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COUNCIL AGENDA

Membership: Councillor Patrick (Mayor)

Councillors Bowdell, Bowerman, Crellin, Denton, Fairhurst, Guest, Diamond, Hughes, Inkster, Jenner, Keast, Kennett, Linger, Lloyd, Milne, Moutray, Munday, Patel, Payter, Pike, Raines (Deputy Mayor), Rennie, Redsull, Richardson, Robinson, Satchwell, Scannell, Sceal, Mrs Shimbart, Stone, Tindall, Turner, Wade, Weeks and Wilson

Meeting: Council

Date: Wednesday 22 February 2023

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:

Kim Sawyer
Chief Executive

14 February 2023

Contact Officer: Jenni Harding 02392 446234
Email: jenni.harding@havant.gov.uk

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PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive any apologies for absence.

2 Declarations of Interests

To receive any declarations of interests from Members.

3	Confirmation of Previous Minutes	1 - 6
	To confirm the minutes of the last meeting of the Council held on 18 January 2023 as a true record.	
4	Provision Appointment of the Mayor for 2023/24	
5	Provisional Appointment of Deputy Mayor for 2023/24	
6	Mayor's Report	7 - 12
7	Public Speaking under Standing Orders 27.5 & 28	
	To receive any public questions or address submitted in accordance with the requirements of Standing Orders 27.5 or 28, which is to deal with public questions or address notified no later than 12 noon three working days before the meeting.	
8	Budget Speeches	
	<ul style="list-style-type: none"> • Councillor Denton, as relevant Cabinet Lead will give his speech to the Council • Reply by the Leader of the Opposition • Cabinet Lead reply to the Opposition • Questions of clarification to the Cabinet Lead 	
9	2023/24 Revenue Budget, Capital Budget, Reserves & Balances, Capital Strategy, Treasury Management Strategy and Medium Term Financial Strategy	13 - 74
	Recommendation from the Cabinet held on 08 February 2023:	
	Recommend that Full Council:	
	<ul style="list-style-type: none"> a. Agrees the proposed Revenue and Capital budgets for 2023-24 including a Council Tax rate of £226.06 at Band D, representing a £6.58 increase on the current charge; b. Agrees the proposed Medium Term Financial Strategy, Capital Strategy, Treasury Management Strategy and Prudential Indicators. c. Agrees the Fees & Charges schedule for 2023-24. d. Agrees the Council Tax Resolution. 	

10	Cabinet/Board/Committee Recommendations	75 - 112
	To consider any recommended minutes from the Cabinet and any of the Boards or Committees.	
	1 Cabinet – 08 February 2023	
	Updated Corporate Strategy	
	Recommend Full Council to adopt the updated Corporate Strategy.	
11	Leader's Report	113 - 116
12	Cabinet Lead Reports	117 - 148
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 27.4.1	
	To receive questions from Councillors in accordance with the requirements of Standing Order 27.4.1.	
15	Urgent Questions Under Standing Order 27.4.2	
	To receive urgent questions from Councillors submitted in accordance with the requirements of Standing Order 27.4.2.	
16	Notice of Motions under Standing Order 14.1	149 - 150
	To deal with any motions from Councillors received by 12 noon, at least six clear working days before the meeting in accordance with standing order 14.1.	
17	Calendar of Meetings 2023/24	151 - 152
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19	Acceptance of Minutes	163 - 164

The Council to receive the minutes of Committees:

- [Overview and Scrutiny Committee on Wednesday, 11th January, 2023](#)
- [Planning Committee on Tuesday, 17th January, 2023](#)
- [Cabinet on Wednesday, 18th January, 2023](#)

PART 2 (Confidential items - closed to the public)

None.

GENERAL INFORMATION

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Internet

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

Public Attendance and Participation

Members of the public are welcome to attend the Public Service Plaza and observe the meetings. We also endeavour to broadcast the meeting and make the recording available on the Council website for up to 6 months.

An address made by a member of the public may only be presented if a summary of the text has been received by the Democratic Services Team Leader no later than 12 noon three working days before the meeting. The speech shall reflect the summary provided.

The Monitoring Officer may rule out of order any address that:

- a is vexatious, derogatory, defamatory, frivolous or offensive;
- b concerns a Council employment or staffing matter or sensitive personal information about a Councillor;
- c is unrelated to functions of the Committee; or
- d has been previously considered in the last 6 months.

Questions from members of the public will only be permitted where they have been received by the Democratic Services Team Leader no later than 12 noon three working days before the meeting.

An answer to a question submitted by a member of the public may take the form of:

- 1 a direct oral answer;
- 2 where the desired information is contained in a publication of the Council or other published work, a reference to that publication; or
- 3 where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

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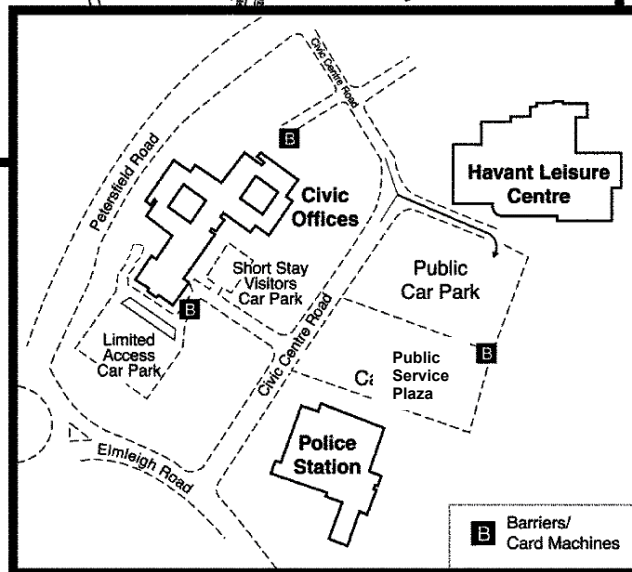
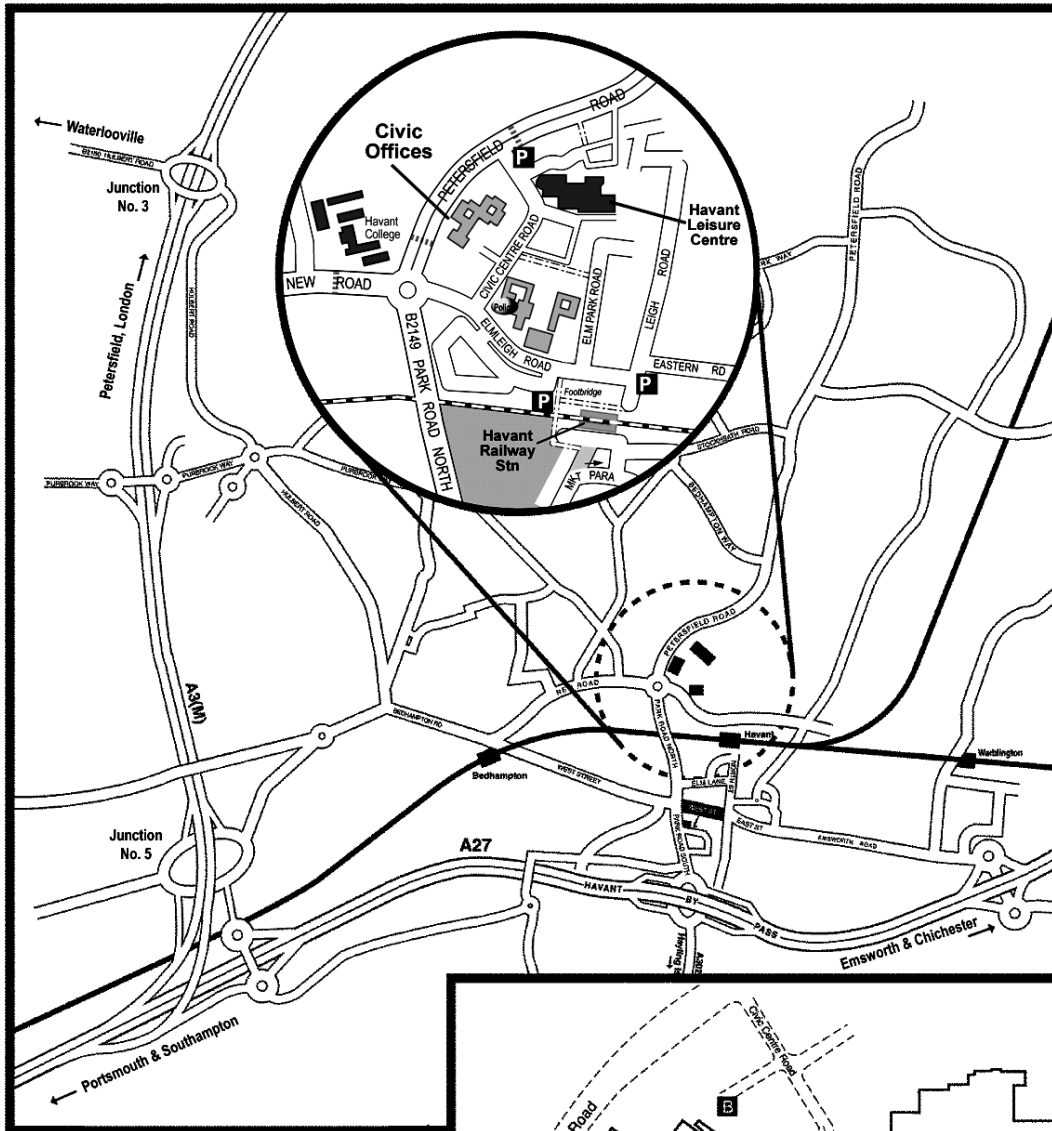
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Havant

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 18 January 2023

Present

Councillor Patrick (Mayor)

Councillors Raines (Deputy Mayor), Bowdell, Bowerman, Crellin, Denton, Fairhurst, Diamond, Inkster, Keast, Kennett, Linger, Lloyd, Munday, Patel, Payter, Pike, Rennie, Richardson, Robinson, Satchwell, Stone, Tindall, Turner, Wade, Weeks and Wilson

56 Apologies for Absence

Apologies of absence were received from Councillors Hughes, Milne, Redsull and Sceal.

57 Declarations of Interests

There were no declarations of interest from the members present.

58 Confirmation of Previous Minutes

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

RESOLVED that the minutes of the previous meetings of Extraordinary Council and Council meetings of 16 November 2022 be confirmed as correct records.

59 Mayor's Report

The Mayor informed members that other dates and events up to the first week in January are available on the website. There were no questions from members in relation for the Mayor on her published report.

60 Public Speaking under Standing Orders 27.5 & 28

There were no requests from members of the public to ask questions or to address Council under the provision of this Standing Order.

61 Cabinet/Board/Committee Recommendations

The Monitoring Officer confirmed to members that item 5(7) The Future Information Computer Technology (ICT) Infrastructure and Security Provision Options Paper was removed from the Council agenda due to there being no budgetary considerations in relation to this matter. During the meeting of Cabinet held on 18 January 2023, it was requested that members be given opportunity to ask any questions in relation to this report.

Councillor Denton introduced the item as relevant Cabinet Lead and proposed the recommendations to Council.

Seconded by Councillor Turner, following a vote, it was

RESOLVED that Council agreed:

- 1) that the 2022/23 Council Tax Support Scheme is retained for 2023/24 but with the following amendments:
 - i) the allowances and premiums used in determining entitlement for working age claims are uplifted in line with the figures applied by the Department for Works and Pensions, (DWP), for the Housing Benefit Scheme in 2023/24;
 - ii) the non-dependant deductions used in determining entitlement for working age claims are adapted in line with the rates as set by the Department of Levelling Up, Housing and Communities for non-dependant pension age claims;
 - iii) the Council continues to facilitate a Council Tax Support Hardship Fund
- 2) that the necessary amendments are made to the Council Tax Support Scheme document and that it is then published in accordance with Local Government Finance Act 1992 Section 13A(2)

2 2022-23 Q2 Budget Monitoring and Performance Report from Cabinet held on 14 December 2022

Councillor Denton introduced the item as relevant Cabinet Lead and proposed the recommendations to Council.

Seconded by Councillor Stone, following debate and a vote, it was

RESOLVED that Council agreed:

- A. Receipt of £1.65m Brownfield Grant to proceed with the demolition of Bulbeck Road car park;
- B. Receipt of £0.085m in relation to Springwood play park, funded by Department for Levelling Up, Housing and Communities;
- C. Receipt of £0.1m in relation to Changing Places Toilets funded by Department for Levelling Up, Housing and Communities
- D. Receipt of the UK Shared Prosperity Fund (UKSPF) allocation for 2022/23 of £0.025M capital and £0.077 revenue funding and to note indicative allocations for 2023/24 funding of £0.203m and £0.695m, a total of £1m funding over the next three years; and

- E. Delegate to the Regeneration & Economic Development Manager to drawdown the funds in consultation with s151.
- F. The revised 2022/23 to 2025/26 capital programme is detailed in Appendix C
- G. For a capital sum of up to £30k to support a county council led project in relation to Langstone seawall, only west of wade lane, once approved by Hampshire County council and all relevant stakeholders. For delegated authority to the Executive Head of Coastal Partnership to agree the spend.

3 Appointment of Head of Paid Service from Human Resources Committee held on 06 December 2022.

Councillor Diamond introduced the item as Chairman of the Human Resources Committee and proposed the recommendations to Council.

Seconded by Councillor Crellin it was

RESOLVED that Council appoint Steve Jordan as Chief Executive Officer & Head of Paid Service for Havant Borough Council.

4 Designation of Monitoring Officer from Human Resources Committee held on 20 December 2022

Councillor Diamond introduced the item as Chairman of the Human Resources Committee and proposed the recommendations to Council.

Seconded by Councillor Crellin it was

RESOLVED that Council designate Joanne McIntosh, Chief Legal Officer, as Monitoring Officer for Havant Borough Council In accordance with Section 5 of the Local Government and Housing Act 1989.

5 Designation of Section 151 Officer from Human Resources Committee held on 21 December 2022

Councillor Diamond introduced the item as Chairman of the Human Resources Committee and proposed the recommendations to Council.

Seconded by Councillor Crellin it was

RESOLVED that Council designate Steven Pink, Chief Finance Officer, as Statutory Finance Officer, or Section 151 Officer, in accordance with Section 151 of the Local Government Act 1972.

The Mayor congratulated the successful candidates and thanked Kim Sawyer, Head of Paid Service, Malcolm Coe, Section 151 Officer and Mark Watkins, Monitoring Officer for their work during their time at Havant Borough Council.

62 Leader's Report

The Leader informed members that residents had attended the Council offices today to deliver letters for all Councillors in relation to a proposal to build a water recycling plant alongside the reservoir that was approved at Council last year. The Council has already responded to 2 consultations in the last 12 months, outlining our concerns and firmly believe that more work is required by Southern Water to alleviate resident's concerns.

In addition, the Leader pledged to write to Southern Water to ask them to attend a meeting, with members of the public at the Plaza, whereby residents will be able to hear directly from Southern Water.

63 Cabinet Lead Reports

Councillor Satchwell raised that following her peaceful passing on Christmas Day, Councillor Satchwell thanked Dale Norman who was a founding member of Haylings BEST.

As well as being a founding member of Haylings BEST (who have arranged many popular events on Hayling Island and particularly on Hayling Island Seafront), Dale worked closely with Havant Borough Council to organise the popular 'Playing at the Plaza' events for many years at Eastoke Corner.

64 Cabinet Leads and Chairmen's Question Time

Councillor Kennett asked for an update on what work has been undertaken on the Local Plan since March 2022 and the timelines for submission of the new plan, which was responded to by Councillor Lloyd within the meeting, confirming the work undertaken and that All Member Briefings are being scheduled. Milestones will be included in the project plan.

Councillor Keast asked if there was still a proposal in the Local Plan to prevent the number of fast-food outlets in the Borough increasing, as part of the council's contribution towards obesity. Councillor Lloyd pledged to take away Councillor Keast's concerns.

Councillor Inkster asked residents of Bedhampton can be assured that Beavers will not be introduced to the site at Scratchface Lane. Councillor Pike confirmed that the Environment Act requires local authorities to consider bio-diversity net gain in all our projects and ward Councillors will be consulted on a proposed scheme.

Councillor Kennett asked what changes to our approach has there been to improve our financial performance. Councillor Denton confirmed the work of the Budget Working Group, as well as a move to an active treasury management policy.

Councillor Linger asked how our collection rates of business and domestic rates of 56.6% compared with other councils. Councillor Denton confirmed he would respond outside of the meeting.

65 Questions Under Standing Order 27.4.1

There were no questions received from Councillors under the provisions of this Standing Order.

66 Urgent Questions Under Standing Order 27.4.2

There were no urgent questions received under the provisions of this Standing Order.

67 Appointments

Proposed by Councillor Stone, seconded by Councillor Keast, it was

RESOLVED that Council approve:

- 1 the appointment of Councillors to those Committees, Boards and panels as set out in Parts A and B;
- 2 the appointment of Chairs and Vice-Chairs (as appropriate) to those Committees as set out in Parts A and B; and
- 3 all such appointments to remain in place until the next Annual Council meeting 2023.

68 Acceptance of Minutes

Proposed by Councillor Kennett and seconded by Councillor Bowdell it was

RESOLVED that the minutes of Committees held since the last meeting of Council be received.

69 Exclusion of the Press and Public

The meeting commenced at 5.00 pm and concluded at 5.47 pm

.....
Chairman

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Mayoral report for Full Council 22nd February 2023

The Mayor's Facebook page currently has 695 likes and is followed by 842 people.

14th December – Emsworth Primary School Christmas Tree Decorating and Carol Singing

I attended Emsworth Primary School to help decorate the trees with decorations that the children from the Emsworth schools had made including one for me to hang on a tree.

15th December – Solent Male Voice Choir Christmas Concert

James and I were invited to St Faiths Church to a concert by the Solent Male Voice Choir. It was absolutely fabulous and the guest singer, a young lady, with the most beautiful voice I've heard in a long time entertained and awed us by her talent.

That sadly was my last engagement before Christmas, as by Saturday 17th I had also succumbed to the dreaded virus and had to spend a week in bed. Sadly, that meant I had to cancel attending the Christmas service at St Faiths which I had been looking forward to so much, and also on the 20th the RAF Cadets Enrolment evening. This upset me very much as I believe my support of the services is well known.

JANUARY 2023

So ended a rather dismal year for many people and all we can hope is that 2023 turns out to be a much better year. Certainly, the saddest event of the year for me was the loss of our beloved Queen. She is irreplaceable and will be a sad loss for many years to come.

So, here we are in 2023. Even though it is belated, I wish you all in the Borough a very Happy New Year and better times to come.

5th January – Dynamo Theatre "Our Day Out"

On the 5th January to herald in the New Year I was invited to a performance of the Dynamo Theatre Company's production of "Our Day Out" and it was amazing. The cast were totally committed and absorbed in the roles they were playing and the interaction throughout the performance was total. I had the pleasure of meeting the cast afterwards and express my admiration for them all.

9th January – Opening of Padnell Park

Padnell Park School invited me to open a new play park that they had created in the grounds of the school. The money had all been raised by themselves and it was very satisfying to see what can be done with some hard work and commitment to a project. My sincere congratulations go to all the staff, parents and children, who helped to get the project completed.



20th January – Honorary Alderman Ceremony for Tony Briggs

On January 20th, we awarded an Honorary Alderman status to one of our long service Councillors. Tony Briggs has served the Council for many years, and prior to that served in Gosport. I believe he had given nearly fifty years' service to local councils and as he is stepping down and retiring it was a fitting way to honour his achievements.





27th January – Holocaust Memorial Day

Our annual Holocaust Memorial Day was held at Havant Cemetery on Friday 27th January and this year's theme was "Ordinary People".

The stories that were read out were extraordinary and you wonder how so many people managed to escape this tragic and dark time in history, when so many millions perished. Wreaths were laid in memory of all those murdered men, women and children, and what is so hard to comprehend is that inhumanity to man is still happening all over the world today. This solemn service brought a very quiet January to a close.

2nd February – Havant Borough Sports Association Sports Awards

I attended the Havant Borough Sports Awards, and it was wonderful to see so many young people and older people, all with a love of sport, get together to celebrate their individual achievements.

3rd February – Queen's Award for Voluntary Services

The very next evening I presented the Queens Award for Voluntary Service to members of the Hayling Island Boxing Club. The presentation certificate was one of the last things her late Majesty Queen Elizabeth II signed before she died so it was very poignant.

I was humbled by the story of the club, although I have attended presentations there before. The two gentleman who started the club are truly an inspiration, especially the ex-Naval superstar known as Knox who has continued to inspire others whilst he himself is in a wheelchair with MS. He is the second person this year to reduce me to tears by their courage. Last year, with a team he climbed Kilimanjaro in his wheelchair, and in October plans to reach the base camp of Everest. We can only sit back in wonder.



7th February – Visit to Glenwood School

Having very much enjoyed a visit by 11 pupils from Glenwood School last November, it was my pleasure to visit the school last week and meet them again. I was given a tour of the school, which is a beautiful old building that is listed, and exceptionally well looked after, and enjoyed visiting the classrooms and the garden areas that they are creating. I was treated to a very good cup of tea in one of the new outside classrooms with the same students and a very large plate of biscuits! My thanks go to Mrs Diamond and members of the staff who made me feel so welcome.

10th February – Lord Mayor of Southampton's Charity Ball

Finally, James and I attended the Lord Mayor of Southampton's Charity Ball at the Guildhall last Friday evening. It was a splendid affair with 350 people in attendance, so I very much hope that lots of money was made for the three charities that the Lord Mayor is supporting this year.



Mayor of Havant Cllr Diana Patrick

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NON-EXEMPT

HAVANT BOROUGH COUNCIL

Full Council

22 February 2023

2023-24 Revenue budget, Capital budget, Reserves and Balances, Capital Strategy, Treasury Management Strategy and Medium-Term Financial Strategy (MTFS)

For Decision

Portfolio Holder: Cllr Tony Denton

Key Decision: No

Report Number: HBC/117/2023

1. Purpose

- 1.1. Following consideration of this report by Cabinet at their meeting held on 8th February 2023, this paper is submitted to Council with the proposed 2023-24 Revenue budget, Capital budget, Reserves and Balances, Capital Strategy, Treasury Management Strategy and Medium-Term Financial Strategy (MTFS).

2. Recommendation

- 2.1. Cabinet recommend that Full Council:
- a. Agrees the proposed Revenue and Capital budgets for 2023-24 including a Council Tax rate of £226.06 at Band D, representing a £6.58 increase on the current charge;
 - b. Agrees the proposed Medium Term Financial Strategy, Capital Strategy, Treasury Management Strategy and Prudential Indicators.
 - c. Agrees the Fees & Charges schedule for 2023-24.
 - d. Agrees the Council Tax Resolution

3. Executive Summary

3.1. The 2023-24 budget position for next year is as follows:

	Forecast £'000
Net Cost of Services	15,633
Council Tax, Business Rates & Grant Income	(15,633)
(Surplus) / Deficit	-

3.2. The budget aligns the appropriate level of resource that enables services and projects to be delivered so that there is a direct benefit to residents. Whereas the 2023-24 budget has been prepared to support the Corporate Strategy, funding for some specific projects within the strategy will be determined upon development of relevant business cases.

3.3. The Budget is a vital management mechanism to ensure financial sustainability of the Council, fulfilment of statutory regulations, financial prudence and compliance.

3.4. In 2022/23 the Council took the opportunity to rebase its budget following the termination of the Joint Management Arrangement with East Hants District Council. This rebasing allowed the Council to determine that it was able to bring forward a balanced budget without the need for a savings exercise in 2023/24.

3.5. Central Government have postponed the multi-year Spending Review settlement in favour of a one-year Spending settlement which has created further uncertainty in the medium and long term on local Government finances.

3.6. The previous version of the Council's MTFs, which was presented to Council in November 2022, assumed that no further central Government financial assistance would be provided. However, in December 2022, Government confirmed the continuation of a few time limited grants, such as New Homes Bonus, for 2023/24 only.

4. Q3 Forecast Financial Outturn

4.1 The forecast Outturn variances for the Council can be seen at Appendix J of this report. At Quarter 2 the Council reported an overspend of £292,000 against its overall Cash limited budget of £15.3m. This position has slightly worsened to

£486,000 in Q3 and the reasons for this are detailed below. The Executive Management team in conjunction with the Section 151 officer will work on initiatives to ensure that the outturn is brought back into balance by the end of the financial year, otherwise any overspend will need to be met from the Council's reserves.

- 4.2 The council have experienced a worsening position on the amount of planning fees that it collects this year with the Outturn looking like a forecast under recovery of planning fees of £273,000 in the financial year 2022/23. This is due to a reduction in the size and amount of planning applications coming into the Council.
- 4.3 The Council have also experienced in the third quarter an increase in the number of people presenting as statutory homeless and therefore the amount spent on temporary accommodation is likely to exceed the approved budget by around £123,000.
- 4.4 Parking is also likely to see a deficit position of £247,000 in the 2022/23 period, this is largely due to poor weather conditions in the Autumn/Winter period more than usual and the underlying budget deficit position on Parking Income of £160,000.
- 4.5 These adverse variances mentioned above have been partly off set by an improved position of the Waste and Street Cleansing Contract with Norse of £200,000 since the second quarter. The Council have also generated more income from its investments amounting to an additional £240,000.
- 4.6 Finally the Council have been carrying vacancies in the Environmental Health service of around £192,000. Whilst all of these positive variances help to reduce the Council's overall deficit position, they cannot be relied upon to continue into the financial year 2023/24, whereas some of the adverse variances will.

5. Additional Budgetary Implications

- 5.1. Like all organisations the Council has been affected by the increase in inflation driven by the crisis in Ukraine which has resulted in inflation being at its highest level for many years. The increased cost of borrowing brought about by the Bank of England's policy to try and curb inflation is also having an impact on developers and businesses operating and building within the borough.
- 5.2 The Council has seen the cost of Waste Collection and Street Cleansing services increase by £900,000 in a single year, driven largely by an increase in wage demands for Waste and Street Cleansing Operatives and Drivers, along with an increase in fuel charges.

- 5.3 The increase in the cost of living has also seen a fall in the number of large planning applications coming forward, which has had the impact of reducing the amount of income generated from planning application fees. The market for experienced planning officers has also increased regionally and has resulted in the Council needing to rely on more expensive agency staff.
- 5.4 The current economic situation has also contributed to an already worsening position whereby the Council are having to use temporary accommodation to house homeless applicants. The Council has seen the number of people requiring temporary accommodation double in six months between April and October 2022. The cost of this accommodation has also increased whilst Housing benefits, the amount the Council can claim to help for this, have been frozen. The combination of these factors means that the cost to the Council continues to increase.
- 5.5 The Council are also becoming increasingly reliant on one off funding to support Council services. This includes government grant. The Council, is able to rely on interest earned on excess cash balances to supplement its funding but this is reliant on Interest Rates staying relatively high compared to recent years, and the pace at which the Council draws down funding to deliver its corporate priorities such as the regeneration programme. This income can't be relied upon in the future which is reflected within the MTFS.
- 5.6 This years unprecedented increase in Utilities costs has had some effect on the Council, but because it doesn't have the liability of energy costs for many properties, and it's not a highways authority, it is relatively protected from these increases. It is however exposed to these costs indirectly through the strategic contracts it holds as these costs are often passed through to the Council from the Contractor, as with Waste services.
- 5.7 Despite these budget pressures, the Council is able to provide a budget that is balanced without the need for a savings exercise in 2023/24 and can maintain its current level of service. However, to achieve this, the Council needs to levy the maximum 3% increase in Council Tax.

6. Current Financial Position

- 6.1. Members will be aware that Havant have been facing considerable pressures over the past few years on their revenue budget. This has been managed to date by prudent financial management through year-on-year service efficiency savings which had included movement towards more integrated and shared services with East Hampshire District Council.
- 6.2. Last year's revenue budget was presented to Members as a balanced in year budget which was achieved through one off grants received from Central

Government amounting to £855,000, with the MTFs showing a significant deficit of circa £8m over the following four years. The revenue budget for 2023/24 has incorporated the one-off central government funding of £991,000, (which was confirmed in December 2022), but has assumed that this funding will not continue beyond next financial year.

- 6.3. The MTFs considered at Full Council in November 2022 presented an ongoing deficit position through the five-year period with a forecast of annual in year deficits of £109,000 for 2023/24. The revised MTFs, presented at Appendix B, does show an improvement to that position and the budget is balanced for next year without the need to draw on reserves. However, the Council are anticipating some financial challenges in the new year as set out in section 4 of this report.

7. Background and relationship to Corporate Strategy and/or Business Plans

Revenue budget

- 7.1. The revenue budgets this year have been set based on a thorough analysis of service and staffing costs within the revised Senior Management Structure for Havant Borough Council has approved in June 2022.
- 7.2. Fees and Charges have been reviewed by Heads of Service and increased where service managers felt this was appropriate and are set out in Appendix G. Whereas it has been necessary to increase many charges, to reflect the rising costs of delivering the respective services, such increases have been kept below the rate of inflation.
- 7.3. Staffing and contract costs remain the two major expenses and are subject to yearly inflationary increases. The financial year 2022/23 has seen a significant rise in staffing costs due to an above inflation National Joint Council, (NJC), settlement aimed specifically at those at the lower end of the pay scales.
- 7.4. The revenue budget 2023-24 is included at Appendix A.
- 7.5. The key implications as a result of the 2023-24 Local Government Financial Settlement are:
- a. Ability for Borough Council's to raise Council Tax by 3% or £5 (whichever is the highest) without the need to hold a referendum.
 - b. Core Spending Power Minimum Funding Guarantee (£300,000).
 - c. An un-ringfenced Services Grant (£130,000).
 - d. Revenue Support Grant of (£156,000).

- e. New Homes Bonus to continue for a further year, however there will be no new legacy payments and but there is an ongoing commitment by central government to reform the scheme in future years (£405,000).

Medium Term Financial Strategy to 2027-8

- 7.6. The Council's Medium Term Financial Strategy (MTFS) has been updated using the results of the budget process as a revised baseline and assumption on future Government funding. This is included at Appendix B.
- 7.7. The projections continue to show significant revenue pressures and that by 2027/28 the Council could be facing an annual budget deficit of £400,000 based on current projections. This is partly a result of the removal of some government grants which are not expected to continue beyond 2023/24. The assumption is that there will be no further central Government funding going forward. The MTFS assumes inflationary growth on our contracts. Salary inflation at 3%. Council Tax is assumed to rise by 2% each year after this current financial year.
- 7.8. A great deal of work has been done over the last 12 months to maintain the financial stability of the Council. Although the MTFS shows a deficit position from 2024/25, officers feel that plans can be put in place to mitigate these losses going forward.

Capital Strategy

- 7.9. The Capital Strategy sets out the approach for the approved capital programme, providing an overview of the governance process, longer term capital expenditure plans and expectations around debt and use of internal borrowing to support capital expenditure. The latest Capital Strategy can be found at Appendix F for approval.

Capital Budget and proposals received

- 7.10. The current approved Capital programme is shown at Appendix C.
- 7.11. The Council was successful in securing funding in 2022/23 and many of these schemes are included within the Capital Programme that was approved by Full Council in December 2022. Since that meeting the Council have been informed by the Department for Levelling Up, Housing and Communities (DLUHC) that they have been awarded £705,000 under the Department's Local Authority Housing Fund, in order to purchase or build property to house Ukrainian and Afghan

refugees. Officers are currently working on options to best use this funding and to meet the grant conditions.

- 7.12. The Council have also set aside £100,000 to expand the Green Waste Service within the borough.
- 7.13. Unfortunately, the Council were informed in January 2023 that it was unsuccessful in its £20m Levelling Up Fund bid which was aimed at transforming the Havant's Meridian Centre and surrounding areas. Alternative plans will now need to be developed.
- 7.14. Appendix C contains a list of projects in the current programme and the source of funding used for each.

Reserves

- 7.15. A summary of the reserves position is provided at Appendix D.
- 7.16. The reserves position is finalised as part of year end accounting. The reserves position includes the following:

Revenue reserves: reserves would total an estimated £11.35m at the end of the MTFS period. Revenue reserves are used to support initiatives identified within the revenue budget and to mitigate unforeseen pressures on the revenue budget, the balances will change year on year dependent on when the initiatives are approved and spend is authorised. The forecast on reserves takes into account the deficit position on the MTFS. Reserves are at a level that even with this deficit that they are sufficient to give the Council confidence that it can continue to provide services.

Treasury Management Strategy

- 7.17. The Treasury Management Strategy sets out 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 strategy to be agreed annually. The latest Treasury Management Strategy can be found at Appendix E for approval.

8. Options considered

- 8.1. The 2023-24 budget has been prepared on the following basis which has guided the recommendations.

Council Tax: The budget proposals assume that Council Tax will increase by 3% for 2023-24 representing £226.06 at Band D. This overall forecast also includes a small increase to reflect growth in housing numbers year on year.

The Council Tax paid by an individual is a combination of:

- Hampshire County Council Precept
- Police and Crime Commissioner for Hampshire Precept
- The Fire and Rescue Authority Precept
- Havant Borough Council

Hampshire County Council, Police & Crime Commissioner for Hampshire, Hampshire Fire & Rescue Authority precepts are now known and are included at appendix I of this report.

Currently, collection rates for Council Tax remain relatively high and are not anticipated to have an impact on the General Fund through the collection fund.

Grants: The New Homes Bonus of £405,000 is included within the budget. The updated MTFs projects the grant ceasing after 2024-25. In addition, central Government has provided un-ringfenced grants for 2023-24 that include a Comprehensive Spending Power minimum funding grant of £300,000, Services Grant of £130,000 and a Revenue Support Grant of £156,000. These grants are assumed to be one-off 2023-24 grants and have not been carried forward into subsequent years.

Retained Business Rates: Since 2013/14, the Council has been allowed to retain a portion of business rates. The budget estimate for 2023-24 is based on the Council's final NNDR1 return.

Fees & 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 Leader or the Cabinet Lead are empowered to make changes to the Borough Council's fees

and charges and to determine the Fees & Charges schedule, provided the changes and schedule are within the budget framework set annually by the Council. Full Council approves the Fees and Charges schedule annually. It is proposed that non-statutory Fees and Charges are increased by 8%, with the exception of Garden Waste fees that will be increased by 6%. It is proposed that fees for Sports Facilities and some Pest Control fees will be frozen in 2023/24. Details are provided in Appendix G.

Salary budgets: As previously mentioned, the 2023-24 budget assumes an overall increase of 5% for pay award although this has yet to be confirmed. The MTFs includes increases of 3% per annum in uplifts in salary costs going forward.

9. Resource Implications

- 9.1. Financial Implications – the budget reflects the aspirations of the organisations for 2023-24 as per the Corporate Strategy and has been built on the basis for delivering the Council services with the resources required.

Section 151 Officer comments

Date: 31 January 2023

The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under Section 25 of the 2003 Local Government Act

CIPFA published a new Financial Management (FM) Code in October 2019. One of the 17 standards included in the new Code is ‘the budget report includes a statement by the chief financial officer on the robustness of the estimates and a statement on the adequacy of the proposed financial reserves.’ The first full year of compliance with the new FM Code was 2021/22.

As Section 151 and Chief Financial Officer I am content that the budget being presented is adequate, and that the level of reserves held throughout the MTFs period are adequate to meet the Council’s financial obligations having due regard for foreseeable risk.

- 9.2. Human Resources Implications – None. Staffing budgets have been aligned with the HR establishment with all structures funded at 95% of total cost (accounting for staff turnover) under each Executive Head of Service.
- 9.3. Information Governance Implications - None
- 9.4. Other resource implications - None

10. Legal Implications

10.1. Legal Implications

10.2. In accordance with the Local Government Finance Act 1992, local authorities in England and Wales are required to set a balanced budget for each financial year, following a specific process. They must calculate “*the expenditure which the authority estimates it will incur in the year in performing its functions*” (section 32(2)(a)) and then subtract “*the sums which it estimates will be payable for the year into its general fund*” (section 32(3)(a)). Business rates, revenue support grant or other grant funding would not normally be involved in arriving at this equation. This calculation will produce the ‘budget requirement’ for the financial year in question. The local authority must then subtract the amount that they expect to receive in grants and business rates; amount remaining normally equating to that revenue which they must raise through Council Tax. The Council is required to set its budget before 11th March each year, in advance of the start of the new financial year on 1st April.

Monitoring Officer comments

Date: 13 February 2023

Approval of the Council’s Budget and the levying of Council Tax are functions reserved to Full Council as per Part 2 Section B paragraph 1.1.8 of the Council’s constitution.

11. Risks

11.1. The 2023-24 budget preparation has identified the following key corporate risks:

Inflation - The main measure of inflation CPI (Consumer Price Index) is currently tracking at 10.5% with the RPI (Retail Price Index), upon which some contracts remain linked, tracking at 13.5%. These rates are the highest since the late 1980’s. The Office for Budget Responsibility, the advisors of Government for the purposes of policy setting, are forecasting that CPI will fall during 2023 to around 5.2% by the end of the year, and by the end 2024 the rate of inflation will be around 1.4%, remaining low in 2025. However, with the increase in cost of living and the demand for higher wages the Bank of England are urging some caution.

Covid-19 pandemic – Although Covid remains a threat it is not forecast in the MTFS to have a material effect on the Council’s financial future.

Funding – The Government has not yet proceeded with the implementation of the Review of Relative Needs and Resources (formerly the Fair Funding Review) and 75% Business Rates Retention in 2023-24. In order to provide ongoing financial stability for local authorities, the reset of accumulated business rates growth is currently not expected to occur during the MTFS period. However, it should be noted that this may change and further decisions on Local Government finance reform will be taken in the context of next year’s Spending Review.

The Government has set out its intention to hold a consultation on the future of the New Homes Bonus, the original intention was to implement the reform in 2022/23. This has not yet taken place and therefore the assumption is that the current scheme as previously forecast will end in the 2023/24 financial year in line with the final legacy payment.

12. Consultation

- 12.1. The budgets have been built in consultation with the Chief Executive, Executive Heads of Service, budget holders and Cabinet Leads.
- 12.2. An All Member budget briefing took place on the 1st February 2023 for Councillors to be briefed on the outline draft budget ahead of discussion at Full Council.
- 12.3. The Council’s Overview and Scrutiny Board also reviewed the draft budget at their meeting on the 2nd February 2023.
- 12.4. Finally the budget was taken to the publicly attended Cabinet meeting on 8th February 2023.

13. Communication

- 13.1. Subject to approval by Full Council the finalised budgets will be published on the Council website.

14. Appendices

Appendix A – Revenue Budget
Appendix B – Medium-Term Financial Strategy
Appendix C – Capital Budget
Appendix D – Reserves
Appendix E – Treasury Management Strategy
Appendix F – Capital Strategy
Appendix G– Fees and Charges Schedule 2023/24

Appendix H – Analysis of Business Rates Income and Expenditure 2023/24
Appendix I – Cabinet Recommendation & Council Tax Resolution
Appendix J – Q3 Forecast Outturn 2022/23

15. Background papers

15.1. None

Agreed and signed off by:

Portfolio Holder: Councillor Denton

Deputy Section 151 Officer: Wayne Layton

Monitoring Officer: Mark Watkins

General Fund Summary

	2023/24
	£'000s
Expenditure	
Head of Coastal Partnership	436
Head of Commercial	7,009
Head of Internal Services	4,500
Head of Place	1,899
Head of Regeneration & Communities	750
Management Team	1,039
Total Net Cost of Services	15,633
Funding	
Business Rates Retention	(4,900)
Council Tax	(9,591)
New Homes Bonus	(405)
Service Grant	(130)
Core Spending Power	(300)
Other Grants	(151)
Revenue Support Grant	(156)
Total Income	(15,633)
<hr/>	
Total deficit/(Surplus)	0

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General Fund Summary
2023/24 to 2025/26 Medium Term Financial Strategy

	2023/24 £'000s	2024/25 £'000s	2025/26 £'000s	2026/27 £'000s	2027/28 £'000s
<u>Expenditure</u>					
Head of Coastal Partnership	436	436	436	436	436
Head of Commercial	7,009	5,969	5,919	5,919	5,919
Head of Internal Services	4,500	5,000	5,000	5,000	5,000
Head of Place	1,899	1,704	1,704	1,704	1,704
Head of Regeneration & Communities	750	550	500	450	450
Management Team	1,039	1,039	1,039	1,039	1,039
Total Cost of Services	15,633	14,698	14,598	14,548	14,548
Salary Inflation	-	496	1,007	1,533	2,059
	2				
Total Cost fo Services	15,633	15,194	15,605	16,081	16,607
<u>Funding</u>					
Business Rates Retention	(4,900)	(5,200)	(5,300)	(5,500)	(5,700)
Council Tax	(9,591)	(9,783)	(9,978)	(10,178)	(10,382)
New Homes Bonus	(405)				
Service Grant	(130)				
Core Spending Power	(300)				
Other Grants	(151)	(151)	(151)	(151)	(151)
Revenue Support Grant	(156)				
Total Income	(15,633)	(15,134)	(15,429)	(15,829)	(16,233)
Total deficit/(Surplus)	0	60	176	252	374

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Appendix C - Havant Borough Council - Capital Programme 2022/23 to 2027/28

Ref	Scheme	Funding Source	Forecast Expenditure 2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Total
<u>Executive Head of Regeneration and Communities</u>									
1	Refurbishment of HBC equipped play areas	RES (HBC)	£ 70,000						£ 70,000
		CIL (HBC)	£ 70,000						£ 70,000
			£ 140,000	£ -	£ -	£ -	£ -	£ -	£ 140,000
2	Springwood Play Area	LUP (DHLUC)	£ 85,000						£ 85,000
3	Hayling Island Skate Park	S106 (SP)	£ 79,000						£ 79,000
		Grant (VET)	£ 75,000						£ 75,000
		Grant (HSP)	£ 46,000						£ 46,000
			£ 200,000	£ -	£ -	£ -	£ -	£ -	£ 200,000
4	Bulbeck Road Redevelopment	BRFG (DHLUC)		£ 1,650,000					£ 1,650,000
5	Local Authority Housing Fund	LAHF (DLUHC)		£ 211,766	£ 494,122				£ 705,888
	Total Executive Head of Regeneration and Communities		£ 425,000	£ 1,861,766	£ 494,122	£ -	£ -	£ -	£ 2,780,888
<u>Executive Head of Commercial</u>									
6	Changing Places	CHGP		£ 100,000					£ 100,000
7	Asset Maintenance Management System	RES (HBC)	£ 60,000						£ 60,000
8	Expansion of Garden Waste Scheme	RES (HBC)		£ 100,000					£ 100,000
9	UKSPF	UKSPF (DHLUC)	£ 25,000	£ 80,000	£ 390,000				£ 495,000
	Total Executive Head of Commercial		£ 85,000	£ 280,000	£ 390,000	£ -	£ -	£ -	£ 755,000
<u>Executive Head of Place</u>									
10	Disabled Facilities Grant	DFG (DWP)	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 9,768,000
11	Nutrient Neutrality Mitigation	Grant (SLEP)	£ 250,000						£ 250,000
	Total Executive Head of Place		£ 1,878,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 1,628,000	£ 10,018,000
<u>Coastal Defence Partnership Manager</u>									
12	Warblington Bridge	CIL (HBC)	£ 300,000						£ 300,000
13	Hayling Island Beach Management Activities	FDGiA (EA)	£ 500,000	£ 425,000	£ 2,293,000	£ 2,300,000			£ 5,518,000
14	Langstone FCERM	FDGiA (EA)	£ 437,324	£ 205,788	£ 966,985	£ 966,952			£ 2,577,049

	CIL (HBC)	£	123,177	£	998,215	£	1,126,969		£	2,248,361		
		£	437,324	£	328,965	£	1,965,200	£	2,093,921	£	4,825,410	
15	Langstone Repairs	RES (HBC)	£	30,000						£	30,000	
16	Hayling Island Strategy	FDGiA (EA)	£	125,147						£	125,147	
		CIL (HBC)	£	100,000	£	96,798				£	196,798	
			£	225,147	£	96,798	£	-	£	-	£	321,945

Total Coastal Defence Partnership Manager		£	1,462,471	£	880,763	£	4,258,200	£	4,393,921	£	-	£	-	£	10,995,355
Total Capital Programme		£	3,850,471	£	4,650,529	£	6,770,322	£	6,021,921	£	1,628,000	£	1,628,000	£	24,549,243

Forecast Expenditure 2022/23

Funded by:

			2023/24		2024/25		2025/26		2026/27		2027/28		Total		
DWP Disabled Facilities Grant	DFG (DWP)	£	1,628,000	£	1,628,000	£	1,628,000	£	1,628,000	£	1,628,000	£	9,768,000		
Levelling Up Parks Fund	LUP (DHLUC)	£	85,000	£	-	£	-	£	-	£	-	£	85,000		
Changing Places Grant	CHGP	£	-	£	100,000	£	-	£	-	£	-	£	100,000		
Corporate Reserves	RES (HBC)	£	130,000	£	130,000	£	-	£	-	£	-	£	260,000		
Local Growth Fund - Solent LEP	Grant (SLEP)	£	250,000	£	-	£	-	£	-	£	-	£	250,000		
Community Infrastructure Levy	CIL (HBC)	£	470,000	£	219,975	£	998,215	£	1,126,969	£	-	£	2,815,159		
Section 106 (Sports Pitch)	S106 (SP)	£	79,000	£	-	£	-	£	-	£	-	£	79,000		
UK Shared Prosperity Grant	UKSPF (DHLUC)	£	25,000	£	80,000	£	390,000	£	-	£	-	£	495,000		
Brownfield Grant	BRFG (DHLUC)	£	-	£	1,650,000	£	-	£	-	£	-	£	1,650,000		
Flood Defence Grant in Aid	FDGiA (EA)	£	1,062,471	£	630,788	£	3,259,985	£	3,266,952	£	-	£	8,220,196		
Local Authority Housing Fund Grant	LAHF (DLUHC)	£	-	£	211,766	£	494,122	£	-	£	-	£	705,888		
Hayling Skatepark Project (HSP)	Grant (HSP)	£	46,000	£	-	£	-	£	-	£	-	£	46,000		
Veolia Environmental Trust Grant	Grant (VET)	£	75,000	£	-	£	-	£	-	£	-	£	75,000		
Total Capital Resources		£	3,850,471	£	4,650,529	£	6,770,322	£	6,021,921	£	1,628,000	£	1,628,000	£	24,549,243

General Fund Earmarked reserves

	Balance Brought Forward	Movement (to)/from reserves	Forecast Balance of reserves	Movement (to)/from reserves	Forecast Balance of reserves	Movement (to)/from reserves	Forecast Balance of reserves	Movement (to)/from reserves	Forecast Balance of reserves	Movement (to)/from reserves	Forecast Balance of reserves	Movement (to)/from reserves	Forecast Balance of reserves
	2021/22 £'s	2022/23 £'s	2022/23 £'s	2023/24 £'s	2023/24 £'s	2024/25 £'s	2024/25 £'s	2025/26 £'s	2025/26 £'s	2026/27 £'s	2026/27 £'s	2027/28 £'s	2027/28 £'s
Insurance Reserve	- 653,000		- 653,000		- 653,000		- 653,000		- 653,000		- 653,000		- 653,000
Financial Management reserve	- 4,656,000		- 4,656,000	100,000	- 4,556,000	60,000	- 4,496,000	176,000	- 4,320,000	252,000	- 4,068,000	374,000	- 3,694,000
Service Support Reserve	- 169,000		- 169,000		- 169,000		- 169,000		- 169,000		- 169,000		- 169,000
General Fund - earmarked	- 22,000		- 22,000		- 22,000		- 22,000		- 22,000		- 22,000		- 22,000
Restructuring reserve	- 418,000		- 418,000		- 418,000		- 418,000		- 418,000		- 418,000		- 418,000
Regeneration Reserve	- 991,000		- 991,000		- 991,000		- 991,000		- 991,000		- 991,000		- 991,000
s31 Earmarked Reserves	- 3,386,000		- 3,386,000		- 3,386,000		- 3,386,000		- 3,386,000		- 3,386,000		- 3,386,000
Transformation Reserve	- 2,180,000	1,013,000	- 1,167,000	100,000	- 1,067,000		- 1,067,000		- 1,067,000		- 1,067,000		- 1,067,000
Leisure Contingency Reserve	- 950,000		- 950,000		- 950,000		- 950,000		- 950,000		- 950,000		- 950,000
Total Earmarked reserves	- 13,425,000	1,013,000	- 12,412,000	200,000	- 12,212,000	60,000	- 12,152,000	176,000	- 11,976,000	252,000	- 11,724,000	374,000	- 11,350,000

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Havant Borough Council

Treasury Management Strategy

1. Introduction

- 1.1 The Chartered Institute of Public Finance and Accountancy (CIPFA) defines Treasury management as:

“The management of the Council’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risk associated with those activities; and the pursuit of optimum performance consistent with those risks”

- 1.2 In accordance with the CIPFA definition, the Council’s treasury management function aims to manage risk; the successful identification, control and monitoring of risk are integral elements to treasury management activities and include credit and counterparty risk, liquidity risk, market and interest rate risk, refinancing risk and legal and regulatory risk

- 1.3 The council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. There are two aspects to treasury management:

- To ensure the cash flow is adequately planned, with **cash being available when needed**. Surplus monies are invested in *low-risk* counterparties or instruments commensurate with the Councils low risk appetite, providing adequate liquidity initially before considering investment return.
- To ensure the cash flow meets the Council’s capital plans. These capital plans provide a guide to the borrowing need of the Council. Essentially this is the longer-term cash flow planning to ensure that the Council can meet its capital spending requirements. The management of longer-term cash may involve arranging long or short-term loans or using longer term cash flow surpluses. On occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.

- 1.4 The content of the Strategies is designed to cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, the CIPFA Treasury Management Code and the MHCLG Investment Guidance.

2 Reporting requirements

- 2.1 The Council is required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.

- Treasury Management Strategy – detailing how the Councils investments and borrowings are to be organised.
- A Mid-Year Treasury Management Report – this will update members with the progress of the capital position, amending prudential indicators as necessary, and whether the treasury strategy and investment strategies are meeting their objectives or whether policies require revision
- An Annual Treasury Report – this provides details of a selection of actual prudential, investment and treasury indicators and actual treasury and investment operations compared to the estimates within the strategy.

- 2.2 Council is responsible for approving the Treasury Management Strategy which is presented annually as part of the budget setting papers. The Audit Committee recommends the Treasury Management Strategy to Council and maintains responsibility for the implementation, monitoring and effective scrutiny of the treasury management strategy and its associated policies.

Treasury Management Strategy

3 Current Portfolio Position

- 3.1 The Council holds invested funds, representing income received in advance of expenditure plus balances and reserves held. In the past 12 months, the Council's treasury investment balance has ranged between £0 and £40.6 million, levels are expected to increase in the forthcoming year.

4 Treasury Investment Strategy

- 3.1 The CIPFA Code requires the Council to invest its treasury funds prudently, and to have regard to the **security** and **liquidity** of its investments before seeking the highest rate of return or **yield**.
- 3.2 The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Council will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested. Given the current financial climate with inflation exceeding 9% this will not always be possible, but it will always be a key priority within our risk parameters.
- 3.3 The Council expects to be a long-term investor and treasury investments will therefore include both short-term low risk instruments to manage day-to-day cash flows and longer-term instruments where limited additional risk is accepted in return for higher investment income to support local public services.
- 3.4 The CIPFA Code does not permit local authorities to both borrow and invest long-term for cash flow management. But the Council may make long-term investments for treasury risk management purposes, including to manage interest rate risk by investing sums borrowed in advance for the capital programme for up to three years; to manage inflation risk by investing usable reserves in instruments whose value rises with inflation; and to manage price risk by adding diversification to the strategic pooled fund portfolio.

4 ESG policy

4.1 Environmental, social and governance (ESG) considerations are increasingly a factor in global investors' decision making, but the framework for evaluating investment opportunities is still developing and therefore the Council's ESG policy does not currently include ESG scoring or other real-time ESG criteria at an individual investment level. When investing in banks and funds, the Council will prioritise banks that are signatories to the UN Principles for Responsible Banking and funds operated by managers that are signatories to the UN Principles for Responsible Investment, the Net Zero Asset Managers Alliance and/or the UK Stewardship Code.

5 Approved Counterparties

5.1 The Council may invest its surplus funds with any of the counterparty types in the table below, subject to the limits shown.

Sector	Time limit	Counterparty limit	Sector limit
The UK Government	50 years	Unlimited	n/a
Local authorities & other government entities	25 years	£5m	Unlimited
Secured investments *	25 years	£5m	Unlimited
Banks (unsecured) *	13 months	£3m	Unlimited
Building societies (unsecured) *	13 months	£3m	£5m
Registered providers (unsecured) *	5 years	£3m	£13m
Money market funds *	n/a	£5m	Unlimited
Strategic pooled funds	n/a	£5m	£26m
Real estate investment trusts	n/a	£5m	£13m
Other investments *	5 years	£3m	£5m

5.2 Both the Counterparty and Sector limit are based on a prudent percentage of average cash balances over the past year.

5.3 Treasury investments in the sectors marked with an asterisk will only be made with entities whose lowest published long-term credit rating is no lower than A-. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account.

5.4 For entities without published credit ratings, investments may be either (a) where external advice indicates the entity to be of similar credit quality; or (b) to a maximum of £2 million per counterparty as part of a diversified pool.

5.5 Summary of counterparty types:

- **Government:** Loans to, and bonds and bills issued or guaranteed by, national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Government are deemed to be zero credit risk due to its ability to create additional currency and therefore may be made in unlimited amounts for up to 50 years. Despite this lower risk we would still review and not invest in those authorities with active Section 114 notices.
- **Secured investments:** Investments secured on the borrower's assets, which limits the potential losses in the event of insolvency. The amount and quality of the security will be a key factor in the investment decision. Covered bonds and reverse repurchase agreements with banks and building societies are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used. The combined secured and unsecured investments with any one counterparty will not exceed the cash limit for secured investments.
- **Banks and building societies (unsecured):** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.
- **Registered providers (unsecured):** Loans to, and bonds issued or guaranteed by, registered providers of social housing or registered social landlords, formerly known as housing associations. These bodies are regulated by the Regulator of Social Housing (in England), the Scottish Housing Regulator, the Welsh Government and the Department for Communities (in Northern Ireland). As providers of public services, they retain the likelihood of receiving government support if needed.
- **Money market funds:** Pooled funds that offer same-day or short notice liquidity and very low or no price volatility by investing in short-term money markets. They have the advantage over bank accounts of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a small fee. Although no sector limit applies to money market funds, the Council will take care to diversify its liquid investments over a variety of providers to ensure access to cash at all times.
- **Strategic pooled funds:** Bond, equity and property funds that offer enhanced returns over the longer term but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.
- **Real estate investment trusts:** Shares in companies that invest mainly in real estate and pay the majority of their rental income to investors in a similar manner to pooled property funds. As with property funds, REITs offer enhanced returns over the longer term, but are more volatile especially as the share price reflects changing demand for the shares as well as changes in the value of the underlying properties.

- **Other investments:** This category covers treasury investments not listed above, for example unsecured corporate bonds and company loans. Non-bank companies cannot be bailed-in but can become insolvent placing the Council's investment at risk.

6 Operational bank accounts

- 6.1 The Council may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments but are still subject to the risk of a bank bail-in, and balances will therefore be kept below £5m per bank. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the Council maintaining operational continuity.

7 Risk assessment and credit ratings

- 7.1 Credit ratings are obtained and monitored by the Council's treasury advisers, who will notify changes in ratings as they occur. The credit rating agencies in current use are listed in the Treasury Management Practices document. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and
- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

- 7.2 Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "negative watch") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

8 Other Information on the Security of Investments

- 8.1 The Council understands that credit ratings are good, but not perfect predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations, in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press and analysis and advice from the Council treasury management adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above credit rating criteria.

- 8.2 When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2020, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Council's cash balances, then the surplus will

be deposited with the UK Government, or with other local authorities. This will cause investment returns to fall but will protect the principal sum invested.

8.3 The following internal measures are also in place:

- Investment and borrowing decisions formally recorded and endorsed using a Counterparty Decision Document.
- Regular officer reviews of the investment and borrowing portfolio and quarterly reviews with the Chief Finance Officer and Portfolio Holder for Finance.

9 Investment limits:

9.1 The Council has sufficient balances available to cover the unlikely event of having to account for losses in our investments as at 31st March 2023. In order to minimise risk, the maximum that will be lent to any one organisation (other than the UK Government) will be £5 million. A group of entities under the same ownership will be treated as a single organisation for limit purposes.

9.2 Limits are also placed on fund managers, investments in brokers' nominee accounts and foreign countries as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

9.3 *Additional investment limits*

	Cash limit
Any group of pooled funds under the same management	£10m per manager
Negotiable instruments held in a broker's nominee account	£10m per broker
Foreign countries	£4m per country

10 Liquidity management

10.1 The Council uses a purpose-built cash flow forecasting spreadsheet to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis to minimise the risk of the Council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Council's medium-term financial plan and cash flow forecast.

10.2 The Council will spread its liquid cash over at least four providers (e.g. bank accounts and money market funds) to ensure that access to cash is maintained in the event of operational difficulties at any one provider. Alongside this we have an arrangement with our bank where our daily operational accounts are 'swept' to a minimum level into a higher interest account on a daily basis.

Borrowing Strategy

11 Current Portfolio Position

- 11.1 The Council currently holds £3.1 million of loans, a decrease of £0.1 million on the previous year, as part of its strategy for funding previous years' capital programmes. The Council may also borrow additional sums to pre-fund future years' requirements, providing this does not exceed the authorised limit for borrowing of £25 million.

12 Borrowing Strategy

- 12.1 The Council's main objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.
- 12.2 Given the significant cuts to public expenditure and in particular to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.
- 12.3 With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.
- 12.4 By doing so, the Council is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal or short-term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise modestly.
- 12.5 Our Treasury Advisors will assist the Council with this 'cost of carry' and breakeven analysis. Its output may determine whether the Council borrows additional sums at long-term fixed rates in 2023/24 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.
- 12.6 Additionally, any request to increase the current level of borrowing for a capital project will be subject to a robust business case ensuring it meets the priorities within the Councils revised Corporate Strategy and is financially viable in terms of the cost of borrowing.
- 12.7 The Council has previously raised all of its long-term borrowing from the PWLB but will consider long-term loans from other sources including banks, pensions and local authorities, and will investigate the possibility of issuing bonds and similar instruments, in order to lower interest costs and reduce over-reliance on one source of funding in line with the CIPFA Code.
- 12.8 PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield; the Council intends to avoid this activity in order to retain its access to PWLB loans.
- 12.9 Alternatively, the Council may arrange forward starting loans, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

12.10 In addition, the Council may borrow further short-term loans to cover unexpected cash flow shortages.

13 Sources of borrowing

13.1 The approved sources of long-term and short-term borrowing are:

- HM Treasury's PWLB lending facility (formerly the Public Works Loan Board).
- Any institution approved for investments.
- Any other bank or building society authorised to operate in the UK.
- Any other UK public sector body.
- UK public and private sector pension funds (except the Hampshire County Council Pension Fund).
- Capital market bond investors.
- UK Municipal Bonds Agency plc and other special purpose companies created to enable local Council bond issues
- In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:
 - leasing
 - hire purchase
 - Private Finance Initiative
 - sale and leaseback

14 **Municipal Bonds Agency:** UK Municipal Bonds Agency plc was established in 2014 by the Local Government Association as an alternative to the PWLB. It issues bonds on the capital markets and lends the proceeds to local authorities. This is a more complicated source of finance than the PWLB for two reasons: borrowing authorities will be required to provide bond investors with a guarantee to refund their investment in the event that the agency is unable to for any reason; and there will be a lead time of several months between committing to borrow and knowing the interest rate payable. Any decision to borrow from the Agency will therefore be the subject of a separate report to Council.

15 **Short-term and variable rate loans:** These loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the interest rate exposure limits in the treasury management indicators below.

16 **Debt rescheduling:** The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk. The recent rise in interest rates means that more favourable debt rescheduling opportunities should arise than in previous years.

17 Treasury Management Indicators

17.1 The Council measures and manages its exposures to treasury management risks using the following indicators.

Principal sums invested for longer than a year:

17.2 The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the year end will be:

	2023/24 £'000	2024/25 £'000	2025/26 £'000	2025/26 £'000	No Fixed Date £'000
£m					
Limit on principal invested beyond year end	20,000	20,000	20,000	20,000	10,000

Maturity structure of borrowing:

17.3 This treasury indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of borrowing will be:

Maturity structure of borrowing	Upper Limit %	Lower Limit %
- Loans maturing within 1 year	50	0
- Loans maturing within 1 - 2 years	50	0
- Loans maturing within 2 - 5 years	50	0
- Loans maturing within 5 - 10 years	50	0
- Loans maturing in over 10 years	100	100

17.4 Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Authorised Limit for External Debt

17.5 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 total borrowing.

	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
Borrowing Authorised Limit	25,000	25,000	25,000	25,000	25,000
Other Long Term Liabilities	748	748	748	748	748

Interest Rate Risk Indicator

17.6 This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interest rates will be:

Interest rate risk indicator	Limit
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£471,000
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	-£371,000

17.7 The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at new market rates.

Asset Benchmark

17.8 On 31st December 2022, the Authority held £3.2m of borrowing and £30.6m of treasury investments. Forecast changes in these sums are shown in the balance sheet analysis in table below.

	Actual	Forecast			
	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000
Position at 31 March					
Loans CFR	13,100	12,900	12,600	12,400	12,200
External borrowing	- 3,200	- 3,000	- 2,900	- 2,800	- 2,700
Internal (over) borrowing	9,900	9,900	9,700	9,600	9,500
Balance sheet resources	-64,500	-62,400	-57,200	-54,900	-54,900
Investments (new borrowing)	54,600	52,500	47,500	45,300	45,400

17.9 The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying sums available for investment. The Authority's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing.

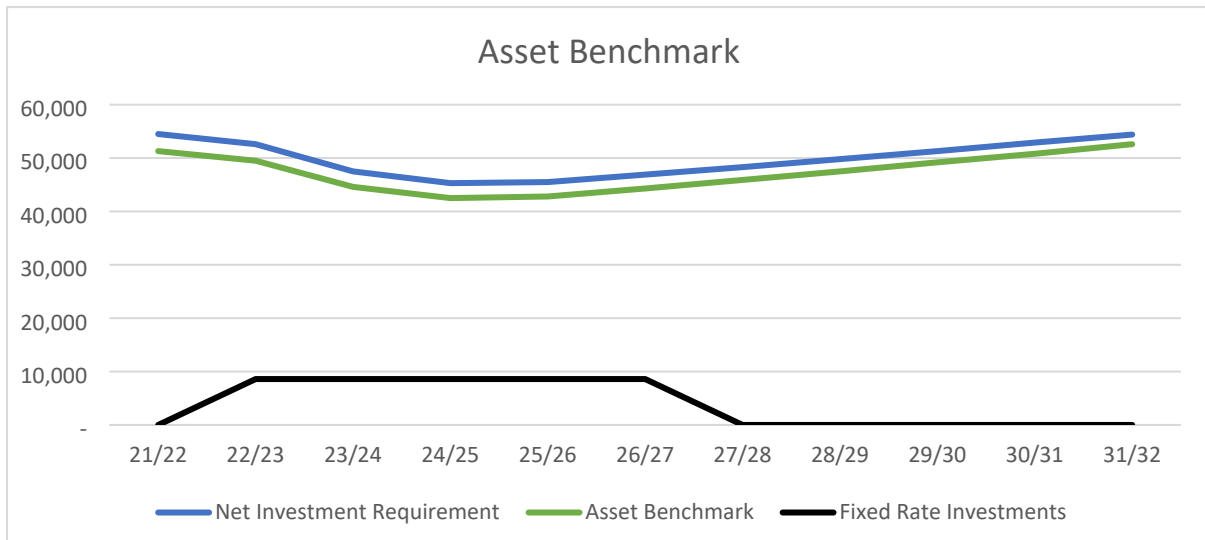
17.10 CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next

three years. Table 1 shows that the Authority expects to comply with this recommendation during 2023/24.

- 17.11 To compare the Council's actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes the same forecasts as the table above, but that cash and investment balances are kept to a minimum level of £10m at each year-end to maintain sufficient liquidity but minimise credit risk.
- 17.12 The asset benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. The asset benchmark itself represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

	Actual	Forecast			
	2021/22	2022/23	2023/24	2024/25	2025/26
Position at 31 March	£'000	£'000	£'000	£'000	£'000
Treasury investments	54,600	52,500	47,500	45,300	45,400
New borrowing	-	-	-	-	-
Net investment requirement	51,300	49,500	44,600	42,500	42,800
Liquidity allowance	-10,000	-10,000	-10,000	-10,000	-10,000
Asset benchmark	41,300	39,500	34,600	32,500	32,800

- 17.13 The Council has an asset benchmark rather than a liability benchmark as it does not have a borrowing requirement. The asset benchmark is a useful tool to understand the Council's investment horizon. The chart indicates that the Council's low point for surplus cash is projected to be in 2024/25 when balances reduce to £32.5m.



Related Matters

The CIPFA Code requires the Council to include the following in its treasury management strategy.

18 Financial derivatives

- 18.1 Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).
- 18.2 The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.
- 18.3 Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria, assessed using the appropriate credit rating for derivative exposures. An allowance for credit risk calculated using the methodology in the Treasury Management Practices document will count against the counterparty credit limit and the relevant foreign country limit.
- 18.4 In line with the CIPFA Code, the Council will seek external advice and will consider that advice before entering into financial derivatives to ensure that it fully understands the implications.

- 19 **Markets in Financial Instruments Directive:** The Council has opted up to professional client status with its providers of financial services, including advisers, banks, brokers and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the Council's treasury management activities, the S151 Officer believes this to be the most appropriate status.

Financial Implications

- 20 The budget for investment income in 2023/24 is £1.2 million, and the budget for debt interest paid in 2023/24 is £0.3 million. If actual levels of investments and borrowing, or actual interest rates, differ from those forecast, performance against budget will be correspondingly different.
- 21 Where investment income exceeds budget, e.g. from higher risk investments including pooled funds, or debt interest paid falls below budget, e.g. from cheap short-term borrowing, then [50%] of the revenue savings will be transferred to a treasury management reserve to cover the risk of capital losses or higher interest rates payable in future years.

Other Options Considered

- 22 The CIPFA Code does not prescribe any particular treasury management strategy for local authorities to adopt. The [Chief Financial Officer], having consulted the [Cabinet Member for Finance], believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses may be greater
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses may be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs may be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but

		long-term costs may be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs may be less certain

Capacity and Skills

23 Training

- 23.1 The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny.
- 23.2 Treasury management officers regularly attend training courses, seminars and conferences provided by the Council's treasury management advisers and CIPFA.

24 Use of Treasury Management Consultants

- 24.1 The Council has appointed Arlingclose as treasury management advisers and receives specific advice on investment, debt and capital finance issues.
- 24.2 The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.
- 24.3 It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to regular review.

[Appendix 1 – External Context \(Arlingclose\)](#)

Capital Strategy

Havant Borough Council

2023/24 to 2027/28

1.0 Introduction

1.1 The Capital Strategy is a key policy document for the Council and provides guidance on the Capital Programme and the use of capital resources and Asset Management Plans. The strategy reflects the links to other Council plans, in particular the Regeneration Strategy as well as the Medium Term Financial Strategy (MTFS). The Capital Strategy is written following guidance included in the Prudential Code (2018) and is required to be approved by Full Council.

1.2 The objectives of the Capital Strategy are to:

- Provide an overview of the governance process for approval and monitoring of capital expenditure;
- Provide a longer-term view of capital expenditure plans;
- Provide an overview of asset management planning;
- Provide expectations around debt and use of internal borrowing to support capital expenditure;
- Define the authority's approach to commercial activities including due diligence and risk appetite;
- Defines the available knowledge and skills to the authority in relation to capital investment activities.

1.3 Capital spending is strictly defined and is principally incurred in buying, constructing or improving physical assets such as buildings, land and vehicles, plant and machinery. It also includes grants and advances to be used for capital purposes. The Council's policy on capitalisation is included in the Accounting Policies of the Statement of Accounts. The policy states that only assets with a value over £15,000 will be capitalised and therefore expenditure under these limits is deemed to be a revenue cost.

Current Asset Portfolio

1.4 The Council holds assets split across two categories as detailed below:

- **Investment Property (Non-Operational)**

These assets include Industrial Estates, land held for capital appreciation and rental income.

- **Property, Plant & Equipment**

These are operational properties, land, vehicles, infrastructure and community assets that are used to deliver council services and include Council

- 1.5 The Council holds an investment portfolio that supports both its operational activities and non-operational activities from which it receives an element of rental income. For the year ended 31 March 2022 the value of investment property rental income £2.2m which represents a gross yield of 6.1% on the value of the investment property assets held.

Asset Category	Valuation 31/03/22 £000	Rental Income £000
Investment Property	36,571	£2,231
Property Plant and Equipment	63,319	
Assets Under Construction	8	
TOTAL	99,898	

2.0 Financial Principles supporting the Capital Strategy

- 2.1 Capital expenditure is to be incurred in line with Financial Procedure Rules as follows:

- The Chief Finance Officer is responsible for ensuring that a capital programme is prepared for consideration by the Cabinet before submission to Full Council. New Capital projects should be identified by Executive Heads of Service to the Chief Finance Officer, as part of the Budget Planning Process, for inclusion in the Capital Programme.
- Capital schemes may only be committed after:
 - An assessment in the agreed standard format including an estimate of the associated revenue expenditure and income has been approved by the Cabinet; and
 - Appropriate finance has been made available.
- Where it appears that any scheme in the capital programme will be overspent by 10% of £50,000, whichever is the greater, a report shall be made to the Cabinet. The Chief Finance Officer will advise the Cabinet whether or how requests for additional capital finance can be achieved within

the overall capital programme. The Chief Finance Officer is authorised to approve virements within the capital programme as outlined in Standing Order 63.

2.2 The key principles to be applied to the Capital Strategy are set out below:

- Capital resources are held corporately and are allocated according to the priorities set out in the Corporate Strategy (i.e. there is no automatic ring-fencing of resources for specific purposes other than Disabled Facilities Grants);
- Capital receipts will be allocated in accordance with Council priorities;
- The Council will seek to maximise the use of grants and external funding;
- The Council is committed to deliver capital investment with partners to maximise benefits where this fits with Council priorities;
- Redirection of capital resources from one project to another will be contained within existing budgets, unless increases can be justified through the budget process;
- Capital budgets are generally cash-limited i.e. no provision is made for inflation which effectively means that over time there is a real reduction in the value of resources allocated to specific capital projects;
- Review of capital financing decisions which will likely have a revenue budget impact due to lack of capital resources (e.g. through reprofiling of capital receipts and borrowing);
- Revisit the Asset Management Plan to see if any asset can be sold;
- In order to reduce the exposure of the council to a borrowing requirement the following steps should continue to be examined:
 - Fundamental review of existing capital programme to ensure that schemes are still required and are accurate;
 - Maximisation of the use of grants and contributions from external sources;
 - Providing a recurring revenue contribution to the capital programme;
 - Invest to save schemes that can repay the capital investment over a period of time.

Capital Investment Assumptions:

- The current capital programme uses a combination of financing including capital receipts, grants & contributions, reserves and borrowing.
- The proposed Capital programme includes some of the projects as outlined in the Regeneration Strategy, approved at Council. The Strategy covers key regeneration areas in the borough:
 - Town Centre redevelopments
 - Borough strategic employment sites
 - Hayling Island seafront

2.3 The Corporate Strategy forms part of the Policy and Budgetary Framework for the Council. These frameworks work together to create the strategic framework.

2.4 The Capital Strategy must both support and inform the Council's vision for the Havant area and the strategic direction set out in the Corporate Strategy. This is to enable resources to be matched against the agreed priorities and any other supporting needs.

2.5 The Capital Strategy takes account of other Council Plans and Strategies which have a potential impact on the use of resources by the Council. Particularly consideration is given to the following key strategies:

- The Medium Term Financial Strategy, which provides information on the proposed revenue budget and considerations that will impact on future budgets.
- The Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision Strategy, which sets out the assumptions for financing requirements and interest rates and their effect on the revenue budget.
- Local Plan/Local Development Framework.
- Regeneration Strategy
- There are also a number of other strategies, which set out policy direction for other key Council priorities.

3.0 Capital Expenditure

Capital Investment Priorities

- 3.1 The Capital Strategy needs to ensure that any capital investment decisions are both affordable and achieve the priorities as set out in the Havant Corporate Strategy; any such investment in assets is likely to have implications on the revenue budget.
- 3.2 The Capital Strategy must therefore recognise the implications of capital investment decisions and ensure that they are in line with Council priorities and financing requirements are robustly evaluated and understood.
- 3.3 The capital programme does not currently include all provisions for investment to progress the regeneration in the Havant borough as it will be subject to individual business case approval. Other capital investment opportunities may present themselves over the lifetime of the MTFs, and each will be subject to further business cases on investment opportunities and the benefits that could be made from those investments.
- 3.4 All business cases will be subject to the usual due diligence to ensure that they afford the best value for money for the Council, align with its core priorities and do not expose the Council to unnecessary risk that could put future delivery of services in jeopardy.

Capital Expenditure Forecasts

- 3.5 The Council's forecasts for the period 2023/24 to 2027/28 are shown below, the more detailed Capital Programme can be found as an Appendix C with the Council's approved Capital Budget.

	£'s
Executive Head of Regeneration and Communities	3,131,000
Executive Head of Commercial	655,000
Executive Head of Place	10,018,000
Coastal Defence Partnership Manager	10,995,000
Total Capital Expenditure	24,799,000
Funded By:	
Grants	21,395,000
Community Infrastructure Levy	3,165,000
Section 106 Contributions	79,000
Corporate reserves	160,000
Total resources	24,799,000

Current Resource Forecasts

- 3.6 The Council's capital programme will be financed (or paid for) through a variety of sources and the Chief Finance Officer will make recommendations on the most effective way of financing the Capital programme to optimise the overall use of resources. The Capital Programme is detailed at Appendix C.

Capital grants

- 3.7 The Council receives one primary capital grant from central Government to support its role in providing Disabled Facilities Grants; for 2023/24 the Council has been allocated £1.628M. The grant is distributed through the County Council as part of the wider Better Care Fund and, as such, future year's allocations may therefore be subject to change.

Revenue contributions and reserves

- 3.8 The capital programme can also be financed through the use of reserves (both capital and revenue) although revenue contributions will have an overall effect on the General Fund revenue budget.

Capital receipts

- 3.9 Capital receipts arise principally from the sale of Council capital assets. The sales of assets are utilised to support the Capital programme in the Capital Strategy. The usable capital receipts reserve contains a current balance of £10.321M

Borrowing requirement

- 3.10 The borrowing requirements have been updated to reflect the potential financing needs to support the HBC Corporate and Regeneration Strategies.

4.0 Treasury Management Strategy

- 4.1 The Capital Strategy is an accompaniment to the Treasury Management Strategy. The latter sets out the required Prudential Indicators for Treasury Management and Capital Expenditure, and includes a Policy Statement for the Minimum Revenue Provision (MRP) for borrowing.

5.0 Commercial activity

- 5.1 Whilst the Council does currently receive income from investment properties it does not actively seek to generate additional revenue income through the purchase of investment properties.

6.0 Knowledge and Skills

- 6.1 The Council utilises the knowledge and skills of its internal officers when considering capital investment decisions and where necessary it also relies on the expert knowledge of specialist external advisors.
- 6.2 The Council employs professionally qualified legal, finance and property officers who are able to offer advice and guidance when considering any capital investment decisions.

Finance

- 6.3 The Section 151 Officer and Head of Corporate Finance (Deputy S151) are professionally qualified to advise the Council on all financial aspects of capital decisions. They also have numerous years of experience of how Councils work, and also undertake Continuous Professional Development. In addition, they maintain knowledge and skills through regular technical updates from appropriate bodies.

Property

- 6.4 The Council's in-house property team is made up of a number of Chartered Surveyors who advise the Council on all property matters. They are all members of the Royal Institution of Chartered Surveyors (RICS) and comply with the RICS's rules in relation to Continuing Professional Development. The Property Services Manager is also an RICS Registered Valuer.

Legal

- 6.5 Legal Staff are professionally qualified as either solicitors or legal executives and are regulated by their respective professional bodies (Solicitors Regulation Body/Institute of Legal Executives). The staff undertake Continuing Professional Development and their rules of conduct require that they have an appropriate level of skill and expertise. All staff are aware of the operational structure of the Council. The Council will also use external specialist legal advice on more complex transactions as and when required.

External Advice

- 6.6 The Council uses external advisors where necessary in order to complement the knowledge its own officers hold. Some of these advisors are contracted on long term contracts or are appointed on an ad-hoc basis when necessary.

Service	Charge item	22/23 Gross Price (Inc. VAT)	% increase to be applied to 23/24 price	23/24 Gross Price (Inc. VAT)
Cemeteries	Persons under 16 years	£ -	0%	£ -
Cemeteries	Persons 16 years or over - new grave (single)	£ 1,000.00	8%	£ 1,080.00
Cemeteries	Persons 16 years or over - new grave (double)	£ 1,200.00	8%	£ 1,296.00
Cemeteries	Persons 16 years or over - reopen existing grave	£ 707.40	8%	£ 764.00
Cemeteries	Children's Section - exclusive right of burial/earthen grave for 50 years (inc certificate)	£ 330.40	8%	£ 357.00
Cemeteries	Adult Section - exclusive right of burial/earthen grave for 50 years (inc certificate)	£ 1,250.00	8%	£ 1,350.00
Cemeteries	Adult Section - interment of cremated remains	£ 290.20	8%	£ 314.00
Cemeteries	Adult Section - transfer of exclusive right of burial	£ 46.60	8%	£ 51.00
Cemeteries	Adult Section - right to erect a memorial	£ 173.70	8%	£ 188.00
Cemeteries	Adult Section - right to place a stone vase	£ 69.90	8%	£ 76.00
Cemeteries	Adult Section - memorial and full kerb (HM only)	£ 203.30	8%	£ 220.00
Cemeteries	Adult Section - replacement of existing kerb set	£ 146.10	8%	£ 158.00
Cemeteries	Adult Section - exhumation of remains - charged at cost	Variable		Variable
Cemeteries	Old Garden of Rest - interment of cremated remains	£ 463.80	8%	£ 501.00
Cemeteries	Old Garden of Rest - exclusive right of burial for 50 years	£ 330.40	8%	£ 357.00
Cemeteries	Old Garden of Rest - right to place a plaque	£ 57.20	8%	£ 62.00
Cemeteries	Old Garden of Rest - interment of additional casket	£ 290.20	8%	£ 314.00
Cemeteries	New Garden of Rest - exclusive right of burial	£ 290.20	8%	£ 314.00
Cemeteries	New Garden of Rest - right to erect memorial for 10 years	£ 173.70	8%	£ 188.00
Cemeteries	New Garden of Rest - burial of subsequent cremated remains	£ 290.20	8%	£ 314.00
Cemeteries	Natural burial area - under 16 years	£ -	8%	£ -
Cemeteries	Natural burial area - single depth grave	£ 853.60	8%	£ 922.00
Cemeteries	Natural burial area - interment of ashes (no casket)	£ 290.20	8%	£ 314.00
Cemeteries	Natural burial area - memorial cleaning	£ 25.40	8%	£ 28.00
Cemeteries	Natural burial area - memorial plaques	£ 231.90	8%	£ 251.00
Cemeteries	Double charges will be made for fees to non-residents of the Borough (after five years outside the Borough)			
Pest Control	Agricultural - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Bed bugs - commercial - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Bed bugs - domestic	£ 233.00	8%	£ 252.00
Pest Control	Bed bugs - domestic concessionary	£ 17.00	8%	£ 19.00
Pest Control	Cockroaches - commercial - hourly rate	£ 96.00	8%	£ 104.00
Pest Control	Cockroaches - domestic	£ 61.00	8%	£ 66.00
Pest Control	Cockroaches - domestic concessionary	£ -	8%	£ -
Pest Control	Rats - commercial and other premises - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Rats - domestic	£ 80.00	0%	£ 80.00
Pest Control	Rats - domestic concessionary	£ -	8%	£ -
Pest Control	Fleas - commercial and other premises	£ 95.00	8%	£ 103.00
Pest Control	Fleas - domestic (1-3 bedrooms)	£ 101.00	8%	£ 110.00
Pest Control	Fleas - domestic (4-6 bedrooms)	£ 127.00	8%	£ 138.00
Pest Control	Fleas - domestic concessionary (1-3 bedrooms)	£ 30.00	8%	£ 33.00
Pest Control	Fleas - domestic concessionary (4-6 bedrooms)	£ 47.00	8%	£ 51.00
Pest Control	Mice - commercial and other premises - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Mice - domestic	£ 80.00	0%	£ 80.00
Pest Control	Mice - domestic concessionary	£ -	8%	£ -
Pest Control	Wasps - single treatment for either domestic or commercial premises	£ 79.00	8%	£ 86.00
Pest Control	Wasps - treatment for additional nests	£ 32.00	8%	£ 35.00
Pest Control	Wasps - single treatment for domestic concessionary	£ 30.00	8%	£ 33.00
Pest Control	Wasps - treatment for additional nests for domestic concessionary	£ 10.00	8%	£ 11.00
Pest Control	Drain clearing - rodding method only	£ 98.00	8%	£ 106.00
Stray Dogs	Handling charge for dealing with stray dog	£ 25.00	-	£ 25.00
Stray Dogs	Out of hours charge for the acceptance of stray dog	£ 11.00	8%	£ 12.00
Stray Dogs	Kennels - dog taken in but not kept overnight	£ 26.00	8%	£ 29.00
Stray Dogs	Kennels - dog kept for up to two days in kennels	£ 52.00	8%	£ 57.00
Stray Dogs	Kennels - dog kept for up to three days in kennels	£ 78.00	8%	£ 85.00
Stray Dogs	Kennels - dog kept for up to four days in kennels	£ 104.00	8%	£ 113.00
Stray Dogs	Kennels - dog kept for up to five days in kennels	£ 130.00	8%	£ 141.00
Stray Dogs	Kennels - dog kept for up to six days in kennels	£ 156.00	8%	£ 169.00
Stray Dogs	Kennels - dog kept for up to seven days in kennels	£ 182.00	8%	£ 197.00
Stray Dogs	Kennels - dog kept for up to eight days in kennels	£ 208.00	8%	£ 225.00
Stray Dogs	Emergency medical treatment of dogs in care of the Council (recovery of costs)	Variable		Variable
Stray Dogs	Call out fee for the support of bailiffs (per visit, per officer)	£ 51.00	8%	£ 56.00

Animal Welfare Licensing	Zoo applications (charged at hourly rate, will include interim and full inspections and work undertaken to reinspection, excludes vet inspections which will be recharged separately at cost price)	Hourly rate		Hourly rate	
Animal Welfare Licensing	Animal boarding (dogs or cats) - application fee	£	368.10	8%	£ 398.00
Animal Welfare Licensing	Animal boarding (dogs or cats) - compliance fee	£	115.75	8%	£ 126.00
Animal Welfare Licensing	Home boarding or daycare for dogs - application fee	£	346.60	8%	£ 375.00
Animal Welfare Licensing	Home boarding or daycare for dogs - compliance fee	£	115.75	8%	£ 126.00
Animal Welfare Licensing	Commercial dog day care - application fee	£	346.60	8%	£ 375.00
Animal Welfare Licensing	Commercial dog day care - compliance fee	£	115.75	8%	£ 126.00
Animal Welfare Licensing	Dog breeding - application fee (excludes vet inspections which will be recharged separately at cost price)	£	497.10	8%	£ 537.00
Animal Welfare Licensing	Dog breeding - compliance fee	£	115.75	8%	£ 126.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	497.10	8%	£ 537.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - compliance fee	£	82.00	8%	£ 89.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	518.60	8%	£ 561.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - compliance fee	£	82.00	8%	£ 89.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	540.10	8%	£ 584.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - compliance fee	£	82.00	8%	£ 89.00
Animal Welfare Licensing	Performing and exhibiting animals - application fee	£	411.10	8%	£ 444.00
Animal Welfare Licensing	Pet shop - application fee	£	411.10	8%	£ 444.00
Animal Welfare Licensing	Pet shop - compliance fee	£	71.00	8%	£ 77.00
Animal Welfare Licensing	Dangerous Wild Animal Act - application for 2 year license (excludes vet inspections which will be recharged separately at cost price)	£	487.00	8%	£ 526.00
Animal Welfare Licensing	Any variation or amendment to licenses (£30 minimum + £25.50 per hour for additional work as agreed)	Variable		Variable	
Animal Welfare Licensing	Request for re-rating	£	115.75	8%	£ 126.00
Animal Welfare Licensing	Appeal costs associated with unsuccessful appeal	£	90.80	8%	£ 99.00
Environmental Protection	Contaminated land enquiries - per property or plot - hourly rate	£	49.00	8%	£ 53.00
Environmental Protection	Environmental enquiry on domestic property	£	65.00	8%	£ 71.00
Environmental Protection	Environmental enquiry on non-domestic property	£	65.00	8%	£ 71.00
Environmental Protection	Pre-application planning service for contaminated land - desk advice	£	135.00	8%	£ 146.00
Food Safety	Export certificate - new business request	£	150.00	8%	£ 162.00
Food Safety	Export certificate - repeat request (minimum three days' notice)	£	88.00	8%	£ 96.00
Food Safety	Export certificate - repeat request (additional charge for less than three days' notice)	£	43.00	8%	£ 47.00
Food Safety	Export certificate - charge for additional site visits	£	96.00	8%	£ 104.00
Food Safety	Reinspections under NFHRS	£	190.00	8%	£ 206.00
Food Safety	Surrender of unsound food - each	£	28.00	8%	£ 31.00
Food Safety	Safer Food Better Business - catering pack	£	12.00	8%	£ 13.00
Food Safety	Safer Food Better Business - retailer pack	£	10.00	8%	£ 11.00
Food Safety	Safer Food Better Business - childminders' pack	£	5.10	8%	£ 6.00
Food Safety	Safer Food Better Business - diary pack	£	5.10	8%	£ 6.00
Taxi Licensing	Vehicles - Hackney carriage licence	£	219.00	8%	£ 237.00
Taxi Licensing	Vehicles - Private hire licence	£	157.00	8%	£ 170.00
Taxi Licensing	Vehicles - Exemption certificate	£	53.00	8%	£ 58.00
Taxi Licensing	Vehicles - Temporary vehicle licence	£	68.00	8%	£ 74.00
Taxi Licensing	Vehicles - Transfer of vehicle proprietor	£	39.00	8%	£ 43.00
Taxi Licensing	Vehicles - Change vehicle registration	£	54.00	8%	£ 59.00
Taxi Licensing	Vehicles - Replacement licence	£	14.00	8%	£ 16.00
Taxi Licensing	Vehicles - Replacement vehicle plate	£	28.00	8%	£ 31.00
Taxi Licensing	Operators - Operator licence (5 years)	£	347.00	8%	£ 375.00
Taxi Licensing	Operators - Operator licence (1 year)	£	143.00	8%	£ 155.00
Taxi Licensing	Drivers (combined PH/HC) - New driver (3 years)	£	210.00	8%	£ 227.00
Taxi Licensing	Drivers (combined PH/HC) - New driver (1 year)	£	150.00	8%	£ 162.00
Taxi Licensing	Drivers (combined PH/HC) - Driver - renewal (3 years)	£	169.00	8%	£ 183.00
Taxi Licensing	Drivers (combined PH/HC) - Driver - renewal (1 year)	£	145.00	8%	£ 157.00
Taxi Licensing	Drivers (combined PH/HC) - Knowledge test	£	43.00	8%	£ 47.00
Taxi Licensing	Drivers (combined PH/HC) - Replacement ID badge	£	19.00	8%	£ 21.00
Taxi Licensing	Drivers (combined PH/HC) - Replacement licence	£	14.00	8%	£ 16.00
Taxi Licensing	Drivers (combined PH/HC) - Change of address	£	21.00	8%	£ 23.00
Taxi Licensing	Drivers (combined PH/HC) - Change of address and/or name	£	29.00	8%	£ 32.00
Taxi Licensing	Accessories - pair of pouches	£	12.00	8%	£ 13.00
Taxi Licensing	Accessories - universal bracket	£	12.00	8%	£ 13.00
Taxi Licensing	Accessories - number plate bracket	£	20.40	8%	£ 23.00
Licensing Act 2003	Premises and club premises fees - main fees - https://www.gov.uk/government/publications/beer-licensing-fee-levels/main-fee-levels	Listed on gov.uk			Listed on gov.uk

Licensing Act 2003	Additional fees - https://www.gov.uk/government/publications/beer-licensing-fee-levels/additional-and-other-fees	Listed on gov.uk	Listed on gov.uk
Gambling Act 2005	Regional casino - Application fee for new premises	£ 12,000.00	£ 12,000.00
Gambling Act 2005	Regional casino - Annual fee	£ 12,000.00	£ 12,000.00
Gambling Act 2005	Regional casino - Fee for application for provisional statement	£ 12,000.00	£ 12,000.00
Gambling Act 2005	Regional casino - Fee for application to reinstate licence	£ 5,200.00	£ 5,200.00
Gambling Act 2005	Regional casino - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Regional casino - Fee for application to vary licence	£ 6,000.00	£ 6,000.00
Gambling Act 2005	Regional casino - Fee for application to transfer licence	£ 5,200.00	£ 5,200.00
Gambling Act 2005	Regional casino - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Large casino - Application fee for new premises	£ 8,000.00	£ 8,000.00
Gambling Act 2005	Large casino - Annual fee	£ 8,000.00	£ 8,000.00
Gambling Act 2005	Large casino - Fee for application for provisional statement	£ 8,000.00	£ 8,000.00
Gambling Act 2005	Large casino - Fee for application to reinstate licence	£ 1,720.00	£ 1,720.00
Gambling Act 2005	Large casino - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Large casino - Fee for application to vary licence	£ 4,000.00	£ 4,000.00
Gambling Act 2005	Large casino - Fee for application to transfer licence	£ 1,720.00	£ 1,720.00
Gambling Act 2005	Large casino - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Small casino - Application fee for new premises	£ 6,400.00	£ 6,400.00
Gambling Act 2005	Small casino - Annual fee	£ 4,000.00	£ 4,000.00
Gambling Act 2005	Small casino - Fee for application for provisional statement	£ 6,400.00	£ 6,400.00
Gambling Act 2005	Small casino - Fee for application to reinstate licence	£ 1,440.00	£ 1,440.00
Gambling Act 2005	Small casino - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Small casino - Fee for application to vary licence	£ 3,200.00	£ 3,200.00
Gambling Act 2005	Small casino - Fee for application to transfer licence	£ 1,440.00	£ 1,440.00
Gambling Act 2005	Small casino - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Converted (existing) casino - Application fee for new premises	N/A	N/A
Gambling Act 2005	Converted (existing) casino - Annual fee	£ 2,400.00	£ 2,400.00
Gambling Act 2005	Converted (existing) casino - Fee for application for provisional statement	N/A	N/A
Gambling Act 2005	Converted (existing) casino - Fee for application to reinstate licence	£ 1,080.00	£ 1,080.00
Gambling Act 2005	Converted (existing) casino - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Converted (existing) casino - Fee for application to vary licence	£ 1,600.00	£ 1,600.00
Gambling Act 2005	Converted (existing) casino - Fee for application to transfer licence	£ 1,080.00	£ 1,080.00
Gambling Act 2005	Converted (existing) casino - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Bingo premises - Application fee for new premises	£ 2,800.00	£ 2,800.00
Gambling Act 2005	Bingo premises - Annual fee	£ 800.00	£ 800.00
Gambling Act 2005	Bingo premises - Fee for application for provisional statement	£ 2,800.00	£ 2,800.00
Gambling Act 2005	Bingo premises - Fee for application to reinstate licence	£ 960.00	£ 960.00
Gambling Act 2005	Bingo premises - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Bingo premises - Fee for application to vary licence	£ 1,400.00	£ 1,400.00
Gambling Act 2005	Bingo premises - Fee for application to transfer licence	£ 960.00	£ 960.00
Gambling Act 2005	Bingo premises - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Adult gaming centre - Application fee for new premises	£ 1,600.00	£ 1,600.00
Gambling Act 2005	Adult gaming centre - Annual fee	£ 800.00	£ 800.00
Gambling Act 2005	Adult gaming centre - Fee for application for provisional statement	£ 1,600.00	£ 1,600.00
Gambling Act 2005	Adult gaming centre - Fee for application to reinstate licence	£ 960.00	£ 960.00
Gambling Act 2005	Adult gaming centre - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Adult gaming centre - Fee for application to vary licence	£ 800.00	£ 800.00
Gambling Act 2005	Adult gaming centre - Fee for application to transfer licence	£ 960.00	£ 960.00
Gambling Act 2005	Adult gaming centre - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Betting premises (track) - Application fee for new premises	£ 2,000.00	£ 2,000.00
Gambling Act 2005	Betting premises (track) - Annual fee	£ 800.00	£ 800.00
Gambling Act 2005	Betting premises (track) - Fee for application for provisional statement	£ 2,000.00	£ 2,000.00
Gambling Act 2005	Betting premises (track) - Fee for application to reinstate licence	£ 760.00	£ 760.00
Gambling Act 2005	Betting premises (track) - Fee for notification of change of details	£ 50.00	£ 50.00
Gambling Act 2005	Betting premises (track) - Fee for application to vary licence	£ 1,000.00	£ 1,000.00
Gambling Act 2005	Betting premises (track) - Fee for application to transfer licence	£ 760.00	£ 760.00
Gambling Act 2005	Betting premises (track) - Fee for application for copy of licence	£ 25.00	£ 25.00
Gambling Act 2005	Family entertainment centre - Application fee for new premises	£ 1,600.00	£ 1,600.00
Gambling Act 2005	Family entertainment centre - Annual fee	£ 600.00	£ 600.00
Gambling Act 2005	Family entertainment centre - Fee for application for provisional statement	£ 1,600.00	£ 1,600.00
Gambling Act 2005	Family entertainment centre - Fee for application to reinstate licence	£ 760.00	£ 760.00

Gambling Act 2005	Family entertainment centre - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Family entertainment centre - Fee for application to vary licence	£	800.00	-	£	800.00
Gambling Act 2005	Family entertainment centre - Fee for application to transfer licence	£	760.00	-	£	760.00
Gambling Act 2005	Family entertainment centre - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Betting premises (other) - Application fee for new premises	£	2,400.00	-	£	2,400.00
Gambling Act 2005	Betting premises (other) - Annual fee	£	480.00	-	£	480.00
Gambling Act 2005	Betting premises (other) - Fee for application for provisional statement	£	2,400.00	-	£	2,400.00
Gambling Act 2005	Betting premises (other) - Fee for application to reinstate licence	£	960.00	-	£	960.00
Gambling Act 2005	Betting premises (other) - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Betting premises (other) - Fee for application to vary licence	£	1,200.00	-	£	1,200.00
Gambling Act 2005	Betting premises (other) - Fee for application to transfer licence	£	960.00	-	£	960.00
Gambling Act 2005	Betting premises (other) - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Application fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Renewal fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Application fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Renewal fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (2 or less machines) - Application fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Application fee	£	150.00	-	£	150.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Transfer fee	£	25.00	-	£	25.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Application fee	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Renewal	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Fast track renewal	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Application fee	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Renewal	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Fast track renewal	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Small Society Lottery Registration - Application fee	£	40.00	-	£	40.00
Gambling Act 2005	Gambling Act permits - Small Society Lottery Registration - Renewal fee	£	20.00	-	£	20.00
Gambling Act 2005	Gambling Act permits - Change of name (except Society Lotteries, Club Gaming and Club Gaming Machine Permits)	£	25.00	-	£	25.00
Gambling Act 2006	Copy of permit (except Small Society Lotteries)	£	15.00	-	£	15.00
Street Trading Consents	Street trading licence - 6 months consent (£5.25 per day, minimum £600)	Variable			Variable	
Street Trading Consents	Street trading licence - annual consent (£5.25 per day, minimum £1000, maximum £1800)	Variable			Variable	
Street Trading Consents	Temporary street trading - daily	£	131.00	8%	£	142.00
Street Trading Consents	Temporary street trading - Mon to Sat	£	599.00	8%	£	647.00
Other Licensing	Control of sex establishments licence fee	£	4,400.00	-	£	4,400.00
Other Licensing	Skin piercing registration	£	124.00	8%	£	134.00
Other Licensing	Administration fee (in addition to the above)	£	17.00	8%	£	19.00
Other Licensing	Scrap Metal Dealer Act 2013 - collectors licence	£	110.00	8%	£	119.00
Other Licensing	Scrap Metal Dealer Act 2013 - site licence	£	260.00	8%	£	281.00
Other Licensing	Scrap Metal Dealer Act 2013 - vary from collectors to site licence	£	180.00	8%	£	195.00
Other Licensing	Scrap Metal Dealer Act 2013 - other variations (site to collectors, change of name or address)	£	30.00	8%	£	33.00
Other Licensing	Primary Authority Partnership work	Variable		8%	Variable	
Private Sector Housing	British entry clearance (housing inspections)	£	122.00	8%	£	132.00

Private Sector Housing	HMO Licence (5 or less occupants) - 5 year licence	£	600.00	-	£	600.00
Private Sector Housing	HMO Licence (6 to 10 occupants) - 5 year licence	£	710.00	-	£	710.00
Private Sector Housing	HMO Licence (11 to 15 occupants) - 5 year licence	£	820.00	-	£	820.00
Private Sector Housing	HMO Licence (16 to 20 occupants) - 5 year licence	£	930.00	-	£	930.00
Private Sector Housing	HMO Licence (20+ occupants) - 5 year licence	£	1,040.00	-	£	1,040.00
Electoral Services						
Electoral Services	Basic electoral register full paper - per 1000 electors (plus admin fee of £10)	£	5.00	-	£	5.00
Electoral Services	Basic electoral register full data - per 1000 electors (plus admin fee of £20)	£	1.50	-	£	1.50
Electoral Services	Basic electoral register edited paper - per 1000 electors (plus admin fee of £10)	£	5.00	-	£	5.00
Electoral Services	Basic electoral register edited data - per 1000 electors (plus admin fee of £20)	£	1.50	-	£	1.50
Electoral Services	Marked electoral register - data - per 1000 electors (plus admin fee of £10)	£	1.00	-	£	1.00
Electoral Services	Marked electoral register - paper - per 1000 electors (plus admin fee of £10)	£	2.00	-	£	2.00
Electoral Services	Electoral register - monthly updates	£	38.00	-	£	38.00
Electoral Services	Certificate of residency - by email	£	6.60	8%	£	8.00
Electoral Services	Certificate of residency - by post	£	12.00	8%	£	13.00
Civil Engineering and Landscape						
Civil Engineering and Landscape	Memorial bench - installation/replacement, maintenance and administration (excludes cost of memorial plaque)	£	700.00	8%	£	756.00
Civil Engineering and Landscape	Shared memorial bench (based on two plaques per memorial) - installation/replacement, maintenance and administration (excludes cost of memorial plaque)	£	350.00	8%	£	378.00
Civil Engineering and Landscape	Installation of memorial bench and plaque - not including cost of seat or plaque (on the highway)	£	147.00	8%	£	159.00
Civil Engineering and Landscape	Installation of replacement memorial bench and plaque - not including cost of seat or plaque (on the highway)	£	189.00	8%	£	205.00
Civil Engineering and Landscape	Installation of new plaque on an existing bench – not including cost of plaque (on the highway)	£	100.00	8%	£	108.00
Civil Engineering and Landscape	Administration charge - memorial seat and plaque (on the highway)	£	170.70	8%	£	185.00
Building Control						
Building Control	All work charged at hourly rate of £63.33 plus VAT	£	78.00	8%	£	85.00
Arboriculture						
Arboriculture	Pre-application charge - per hour	£	99.00	8%	£	107.00
Arboriculture	External arboricultural consultancy - per hour	£	67.00	8%	£	73.00
Enforcement						
Enforcement	Breach of Public Space Protection Order - dog fouling	£	100.00	-	£	100.00
Enforcement	Littering fine - per event	£	80.00	-	£	80.00
Enforcement	Flytipping fine - per event	Variable		-	Variable	
Enforcement	Flyposting fine - per event	£	80.00	-	£	80.00
Enforcement	Graffiti fine - per event	£	80.00	-	£	80.00
Enforcement	Nuisance parking fine	£	100.00	-	£	100.00
Enforcement	Failure to produce waste transfer note fine	£	300.00	-	£	300.00
Enforcement	Domestic waste receptacle offences fine	£	80.00	-	£	80.00
Enforcement	Industrial and commercial waste receptacle offences fine	£	80.00	-	£	80.00
Allotments and Beach Huts						
Allotments and Beach Huts	Allotment - replacement key	£	14.00	8%	£	16.00
Allotments and Beach Huts	Allotment - annual fee per square metre - resident	£	0.50	8%	£	0.54
Allotments and Beach Huts	Allotment - annual fee per square metre - non-resident	£	1.00	8%	£	1.08
Allotments and Beach Huts	Beach huts - HBC-owned hut annual rental - resident (pro rata charges apply)	£	928.00	8%	£	1,003.00
Allotments and Beach Huts	Beach huts - HBC-owned hut annual rental - non-resident (pro rata charges apply)	£	1,856.00	8%	£	2,005.00
Allotments and Beach Huts	Beach huts - private hut licence fee - resident	£	600.00	8%	£	648.00
Allotments and Beach Huts	Beach huts - private hut licence fee - non-resident	£	1,310.00	8%	£	1,415.00
Allotments and Beach Huts	Beach huts - private hut - transfer of licence	£	105.00	8%	£	114.00
VAT will be charged at standard rate, however in some instances VAT exemptions will apply. Exemptions apply as follows:- a. A letting or hiring for a continuous period of more than 24 hours						
1. each let is for the same activity in the same place, and						
2. the interval between lets is not less than one day and not more than 14 days, and						
3. payment must be for the whole series of the lets and is so evidenced in writing, and						
4. the lessee/hirer has exclusive use of the facilities, and 5. the lessee/hirer is a school, a club, an						
Prices are per pitch, per match unless stated otherwise.						
Any damage to Changing Rooms will be charged accordingly for cost of repair including labour and						
Sports	Cricket - Senior grass wicket with changing rooms - All day	£	96.00	0%	£	96.00
Sports	Cricket - Senior grass wicket without changing rooms - All day	£	76.80	0%	£	77.00
Sports	Cricket - Junior grass wicket with changing rooms - All day	£	54.00	0%	£	54.00
Sports	Cricket - Junior grass wicket without changing rooms - All day	£	43.20	0%	£	44.00
Sports	Cricket - Senior Grass wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	69.60	0%	£	70.00
Sports	Cricket - Senior Grass wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	56.40	0%	£	57.00
Sports	Cricket - Junior Grass wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	38.40	0%	£	39.00
Sports	Cricket - Junior Grass wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	31.20	0%	£	32.00
Sports	Cricket - Artificial wicket with changing rooms - All day	£	45.60	0%	£	46.00

Sports	Cricket - Artificial wicket without changing rooms - All day	£	36.00	0%	£	36.00
Sports	Cricket - Artificial wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	31.20	0%	£	32.00
Sports	Cricket - Artificial wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	25.20	0%	£	26.00
Sports	Rugby - Senior Pitch with changing rooms	£	74.40	0%	£	75.00
Sports	Rugby - Senior Pitch without changing rooms	£	60.00	0%	£	60.00
Sports	Rugby - Junior Pitch with changing rooms	£	43.20	0%	£	44.00
Sports	Rugby - Junior Pitch without changing rooms	£	34.80	0%	£	35.00
Sports	Rugby - Senior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	22.20	0%	£	23.00
Sports	Rugby - Junior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	14.40	0%	£	15.00
Sports	Football - Senior Pitch with changing rooms	£	74.40	0%	£	75.00
Sports	Football - Senior Pitch without changing rooms	£	60.00	0%	£	60.00
Sports	Football - Junior Pitch 11 v 11 with changing rooms	£	43.20	0%	£	44.00
Sports	Football - Junior Pitch 11 v 11 without changing rooms	£	34.80	0%	£	35.00
Sports	Football - Junior Pitch 9v9 with changing rooms	£	27.60	0%	£	28.00
Sports	Football - Junior Pitch 9v9 without changing rooms	£	22.80	0%	£	23.00
Sports	Football - Mini Soccer/7v7 with changing rooms	£	22.80	0%	£	23.00
Sports	Football - Mini Soccer/7v7 without changing rooms	£	18.00	0%	£	18.00
Sports	Football - Senior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	22.20	0%	£	23.00
Sports	Football - Junior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	14.40	0%	£	15.00
Sports	Additional - Use of changing rooms (separate booking)	£	30.00	0%	£	30.00
Sports	Additional - Charge for additional cleaning of changing rooms, litter picking pitches after use or replacing equipment not returned to store.	£	50.40	0%	£	51.00
Sports	Additional - Attendant supplement- to open facility & set up match play- hourly rate, minimum 2 hour booking.	£	19.20	0%	£	20.00
Sports	Additional - Refundable deposit for changing room keys for the season	£	48.00	0%	£	48.00
Property	Freehold sale - instigated by purchaser - payable whether reaches completion or not - reimbursement of external fees incurred are payable in addition	£	1,000.00	8%	£	1,080.00
Property	Grant of easement or wayleave to statutory undertaker - hourly rate plus disbursements	£	102.00	8%	£	111.00
Property	Grant of easements other than to statutory undertakers - instigated by purchaser - payable whether reaches completion or not - reimbursement of external fees incurred are payable in addition	£	1,000.00	8%	£	1,080.00
Property	Grant of licence for < 3months - low risk activity, no significant income generation - instigated by licensee - £150	£	150.00	8%	£	162.00
Property	Grant of licence for 3-12 months - low risk activity, no significant income generation - instigated by licensee	£	300.00	8%	£	324.00
Property	Grant of licence any duration - high risk or significant income generation - instigated by licensee	£	1,000.00	8%	£	1,080.00
Property	Grant or renewal of Landlord & Tenant Act lease - one year's rent up to a maximum of £2,500	Variable		8%	Variable	
Property	Grant or renewal of common law lease - one year's rent or 2% of lease premium up to a maximum of £2,500	Variable		8%	Variable	
Property	Grant of a tenancy at will - either at tenant's instigation or required due to tenants actions/inactions	£	300.00	8%	£	324.00
Property	Grant of to consent to alter/ consent to sub-let or other any other landlord's consent required under an existing tenancy agreement - payable whether consent granted or not	£	500.00	8%	£	540.00
Property	Grant consent for early surrender of lease	£	1,000.00	8%	£	1,080.00
Property	Grant of alteration or release from covenant in favour of the Council , from a freehold title - payable whether amendment/release granted or not	£	1,000.00	8%	£	1,080.00
Refuse and Recycling	New, additional or replacement bin - 140l	£	40.20	8%	£	44.00
Refuse and Recycling	New, additional or replacement bin - 240l	£	45.50	8%	£	50.00
Refuse and Recycling	New developments charge to developers - 140l bin	£	39.00	8%	£	43.00
Refuse and Recycling	New developments charge to developers - 240l bin	£	44.00	8%	£	48.00
Refuse and Recycling	New garden waste bin - 140l	£	39.00	6%	£	42.00
Refuse and Recycling	New garden waste bin - 240l	£	44.00	6%	£	47.00
Refuse and Recycling	Garden waste licence - annual fee - per 70l sack	£	37.10	6%	£	40.00
Refuse and Recycling	Garden waste licence - annual fee - per 140l bin	£	50.00	6%	£	53.00
Refuse and Recycling	Garden waste licence - annual fee - per 240l bin	£	74.00	6%	£	78.00
Bulky Waste	Hire of bin for domestic use - 660l	£	173.70	8%	£	188.00
Bulky Waste	Hire of bin for domestic use - 940l	£	180.00	8%	£	195.00
Bulky Waste	Hire of bin for domestic use - 1100l	£	192.70	8%	£	209.00
Bulky Waste	Household bulky waste collection - first item	£	36.00	8%	£	39.00
Bulky Waste	Household bulky waste collection - second item	£	30.70	8%	£	34.00
Bulky Waste	Household bulky waste collection - third item	£	26.50	8%	£	29.00
Bulky Waste	Household bulky waste collection - per additional item	£	11.00	8%	£	12.00
Bulky Waste	Household bulky waste collection - per oversized item	£	51.90	8%	£	57.00
Bulky Waste	Household bulky waste collection - per cubic metre (maximum of 4 cubic metres)	£	63.50	8%	£	69.00

A concessionary discount of 33% of normal rate will be applied to bulky waste collection fees above if resident is in receipt of Universal Credit					
Bulky Waste					
Land Charges	Local Authority searches - residential - LLC1	£	21.60	8%	£ 24.00
Land Charges	Local Authority searches - residential - Con29	£	162.00	8%	£ 175.00
Land Charges	Local Authority searches - commercial - LLC1	£	21.60	8%	£ 24.00
Land Charges	Local Authority searches - commercial - Con29	£	194.40	8%	£ 210.00
Land Charges	Local Authority searches - additional land parcel - LLC1	£	2.20	8%	£ 3.00
Land Charges	Local Authority searches - additional land parcel - Con29	£	25.90	8%	£ 28.00
Land Charges	Local Authority searches - Con29 optional questions	£	21.60	8%	£ 24.00
Land Charges	Local Authority searches - Con29 optional questions 4, 18, 19, 21 and 22	£	43.20	8%	£ 47.00
Land Charges	Local Authority searches - solicitor's own questions	£	25.90	8%	£ 28.00
Land Charges	Property name additions/amendments - rename a road	£	330.60	8%	£ 358.00
Land Charges	Property name additions/amendments - rename a house	£	110.20	8%	£ 120.00
Land Charges	Numbering of new developments - first plot	£	99.40	8%	£ 108.00
Land Charges	Numbering of new developments - 2+ plots (per plot)	£	74.60	8%	£ 81.00
Planning Enforcement	High hedges legislation - submission of complaint	£	623.00	8%	£ 673.00
Planning Development	Preapplication advice - householder Permitted Development enquiry - written advice	£	38.10	8%	£ 42.00
Planning Development	Preapplication advice - householder/other small scale development enquiry - written advice	£	58.20	8%	£ 63.00
Planning Development	Preapplication advice - written advice (aim to respond within 10 working days) or site meeting appointment and follow up letter within 10 working days of site meeting appointment.	£	103.80	8%	£ 113.00
Planning Development	Preapplication advice - self contained granny annexes at domestic properties - written advice	£	144.00	8%	£ 156.00
Planning Development	Preapplication advice - change of use up to 100sqm - written advice	£	144.00	8%	£ 156.00
Planning Development	Preapplication advice - change of use over 100sqm but less than 1000sqm - written advice	£	275.30	8%	£ 298.00
Planning Development	Preapplication advice - minor development (1-3 houses, up to 499sqm new commercial, or site up to 0.49ha) - written advice	£	144.00	8%	£ 156.00
Planning Development	Preapplication advice - minor development (1-3 houses, up to 499sqm new commercial, or site up to 0.49ha) - oral response including onsite meeting with Principal Planner	£	193.80	8%	£ 210.00
Planning Development	Preapplication advice - minor development (4-9 houses, up to 500-999sqm new commercial, or site of 0.5-0.99ha) - written advice	£	275.30	8%	£ 298.00
Planning Development	Preapplication advice - minor development (4-9 houses, up to 500-999sqm new commercial, or site of 0.5-0.99ha) - written advice including site visit	£	413.00	8%	£ 447.00
Planning Development	Preapplication advice - major development (10-49 houses, 1000-4999sqm commercial, or site of 1-2ha) - written advice including site visit	£	624.80	8%	£ 675.00
Planning Development	Preapplication advice - major development (50-100 houses, 5000-999sqm commercial, or site of 2.1-4ha) - written advice including site visit	£	1,270.80	8%	£ 1,373.00
Planning Development	Preapplication advice - large scale major developments (101+ houses, 10000sqm+ commercial, or site of 4.1ha+) - charged at 10% of fee	Variable		8%	Variable
Planning Development	Preapplication advice - advertisements - written advice	£	62.50	8%	£ 68.00
Planning Development	Preapplication advice - specialist tree advice - written advice only	£	73.10	8%	£ 79.00
Planning Development	Preapplication advice - specialist tree advice - written advice including site visit	£	144.00	8%	£ 156.00
Planning Development	Preapplication advice - specialist listed building / conservation area advice - written advice only	£	73.10	8%	£ 79.00
Planning Development	Preapplication advice - specialist listed building / conservation area advice - written advice including site visit	£	144.00	8%	£ 156.00
Planning Development	Planning performance agreements	Variable		8%	Variable
Planning Development	Accredited agent subscription	£	285.90	8%	£ 309.00
Planning Development	Development consultation forum	£	3,177.00	8%	£ 3,432.00
Planning Development	Havant Borough Local Plan (core strategy)	£	45.20	-	£ 45.20
Planning Development	Havant Borough Local Plan (Allocations)	£	33.95	-	£ 33.95
Planning Development	Planning application validation check	£	57.00	-	£ 57.00
Planning Development	Local Plan policies map booklet	£	36.00	8%	£ 39.00
Planning Development	Statutory planning application fees - http://www.planningportal.gov.uk/uploads/english_application_fees.pdf	Listed on Planning Portal		-	Listed on Planning Portal
Planning Development	Planning obligations - Community Infrastructure Levy - see http://www.easthants.gov.uk/CIL-calculator	Variable		-	Variable
Planning Development	Deed of Variation of S106 - administration fee (charged in addition to legal fees)	£	245.00	-	£ 245.00
Planning Development	S106 monitoring fees - per non financial head of term (up to a maximum of £11,100 per application)	£	798.30	8%	£ 863.00
Planning Development	S106 monitoring fees - per financial head of term (up to a maximum of £11,100 per application) - charged at 5% of cost	Variable		8%	Variable

Legal Services	Freehold sale without overage - Commercial - 0.75% on the price subject to a minimum of £765	£	794.30	8%	£	858.00
Legal Services	Freehold sale with overage - Commercial - 0.75% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale with right of pre-emption - Commercial - 0.75% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale without overage - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £765	£	794.30	8%	£	858.00
Legal Services	Freehold sale with overage - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale with right of pre-emption - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Auction sale - Commercial - 0.75% on the price subject to a minimum of £1,020 - PLUS searches & other disbursements to be paid by Buyer under the auction contract	£	1,059.00	8%	£	1,144.00
Legal Services	Auction sale - Non-commercial (e.g. charity) - 0.75% on the price subject to a minimum of £1,020 - PLUS searches & other disbursements to be paid by Buyer under the auction contract	£	1,059.00	8%	£	1,144.00
Legal Services	Preparing & deducing an epitome of title - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Preparing & deducing an epitome of title - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Legal Services	Grant of easement - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of easement - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Sale of public toilets - Commercial	£	1,059.00	8%	£	1,144.00
Legal Services	Sale of public toilets - Non-commercial (e.g. charity)	£	794.30	8%	£	858.00
Legal Services	Grant of short-term licence to occupy - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of short-term licence to occupy - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of all licences other than above - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of all licences other than above - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Freehold purchase - Commercial - 0.75% on the price subject to a minimum of £1,530 - PLUS searches & other disbursements	£	1,588.50	8%	£	1,716.00
Legal Services	Freehold purchase - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,530 - PLUS searches & other disbursements	£	1,588.50	8%	£	1,716.00
Legal Services	Transfer of public open space to Council by developer - Commercial	£	1,059.00	8%	£	1,144.00
Legal Services	Transfer of public open space to Council by developer - Non-commercial (e.g. charity)	£	794.30	8%	£	858.00
Legal Services	Public open space adverts - Commercial	£	794.30	8%	£	858.00
Legal Services	Public open space adverts - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of a commercial lease - Commercial - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Grant of a commercial lease - Non-commercial (e.g. charity) - £1,148 minimum	£	1,191.40	8%	£	1,287.00
Legal Services	Grant of a commercial lease - If outside PII L&TA 1954 - Commercial - £2,040 minimum	£	2,118.00	8%	£	2,288.00
Legal Services	Grant of a commercial lease - If outside PII L&TA 1954 - Non-commercial (e.g. charity) - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Grant of tenancy at will - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of tenancy at will - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of residential lease - Commercial	£	529.50	8%	£	572.00
Legal Services	Grant of residential lease - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Purchase of a lease - Commercial - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Purchase of a lease - Non-commercial (e.g. charity) - £1,148 minimum	£	1,191.40	8%	£	1,287.00
Legal Services	Deed of variation - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of variation - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of surrender - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of surrender - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of release - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of release - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of receipt - Commercial	£	312.40	8%	£	338.00
Legal Services	Deed of receipt - Non-commercial (e.g. charity)	£	234.30	8%	£	254.00
Legal Services	Deed of dedication - Commercial	£	418.30	8%	£	452.00
Legal Services	Deed of dedication - Non-commercial (e.g. charity)	£	313.70	8%	£	339.00
Legal Services	Drafting report on title - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Drafting report on title - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Legal Services	Deed of covenant - Commercial	£	418.30	8%	£	452.00
Legal Services	Deed of covenant - Non-commercial (e.g. charity)	£	313.70	8%	£	339.00
Legal Services	Corrections & rectifications (e.g. to leases or titles) - Commercial	£	529.50	8%	£	572.00
Legal Services	Corrections & rectifications (e.g. to leases or titles) - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Side letters - Commercial	£	312.40	8%	£	338.00
Legal Services	Side letters - Non-commercial (e.g. charity)	£	234.30	8%	£	254.00
Legal Services	Legal charges (mortgages) - Commercial	£	794.30	8%	£	858.00
Legal Services	Legal charges (mortgages) - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00

Legal Services	Preparation & services of notices (e.g. s25, s26 & other) - Commercial	£	529.50	8%	£	572.00
Legal Services	Preparation & services of notices (e.g. s25, s26 & other) - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Title enquiries - Commercial - Hourly rate of £207 (minimum of £207)	£	213.90	8%	£	232.00
Legal Services	Title enquiries - Non-commercial (e.g. charity) - Hourly rate of £155 (minimum of £155)	£	160.40	8%	£	174.00
Legal Services	S106 Planning Agreements - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	S106 Unilateral Undertaking - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	Deeds of Variation to S106 Planning Agreements (simple)	£	847.20	8%	£	915.00
Legal Services	Deeds of Variation to S106 Planning Agreements (complex) - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	Deeds of Revocation relating to Planning Agreements	£	847.20	8%	£	915.00
Legal Services	Footpath Orders - administrative and legal fees	£	1,588.50	8%	£	1,716.00
Legal Services	Any transactions and matters not listed above - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Any transactions and matters not listed above - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Information Governance	FOI/EIR Information Requests - requests above the appropriate limit (more than 18 hours) may be charged at the hourly rate of £25	£	25.00	-	£	25.00
Facilities	Additional hire charge - Saturday	£	39.00	8%	£	43.00
Facilities	Additional hire charge - Sunday	£	58.40	8%	£	64.00
Facilities	Additional hire charge - after 7pm Monday-Friday	£	39.00	8%	£	43.00
Facilities	Copying price - per A0/A2 page	£	0.10	8%	£	0.11
Facilities	Copying price - per A3/A4 page	£	0.10	8%	£	0.11
Facilities	Hire of Council Chamber/Hurstwood Room - community group	£	43.20	8%	£	47.00
Facilities	Hire of Council Chamber/Hurstwood Room - standard	£	54.00	8%	£	59.00
Facilities	Hire of Hollybank Room - community group	£	32.40	8%	£	35.00
Facilities	Hire of Hollybank Room - standard	£	43.20	8%	£	47.00
Facilities	Hire of Newlease Room/Tournerbury Room - community group	£	27.00	8%	£	30.00
Facilities	Hire of Newlease Room/Tournerbury Room - standard	£	32.40	8%	£	35.00
Facilities	Hire of other rooms	Price on application		8%	Price on application	
Facilities	Provision of tea and biscuits	Price on application		8%	Price on application	
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 1 hour	£	0.60	8%	£	0.70
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 2 hours	£	0.90	8%	£	1.00
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 3 hours	£	2.00	8%	£	2.20
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 4 hours	£	3.00	8%	£	3.30
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - over 4 hours	£	6.00	8%	£	6.50
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 1 hour	£	0.60	8%	£	0.70
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 2 hours	£	0.90	8%	£	1.00
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 3 hours	£	2.00	8%	£	2.20
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 4 hours	£	3.00	8%	£	3.30
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - over 4 hours	£	6.00	8%	£	6.50
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.10	8%	£	1.20
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	5.30	8%	£	5.80
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.10	8%	£	1.20
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	2.60	8%	£	2.90

Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	5.30	8%	£	5.80
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 2 hours	£	1.60	8%	£	1.80
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 4 hours	£	2.60	8%	£	2.90
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - over 4 hours	£	5.20	8%	£	5.70
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - After 3pm only	£	1.00	8%	£	1.10
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 2 hours	£	1.60	8%	£	1.80
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 4 hours	£	2.60	8%	£	2.90
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - Over 4 hours	£	5.20	8%	£	5.70
Parking	Car park - Havant: Southmoor Lane Car Park (charges apply Mon to Sat 8am-6pm) - any length of stay between 8am and 6pm	£	3.00	8%	£	3.30
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.20	8%	£	3.50
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	4.20	8%	£	4.60
Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.00	8%	£	2.20
Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.40	8%	£	3.70
Parking	Car park - Emsworth: South Street Car Park -Sundays and Bank Holidays (Charges apply 8am-6pm) - 4 hours	£	1.60	8%	£	1.80
Parking	Car park - Emsworth: South Street Car Park -Sundays and Bank Holidays (Charges apply 8am-6pm) - Over 4 hours	£	2.10	8%	£	2.30
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70

Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Waterloooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Waterloooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Waterloooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.20	8%	£	3.50
Parking	Car park - Waterloooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	4.20	8%	£	4.60
Parking	Car park - Waterloooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Waterloooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Waterloooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Havant: Civic Offices East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10
Parking	Car park - Havant: Civic Offices East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 1 hour	£	1.40	8%	£	1.60
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 2 hours	£	2.90	8%	£	3.20
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 3 hours	£	4.30	8%	£	4.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 4 hours	£	5.80	8%	£	6.30
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 5 hours	£	8.00	8%	£	8.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - All day	£	10.00	8%	£	10.80
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - Motorhomes - Any length of stay	£	15.00	8%	£	16.20
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - weekly ticket	£	35.00	8%	£	37.80
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - trailers	£	15.00	8%	£	16.20
Parking	Car park - Hayling Island: Beachlands West Premium Car Park (charges apply Mon to Sun 6am-10pm) - All day	£	15.00	8%	£	16.20
Parking	Season ticket - Waterloooville/Emsworth/Leigh Park/Hayling Island/Elmligh Road - 3 months	£	160.00	8%	£	172.80

Parking	Season ticket - Waterloo/Leigh Park/Hayling Island/Elmleigh Road - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Waterloo/Leigh Park/Hayling Island/Elmleigh Road - 12 months	£	450.00	8%	£	486.00
Parking	Season ticket - Prince George Street/ Town End House/ Bulbeck Road - 3 months	£	160.00	8%	£	172.80
Parking	Season ticket - Prince George Street/ Town End House/ Bulbeck Road - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Prince George Street/Town End House/Bulbeck Road - 12 months	£	500.00	8%	£	540.00
Parking	Season ticket - Civic Centre Road North - 3 months	£	160.00	8%	£	172.80
Parking	Season ticket - Civic Centre Road North - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Civic Centre Road North - 12 months	£	500.00	8%	£	540.00
Parking	Season ticket - Gold Borough Wide - 12 months	£	650.00	8%	£	702.00
Parking	Season ticket - Beachlands Exc. West Premium Car Park car/van - 12 months	£	180.00	8%	£	194.40
Parking	Season ticket - Beachlands Exc. West Premium Car Park over 65 car/van - 12 months (Current holders only)	£	140.00	8%	£	151.20
Parking	Season ticket - Beachlands Exc. West Premium Car Park car/trailer - 12 months	£	200.00	8%	£	216.00
Parking	Season ticket - Beachlands West Premium Car Park car/van - 12 months	£	360.00	8%	£	388.80
Parking	Season ticket - Tidworth Road Car Park only - 12 months	£	200.00	8%	£	216.00
Parking	Season ticket - Mission Lane Cowplain only - 12 months	£	200.00	8%	£	216.00
A discount is applied to season tickets for electric vehicles (40%) and low emissions vehicles (25%)						
Parking	Wellbeing Permit	£	60.00	8%	£	65.00
Parking	Residents' Annual Parking Permit - On-street Permit	£	60.00	8%	£	65.00
Parking	Residents' Annual Second Permit - On-street Permit	£	90.00	8%	£	98.00
Parking	Admin fee for permit replacement - On-street Permit	£	10.00	8%	£	11.00
Parking	Visitors' Parking Permit - per book of 10 (max 60 per year) - On-street Permit	£	10.00	8%	£	11.00
Parking	Tradesmen Waiver - Daily	£	10.00	8%	£	11.00
Parking	Tradesmen Waiver - Weekly	£	50.00	8%	£	54.00
Parking	Tradesmen Waiver - Monthly	£	150.00	8%	£	162.00
Parking	Higher penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£	70.00	8%	£	76.00
Parking	Lower penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£	50.00	8%	£	54.00
Parking	Disposal costs charged to last registered keeper - charged by Hampshire CC - per vehicle	Variable			Variable	
Parking	Fine for abandonment of vehicle - vehicle on road, not upright and/or substantially damaged	£	200.00		£	200.00
Parking	Removals charged to last registered keeper - per vehicle - http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made	Listed on gov.uk			Listed on gov.uk	
Parking	Storage charged to last registered keeper - per 24 hours or part - http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made	Listed on gov.uk			Listed on gov.uk	
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	150.00		£	150.00
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£	250.00		£	250.00
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£	200.00		£	200.00
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£	300.00		£	300.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	200.00		£	200.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£	650.00		£	650.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£	400.00		£	400.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£	850.00		£	850.00

Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	350.00	-	£	350.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£	2,000.00	-	£	2,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£	1,000.00	-	£	1,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£	1,500.00	-	£	1,500.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	350.00	-	£	350.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£	1,500.00	-	£	1,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£	2,000.00	-	£	2,000.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£	6,000.00	-	£	6,000.00
Parking	Charge for storage of vehicle - 2 wheeled - Per 24 hours or part	£	10.00	-	£	10.00
Parking	Charge for storage of vehicle - <=3.5 Tonne MAM - Per 24 hours or part	£	20.00	-	£	20.00
Parking	Charge for storage of vehicle - >3.5 <= 7.5 Tonne MAM - Per 24 hours or part	£	25.00	-	£	25.00
Parking	Charge for storage of vehicle - >7.5 <= 18 Tonne MAM - Per 24 hours or part	£	30.00	-	£	30.00
Parking	Charge for storage of vehicle - > 18 Tonne MAM - Per 24 hours or part	£	35.00	-	£	35.00
PLEASE NOTE: Any changes in Parking and Traffic Management fees are subject to individual review. By default they will remain at 20/21 prices.						
Other Licensing	Tables & Chairs under the Highways Act 1980 1st Application	£	320.00	8%	£	346.00
Other Licensing	Tables & Chairs under the Highways Act 1980 Annual Review	£	130.00	8%	£	141.00
Other Licensing	Business and Planning Act 2020- Pavement licences	£	100.00	-	£	100.00

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Havant Borough Council
Analysis of Business Rates Income & Expenditure

		2023/24 Estimate £'000
Business Rates Yield		34,205
Distribution		
Central Government	50%	17,103
Hampshire County Council	9%	3,078
Hampshire Fire	1%	342
Havant Borough Council	40%	13,682
Total		<u>34,206</u>
Business rates HBC		13,682
Tariff HBC		(10,229)
Share of business rates 2023/24		<u>3,453</u>
Levy on growth		(924)
Deficit on collection fund b/f		(722)
Use of S31 reserve to fund deficit		722
Business rates grants (s31)		2,775
Retained business rates		<u>5,304</u>

* The Levy on growth is an estimate based on the NNDR1 return submitted to Government and is subject to change during the year dependent on business rates actually received during 2023/24

** The s31 grants is an estimate based on the NNDR1 return to Government and is subject to change during the year dependant on reliefs actually awarded during 2023/24

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Recommendation to Council from the Cabinet held on 8th February 2023:

Revenue Budget 2023/24

RECOMMENDED That Council:

- (a) Approves the proposed Revenue and Capital Budgets for 2023/24 including a Council Tax rate of £226.06 at Band D, representing a £6.58 increase (3%) on the current charge.
- (b) Agrees the Medium Term Financial Strategy, Capital Strategy, Treasury Management Strategy and Prudential Indicators
- (c) Agrees the Fees & Charges Schedule for 2023/24.
- (d) **Council Tax Resolution**
 - (1) That it be noted that (on 31st January, 2023) the Chief Finance Officer calculated the Council Tax Base 2023/24 for the whole Council area as 42,431.12 [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 – 42,431.12
 - (2) That the following amounts be calculated by the Council for the year 2023/24 in accordance with Sections 31 and 34 to 36 of the Act.
 - (i) £ 63,488,939 (expenditure) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act;
 - (ii) £53,897,962 (income) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
 - (iii) £9,591,978 being the amount by which the aggregate at d(i) above exceeds the aggregate at d(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) £226.06 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;

(3) Valuation Bands

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Havant Borough Council	125.59	146.32	170.71	195.09	219.48	268.25	317.03	365.80	438.96

being the amounts given by multiplying the amount at 2(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.

- (4) That it be noted that for the year 2023/24 we estimate that Hampshire County Council will propose 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.

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Hampshire County Council									
Basic Charge	675.20	845.69	986.64	1,127.59	1,268.53	1,550.44	1,832.34	2,114.24	2,537.08
Adult Social Care	102.05	127.81	149.12	170.42	191.72	234.33	276.93	319.54	383.44

- (5) That it be noted that for the year 2023/24 the 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.

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Police and crime commissioner for Hampshire	139.70	167.64	195.58	223.52	251.46	307.34	363.22	419.10	502.92
Hampshire and IOW Fire and Rescue	44.69	53.62	62.56	71.49	80.43	98.30	116.17	134.05	160.86

- (6) That having calculated the aggregate in each case of the amounts at (3), (4) and (5) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2023/24 for each of the categories of dwellings shown below:

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Total Charge	1,087.22	1,345.48	1,569.73	1,793.97	2,018.20	2,466.71	2,915.20	3,363.70	4,036.44

- (7) The section 151 be given delegated authority to implement any variation to the overall level of Council Tax arising from the final notification of the Hampshire County precept.

Forecast Outturn Quarter 3 - 2022/23

	Q3	Q2
Head of Commercial Services		
Increase in Waste Collection Contract	£ 150,000	£ 350,000
Head of Internal Services		
Increase in Investment Income	(£ 240,000)	(£ 188,000)
Increase in External Audit Fees	£ 50,000	£ 50,000
	<u>(£ 190,000)</u>	<u>(£ 138,000)</u>
Head of Place		
Reduction in Planning Fee Income	£ 273,000	£ 80,000
Increased Expenditure on Agency Staff	£ 77,000	£ -
Underspend from Vacant posts in Environmental Health	<u>(£ 194,000)</u>	<u>£ -</u>
	£ 156,000	£ 80,000
Head of Regeneration and Communities		
Increase in Temporary Accommodation	£ 123,000	£ -
Parking		
Less than Anticipated Off Street Income	£ 247,000	£ -
Less than Anticipated Fixed Penalty Notice Income	£ -	£ -
Overspend on Maintenance	<u>£ -</u>	<u>£ -</u>
	£ 247,000	£ -
Forecast Outturn Variance	<u>£ 486,000</u>	<u>£ 292,000</u>

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NON-EXEMPT

HAVANT BOROUGH COUNCIL

CABINET

8 February 2023

UPDATED CORPORATE STRATEGY

RECOMMENDATION TO FULL COUNCIL

Portfolio Holder: Leader, Cllr Rennie

Key Decision: No

Report Number: HBC/115/2023

1. Purpose

- 1.1. This paper is submitted to Cabinet with the updated Corporate Strategy.
- 1.2. The updated Corporate Strategy follows the period of engagement that took place in November 2022.

2. Recommendation

- 2.1. Cabinet recommends Full Council to adopt the updated Corporate Strategy.

3. Executive Summary

- 3.1. Havant Borough Council must have a Corporate Strategy document which sets out the ambitions and proposed approach to delivery of the functions of the Council.
- 3.2. Any matters falling outside of the policy framework or the budget framework will require approval at Full Council. It is therefore important that the document covers all the proposed endeavours that the Council wishes to undertake through the executive function of Cabinet over the next few years.
- 3.3. The Corporate Strategy is the key policy framework document that should articulate at a high level what the Council aims to provide for residents and

businesses in its area. Any matters within that policy framework do not need to return to full Council for decision and the framework therefore allows the Cabinet the freedom pursue goals on behalf of the Council in a timely and directed way.

- 3.4. This document represents an updated version of the Corporate Strategy to take account of the priorities that Cabinet wishes to focus on. The updates only relate to the sections on initiatives under each priority. The updates reflect the key initiatives that the Council will focus on delivering over the next few years with detailed deliverables being finalised against each of the initiatives in order to report progress.
- 3.5. As well as empowering the Cabinet to act in accordance with the priorities decided by the Council, the Corporate Strategy has a regulatory function. It acts as a rudder for the Council which holds a course to achieve the overall ambitions that have been set.
- 3.6. The Executive and Officer core are greatly empowered by the setting of a direction and the ability to identify any proposal that falls outside of it. This becomes a key method to ensure that the limited resources of the authority are used effectively and efficiently, and that governance of the Council's activities remain robust.
- 3.7. The Corporate Strategy also gives important clarity to when any deviation from the Council's objectives is becoming sufficiently marked to require the Cabinet to return to full Council and justify the new approach. The Scrutiny function is required to remain alert to when the direction of travel is departing from the Corporate Strategy and can call in a decision which the Committee believes may fall outside of the Corporate Strategy. If the Committee concludes the decision falls outside of the Corporate Strategy parameters, Scrutiny may refer the matter to full Council.

3.8. The Corporate Strategy set out in Appendix 1 has been developed with the Council's communications, insight and performance teams. In conjunction with an evidence based approach the document is reflective of the priorities and vision of the communities served and provides a clear direction of travel for the Council's activities.

3.9. The Corporate Strategy is a living document with progress monitored throughout the year through a revised performance framework. We will set targets so that services are realigned to the priorities within the Corporate Strategy and those targets will be bound into a performance scorecard in which to monitor and report progress.

4. Additional Budgetary Implications

4.1. None

5. Background and relationship to Corporate Strategy and/or Business Plans

5.1. The document has been developed as an update to the existing Corporate Strategy.

6. Options considered

6.1. Option 1 – 'do nothing'

6.2. Option 2 – To approve the updated Corporate Strategy to full Council for approval and adoption. This will facilitate a more modern, flexible approach for the functions and activities of the Council. A clear strategic document that is fully up to date, comprehensive and includes all the key elements of the objectives will give a high degree of 'future proofing' and clarify decision making. The document is designed to be simpler for Members and Officers with much clear Council objectives and priorities which will empower Cabinet and Scrutiny in making decisions which are aligned with the Council's priorities.

7. Resource Implications

Financial Implications

- 7.1. The Corporate Strategy makes no budgetary commitments but informs the budgetary framework and the Medium Term Financial Strategy.

Section 151 Officer comments

Date: 26 January 2023

Whereas some of the 'initiatives', and associated projects, within the Corporate Strategy will be delivered through existing revenue budgets, others will require the identification, and approval, of relevant funding through a combination of external grants, council reserves, the strategic element of the Community Infrastructure Levy, (CIL), and potential borrowing. Funding allocations will be determined through the consideration, and approval, of relevant business cases.

- 7.2. *Human Resources Implications* - none

- 7.3. *Information Governance Implications* – none

Other resource implications

- 7.4. The Strategy does not commit resources in itself but provides the framework for the allocation of resources by Cabinet.

Monitoring Officer comments

Date: 25/01/23

The Corporate Strategy is the key policy framework document that should articulate, at a high level, what the Council aims to provide for residents and businesses in its area.

It is therefore important that the document covers all the proposed endeavours that the Council wishes to undertake through the executive function of Cabinet over the coming years.

From time to time, as priorities and circumstances change, the document may require refinement and review – commonly referred to as a refresh. This is entirely in accordance with the council's need (as articulated through the Strategy) to be agile and responsive. This paper sets out the reasons why this particular update is required and is represented to full Council for approval.

8. Legal Implications

- 8.1. Legislation and the Constitution stipulates that the Council must have a corporate strategy document which sets out the ambitions and proposed approach to delivery of the functions of the Council (Constitution Article 3.2.1)

9. Risks

- 9.1. The 'do-nothing' option means the Corporate Strategy becomes more and more dated and less relevant.
- 9.2. The Council is looking towards a new and vibrant active future to meet the challenges around development, regeneration, the green agenda, business growth and the health and wellbeing of our communities. The updated Corporate Strategy sets out the immediate priorities which the Cabinet will be focussed on delivering.

10. Climate & Environmental implications

- 10.1. The new Corporate Strategy has a strong link with our Environment and Climate Strategy and supports delivery of that strategy. All the themes within the new Strategy will consider and contribute to the Council's commitments on the environment and all decisions will consider environmental implications going forward.

11. Consultation

- 11.1. The new Corporate Strategy has been prepared in consultation with the Leader and Cabinet. All staff have also been involved with an all staff meeting held over the summer to discuss the emerging vision, mission and purpose of the Council.
- 11.2. During November 2022 the new Corporate Strategy was placed on CitizenLab for public comment and three public engagement sessions were held across the borough hosted by the Leader. The most common themes identified during the engagement sessions were protecting the natural environment, recycling,

transport, water quality and town centre improvements. The results of that engagement session are included at Appendix 2.

12. Communication

- 12.1. The updated Corporate Strategy will be published on our website and used for further engagement.
- 12.2. Quarterly monitoring of the performance against the strategy will be routinely reported to Councillors and published on website and the document will be used to prepare organisational objectives as part of the annual business planning process.

13. Appendices

Appendix 1 – Corporate Strategy
Appendix 2 - Results of the engagement exercise
Appendix 3 - Corporate Strategy initiatives mapped to deliverables

14. Background papers

- 14.1. None

Agreed and signed off by:

Portfolio Holder: Cllr Rennie 25/1/23

CEO: Kim Sawyer 25/1/23

Monitoring Officer: Mark Watkins 25/1/23

Section 151 Officer: Malcolm Coe 26//1/23

Havant Borough Council Corporate Strategy

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2022 - 2026

Havant
BOROUGH COUNCIL

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Introduction



Cllr Alex Rennie
Leader of Havant
Borough Council

I am proud to present this refreshed Corporate Strategy for Havant Borough Council.

At the start of 2022, we brought forward a fresh vision for the borough, reflecting the ambition of my Cabinet to make it a better place to live, work and visit. Much has changed in that time, including taking the decisive step to end our shared partnership with East Hampshire District Council, ensuring we place our residents first in all our decision making.

Significant events have also happened nationally, hugely changing the political and socioeconomic landscape, from the war in Ukraine to increased inflation impacting the costs of our everyday lives. We are also entering a new Carolean Age, following the passing away of our beloved Queen Elizabeth II and with a new Prime Minister.

I am confident, though, that there will be fantastic opportunities emerging for the borough in the years ahead. The Solent Freeport has the potential to unlock thousands of high skilled jobs and I'm determined to make the government's efforts to level-up the whole country felt here in Havant by delivering on our ambitions for regeneration, healthier lives and skills.

This new strategy is therefore structured around three themes that will deliver tangible benefits to our communities in the borough:

WELLBEING

PRIDE IN PLACE

GROWTH

We have drawn clear links between the aspirations we have for the borough and the projects and initiatives that we will be delivering to work towards achieving our aims. Though we acknowledge we may not have direct influence on many aspects of our residents' lives, we are committed to working in collaboration with our partners in the public, private and charity sectors to make the borough a better place to live, work and visit.

We know we also need to focus on improving our core services, beginning with those that we know matter most to our residents. Delivering the aims in this strategy will take time and hard work, but I believe in the power of local government to make a positive difference to the lives of our communities.

It is my privilege to lead a team of dedicated staff and councillors at Havant Borough Council, who I know are as determined as I am to make the borough a place that we can all be proud to call home.

Our Vision

We see a future borough whose communities are economically and socially vibrant, which is made up of places where people and families want to live, work and enjoy, and whose residents are proud to champion and respect their natural surroundings.



Our Strategy

Our Strategy is made up of three themes:

WELLBEING

The health of our communities

PRIDE IN PLACE

Creating a great place to live, work and enjoy

GROWTH

Building our future

Each theme sets out our:

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ASPIRATION:

describing the hopes and desires we have for the borough in the future, they stretch the possibilities and provide a challenge as high as possible

AIMS:

outlining what we as a Council aim to do to work towards realising those aspirations

INITIATIVES:

the items of work that will be taken forward to deliver our aims which should in turn work towards delivering our aspiration

BENEFITS:

how we will measure success and ensure we are delivering the right outcomes for our communities

Engaging with our communities and stakeholders

An underpinning principle of delivering the priorities in the corporate strategy is to engage and work with our communities and stakeholders who can influence and shape their local areas in which they live and work. This will be done through continued engagement with our communities and stakeholders to understand changing needs, priorities, and challenges that they face. This builds resilient and empowered communities who are effectively informed, engaged and involved in defining and designing local priorities, front-line services and informing council decision-making in areas that impact their lives.

People First

What we want to achieve - **WELLBEING** - the health of our communities

ASPIRATION

Our residents, both young and old, have the opportunity to live healthy and active lives. We work with our residents and businesses to ensure that everyone has an opportunity to help shape their community.

AIMS

We will enable quality spaces for children to play in all areas of the borough	We will continue to provide access to health, fitness, leisure and cultural facilities (including open spaces) across the borough	We will enable and deliver interventions to prevent homelessness and rough sleeping	We will look to engage residents and community groups on important matters to inform decision making	We will look to enable and deliver safety initiatives and preventative mechanisms so our communities feel safe	We will support schemes that encourage walking and cycling, the use of public transport and the use of electric vehicles	We will deliver support mechanisms / initiatives to help our residents such as the distribution of grant schemes, and where necessary support specific groups, e.g. former members of the armed forces
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Directly delivering

Delivering in partnership

INITIATIVES

Working closely with our partners to improve leisure offering at Havant Leisure Centre and Waterlooville Leisure Centre	Consideration of how best to support improved leisure provision in the borough for future generations	Continued delivery of improvements to our play parks to maintain and enhance play provision within the borough	Delivery of action plan and full Housing Service Review to improve our housing service	Enabling education on safety and crime prevention, focusing on prevention of violence against women and girls (VAWG)
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BENEFITS

Reduction in homelessness	Increased activity among adults and children	Decrease in obesity within adult and child population	Reduction in anti-social behaviour	Increase in engagement with local democracy and decision making	Improved perception of place	Increased use of walking, cycling and public transport
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People First

What we want to achieve - **PRIDE IN PLACE** - creating a great place to live, work and enjoy

ASPIRATION

We are proud of our place which is clean, safe and welcoming to our residents, businesses and visitors. Our communities are safe from coastal erosion and flooding, with our coastlines and habitats being high in biodiversity. Waste from our borough is managed efficiently and effectively and our borough's carbon emissions will be net zero by 2050.

AIMS

We will work closely with partners to drive improvements in our areas relating to communities, safety and place

We will facilitate the delivery of and improve the quality of our affordable housing

We will maintain and enhance our coastline and harbours for wildlife and continue to deliver projects to protect our coastline

We will improve our public spaces in particular our seafront, towns and village centres across the borough

We will aim to take measures to promote and embed environmental matters and consider environmental impacts in all our decisions to help tackle climate change

We will enable interventions to ensure waste going to landfill is genuine and will aim for continuous improvement in recycling rates

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Directly delivering

Delivering in partnership

INITIATIVES

Exploring options for measures that accelerate the provision of good quality homes, such as the formulation of a housing company

Designing and implementing new prevention enforcement service approach focusing on triage and early intervention to improve the quality of place across the borough and address long standing issues

Considering options for prevention of crime (particularly surveillance technologies) working in partnership with police

Building on the improvements made at Hayling Seafront, utilising the Hayling Seafront Masterplan, to make it a destination place

Continued delivery of coastal protection and management projects including the Langstone Flood and Coastal Erosion Management Plan and Broadmarsh coastal landfill protection

Reviewing our recycling and waste disposal offering, incorporating new requirements from the Environment Bill and improving our garden waste collection service

Delivery of our Climate Change Environmental Action Plan

Utilising support from the High Street Task Force at Havant town centre and Waterlooville town centre, and continuing to implement initiatives to support thriving town and village centre

Development and delivery of our Local Plan to ensure sustainable development in the borough in the coming decades

BENEFITS

Reduction in carbon emissions across the borough including in council operations

Improved biodiversity and provision of green space across the borough

Increase in available affordable homes

Improvement in recycling rates and reduction in contamination rates

Improved cleanliness and safety of public spaces

Reduction in fly tipping

Improved perceptions of place - reputation as a 'place people want to be'

High Streets that residents are proud to visit



People First

What we want to achieve - **GROWTH (External)** - building our future

ASPIRATION

Our residents have opportunities for jobs across the borough that suit their skills. Our local economy is growing and opportunities to modernise infrastructure to support the changing needs of our residents and businesses are fully explored.

AIMS

We will produce a Local Plan which will deliver sustainable development for our residents and businesses

We will aim to enable and facilitate regeneration in our borough utilising all funding opportunities

We will be open for business to developers, landowners and partners who share our aspirations for highly sustainable development alongside employment opportunities and leisure provision

We will help to facilitate opportunities for bringing new jobs and employment to the area, in particular for our young people, and improving the skills of the workforce

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Directly delivering

Delivering in partnership

INITIATIVES

Developing a regeneration plan for Waterlooville town centre, to include short term improvements to the built environment as well as strategies for future development of the area

Enabling and delivering improvements to Havant town centre (subject to funding bids) including redevelopment of Meridian Centre and Market Parade area

Progressing the regeneration of Bulbeck Road car park site

Developing a regeneration plan for Havant Plaza and civic centre to make best use of the surrounding land

Enabling youth education and skill opportunities in Leigh Park (Link Up Leigh Park programme)

Enabling and delivering youth employment opportunities, including apprenticeships, across the borough

Working with partners to develop Freeport site at Dunsbury Park

Development and delivery of our Local Plan to ensure sustainable development in the borough in the coming decades

BENEFITS

Increased investment in the borough, stimulating the local economy

Improved job opportunities; decreased rates of unemployment and underemployment

Increased sustainability of new developments



People First

What we want to achieve - **GROWTH (Internal)** - building our future

ASPIRATION

Our council will strive to improve our services and modernise. We will engage and work closely with our partners to reduce barriers, unnecessary interventions and enable growth.

AIMS

We will create a responsive council: improving our customer services and all the services we deliver

We will become a digital council by implementing in full our Digital Strategy

We will aim to maximise our relationships with our partners to help improve the area for our residents and businesses

We will aim to lead our Borough by example in the fight against climate change by reducing our carbon emissions, increasing use of green energy, and improving our buildings and infrastructure

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Directly delivering

INITIATIVES

Review of approach to property asset management and maximising our returns through either maintenance, disposal or transfer

Review our approach to the use of the Plaza including our workstyles and facilities available

Review our approach to car park charging schemes and explore opportunities for alternative income generation

Review our approach to outsourcing our services, and set in place strategies for the delivery of services currently provided by Capita and Norse SE as contracts expire

BENEFITS

Council services that are fit for purpose and fit for the future, while remaining cost-effective

Increase in income from assets and selling services

Improved digital infrastructure

Reduction in carbon emissions across the borough including in council operations



One Borough

What makes us unique

Connected. Coastal. Capable. The borough of Havant offers great connectivity and capability, providing high tech expertise at one end of the spectrum and a world-class coastline on the other.

The borough has a rich and varied history. With Havant famed for its parchment making in the past (and ably provided with crystal-clear water from local springs to produce it), the borough over time has changed and adapted to meet societal need. Hayling Island and its world-class coastline led to the invention of windsurfing, and its beaches were used to prepare for D-Day. Waterlooville was named after victorious soldiers from the Battle of Waterloo who settled there upon their return to home soil. To the east lies Emsworth – a proud coastal town once famed for its oysters and steeped in its own history.

With the Solent coastline on the doorstep, and the South Downs to the north of the town, Havant offers a unique quality-of-life experience. The borough's coastline provides a rich and diverse resource for people to enjoy, savour and benefit from. To the north, the South Downs National Park offers rolling chalk hills and established woodland.

With its origins as a junction of Roman roads, and still supplied with excellent transport links today, the borough will play an important role in the emerging Solent Freeport with exciting opportunities ahead for trade and investment. Its diverse history of manufacturing and industry, from traditional crafts like glove making and brewing to contemporary household names like Kenwood, Scalextric and IBM means Havant borough is ideally placed to support innovation and growth in the 21st century.

The borough of Havant is more than the sum of its parts. With genuine character, it offers considerable opportunity and quality of life in equal measure. Ever changing, ever relevant, the borough has an exciting future as well as an established history.



Waterlooville

Cowplain – believed to have been named after an inn called the Spotted Cow which appears on a map dated 1867

Purbrook – its name is a corruption of the Saxon words Pucan broc, which means the brook of the water spirit

Widley – members of Charles Dickens' family are buried here

Waterlooville – named after victorious soldiers from the Battle of Waterloo

Hayling Island

South Hayling – local resident Peter Chilvers is widely credited as inventing the windsurfer here in the 1950s

Northney – the daughter of a Russian tsar is buried in the graveyard here

Mengham – the churchyard is supposedly the location of a tunnel entrance, disguised as a grave, which smugglers used to transport stolen goods



Leigh Park

Home of the Scalextric factory in the 20th century

Havant

Bedhampton – home to 'displaced persons' from the Baltic states who settled here after World War II

Warblington – the ruins of the 16th century Warblington Castle, which was destroyed by the Parliamentarians during the Civil War, can still be seen today

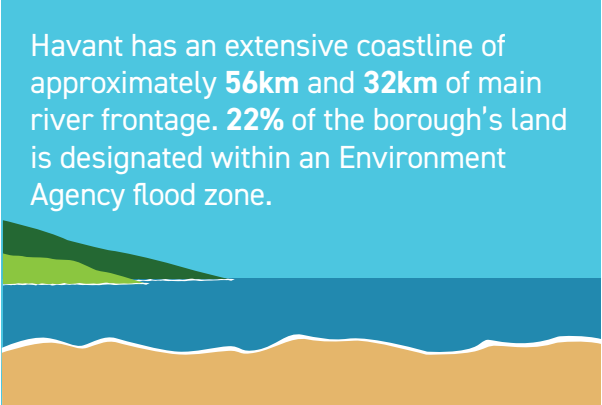
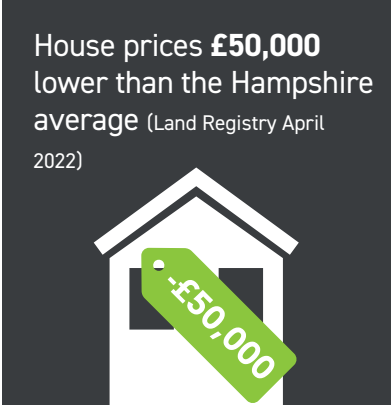
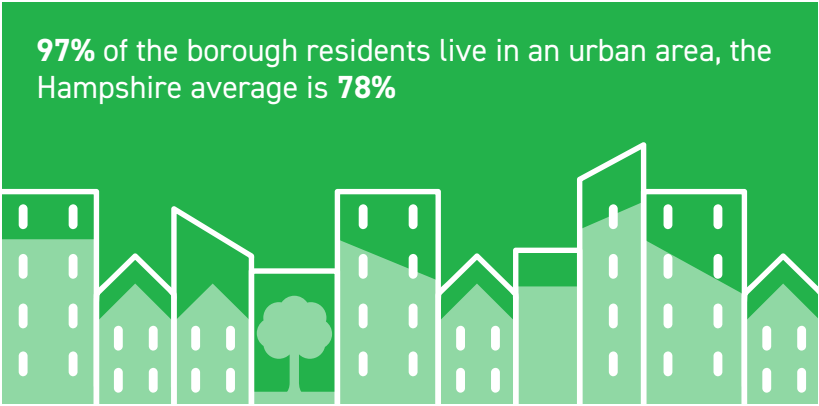
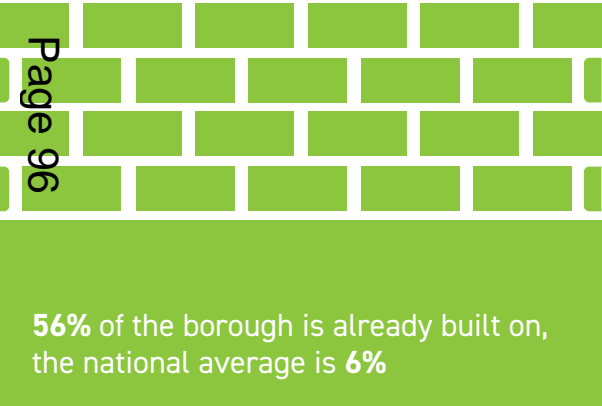
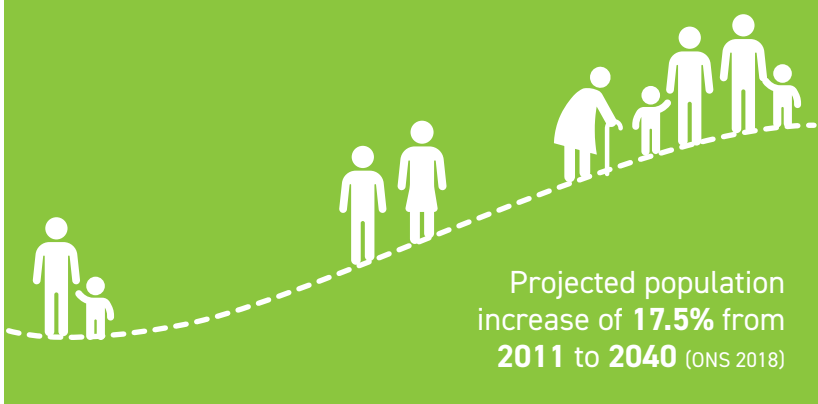
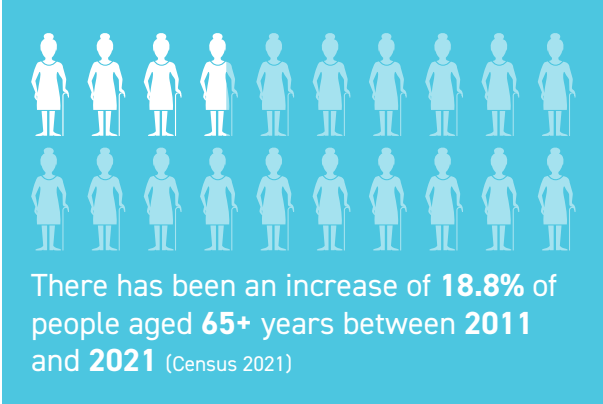
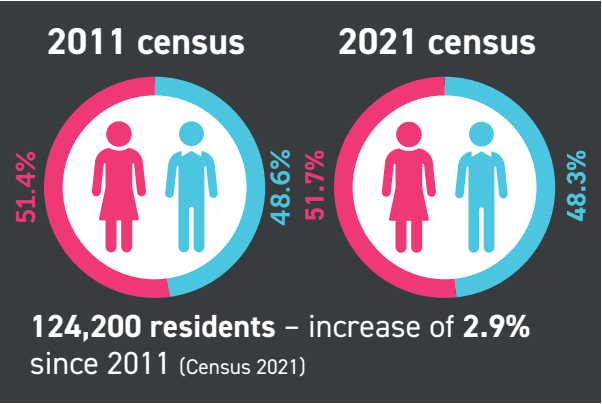
Langstone – site of a historic causeway linking the mainland to Hayling Island

Havant – famed for its parchment making

Emsworth

Historic industries included shipbuilding, oyster fishing and rope making

Our profile: achievements and challenges



Havant is the most deprived district in Hampshire with around one third of Lower Super Output Areas (LSOAs) in the top **20%** of most deprived nationally. (IMD 2019)



The key driver of deprivation in Havant is access to education, skills and training. (ONS annual pop survey 2020)



Overall crime in Havant is **4.6%** higher than the Hampshire rate (crimeraite.co.uk)



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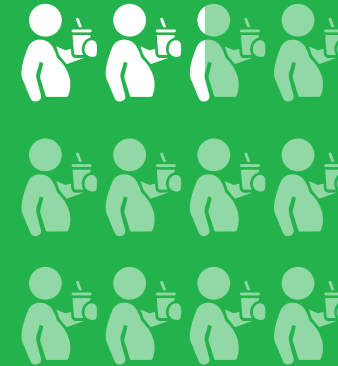
Life expectancy overall is similar to the England average, but with marked variation across the Borough.

(Hampshire CC JSNA 2020)



Percentage of adults (18+) in Havant classified as overweight or obese **63.9%**

(PHE Fingertips 20/21)



Prevalence of obesity in year 6 children **20.6%**

(PHE Fingertips 19/20)



Havant job density (jobs per resident aged 16-64) is **0.67**, This is lower than the national average **0.84**

(ONS Job Density 2020)



The number of jobs available is concentrated in areas (over **1,000** jobs available) around Havant Town Centre, Langstone Technology Park, New Lane industrial area and Waterlooville district centre (Employment by LSOA 2018)

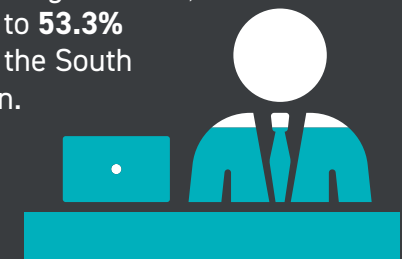
41.9% of Havant residents have a NVQ4+ or equivalent qualification, compared to **45.1%** in the South East region

(ONS Annual population survey 2021)



40.5% of jobs within Havant are classed as "high skilled", compared to **53.3%** of roles in the South East region.

(ONS Annual population survey 2021)



What are we best at?

Our Coastal Partners is an innovative partnership of five councils working together on coastal issues across 246km of Hampshire coastline. Formed in 2012, Coastal Partners recently won in the Coastal Management category at the Flood & Coastal Excellence Awards 2022 for a scheme which centred on the 'Ecoformliner' as a leading example in environmentally focused flood defences.

Our planning team has received national acclaim, winning the natural environment category in the prestigious Planning Awards. The council won the award for 'Planning in the natural environment' for its visionary work with the Warblington Farm nature reserve and its nutrient mitigation strategy which has enabled sustainable development to continue in the borough.

Havant Borough Council continues to retain its Blue Flag Status for its beach known locally as Beachlands Central, Hayling Island. Blue Flag is an international award managed by Keep Britain Tidy on behalf of the Foundation for Environmental Education. It is only presented to well managed beaches with excellent water quality, environmental education programmes and good facilities.



One Team

MISSION

We provide excellence to our residents, businesses and communities, working with our partners for a Havant we are proud of.

PURPOSE

To give a voice to residents and business through democratic elections; developing strategies and policies to help improve the lives of residents; responsible for planning the development of our area; allocating housing, recreation and leisure opportunities, protecting and enhancing the natural environment and our coastline, protecting public health, licensing and waste collection, local taxation and election services for local and national elections; whilst ensuring we operate within our legal and regulatory obligations and deliver value for money for local tax payers

SERVICES

Through all our themes we will seek to improve the services we deliver and this will be achieved through a targeted list of projects such as improvements to customer services, our regulatory services and our housing service. We will ensure that Council services are fit for purpose and fit for the future, while remaining cost effective.

VALUES

Our Council employs over 200 people. We come to work to make a difference to our community. We are professionals who are either residents or have chosen to make Havant Borough Council our place of work.

We are part of the general community. Working for Havant Borough Council enables us to make a contribution to supporting others and together we create a great place to work.

We have values that enable us to succeed in serving the community.

- **Agile**
- **(H)avant-garde and solution focused**
- **Performance driven**
- **Leadership**
- **Collaborative**

One Team

THE BEHAVIOURS OF OUR COUNCIL

Our behaviours are driven by our values and reflect who we are as a Council

- We are **ambassadors**; we develop strong, productive relationships and communicate positively as the guardians of the reputation of the Council
- We are **accountable and responsible**; to ensure the council provides the best possible service to its residents, businesses and visitors
- We **aspire**; we look for opportunities to improve and grow and my council invests in me and offers those opportunities
- We are **inspired**; we are proud of the whole borough
- We are **ambitious**; we want more for the borough and strive for the highest levels of delivery and performance
- We are **creative**; we think about new solutions to old problems, look to be lean in process and welcome opportunities, challenge and scrutiny.



Corporate Strategy – engagement exercise

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Evidence base

We have used several sources to assess whether the Corporate Strategy addresses themes that the borough's residents care about:

- Corporate Strategy public engagement sessions held in Havant Town Centre, Hayling Island and Waterlooville (November 2022)
- Corporate Strategy online engagement via Citizen Lab (October-November 2022)
- Local Plan Reg 18 consultation – online via Citizen Lab (October-November 2022)
- Youth Survey (November-December 2022)



Citizen Lab – overall summary

- 21 respondents responded with all responses available to view:
<https://havant.citizenlab.co/en-GB/projects/corporate-strategy/1>

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- The most common themes identified in the comments on Citizen Lab were:
 - Natural environment
 - Recycling
 - Transport
 - Water quality



Citizen Lab - feedback on strategy, selected from individual comments

- Should be greater focus on environmental actions
- Councillors are not mentioned in the 'One Team' section

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No mention of Staunton Country Park ('environmental non-coastal heart of Havant')

Strategy for engagement with residents and local stakeholder groups should be considered

- Should be more focus on infrastructure
- Should be an additional published document defining short term tangible projects that will be delivered over next 2 years



Citizen Lab - local priorities mentioned by individual commenters

- Refurbishment of Scratchface Lane play park
- Sewage release warnings and lobbying Southern Water
- Reinstating neighbourhood glass banks
- Mitigating erosion at Mill Pond
- Reinstating campervan parking on Hayling Island
- Re-establishing Hayling Billy Line railway as a summer shuttle service to reduce congestion on Hayling Island
- Promoting importance of green spaces as carbon sinks
- Supporting small local community volunteering hubs
- Considering the use of Citizens' Assemblies
- Working with HCC to employ more youth workers



In-person events

- Broadly comments were focussed around:
 - Town Centres and improvements required in particular shops
 - Coastal erosion and need to protect our Borough
 - Over development in area
 - Improvements of infrastructure in the area
 - Water pollution



Local Plan Reg 18 consultation

539 respondents

Respondents' top priority for what the Local Plan should address was:

- 'Reducing the impact of development on the natural environment'

Followed by:

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- 'Protecting, conserving and enhancing the borough's local nature designations'
- 'Securing the timely provision of infrastructure to support the level of development'
- 'Retaining and enhancing open spaces'



Youth Survey

108 respondents

Top priorities of respondents are:

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- Mental health support for young people
- Enough local jobs for people like me
- Access to education and training



Overall summary & our response

- Climate change, nature and the environment are prevalent themes in each dataset (with the exception of the Youth Survey)
 - **Response: We are reviewing our climate action plan to ensure that it has clear deliverables and can be tracked and monitored throughout the year. Going forward consideration of climate to be in everything we do.**
 - Protecting our borough
 - **Response: Our Local Plan will be a vital document which will set the framework for development in our area. Through our Coastal Partners we are committed to projects which protect and enhance our coastline.**
- Several respondents wanted to see more ambitious commitments on these themes, both for the council and for the borough
- **Response: We have committed to producing a detailed plan with our deliverables identified against each initiative, initial work on deliverables against initiatives is included in Appendix 3 of the paper**



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Theme	Initiative in strategy	Deliverables
Wellbeing	Working closely with our partners to improve leisure offering at Havant Leisure Centre and Waterlooville Leisure Centre	Renegotiation of Horizon Leisure Trust contract
	Consideration of how best to support improved leisure provision in the borough for future generations	New leisure provision Waterlooville leisure centre s106
	Continued delivery of improvements to our play parks to maintain and enhance play provision within the borough	Play Parks
	Delivery of action plan and full Housing Service Review to improve our housing service	Housing Service review (including DLUHC review response and Homelessness activities)
	Enabling education on safety and crime prevention, focusing on prevention of violence against women and girls (VAWG)	Safer Streets Funds
Pride in Place	Exploring options for measures that accelerate the provision of good quality homes, such as the formulation of a housing company	Pursuit and delivery of additional housing including affordable housing (Housing Development Strategy)
	Designing and implementing new prevention enforcement service approach focusing on triage and early intervention to improve the quality of place across the borough and address long standing issues	Review required to progress Community Safety work including unlawful encampments
	Considering options for prevention of crime (particularly surveillance technologies) working in partnership with police	CCTV
	Building on the improvements made at Hayling Seafront, utilising the Hayling Seafront Masterplan, to make it a destination place	Chichester Avenue car park
	Continued delivery of coastal protection and management projects including: Langstone Flood and Coastal Erosion Management Plan and Broadmarsh coastal landfill protection	Langstone Flood & Coastal erosion Hayling Island Coastal Strategy Broadmarsh Coastal Landfill protection
	Reviewing our recycling and waste disposal offering, incorporating new requirements from the Environment Bill and improving our garden waste collection service	Environmental Act 2021 & County waste proposals Improve the streetscene within the Borough.
	Delivery of our Climate Change Environmental Action Plan	Implement Climate action plan including consideration of our approach to future Nutrient Neutrality schemes
	Utilising support from the High Street Task Force at Havant town centre and Waterlooville town centre, and continuing to implement initiatives to support thriving town and village centres	High Street Task force Infrastructure Development Plan (IDP) Tidworth car park
	Development and delivery of our Local Plan to ensure sustainable development in the borough in the coming decades	Local Plan progression Includes progression of sites such as Southleigh by working with partners
Growth	Developing a regeneration plan for Waterlooville town centre, to include short term improvements to the built environment as well as strategies for future development of the area	Short term interventions in town centre Ambition statement and master plan
	Enabling and delivering improvements to Havant town centre (subject to funding bids) including redevelopment of Meridian Centre and Market Parade area	Havant Town centre station area Infrastructure Development Plan (IDP)
	Progressing the regeneration of Bulbeck Road car park site	Bulbeck Road multi-storey car park
	Developing a regeneration plan for Havant Plaza and civic centre to make best use of the surrounding land	Civic Centre/Plaza central council car parks Land Assembly, Civic Plaza, OPE including potential phase 3 of Leisure Centre and northern car park
	Enabling youth education and skill opportunities in Leigh Park	Link-up Leigh Park
	Enabling and delivering youth employment opportunities, including apprenticeships, across the borough	Youth Employment Hub Innovation & Skills Centre/Freeport Skills Forum How we engage with business partners such as Havant Business Partnership
	Working with partners to develop Freeport site at Dunsbury Park	Securing occupiers (with PCC)
	Development and delivery of our Local Plan to ensure sustainable development in the borough in the coming decades	Local Plan progression Includes progression of sites such as Southleigh by working with partners
	Growth (internal)	Review of approach to property asset management and maximising our returns through either maintenance, disposal or transfer
Review our approach to the use of the Plaza including our workstyles and facilities available		Retrofit the Plaza Energy use within Plaza and other council buildings
Review our approach to car park charging schemes and explore opportunities for alternative income generation		Maximisation use of car parks
Review our approach to outsourcing our services, and set in place strategies for the delivery of services currently provided by Capita and Norse SE as contracts expire		Reprocurement of waste contract Capita contract reprocurement

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Leader of the Council – Councillor Alex Rennie

- Policy development
- Lead for inter authority relations, engagement with Government, engagement with community and key stakeholders
- Council performance against corporate strategy
- Regeneration
- Transformation
- Community Safety
- Enforcement & prevention Services
- Emergency Planning & business continuity
- Freeport

Policy Development and lead for inter-authority relations, engagement with Government, engagement with community and key stakeholders

Following the period of engagement in late 2022 on the Corporate Strategy the updated document has been brought forward to full Council in February alongside the budget and medium term financial strategy. The new Corporate Strategy outlines the council's vision until 2026, setting out the council's priorities and how they will be delivered in particular focusing on improving the health of our communities, protecting our natural environment and building for the future.

We continue to closely monitor the latest development in central government policy to ensure we can effectively implement any opportunities that arise. Although we were not successful in our Levelling up funding bid the Council has already secured £1.6m of Government funding to regenerate part of Havant town centre as well as funding for improvements to parks and play areas and help to support the homeless in our borough.

During February the Council hosted a public meeting with water companies giving residents the opportunity to ask Portsmouth Water and Southern Water questions about how water is provided in the future, taking into account the growing need and pressures of climate change.

Council performance against corporate strategy

With the approval of the Corporate Strategy, services have been identifying the key priorities that will be reported on in order to deliver the strategy. These new priorities will be tracked through our performance scorecard and through project assurance reports to ensure that our priorities are being delivered.

Quarter three performance information has been collected and is being reported through Cabinet. Our performance across a number of services is generally good; complaints handling and customer service metrics have improved over the last quarter and our regulatory services are achieving against national metrics. Continuous improvement in performance monitoring is ongoing with new planning metrics planned for quarter 4 as well as updated Housing metrics.

Business Continuity

Officers are currently reviewing business continuity plans as part of our annual review to ensure plans remain clear should they be required. Once a review of plans has been completed a short testing exercise will take place to ensure they are robust.

Armed Forces

The Armed Forces Stakeholder group is growing, 56 businesses, charities and community groups are signed up to attend meetings and receive updates.

Partners are keen to work together and share information to better support the Armed Forces community. We will be meeting with officers on Thorney Island and also the local Reservist branch to see what the issues are and how we can support in the future. The next Stakeholder meeting takes place on 26th June at the Plaza.

We currently hold a silver ERS (Employer's Recognition Scheme) award, we are applying for a gold award. The deadline for application is 15th March 2023. We are currently working through the application and supporting evidence. The Gold Award is the highest badge of honour for employers who support those who serve in the Armed Forces, veterans, and their families.

Regeneration

LUF 2 – Havant town Centre

HBC is disappointed it wasn't successful with the LUF2 bid, although DHLUC will provide feedback and there will be another fund, the detail of which we will be appraised of soon.

Brownfield Land Release Fund 2 (BFLR2)

The second round is now open for applications for funding, with up to £60m available. One Public Estate partnerships will coordinate applications to the fund from councils across their OPE partnership areas. Applications to be submitted by 23:59 on 31 March 2023. This fund will be administered through the One Public Estate Programme, a partnership between Cabinet Office, the Department for Levelling Up, Housing and Communities and the Local Government Association.

HBC are assessing its property portfolio to establish whether there can be a viable bid submitted.

There will be a final BRLR fund in March 2024 which will be £80,000,000.

Waterlooville Town Centre

16 applicants applied for the Waterlooville town centre / regen officer role and HBC officers interviewed 4. There were two great candidates, and we are in the process of offering this role to one of them, with a conditional offer which has been verbally accepted. Potential start date mid-April.

In the meantime, we are commissioning an additional piece of work to focus on stakeholder engagement focused on businesses, landowners and key public agencies. This work will not only inform the commissioning of a masterplan but prepare the ground for longer term partnerships and stakeholder delivery groups.

The Plaza and Civic Centre Havant

- Officers are regularly meeting with London Continental Railways (LCR) on taking forward regeneration plans for the area. The next one is due mid-February 2023
- Unfortunately, the Brown Field Land Release Fund is only available for council owned land or premises and cannot be accessed by other public sector bodies like the police, magistrates and DWP, who all occupy the wider Havant Plaza site.
- A second MOU is to be signed between the potential stakeholders with an interest in the area adjacent to the station (including Market Parade):
 - Network Rail Infrastructure Ltd.
 - First MTR South Western Trains Ltd.
 - London & Continental Railways Ltd. and
 - Havant Borough Council.

Hayling Island

Following a meeting with Hayling Island Ward Councillors regarding Chichester Avenue car park, officers are producing a draft plan by the end of February 2023, which will be circulated for further input.

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Cabinet Lead Reports

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Cabinet Lead for Environmental Services – Councillor Lulu Bowerman

Delivery of environmental and amenity services under Norse contract

Waste collection and disposal

Front line service delivery operatives and the HBC Environmental Services officers continue to work hard for the best service levels possible in the borough while also improving the processes behind the scenes and working on projects for the future.

Glass Collection

As part of an ongoing review of the glass collection sites, an additional glass collection point has been located at the car park adjacent to The Spring Arts Centre in Havant Town Centre which is hoped to ease pressure on other nearby sites. This is in addition to the new glass collection point at St Albans in West Leigh.

There are still issues with some residents leaving their bottles next to the skips instead of putting them into the skip itself and the possibility of pubs and restaurants adding to the pressure at some locations where we are still experiencing issues. Signage is being arranged to encourage responsible recycling and to highlight the new locations and Norse are continuing to clear bottles and waste left adjacent to skips. Further work is needed to encourage responsible behaviours and the council's enforcement team will support this work by engaging with local businesses who may be using the skips.

Garden waste renewals

Garden waste renewals have commenced for 2023/24 and the process is working well. There are 12,600 subscribers who must make a payment through the contact centre or online by the end of April. Letters are being sent to all subscribers and promotion through social media and other channels is supporting this process.

A Third garden waste round is being planned which will enable thousands more residents to sign up for the service from June this year. Planning is underway to deliver this, with close working between Norse, Capita and the Council team. We are hoping that this will go 'live' in the next few months.

"No Mow May"

The team will be researching and developing plans for how best to manage "No Mow May" this year with our resources and we will be working with the Climate Change and Environment Panel to investigate the best options for locations across the borough that will showcase this initiative and explain the rationale behind it.

Environment Act

Part of the Environmental Services work is also to plan for the future and the implications of the Environment Act.

The services are faced with significant new issues which will impact from early 2023 and over the coming years. Developments in national policy are addressing the challenges of climate change and resource use and will have wide ranging impacts on how waste and recycling is collected and processed. The Environment Act 2021 is enabling legislation which sets out a framework for government to direct councils to improve recycling services, such as introducing food waste collections and separating recycling into different containers to improve material quality. This will have environmental benefits but will require additional resources to deliver with uncertainty over funding and timescales.

A briefing for members will be scheduled in the next few months.

Cabinet Lead for Finance – Councillor Tony Denton

- MTFS
- Finance & Treasury
- Council Tax
- Mayoralty
- Corporate governance
- Armed Forces Covenant

Budget / MTFS

As reported in January, the Council has been busy revising its budget proposals for 2023/24 and updating its Medium Term Financial Strategy, (MTFS) subsequent to the Government's, (1 year), Financial Settlement announcement in December 2022.

Whereas additional funding, such as New Homes Bonus, has been confirmed for next year, there is no financial certainty beyond this period hence when setting budgets we have needed to be mindful not to commit on-going spend against one off resources.

The Council has worked hard to improve its financial stability, and resilience, over the last 12 months. However, increasing demand on core front line services such as housing the homeless and waste collection has placed added pressure on our finances.

The 2023/24 revenue budget, as presented to Council today, requires us to:

- (a) Increase Council Tax by 3%;
- (b) Increase Garden Waste charges by 6%;
- (c) Increase a number of other discretionary charges, such as parking, by 8%

Whereas we recognise that this is not necessarily good news for our residents, the Council has worked hard to keep costs down with the proposed increases being much lower than the actual costs incurred by Havant BC in areas such as staffing, major service contracts, fuel and utilities. Inflation has been running in excess of 10% and the Council, like other businesses and householders, are directly impacted by the current economic climate.

However, we continue to work hard to support those individuals and businesses that are struggling most in our communities. We have continued to maintain a Council Tax Support Scheme, for those on particularly low incomes, and have recently expanded our Discretionary Business Rates Relief Policy to help more Community and Sports Groups in the Borough.

In terms of Capital Investment, we have recently re-written our Capital Strategy and are proposing a medium term Capital Programme of £24.8m. We will continue to be

ambitious, building on recent successes such as £1.6m Brownfield Grant, for the demolition of Bulbeck Road car park, and £1m UK Shared Prosperity Fund, and aim to attract further significant investment to the Borough.

Our financial reserves remain strong, yet appropriate to tackle the difficult times that we are currently facing. We will regularly review our holding of reserves, with plans to invest in service improvement and growth where possible.

I hope that members will agree that the budget put in front of you today has been carefully considered, is transparent and much needed to move the Council on to the next stage of financial strength since our split with East Hampshire. We will strive to deliver the projects as detailed in our revised Corporate Strategy, investing and improving the Borough whilst maintaining excellent front line services.

Corporate Governance

The Quarter 3 Governance report has been finalised and will be going forward to the next Audit & Finance Committee. The report will include an update on the corporate risk register movements; our top risks remain homelessness and the risk of disruption to council services due to outside events. All risks have appropriate mitigations in place and are being monitored accordingly.

The number of complaints and complaint resolution has improved significantly over the quarter, with complaints reducing to 33 outstanding complaints at quarter end and an improvement in response times. All types of information requests are being responded to within relevant timeframes.

Work has now started on the preparation of the Annual Governance Statement for 2022-23 with the AGS questionnaire available for staff to complete. The questionnaire provides an evidence base on the governance arrangements across the council.

Finally, the 2022 Regulation of Investigatory Powers Act (RIPA) statistical return for 2022 has been submitted, in accordance with requirements and the 31 January 2023 deadline. Refresher Training on use of RIPA is being organised for May 2023.

Mayoralty

The team continue to support the office of the Mayor, both with official engagements, and with matters relating to national or civic events.

On 20 January 2023, a formal ceremony, hosted by the Mayor, was held to confer the title of Honorary Alderman onto former Councillor Tony Briggs. The event was attended by Councillors and Tony's family and friends and was a thoughtful opportunity to reflect upon Alderman Brigg's many years of service with Havant Borough Council.

The Council also held its annual Holocaust event at Havant Cemetery on 27 January 2023. This was very well attended by residents, schools and other visiting Mayors and Chairmen from Hampshire. We appreciate the ongoing support given to us by Cllr Leah Turner, who leads the annual service to commemorate Holocaust Memorial Day. The theme for this year's Holocaust Memorial Day was 'Ordinary People' which encourages the public to speak out and stand up to prejudice and hatred.

The team will be forming part of a Project Team to discuss the next stages for the Coronation around the key dates of 6 to 8 May 2023. In doing this, we will be recognising the key themes being promoted for the Coronation, in relation to the "Coronation Big Lunch", and the "Big Help Out" volunteering day, on the Monday Bank Holiday.

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Cabinet Lead for Local Plan, Environment and Water Quality – Councillor Elizabeth Lloyd

Planning Policy

Planning Policy Committee will consider the responses to the consultation on the Building a Better Future Plan on 20th March 2023.

At this stage, no changes will be proposed to the Local Development Scheme, the timetable for the Local Plan's production. Nonetheless, the Council must be conscious of the reforms which Government are intending to roll out to the planning system this year and moving forward.

A consultation document was published on 22nd December, which sets out proposed updates to the National Planning Policy Framework (NPPF). However, the precise details of reforms will not be known until a final refreshed NPPF is published in the Spring. This could result in changes needed regarding how the new Local Plan will be produced, with knock on impacts on its production timetable.

Water Quality

As the Council will know, there is an ongoing challenge to plan for sufficient water resources for our region. There is a growing population and economy to support, whilst climate change and the need to protect our natural environment reduce the availability of water.

The Council has engaged with these discussions on a regional level, which were being consulted on through Water Resources Management Plans for both Portsmouth Water and Southern Water recently. The proposals to reduce abstraction on the Rivers Test and Itchen have led to the development of a Water Recycling project which would further treat wastewater coming out of Budds Farm Wastewater Treatment Works, pump that treated water to Havant Thicket Reservoir and subsequently, via a piped network, deliver water to the wider Southampton area. The Council's responses to both consultations were considered by the Cabinet on 8th February 2023.

In order to publicise and increase knowledge of these consultations, the Council also facilitated a public meeting where our residents could ask questions directly of both Portsmouth Water and Southern Water. This led to a useful discussion and increased awareness of these proposals and how they could impact our borough. The main issues which were raised through that discussion were appended to the Council's responses to the consultation before they were submitted.

In January, I was pleased to join the first meeting of a local authorities' stakeholder group, set up by the leader of Wealden District Council. The aim of this group is to not only share experiences, but also to understand best practice in gaining access to the executive office of Southern Water, in the hope of resolutions for some of the

issues. Issues raised among the attendees, which comprised councillors and officers from across Southern Water's catchment area, centred around storm overflows from wastewater treatment works, escapes of wastewater pollution into streams and rivers, and pipe network breakdowns affecting people's homes.

Climate Change and Sustainability

As was highlighted through the last Full Council update, addressing the energy efficiency of the borough's homes is critical in the long term to address the causes of climate change, to meet net zero and reduce long term temperature rises. Meanwhile, in the short term, the increases in the cost of energy is having a significant impact on our communities.

Havant Borough Council is part of the Warmer Homes, a consortium of local authorities, led by Portsmouth City Council. Through this scheme, eligible households can get access to energy efficiency upgrades, renewable energy and heating system improvements.

Funding remains available to eligible households so any residents who have not yet submitted an application should do so. It's important to stress though, the funding will end shortly so eligible residents need to submit an application form without delay. Further information can be found at www.warmerhomes.org.uk. Any households who consider they could be eligible can apply either online or by calling for free on 0800 038 5737.

Moving forwards, we are continuing to work with our colleagues at Portsmouth City Council to explore further funding from the Government's Department for Business, Energy and Industrial Strategy.

Cabinet Lead for Levelling-Up – Councillor Tim Pike

- **Property & asset management**
 - **Property:**
 - A new Head of Property & Assets is due to join us on 6 March 2023. He is a Chartered Commercial Property Surveyor and RICS Registered Valuer, and has a wealth of experience from working in both the public and private sector.
 - The Business Case for a digital Property Asset Management System (PAMS) is due to be discussed at Cabinet on 15 March 2023.
 - Void rate continues to be very low across the portfolio with very few vacant and to let premises which is great news.
 - We now have increased capacity to complete deeds, licences, assignments, underletting, leases and renewals etc with the new Legal team in place. We have approximately 31 cases with Legal that we are now able to move forward which increases our rental income and protects our assets.
 - The team continue to identify and secure low value revenue opportunities such as rent reviews, licencing and concessions.
 - Identified and progressing additional car park sites for seasonal concessions to increase the offer to residents and visitors as well as increase income to HBC. This year there is a concession fee of £1,200 plus the tender per site.
 - **Land:**
 - Licences in place with the Environment Agency for defence of 12 homes in Lumley Road, Emsworth.
 - Licences in place with Southern Water and Portsmouth Water to start more bore hole testing in Havant connected to their ongoing projects.
 - Inspections on 709 HBC owned open space sites started by the team.
 - **Maintenance**
 - Urgent heating repairs completed at Leigh Park, Bedhampton and Springwood Community Centres.
 - Orders placed for Electrical installation inspections at Springwood and Waterloo Community Centres.
- **Capita & IT (December Performance)**
 - **Customer Services**

- We continue to see high levels of more complex, longer calls on Revenues and Benefits. Only 39% of calls were answered within 20 seconds, against a target of 80%. Workload compared to the pre-covid equivalent per month are 12% higher. Discussions are ongoing with regards to possible options that the Authorities may want to consider.
- **Land Charges**
 - achieved all monthly & quarterly performance indicators
- **Capita IT**
 - All performance indicators were achieved in recent months
- **Revenues and Benefits**
 - The Royal Mail (RM) strikes that are being experienced across the UK have had an impact on the R&B Team and the situation has continued. As RM is starting to catch up with its postal backlog we are seeing an increase in incoming correspondence. The current position nationally is that there are no further strike days confirmed but as the dispute is not yet resolved we will continue to monitor this.
 - Benefits performance against the monthly trajectory continues to look positive with New Claims processed in an average of 11 days and Changes in an average of 5 days.
 - Collection Rates in December were good and are ahead of both our estimated trajectory and last year's collection rates. We continue to treat the continuation of the positive trend with caution as it is against the backdrop of the cost-of-living crisis.
 - Department for Work and Pensions 'Household Support Scheme (3rd tranche)' funding levels have been confirmed, we are finalising the contract for the distribution of food vouchers and are due to go live shortly.
 - We are awaiting details from the Department for Business, Energy and Industrial Strategy (BEIS) on the 'EBSS Alternative Funding Scheme'.
- **Digital services**
 - Agreed procurement route for new ICT Infrastructure and Security provider to HBC from Q2 2025, ensuring focus of resources to create the specification required for tender in 2023. Business case to come to Cabinet in Summer 2023.
 - Successfully retendered print, copy scan provision for HBC for April 2023 reducing our number of print devices to support building use changes at The Plaza and aim to reduce corporate paper use.
 - Developed and built a kiosk device for residents to use at The Plaza alongside Elections staff to apply for a Voter Authority Certificate to comply with the requirement for residents to provide photo ID when voting in May. The Kiosk is compliant

with Data Protection legislation and provides Elections staff with a portable, easy-to-use, and replaceable product that is available to help residents now. We will work with the Elections team to invest in a longer-term tablet version of this facility using Government funding.

- We have also added to the ability for residents to register to vote using the x4 Public Access PCs in the atrium. The facility is clearly marked on the PC homepage to encourage users to register.
- Added new functionality to the Corporate Office environment, including Microsoft FindTime to streamline organising meetings with external partners, the ability to use your landline or mobile to dial-in to any HBC Microsoft Teams meeting for audio-only participation, and doubled the wifi capacity in the Hurstwood Room to handle a twice the number of users who can connect to the Wifi network in that space at any one time.

Economic Development

Freeport – Dunsbury Tax Site

Dunsbury is the most advanced of the Freeport Tax-Sites with regard to immediate development and investment potential and there continues to be close liaison with Portsmouth City Council as landowner and developer. Currently:

- New units are under construction and should be completed in April.
- Increased levels of marketing activity planned, though some enquiries are coming in.
- In parallel we are finalising the process for administering the Business Rates Reliefs that potential occupiers may be entitled to.
- Further enhancements to the site planned utilising Government ‘seed’ funding, including a new cycleway – subject to approval by the Freeport.

In parallel, we have commenced early scoping work on our ambitions to develop a Skills & Innovation Centre that could be funded via the Freeport’s use of retained business rates.

Business Support

The Solent LEP hosted a Business Support Clinic for Havant businesses in partnership with the Council on the 9th February.

As part of the approved investment plan for Havant Borough Council’s UK Shared Prosperity Fund allocation, officers are currently in discussion with the Solent LEP about funding an enhanced level of support for businesses based in the Borough over the next two years. This will be very much targeted at small and medium-sized

enterprises with growth potential, supporting them to grow successfully and maximising economic and employment impact.

Havant Town Centre

Havant is one of the town centres that has been selected to receive fully funded support from the High Streets Task Force (HSTF). In the first instance this involves a diagnostic site visit and stakeholder workshop which would then be followed by tailored advice and support to meet particular local needs. This will take place on Thursday 16th March and detailed arrangements are currently in hand.

Civil Engineering and Landscape Team (CELT)

Please refer to my previous report for updates on the wide range of projects being delivered by the CELT Team.

Further meetings are being held with Ward Councillors where projects are reaching decision points. Recent meetings include the Scratchface Lane recreation ground.

Following the adoption by HCC of the Local Walking and Cycling Infrastructure Plan (LCWIP), we are working with County colleagues to prioritise our funding for walking and cycling improvements. Should any Councillors wish to be involved in the detailed discussions, please get in touch with me.

Cabinet Lead Report – 22nd February

Councillor Gwen Robinson - Cabinet Lead for Affordable Housing, Communities and CIL

Community relations, including sport, leisure and play parks

Get Up and Go

Officers have mapped existing physical activity offers within the borough, highlighting a vast number of opportunities available to adults to get more active. Resident feedback highlighted a need for a central location to find local activities and officers are working with the Communications team, planning how this database can be promoted to residents.

Using the mapping, officers are organising Get Up and Go, community based physical activities for those with health conditions, in areas of need. January saw the launch of Beginners Yoga at Waterlooville Community Centre and Walking Netball at Horizon Leisure Centre, Havant. Both activities are going well, with the return of participants weekly, including 3 women having not played Netball for 60 years.

In February there is an Introduction to Walking Football starting at Front Lawn Community Hub and an 8 week Tai Chi for health courses starting Tuesday 14th February at Waterlooville Community centre. Plans for the coming months include a Lawn bowls course, working with Waterlooville Bowls Club and a Dementia friendly football session working with Right at Home Havant and Horizon Leisure.

Wellbeing Walks

The coordination of Wellbeing Walks (previously Walking for Health) are returning to the HBC Community Team, after being coordinated by EHDC in recent years. There are currently just 5 walks in the borough and the Physical Activity Project Officer will be developing this provision and recruiting new volunteers to run walks where none are presently taking place, including in Waterlooville.

Horizon Leisure - Community Health and Wellbeing Team Update

January saw 351 attendances to Horizon's Health and Wellbeing classes, a 129% increase on December's attendances.

The Health Referral Scheme continues to grow, with 36 new referrals from medical practitioners in January. The top 3 reasons for referral being Arthritis, Joint Injury, Lower Back Pain. 68% of referrals are for the Havant site which is a larger proportion than seen in previous months.

The Horizon team have also introduced some new activities. This includes a Long-Term Conditions Swim (Dementia Friendly) which offers the support of a health referral instructor and a swim instructor to provide both pool based strengthening exercises and swim technique advice. This provides an opportunity to increase physical activity, socialise and improve water confidence.

A Falls prevention; Steady and Strong class is delivered in partnership with Southern Health NHS. Focusing on strength, balance, and co-ordination this helps reduce the impact on the NHS and individuals. The class is fully booked and another class is planned to start in March.

A first Tea Dance at Waterloo Leisure Centre was delivered to attract new audiences to the centre and broaden the physical activity offer. The first dance was a huge success seeing 55 faces through the door. Another tea dance is planned on the 22nd March.

Springwood Avenue Play Area

Community consultation is now complete for the refurbishment of the play area at Springwood Avenue. Officers are now in the process of inviting contractors to view the site and consider their submissions. The tender pack is being drawn up and it is anticipated that this will be published in February. The budget for this playpark is £95k, funded by the department for levelling up and S106. Work is expected to be complete prior to the 2023 summer school holidays.

Front Lawn and Bidbury Mead Play Areas

The sport and leisure team are evaluating tender submissions for both these play areas and it is anticipated that contracts will be awarded at the start of w/c 13/03. Officers are pleased that there have been different contractors submit for both these sites meaning that regardless of who is awarded the contracts, they will be different for each site. The expectation is that works are to be completed by the half-term school Holidays in May. The value of each project is £113,000, funded in full by CIL.

Spencers Field Play Area Refurbishment

Officers have now secured Community Infrastructure Levy funding from the Neighbourhood portion to ensure a fully funded project. Working in partnership with The Spencers Field Community Group (SFCG), officers will shortly be undertaking community engagement through working with the Research and Insight team.

Feedback from engagement will influence the specification for works to ensure that new provision meets the needs of the community, officers will tender for the requirement once a specification is in place.

The total project budget available for refurbishment is £85,000 and it is anticipated that works will take place summer 2023.

Purbrook Health Sports Pitch

Officers are instructing the review of a feasibility study conducted in 2014 to resolve drainage issues at Purbrook Health Sport Pitch, to understand the best use of historic section 106 funding allocated for this specific purpose. Conversations with the Purbrook Cricket Club, English Cricket Board (ECB) and Hampshire FA have taken place to establish the best way forward for this multi sport site and how to maximise it's potential. Fixing the drainage issue will enable both cricket and football fixtures to take place, thereby aiding goals to increase the quantity and quality of provision as per the Council's playing pitch strategy.

Youth Justice Project – Your Goal

The youth justice funded project, Your Goal, taking place at Front Lawn is underway. So far, the number of formal referrals from partners has been slower than anticipated in the first couple of weeks of being live. In response to this the project team are considering opening up to self-referrals, to increase the project reach, as long as they target individuals from a Havant postcode.

Link Up Youth Hub

Link Up Youth Hub is currently supporting 106 young people from across the borough predominantly through referrals from Havant Job Centre with others coming through partner organisations, county council and word of mouth.

48 young people are currently being supported on an intensive caseload. This means the young people have longer appointments times with goal setting plans which allow them to access 1+ hour per week support from the hub.

To date, 29 young people have been supported into paid employment. Roles include construction, teaching assistants and hospital porters.

Throughout February we are joined by partner organisations to provide wraparound support and opportunities to young people attending the hub. This includes:

- Community First volunteering team to encourage young people to register for volunteering opportunities to gain experience, improve confidence and enrich their lives.
- Princes Trust Get into Retail with M&S to support young people with an aspiration to work in retail move closer to paid employment and gain soft skills to support employability.
- Safe New Futures to promote their virtual wellbeing course which uses CBT techniques to support improvement of mental health alongside goal setting to create personal aspirations.

- Motiv8 to provide 121 wellbeing, goal setting sessions with 11 young people from the youth hub. Increasing their ability in a range of areas including sleep health, addiction, sexual health, confidence building and communication skills.
- National Careers Service to offer practical support around CV writing and interview techniques.

We have set some targets for the first quarter of the month and by March would like to see 120 young people using the service, 50 young people moving onto paid employment and at least 50 young people being supported on an intensive caseload to move towards their next step.

Link Up Leigh Park Programme

Youth Engagement Survey / Youth Forum

A full report of Phase 1 of the Youth Engagement Survey has been written, which includes findings, learning for future engagement and steps being taken to develop a Youth Forum for young people (aged 16-24) living in Havant. This report has been circulated to Leigh Park councillors, relevant portfolio holders and programme partners.

Phase 2 of the survey is underway. Outreach activities are booked to promote the survey and directly speak with young people at the following locations: Link Up Youth Hub, Off the Record Young Carers Group, Motiv8's Lighthouse Project and HSDC SEND Hub. This phase is due to close on 17th March for analysis.

Following the closure of Phase 2, plans are in development to hold an initial Youth Forum session with interested young people to set expectations for the group and do training sessions that will focus on skills like leadership, confidence and project proposal. The aim is that a sustainable Youth Forum will be established to invite partners, councillors and officers to work together with local young people to co-create potential projects that will benefit the area.

Partnership with University of Portsmouth – Participatory Insight Programme

The University of Portsmouth has completed elements of the research project embedded within the programme evaluation. Interviews have now been conducted with 11 organisations and 6 focus groups have been completed with 15-16-year-olds with support from secondary schools in Leigh Park.

Interviews with businesses are nearing completion and plans are in place to conduct focus groups with 16-24-year-olds. Both HSDC and Link Up Youth Hub will be supporting with delivery.

An interim report is due to be produced by the university at the end of February 2023 with particular focus on themes/patterns found from interviews with local organisations.

Freeport

Formally approved by Government in December, the Freeport is still looking to appoint a permanent Chief Executive Officer (CEO). Interviews are scheduled for the 17th February. In the meantime, the Solent LEP continues to provide support for progressing towards delivery of the Freeport Business Case, although some areas of work have slowed pending the appointment of the CEO. There is still a significant amount of work to do to finalise many aspects of the Freeport's operation, including how the use of retained business rates is prioritised, phased and how supported projects are financed. Cllr. Gwen Robinson is HBC's representative on the Freeport Board and we continue to be closely involved in these discussions to ensure that HBC's priorities and interests are promoted.

Havant Community Lottery

The Havant Lottery currently has 107 registered Good Causes, 690 players are purchasing tickets and £201,574 has been raised for local Good Causes since 2018. The next Community Fund round takes place in April 2023, registered Good Causes will be able to apply for up to £2,000 to support their community projects and activities.

Armed Forces

The Armed Forces Stakeholder group is growing, 56 businesses, charities and community groups are signed up to attend meetings and receive updates.

Partners are keen to work together and share information to better support the Armed Forces community. We will be meeting with officers on Thorney Island and also the local Reservist branch to see what the issues are and how we can support in the future. The next Stakeholder meeting takes place on 26th June at the Plaza.

We currently hold a silver ERS (Employer's Recognition Scheme) award, we are applying for a gold award. The deadline for application is 15th March 2023. We are currently working through the application and supporting evidence. The Gold Award is the highest badge of honour for employers who support those who serve in the Armed Forces, veterans, and their families.

Havant Dementia Festival

Officers from the community team are leading and organising Havant's first ever Dementia Festival. We will be working closely with members of the Havant Dementia Network and Dementia Friendly Hampshire. The event takes place on Friday 16th June, 10am – 2pm at the Plaza.

This free event will provide an opportunity for people living with Dementia, their carers, friends and families to seek advice and support from local charities and organisations.

There will be a main 'marketplace' with stalls and information stands, free advice from a legal/health professional, musical entertainment specifically aimed at people living with Dementia, their families, carers, and friends. Arts and craft sessions as well as physical activity sessions run throughout the day, lunch and refreshments will be provided.

Ukraine

Drop-in sessions

Havant Borough Council will open its doors once again to welcome Ukrainian families and their hosts. The free drop-in session will take place on Tuesday 7 February between 11am and 2pm at the Plaza, offering face-to-face advice and support.

The Council's Community, Housing and Benefits team will be joined by representatives from the Job Centre, Health Service, Citizens' Advice and the Rural Refugee Network. Assistance from Havant and East Hants MIND and the NHS will also be available. To make the session feel 'homely and friendly' Ukrainian visitors are encouraged to bring their favourite homemade Ukraine dish to share. Pizza and refreshments will also be available.

36 people (5 children and 31 adults) attended the drop-in session that took place in December. There are currently 90 hosts, 65 Ukraine families (124 people in total) living in the Havant Borough area.

Bulletin

An extra Ukraine Bulletin was sent out just before Christmas and the January one has just been sent out. As ever this included relevant information alongside the invitation to join us on 7th February. These bulletins have been translated, the first into Russian and Ukrainian and the second only into Ukrainian. This was on the advice of the Ukrainian community who state that there is no one who would solely speak Russian. This is helpful as it cuts our costs.

Art Drop-in

Working initially with The Spring, Officers are investigating having an 'Art Pop-up event' that will start at The Spring but move around the Borough. This will be for the Ukrainian families to exhibit their art and cultural heritage. This is to support our welcome of our guests for the last year. There are likely to be other events, but these are still in discussion.

General

Officers continue to work with Housing and Homelessness to support those living with hosts in the Borough. We have had 15 more guests arrive during November/December taking our number up to 126.

ESOL

Officers are hoping to facilitate extra ESOL courses to enhance those offered by HSDC. A questionnaire is being created to send to all those who are living in the Borough to hopefully get these going by the end of March 2023

Christmas:

All works to remove the Christmas trees and other Christmas items throughout the Borough have now taken place. Officers will work with the Christmas Decorators to ensure all is in place for Christmas 2023. It is likely we will need to buy new lights for the trees as many of those taken down had been cut through or their battery packs removed.

Events:

There are a number of new event requests coming into the Council. We are already receiving Easter events and requests for the Coronation, including road closures. Officers across the Council are working across teams to align all processes.

New Developments

The recruitment to the Community New Development Officer post is now live. The closing date for applications is 7th February.

Work continues to support 4 major new developments across the Borough. Castle Avenue, Warblington is now complete other than the S278 works. Bartons Road has completed ground works and highway access but is yet to start building houses on site, the reserve matters application was granted at Planning Committee subject to S106 agreement and East Hampshire application. Lower Road, Sinah Lane and Forty Acres continue with their build and show homes are now open for all. All 50 dwellings are in build for Lower Road with the foundations for the final dwellings recently being implemented. The first 5 first occupancies moved in last year and the next 6 are likely to move in around late February. Sinah Lane has 72 dwellings in build out of 195 with the first occupancy expected in March.

Community Safety

The multi-agency “Partnership Action Group” featuring Council, Police, Youth Providers and Education colleagues met in January and the following areas were identified for the multi-agency approach.

Havant Town Centre – anti social behaviour by groups

Outreach work continues in the Havant area with groups being worked with and encouraged to move on. Y-Services continue to liaise with the Meridian Centre security regarding this.

ASB in Mengham town centre inc. damage to Public Toilets, Hayling beachfront.

Complaints continued to be received regarding a group of up to six people sitting in the doorway of a closed café. HBC Neighbourhood Quality Officers have engaged with the group and to possibly disrupt activities. Damage to HBC public toilets on the sea front continues. They are all reported online to the police. Y-Services will continue to visit on a Wednesday.

Waterlooville Town Centre – youth anti-social behaviour, damage, thefts, and drugs

Reports are being received about groups of young people congregating in Waterlooville Town Centre despite the cold weather. Reports of up to 25 11- to 17-year-olds on roofs in the town centre, with a fire having been set on the roof of Shoezone in London Road.

Reports that 3 windows have been broken since the new year. Y-Services are in the area on Tuesdays, Wednesdays and Thursdays and will continue to engage where possible.

The Police and Council Teams are meeting with business owners and options such as drone and CCTV surveillance operations are under consideration

Graffiti.

The London Road area and surrounds are being blighted by graffiti with tags Chase and Turp. Best efforts are being made to remove the tags through contact with the respective land owners and enquiries are continuing to trace those responsible

Fly tipping investigations

Current fly tipping investigations are being undertaken in relation to waste being left outside of bottle banks across the borough.

Affordable Housing delivery

Q3, till the end of December 2022, saw a confirmed additional 24 affordable new homes across 3 sites in the borough, Castle Avenue Denvilles, Forty Acres Bedhampton, and Woodcroft Farm/ Catherington Park in the Wecock area of Cowplain. All have been delivered by VIVID housing Association.

Bedroom size	Shared Ownership	Social Rent	Affordable Rent	TOTAL

1BF			10	10
2BF			4	4
2BH	2		4	6
3BH	4			4
TOTAL	6		18	24

This takes our current total for 22/23 (Q's 1, 2, and 3) to 63 new dwellings.

VIVID are forecasting a further 156 potential completions in Q4, which initially included 94 new homes on the delayed Colt site. However, this development in Havant has suffered from ongoing delays, most recently the requirement to get the NHBC 10 Year warranty signed off, plus ongoing Highway issues concerning the creation of a cycle way. Recent discussions suggest that 63 of the expected 94 units may be able to be handed over to VIVID and be ready for letting around 01/03/2023.

On the 25th of January 2023 our Hampshire Home Choice scheme advertised 18 new homes across 2 sites, 14 at 40 Acres in Bedhampton & 4 at Castle Avenue in Warblington, all those properties are ready to let before the end of February 2023.

Brent House

This new project was able to welcome it's first residents just before Christmas, and 17 single people were nominated, accepted, and moved into this temporary accommodation in the centre of Leigh Park.

We have 29 units the breakdown is as follows:

17 Single units

1 Mobility unit

11 family units

Work is ongoing by Two Saints to have all other rooms/flats completed to allow the scheme to be fully operational in the next few weeks.

Housing Association Liaison

Regular meetings are scheduled in at Senior level with The Guinness Partnership as the organisation that we transferred our stock to under Large Scale Voluntary Transfer (LSVT).

The latest meeting was held on 01/11/2022 and subjects discussed included:

1. Housing Support Grant spending opportunities.
2. Housing First Pilot

3. Update on incoming regs for fitting of smoke and CO detectors & discussion on the challenging timescales on these.
4. Vacant property & the lack of information from Guinness when advertising properties through Hampshire Home Choice.
5. What support does TGP offer their tenants re rent arrears, cost of living rises etc

All meetings for 2023 are now scheduled in with the first being on 24/02/2023

Hampshire Home Choice (HHC)

Current active applications to Havant Borough Council through Hampshire Home Choice as at 03/02/2023:

		Band 1	Band 2	Band 3	Band 4	Total
	1	1	94	696	49	840
	2	2	36	545	10	593
	3	2	22	337	5	366
	4	1	11	54	2	68
	5			3		3
Total		6	163	1635	66	1870

Ukraine

Number of Ukrainian households in temporary accommodation - January 2023: **0**

There are 44 hosts arrangements equating to 97 Ukraine individual family members (latest figure available December 2022).

The council is working with 9 families who are actively looking for private rent.

Latest Homelessness interventions

People placed in out of area accommodation – **48**

People placed in Havant Borough Council area – **27**

Total figure of people in temporary accommodation: **75**

The total figure of 75 is made up of:

People placed into Self Contained accommodation – **56**

People placed into accommodation with shared facilities - **7**

B&B – people placed into Bed and Breakfast accommodation – **12**

Allocation of neighbourhood Community Infrastructure Levy to projects and other developer contributions expenditure

Community Infrastructure Levy (CIL)

Our public facing Exacom System (which we use to monitor Developer Contributions) provides up-to-date information on CIL and S106 income and expenditure and can be viewed via this link: <https://pfm.exacom.co.uk/havant/>.

We are however pleased to report on the following new Neighbourhood CIL Spending Allocations:

Exacom Project Ref.	Name and Description	Date Funding Approved	Amount
252	Spencers Field Play Area – The project will refurbish the current play area within Spencers Field. The current provision was installed in the 80's/90's and has now all been removed due to its condition and being no longer economically viable to replace, meaning that there is no provision for play within Spencers Field	18/01/2023	£60,000*
263	Eastoke Corner Footpath Improvements – To improve the footpath on the Eastoke Plaza on Hayling island by laying a permeable resin bound stone on the existing structure, which will improve the slip resistance, lower future maintenance costs, stop the footpath from being barriered off when unsafe and improve the visual aesthetics	23/01/2023	£20,000

* Includes £30K of funds from the CIL Emsworth Neighbourhood Portion which has been supported by the Emsworth Neighbourhood Forum

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Cabinet Lead Reports – Full Council February 2023

Councillor Clare Satchwell

Cabinet Lead for Planning, Hayling Seafront Strategy and Coastal Management

Development Management

Workload

The Planner publication has reported that, following a strong start in the first quarter of the year, application submissions have continued to fall below the levels of 2021 – with an 11.5 per cent reduction in submissions nationally in December compared with 2021.

Casework

A large number of significant planning applications remain under active consideration by the team, including a number of cases where technical issues and/or S106 negotiations are prolonging the time being taken to reach a decision. These include Camp Down, Purbrook (hybrid application for up to 780 dwellings, community/nursery facility, retail unit and public open space); land west of Coldharbour Farm Road, Emsworth (44 dwellings); Cabbagefield Row, Leigh Park (150 dwellings); Land north of Long Copse Lane, Emsworth (210 dwellings); Land east of St George's Avenue, Havant (184 dwellings); Southleigh Park House, Havant (reserved matters application for 70 dwellings); Southmere Field, Havant (65 dwellings); Rook Farm, Hayling Island (300 dwellings); Land rear of Fathoms Reach, Hayling Island (51 dwellings); South Downs College, Purbrook (102 dwellings); Land north of The Oysters, Hayling Island (29 dwellings); Land south of Saltmarsh Lane, Hayling Island (60 dwellings); Land at Kingscroft Farm, Havant (140 dwellings); Former Dairy Crest Depot, Leigh Park (74 dwellings); and Land at Palk Road, Havant (90 dwellings).

Planning Committee

The outline planning application for Langstone Technology Park, Havant (redevelopment of site with new employment floorspace) was considered by the Committee on 17th January 2023. A resolution was secured to grant permission subject to a S106 Agreement being completed.

The outline planning application for the development of up to 100 dwellings on Land west of Hulbert Road, Waterlooville, which was originally considered by the Planning Committee on 11th November 2021, has had its associated S106 Agreement completed and was granted planning permission on 2nd February 2023.

Hayling Seafront Strategy

Work is primarily focused on Season 23 however; a review of regeneration projects is also underway.

The short term plan is to bring forward ideas for the Chichester Avenue area and to review short and medium term ideas for our Beach Hut offer.

Communications

Cabinet Lead Report for Comms, January 2023

January was a very busy start for the year where we continued with campaigns from last year and launched new ones. Key campaigns and communications coverage have included:

- Post-Christmas fly tipping
- Front Lawn Community Open Day
- Waste Prevention Community Grant Fund
- Veteran's survey
- Warmer Homes Grant
- Recruitment marketing for HR
- Havant Borough Community Lottery raises an additional £14k for good causes
- Launched the second stage of the Youth Survey
- Sculpture in Havant Park
- Cost of Living support for residents
- Loneliness campaign to encourage people to socialise more
- Holocaust Memorial Day
- Ukraine drop-in session
- Electoral Voter ID
- Link Up Youth Hub – creating awareness about the service and website creation
- Welcome to Vote Week

Website information

Users

1st January to 31st January 2023 – 27,310

Location

1st January to 31st January 2023 – London – 31%, Havant – 11%, Portsmouth – 11%.

Content

1st January to 31st January 2023 – bin collections, council tax, contact us, search and comment, planning applications, havant, planning applications and appeals, refuse collections, jobs-us-apply-now, paying your council tax

Most searched for item on the website

1st January to 31st January 2023 – jobs, planning, council tax, site search, tip, planning, housing, bin collection, household support fund

Devices

1st January to 31st January 2023 – Mobile – 59%, desktop – 35%, tablet – 4%.

Social media update

We kicked off the New Year by sharing content advising our residents on how to recycle their Christmas waste. We continued to promote the Veterans Survey and launched the second stage of the Youth Survey. We also promoted grants such as the Warmer Homes fund plus the Waste Prevention Community Grant Fund. On the events side we shared information about the Front Lawn Community Open Day, Ukraine Drop-in and the Holocaust Memorial. The main focus this month and going forward is creating awareness about the local elections and making sure residents know they need to bring photo ID to vote. We also teamed up with Link Up Youth Hub to promote Welcome to Vote Week, which was a campaign to encourage young people to vote.

Facebook

Gained 61 new followers
Reached 7,100 people
Posted 60 times

Twitter

Posted 77 times
4.1K followers

LinkedIn

Our page reach was 1.875K
We have 40 new followers
Posted 11 times

Tiktok

We now have 48 followers to this new platform being used by Havant Borough Council.

Videos include Christmas messages, Bin collections, Bird Aware and Link Up Leigh Park, with the most popular topics being viewed by more than 1040 people.

We continue to review our channels and work to ensure content is specific to each.

Coastal Management

South Hayling Beach Management Activities (BMA) (2017-2024)

Emergency beach works were completed on 13th December 2023, with approximately 8,000m³ shingle recycled from Gunner Point. This enabled the beach crest to be reinstated along the full length of the Eastoke frontage.

Further storm events since this date have meant that the beach crest at Eastoke Corner has reduced in width, with some overtopping. The promenade was cleared by Norse during w/c 16th January, with the material placed back on the beach. The Eastoke frontage is being regularly monitored by Coastal Team staff to determine whether any further works are required before the next planned beach management campaign.

An emergency funding application is currently underway and will be submitted to the Environment Agency retrospectively to request the value of £87,705. This will cover the construction costs and staff time for the works which were undertaken in December 2022.

West Beach – Scoping and Regeneration

As previously updated, there is some change identified to the eastern end of West Beach which happened over the past winter. The current position of the beach crest lies within the estimated initial cutback risk zone area identified prior to the structures being removed. It is expected that over time, under average wave and weather conditions the beach crest will continue to roll back into the ‘rebound zone’. A recent crest survey has been undertaken and monitoring of the poor condition breastwork for damage continues.

With the emerging coastal strategy policy and renewed interest in coastal management at West Beach, an internal workshop is proposed to review the wider council ambitions for this frontage and priorities.

Hayling Island Coastal Management Strategy

The 3-month public engagement on the draft coastal management strategy ended on 30th December 2022. Over 230 people attended the public drop in events held during this time and 75 consultation responses were received. The project team are now going through a period of reviewing all comments received following the consultation.

The project team is also finalising the Habitats Regulations Assessment, Strategic Environmental Assessment and Water Framework Directive Assessment ready for statutory consultation.

Langstone Flood and Coastal Erosion Risk Management (FCERM) Scheme – Detailed Design

The project team continue to work collaboratively with AECOM and our other Consultants as the project progresses through Detailed Design. The 80% design review comments have been returned to AECOM and continue to be incorporated into the design. Since receiving the 80% detailed design we are continuing to reassess and refine the design to seek design efficiencies, to provide an affordable and deliverable scheme. As part of the ongoing assessments, we are looking at re-visiting a previous design option for Frontage 2, that will potentially provide cost and programme efficiencies, and assist with the environmental improvements. An alternative options appraisal report for the Mill Lane residents, has been developed by AECOM and reviewed internally by Coastal Partners ahead of a consultation event scheduled for February 2023.

The project delivery cost estimates now reflect the increase in material prices and inflation the construction industry is currently experiencing. These costs have been updated based on the 80% design cost estimate by the Cost

Consultant. Actions from a cost and risk reduction workshop will continue to be implemented by the Designer, ECI Contractor and Cost Consultant as the design progresses to 100% detail.

The project team continue to seek additional funding sources for the scheme, and bids to the Environment Agency for Frequently Flooded Communities Allowance for £2.5million is awaiting response. Assessments for potential inflation uplift with funding from the EA are currently being investigated by the Project Team.

The postponed Stakeholder Working group, originally programme for November 2022, has been provisionally rescheduled for February 2023.

Broadmarsh Coastal Park, Flood and Coastal Erosion Risk Management (FCERM) Feasibility Study

Following a meeting with colleagues from the planning and CIL team, details of the project costs and funding needed to take the design stage of the project forwards have been shared. Ongoing monitoring continues of this key sea defence infrastructure to check for storm damage. The site was visited by ITN News in January, in an interview with Mark Stratton, to raise awareness of landfills at risk of coastal erosion.

Warblington Seawall Repairs

There is no change currently with the Warblington seawall repairs, following a report of erosion of land from the farmer at Warblington. An inspection was carried out during early January 2022, and it was established that the seawall fronting the farmland had become undermined due to lowering beach levels, and a small void has formed on the face of the structure. Discussions are ongoing regarding the environmental impact of repairs to the structure, and applications for consents for work will be considered over the coming months.

Wade Lane Seawall Failure

A third councillor working group meeting was held 27/01/2023 with all the interested parties working to help facilitate a solution here. Coastal Partners have commenced an assessment of temporary repair solutions, to enable liaison with key bodies and groups to review both short and long-term solution for the Wade Lane section of the Solent Way.

Coastal Environmental Initiatives

The Coastal Environment team are actively working across several initiatives that aim to protect and improve the natural coastal environment within the Havant Borough, such as:

- **Hayling Island Coastal Management Strategy – additional studies:**
The team are investigating priority intertidal habitat creation opportunities

on Hayling Island. Since initial discussions with landowners of potential sites, we are now considering potential payment opportunities / options that could meet multiple objectives. If successful, this could lead to the creation of new intertidal habitats to replace those that have been lost within the harbours through climate change, including saltmarsh, mudflats, and coastal grazing marsh.

- **Langstone FCERM scheme – Saltmarsh Feasibility Study:** Officers have now reviewed the conclusions of the saltmarsh feasibility study for Langstone, which has raised some concerns regarding the viability of full-scale saltmarsh restoration at the location proposed – given a significant number of pressures on the environment at this location. The study recommends undertaking trials initially, to determine whether any intervention could be scaled up. Alongside this, Natural England (NE) have commissioned a study to identify and prioritise sites within Chichester Harbour that may be suitable for saltmarsh restoration, by raising silt levels using dredged sediments. Therefore, we will work alongside NE and wider partners to confirm if and how we move forward with this initiative.
- **Chichester Harbour Protection and Recovery of Nature (CHaPRoN), Southern Water Summit and linked initiatives:** CHaPRoN has a vision of ‘working together for the protection and recovery of nature’, focussed on Chichester Harbour – www.chapron.org.uk

Alongside Chichester District Council, we have applied for funding to produce a strategic environmental management plan for the whole of Chichester Harbour. Funding from the Environment Agency’s Environmental Statutory Allowance has now been allocated to this, but we need to prepare and submit a business case, to unlock this funding, which will be a focus within 2023.

We are being approached frequently by CHaPRoN partners to discuss failing defences (mostly of private ownership) around the Harbour and how these should be addressed going forward, with consideration requiring a balance of risk vs. environmental harm or opportunity. This again highlights the need for a harbour wide management plan, to set a clear and planned direction, rather than ad hoc, piecemeal advice.

- **Habitat Compensation and Restoration Programme (HCRP):** Nationally, the HCRP is on track to deliver its legal requirements, but progress needs to be increased. Within our region, it has highlighted the need to submit a funding application for a Solent wide coastal grazing marsh study (prioritising opportunities to create this habitat, which is critically important to the harbour’s bird networks). We are currently preparing a scope for this study in attempt to unlock funding, as the Solent’s FCERM programme relies on successful delivery of the HCRP.

Motion on testing in Langstone Harbour

That Havant Council resolves to:

- A) negotiate with Portsmouth City Council to develop regular water quality sampling of Langstone Harbour in order to understand the environmental, health and safety impact within the harbour in a data driven way; and
- B) verifies with Southern Water their claims about Budds Farm £20M investment on water quality; and
- C) to better protect our residents who use the harbour from the effects of harmful pathogens like e-coli that cause sickness and infection'

Proposer: Councillor Phil Munday

Seconder: Councillor Amy Redsull

Date: 09 February 2023

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APRIL 2023					
Mon	3	10	17	24	
		BH			
Tue	4	11	18	25	
Wed	5	12	19	26	
Thu	6	13	20	27	
	PC		SV	PC	
Fri	7	14	21	28	
	BH				

MAY 2023					
Mon	1	8	15	22	29
	BH	BH			BH
Tue	2	9	16	23	30
Wed	3	10	17	24	31
		PT	AC	O&S	PT
Thu	4	11	18	25	
	E				
Fri	5	12	19	26	

JUNE 2023					
Mon		5	12	19	26
Tue		6	13	20	27
Wed		7	14	21	28
		CAB	SC	C	PT
Thu	1	8	15	22	29
		SV	PC		SV
Fri	2	9	16	23	30

JULY 2023					
Mon	3	10	17	24	31
		AUD			
Tue	4	11	18	25	
Wed	5	12	19	26	
	O&S	HR	CAB	C	
Thu	6	13	20	27	
	PC	SV	PC		
Fri	7	14	21	28	

AUGUST 2023					
Mon		7	14	21	28
					BH
Tue	1	8	15	22	29
Wed	2	9	16	23	30
Thu	3	10	17	24	31
		SV	PC	SV	PC
Fri	4	11	18	25	

SEPTEMBER 2023					
Mon		4	11	18	25
			PPC		
Tue		5	12	19	26
Wed		6	13	20	27
		CAB	SC	C	SH Sub
Thu		7	14	21	28
		SV	PC		
Fri	1	8	15	22	29

OCTOBER 2023					
Mon	2	9	16	23	30
					AUD
Tue	3	10	17	24	31
Wed	4	11	18	25	
	HR	PT	O&S	PT	
Thu	5	12	19	26	
	SV	PC		SV	
Fri	6	13	20	27	

NOVEMBER 2023					
Mon		6	13	20	27
Tue		7	14	21	28
Wed	1	8	15	22	29
	PT	CAB	PT	C	SC
Thu	2	9	16	23	30
	PC		SV	PC	
Fri	3	10	17	24	

DECEMBER 2023					
Mon		4	11	18	25
				PPC	BH
Tue		5	12	19	26
					BH
Wed		6	13	20	27
		O&S	HR	CAB	PT
Thu		7	14	21	28
		SV	PC		
Fri	1	8	15	22	29

JANUARY 2024					
Mon	1	8	15	22	29
	BH			SH Sub	AUD
Tue	2	9	16	23	30
Wed	3	10	17	24	31
	PT	PT	C	PT	HR
Thu	4	11	18	25	
	SV	PC		SV	
Fri	5	12	19	26	

FEBRUARY 2024					
Mon		5	12	19	26
		PPC	O&S*		O&S*
Tue		6	13	20	27
Wed		7	14	21	28
		SC	CAB*	PT	C*
Thu	1	8	15	22	29
	PC		SV	PC	
Fri	2	9	16	23	

MARCH 2024					
Mon		4	11	18	25
		PPC			AUD
Tue		5	12	19	26
Wed		6	13	20	27
		CAB	PT	C	PT
Thu		7	14	21	28
		SV	PC		SV
Fri	3	8	15	22	29
					BH

APRIL 2024					
Mon	1	8	15	22	29
	BH				
Tue	2	9	16	23	30
Wed	3	10	17	24	
	PT	O&S	PT	PT	
Thu	4	11	18	25	
	PC		SV	PC	
Fri	5	12	19	26	

MAY 2024					
Mon		6	13	20	27
		BH			BH
Tue		7	14	21	28
Wed	1	8	15	22	29
	PT	PT	AC	PT	O&S
Thu	2	9	16	23	30
	E		SV	PC	
Fri	3	10	17	24	31

KEY

- AC Annual Council
- O&S Overview & Scrutiny Cttee
- AUD Audit Committee
- SC Standards Committee
- C Council
- PC Planning Committee
- PPC Planning Policy Committee
- E Election

- BH Bank Holiday
- SH Sub Shareholder Sub-Committee
- CAB Cabinet
- HR HR Committee
- SV Planning Site View
- PT Planning Training
- R Reserve
- * Meetings for Annual Budget

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Committee Appointments for 2022/2023

Council February 2023

PART A

Proposed Leader and Cabinet (Max of 10)

Position	Councillor
<i>Leader of the Council Cabinet Lead for Policy, Corporate Strategy and Regeneration</i>	Alex Rennie
<i>Deputy Leader of the Council, Cabinet Lead Communities and Housing</i>	Gwen Robinson
<i>Cabinet Lead for Commercial</i>	Lulu Bowerman
<i>Cabinet Lead for Transformation</i>	Tony Denton
<i>Cabinet Lead for Local Plan, Environment and Water Quality</i>	Elizabeth Lloyd
<i>Cabinet Lead for Levelling-Up</i>	Tim Pike
<i>Cabinet Lead for Digital and Hayling Seafront</i>	Clare Satchwell

Assistant Cabinet Leads

Imogen Payter – *Community Safety*

Richard Stone - *Coastal*

Neil Bowdell - *Finance*

PART B

Committee Appointments

Audit and Finance Committee (8)

7 Conservative / 1 Independent

Group	Name
<u>Conservative (7)</u>	Mark Inkster (C)
	Caren Diamond
	David Guest
	Gary Hughes
	Brenda Linger (VC)
	Husky Patel
	Peter Wade
<u>Independent (1)</u>	Tom Moutray (Ind)

Planning Committee (7)

6 Conservative / 1 Labour

Group	Appointments
<u>Conservative (6)</u>	Pam Crellin (C)
	Liz Fairhurst (VC)
	Brenda Linger
	Sarah Milne
	Yvonne Weeks
	Neil Bowdell
<u>Independent (1)</u>	Tom Moutray (Ind)

Planning Policy Committee (10)

9 Conservative / 1 Labour

Group	Name
<u>Conservative (9)</u>	Husky Patel (C)
	<i>Vacant</i>
	David Guest (VC)
	Richard Kennett
	Brenda Linger
	Sarah Milne
	Carly Scannell
	Richard Stone
	Kris Tindall
<u>Independent (1)</u>	Amy Redsull (Lab)

Licensing Committee (15)

14 Conservative / 1 Independent

Group	Appointments
<u>Conservative (15)</u>	Leah Turner (C)
	David Guest
	Gary Hughes
	Mark Inkster
	David Jenner
	David Keast
	Sarah Milne
	Diana Patrick (VC)
	Julie Richardson
	Mike Sceal
	Elaine Shimbart
	Peter Wade
	Yvonne Weeks
	Michael Wilson
<u>Independent (1)</u>	Vacant (Lab)

Licensing Sub-Committee Chairmen (5)

Group	Appointments
<u>Conservative (5)</u>	David Keast
	Sarah Milne
	Diana Patrick
	Leah Turner
	Yvonne Weeks

Overview and Scrutiny Committee (14)

*Either the Chairman or Vice Chairman must be a member of a minority party or an independent

Group	Appointments
<u>Conservative (13)</u>	David Keast (C)
	<i>Vacant</i>
	David Jenner
	Richard Kennett
	Rosy Raines
	Julie Richardson
	Carly Scannell
	Mike Sceal
	Kris Tindall
	Leah Turner
	Peter Wade
	Yvonne Weeks
	Michael Wilson
<u>Independent (1)</u>	Phil Munday (Lab) (VC)

Standards Committee (8)

Vice Chairman to be appointed by the Standards Committee, but must be from a different political group from the Chairman

Group	Appointments
<u>Conservative (7)</u>	Michael Wilson (C)
	Pam Crellin
	Rosy Raines
	Imogen Payter
	Elaine Shimbart
	Leah Turner
	Peter Wade
<u>Independent (1)</u>	Amy Redsull (Lab) (VC)

Human Resources Committee (6)

Group	Appointments
<u>Conservative (6)</u>	Caren Diamond (C)
	Pam Crellin (VC)
	Liz Fairhurst
	Imogen Payter
	Julie Richardson
	Yvonne Weeks

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

Group	Appointments – Must be members of the Planning Committee (4)
<u>Conservative</u>	Pam Crellin (Chairman of Planning Committee) Liz Fairhurst Sarah Milne Neil Bowdell

PART C

Standing Deputies

<u>Body</u>	<u>Cons</u>
Planning Committee	Julie Richardson Carly Scannell
Human Resources Committee	Sarah Milne Richard Kennett
Joint West of Waterlooville Major Development Area Planning Committee	Brenda Linger

PART D

SUNDRY APPOINTMENTS

Langstone Harbour Board

(Chair / Vice-Chair rotated every 3 years between HBC and PCC)

Group	Appointments
<u>Conservative (6)</u>	Pam Crellin Brenda Linger (VC until 2023) Elizabeth Lloyd Julie Richardson Clare Satchwell Kris Tindall
<u>Deputies (2)</u>	Richard Stone Rosy Raines

Chichester Harbour Conservancy

	Appointed Councillors
<u>Conservative (2)</u>	Lulu Bowerman Mark Inkster
<u>Deputies (2)</u>	Richard Kennett Imogen Payter

Police and Crime Panel

	Appointed Councillors
<u>Conservative (1)</u>	Gwen Robinson
<u>Deputy (1)</u>	Imogen Payter

5 Councils

<u>5 Councils Joint Committee</u>
Lulu Bowerman Tim Pike

Climate Change Champion (Appointed 18 Jan 2023)

Group	Appointment
<u>Conservative</u>	Elizabeth Lloyd

Councillor Development Panel

Group	Appointments
<u>Conservative</u>	Lulu Bowerman (C) Pam Crellin Caren Diamond David Keast Diana Patrick
<u>Independent</u>	Phillip Munday Amy Redsull

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Minute Volume

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