

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



Telephone: 023 9244 6019
Website: www.havant.gov.uk

20 February 2024

SUMMONS

Dear Councillor

You are requested to attend the following meeting:

Meeting: Budget Council Meeting
Date: Wednesday 28 February 2024
Time: 5.30 pm
Venue: Hurstwood Room, Public Service Plaza, Civic Centre Road, Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Steve Jorden
Chief Executive

COUNCIL MEMBERSHIP

Chairman: Councillor Raines (Mayor)

Councillors Rason, Blades, Briggs, Gray, Gray, Coates, Brent, Harris, Patrick, Bowdell, Bowerman, Crellin, Denton, Diamond, Fairhurst, Guest, Keast, Kennett, Linger, Lloyd, Milne, Munday, Patel, Payter, Rennie, Redsull, Richardson, Robinson, Sceal, Mrs Shimbart, Stone, Tindall, Turner, Wade (Deputy Mayor) and Weeks

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

AGENDA

PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive any apologies for absence.

2 Declarations of Interests

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To receive and note any disclosable pecuniary interests from councillors. In accordance with the Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

Councillors are further invited to disclose any personal or prejudicial interests which may be relevant to any matter on this agenda. Participation in the meeting and vote shall depend upon the nature of the interest.

Councillors should refer to the declaration of interest flowchart and raise any queries with the Monitoring Officer in advance of the meeting.

Members are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent and if appropriate, withdraw from the room immediately thereafter.

3 Provisional Appointment of the Mayor for 2024/2025

4 Provisional Appointment of the Deputy Mayor for 2024/2025

5 Cabinet/Board/Committee Recommendations

To consider recommendations made by Cabinet and other committees which in addition to the recommendations set out in item 6 on the agenda, relate to the setting of the budget, the Medium Term Financial Strategy and other legal matters associated with the determination of the council tax.

Cabinet – 14 February 2024

[Council Tax Support Scheme 2024/25](#)

Council is Recommended to RESOLVE to:

- 1) agree to amend the current scheme so that 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 2024/25;
- 2) agree to amend the current scheme so that 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;

- 3) approve that the Council continues to facilitate a Council Tax Support Hardship Fund;
- 4) approve the retention of all remaining elements of the current 2023/24 scheme; and
- 5) approve the necessary amendments being made to the Council Tax Support Scheme document and that it then being published in accordance with Local Government Finance Act 1992 Section 13A(2).

Licensing Committee - 16 January 2024

[Review of Street Trading Consent Fees](#)

Council is Recommended to RESOLVE that the new fees as set out in Appendix A of the report submitted to the Licensing Committee on 16 January 2024 be approved for implementation for the financial year commencing 1 April 2024.

Licensing Committee – 16 January/27 February 2024

Review of Hackney Carriage and Private Hire Licensing Fees

Recommendations to follow.

Planning Policy Committee – 5 February 2024

[Update of Community Infrastructure Levy Spending Protocol](#)

Council is recommended to:

1. approve the Community Infrastructure Levy (CIL) Spending Protocol (2024) as set out in Appendix A of the report submitted to the Planning Policy Committee on 5 February 2024;
2. delegate authority to the Executive Head of Place, in consultation with the relevant Cabinet Lead to amend the CIL Spending Protocol following adoption, provided those changes are limited to the correction of factual errors and changes necessary to accommodate national or local changes in regulations, guidance or procedures and shall not otherwise alter the meaning of the Protocol;
3. delegate authority to the Executive Head of Place, in consultation with the relevant Cabinet Lead to prepare guidance and relevant process notes for the implementation and administration of CIL spending decisions in line with the Spending Protocol;
4. delegate authority to the Executive Head of Place, in

consultation with the relevant Cabinet Lead to determine applications for spends from the Neighbourhood Portion; subject to the total expenditure not exceeding that set out in the Capital Spending Programme for the stated year; and

5. update the Local Scheme of Delegation to record the delegation of authority at b–d above and the revocation of the earlier authorisations contained in b–g of Council minute 83/03/201.

6 Havant Borough Council Budget 2024/25

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- Councillor Rennie, as Leader of the Council will give his budget speech to the Council (No time limit)
- Budget speech by the Leaders of the Opposition (No time limit)
- Debate (Normal time limits apply)
- Right to Reply – Councillor Rennie (Normal time limits apply)

To consider:

- a. the recommendations from Cabinet held on 14 February 2024 as set out in the attached revised report; and
- b. in the event of amendments being received in accordance with CSO 20.3 (Section A, Council Standing Orders) the report from the Overview and Scrutiny Committee.

It should be noted that a named vote must be taken on the setting of the Council's budget.

GENERAL INFORMATION

IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6019

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.

Please note that in accordance with Council Standing Order 3.2 there will be no provision for the public to ask questions or speak at this meeting.

Disabled Access

The Public Service Plaza has full access and facilities for the disabled.

Emergency Procedure

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

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

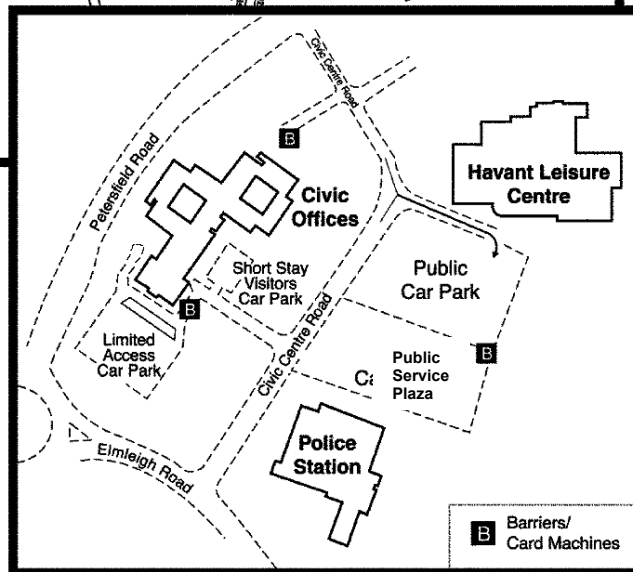
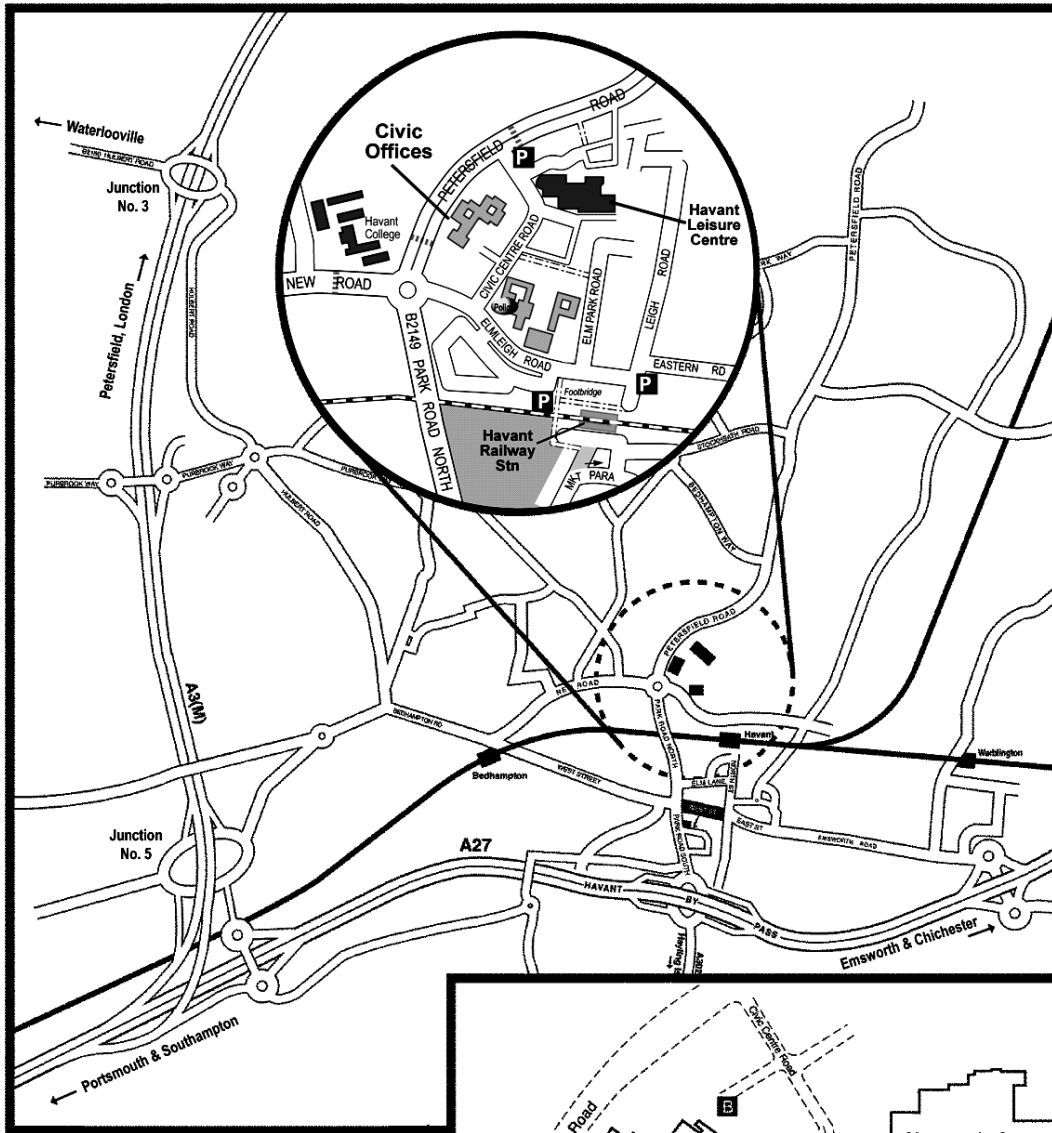
DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

No Smoking Policy

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

Parking

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





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 the Mayor as “Madam Mayor”
- Always address each other as “Councillor ...”
- Where the Cabinet or Committee is reporting a matter which is reserved to Council, the relevant Cabinet Lead or Committee Chair (or a member of the relevant Committee nominated by the chair of that Committee) will introduce the report. The recommendation of the Cabinet or Committee in the report is deemed to be moved and seconded and the motion shall operate (without further words being necessary) as a motion. The normal rules of debate shall apply to any debate on the recommendations
- An 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
- There will be no time limit for speeches made by the Leader of the Council or the Cabinet Lead for Finance and the finance spokesperson of the opposition group(s) at the Council’s Budget Meeting. All other speeches will not exceed 5 minutes
- A Councillor can only speak again on an amendment, to move a further amendment, on a point of order or personal explanation.

Questions, Amendments and Motions

- There is no provision for notices of motion at the Council Budget Meeting There is no provision for questions under Standing Orders 14 and 15 (Section A – Council Standing Orders) at the Council’s Budget Meeting
- Subject to CSO 20.2 – 20.6 amendments to be moved at Full Council must be received in writing by the Monitoring Officer at least two hours before the meeting
- Amendments to recommendations which affect the calculations or the level of the Council Tax must be submitted in writing and received by the Monitoring Officer by 4pm on the seventh day after the meeting of the Cabinet which made the recommendation to the Full Council in relation to calculating the budget requirement and setting the Council tax

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Mayor
- Five 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

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- Proportionality (i.e. the action must be proportionate to the desired outcome);
- Due consultation and the taking of professional advice from officers;
- Respect for human rights and equality of opportunity;
- A presumption in favour of openness, accountability, and transparency;
- Setting out what options have been considered giving reasons for the decision; and
- Clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- Understand the law that regulates the decision-making power and gives effect to it. The decision-maker must direct itself properly in law;
- Take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- Leave out of account irrelevant considerations;
- Act for a proper purpose, exercising its powers for the public good;
- Not reach a decision which no authority acting reasonably could reach, (also known as the “rationality” or “taking leave of your senses” principle);
- Comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, ‘live now, pay later’ and forward funding are unlawful; and
- Act with procedural propriety in accordance with the rules of fairness.