved marketing and promotional material to be issued to residents.

Project Integra – 25th January Strategy Officer Group meeting was attended by Carl Mathias. Chris Noble the Head of project Integra has left to take up a new position in the New Forest DC. The report around this contained five options, which were discussed at core group, where the preferred option was secondment with interim appointment seen as the second best option. It was suggested that the report was amended to 12-24 months for the secondment.

Hampshire Waste Partnership update Super Materials Recycling Facility (SMRF) - Work on finding a site is progressing, and should be in a position to update by the end of the financial year. The intention is to take a paper to HLOWLA group at the end of February following the board meeting, with the outline numbers in the model to get principle agreement to the way forward.

Green Waste – Renewal letters have been sent out to our 10,300 customers ahead of the new collection year, which commences 01 April. NSE, with the support of Havant Borough Council, will produce marketing material in an effort to generate additional customers.

Street Cleaning – The team have continued their good work ensuring that the Borough is maintained in a clean and tidy condition.

Grounds and Open Spaces - Highway verge cutting, as a result of good weather and ground conditions, this 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 will continue to promote the services to local businesses and the general public.

Beach Huts – Several huts were moved by high winds (storm Brian) last year. The team have attempted to move the huts back to their original position but in some cases this was not possible due to the changed profile of the beach.

NSE are communicating with some huts owners in an effort to resolve any ongoing issues.

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

NSE continues to bid for local business with 13 proposals currently being considered for Cleaning, Facilities Management, Grounds Maintenance, Commercial Waste and Fleet Management.

Christmas and New Year Collections – The services performed well during this period.

There was some feedback from residents that information regarding the revised refuse/recycling collection dates was not effectively communicated and this resulted in some confusion, the details were printed in the recent edition of 'Serving You'. We may need to consider an alternative approach this year.

All issues reported to NSE were addressed in an effort to minimise inconvenience to our residents.

Customer feedback/Service issues – It is important that all customer enquiries are reported to the Customer Services Team, this will ensure that a record of the call is kept and the issue can be tracked through to resolution.

End.

Cabinet Lead Reports – Full Council 21 February 2018

Councillor Tim Pike: Cabinet Lead for Economy and Infrastructure Projects

Economic Development

I have participated in meetings regarding the future of the Pfizer site in New Lane. We are working alongside the Local Enterprise Partnership and the Department for International Trade to secure the future use of this site as employment land. There are clear timescales that Pfizer are working to so that employees are supported appropriately.

I attended the Havant Locality Board to discuss issues with anti-social behaviour in our town centres, and how the different agencies are responding. I have further meetings planning with voluntary sector groups to discuss provision of suitable activities for young people.

Infrastructure

The Delegated Decision to agree the Council's approach to facilitate an increase in electric vehicle infrastructure across the borough has completed due process. This will now be enacted to create new electric car charging points in our car parks. This is in line with the Government's direction to support the growth of electric cars, including more charging points.

I have met with Stagecoach to discuss a variety of bus topics, and hope to be able to announce projects in the near future to secure further investment and improvements in services.

I have participated in discussions about the future of the Hayling Ferry and securing a bus link to the site. These discussions continue, and should be concluded by Easter. A business case for the bus link is the main outcome from this project.

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

Hayling Seafront – the draft local plan includes a specific regeneration policy for four areas along Hayling Seafront. We have appointed an Architectural practice to develop inception designs (RIBA Stage 1) for sites within the Creek Road area and Hayling Island Councillors have been briefed about the outcomes of this work. The next stage is to agree the scope and costs for the project and to reach a Cabinet decision about how to move forward.

Leigh Park centre – discussions continue with stakeholders regarding the scope and phasing of this project, and local members will be kept up to date with any decisions. Community First are assisting with the stakeholder mapping and analysis.

Havant Town Centre – further work has taken place looking at the area around the Public Service Plaza and the potential phasing of any redevelopment works. The key issues are the involvement of other public bodies, and reducing impact on the provision of facilities in the area, such as the Leisure Centre. Local members will continue to be kept informed of progress.

Cabinet Lead Reports – Full Council 21 February 2018

Councillor Leah Turner: Cabinet Lead for Communities and Housing

Housing

Quarter 3 has been very busy in terms of homelessness prevention for the Housing Team. In which 313 successful prevention interviews were carried out by the team. This means that this number of households approached us for advice when threatened with homelessness for a variety of reasons. Officers worked with each household to find a resolution or alternative accommodation. This ensured they did not have to be placed into B&B.

Housing Development

During this quarter, 11 affordable rent units were delivered alongside 3 intermediate rent and 3 shared ownership units. Up to date 98 units have been delivered against the target of 130.

Future Housing Focus

For the Housing Team the next two months is being spent preparing for the Homelessness Reduction Act which will be introduced in early April 2018.

Community Issues

The Havant Borough Youth Conference will take place this year on Friday 23rd March 2018. This year's theme is Positive Choices, Positive Futures. It will include topics such as internet safety, the youth commissioning service and democracy. Pupils in years 9 and 10 from the 12 Secondary Schools within the Borough have been invited.

The inspirational speakers include Mr Dean Coady OBE, a former police detective who champions combating the exploitation of young people in relation to cross-regional criminality. We also welcome Keiran O'Toole, a young local entrepreneur who has set up a successful anti-bullying campaign. The event will also again include the Councillor Question and Answer session and an "Approved by You" voting activity.

Havant Community Lottery

Launching in March this year, the Havant Community Lottery aims to help Community Groups and Charities raise funding by putting 60% of all ticket sales back into the Community. Local groups have been invited to an information event on 13th February in The Plaza to hear how our Lottery can support them and how they can get involved.

Gatherwell the organisation managing the Lottery on behalf of HBC, The Mayor and Cabinet Lead for Communities and Housing will be attending.

Mental Health First Aid Training

Working with Hampshire County Council and the Defence Medical Welfare Service, we have been successful in arranging a Mental Health First Aid training course. This will be held in The Plaza and is open to local agencies supporting Borough residents,

This is currently fully booked with delegates from the police, local councils and domestic support services all attending. This follows the Making Every Contact Count training which was held last year. It demonstrates the desire to up skill both statutory and voluntary workers to improve the support being offered to residents in this field.

Sports and Play Areas

Stakes Multi Use Games Area (MUGA) Refurbishment

Officers have drawn up a specification to resurface the “unfit for purpose” facility in Springwood Avenue, Waterlooville. The MUGA was identified by Ward Councillors as having severe undulation and flooding concerns. This is supported by a conditions survey of all HBC MUGAs which indicates it to be in the worst condition in the Borough.

A feasibility study produced by the HBC Civil Engineering team has provided a specification to alleviate the drainage concern and to resurface the facility to a suitable standard for recreational sport. Budget estimates have been received by contractors to resurface the MUGA.

A method of lighting the court into the evening, allowing increased usage and access for residents is currently being investigated further. The most suitable and cost effective option is to install solar powered street lighting.

Once the suitability of these systems are confirmed, through feedback from other users of these lights and planning permission is sought, the resurfacing and lighting aspects will be procured through the relationship with Capita procurement.

£35,000 of S106 monies has been allocated to spend on this project.

Barton’s Green Pavilion Refurbishment

Officers have identified the need to internally refurbish the pavilion at Barton’s Green, Wakefields Way. This to bring the facility up to modern day standards from a safeguarding and usability perspective.

This will allow the tenant football club Widbrook Utd FC, as the largest provider of women's and girls football within the region, to grow their offer and improve local health outcomes.

A HBC project team has been formed and Officers have been working to finalise the total project costs, looking through the required processes to meet the criteria for external funding applications. In partnership with the football club and the Hampshire FA, HBC will be applying for Football Foundation Funding and will seek S106 allocations to support this application as match funding.

A specification for the refurbishment that meets FA technical standards will be completed and will go out to tender for a design and build contractor.

The Adizone on Hayling Island

The Adizone outdoor gym facility was identified by Officers as needing refurbishment, due to the deterioration of equipment over the past 7 years. This facility is open access and well used by residents, both adults and children, bringing many health and physical activity benefits. The refurbished facility was completed on 24th November 2017 and S106 Contributions of £26,000 were used to support the works.

Bidbury Mead Refurbishment

Work to refurbish the interior of the pavillion at Bidbury Mead was completed in Mid-December 2017. Officers appointed Creatability Ltd to undertake the interior works. The work included creating two changing rooms that are fully compliant to modern day standards and guidelines. The refurbishment also created a larger kitchen allowing users to prepare food. Two new toilets, a lobby space and separate officials changing room. Hampshire County Council granted £100,000 to the project following the sale of the Bedhampton Arts Centre.

Hayling Park Play Park Refurbishment

In association with Play Parks for Hayling (PP4H) Officers are currently working towards appointing a Play Park contractor to undertake the refurbishment of the play area within Hayling Park. Funds from PP4H and S106 monies have been secured for use on the project. Officers and PP4H members will work together to ensure the works meet the needs of the local community and users.

The project will create a fantastic play space incorporating fun theming and bespoke items of play.

A specification will accompany the tender documents that will be sent out using the Capita procurement partnership. Included in the specification is the requirement for the contractor to run consultation sessions with local users. From this consultation a final design will be established and taken forward to the construction phase.

Front Lawn Recreation Ground

After four years of planning the new Community Sports Hub at Front Lawn in Leigh Park was formally opened on Saturday 20/1/18. This facility has seen a £1.6 million investment into the Leigh Park area, and will bring many benefits to the wider Borough.

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Cabinet Lead Report – Full Council 21 February 2018

Councillor Michael Wilson: Cabinet Lead for Environment and Neighbourhood

Since before Christmas my focus has been upon the contribution towards the budget challenge of Environment and Neighbourhood Services, the challenge being not only to offer efficiencies for the final quarter of 2017/18 but also a contribution towards the balanced budget presented to the Council for 2018/19. Whilst the emphasis is always on service, there are specific areas which are revenue generating and those will be under review during the coming year. Inevitably, this includes a review of car parking charge across the Borough. Charges have been frozen for the last five years despite inflationary pressures which have inevitably increased the cost of maintaining the sites. In addition, the European legal ruling with regard to charging administration fees for use of credit and debit cards has meant that HBC must absorb those costs which are currently charged by the third party service provider. Any revisions to current pricing will be based on intelligent study of patterns of behaviour and usage rather than arbitrary rises.

Suggestions have been raised that civil enforcement officers are set financial targets to achieve; I can confirm this is untrue. The main objective of the civil enforcement team is to ensure traffic flow is maintained and there are no obstructions or dangers created by parked vehicles. Charges only arise if a contravention is identified and a penalty charge notice is therefore issued. I have recently approved a number of traffic regulation orders (TROs) relating to various areas of the Borough, all designed to improve traffic flows and safety and benefit residents who are blighted by inconsiderate and irresponsible parking.

In the area of Environmental Health, we will be exploring the opportunities to raise income by selling expertise and advice in areas such as food safety and closer alignments with the Team at East Hants.

Those who received e-mails of concern from residents regarding the removal of the dog litter bins at Beachlands will be pleased to know that this was merely a hiatus between the removal of the old bins and their replacement with new improved facilities.

The Community Trigger was the subject of a recent Scrutiny Panel discussion; the Community Trigger is in effect a civil remedy for antisocial behaviour, in part a replacement for the old system of ASBOs. There is a procedure in which Councillors can request the Trigger when the antisocial behaviour experienced by the resident is such that it meets the criteria. Details of the procedure can be made available in the event that Ward residents are unfortunate enough to suffer significant and persistent antisocial behaviour from their neighbours.

On 1st February 2018 the Multi Agency Partnership Action Group met to set priority areas for work over the next two months. One of the issues which arose which has become a priority is tackling drug related harm. The Police are particularly seeking community intelligence regarding drug users and particularly dealers in the Borough who continue to prey upon the most vulnerable, often taking possession of their homes to set up temporary drug markets; this is known as cuckooing. It is important to identify these drug markets at an early stage to prevent negative impacts upon the neighbours.

You will be re-assured to know that a new Priority Area Police Response Team has been established which is tasked daily depending on the issues which have arisen during the previous 24 hours. The new Team is designed to enable increased flexibility when dealing with emerging priorities.

12th February 2018



Minute Volume

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HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 18 December 2017

Present

Councillor Briggs (Chairman)

Councillors Bowerman, Pike, Guest, Wilson and Cheshire

52 Apologies for Absence

Apologies were received from Councillors Bains and Turner.

53 Declarations of Interests

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

54 Consultation on the Draft Havant Borough Local Plan 2036

Councillor Guest presented a report and recommendation to Cabinet seeking approval for the consultation on the Draft Havant Borough Local Plan 2036.

The Chairman highlighted at the outset that, at the present time, the Cabinet was considering only whether to proceed to a public consultation to engage with local residents, businesses and developers about what should be in the Local Plan. The Cabinet were not, at this stage considering or voting on the content of the Draft Local Plan at this meeting; this would be brought back to for Cabinet and full Council approval in due course when the consultations were complete and all relevant evidence had been collated.

Cabinet then received the following Deputations (Deputations can be viewed on the Council's website):

Mr D Pattenden, Langstone Residents' Association
Mr D Parham, Save Our Island
Mr M Hawthorne, WYG Planning Consultants
Mr J Graham, Independent Resident

Following questions and debate on this item, it was

RESOLVED that Cabinet

- (1) notes the findings of the Local Plan evidence base, including the Draft Infrastructure Delivery Plan and statutory assessments (available at www.havant.gov.uk/localplan/evidence-base);
- (2) agrees for publication the Transport Assessment and Hayling Island Highway and Transport Infrastructure Assessment when complete and use the findings as a material consideration in the determination of planning applications;

- (3) continues to make representations through the Council Leader, Cabinet Lead for Planning and Place-Making and local MPs to the Secretary of State for Communities and Local Government, the Housing and Planning Minister, Hampshire County Council and the Solent LEP regarding the urgent need for infrastructure delivery alongside the building of new homes;
- (4) makes representations through the Council Leader, the Cabinet Lead for Planning and Place-Making and local MPs to the Secretary of State for Communities and Local Government and the Housing and Planning Minister to forward fund infrastructure provision wherever possible using five year housing land supply data which Local Planning Authorities are required to produce;
- (5) notes the Borough's five year housing land supply position (available at www.havant.gov.uk/localplan/evidence-base);
- (6) approves the public consultation of the Draft Havant Borough Local Plan 2036;
- (7) approves the Local Development Scheme (December 2017) for publication; and
- (8) requests the Local Plan Panel to consider the responses to the public consultation and make recommendations to Cabinet on any proposed changes the Pre-Submission Havant Borough Local Plan 2036; and
- (9) delegates authority to the Head of Planning, in consultation with the Cabinet Lead for Planning and Place-Making to make any necessary amendments to the documents listed above. These shall be limited to the inclusion of a foreword contents page and page numbers, factual updates, correction of minor errors, grammatical, typographical, formatting and graphic design changes and shall not change the meaning of the material.

55 Consultations on the Community Infrastructure Levy Preliminary Draft Charging Schedule

Councillor Guest presented a report and recommendation to Cabinet seeking approval to carry out a public consultation on the Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule as required by the CIL Regulations.

RESOLVED that Cabinet

- (1) notes the findings of the Draft Infrastructure Delivery Plan, the Whole Plan Viability Assessment and Viability Appraisal for the Southleigh Strategic Site Masterplan (available at www.havant.gov.uk/evidencebase);

- (2) approves the public consultation on the Preliminary Draft Charging Schedule;
- (3) requests the Local Plan Panel to consider the responses to the public consultation and make recommendations to Cabinet on any proposed changes to the Draft CIL Charging Schedule; and
- (4) delegates authority to the Head of Planning, in consultation with the Cabinet Lead for Planning and Place-Making to make any necessary amendments to the Preliminary Draft Charging Schedule. These shall be limited to factual updates, correction of minor errors, grammatical, typographical, formatting and graphic design changes and shall not change the meaning of the material.

The meeting commenced at 6.00 pm and concluded at 7.14 pm

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Chairman

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HAVANT BOROUGH COUNCIL

At a meeting of the Governance & Audit Committee held on 10 January 2018

Present

Councillor Smith K (Chairman)

Councillors Davis, Lenaghan, Sceal and Smith D

1 Apologies

Apologies for absence were received from Councillor Rees.

2 Minutes

RESOLVED that the minutes of the Governance and Audit Committee held on 26 September 2017 be approved as a correct record.

3 Declarations of Interest

There were no declarations of interest.

4 Chairman's Report

The Chairman reminded members that matters discussed in the exempt session of the Full Council meeting on 13 December remained exempt.

5 Local Government Ombudsman Annual Letter 2017

The Committee considered the Local Government Ombudsman's Annual Review Letter 2017.

The Committee was pleased to note that the number of complaints received had reduced from the previous year.

RESOLVED that the content of the report be noted.

6 Monitoring Officer's Update

The Deputy Monitoring Officer informed the Committee that there had been one Code of Complaint received since the last meeting. This had resulted in no further action being taken.

In total for 2017, nine Code of Conduct complaints were received. Of these nine, one had been due to be submitted for investigation, but the complainant withdrew their complaint prior to any action being undertaken.

7 Audit Annual Letter 2016/2017

The Committee considered the Annual Audit Letter 2016/17 as presented by Ernst and Young LLP. Jason Jones of Ernst and Young LLP joined the meeting for the debate on this item and answered members' questions in connection with the report.

The Annual Audit Letter summarised the findings from the 2016/17 audit. The letter gave an 'unqualified' opinion on the Council's financial statements and concluded that proper arrangements to secure value for money were in place.

The Letter also highlighted the impact of the change in statutory deadlines for the publication of the audited accounts to 31 July 2018 and the measures in place to aid preparation for this.

RESOLVED that the Annual Audit Letter 2016/2017 from Ernst and Young LLP be noted.

8 Internal Audit Progress Report

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

The Committee were informed that since the report had been published, all areas of the audit plan were now in progress and the officers remained confident that the work of Internal Audit was on track for completion by the end of the financial year.

Furthermore, there were no significant issues to be highlighted at this stage.

RESOLVED that the Internal Audit Progress Report be noted.

The meeting commenced at 5.00 pm and concluded at 5.25 pm

HAVANT BOROUGH COUNCIL

At a meeting of the Development Management Committee held on 11 January 2018

Present

Councillor Satchwell (Chairman)

Councillors Buckley, Hughes, Keast, Patrick, Perry and Lloyd

Other Councillors Present:

Councillor(s): Bowerman, Cresswell

88 Apologies for Absence

There were no apologies for absence.

89 Minutes

RESOLVED that the Minutes of the last meeting held on the 7th of December 2017 were approved as a correct record and approved by the Chairman.

90 Site Viewing Working Party Minutes

The Minutes of the Site Viewing Working Party held on the 4th January were received.

91 Declarations of Interest

Cllr Gary Hughes advised he had met previously with the Developer for Application APP/17/00633 with regard to a different Application, however he was still capable of making an unbiased and objective decision. It was advised that this was not a prejudicial interest.

92 Chairman's Report

The Chairman advised upcoming training sessions and encouraged all members to attend. It was also advised that the Draft Local Plan was out for consultation with members of the public. Committee members were encouraged to engage with the consultation process as far as possible.

93 Matters to be Considered for Site Viewing and Deferment

No matters were considered for Site Viewing or Deferment.

94 Deputations

The following Deputation requests were noted by the Committee:

- (1) Mr Graham Simmonds – APP/17/00633, Orchard House, Western Avenue, Emsworth
- (2) Mr Gian Bendinelli – APP/17/00633, Orchard House, Western Avenue, Emsworth
- (3) Cllr Rivka Cresswell – APP/17/00633, Orchard House, Western Avenue, Emsworth.

95 APP/17/00633 - Orchard House, Western Avenue, Emsworth

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

The Committee was addressed by the following deputees:

- 1) Mr Graham Simmonds, who objected to the officer's recommendation for the following reasons:
 - a. The proposal had received 52 objections from 21 properties in the immediate vicinity, illustrating strong public opinion.
 - b. The proposal would have a significant dominating effect on nearby properties by way of its bulk and would be 5 times larger than the Orchard House.
 - c. The proposal was inappropriate due to its design as it did not reflect the character of the area by way of the proposed materials and design.
 - d. Its proposal was contrary to the Havant Borough Council Local plan as it would create overshadowing and overlooking of nearby properties.
 - e. If approved, the proposal would result in the removal of several trees on the site which would be destructive to the local environment. The removal of these trees was not supported by the Council's Arboricultural Officer. The land surrounding Orchard House has significant social value to the local area.

- f. The parking on Western Avenue was inadequate, and an increase in traffic would exacerbate the matter. The parking provision for the proposal was insufficient to support the number of dwellings.
- 2) Mr Gian Bendinelli, who supported the Officers recommendation for the following reasons:
- g. The removal of any trees on site prior to an Area Tree Protection Order being applied was conducted solely by the owners of Orchard House.
- h. The officers report was objective in nature and should be supported by the Committee
- i. The proposal would make a positive contribution to the Council's 5-year housing supply if approved.

In response to questions from the Committee, the depute advised that no conversations regarding the felling of tree on the site had taken place between the owners, agent and developer to his knowledge.

- 3) Cllr Lulu Bowerman, on behalf of Cllr Rivka Cresswell, who object to the Officer's recommendation for the following reasons:

Deputation attached to the end of these Minutes.

In response to questions from Committee it officers advised that:

- On balance, the removal of tree on the site was outweighed by the benefits of the proposed new housing and new trees being planted.
- It was only possible to alter the access road with the agreement of all land owners.
- No trees on the site were subject to a Preservation Order prior to the area Protection Order being made.
- The separation distances between the proposed building and existing properties well exceeded the Council's acceptable size.
- It was the Officers' that the proposal was in keeping with the character of the area whilst also including modern features.
- A soft landscaping scheme was included in the conditions and must be adhered to prior to the commencement of development.

- Affordable Housing Contributions on such developments was a complex matter which required a decision on balance of benefits and financial gain by the Council in addition to viability of developments. Officers were satisfied with the advice from the housing and development consultancy firm.

The Chairman invited Mr Graham Simmonds to the witness table to answer further questions from the committee. Mr Simmonds advised that there was 1 window on the south elevation of his property which faced the application site.

The Chairman then invited Mr Gian Bendinelli to the witness table to answer further questions from the committee. Mr Bendinelli advised that it would be the intention of McCarthy and Stone to resurface the access road to the site to a high standard, once the development was completed.

The Committee discussed the proposal together with the views raised by the deputees. It was considered that aspects were overbearing by way of bulk, design and character however there were features included in the proposal which mitigated these concerns, including separation distances, screening and the soft landscaping plan. Flood mitigation measures were also considered to be beneficial for the area. The inclusion of tree planting would also assist in limiting the impact the proposal would have on the natural environment.

The Committee also debated the affordable housing contribution included in the proposal. Whilst some argued it was insufficient, the majority of the committee considered that it was acceptable in relation to the application. It was therefore

RESOLVED that the Head of Planning be authorised to grant permission for application APP/16/00921 subject to:

A - the completion of a S106 agreement

and

B - the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.
Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:

Flood Risk Assessment and Drainage Strategy received on 30/8/17 and 12/12/17 (Part 3 of 3)
 Arboricultural Impact Assessment and Method Statement Junction Technical Note received on 30/8/17
 Archaeological desk based assessment
 Design and Access Statement
 Extended Phase 1 Habitat Survey
 Planning Statement
 Preliminary Geotechnical Investigations
 Refuse and Waste Management Plan
 Transport Statement
 Materials Schedule
 Tree Constraints Plan
 Proposed Site Plan - DN: 0001 Rev P 14
 Proposed Location Plan - 0002 Rev P 05
 Proposed Roof Plan - 0301 Rev P 08
 Proposed Ground floor plan - 0101 REV P14
 Proposed First floor plan - 0102 Rev P 11
 Proposed Second floor plan - 0103 Rev P 11
 Proposed Landscape Strategy plan - 02 REV L
 Proposed Planting plan west - 03 REV C
 Proposed Planting plan east - 04 Rev D
 Proposed elevations - 0401 Rev P 09
 Proposed site sections and elevations - 0403 REV P02
 Surface Water Network Calculations plan - 05 REV B
 Proposed drainage layout plan - 64007-03-G
 Tree Protection Plan - 9243-02 REV C

Reason: - To ensure provision of a satisfactory development.

3 Prior to any development taking place plans and particulars specifying the following matters shall be submitted to and approved in writing by the Local Planning Authority:

(i) The provision to be made within the site for contractors' vehicle parking during site clearance and construction of the development;

(ii) The provision to be made within the site for a material storage compound during site clearance and construction of the development.

Thereafter, throughout such site clearance and implementation of the development, the approved parking provision and storage compound shall be kept available and used only as such.

Reason: To safeguard the amenities of the locality and in the interests of traffic safety and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4 Prior to any development taking place details of existing and finished floor and site levels relative to previously agreed off-site datum point(s) shall be submitted to and approved in writing by the Local Planning Authority. The development shall be undertaken in accordance with the approved details.

Reason: In the interests of the character and amenities of the area, and having due regard to Policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 5 Prior to any above ground development taking place, any proposal relating to the installation of potential noise generating plant / equipment such as air source heat pumps, mechanical ventilation systems, air conditioning units and the like, shall be agreed and approved in writing by the Local Planning Authority.

Reason: In the interests of protecting the occupants of nearby residential properties from noise and vibration nuisance and having due regard to Policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and DM17 of the Havant Borough Local Plan (Allocations) 2014.

note - BS4142 Requirement Noise resulting from the use of any/all plant, machinery or equipment shall not exceed the principle of No Observable Effect Level (NOEL), when measured according to British Standard BS4142-2014.

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

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

- 7 Prior to any development taking place all trees that are to be retained

within or adjacent to the site shall be enclosed with temporary protective fencing in accordance with BS:5837:2012 '*Trees in relation to design, demolition and construction*' recommendations and the submitted Tree Protection Plan. The fencing shall be retained throughout the period of construction and no activity prohibited by BS:5837:2012 shall take place within such protective fencing during the construction period.

Reason: To safeguard the continued health and presence of such existing vegetation and protect the amenities of the locality and having due regard to policies CS16 and DM8 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 8 The development shall not be brought into use until space for the parking and turning of vehicles has been provided within the site, surfaced and marked out in accordance with the approved details. Such areas shall thereafter be retained and used solely for those purposes and shall remain at all times as unallocated parking spaces.

Reason: In the interests of highway safety and local amenity and having due regard to policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 9 With the exception of any site manager/warden's accommodation, at no time shall the sheltered apartments development hereby approved be occupied by persons under the age of 60, unless in the case of a couple where one person is over the age of 60, the second person shall not be under the age of 55.

Reason: In order that the occupancy of the development is compatible with the limited amount of on-site car parking provision, and having due regard to Policies CS20 and DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 10 Development shall proceed in accordance with the ecological mitigation and enhancement measures detailed within the Extended Phase 1 Habitat Survey and Phase 2 Bat Surveys Report (Abbas Ecology, June 2017) unless otherwise agreed in writing by the Local Planning Authority. All ecological mitigation and enhancement features shall be permanently retained and maintained.

Reason: to protect biodiversity in accordance with the Conservation regulations 2010, Wildlife & Countryside Act 1981, the NERC Act (2006), NPPF and Policy CS11 of the Havant Borough Core Strategy March 2011

- 11 In the event that suspected contamination (soil, groundwater or buried waste materials) is encountered during groundwork; works in affected areas of the site shall cease until a scheme to deal with the risks

associated with the suspected contamination has been submitted to and approved in writing by the Local Planning Authority.

The scheme may comprise separate reports/statements as appropriate, but unless specifically excluded in writing by the Local Planning Authority, shall include;

- 1) Investigation in the vicinity of suspected contamination, sufficient to characterise it's nature, likely extent & mobility,
- 2) An appropriate assessment of the risks to all receptors that may be affected, based upon 1), and;
- 3) Where potentially unacceptable risks are identified by 2), a Remediation Strategy that includes appropriately considered remedial objectives and clearly defined proposals for achieving these, having due regard to sustainability

All assessments, works, monitoring & other actions required by 1)-3) above (and B, below) shall be undertaken by competent persons, and the scheme shall be implemented as approved.

Prior to the occupation of any relevant part of the permitted development, EITHER of the following shall be submitted to the Local Planning Authority;

A. A statement confirming that no suspected contamination was identified during development,

OR;

B. Documentation in accordance with 1)-3) above; together with a Verification Report (where appropriate) demonstrating that remediation objectives have been met.

Reason: Having due regard to policy DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework, there is a potential for contamination to exist at the site within made ground which could pose a risk to occupants”

- 12 The balcony on Unit No. 22 shall not be brought into use until details of screening to the balcony have been provided to and agreed in writing by the Local Planning Authority

Reason: To safeguard the privacy of the occupiers of the neighbouring properties and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 13 No development hereby permitted, including demolition, shall commence until a detailed maintenance plan for the surface water drainage element, detailing who will be responsible for the long term maintenance of the elements, what this maintenance requires and evidence that the adopting body is aware of and agree to their responsibilities, has been submitted to and agreed in writing by the Local Planning Authority. Unless agreed otherwise in writing by the Local Planning Authority, the development hereby permitted shall not be brought into use prior to the completion of the implementation of all such drainage provision in full accordance with such plans and particulars as are thus approved by the Authority.

Reason: To safeguard the amenities of the locality and ensure that all such drainage provision is constructed to an appropriate standard and quality and having due regard to policies and proposals CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

Reason:

- 14 Notwithstanding any details shown on the submitted plans, no development hereby permitted shall be commenced until a more detailed soft landscaping scheme for all open parts of the site not proposed to be hardsurfaced has been submitted to and approved in writing by the Local Planning Authority. Such scheme shall specify the proposed finished ground levels in relation to the existing levels, the distribution and species of ground cover to be planted, the positions, species and planting sizes of the trees and shrubs to be planted and/or retained, and timing provisions for completion of the implementation of all such landscaping works.

The implementation of all such approved landscaping shall be completed in full accordance with such approved timing provisions. Any tree or shrub planted or retained as part of such approved landscaping scheme which dies or is otherwise removed within the first 5 years shall be replaced with another of the same species and size in the same position during the first available planting season.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policies CS11, DM8 and CS16 of the Havant

Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 15 No development hereby permitted shall commence until a specification of the materials to be used for the surfacing of all open parts of the site proposed to be hardsurfaced has been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall not be brought into use until the implementation of all such hardsurfacing has been completed in full accordance with that specification.
Reason: In the interests of the amenities of the locality and having due regard to policies CS11.1, CS11.4, CS16, and DM8 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.
- 16 No development hereby permitted shall commence until plans and particulars specifying the alignment, type, height and, where appropriate, construction materials and design of all proposed screen walls, fences, hedges and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Unless agreed otherwise in writing by the Authority, the development hereby permitted shall not be brought into use prior to the completion of the installation of all screening provision as is thus approved by the Authority. At all times thereafter, all of that screening provision shall be retained in a wholly sound and effective condition.
Reason: To safeguard the amenities of the locality and occupiers of neighbouring properties and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.
- 17 The development shall not be brought into use until details of cycle parking provision have been submitted to and agreed in writing by the Local Planning Authority. The agreed details shall be implemented prior to the occupation of the units hereby approved and retained in situ thereafter.
Reason: In the interests of enabling sustainable means of transport to future residents and having due regard to policies DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.
- 18 The development shall be carried out in strict accordance with the Arboricultural Impact Assessment and Method Statement by Ian Keen

Ltd (Ref JTK/9243-REVB/WDC and Tree Protection Plan DN: Tree Protection Plan - 9243-02 REV C received on 23/11/17.

Reason: to ensure the protection of the remaining on site trees and having due regard for Policy DM8 of the Local Plan (Core Strategy 2011) and the National Planning Policy Framework 2012.

96 Appointment of Chairman

RESOLVED that Cllr Gary Hughes be Appointed as Chairman for the next Development Management Committee

The meeting commenced at 5.00 pm and concluded at 7.10 pm

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Chairman

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LB's version

I am speaking on behalf of the 3 Emsworth ward councillors, Rivka Cresswell, Richard Kennett and myself and also for the many local residents who wrote to oppose this planning application and I have used some of their comments in this deputation

Last week this committee visited the proposed site to view the area for themselves, travelling down the private narrow road lined with mature trees, select family homes and the large residential care and nursing home set on either side of the entrance to Western Avenue from the busy A259, Havant Road.

The development will be at the end of this narrow private road which in fact is a cul de sac with a very narrow access and egress to and from the busy A259. These facts alone make it totally unsuitable for the extra volume of traffic approximately 100 additional journeys per day that 25 flats will produce.

Western Avenue is a quiet secluded area that few people in Emsworth know about because it is a private road – only suitable for the small number of cars that are owned by the residents of the small number of family houses. Additional cars from the visitors to Springfield care and nursing homes already cause a problem if they are parked inconsiderately. From the 3D images produced by an agency for McCarthy and Stone – it appears that the road will be widened to allow 2 way traffic but I would query this as the road is privately owned and therefore can not just be widened to suit a developer who wishes to build a large block of 25 flats. What is the situation regarding ownership of the grass verges on either side of the road?

The very Construction of the site will bring excessive lights, noise and pollution to this tranquil area and I am unsure how construction vehicles necessary to build a block of 25 flats will gain access to the proposed site Similarly with possibility of Delivery lorries and fire authority vehicles

The Parking aspect of this planning application is very alarming.

There is less than one parking space per flat and no allowance has been made for guests, services or staff; it is also fewer than the Consultee Traffic Team's recommendation. They were already concerned about the provision at its previous level of 28 spaces now reduced to 24. McCarthy & Stone could argue that they supplied less than this number at their site on Hayling but this is due to the situation of the new development there and its proximity to the shops and other facilities – i.e adjoining or a few steps away. The centre of Emsworth is 1 mile away and it would be unusual for residents over 60 to walk that far for their shopping and have to carry it home. They are far more likely to take their cars into Emsworth or Havant and return to their allocated parking space if they have one

It must also be noted that there is no available overflow parking locally in the neighbouring roads – Brook Gardens to the west, Beach road to the east and obviously not on the very busy A259, the Havant Road - so where will the additional cars park? Would this mean even more cars will have to park along Western Avenue and would retired or elderly people be expected to walk or use their mobility scooters through this congestion - and cars to pass each other if 2 way traffic is attempted?

-The Block of flats is being built within a small close of 6 privately owned detached houses and several of these will be completely overlooked and dominated. These are traditional 2 storey villa type properties with pitch roofs and front and rear gardens but the proposed building is large and of modern design with open balconies which will totally impact on those properties. Although there are 2.5 storeys, There are still three floors - meaning that residents on the top floor will still be able to overlook some residents' houses and gardens especially during the winter months when the trees have lost their leaves.

Residents believe that the development will be inadequately screened from the south, giving the development invasive views over Brook Gardens/Beach Road/West Road and depriving the owners and occupiers of these properties their privacy

Also upon completion of the proposed site, the removal of trees and surrounding bushes and hedges will allow for a constant glow from exterior lighting pollution

The proposed block of flats is completely out of character with the residential properties surrounding it. At 1433 sq. metres it is quite considerably larger than the next biggest private residence in Western Avenue.

Residents do not believe that McCarthy and Stone have addressed or made any significant compromise on the size or height of this block of flats. The agent's letter from the Planning Bureau regarding revisions, dated 23/11/2017, stating that part of the rear section as having been been "cut off" and this seemed to imply a significant reduction in size but all that meant was half of one wall was reduced by a few feet.

There was no visible reduction in size, height or footprint. No attempt has been made on the amended plans to put some character into the building – even the propose brick colour is not in keeping with the majority of other local Emsworth properties and it remains an eyesore and out of keeping to its surroundings – contrary to policy CS16 7.42 or R26, 28 or 30.of the local planning development framework -

The proposals will be an over development of the site. The scale, height, footprint and massing of the new building is far greater than the existing house and development in the form of building and parking spaces is excessive.. This will cause loss of light, overshadowing and loss of privacy implications. - The apartments will be single aspect and all will face out to either Brook Gardens and Beach Road properties. This means that habitable rooms where people spend a lot of time (such as living rooms, kitchens etc) will face directly into the surrounding properties in close proximity. Not a problem at ground floor, but certainly at 2nd storey and especially 3 storeys – no matter how much the debate is about “active or casual” overlooking

The balconies at first and second floor levels will add to the overlooking and loss of privacy concerns. - No amount of vegetative screening will compensate for the loss of privacy. The first floor windows of Orchard House are currently visible to properties in Brook Gardens but are not a problem due to being set back from the boundary. However, the new development would be much nearer. For a vegetative screen to be effective it would need to be much taller and would significantly reduce the amount of light into the development’s garden areas and rear living rooms. As the apartments will be single aspect the new residents will not want their only light and sunlight sources blocked by tall evergreen trees and vegetation thus it is likely the management company will want to keep the vegetative screen as low as possible.

The site is not suitable for this type of apartment development as Western Avenue is largely a “back land site”, tightly bounded by small scale residential developments. Retirement developments are normally sited on main roads, orientated towards them and set in spacious grounds, removing privacy and overlooking issues.

As the Owner of 92 Brooks Gardens stated:

For nearly 40 years I have enjoyed the tranquility of my private back garden. The proposed site will impede my privacy as plans are being made to replace my fencing and remove trees and shrubbery directly behind my garden, replacing them with parking spaces. Once this is completed I will no longer enjoy my private view of nature but will stare onto a large brick block of flats with windows and verandas looking down upon my garden

As another resident said “having again looked at the elevations it is striking how completely out of character this Development is. In simple language, it's like waking up one day and finding that a cruise liner has been berthed in your garden! Not unlike a liner, we will have layers of promenade decks and observation windows overlooking our private gardens as if WE are on view

Trees

The loss of the natural environment has given residents much concern

17 mature trees are confirmed today in the supplementary papers to be felled if this development goes ahead. CS 11(2) and CS 16 (1) seek to conserve natural features. Section 197 of the Town and Country Planning Act 1990 places a duty on Local Planning Authorities to preserve trees wherever possible in pursuit of their development management functions. The loss of several trees protected by a Tree Preservation Order is surely a breach of this duty, and is in conflict with the policies of the Development Plan.

The whole building has also been moved back to the East by about one metre, but this means that although the Horse Chestnut T12 is retained, 16 other trees, including the vital T7 the mature oak tree (particularly vital to Brook Gardens residents), will be removed. Reducing the number of trees and increasing the footprint by at least 5 times that of the existing building will just serve to increase the already established risk of flooding to the surrounding properties and roads.

Another major issue for local residents is drainage.

The Orchard House Development not only will have a 300%+ increase over the existing house, it will also remove garden soil and 12 established trees to provide hard surface parking. Local residents are concerned about surface water drainage and also the foul water system. As in other areas of southern Emsworth – there are great concerns about flooding and they believe that insufficient research has been done as part of this planning application in this aspect - Despite the planned provision of underground attenuation tanks designed to cope with exceptional rainfall storage.

Conclusion

There can be no question that a need has been identified for homes for older people in Emsworth as shown by Mc&Stone and some of the letters of support on the HBC website. However, The local plan now in its consultation stage has illustrated the need for all types of housing in the area.

These flats are for people aged over 60. but Emsworth is not short of similar accommodation – there are currently 5 on Right Move for sale and probably more being sold privately. Will McCarthy and Stone ensure that the 25 flats they are proposing are not used for Holiday or weekend homes?

What has to be questioned is whether this is the best site for a block of 25 flats. Mc carthy and stone are proposing to build a large modern shaped building in a quiet residential area, dwarfing existing family homes on a small private road that is technically a cul de sac.

For all the reasons I have detailed in this deputation I would urge this committee to refuse this planning application as it is neither appropriate or essential to the Council's 5 year supply. On the grounds of R26,28, 30

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HAVANT BOROUGH COUNCIL

At a meeting of the Scrutiny Board held on 30 January 2018

Present

Councillor Buckley (Chairman)

Councillors Branson, Carpenter, Fairhurst, Francis, Hughes, Lloyd and Patrick

Co-opted Members:

Councillor:

Councillors Invited to Attend:

Councillor(s): Briggs, Cheshire and Turner

Other Councillors Present:

Councillors:

Cresswell, Davis, Keast, Bains, Bowerman and Guest

63 Apologies

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

64 Minutes

The Minutes of the meeting of the Scrutiny Board held on 7 November 2017 were agreed as a correct record and signed by the Chairman.

65 Matters Arising

There were no matters arising.

66 Declarations of Interests

There were no declarations of interests.

67 Chairman's Report

The Chairman reported details of a PUSH Overview and Scrutiny meeting he had chaired on 9 December 2017.

68 2018/19 Budget Review

The Board considered:

- (a) a report from the Budget Scrutiny and Policy Development Panel, setting out its findings and recommendations following a scrutiny of the 2018/19 budget; and.
- (b) Comments submitted by the Chief Executive relating to (a) above

The Scrutiny recommend the Board to agree to the amendments and suggestions made by the Chief Executive Officer.

The Board also considered a suggested timetable for meetings to discuss the 2019/20 budget to be held in January and February 2019. The Board considered that the suggested timetable would improve the scrutiny process and overcome problems of the late submission of the draft budget proposals.

RESOLVED that Cabinet be recommended:

- (a) to instruct the Chief Finance Officer to review each service's budget to identify funds which could be used by more than one service and that consideration be given to consolidating budgets where appropriate so that all services are aware of specific budgets funds that are available and avoid the situation referred to in paragraph 10.4(a) of the submitted Budget Scrutiny Panel's report;
- (b) to request the political group leaders to encourage their members to consent to receiving electronic versions of all committee papers;
- (c) to instruct officers to prepare a business case for paperless meetings, highlighting the costs and potential savings for this move;
- (d) to instruct the officers and Cabinet Leads to put in place communication plans to any changes to fees and charges to ensure residents are fully informed; and
- (e) to agree to the 2019/20 Budget Timetable for budget meetings in January and February 2019 as set out in Appendix A of these minutes.

69 Budget 2018/19

The Board was given an opportunity to consider and comment upon the draft Revenue Budget for 2018/19. The Leader of the Council, Deputy Leader, the Chief Executive, and the Chief Financial Officer answered members' questions in connection with the report.

The following key points were raised during the course of the discussion:

1. the proposal included an increase on Council Tax Rate (2.99%);
2. an increase of 2.8% would be applied to non- statutory charges for 2018/19; charges constrained by statute could be raised above 2.8%

3. Cabinet Leads had been instructed to review non-statutory charges (including Beach hut fees) within their portfolio and to increase these charges in line with the market rate. A decision to increase these charges above the 2.8% would be made by the Cabinet Lead and would be subject to the call-in procedures;
4. Appendix G did not reflect changes made to Beach Huts fees by the Cabinet on 29 November 2017;
5. details on the cost of the replacement of the Emsworth wall referred to in Appendix C of the report be sent to all members of the Board; and
- 6 details of the business rate yield would be checked before the next meeting of the Cabinet.

During questions on the financial situation of the five Councils' contracts the Board RESOLVED to exclude the press and public from the meeting because it was likely, in view of the nature of the business to be discussed, that if members of the public were present during this item there would be disclosure to them of exempt information of the descriptions specified in paragraph 3 of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972; and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

RESOLVED that the recommendations set out in Agenda Item 7 of the Cabinet Agenda for 7 February 2018 (Revenue and Capital Budget 2018/19 and Medium Term Financial Strategy to 2022/23) be endorsed.

70 Scrutiny Review on the Constitution

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on the constitution.

RESOLVED that:

- (a) The achievements made in implementing the recommendations of the Scrutiny Board relating to the review of the Constitution be noted;
- (b) The Governance and Audit Committee be recommended to request the Council to amend Standing Order 1.11 and 6.14 of the Constitution as follows:

Standing Order 1.11

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

Standing Order 6.14

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

*amendments shown in bold

71 Scrutiny Review on Safeguarding

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Safeguarding.

The Officers agreed to check the situation regarding recommendation relating to the lettings policy.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on safeguarding be noted.

72 Scrutiny Review on Independent Sheltered Housing

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Independent Sheltered Housing in the Borough.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on Independent Sheltered Housing the Borough be noted.

73 Scrutiny Review on Tourism

The Board was given the opportunity to consider and comment upon the review on the implementation of the recommendations of the scrutiny review on Tourism.

The Board noted that in view of the Cabinet's decision (minute 27a/11/2017) relating to the role of the Economic Development Service these recommendations were no longer relevant.

RESOLVED that the achievements made in implementing the recommendations of the Board relating to the scrutiny review on safeguarding be noted.

The Board considered the Scrutiny Work programme 2017/18 and the performance of the panels since the last meeting of the Board.

RESOLVED that the Scrutiny Work Programme 2017/18 be approved subject:

- (i) a review into untidy gardens being included in the work programme;
and
- (iii) the review into parking on grass verges being allocated to the Economy, Planning, Development and Prosperity Havant Scrutiny and Policy Development Panel

The meeting commenced at 5.00 pm and concluded at 7.45 pm

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Chairman

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Budget Timetable 2019/20

	13-Jan-19	
Monday	14-Jan-19	Budget Scrutiny Panel
Tuesday	15-Jan-19	
Wednesday	16-Jan-19	
Thursday	17-Jan-19	
Friday	18-Jan-19	
Saturday	19-Jan-19	
Sunday	20-Jan-19	
Monday	21-Jan-19	Budget Seminar <i>(to also consider Budget Panel's initial recommendations)</i>
Tuesday	22-Jan-19	Scrutiny Board <i>(to consider Budget Panel's initial recommendations)</i>
Wednesday	23-Jan-19	
Thursday	24-Jan-19	
Friday	25-Jan-19	
Saturday	26-Jan-19	
Sunday	27-Jan-19	
Monday	28-Jan-19	Extraordinary Cabinet Briefing <i>(to review draft budget and consider Scrutiny Board recommendations)</i> <i>Publish Scrutiny Board Agenda</i> <i>(Cabinet Budget Report to follow)</i>
Tuesday	29-Jan-19	<i>Publish Cabinet Agenda</i> <i>(Scrutiny Board Recommendations to follow)</i> <i>(Send Budget report to Scrutiny Board Members)</i>
Wednesday	30-Jan-19	

Thursday	31-Jan-19	
Friday	01-Feb-19	
Saturday	02-Feb-19	
Sunday	03-Feb-19	
Monday	04-Feb-19	Budget Scrutiny Panel <i>(to consider budget recommendations and proposed fees and charges set out in Cabinet Report and make recommendations to Cabinet)</i>
Tuesday	05-Feb-19	Scrutiny Board <i>(to consider budget report, Panel recommendations and to make recommendations to Cabinet)</i>
Wednesday	06-Feb-19	Cabinet
Thursday	07-Feb-19	
Friday	08-Feb-19	
Saturday	09-Feb-19	
Sunday	10-Feb-19	
Monday	11-Feb-19	
Tuesday	12-Feb-19	
Wednesday	13-Feb-19	
Thursday	14-Feb-19	
Friday	15-Feb-19	
Saturday	16-Feb-19	
Sunday	17-Feb-19	
Monday	18-Feb-19	Finance Workshop for Councillors
Tuesday	19-Feb-19	Publish Council Agenda
Wednesday	20-Feb-19	
Thursday	21-Feb-19	
Friday	22-Feb-19	

Saturday	23-Feb-19	
Sunday	24-Feb-19	
Monday	25-Feb-19	
Tuesday	26-Feb-19	
Wednesday	27-Feb-19	FULL COUNCIL

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HAVANT BOROUGH COUNCIL

At a meeting of the Development Management Committee held on 1 February 2018

Present

Councillor Hughes (Chairman)

Councillors Bowerman (Standing Deputy), Buckley, Keast, Perry, Satchwell and Lloyd

Other Councillors Present:

Councillor(s): Hart

97 Apologies for Absence

Apologies for absence were received from Cllr Patrick.

98 Minutes

RESOLVED that the Minutes of the last meeting held on 11th January be approved as a correct record and signed by the Chairman subject to the following change:

- Minute number 95, page 3 – “It was the Officers’ *opinion* that the proposal was in keeping with the character of the area whilst also including modern features”.

99 Declarations of Interest

There were no declarations from Members present relating to matters on the agenda.

100 Chairman's Report

The Chairman advised that more Cllr training would be delivered by officers soon and a Development Consultation Forum had been arranged for the 28th February regarding the Campdown site. Committee members were encouraged to attend these sessions.

101 Matters to be Considered for Site Viewing and Deferment

No matters were considered for Site Viewing and Deferment.

102 Deputations

No deputation requests had been received by the Committee.

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

In response to questions from the Committee, officers advised that:

- Hatched drawings included in the proposed floor plans had no significance in terms of the proposal
- The car parking spaces met the minimum standard size and were acceptable in planning terms.

After considering the Officer's report the Committee found no reason to refuse and found the application acceptable in planning terms. It was therefore

RESOLVED that the Head of Planning Services be authorised to grant permission for application APP/17/01323 subject to the following the conditions:

- 1 The development must be begun not later than three years from 19th May 2017.
Reason: To comply with the requirements of Sections 73 and 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:
Design, Access, Flood Risk and Sustainability Statement March 2017
Location and Block Plans Drawing No. 1694-101 A
Ground Floor Proposal Plan Drawing No. 1694-431
Proposed Elevations North, South & East Drawing No. 1694-531
Proposed Elevations West & West Internal Drawing No. 1694-532
Proposed First Floor Plan Drawing No. 1694-422
Proposed Second Floor Plan Drawing No. 1694-423
Proposed/Existing Roof Plan Drawing No. 1694-203
Survey Plan Ground Floor Drawing No. 1694-201
Survey Plan First Floor Drawing No. 1694-202
Survey Elevations Drawing No. 1694-301
Survey Elevations Drawing No. 1694-302

Reason: - To ensure provision of a satisfactory development.
- 3 No development shall take place until plans and particulars specifying the following matters have been submitted to and approved in writing by the Local Planning Authority:

(i) The provision to be made within the site for contractors' vehicle parking during site clearance and construction of the development;

(ii) The provision to be made within the site for a material storage compound during site clearance and construction of the development.

Thereafter, throughout such site clearance and implementation of the development, the approved parking provision and storage compound shall be kept available and used only as such.

Reason: To safeguard the amenities of the locality and/or in the interests of traffic safety and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4 Notwithstanding any description of materials in the application no above ground construction works excluding internal alterations shall take place until samples and a full specification of the materials to be used externally on the building(s) have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the type, colour and texture of the materials. The proposed mansard roofing materials shall consist of natural slate. Only the materials so approved shall be used, in accordance with any terms of such approval.

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

- 5 No development hereby permitted shall be commenced above ground level with the exception of internal alterations until a more detailed soft landscaping scheme for all open parts of the site not proposed to be hardsurfaced has been submitted to and approved in writing by the Local Planning Authority. Such scheme shall specify the proposed finished ground levels in relation to the existing levels, the distribution and species of ground cover to be planted, the positions, species and planting sizes of the trees and shrubs to be planted and/or retained, and timing provisions for completion of the implementation of all such landscaping works.

The implementation of all such approved landscaping shall be completed in full accordance with such approved timing provisions. Any tree or shrub planted or retained as part of such approved landscaping scheme which dies or is otherwise removed within the first 5 years shall be replaced with another of the same species and size in the same position during the first available planting season.

Reason: To ensure the appearance of the development is satisfactory and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 6 No development hereby permitted shall be carried out above ground level excepting internal alterations until a specification of the materials to be used for the surfacing of all open parts of the site proposed to be hardsurfaced has been submitted to and approved in writing by the Local Planning Authority. The development / use hereby permitted shall not be occupied until the implementation of all such hardsurfacing has been completed in full accordance with that specification.

Reason: In the interests of the amenities of the locality and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 7 No part of the development shall be first occupied until details of the type, siting, design and materials to be used in the construction/retention of all means of enclosure including boundaries, screens or retaining walls, have been submitted to and approved in writing by the Local Planning Authority and the approved structures have been erected in accordance with the approved details. The structures shall thereafter be retained.

Reason: To safeguard the amenities of the locality and occupiers of neighbouring property and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 8 The car parking and cycle parking, servicing and other vehicular access arrangements shown on the approved plans to serve the development hereby permitted shall be made fully available for use prior to the development being first brought into use and shall be retained thereafter for their intended purpose.

Reason: In the interests of highway safety and having due regard to policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 9 The following existing features of the front elevation shall be retained on the building as shown on Drawing No.1694-521:

'Twine' Sign
Bulls Head details
Dentil Course detailing

Reason: In order to retain important features which are of benefit in maintaining the history or character of the area and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

104 Appointment of Chairman

RESOLVED that Cllr David Keast be appointed as Chairman for the next Development Management Committee meeting.

The meeting commenced at 5.00 pm and concluded at 5.16 pm

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HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 7 February 2018

Present

Councillor Cheshire (Chairman)

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

56 Apologies for Absence

There were no apologies for absence.

57 Minutes

The minutes of the meeting of the Cabinet held on 29 November were approved as a correct record subject to an amendment to minute 43(3) to read 'Owslebury Grove'.

The minutes of the meetings of the Cabinet held on 6 December and 8 December 2017 were approved as a correct record.

58 Declarations of Interests

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

59 Chairman's Report

There were no matters the Chairman wished to report.

60 Cabinet Lead Delegated Decisions, Minutes from Meetings etc.

RESOLVED that the following minutes and delegated decisions be noted:

- (1) Minutes of the Portchester Crematorium Joint Management Committee meeting held on 11 December 2017;
- (2) Delegated Decision: Increase in Charges for Collection of Garden Waste;
- (3) Delegated Decision: Proposed Traffic Regulation Order – Kingsclere Avenue; and
- (4) Delegated Decision: Proposed Traffic Regulation Order – Old Copse Road.

61 Recommendation from the Joint HR Committee - Reviewed Equality Policy

Councillor Bowerman, as Cabinet Lead for Governance and Organisational Development, presented a report to Cabinet arising from the meeting of the Joint HR Committee held on 6 December 2017 and seeking approval of the reviewed Equality Policy. The changes endorsed by the Joint HR Committee were set out in paragraph 4.1 of the report.

Councillor Bowerman also reported that a session on equality and diversity would be incorporated within the new Councillor induction programme for May 2018.

Cabinet members sought clarification with regard to the implications for contractors undertaking work on behalf of the Council and were advised that, whilst the Council could impose its Equality Policy through its contract processes if it was considered reasonable and proportionate to do so, it had no powers to enforce the legislation.

An assurance was also given that the policy was accessible through the Council's website in various languages and that braille copies could be made available on request.

RESOLVED that the reviewed Equality Policy, set out at Appendix A to the Cabinet report be approved.

62 Budget 2018/19

Councillor Briggs, as Cabinet Lead for Finance, presented a report and recommendation to Cabinet setting out the proposed Revenue & Capital Budget for 2018/19 and the Medium Term Financial Strategy for 2022/23 for onward recommendation to Council.

Members of the Cabinet sought clarification with regard to the recommendation that, during 2018/19, a minimum increase of 2.8% be applied to fees and charges not otherwise constrained by statute. Cabinet was minded, however, to recommend that an increase of up to 2.8% be applied in 2018/19 and that if, going forward, there were proposals to increase specific fees or charges above the 2.8% threshold, these be referred back to the Cabinet.

Councillor Buckley, as Chairman of the Scrutiny Board, was invited to join the meeting and presented a report and recommendations from the Scrutiny Board arising from the budget review undertaken by the Budget Scrutiny and Policy Review Panel.

At the conclusion of the debate the Chairman took the opportunity to express his gratitude to the s151 Officer and CEO, to the Heads of Service and the members of the Scrutiny Panel for their rigorous review of all service budgets that had contributed to balancing the forthcoming year's budget at a financially challenging time for local government.

(A) RESOLVED that

- (1) the current Fees and Charges Schedule (Appendix G to the report) be noted; and
 - (2) an increase of up to 2.8% be applied during 2018/19 to those fees and charges that are not otherwise constrained by statute, to be determined by the Chief Finance Officer in consultation with the Leader;
- (B) RECOMMENDED to full Council that it
- (1) approves the proposed Revenue & Capital Budgets for 2018/19, including a Council Tax rate of £198.54 at Band D, representing a 2.99% increase on the current charge;
 - (2) notes the Cabinet decision of 7 February 2018 to apply during 18/19 an increase of up to 2.8% to those fees and charges that are not otherwise constrained by statute, to be determined by the Chief Finance Officer in consultation with the Leader;
 - (3) agrees the Treasury Management Strategy and Prudential Indicators; and
 - (4) reduces the Councillor Community Grants to £0 in 2018/19 and that this be subject to further review by the Scrutiny Board.
- (C) RESOLVED that
- (1) the Chief Finance Officer and the Management Team be instructed to review each service's budget to identify funds which could be used by more than one service and that consideration be given to consolidating budgets where appropriate so that all services are aware of specific budget funds that are available and avoid the situation referred to in paragraph 10.4(a) of the submitted Budget Scrutiny Panel's report;
 - (2) the political group leaders be requested to encourage their members to consent to receiving electronic versions of all committee papers;
 - (3) the officers be instructed to prepare a business case for paperless meeting papers, highlighting the costs and potential savings for this move;
 - (4) the officers and Cabinet Leads be instructed to put in place communication plans for any changes to fees and charges to ensure residents are fully informed; and
 - (5) the draft 2019/20 Budget Timetable for budget meetings in January and February 2019 (Appendix B to the report) be agreed.

63 Solent Recreation Mitigation Strategy

Councillor Guest presented a report and recommendations seeking approval of the Solent Recreation Mitigation Strategy, allowing the Council to implement the strategy's new guidance and charging schedule (collected as a developer contribution for planning applications) from 1 April 2018.

Whilst recognising that the Council was obligated to implement the charging schedule through its commitment to the Partnership for Urban South Hampshire (PUSH) collective agreement to adopt the Strategy, Cabinet members expressed significant concern about the deliverability of the intended mitigations in relation to the perceived excessive cost to developers.

Cabinet members also took the view that application of the charging schedule only to new residential development within 5.6km of the coast unfairly impacted local development and that a national application of the Strategy would be more equitable and would reduce the cost locally.

At the conclusion of the debate, the Leader undertook to write to both the Chairman of PUSH and the Chairman of the East Solent Coastal Partnership Board highlighting the Cabinet's concerns and seeking to explore any opportunities to host the scheme through the Coastal Partnership with a view to reducing the financial impact on new local development.

RESOLVED that

- (1) the Solent Recreation Mitigation Strategy (Appendix 1 to the Cabinet report) be approved;
- (2) the Solent Recreation Mitigation Strategy's implementation from 1 April 2018 be approved; and
- (3) the Council's continued membership of, and engagement with, the Solent Recreation Mitigation Partnership (SRMP) be endorsed.

64 Community Infrastructure Levy: Spending

Councillor Guest presented a report providing detail on the 33 bids received following the CIL Bidding Process (20 for the Main CIL Pot and 13 for the Neighbourhood Portion). The report provided an analysis of the bids and made recommendations on the spending of CIL funds. Workshops had been held to give all Councillors and opportunity to comment on the bids received.

In endorsing the recommendations for submission to full Council in accordance with the adopted Funding Decision Protocol, Cabinet members were mindful that further information would be required from the Highways Engineers in relation to the Hambledon Road/Milton Road junction item in order to inform any detailed proposals coming forward in due course. In the meantime, Cabinet was supportive of the proposal to allocate funding in principle for the project as outlined in the report.

RECOMMENDED to full Council that:

- (1) The Council invest the available CIL Pot of £1,918,284 in the following capital infrastructure projects:**

Title (Bid ref)	Amount	Cumulative amount
Langstone FCERM Scheme CIL Pot Building Proposal: 2017-2021 (1) *	£0	£0
Havant Shared Pedestrian and Cycle Bridge (8) **	(£125,000)	(£125,000)
Warblington Footbridge (9)	£150,000	£275,000
Bushy Lease Strategic Sustainable Access Route (10)	£373,000	£648,000
Hambledon Road/Milton Road Safety Improvements (20) ***	£117,000	£765,000
Rusty Cutter – Teardrop Link Road Capacity Enhancement (12)	£150,000	£915,000

Table A: Current recommended spends and cumulative effect on 123 CIL Pot if all spending options are supported

See additional information

* Paragraph 4.14 (i) of the report

** Paragraph 4.14(ii) regarding separate consideration of Footbridge options

*** Paragraph 4.14 (iii) of the report

- (2) That the balance of the CIL Pot be retained and expenditure further considered on Langstone FCERM Scheme in the 2018 CIL Funding Decision once the Draft Havant Borough Local Plan 2036 has been published and the outcome of the consultation is known; and**
- (3) The Council invest the available Neighbourhood Portion of £212,374 across the borough as set out below:**

Title (Bid ref)	Amount	Cumulative amount
Hayling East–West Cycle Route: Upgrade Footpath 521 to Shared Use (J)	£16,000	£16,000
Solent Way Upgrade Project (C)	£46,000	£62,000
Waterlooville Pavilion Feasibility Study (G)	£4,000	£66,000
Drainage Hobby Close Field (L)	£49,500	£115,500
The Spring Arts Centre Minor Works (Air Conditioning) (M)	£15,000	£130,500
Pallant Centre Universal Access Project (Lift) (B)	£21,000	£151,500
Replace Outdated and Uneconomic Lighting in Mountford Wing and Assembly Room of Emsworth Community Centre (F)	£15,000	£166,500
Waterlooville Community Centre Improvements/ Expansion/'Changing Place' Facility (A)	£10,520	£177,020

Table B: Current recommended spends and the cumulative effect on Neighbourhood Portion if all spending options are supported

The meeting commenced at 2.00 pm and concluded at 3.02 pm

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Chairman