HAVANT BOROUGH COUNCIL
PUBLIC SERVICE PLAZA
CIVIC CENTRE ROAD
HAVANT
HAMPSHIRE P09 2AX

Telephone: *023 9247 4174*
Fax: *023 9248 0263*
Website: *www.havant.gov.uk*

CABINET AGENDA

Membership: Councillor Rennie (Chairman)

Councillors Satchwell, Robinson, Pike, Bains (Vice-Chairman), Bowerman and Thain-Smith

Meeting: **Cabinet**

Date: **Wednesday 2 June 2021**

Time: **5.30pm**

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

Public Attendance

Please note that the Hurstwood Room has limited capacity to safely accommodate members of the public in a Covid secure manner. Please contact the named officer below if you wish to attend in person, otherwise we would encourage attendance virtually via the webcast on the Council's website

The business to be transacted is set out below:

Gill Kneller
Chief Executive

24 May 2021

Contact Officer: *James Harris 01730 234098*
Email: *DemocraticServices@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	**Minutes**	**1 - 2**

To confirm the minutes of the last meeting held on 7 April 2021.

3 Declarations of Interests

To receive and record any declarations of interest.

4 Chairman's Report

5	**Cabinet Lead Delegated Decisions**	**3 - 42**

RECOMMENDED that the following Delegated Decisions be noted:

(1) 27 March 2021 – HR & Payroll System

(2) 7 May 2021 – Hayling Seafront Pay & Display Parking

6	**Recommendations from the Overview & Scrutiny Committee**	**43 - 108**

To receive a report and recommendations following the Overview & Scrutiny Committee's Review of the Council's Response to the First Wave of the COVID-19 Pandemic.

7	**Hayling Island Emergency Planning Framework**	**109 - 132**
8	**Conflicts of Interest Policy**	**133 - 150**

9 Appointment of Shareholder Sub-Committee

In accordance with Part Two, Section D1 of the Council's Constitution, Cabinet is requested to confirm the membership of the Shareholder Sub-Committee.

The proposed membership is below:

- Cllr Alex Rennie (Leader)
- Cllr Tim Pike (Cabinet Lead with responsibility for Finance
- Cllr Narinder Bains
- Cllr Lulu Bowerman
- Cllr Clare Satchwell

Please note that the Shareholders Sub-Committee may only comprise of members of the Cabinet and must include of the Leader as Chairman and the Cabinet Member with portfolio responsibility for Finance.

10 Appointments to Outside Organisations 151 - 160

GENERAL INFORMATION

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

Internet

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

Public Attendance and Participation

Please note that the Hurstwood Room has limited capacity to safely accommodate members of the public in a Covid secure manner. Please contact the named officer below if you wish to attend in person, otherwise we would encourage attendance virtually via the webcast on the Council's website.

Emergency Procedure

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

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

No Smoking Policy

The Public Service Plaza operates a strict No Smoking policy in all of its offices, corridors, meeting rooms and toilets.

Parking

Pay and display car parking is available in the Leisure Centre car park opposite the Plaza.

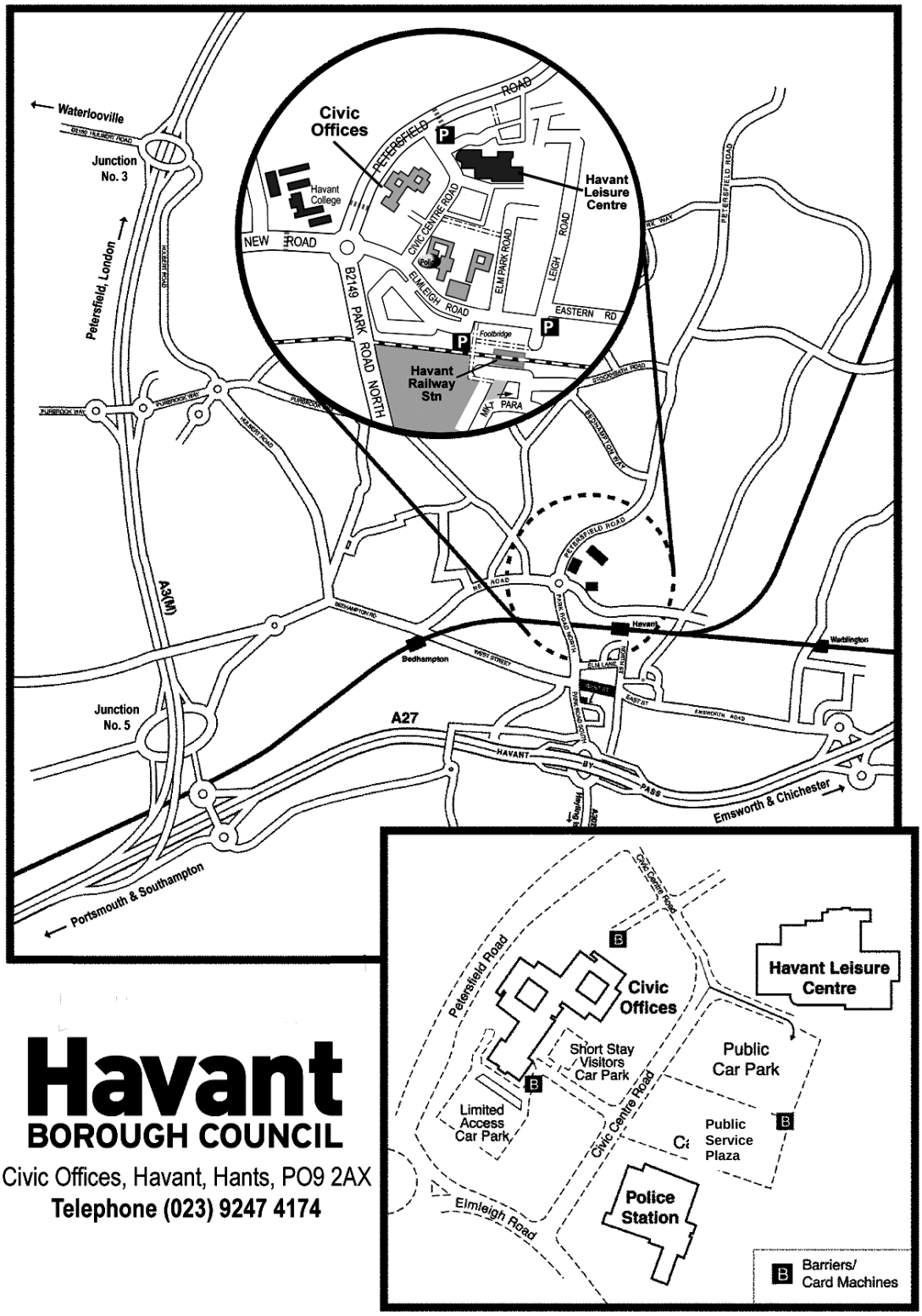
PROTOCOL AT MEETINGS – RULES OF DEBATE

Rules of Debate

- Councillors must always address each other as “Councillor …” and must always address the meeting through the Chairman;
- A motion must relate to the business included on the agenda or accepted by the meeting as urgent business
- A motion must be proposed and seconded before it is debated until it is either accepted or rejected by a vote;
- An amendment can be proposed to the original motion and this must be seconded before it is debated;
- An amendment cannot be considered if it is inconsistent with an amendment previously adopted or repeats an amendment previously rejected;
- The mover of an original motion may, with the consent of the mover of an amendment, incorporate an amendment into the motion;
- Only one amendment may be moved at a time. No further amendments can be moved until the previous amendment has been dealt with;
- Each amendment must be voted on separately;
- If an amendment is carried, the amended motion becomes the substantive motion to which further amendments may be moved;
- If an amendment is lost, other amendments may be moved to the original motion.
- The mover may withdraw an amendment at any time
- After an amendment has been carried, the Chairman will read out the amended (substantive) motion, before accepting any further amendment, or if there are none, put it to the vote.

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;
- Councillors may not vote unless they are present for the full duration of the item;
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- 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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Civic Offices, Havant, Hants, PO9 2AX
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