

HAVANT BOROUGH COUNCIL
PUBLIC SERVICE PLAZA
CIVIC CENTRE ROAD
HAVANT
HAMPSHIRE PO9 2AX



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

9 January 2024

SUMMONS

Dear Councillor

You are requested to attend the following meeting:

Meeting: Council
Date: Wednesday 17 January 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 Jordan
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

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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 - 8**
- To confirm the minutes of the last meeting of the Council held on 22 November 2024 as a true record.
- 4** **Mayor's Report** **9 - 18**
- For Council to receive and have opportunity to ask questions on the Mayor's report.
- 5** **Public Speaking under Standing Orders 27.5 & 28**
- To deal with 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.
- 6** **Cabinet/Board/Committee Recommendations**
- To consider any recommended minutes from the [Standards Committee on Tuesday, 12th December, 2023](#)
- (i) [Constitution Review](#)
- Council is recommended to RESOLVE that:
- a. the revised Constitution for Havant Borough Council as attached to the [report submitted to the Standards Committee on 12 December 2024](#), be adopted, in accordance with Section 9P of the Local Government Act 2000.
 - b. the Monitoring Officer be authorised to correct any minor typographical errors or inconsistent numbering or cross references which become evident in publishing the Constitution in its final form.
 - c. the Constitution be reviewed by the Standards Committee bi-annually with any recommended changes arising from its review to be submitted to Council for determination.
- (ii) [Adoption of the LGA Model Code of Conduct and Arrangements](#)
- Council is recommended to RESOLVE that:
- a. the LGA Model Code of Conduct be adopted.

- b. the revised Arrangements for dealing with allegations that a Member has failed to comply with the Code of Conduct be adopted; and
- c. training be arranged for all Members

7	Dispensation for Councillor Non-Attendance at Meetings of the Authority	19 - 24
8	Local Government & Parliamentary Boundary Review	25 - 40
9	Polling District & Polling Place Review	41 - 68
10	Leader's Report	69 - 78
	For Council to receive and have opportunity to ask questions on the Leader's report.	
11	Cabinet Lead Reports and Councillors Question Time	79 - 114
	For Council to receive and have opportunity to ask questions on the Cabinet Lead's reports.	
12	Questions Under Standing Order 27.4.1	
	To receive questions from Councillors in accordance with the requirements of Standing Order 27.4.1.	
13	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.	
14	Notice of Motions under Standing Order 14.1	
	None	
15	Special Urgency Quarterly Report	
	There were no special urgency decisions made in the last quarter.	
16	Appointments	
	To appoint Councillor Harris to the Langstone Harbour Board in place of Councillor Coates, who has recently resigned from the Board.	
	Under the Pier and Harbour Order (Langstone Harbour) Confirmation Act 1962 the Council is required to appoint 6 Members to the Board. The current members are:	

Councillors Linger, Gray, Lloyd, Richardson, Stone, Briggs (Standing Deputy), and Alex Rennie (Standing Deputy)

Appointments to the Board must reflect the Council's political balance as the Board was appointed under a Local Act and the Council must appoint more than three Councillors to the Board.

The Council's current political balance requires that the appointment should be filled by a member of the Labour Group, who have nominated Councillor Harris.

RECOMMENDED that Councillor Harris be appointed to the Langstone Harbour Board in place of Councillor Coates.

17 Calendar of Meetings 2024/25

115 - 116

18 Acceptance of Minutes

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

[Planning Committee on 23rd November, 2023](#)

[Overview and Scrutiny Committee on 21st November, 2023](#)

[Overview and Scrutiny Committee on 6th December, 2023](#)

[Standards Committee on 12th December, 2023](#)

[Cabinet on 20th December, 2023](#)

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.

In accordance with Standing Order 28, 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 Manager no later than **12 noon on Friday, 12 January 2024**. 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.

In accordance with Standing Order 27.5, Questions from members of the public will only be permitted where they have been received by the Democratic Services Manager no later than **12 noon on Friday, 12 January 2024**

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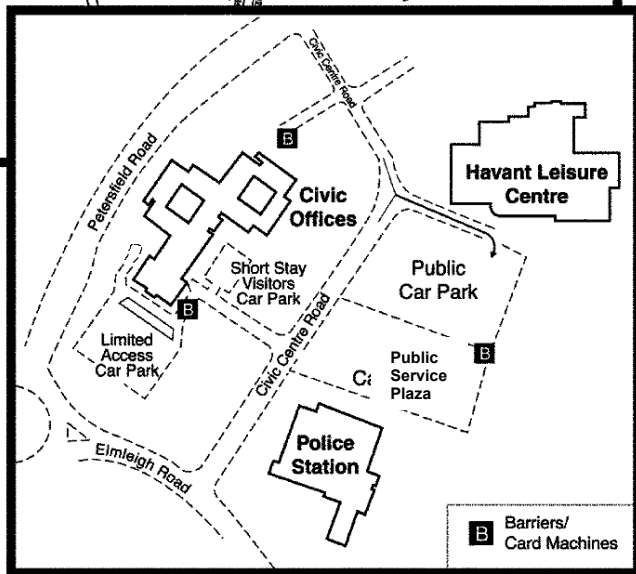
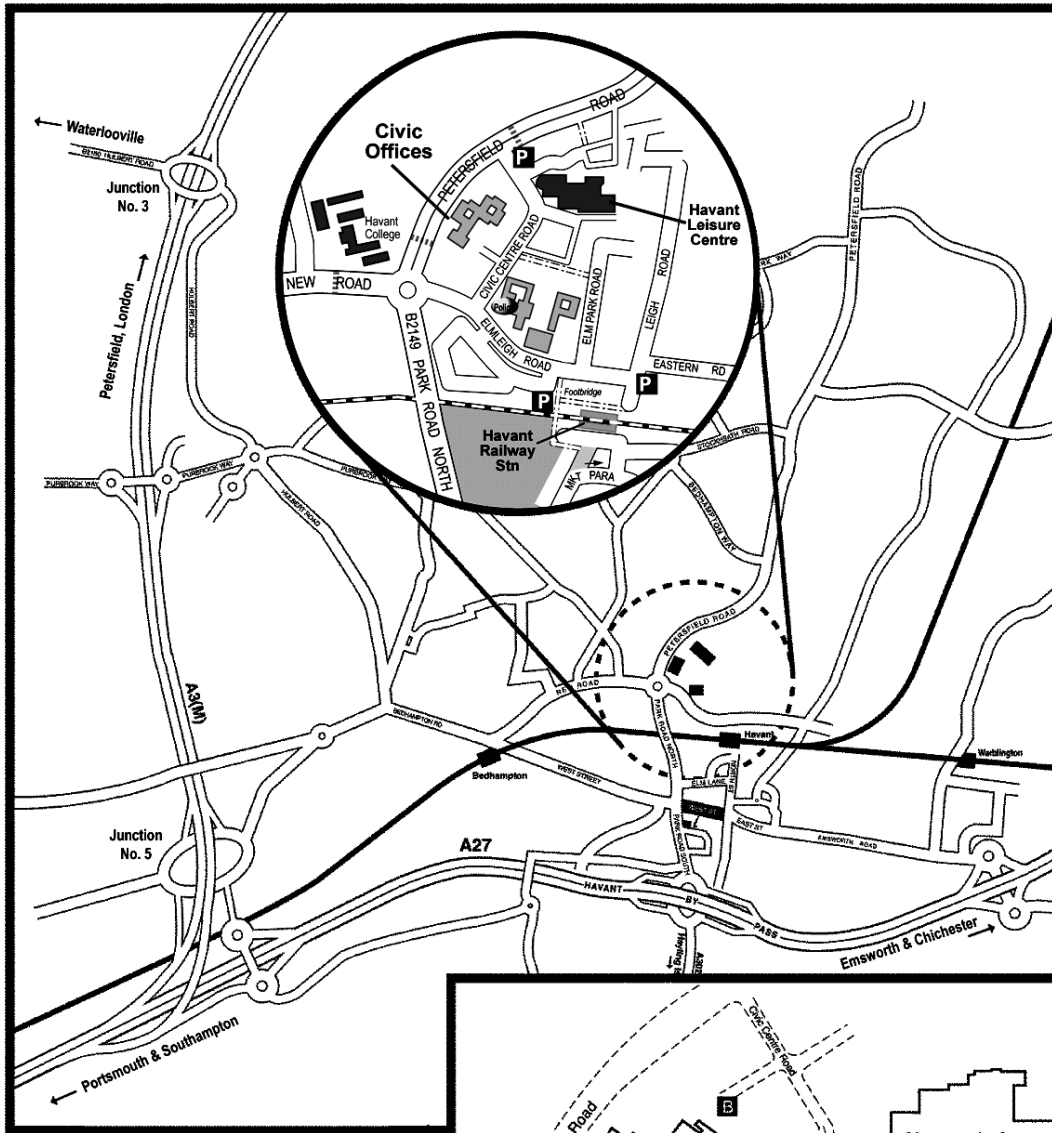
DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

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 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 Manager 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 22 November 2023

Present

Councillor Raines (Mayor)

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

51 Apologies for Absence

Apologies for absence were received from Councillors Bowdell, Denton and Shimbart.

52 Declarations of Interests

Declarations of Interest were received from Councillors Coates and Turner regarding question 3 of item 11 – Questions received under Standing Order 27.4.1 in respect of The Heart of Hayling Boxing Academy whereby Councillor Coates is a member, and Councillor Turner is a trustee.

Under consultation with the Monitoring Officer the Councillors were permitted to remain in the meeting during that item.

Councillor	Minute No.	Item Title	Nature of Interest
Mark Coates	60	Item 11 – Questions received under Standing Order 27.4.1	Councillor Coates is a member of The Heart of Hayling Boxing Academy. As advised by the Monitoring Officer, Councillor Coates remained in the meeting and is permitted to ask his question.
Leah Turner	60	Item 11 – Questions received under Standing Order 27.4.1	Councillor Turner is a trustee of The Heart of Hayling Boxing Academy. As advised by the Monitoring Officer, Cllr Turner remained in the meeting.

53 Confirmation of Previous Minutes

The minutes of the last meeting of the Council held on 20 September 2023 were approved as a correct record.

54 Mayor's Report

The Mayor had nothing further to add to her published report and there were no questions from members present.

55 Public Speaking under Standing Orders 27.5 & 28

There were 3 questions received from the public under the provision of this standing order.

Mr Comlay addressed Council to ask his questions.

Councillor Rennie on behalf of Councillor Bowdell, responded to the questions within the meeting.

A list of all questions and answers are attached to the minutes for reference.

56 Cabinet/Board/Committee Recommendations

There were 6 Cabinet / Board / Committee recommendations for Council to consider at this meeting. The Mayor further highlighted to members that Council had supplementary papers for the sixth matter to be considered.

(1) Audit Committees Annual Report

Councillor Diamond, as Chairman of the committee, introduced the item and recommendations to Council arising from the meeting of Audit and Finance Committee held on 30 October 2023, giving an account of the Committee's performance in relation to the terms of reference and the effectiveness of the Committee in meeting its' purpose and in doing so provide assurance to the Council on the adequacy of the risk management framework and the internal control environment.

It was proposed by Councillor Diamond and seconded by Councillor Rason that the recommendation made by the Audit and Finance Committee be approved.

Members considered the options set out in the report and following a vote, Council RESOLVED to note the submitted Audit and Finance Committee Annual Report 2022/2023.

(2) The Adoption of Street Trading Provisions – Local Government (Miscellaneous Provisions) Act 1982

Councillor Payter, as Chairman of the committee, introduced the item and

recommendation to Council arising from the meeting of Licensing Committee held on 19 October 2023 seeking approval to adopt the provisions of Part III and Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.

It was proposed by Councillor Payter and seconded by Councillor Keast that the recommendation made by the Licensing Committee be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED to

adopt the of provisions of Part III and scheduled 4 of the Local Government (Miscellaneous Provisions) Act 1982 (“the act”) for Havant Borough Council administrative area and designate consent streets.

(3) Street Trading Policy

Councillor Payter, as Chairman of the Licensing Committee, introduced the item and recommendations to Council arising from the meeting of the Licensing Committee held on 19 October 2023. The report detailed how the Council will exercise its functions under Part III and Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.

It was proposed by Councillor Payter and seconded by Councillor Keast that the recommendations made by the Licensing Committee be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED

- a) to adopt the Street Trading Policy
- b) to delegate the power to make any minor amendments to the Street Trading Policy to the Executive Head of Place in consultation with the Cabinet Lead.

(4) Town Twinning

Councillor Rennie, as Chairman of Cabinet, introduced this item and recommendations to Council arising from the meeting of Cabinet held on 08 November 2023. The report outlines some shared attributes that Yavoriv Raion council has with Havant Borough ie its military background and both being similarly sized councils.

It was proposed by Councillor Rennie and seconded by Councillor Lloyd that the recommendation made by Cabinet be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED

to approve the proposed Town Twinning between the Council and Yavoriv Raion Council (Асоціація побратимів) and that the Leader of the Council shall facilitate the union.

(5) Strategic Services Commissioning – Resources to Implement

In the absence of Councillor Bowdell, Councillor Rennie, as Chairman of Cabinet, introduced this item and recommendations to Council arising from the meeting of Cabinet held on 08 November 2023 seeking a drawdown of up to £1,328,800 from the Council's reserves to be used over a three-year period to enable the strategic commissioning of services, systems and software across the council.

It was proposed by Councillor Rennie and seconded by Councillor Seal that the recommendations made by Cabinet be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED to

- (a) approve the transfer of £1,328,800 from the Council's central reserves to a ringfenced reserve created for the strategic commissioning of services, systems and software across the Council; and
- (b) approve the draw down of up to £1,328,800 from the ringfenced reserve to be used for the strategic commissioning of services, systems and software across the Council.

(6) Update of Capital Strategy

Councillor Rennie, as Chairman of Cabinet, introduced this item and recommendations to Council arising from the meeting of Cabinet held on 08 November 2023. The report seeks to provide clarity on Community Infrastructure Levy (CIL) spending decisions by approving a technical change to the Capital Strategy.

It was proposed by Councillor Rennie and seconded by Councillor Robinson that the recommendations made by Cabinet be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED that

- a) the Capital Strategy be amended to confirm that CIL spending decisions are governed by the separate CIL Spending Protocol March 2022;
- b) authority be delegated to the Chief Finance Officer to amend the Capital Strategy.

57 Leigh Park Vacant Shop Scheme

Councillor Rennie, as Chairman of Cabinet, introduced this item seeking support to provide opportunity for business owners to apply for small grants that will allow them to convert vacant shop units within the Park Parade/Greywell Shopping area.

It was proposed by Councillor Rennie and seconded by Councillor Weeks that the recommendations outlined in the report be approved.

Members considered the options set out in the report and following debate and a vote, Council

RESOLVED to

- 1 approve the use of up to £170,000 of the Council's Regeneration reserve to offer capital grants to businesses who wish to set up or expand in the Greywell shopping centre, and to administer the Leigh Park Vacant Shop Scheme.
2. authorise the Section 151 Officer to amend the capital programme to approve the use of £170,000 of the Council's Regeneration reserves for the Leigh Park Vacant Shop Scheme.

58 Leader's Report

There was nothing further the Leader wished to add to his published report.

The Mayor provided Councillors an opportunity to ask questions of the Leader on his report, which were duly responded to within the meeting.

59 Cabinet Lead Reports and Councillors' Questions Time

Council considered the published Cabinet Lead reports.

In addition to her published report, Councillor Lloyd provided an update on her published report in relation to the excellent customer service provided by NORSE in response to recent issues.

Councillor Lloyd pledged to investigate with officers, if the air quality outside of Warblington School could be tested in response to a question raised by Councillor Munday.

In addition to her report, Councillor Robinson updated in relation to the refurbishment of Spencer's Field which has now started and anticipated to complete in approximately 3 weeks.

The Mayor provided Councillors an opportunity to ask questions of the Cabinet Leads on their reports under standing order 27.1, which were responded to within the meeting.

60 Questions Under Standing Order 27.4.1

There were 9 questions received from Councillors under the provision of this standing order and a summary of the questions raised and responses given is attached as an appendix to the minutes of this meeting.

Councillors were provided opportunity to ask any supplementary questions within the meeting, which were duly responded to.

Councillor Lloyd confirmed a response would be provided in writing in response to Councillor Munday's question regarding the widening of an entrance gate at South Leigh.

61 Urgent Questions Under Standing Order 27.4.2

There were no urgent questions received from Councillors under the provision of this standing order.

62 Notice of Motions under Standing Order 14.1

There were 3 notices of motion published for Council to consider at this meeting, the first motion was proposed by Councillor Redsull and seconded by Councillor Philippa Gray at the meeting of Council on 20 September 2023, and which was subsequently referred to Cabinet for consideration due to the potential budget implications.

1 Making Space

Cabinet considered the motion at their meeting of 08 November 2023 and Councillor Robinson, as relevant Cabinet Lead, introduced a report which set out the reasons for the resolution that was made by Cabinet at that meeting.

It was proposed by Councillor Robinson and seconded by Councillor Payter that the recommendations made by Cabinet be approved.

Members considered the options set out in the report and following debate and a vote in which there were 6 against and 1 abstention, Council

RESOLVED to

- (a) decline funding for Making Space but reiterate the offer to support the organisation with assistance in kind.

- (b) recommend to Making Space that they bid for funding direct from the South Western Railways funding for local communities, and other funding bodies. Reiterate the offer to support the organisation with assistance in kind, including supporting the application process if necessary.

2 Net Zero Homes

The Council considered the published motion regarding Net Zero Homes proposed by Councillor Lloyd and seconded by Councillor Keast. Following debate and a vote, Council

RESOLVED to

1. support the further collection of evidence regarding the feasibility and viability of low carbon design and energy efficient buildings, through the use of renewable technologies such as:
 - i. solar energy
 - ii. air- and ground-source heat
 - iii. grey water harvesting
 - iv. wall and roof insulation
 - v. orientation of buildings within layout plans
2. support the Local Plan pursuing as aspirational a policy approach as feasibly possible to addressing climate change mitigation and adaptation, using the evidence base, which will stand up to any challenge from the development industry, and
3. request that the Cabinet Lead for Planning and Climate Change write to government asking that the National Planning Policy Framework be updated in this regard.

3 Support for Community Pharmacies

The third and final motion seeking support for community pharmacies was withdrawn by the proposer in accordance with Standing Order 14.9.

63 Acceptance of Minutes

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

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

64 Special Urgency Decisions

There were no special urgency decisions for consideration by Council for this meeting.

The meeting commenced at 5.30 pm and concluded at 8.10 pm

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Chairman



Mayoral report for Full Council 17th January 2024

The Mayor's Facebook page currently has 761 likes and is followed by 965 people.

Happy New Year and I hope you all had a wonderful Christmas!

Monday 6th November – Girl's Brigade Talk

Graham and I both had a really interesting evening with Susan Dabbs, the Girls Brigade Leader in Bedhampton on Monday evening. The girls asked some really interesting questions, some made me smile, I love their honesty!



Tuesday 7th November – Royal Air Force Cadet Squadron Presentation Evening

Graham and I were both honoured to be invited to the Havant RAF Cadet Award for the Marshal Trophy for the most improved unit in the country. The event was held at Havant College and attended by many distinguished guests including Col Charles Ackroyd DL of the Connaught Trust, Air Commodore Anthony Keeley, Alan Mak MP for Havant and many others. I was especially proud of Mayor's Cadet Finney. It was a truly proud event for Havant.



Sunday 12th November – Remembrance Sunday Parade and Service

The Remembrance Parade on Sunday was one of the biggest I have ever been to. Also, to march to the Church where the service was led by Canon Tom Kennar and assisted by my chaplain Sue Moss, it was an honour to be there and represent the residents of the Borough and also to remember all those that gave their lives for us all to be able to enjoy the freedom we have today. “We will Remember Them”.

Wednesday 15th November – Havant Borough Creative Showcase

I was really excited about attending yesterday with a good friend, sadly Graham was working. It was so lovely to see so many familiar faces and meet new ones too. We are all so lucky to live in a Borough with so many talented people, well done Nancy, hopefully I will see you soon!



Friday 17th November – Hayling Island Arts' Trail Comes to Christmas Event

Friday night was a lovely way to start the weekend. Both Graham and I were invited to the Christmas Art trail by Lizzie Cornelius at St Mary's Church on Hayling Island. The mulled wine and mince pies were delicious. It was lovely to catch up with Sara Le Gris from sea glass, we bought 3 of her glass agapanthuses in the summer and also a lovely hug from Joan, a friend I hadn't seen for

ages. We are so lucky to have so many talented people living within the Borough. I love my job and hugs are THE BEST!



Thursday 23rd November – The Mayor of Winchester’s Black Tie Dinner

We were both really lucky to be invited to Abbey House in Winchester by the Mayor of Winchester, Cllr Angela Clear, last Thursday for a Mayoral dinner. It was lovely too to spend time with other colleagues from the County and hear about their journey so far.



Wednesday 29th November – Christmas At Home

On Wednesday, we were both invited to Chichester to the Mayors “Christmas at Home” evening, drinks, canapés and lots of chatting to some amazing colleagues, also spoke to an officer of Chichester Fire Service who knew a friend of ours. We both enjoyed it so much we were the last to leave! A big thank you to the Mayor and Mayoress of Chichester, Craig and Judy Gershater, you were both perfect hosts.



Friday 1st December – Emsworth Christmas Lights Switch On

The “lobster pot” Christmas tree was amazing at the Quay in Emsworth. We went to visit after turning the lights on with Alan Mak MP. It was heart-warming to hear the children singing Christmas carols on Friday afternoon, a lovely start to Christmas. A huge thank you to everyone involved in making the event run so smoothly, it was very successful! Thank you for inviting us both.

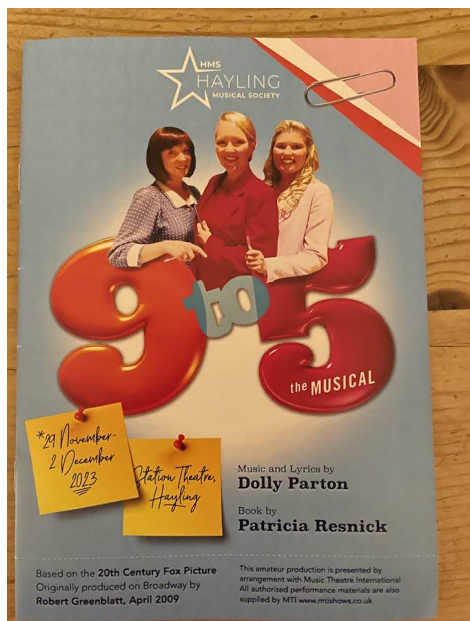


Hayling Light Opera “What Ever Happened to Cinderella”

In the evening we were invited to the Spring in Havant to watch Cinderella by the Havant Light Opera. There were some very talented performers there and it was lovely to sing carols after the interval, a great evening, we both really enjoyed it.

Saturday 2nd December – Hayling Musical Society’s Performance of “9 to 5”

On Saturday evening we had 2 tickets to see the very talented Hayling Island Musical Society performing the Dolly Parton 9 to 5 musical. It was absolutely fantastic. We have some very talented residents within our borough, it was a great evening and such fun.



Sunday 3rd December – Emsworth Concert Band’s Christmas Concert

Sunday evening was sheer joy, to listen to the Emsworth brass band, a perfect end to a busy weekend, thank you Emsworth Concert band, you were brilliant!



Monday 4th December – Well Being Walk, Leaders “Thank You”

On Monday afternoon I met and spoke to a lot of walk leaders from within the Borough and listened to their stories, the longest walking leader had been leading walks for over 30 years, some 20 years and some new ones too. It was great to talk to some of them over tea and cake, thank you Andy from Park Community School, the cakes were delicious!



Tuesday 5th December – Veterans Voices Event

Today we went to the beautiful church of St Mary’s in Portsmouth to the Veterans Outreach Fair and Carol Service and met veterans and volunteers from as far away as Dover and Kent, we all sang Christmas carols at the end of the fair, it was also lovely to catch up with some of our chain gang too.



Thursday 7th December – Stop Domestic Abuse Art Exhibition

I went to an exhibition at the Spring in Havant today run by the Stop Domestic Abuse charity. The artwork, all done by survivors of Domestic Abuse was amazing. It was a very moving experience.



Friday 8th December – Gala Night Performance of Aladdin

Tonight, we went to the New Theatre Royal in Portsmouth to see the pantomime Aladdin. It was absolutely brilliant and the whole cast put their heart and soul into it, simply amazing. We both really loved it.



Sunday 10th December – Spinnaker Chorus Christmas Show

Tonight, we both went to see the Spinnaker Choir Christmas show, at Park Community School in Havant, it was absolutely amazing. Such beautiful voices.



Monday 11th December – St George’s Church Bereavement Group’s Christmas Coffee Morning

Today I was in Waterlooville for the bereavement group’s Christmas fair, it was lovely to meet Father Christmas and the choir were lovely too, I did tell Santa that I had been very good this year, I’m not sure he believed me!



Tuesday 12th December – Emsworth Primary School Visit and Warblington School's Performance of "The Snow Queen"

A busy day today! This afternoon we went to Emsworth Primary School to see the year 5's recycled decorations for Brook Meadow, then managed to sneakily watch the Nativity play which was excellent. Then this evening we both went to Warblington School to watch the school production of the Snow Queen, it was absolutely brilliant. I didn't realise the Disney film Frozen was based on the Snow Queen. We have such talent in the Borough and it is lovely to see children enjoying themselves.

Thursday 14th December – Riders Junior School's Christmas Concert

Today we both went to Riders Junior School in Havant to listen to their Christmas Carol concert. We were expertly looked after by the school council children especially Warren whose knowledge about the school was amazing, he would make a great parent guide. The carols were amazing, it was also great to meet so many familiar faces too. Thank you for looking after us, we both had a lovely time, our 9th concert/pantomime so far, the children were brilliant!

Sunday 17th December – St Faiths Community Carol Service

The annual Christmas Carol Concert at St Faiths church in Havant was a joy to attend, an uplifting service with three amazing choirs with ages ranging from 8 to 80. A lovely melody of carols, good company and tea and cake to finish, well done to Canon Tom Kennar and all your volunteers, and Rotary too, it was a great afternoon, even Father Christmas found time to pop in.

Mayor of Havant Cllr Rosy Raines

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Name of Committee:	Council		
Committee Date:	17 January 2024		
Report Title:	Dispensation for Councillor Non-Attendance at Meetings of the Authority		
Responsible Officer:	Matt Goodwin, Executive Head for Internal Services		
Cabinet Lead:	Alex Rennie, Leader of the Council		
Status:	Non-Exempt		
Urgent Decision:	No	Key Decision:	No
Appendices:	N/A		
Background Papers:	Local Government Act 1972, Section 85(1) – Vacation of office by failure to attend meetings (Local Government Act 1972)		
Officer Contact:	Jenni Harding, Democratic & Electoral Service Manager jenni.harding@havant.gov.uk 02392 446234		
Report Number:	HBC/		

Corporate Priorities:

This report does not align directly to any of the priorities in the Council Plan, but is required to ensure compliance with the relevant legislation (Local Government Act 1972) in relation to a request for a dispensation which has been received.

Executive Summary:

This report seeks Council approval for special dispensation for a councillor to be excused from attending committee meetings for a period up to and including the end of the current term of office, due to medical grounds.

Recommendations:

It is recommended that Council agrees:

- 1) To approve the grant of a dispensation for Councillor Guest pursuant to section 85(1) of the Local Government Act 1972 for a period up to and including Councillor Guest's end of his current term of office.
- 2) Councillor Guest be granted a leave of absence for non-attendance at meetings of the Authority in that period on medical grounds.
- 3) The best wishes of the Council are conveyed to Councillor Guest at this time.

Introduction

- 1.1. Section 85 of the Local Government Act 1972 states that if a member of a local authority fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the authority, they shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority.
- 1.2. For the purposes of the legislation, attendance is deemed as being present as a member at a meeting of any committee or sub-committee of the authority, or at a meeting of any joint committee, joint board or other body by whom for the time being any of the functions of the authority are being discharged, or who were appointed to advise the authority on any matter relating to the discharge of their functions, and attendance as representative of the authority at a meeting of any body of persons.
- 1.3. A councillor who attends a meeting as the appointed substitute for a councillor is a member of the committee for that meeting and this is sufficient for the purposes of section 85.

2. Background

- 2.1. Councillor Guest has been unable to attend a meeting of the Authority in person since his attendance at the meeting of Council on 26 July 2023, due to an ongoing medical condition.
- 2.2. A dispensation will allow Councillor Guest to attend Committees of the Council if he is able and for his apologies to be given if necessary. The circumstances are considered sufficient to merit the grant of a dispensation from attendance.

3. Options

- 3.1. Dispensation to be granted by Council to provide Councillor Guest with a period of leave of absence on medical grounds, approving Councillor Guest's non-attendance at meetings of the Authority for a period up to and included the last day of Councillor Guests current term of office.

- 3.2. Council does not agree to grant a dispensation to Councillor Guest for non-attendance at meetings of the Authority and he would cease to be a member of the Authority after 26 January 2024 and a vacancy would arise on the Council's membership. The position would be held vacant until the Borough election scheduled for May 2024.

4. Relationship to the Corporate Strategy

- 4.1. This report does not align directly to any of the priorities in the Council's Corporate Strategy but is required to ensure compliance with the relevant legislation (Local Government Act 1972) in relation to a request for a dispensation which has been received.

5. Conclusion

- 5.1. Councillors are required to attend meetings in person in line with the Local Government Act 1972. To remain an elected member of this Council, Councillor Guest will either need to be granted a leave of absence.

6. Implications and Comments

6.1. S151 Comments

I am happy to support the recommendations and content that there are no financial implications.

6.2. Financial Implications

There are no financial implications associated with this decision, however a need to deliver of an unscheduled election would carry a resource implication.

6.3. Monitoring Officer Comments

The Monitoring Officer has received formal notification from Cllr Guest, seeking Full Council's approval to grant such a dispensation due to ill-health. The Monitoring Officer is satisfied that, having regard to the circumstances, the Council would be justified in granting the dispensation.

6.4. **Legal Implications**

Under the Local Government Act 1972 Section 85 (1), if a member of the Council fails throughout a six month period from the date of their last attendance at any meeting of the council to attend another such meeting, they shall, unless the failure is approved by the authority before the expiry of that period, cease to be a member of the authority.

As such, Full Council has the discretion to approve a dispensation, based on the circumstances of the case, such that the councillor may not cease to be a member of the Council for failing to attend a meeting in that period.

6.5. **Equality and Diversity**

None arising from this report.

6.6. **Human Resources**

None arising from this report as this report relates to an elected member.

6.7. **Information Governance**

None arising from this report.

6.8. **Climate and Environment**

None arising from this report.

7. **Risks**

7.1. Not applicable

8. **Consultation**

8.1. The Group Leaders have been consulted seeking their support for the approval.

8.2. While not a formal decision-making forum, Group Leaders signalled their support for the recommendations.

9. **Communications**

9.1. Not applicable

Agreed and signed off by:		Date:
Cabinet Lead:	Cllr Alex Rennie	21/12/23
Executive Head:	Matt Goodwin	19/12/23
Monitoring Officer:	Jo McIntosh	19/12/23
Section151 Officer:	Steven Pink	2/1/24

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Name of Committee:	Council		
Committee Date:	17 January 2024		
Report Title:	UK Parliamentary and Local Government Boundary Reviews		
Responsible Officer:	Matt Goodwin, Executive Head of Internal Services		
Cabinet Lead:	Councillor Alex Rennie, Leader of the Council		
Status:	Non Exempt		
Urgent Decision:	No	Key Decision:	No
Appendices:	Appendix A – Current and New Ward Structure Appendix B - New Ward property changes		
Background Papers:	<ul style="list-style-type: none"> • Map: Map Showing Old and New Boundaries • Final Report: https://www.lgbce.org.uk/sites/default/files/2023-04/report_-_havant_final_recommendations_-_cover.pdf • Order: https://www.legislation.gov.uk/ukxi/2023/200/schedule/made • Order Map: https://www.lgbce.org.uk/sites/default/files/2023-03/si_2023-200_-_havant_electoral_changes_order_map.pdf 		
Officer Contact:	Name: Jenni Harding, Democratic and Electoral Services Manager - Email: jenni.harding@havant.gov.uk		
Report Number:	HBC/		

Corporate Priorities:

Pride in Place – These reviews help to ensure residents in Havant Borough have an equal opportunity to engage in the democratic process across the borough by ensuring Polling Places are equally situated around borough, thus helping to ensure residents are able to vote as part of the election process.

Executive Summary:

The Boundary Commission for England (BCE) is an independent and impartial non-departmental public body, which is responsible for reviewing Parliamentary constituency boundaries in England.

The Local Government Boundary Commission for England (is an independent body set up by Parliament. The Commission is accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons. The main role of the Commission is to carry out electoral reviews of local authorities throughout England.

This report requests that the Council notes the implementation of the proposed changes following the boundary review.

Recommendations:

Members are requested to:

- a) note the changes to the new electoral constituency arrangements for Havant Borough Council following the Review of Parliamentary Constituencies by the Boundary Commission for England.
- b) note the impact of the new ward boundaries and equality of electorate for Havant Borough Council following the Local Government Boundary Review by the Local Government Boundary Commission for England.
- c) appoint the Monitoring Officer as Deputy Electoral Registration Officer, with full powers, for Havant Borough.

1.0 Introduction

Parliamentary Boundary Review

- 1.1 The 2023 Parliamentary Boundary Review, conducted by the Boundary Commission for England, has reorganised UK parliamentary constituencies to reflect population change. Boundary reviews should take place every eight years, but constituency boundaries have not changed since 2010 due to political opposition to previous proposed changes. This report sets out the new Parliamentary constituencies for Havant Borough.
- 1.2 The number of Parliamentary Constituencies in Havant will remain at two.
- 1.3 Havant Constituency remains wholly unchanged.
- 1.4 Meon Valley constituency has been renamed Fareham and Waterlooville Constituency. The change will be effective for the next UK Parliamentary election. Fareham and Waterlooville is a cross-boundary constituency, consisting of three wards, Cowplain, Hart Plain and Waterloo. Havant Borough will 'give away' this constituency to Fareham Borough Council who will be responsible for the conduct of the constituency election at the next General election.

1.5 The following roads will move from Waterloo Ward to Cowplain Ward within the New Fareham and Waterlooville Constituency.

NEW WARD	ROADS ADDED	FROM WARD
Cowplain	Amethyst Grove	Waterloo
	Crystal Way	Waterloo
	Emerald Close	Waterloo
	Harkness Drive (47-57 & 36-44)	Waterloo
	Sapphire Ridge	Waterloo
	Topaz Grove	Waterloo

Local Government Boundary Review

1.6 The Local Government Boundary Commission for England (LGBCE) carries out electoral reviews of local authorities throughout England. This report sets out the new electoral arrangements for Havant Borough Council.

1.7 Their criteria for initiating a review in those circumstances are as follows:

- more than 30% of a council's wards have an electoral imbalance of more than 10% from the average ratio for that authority; and/or
- one or more wards have an electoral imbalance of more than 30%; and
- the imbalance is unlikely to be corrected by foreseeable changes to the electorate within a reasonable period.

1.8 The previous review of Havant Borough Council was completed in 2000 and the LGBCE are required to review electoral arrangements of every council 'from time to time'.

1.9 The electoral review is being carried out to ensure that:

- The wards in Havant are in the best possible place to help the Council carry out its responsibilities effectively;
- The number of electors represented by each councillor in each ward is approximately the same across the borough

1.10 The number of wards in Havant will reduce from 14 to 12 effective for the next Local elections on 2 May 2024. Those wards will be:

- Bedhampton;
- Cowplain;
- Emsworth;
- Hart Plain;
- Havant St. Faith's;
- Hayling East;
- Hayling West;
- Leigh Park Central & West Leigh;
- Leigh Park Hermitage;
- Purbrook;
- Stakes; and
- Waterloo

1.11 The boundaries of all but 3 of the wards, Hart Plain, Purbrook and Stakes, have changed to reflect equality of electorate, which is one of the three main considerations of the LG BCE when undertaking a review. A full list of road moves within each ward can be found at Appendix A.

1.12 Havant will have 36 Councillors representing 12 three-member wards across the borough.

1.13 Each ward will be divided into four polling districts with revised polling district letters to reflect the ward name ensuring and equality of electorate numbers across each ward.

2.0 Background

Parliamentary Boundary Review

2.1 The Commission's statutory function is to keep under review the distribution of constituencies in England and to make periodical reports (currently every eight years) with recommendations to the Speaker of the House of Commons, in accordance with the provisions of the Parliamentary Constituencies Act 1986 (as amended).

- 2.2 During an active general review of the constituencies in England, the Commission allocate a defined number of constituencies, the precise number being calculated using a formula defined in the Act and producing a figure broadly in proportion to the size of England's electorate as against that of the whole United Kingdom. Each constituency is also required to have an electorate that is within 5% of the United Kingdom 'electoral quota' (also defined in the Act).
- 2.3 All recommended constituencies had to have no less than 69,725 parliamentary electors and no more than 77,062. These electorate figures had to be the electorates as they were on 2 March 2020.

Local Government Boundary Review

- 2.4 An electoral review examines and proposes new electoral arrangements for a local authority including the total number of councillors representing the council's electors, the names, numbers and boundaries of wards and the number of councillors for each ward.
- 2.5 LGBCE expects forecasts to reflect ONS sub-national population projections and to consider the following:
- impact of likely housing and economic developments;
 - local development frameworks;
 - expected migration into, out of and within the authority; and
 - expected occupancy rate in individual areas rather than generally across the authority.
- 2.6 Havant Borough Council has not been reviewed since 2000 and the Commission therefore decided that it should review Havant in advance of the elections in 2024. This exercise was conducted between September 2021 and November 2022.

Appointment of Deputy Electoral Registration Officer

- 2.7 The role of Electoral Registration Officer is held by the Chief Executive Officer and the role of Deputy Electoral Registration Officer (DERO) was designated by Council in March 2023 to the Executive Head of Internal Services. With the prospect of an 'all out' local borough election, combined with the Police and Crime Commissioner

elections and the further requirement to hold a Parliamentary Election before January 2025, it is prudent to designate a second DERO at this time.

3.0 Options

- 3.1 In view of the forthcoming 'all out' local elections, it is considered prudent and necessary to designate a further officer as Deputy ERO and this report recommends that this be designated to The Monitoring Officer. To ensure the Council can continue to operate legally and ease the burden on the Electoral Registration Officer, it is proposed to have appointed 2 deputies in these roles, although it is not a legal requirement.
- 3.2 There is an option to not appoint a second Deputy ERO, but this would leave the main burden of these duties on the ERO and one DERO, which goes against our values of putting people first.
- 3.3 The LGBCE have completed their review and it has gone through parliament. It is now a legal requirement to implement The Havant (Electoral Changes) Order 2023, therefore there are no alternative options in relation to the implementation of the Boundary Review.

4.0 Relationship to the Corporate Strategy

- 4.1 Pride in Place - These reviews help to ensure residents in Havant Borough have an equal opportunity to engage in the democratic process across the borough by ensuring Polling Places are equally situated around borough, thus helping to ensure residents are able to vote as part of the election process.

5.0 Conclusion

- 5.1 Parliamentary Constituencies and Local Ward Boundaries are now finalised by the Boundary Commission for England.

6.0 Implications and Comments

- 6.1 Appointment of a Deputy Electoral Registration Officer under section 8(2) of the Representation of the People Act (RPA)

1983, the council must appoint a senior officer of ERO, this position is responsible for maintaining and publishing the register of electors for the area.

Under section 52(2) of the RPA 1983, Full Council is asked to agree the appointment of a Deputy ERO to carry out the functions of the ERO and be available to act in their absence.

Any deputy appointed should have the skills and knowledge required to perform and exercise the duties and powers of the ERO. Our Monitoring Officer has previous knowledge and experience of this role.

6.2 Financial Implications

6.3 The report in relation to the LG BCE and the BCE reviews is for noting only.

6.4 The appointment of a Deputy ERO does not impact on the council's budget as there are no subsequent changes to the Monitoring Officer's Terms and Conditions of employment and salary.

6.5 Section 151 Officer Comments

6.6 Members should be content that there are no additional budget pressure or commercial implications arising from this report.

6.7 Monitoring Officer Comments

6.8 The Council is responsible for the implementation of the recommendations of the Local Government Boundary Commission. The Council is legally required to implement the changes in time for the May 2024 election.

6.9 Legal Implications

6.10 The final recommendation of the Local Government Boundary Commission review setting out the new electoral arrangements for Havant Borough Council and impact on the Borough are for noting. The legislation has been passed by Parliament and it is now the responsibility of Havant Borough Council to implement the required changes in time for the elections in 2024.

6.11 Unlike Returning Officers, the ERO cannot appoint a deputy themselves, unless the power to do so has been delegated to them.

6.12 Electoral Commission guidance recommends the appointment of a Deputy ERO to carry out the functions of the ERO and be available to act in their absence. The Elections Act 2022 places further obligations on the ERO, which it would be more practical for a deputy to undertake.

6.13 Under s52(2) of the Representation of the People Act 1983 'any of the duties and powers of a registration officer may be performed and exercised by any deputy'.

6.14 **Equality and Diversity**

This report is a review of boundaries and appointment of a Deputy ERO, therefore there is no equality and diversity considerations to be included in this report.

6.15 **Human Resources**

The appointment of a Deputy ERO by Full Council does not alter the terms and conditions of employment of the Monitoring Officer and therefore there are no HR resource implications.

6.16 **Information Governance**

This report is a review of boundaries and appointment of a Deputy ERO, therefore there is no information governance considerations to be included in this report.

6.17 **Climate and Environment**

This report is a review of boundaries and appointment of a Deputy ERO, therefore there is no climate or environment considerations to be included in this report.

7.0 Risks

7.1 The Returning Officer and Electoral Registration Officer are appointments that are currently within the Chief Executive Officers roles and responsibilities. Sharing these responsibilities across members of the management team will strengthen the Returning Officer role for conduct of elections and Electoral Registration Officer duties.

8.0 Consultation

8.1 The consultation seeking views on new wards commenced on the 28 September 2021 and ended on 18 July 2022. The final recommendations were published on 01 November 2022.

9.0 Communications

9.1 The conclusion of the LGBCE and BCE reviews have been communicated to residents and councillors and is available on the council website.

Agreed and signed off by:		Date:
Cabinet Lead:	Cllr Alex Rennie	21/12/23
Executive Head:	Matt Goodwin	27/12/23
Monitoring Officer:	Jo McIntosh	09/01/24
Section151 Officer:	Steven Pink	27/12/23

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Current and New Ward Structure

Current Ward Structure

Ward Name	Polling Districts	Councillors
Barncroft	JA, JB, JC	2
Battins	GA, GB, GC, GD	2
Bedhampton	CA, CB, CC, CD, CE	3
Bondfields	FA, FB	2
Cowplain	KA, KB, KC, KD, KE, KF,	3
Emsworth	EA, EB, EC, ED, EE	3
Hart Plain	LA, LB, LC, LD, LE, LF	3
Hayling East	AA, AB, AC, AD	3
Hayling West	BA, BB, BC, BD	3
Purbrook	PA, PB, PC, PD, PE	3
St Faiths	DA, DB, DC, DD, DE	3
Stakes	NA, NB, NC, ND, NE	3
Warren Park	HA, HB, HC	2
Waterloo	MA, MB, MC, MD, ME, MF	3

New Ward Structure

Ward Name	Polling Districts	Councillors
Bedhampton	BEDA, BEDB, BEDC, BEDD	3
Cowplain	COWA, COWB, COWC, COWD	3
Emsworth	EMSA, EMSB, EMSC, EMSD	3
Hart Plain	HAPA, HAPB, HAPC, HAPD, HAPE	3
Havant St Faiths	HSFA, HSFB, HSFC, HSFD, HSFE, HSFF, HSFG	3
Hayling East	HAEA, HAEB, HAEC, HAED	3
Hayling West	HAWA, HAWB, HAWC, HAWD	3
Leigh Park Central & West Leigh	LPCA, LPCB, LPCC, LPCD	3
Leigh Park Hermitage	LPHA, LPHB, LPHC, LPHD	3
Purbrook	PURA, PURB, PURC, PURD	3
Stakes	STKA, STKB, STKC, STKD	3
Waterloo	WATA, WATB, WATC, WATD	3

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WARD	ROADS ADDED	FROM WARD
Hayling West	Church Lane	Hayling East
	Clovelly Road (1-7 & 2-18)	Hayling East
	Copse Lane	Hayling East
	Gutner Lane	Hayling East
	Mill Rythe Lane	Hayling East
	Northney Lane	Hayling East
	Northney Marina	Hayling East
	Northney Road	Hayling East
	Pycroft Close	Hayling East
	Spinnaker Grange	Hayling East
	St. Peters Avenue	Hayling East
	St. Peters Road	Hayling East
	Woodgaston Lane	Hayling East
	Yachthaven	Hayling East

ROADS MOVED	TO WARD
Alexandra Avenue	Hayling East
Chichester Avenue	Hayling East
Church Road (15-37 & 51-101)	Hayling East
Elm Grove (3-145)	Hayling East
Hollow Lane (42-58)	Hayling East
Katrina Gardens	Hayling East
Lulworth Close	Hayling East
Lyndhurst Close	Hayling East
Manor Way (1-7 & 2-10)	Hayling East
Ramsey Road	Hayling East
Sea Front (162-182)	Hayling East
Sea Grove Avenue (2-42)	Hayling East
1-34 Limewood, St Mary's Road; & 8 Claremont Court, 90 St Mary's Road	Hayling East

NEW WARD	ROADS ADDED	FROM WARD
Leigh Park Central & West Leigh	Abbotsone Avenue	Bondfields
	Adhurst Road	Bondfields
	Asdean Close	Warren Park
	Ashe Road	Bondfields
	Avington Green	Bondfields
	Bartons Road	Bondfields
	105 Basing House, Basing Road	Battins
	Battens Way	Battins
	Baybridge Road	Bondfields
	Bedhampton Way (1-119) & (2-64) plus Keats House	Battins
	Billy Lawn Avenue (1-99) & (2-134) plus Bournemouth House; Winchester House	Battins
	Bishopstoke Road	Battins
	Balckdown Crescent	Battins
	Blackmoor Walk	Bondfields
	Blendworth Crescent	Battins
	Blissford Close	Bondfields
	Bordon Road	Battins
	Braishfield Road	Bondfields
	Broadmere Avenue	Battins
	Broxhead Road	Bondfields
	Burghclere	Bondfields
	Burton Close	Battins
	Burley Close	Bondfields
	Catherington Way	Battins
	Chawton way	Bondfields
	Chilcombe Crescent	Battins
	Colemore Square	Battins
	Corehampton Crescent	Warren Park
	Crawley Avenue	Bondfields
	Cricketers Way	Battins
	Crossland Drive	Bondfields
	Curdrige Close	Bondfields
	Ditcham Crescent	Warren Park
	Douglas Gardens	Bondfields
	Dunhurst Close	Bondfields
	Dunsbury way	Battins
	Ellisfield Road	Battins
	Exbury Road	Battins
	Exton Road	Bondfields
	Faber Close	Bondfields
	Farringdon Road	Bondfields
	Flexford Gardens	Bondfields
	Forestside Avenue	Bondfields
	Four Marks Green	Bondfields
	Foxcott Grove	Battins
	Freefolk Green	Bondfields
	Froxfield Road	Bondfields
	Fullerton Close	Bondfields
	Furzedown Crescent	Bondfields
	Greywell Road	Battins
	Hazeley Green	Bondfields
	Heckfield Close	Bondfields
	Hedge End Walk	Bondfields
Hermitage Close	Warren Park	
High Lawn Way	Battins	
Hiltingbury Road	Bondfields	
Holybourne Road	Battins	
Horsebridge Road	Bondfields	
Itchen Road	Bondfields	
Juventu Close	Bondfields	
Ken Berry Court	Bondfields	
Kimbridge Crescent	Bondfields	
Kingsworthy Road	Battins	
Kitwood Green	Bondfields	
Knightwood Avenue	Bondfields	
Kyoto Walk	Bondfields	
Langrish Close	Bondfields	
Lasham Green	Bondfields	

ROADS ADDED	FROM WARD
Leckford Road	Bondfields
Liam Close	Bondfields
Library Gardens	Battins
Linden Way	Battins
Littlegreen Avenue	Bondfields
Littleton Grove	Battins
Lockerley Road	Bondfields
Longstock Road	Bondfields
Malwood Close	Bondfields
Marldell Close	Bondfields
Martin Road	Bondfields
Medstead Road	Battins
Millbrook Drive	Bondfields
Monterey Drive	Bondfields
Monxton Green	Bondfields
Moorgreen Road	Bondfields
Muccleshell Close	Bondfields
Netley Abbey Close	Bondfields
New Lane (63 & 65)	Bondfields
Nursling Crescent	Bondfields
Oakshott Drive	Bondfields
Owlesbury Grove	Battins
Park Parade	Battins
Passfield Walk	Bondfields
Penwood Green	Bondfields
Petersfield Road	Bondfields
Prospect Lane	Bondfields
Purbrook Way (195-209 odds)	Warren Park
Purbrook Way (1-191 odds & 4-34 evens)	Battins
Redlynch Close	Bondfields
Redwood Grove	Bondfields
Riders Lane (Merriemede; October House; The Mews; Windrush)	Warren Park
Riders Lane (Grace Gardens)	Battins
Rooksbury Croft	Battins
Shaldon Road	Bondfields
Sharps Road	Bondfields
Sherfield Avenue	Battins
Soberton Road	Battins
Somborne Drive	Battins
St. Albans Road	Bondfields
St. Francis Place	Battins
Stanstead Crescent	Bondfields
Steep Close	Battins
Stockbridge Close	Bondfields
Stockheath Lane	Battins
Stockheath Road	Battins
Stockheath Way	Battins
Stone Square	Battins
Stroudwood Road	Bondfields
Summerlands Walk	Bondfields
Sunnyheath	Battins
Swarraton Road	Bondfields
Tangle Walk	Bondfields
Tiptoe Green	Bondfields
Titchfield Close	Bondfields
Tytherley Green	Bondfields
Verwood Road	Bondfields
Wakefords Way	Bondfields
White Oak Walk	Bondfields
Whitsbury Road	Bondfields
Wildmoor Walk	Bondfields
Wilverley Avenue	Bondfields
Witchampton Close	Bondfields
Woodcot Crescent	Bondfields
Woodhay Walk	Bondfields
Woodington Close	Bondfields
Woodlands Way	Battins
Worldham Road	Bondfields

NEW WARD	ROADS ADDED	FROM WARD	ROADS ADDED	FROM WARD
Leigh Park Hermitage	Abbas Green	Warren Park	Little Hackets	Warren Park
	Anmore Close	Warren Park	Locksheath Close	Warren Park
	Appleshore Green	Barncroft	Marchwood Road	Battins
	Ashlett Lawn	Barncroft	Marlands Lawn	Barncroft
	Baddesley Gardens	Warren Park	Mary Rose Close	Barncroft
	Bassett Walk	Warren Park	Merryfield Avenue	Warren Park
	Beaulley Avenue	Warren Park	Mewsey Court	Warren Park
	Bentworth Close	Warren Park	Middle Park Way (12-198; 3-41 & 151-199	Barncroft
	Bickton Walk	Warren Park	Middle Park Way (198 a/b - 302 & 201-335)	Warren Park
	Billys Copse	Warren Park	Middle Park Way (337-467 & 306-416)	Battins
	Bittem Close	Battins	Monkwood Close	Warren Park
	Boldre Close	Barncroft	Mortimer Lawn	Warren Park
	Bondfields Crescent	Battins	Norden Way	Barncroft
	Botley Drive (71-77)	Barncroft	Norley Close	Warren Park
	Botley Drive (rest)	Warren Park	Nutley Road	Warren Park
	Bramdean Drive	Warren Park	Oakley Road	Warren Park
	Bransgore Avenue	Barncroft	Otterbourne Crescent	Warren Park
	Braxell Lawn	Warren Park	Overton Crescent (10-32)	Barncroft
	Brockenhurst Avenue	Warren Park	Overton Crescent (1-31 & 4-8)	Warren Park
	Cadnam Lawn	Warren Park	Oxenwood Green	Warren Park
	Calshot Road	Warren Park	Parkhouse Farm Way	Barncroft
	Carbery Court	Warren Park	Penfold Way	Barncroft
	Chalton Crescent (1-7 & 2A)	Warren Park	Plaitford Grove	Barncroft
	Chalton Crescent (rest)	Barncroft	Plumley Walk	Warren Park
	Charicot Lawn	Warren Park	Purbrook Way (36-74)	Warren Park
	Cheriton Close (19-23 cons.)	Warren Park	Purbrook Way (76-134 & 302-432)	Barncroft
	Cheriton Close (rest)	Barncroft	Quarely Road	Barncroft
	Clover Road	Barncroft	Ramsdale Avenue	Barncroft
	Colbury Grove	Barncroft	Riders Lane	Warren Park
	Cotswold Close	Warren Park	Rockbourne Close	Barncroft
	Cronall Avenue	Battins	Rowbury Road	Warren Park
	Crookham Close	Barncroft	Rownhams Road	Warren Park
	Dale Square	Barncroft	Rushmere Walk	Warren Park
	Danebury Close	Battins	Saddleford Road	Warren Park
	Daubney Gardens	Barncroft	Saxley Court	Warren Park
	Dibden Close	Barncroft	Selborne Avenue	Barncroft
	Dunsbury Way	Warren Park	Shawford Grove	Barncroft
	Eversley Crescent	Warren Park	Shearer Close	Barncroft
	Ewhurst Close	Warren Park	Shepherd Way	Barncroft
	Farleigh Close	Warren Park	Shipton Green	Warren Park
	Finchdean Road	Barncroft	Silkstead Avenue	Battins
	Fleet End Close (1-14 cons.)	Battins	Southfield Walk	Warren Park
	Fleet End Close (Lyndhurst House)	Warren Park	Sparsholt Close	Barncroft
	Fred Francis Close	Warren Park	Spinner Drive	Barncroft
	Freeley Road	Barncroft	St. Clares Avenue	Warren Park
	Frogham Green	Warren Park	St. Denys Walk	Warren Park
	Gorley Court	Warren Park	Stratfield Gardens	Warren Park
	Grateley Crescent	Barncroft	Strouden Court Precinct	Warren Park
	Great Copse Drive	Warren Park	Sunnyside Walk	Warren Park
	Hampage Green	Warren Park	Sunwood Road (1-9)	Warren Park
Harbridge Court	Warren Park	Sunwood Road (2-56)	Barncroft	
Harvestgate Walk	Warren Park	Swanmore Road	Warren Park	
Hatch Court	Warren Park	Swaythling Road	Warren Park	
Hawkley Close	Battins	Teglease green	Warren Park	
Hawstead Green	Warren Park	Thrupton Road	Barncroft	
Heywood Gardens	Warren Park	Tichborne Grove	Warren Park	
Highclere Avenue	Warren Park	Tidcombe Green	Warren Park	
Highwood Lawn	Warren Park	Totton Walk	Warren Park	
Hinton Close	Barncroft	Tyrrel Lawn	Warren Park	
Hordle Road	Barncroft	Upton Close	Warren Park	
Hursley Road	Warren Park	Warnford Crescent	Warren Park	
Hurstbourne Close	Warren Park	Warash Close	Warren Park	
Inkpen Walk	Warren Park	Well Meadow	Warren Park	
Iping Avenue	Warren Park	Weyhill Close	Warren Park	
Keyhaven Drive	Barncroft	Wheatley Green	Barncroft	
Kilmeston Close	Battins	Wield Close	Barncroft	
Kingsclere Avenue	Warren Park	Winterslow Drive (17-55)	Warren Park	
Kingsley Green	Battins	Winterslow Drive (rest)	Battins	
Lamb Walk	Barncroft	Woolston Road (1-5 & Malmesbury Lawn)	Barncroft	
Larkwhistle Walk	Warren Park	Woolston Road (22-74)	Warren Park	
Linford Court	Warren Park	Yateley Close	Barncroft	
Linkholt Way	Barncroft			
WARD	ROADS ADDED	FROM WARD	ROADS MOVED	TO WARD
Purbrook	No Additions		No Moves	
WARD	ROADS ADDED	FROM WARD	ROADS MOVED	TO WARD
Stakes	No Additions		No Moves	

WARD	ROADS ADDED	FROM WARD
Waterloo	No Additions	

ROADS MOVED	TO WARD
Amethyst Grove	Cowplain
Crystal Way	Cowplain
Emerald Close	Cowplain
Harkness Drive (47-57 & 36-44)	Cowplain
Sapphire Ridge	Cowplain
Topaz Grove	Cowplain

Agenda Item 9

Name of Committee:	Council		
Committee Date:	17 January 2024		
Report Title:	Polling District and Polling Place Review 2023		
Responsible Officer:	Matt Goodwin, Acting Chief Executive		
Cabinet Lead:	Councillor Alex Rennie, Leader of the Council		
Status:	Non-Exempt		
Urgent Decision:	No	Key Decision:	No
Appendices:	Appendix A - Polling Places used in May 2023 Appendix B - Electoral Commission Polling place review checklist		
Background Papers:	Reviews of polling districts, polling places and polling stations Electoral Commission Map showing new & old boundaries and new Polling Places		
Officer Contact:	Name: Jenni Harding, Democratic and Electoral Services Manager - Email: jenni.harding@havant.gov.uk		
Report Number:	HBC/		

Corporate Priorities:

- a) Pride in Place - This review helps to ensure residents in Havant Borough will have the opportunity to engage in the democratic process across the borough by ensuring an equal opportunity to vote as part of the electoral process.
- b) The purpose of the review is to ensure equality of electorate in polling district.

Executive Summary:

This report is recommended for consideration to ensure that the Council is updated on the compulsory Polling District and Polling Place review taking place in conjunction with the full Local Government Boundary Review of Havant Borough Council. It is important there is no delay in the consideration and approval of the proposals for polling districts and polling places to ensure the revised Register of Electors 2024 containing the new ward and polling district structure can be published on 1 February 2024 in time for the Local and (Police and Crime Commissioner (PCC) elections on Thursday 2 May 2024.

Recommendations:

That Council:

- a) Note the report on the review of polling districts and polling places following the Local Government Boundary Review of all wards in the Borough.
- b) Approves the recommended polling places and endorses the Returning Officer's choice of polling stations for future elections.

1 INTRODUCTION

- 1.1 Sections 18C and Schedule A1 of the Representation of the People Act 1983 and The Review of Polling District and Polling Places Regulations 2006 introduced a change to the timing of compulsory reviews of polling districts and polling places. A compulsory review must take place between 2 October 2023 and 31 January 2025.
- 1.2 This report sets out the changes to polling districts due to the Local Government Boundary Review of all wards and changes to polling places as a result of the review.
- 1.3 The review has given us the opportunity to look for new polling places to replace those previously used that are not located within the new polling districts. The Portacabin in Hayling West has been replaced.
- 1.4 Initial representations received from the review of polling districts and polling places and the steps which must be taken to complete this process.

2 BACKGROUND

- 2.1 Under sections 18A to 18E of the Representation of the People Act 1983 as amended by the Electoral Administration Act 2006, Local authorities are required to keep their polling districts and polling places under review for UK parliamentary constituencies at least once every five years. Schedule A1 of the 1983 Act, as inserted by the Electoral Administration Act, requires certain matters to be prescribed in regulations. These Regulations specify the manner in which representations made by a returning officer in connection with the review are to be published by a relevant authority and specify the information that a relevant authority must publish on the completion of a review.
- 2.2 In addition to compulsory reviews, local authorities may also conduct additional reviews at other points, depending on local circumstances. Additional local reviews do not affect the timetable for compulsory reviews.

- 2.3 The Review of Polling District and Polling Places (Parliamentary Elections) Regulations 2006 introduced a change to the timing of compulsory reviews of polling districts and polling places. A compulsory review must take place between 2 October 2023 and 31 January 2025 (inclusive).
- 2.4 Subsequent compulsory reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013.
- 2.5 The review of warding arrangements undertaken by the Local Government Boundary Commission, effective for the local elections to be held on 2 May 2024, there is now a requirement to conduct a polling district and polling place review alongside to ensure compliance with the 2006 Act.
- 2.6 The Elections Act 2022 provides a duty for ROs to provide each polling station with such equipment as it is reasonable to provide for the purposes of enabling, or making it easier for, relevant persons to vote independently and in secret. The review should therefore include consideration of whether the building can accommodate the equipment you will provide to support disabled voters.
- Accessibility ramps where there are steps at the entrance.
 - Narrow doorways, not suitable for wheelchair users.
 - Size/space required for wheelchair manoeuvrability.
 - Polling booths that enable privacy for voters and low-level booth for disabled voters
 - Chairs available for people to rest.
 - Clear display of guidance or aids (tactile voting devices, pencil grips, magnifiers) to enable voters to feel confident about the voting process.
 - Adequate lighting inside and outside throughout the day
 - Private areas for privacy screens
 - Fully DDA compliant

Definitions

- 2.7 In accordance with the relevant legislation, Polling districts, polling places and polling stations are defined as follows: -

Polling District – a geographical area created by the division of a constituency, ward or division into smaller parts, within which a polling place can be determined which is convenient to electors.

Polling Place - a building(s) or area(s) within each polling district in which polling stations will be selected by the (Acting) Returning Officer. A polling place within a

polling district must be designated so that polling stations are within easy reach of all electors from across the polling district.

Polling Station - the room or area within the polling place chosen by the Returning Officer, where the process of voting takes place at an election.

Criteria

- 2.8 The Electoral Commission guidance states that the following should be considered as part of the assessment of the suitability of polling district boundaries:
- Are the boundaries well-defined? For example, do they follow the natural boundaries of the area? If not, is it clear which properties belong in the polling district?
 - Are there suitable transport links within the polling district, and how do they relate to the areas of the polling district that are most highly populated? Are there any obstacles to voters crossing the current polling district and reaching the polling place e.g., steep hills, major roads, railway lines, rivers?

Roles and Responsibilities

- 2.9 Where a local authority makes any alterations to the polling districts within its area, the Electoral Registration Officer (ERO) must amend the register of electors accordingly – either on a notice of alteration or by publishing a revised Register of Electors. The changes to the register take effect on the date that the ERO publishes a separate notice stating that the alterations have been made, which should be done to coincide with the publication of a notice of alteration/publication of a revised Register.
- 2.10 The (Acting) Returning Officer for a UKPGE must comment during any review of UK Parliamentary polling districts and polling places on both existing polling stations and the polling stations that would be used if any new proposal for polling places were accepted. The election rules require the (Acting) Returning Officer to decide how many polling stations are required for each polling place and they must allocate electors to the polling stations in such manner as they think most convenient.

3 THE PROCESS FOR THE REVIEW

- 3.1 The Electoral Commission has issued guidance on the practical procedures involved in conducting a review of polling districts and polling places, including

measures to ensure compliance with the provisions of the Disability Discrimination Act. In determining polling places, an authority must:

- (a) seek to ensure that all the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances; and
 - (b) seek to ensure that so far as is reasonable and practicable, the polling places they are responsible for are accessible to all electors, including those who are disabled, and when considering the designation of a polling place, must have regard to the accessibility needs of disabled persons.
- 3.2 The length of the review process is not prescribed, provided all the steps required by the legislation can be undertaken within it. However, the time allowed for consultation should be sufficient to enable interested persons and groups to read and understand the proposals, gather comments and respond with any alternative arrangements that they may wish to submit.
- 3.3 Where a local authority makes any alterations to the polling districts within its area, the ERO must amend the register of electors accordingly – either on a notice of alteration or by publishing a revised register.
- 3.4 The changes to the register take effect on the date that the ERO publishes a separate notice stating that the alterations have been made, which should be done to coincide with the publication of a notice of alteration/publication of a revised register.
- 3.5 The (Acting) Returning Officer ((A)RO) must comment during any review of UK Parliamentary polling districts and polling places on both existing polling stations and the polling stations that would likely be used if any new proposal for polling places were agreed.
- 3.6 The election rules require the (A)RO to decide how many polling stations are required for each polling place and they must allocate electors to the polling stations in such manner as they think most convenient.

Statutory requirements

- 3.7 Schedule A1 to the Representation of the People Act 1983 sets out the steps that authorities must follow in undertaking any review of polling districts and/or polling places. The authority must: -
- Publish a notice of the review
 - Consult the Returning Officer for every parliamentary election held in a constituency that is wholly or partly within its area. The Returning Officer

must make representations which must include information as to the location of polling stations (both existing and proposed) within polling places (both existing and proposed).

- Within thirty calendar days of their receipt, the relevant authority is required to publish the Returning Officer's representations
- Actively seek representations from such persons as it thinks have particular expertise in relation to access to premises; or facilities for persons who have different forms of disability

3.8 On completion of a review, the authority is required to give reasons for its decisions in respect of the designation of both polling districts and polling places. In addition, the authority must publish:

- all correspondence sent to a Returning Officer in connection with the review;
- all correspondence sent to any person whom the authority thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability;
- all representations made by any person in connection with the review;
- the minutes of any meetings held by the authority where details of the review have been considered;
- details of the actual designations of polling districts and polling places agreed as a result of the review; and
- details of where the results of the review have been published.

3.9 **Review Timetable**

- Preparatory work January – November 2023
- Notice of Review and Consultation – 2 October 2023
- Consultation ends – 30 November 2023
- Prepare final proposals – January 2024
- Council meeting and decision – January 2024
- Conclude Review – January 2024
- Publish revised Register of Electors 2024– 1 February 2024
- Create new polling places – February 2024
- Notice of Election – 26 March 2024

4 REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2023

4.1 In view of the Local Government ward boundary changes, the 2023 review of polling districts and polling places will be full exercise. It provides the opportunity to respond to feedback from stakeholders on the arrangements in place for polling stations at the combined local government and police and crime commissioner elections on 2 May 2024.

4.2 In relation to polling places, the Commission advises that there are a number of factors that will need to be considered when reviewing existing polling places or when assessing new polling places, including:

- **Location:** Is it reasonably accessible within the polling district? Does it avoid barriers for the voter such as steep hills, major roads, rivers, etc.? Are there any convenient transport links?
- **Size:** Can it accommodate more than one polling station if required? If multiple polling stations are required, is the polling place capable of accommodating all voters going into and out of the polling stations, even where there is a high turnout?
- **Availability:** Is the building readily available in the event of any unscheduled elections? Is there any possibility that the building may be demolished as part of a new development?
- **Accessibility:** Is the building accessible to all those entitled to attend the polling place?

4.3 The Council continues to make every effort to find suitable alternative polling places for those polling places where there is uncertainty about their availability for future elections and enhance the convenience, suitability and practical electoral arrangements for electors.

4.4 In 2023, all the premises to be used as polling stations were visited with a particular emphasis on:

- access and the requirements of the Disability Discrimination Act 1995 as amended on 1st October 2004
- to attempt to have a polling place in every new polling district
- to explore changing the location of any polling places that were previously identified as being inadequate (i.e. were considered too small, inappropriately located, located outside of the polling district, placed in a school when other suitable locations were available

- noting the importance of the equality of the electorate following the Local Government Boundary Review for Havant.

5 Composition of new ward structure and polling district letters

5.1 Current Ward Structure

Ward Name	Polling Districts	Councillors
Barncroft	JA, JB, JC	2
Battins	GA, GB, GC, GD	2
Bedhampton	CA, CB, CC, CD, CE	3
Bondfields	FA, FB	2
Cowplain	KA, KB, KC, KD, KE, KF,	3
Emsworth	EA, EB, EC, ED, EE	3
Hart Plain	LA, LB, LC, LD, LE, LF	3
Hayling East	AA, AB, AC, AD	3
Hayling West	BA, BB, BC, BD	3
Purbrook	PA, PB, PC, PD, PE	3
St Faiths	DA, DB, DC, DD, DE	3
Stakes	NA, NB, NC, ND, NE	3
Warren Park	HA, HB, HC	2
Waterloo	MA, MB, MC, MD, ME, MF	3

5.2 New Ward Structure

Ward Name	Polling Districts	Councillors
Bedhampton	BEDA, BEDB, BEDC, BEDD	3
Cowplain	COWA, COWB, COWC, COWD	3
Emsworth	EMSA, EMSB, EMSC, EMSD	3
Hart Plain	HAPA, HAPB, HAPC, HAPD, HAPE	3
Havant St. Faith's	HSFA, HSFB, HSFC, HSFD, HSFE, HSFF, HSFG, HSFH	3
Hayling East	HAEA, HAEB, HAEC, HAED	3
Hayling West	HAWA, HAWB, HAWC, HAWD	3
Leigh Park Central & West Leigh	LPCA, LPCB, LPCC, LPCD	3
Leigh Park Hermitage	LPHA, LPHB, LPHC, LPHD	3
Purbrook	PURA, PURB, PURC, PURD	3
Stakes	STKA, STKB, STKC, STKD	3
Waterloo	WATA, WATB, WATC, WATD	3

5.3 **County Division Boundary Considerations**

When creating the new ward boundary areas for Havant, the Local Government Boundary Commission for England (LGBCE) did not take into account the County Division boundaries which are still linked to the old wards. This means the County Division boundaries are not always aligning with the new ward areas. Where possible, some polling districts are larger to account for the County boundary, and this will result in a double station at that designated polling place. However, where this is not possible, additional polling districts have been created in the two affected areas – Havant St. Faith's and Hart Plain wards to identify the County division areas. These polling districts will be identified with suffix higher than 'D' at the end of the polling district letters.

Geographic Information System (GIS) Service Comments

- 5.4 The LGBCE have not aligned the existing Hampshire County Council (HCC) electoral districts to the new Havant boundaries, therefore it has been necessary to split a small number of larger polling districts into two, three or even four new areas to account for the change in county council area they would be voting for if they were to be voting in a district election at the same time as a local borough election.
- 5.5 In addition, where the HCC electoral boundary does not align with a new ward boundary, but instead passes through a ward, the option has been to either create a fifth polling district to accommodate the bisection, or to expand or shrink a polling district to match the boundary. We have where possible, tried to align to this boundary rather than create more polling districts.
- 5.6 In accordance with councillor comments, GIS have sought to make sure that geographical features have been respected in terms of routing foot traffic to stations as best as possible, whilst also being mindful of the need for finding appropriately placed, sized, suitable and available polling places.
- 5.7 The guidance was generally to try and ensure that Polling Places were centralised within a district and would be familiar to those roads around it where estates exist. In places like central Havant, this has meant that hard physical features such as the A27 and the railway lines have been limiting factors in balancing property and elector numbers to the point where some areas may require a dual station and the polling district splitting again later down the line once feedback has been given.
- 5.8 Where possible GIS have taken guidance from existing polling district boundaries to minimise confusion to the public of where they would expect to vote normally.

The next County elections are scheduled to take place in 2025.

6 PROPOSED NEW POLLING PLACES

6.1 In September 2023, premises to be used as polling stations were reviewed with a particular emphasis on accessibility and the requirements of the Disability Discrimination Act 1995 as amended on 1st October 2004.

6.2 Proposed New Polling Places 2024 by Ward (new locations shown in blue)

New Ward	Polling Place 1	Polling Place 2	Polling Place 3	Polling Place 4
Bedhampton	BEDA – Barncroft Primary School, Park Lane, Havant, PO9 3HN	BEDB – Bedhampton Community Centre, 21 Bedhampton Road, PO9 3ES	BEDC – St. Nicholas Church Centre, Belmont Grove, PO9 3PU	BEDD – Bedhampton Methodist Church Hall, Park Lane, PO9 3TF
Cowplain	COWA – Cowplain Social Club, 54 London Road, PO8 8EN	COWB – St Wilfrid's Lower Church Hall, Padnell Road, PO8 8DJ	COWC – Cowplain Activity Centre, Padnell Road, PO8 8EH	COWD – Westbrook Hall, Tempest Avenue, PO7 8NU
Emsworth	EMSA – Sports Pavillion, Hollybank Recreation Ground, Southleigh Road, PO10 7TX	EMSB – 1st Emsworth Scout Hut, Coniger Road, PO10 7SG	EMSC – Emsworth Baptist Church, North Street, PO10 7BY	EMSD – Emsworth Sports & Social Club, 43-45 Havant Road, PO10 7JF
Hart Plain	HAPB – Woodcroft Primary School, 37 Woodcroft Lane, Lovedean, PO8 9QG	HAPB – Wecock Community Association, The Acorn Centre, PO8 9UB	HAPC – Hart Plain Church, 59 Hart Plain Avenue, PO8 8RG	HAPD – The Rainbow PH, 214 Milton Road, Cowplain, PO8 8SE
Havant St. Faith's	HSFA – Havant Methodist Church, Petersfield Road, PO9 2HU	HSFA – The Stride Centre, Daffodil Way, Denvilles, PO9 2FA	HSFC – The Pallant Centre - St Faiths, The Pallant, PO9 1BE	HSFD – HYSTS Building, Ship Inn, Langstone Road, PO9 1RD
Hayling East	HAEA – Royal British Legion, Legion Road, Hayling Island, PO11 9ES	HAEB – South Hayling United Reformed Church, Hollow Lane, Hayling Island, PO11 9EY (was in Hayling West)	HAEC – St Andrews Church Hall, 1-3 Culver Drive, off Southwood Road, PO11 9QL	HAED – Eastoke Community Centre, Wheatlands Avenue, PO11 9SG

Hayling West	HAWA – North Hayling Recreational Hall, St. Peters Road, PO11 0RT (was in Hayling East)	HAWB – St. Patricks RC Church Hall, Manor Road, PO11 0QU	HAWC – Hayling Island Community Centre, Station Road, PO11 0HB	HAWD – West Town Inn, 52 Station Road, Hayling Island, PO11 0EL
Leigh Park Central & West Leigh	LPCA – Sharps Copse Children and Families Centre, Prospect Lane, PO9 5PE	LPCB – St. Albans Church Hall, Bartons Road, PO9 5TE	LPCC – Trosnant Community Centre, The Scout Hut, Stockheath Lane, PO9 3BT	LPCD – Leigh Park Community Centre, Dunsbury Way, PO9 5BG
Leigh Park Hermitage	LPHA – St Clares Church, Strouden Court Precinct, Strouden Court, PO9 4JX	LPHB – Leigh Park & District Working Mens Club, Dunsbury Way, PO9 5BD	LPHC – St. Francis Church Hall, Riders Lane, Leigh Park, PO9 4QT	LPHD – Dickinson Centre, 143 Middle Park Way, PO9 4BU
Purbrook	PURA – The Purbrook Centre, Stakes Road, PO7 5LX	PURB – Hampshire Rose, 44 London Road, Widley, PO7 5AG	PURC – Phoenix Community Centre, Crookhorn Lane, PO7 5QB	PURD – Hampshire Rose, 44 London Road, Widley, PO7 5AG
Stakes	STKA – Windsor Court. Anne Crescent, Waterlooville, PO7 7NA	STKB – Springwood Community Building, 110 Springwood Avenue, PO7 8BJ	STKC – Crookhorn College, Stakes Hill Road, PO7 5UD	STKD – Growing Places, Mill Hill School, Mill Road, Waterlooville, PO7 7DB
Waterloo	WATA – 1st Hart Plain Scout Hut, behind 105/107 Milton Road, PO7 6AG	WATB – Sacred Heart RC Church, 356 London Road, PO7 7SR	WATC – Queens Inclosure Primary School, Cornelius Drive, Waterlooville, PO7 8NT	WATD – Waterlooville Community Centre, 10 Maurepas Way, Waterlooville, PO7 7AY

6.3 Proposed Polling Place Replacements

WARD	Proposed New	Replaced
Bedhampton	1. Bedhampton Methodist Church Hall, Hulbert Road, PO9 3TF; 2. St Nicholas Church Centre, Belmont Grove, PO9 3PU	St Joseph's Church Hall (now in Havant St. Faith's)
		Double station at Bedhampton Community Centre
		St Andrews Church Hall, PO6 1AA – (out of Borough in Portsmouth)
Cowplain	St Wilfrid's Lower Church Hall, Padnell Road, PO8 8DJ	Additional polling place required due to previous double stations at Cowplain Activity Centre; and Cowplain Social Club
Emsworth	Emsworth Sports and Social Club, 43-45 Havant Road, PO10 7JF	Emsworth Primary School, PO10 7LX;
		Brookfield Hotel, PO10 7LF

Hart Plain	The Rainbow PH, 214 Milton Road, Cowplain, PO8 8SE	Double station previously used at Hart Plain Church
Havant St. Faith's	Havant Methodist Church, Petersfield Road, PO9 2HU	Warblington School, PO9 2RR;
		Double Station previously used at: The Pallant Centre – St. Faith's, PO9 1BE
Hayling East	South Hayling United Reformed Church, Hollow Lane, Hayling Island, PO11 9EY (was in Hayling West)	North Hayling Recreational Hall, PO11 0RT (now in Hayling West)
Hayling West	1. St Patricks RC Church Hall, Manor Road, PO11 0QU; 2. West Town Inn, 52 Station Road, Hayling Island, PO11 0EL	South Hayling United Reformed Church, PO11 9EY (now in Hayling East)
		Portacabin between 11/12 Island Close;
		Double station at Hayling Island Community Centre
Leigh Park Central & West Leigh	None required	Front Lawn Primary Academy PO8 5HX;
		Sharps Copse Primary School, Prospect Lane, PO9 5PE
Leigh Park Hermitage	1. Leigh Park & District Working Mens Club, Dunsbury Way, PO9 5BD;	The Original Place, 136 Purbrook Way, PO9 3SU
Purbrook	None required	Double station at: Hampshire Rose, PO7 5AG still used for two polling districts
Stakes	None required	
Waterloo	1. Sacred Heart RC Church, 356 London Road, PO7 7SR; 2. Waterloo Community Centre, 10 Maurepas Way, PO7 7AY	St Georges Church Hall, St Georges Walk, PO7 7EH;
		Waterlooville Baptist Church, 368 London Road, PO7 7SY

6.4 Polling Places Investigated – Not suitable or declined

Bedhampton Ward	St Andrews Church Hall, Havant Road, PO6 1AA (location is out of the borough in Portsmouth) ; St Joseph's Church Hall (now in Havant St. Faith's); Belmont Cast Care Home – declined.
Hart Plain Ward	Lovedean Village Hall, 160 Lovedean Lane, PO8 9SF – declined; The Cowplain School, Hart Plain Avenue, PO8 8RY – secondary school, alternative location found; Hart Plain Infant/Junior School, Hart Plain Avenue, PO8 8RZ – would need to close both schools, alternative location found.

Havant St. Faith's Ward	The Spring Arts & Heritage Centre, Old Town Hall, 56 East Street, PO9 1BS- declined; Havant and Emsworth United Reformed Church, North Street, PO9 1PP – agreed, but alternative location found.
Hayling East Ward	St Mary's Church Hall, 24 Church Road, PO11 0NT – agreed but alternative location found.
Leigh Park Central & West Leigh Ward	Widbrook Football Ground, Wakefords Way, PO9 5QA – declined; St Michael and All Angels RC Church, 437 Dunsbury Way, PO9 5BD – declined; Leigh Park Baptist Church, Stockheath Lane, PO9 5NT – agreed, but alternative location found.
Leigh Park Hermitage	Warren Park Primary School, Sandleford Road, Havant, PO9 4LR – would need to close school, alternative location has been found;
Purbrook Ward	Deverall Hall Conference Room, 84 London Road, PO7 5JU – agreed but upstairs conference room is not DDA compliant.
	Purbrook Park School, Park Avenue, Widley, PO7 5DS – Exams taking place on 2 May 2024, alternative location found.
	HSDC South Downs College, College Road, PO7 8AA – declined.
	Church of St John the Baptist, London Road, PO7 5LJ – declined.
Stakes Ward	Purbrook Infant/Junior School, Aldermoor Road East, Waterlooville, PO7 5NQ - would need to close both schools – alternative location found.

7 Properties and Electorate – September 2023

7.1 The new ward structure will change the following property and elector numbers: -

Ward	Current Properties Dec 2023	Current Electors Dec 2023
Bedhampton	4939	8587
Cowplain	4334	7629
Emsworth	5136	8271
Hart Plain	4700	7728
Havant St. Faith's	5357	8700
Hayling East	4690	7222
Hayling West	4299	6743
Leigh Park Central & West Leigh	5438	8493
Leigh Park Hermitage	5132	8610
Purbrook	4112	7301
Stakes	4340	7492
Waterloo	4453	7443

8. Representations received

8.1 The statutory steps for the review as outlined above have been followed and representations received considered prior to finalisation of the report as required by law. The review shall be implemented in time for the May 2024 elections.

8.2 The Returning Officer must publish representation received about specific polling places within polling districts identified under the review for consideration in November 2023.

8.3 The Returning Officer has received the following representations about specific polling places within the current polling districts.

A detailed breakdown of these comments and the potential polling places identified under this review is shown in the table below: -

Old Ward	Received from	Current Polling Place	Response
Cowplain	Cllr Keast	Replace six roads voting in Queens Inclosure with Westbrook Hall Thistle Down currently vote at Cowplain Activity Club – move to Cowplain Social Club as they pass this polling station.	Six roads moved from the old Waterloo ward into the new Cowplain ward will now vote at: Westbrook Hall, PO7 8NU. Thistle Down residents will now vote at Cowplain Social Club.

Hayling West	Cllr Gray	Use of Village Hall in Northney or Yew Tree pub to replace portacabin in Island Close	Portacabin has been replaced with North Hayling Recreational Hall
Hayling West	Cllr Linger	Use Stoke Fruit Farm Shop car park to site portacabin	Portacabin has been replaced.
Hayling West	Cllr Richardson	Use St. Marys Hall to replace portacabin on Island Close	St Marys Hall has moved from Hayling West ward to Hayling East ward. Portacabin has been replaced.
St Faith's	Cllr Harris	The Stride Centre is a long way from Normandy Way	No other suitable polling place was found. It is only 1km by foot from the cut-through between Wren Grove off Normandy Way and Japonica Way which for anyone other than limited mobility is a 15-minute walk
St Faith's	Cllr Harris	Some residents' have a long way to go to The Pallant Centre	Twelve roads moved from the old St Faiths ward into the new Bedhampton ward will now vote at: Bedhampton Community Centre, PO9 3ES.
St Faith's	Cllr Harris	Langstone residents – HYSTS building The Ship was not well signposted	New large 'Poling Place' signs from the road to the car park will clearly identify the polling place entrance for May 2024.
St Faith's	Cllr Harris	Roads around Chidham Stores have to cross the railway to get to St Joseph's Church Hall	No longer using St Joseph's Church Hall. New polling place identified – Havant Methodist Church, Petersfield Road. Stride Centre - is only 1km by foot from the cut-through between Wren Grove off Normandy Way and Japonica Way which for anyone other than limited mobility is a 15-minute walk

9 Options

- 9.1 The preferred and recommended option is to approve the polling places as set out in the report. These places are recommended following a thorough review as outlined above and are the best available option.
- 9.2 The decision maker can, if they wish, approve alternative options for polling places, but in doing so they would need to comply with statutory guidance and decisions would also need to be supported by demonstrable evidence.

10 Relationship to Corporate Strategy

- 10.1 Pride in Place - This review helps to ensure residents in Havant Borough will have the opportunity to engage in the democratic process across the borough by ensuring an equal opportunity to vote as part of the electoral process.

The purpose of the review is to ensure equality of electorate in polling district.

11 Conclusion

- 11.1 Council is requested to support the outcome of the Polling District and Polling Place review.

12 Implications and Comments

- 12.1 The Committee is asked to consider the process to be put in place and to agree the recommendations outlined in the review.

Financial Implications

12.2 Section 151 Officer Comments

Members should be content that there are no additional budget pressure or commercial implications arising from this report.

- 12.3 In carrying out a review of polling places, the Electoral Administration Act 2006 (as amended) requires that each polling district must have sufficient and suitable designated polling places that provide 'such reasonable facilities for voting that are practicable in the circumstances' including accessibility for electors with disabilities. The Council is under a duty to promote equality for those with a disability and the recommendations of the review will be drafted with this duty in mind.
- 12.4 The report describes a review of polling districts and polling places in Havant ahead of the scheduled Local and Police & Crime Commissioner elections on Thursday 2 May 2024. Any financial implications arising from changes to the polling districts or polling places are expected to be fully contained within existing budgets.
- 12.5 There is not expected to be a financial impact on staffing the poll stations as some poll places in the borough previously operated as 'double' poll stations. With a reduction in the number of polling districts and subsequent polling stations, the number of staff for future elections, compared with the poll station staff used for the 2021 PCC election is due to go down slightly.

- 12.6 UK Parliamentary elections must be conducted by January 2025. This election will be funded by the Government and there are no immediate financial implications for the Council.

Monitoring Officer Comments

- 12.7 Agreeing the recommendations in this report will ensure that the Council complies with its obligation to review polling districts and polling places under the Electoral Registration and Administration Act 2013. The Council is required to follow the rules set out in section 18C and Schedule A1 of the Representation of the People Act 1983 and this has been adhered to throughout the review process.

Equality and Diversity

- 12.8 The aim of the electoral review is to secure appropriate and as far as possible equal representation for electors across all wards of the borough.
- 12.9 Within the constraints of the suitability and availability of the accommodation, polling places are located so as to minimise the distance electors need to travel to cast their vote.
- 12.10 Disability issues have been taken fully into account in election matters particularly in this review. All recommended polling places are, as far as practicable, located centrally within the polling district and are accessible for people with disabilities.
- 12.11 All new polling places have been reviewed to ensure they are available, fit-for-purpose and are in accordance with the new Elections Act 2022 accessibility measures. The Electoral Commission's checklist for reviewing polling places was used for this purpose and can be found as Appendix B.
- 12.12 A private area with a privacy screen will be made available in every polling station.

Human Resources

- 12.13 This is a review of polling places and polling districts and while there may be HR implications in recruiting additional poll station staff, there are no HR implications directly out of this report.

Information Governance

- 12.14 This is a review of polling districts and polling places and as such there are no information governance considerations as a result of this report.

Climate and Environment

12.15 Polling places have been identified in each polling district wherever possible to help minimise the distance voters have to travel to cast their vote.

13 Risks

13.1 The polling place review exercise is concerned with managing risk at all premises used as polling places.

13.2 Due to the Local Government Boundary Review ward changes, if the council was to continue to use the same polling stations and not consider the findings of this report, the council will continue to operate poll stations that fall outside of the new wards and polling districts and in one instance, that falls outside of the borough.

14 Consultation

14.1 Consultation has been available via the council website, in addition to contacting all councillors to canvass their views. Fareham Borough Council were also consulted regarding the Parliamentary Constituency change of name.

14.2 The consultation period ended on 30 November 2023.

15 Communication

15.1 The council website will be used to communicate the ward and polling station changes. In addition to information on poll cards and 'Where's my polling station'?

Agreed and signed off by:		Date:
Cabinet Lead:	Councillor Rennie	21/12/23
Executive Head:	Matt Goodwin	27/12/23
Monitoring Officer:	Jo McIntosh	09/1/24
Section151 Officer:	Steven Pink	27/12/23

POLLING PLACES USED FOR MAY 2023 ELECTIONS

Ward	District(s)	Polling Place
Bedhampton	CA	St Andrews Church Hall, Havant Road, Farlington, PO6 1AA
	CB	Bedhampton Community Centre, 21 Bedhampton Road, Bedhampton, PO9 3ES
	CC	Bedhampton Community Centre, 21 Bedhampton Road, Bedhampton, PO9 3ES
	CD	Barncroft Primary School, Park Lane, PO9 3HN
	CE	St Joseph's Church Hall, 134 West Street, Havant, PO9 1LP
Cowplain	KA, KF	Westbrook Hall, Grassmere Way, Waterlooville, PO7 8NU
	KB	Cowplain Activity Centre, Padnell Road, Cowplain, PO8 8EH
	KC	Cowplain Activity Centre, Padnell Road, Cowplain, PO8 8EH
	KD	Cowplain Social Club, 54 London Road, Cowplain, PO8 8EN
	KE	Cowplain Social Club, 54 London Road, Cowplain, PO8 8EN
Emsworth	EA	Sports Pavilion, Hollybank Recreation Ground, Southleigh Road, PO10 7TX
	EB	1st Emsworth Scout Hut, Conigar Road, Emsworth, PO10 7SZ
	EC	Emsworth Primary School, Victoria Road, Emsworth, PO10 7LX
	ED	Small Auditorium, Emsworth Baptist Church, Emsworth Baptist Church, PO10 7BY
	EE	The Slipper Room, Brookfield Hotel, 93 - 95 Havant Road, PO10 7LF
Hart Plain	LA	Hart Plain Church, 59 Hart Plain Avenue, PO8 8RG
	LB, LF, LE	Hart Plain Church, 59 Hart Plain Avenue, PO8 8RG
	LC	Woodcroft Primary School, 37 Woodcroft Lane, Lovedean, PO8 9QG
	LD	Wecock Community Association, The Acorn Centre, 3 The Kestrels, PO8 9UB
Hayling East	AA	North Hayling Recreation Hall, St Peters Road, PO11 0RT
	AB	Royal British Legion Hall, Legion Road, Hayling Island, PO11 9ES

	AC	St Andrews Church Hall, 1 - 3 Culver Drive, Off Southwood Rd, PO11 9QL
	AD	Eastoke Community Centre, Wheatlands Avenue, Hayling Island, PO11 9SG
Hayling West	BA	Portakabin, Between 11/12 Island Close, via New Cut, PO11 0NA
	BB	United Reformed Church, Hollow Lane, Hayling Island, PO11 9EY
	BC	Hayling Island Community Centre, Station Road, PO11 OHB
	BD	Hayling Island Community Centre, Station Road, PO11 OHB
Purbrook	PA	Hampshire Rose, 44 London Road, Widley, PO7 5AG
	PA, PB	Hampshire Rose, 44 London Road, Widley, PO7 5AG
	PC, PD	Phoenix Community Centre, 84 London Road, Crookhorn, PO7 5QB
	PE	The Purbrook Centre, Stakes Road, PO7 5LX
St Faiths	DA, DB	The Pallant Centre, The Pallant, Havant, PO9 1BE
	DB	The Pallant Centre, The Pallant, Havant, PO9 1BE
	DC	HYSTS Building, The Ship Inn Car Park, Langstone Road, PO9 1RD
	DD	Warblington School, Southleigh Road, PO9 2RR
	DE	The Stride Centre, Daffodil Way, Denvilles, PO9 2FA
Stakes	NA, NB	Springwood Community Building, 110 Springwood Avenue, Waterlooville, PO7 8BJ
	NC	Windsor Court, Anne Crescent, Waterlooville, PO7 7NA
	ND	Growing Places, Mill Hill Primary School, Mill Road, PO7 7DB
	NE	Crookhorn College, Stakes Hill Road, Waterlooville, PO7 5UD
Waterloo	MA	Queens Inclosure Primary School, Cornelius Drive, Waterlooville, PO7 8NT
	MB, MC	Waterlooville Baptist Church, 368 London Road, Waterlooville, PO7 7SY
	MD, MF	St Georges Church Hall, St Georges Walk, PO7 7EH
	ME	Scout Hall, 1st Hart Plain Scout Group, 105/107 Milton Road, PO7 6AG

Polling place review - templates

The following templates have been designed for use in evaluating the suitability of buildings as polling places and polling stations.

Part A – to be completed by the local authority with the details of the current polling places.

Part B – to be completed by the local authority to evaluate external areas' access and facilities both outside the perimeter of the building and within the boundary of the building itself.

Part C – to be completed by the local authority to assess internal access to the polling station, but excluding the polling station itself (i.e. covering the corridors leading to the polling station accommodation, but not the area in which polling will be carried out), and the facilities available within the building. Should the proposed building, room or area to be used as the polling station have direct access to the road/pavement or external parts, Part C can be excluded from this assessment.

Part D – to be completed by the (Acting) Returning Officer with the details of the area that is, or is likely to be, used as the polling station(s).

(If local authorities already have up-to-date detailed information to assist with the completion of Parts B, C and D, this can be inserted into the individual templates together with any diagrams and/or photographs to enable the building to be re-assessed on a site visit. The information should be verified as part of the visit.)

Part E – to be completed by the local authority with any comments or complaints received from stakeholders as part of the consultation exercise. Completion can provide evidence that the review considered the submissions as part of the formal evaluation process.

Any alternative proposals or suggestions put forward for new polling places/stations should be evaluated using the templates, and the results should be collated to facilitate the provision of appropriate feedback.

Polling place / polling station – evaluation checklist

Part A – Current polling place details	
Polling place identifier	
Polling place name	
Polling place address	
Number of electors (If more than one polling station within the polling place, identify split of electors)	
Building availability for future elections /referendums	

Polling place review

Check	✓	Comment
Are there suitable transport links?		
Are there any access issues regarding main/busy roads, railways, rivers, etc.?		
Is the polling place capable of accommodating more than one polling station together with the necessary staff and equipment to provide a good service to voters? Is the size sufficient to provide necessary private areas or privacy screens for photographic identification checks? Is the size big enough to ensure the flow of voters and reduce the risk of congestion and queues even where there is a high turnout?		
Is the building readily available in the event of any unscheduled elections?		
Is there any possibility that the building may be demolished as part of a new development?		

Identify any complaints/comments received from stakeholders at previous electoral events

Part B – External areas access and facilities

Check	✓	Comments
Are there good public transport links to the polling place?		
Is the approach to the building safe and free from obstructions and does it have a dropped kerb?		
Is the building clearly identifiable?		
Is additional signage required between street and entrance?		
Is there the facility to put up the required signage for polling day?		
Are there parking facilities for disabled people?		
Are there parking facilities for polling staff?		
Does the approach to the building have external lighting?		
Does the building have level access? Yes/No. If no – Has a purpose built ramp been installed? If so, does it have a handrail? Does the ramp have a gentle slope? Does the building require a temporary ramp or is there an alternative disabled access?		
Is the entrance door wide enough to ensure good access for all?		
Are the doors light enough for all voters to open?		
Can the 'Guidance for voters' notice be clearly displayed outside the premises in a position so it can be read by all voters?		
Does the building have a hearing loop installed?		
Are there any external security concerns?		
Can tellers be accommodated outside the building?		

External plan – B1

Show external layout, street name(s), car parking (including disabled car parking), ramps, steps, lighting, appropriate places for signage, etc.

Sketch layout; provide photographs as appropriate.



Part C – Internal areas access and facilities

Check	✓	Comments
Are all doors easy to open for all users or do they need to be permanently locked back?		
Are there any internal steps or obstructions/hazards?		
Are any doormats level with the floor?		
Is the floor covering non-slip (including in wet weather)?		
Are there any corridors that may cause access problems?		
Is there adequate lighting in the corridors?		
Are there toilet facilities?		
Is there a kitchen that staff can use?		
Is the area adequately lit for day and night time?		
Is there adequate space for signage?		
Is there seating available if an elector needs to sit down?		
How many polling stations can the building accommodate?		
Does the building have a telephone available (land line) in the event of mobile network problems?		

Internal access leading to polling station(s) – C1

Show internal areas of the building, excluding the actual polling station where voting will take place, including corridors that link to the polling station, kitchen and toilets, and highlight any possible signage requirements and potential hazards. Also indicate door swing direction and ease of opening, any areas of poor lighting, and any areas of uneven floor, etc.

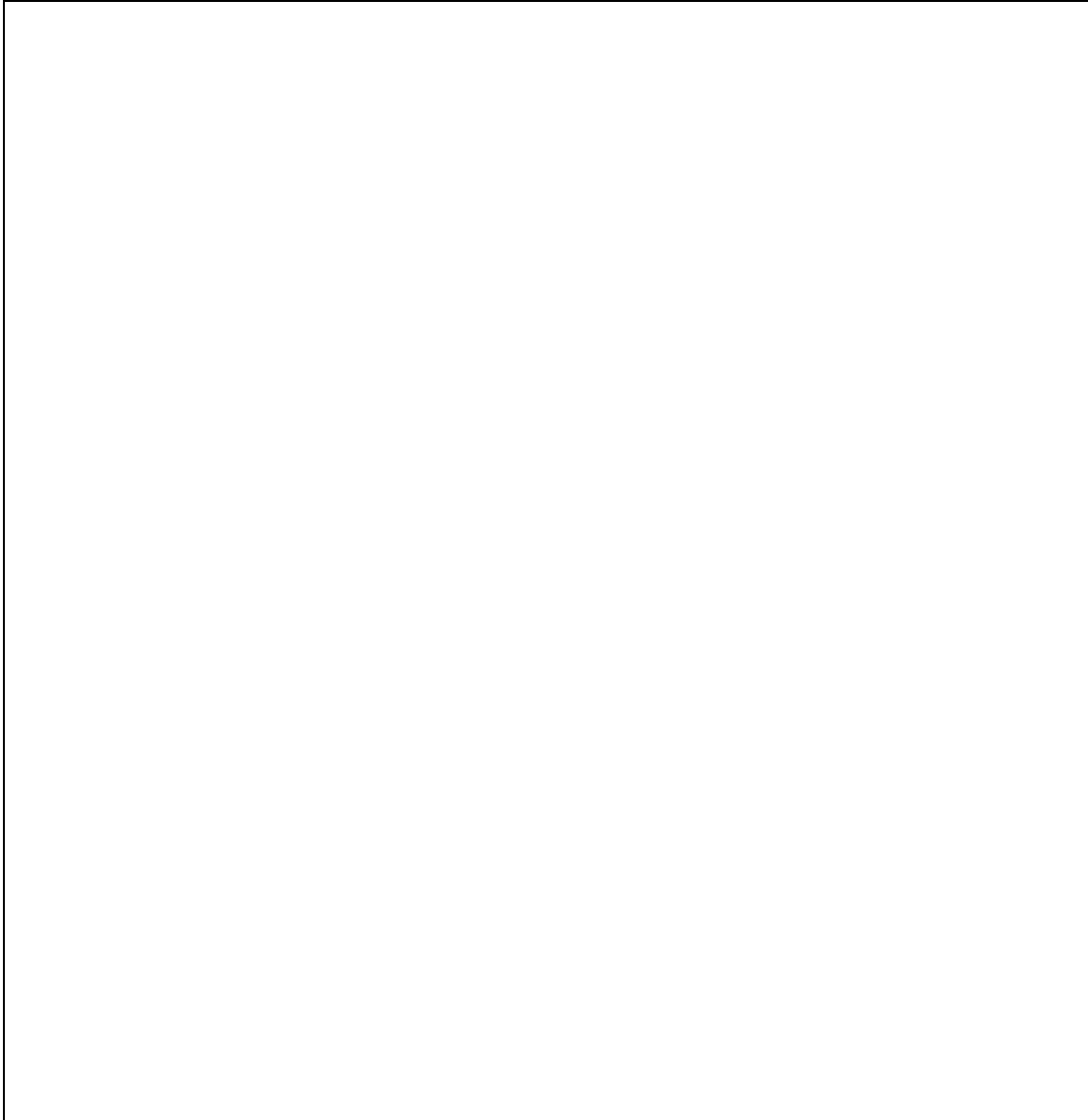
Sketch layout; provide photographs as appropriate.

Part D – The polling station(s)

Check	✓	Comments
If multiple polling stations need to be provided, are there other rooms available, or can the space be clearly divided to provide adequate room for more than one polling station?		
Is there sufficient space inside the polling station to comfortably accommodate staff, voters, polling agents and observers?		
Could ballot booths be positioned in a way that would preserve the secrecy of the ballot, even where there may be a high volume of electors?		
Is there adequate lighting for day and night time?		
Is there suitable furniture (tables and chairs) available for all types of election for polling staff and for those voters who may need to rest?		
Could motorised wheelchairs be accommodated?		
Can the official notices be clearly displayed and positioned, including the large-print version of the ballot paper(s) so it can be read by all voters?		
Is there sufficient space to accommodate a private area or privacy screens for photographic identification checks?		
Is there enough space to ensure the flow of voters having their photographic ID checked and reduce the risk of congestion and queues even where there is a high turnout?		

Internal – The polling station(s) – D1

Identify the size and shape of the area available for polling. Include the position of the door(s), any windows and how the furniture and equipment should be laid out to accommodate all those entitled to be inside the polling station, taking into account access requirements for all voters, including those in wheelchairs, and demonstrating how the space should be used to ensure the most efficient flow of voters and the effective administration of the voting process.



Part E – Comments from stakeholders during consultation

Comment	Name/organisation	Response by (A)RO

Additional comments from (A)RO

Leader of the Council –

Councillor Alex Rennie

1. Policy development/lead for inter authority relations, engagement with Government, community and key stakeholders

We continue to closely monitor the latest development in central government policy to ensure we can effectively implement any opportunities that arise and that will help us to deliver our priorities.

Since the last Council meeting the Local Government Finance Settlement (the Settlement) has been published. The key headlines from the Settlement are as follows:

- Council Tax referendum limit remains at 2.99% or £5.
- All councils will receive a 3% minimum increase in Core Spending Power before any Council Tax increases
- New Homes Bonus allocations calculated with same methodology as in previous years and with no legacy payments
- Locally retained business rates; councils will be compensated as if business rate multipliers had increased by CPI
- No business rates reset in 2024/25

This information will be fed into our budget and medium term financial strategy planning.

2. Council performance against corporate strategy

Since the last report we have continued our work on delivering the corporate strategy priorities.

- Approved the extension of the vacant shop scheme to include Leigh Park
- Ran a workshop with business and community groups to help deliver the vision for Havant's town centre regeneration plans
- Ran a series of engagement events with residents and businesses to gather views and ideas on the strengths, challenges and opportunities of Waterlooville Town centre to inform our Waterlooville masterplan

Performance data has been collated and is published Corporate Performance Scorecard which is available on our website.

In term of performance data:

- Housing: The number of temporary accommodation placements in Q2 was around half what it was in Q1 (going from 202 to 107), which is a welcome trend.
- Environmental Services: a new dashboard as been developed for the service. Missed bins (waste and garden waste) have decreased due to work of Client Team and this is supported by reduction in complaints. Contamination levels are still high and will be looked at in terms of targeted campaigns to raise awareness.
- Customer Services – complaints are significantly down mainly due to the work of Environmental Services client team – waste complaints 166 in Q1 down to 55 in Q2 and this downward trend has continued into Q3. The Capita Customer Service centre call response times are within target and Capita revs and bens processing times are also within target.
- Planning - Planning metrics are generally within target, although there remain issues with the validation of all applications and the deciding of discharge of conditions applications being well below target
- Climate - We are tracking utilities usage in the Plaza (electricity, gas and water) as well as printing, as proxy measures for the council's carbon footprint.

Highlighted within the corporate performance scorecard are the Office for Local Government (Oflog)'s metrics that will be reported on areas such as waste, planning, fly tipping.

3. Regeneration

Waterlooville

- 3.1 The Council have appointed Feria Urbanism to deliver a masterplan for Waterlooville Town Centre. The Consultation process has already begun and has been well received by members of the public, elected members and other stakeholders. The next stage the Festival Ideas is due to take place at the end of January and we're using a currently empty retail unit on the High Street to deliver this.
- 3.2 Concept artwork has been developed for banners to be placed in the Highstreet and again through consultation these have been well received by members of the public.
- 3.3 The vacant shop scheme for Waterlooville is continuing and we are in the final discussions with applicants and hope to be able to make an announcement soon. The original pot of money made available is unlikely to be fully spent and we hope to relaunch this in the New Year.

Havant Town Centre

- 3.4 The first Havant Town Centre board was held and well attended in December. The board is made up of residents, councillors and traders with an interest in the town centre with a view to coming up with initiatives that improve and promote Havant as a commercial area.
- 3.5 Work on Bulbeck Road continues and a report recommending the demolition and site disposal will be coming forward shortly in the new year.

Leigh Park

- 3.6 The Leigh Park Vacant Shop scheme has been announced and will be launched in January 2024 once we have appointed someone to manage the project. The initial response to this initiative has been positive from both landowners and businesses.

3.7 The Council put forward a bid to Hampshire to get money for a master planning exercise in Leigh Park and we were successful in being the preferred bid for teh Hampshire area into the one public estate fund, I hope to be able to give more details after the full application has been submitted and determined.

Hayling Island

3.8 Plans for an accessible platform to the beach for those with Physical Disabilities have been drafted and were shared with an interest group with Physical Disabilities in Hayling in December. This was a useful workshop and we now hope to have something in place at Chichester Avenue by Easter 2024.

3.9 The Council has begun talks with land owners at West Beach in order to look at protecting ours and their assets. Meaningful discussions around this should take place shortly once a Memorandum of Understanding has been agreed.

4. Communications

4.1 Highlights include:

- Public confirmation of council position going forward on the Mill Pond - Wade Lane sea wall at Langstone
- Promotion of Dog PSPO, resulting in 930 public responses
- Production of the second edition of *Your Borough*, distributed to all households in the borough from the 18th of December
- Support in promoting the Waterlooville Town Centre Masterplan and related activities

4.2 **November Stats**

Website information

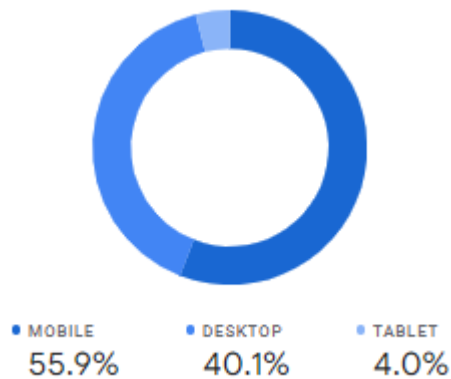
Users

Users	New users	Average engagement time 
46K	37K	58s

Content

	Page title and screen class	+	↓ Views	Users
			129,894 100% of total	43,764 100% of total
1	Homepage Havant Borough Council		16,799	10,420
2	Search Havant Borough Council		7,587	3,021
3	Council Tax Havant Borough Council		4,913	3,408
4	Search and comment on planning applications Havant Borough Council		4,872	2,711
5	Contact us Havant Borough Council		4,861	3,408
6	Planning applications and appeals Havant Borough Council		4,345	2,286
7	Search and comment on planning applications - Overview Havant Borough Council		4,215	2,107
8	Where I Live Havant Borough Council		4,170	1,103
9	Bin collections Havant Borough Council		3,754	2,831
10	Paying your council tax Havant Borough Council		3,028	2,202

Devices



Social media update

Facebook

- Gained – 110 people
- Reached – 84K
- Posted – 46

Top Post: Leaf" it to the Probation Service to ensure our town centres are autumn-friendly #Waterlooville

Twitter

- Gained – 5 followers
- Posted - 37
- Followers – 4.2K

LinkedIn

- Our page reach was 2.2K
- Engagements - 95

5. Economic Development and Levelling up Priorities

5.1 Employment & Skills Plans

- The Economic Development team work closely with Portsmouth City Council and the Dunsbury Freeport team to develop Employment & Skills Plans (ESP) for new tenants of the site. End of use ESPs enable us to deliver social value outcomes through focusing on Work Experience, creating jobs for local people, and ensuring careers information and guidance is available for residents across the borough on a broad range of sectors. We have had an initial meeting with Inchcape Porsche to explain and outline our expectations, and we are in communication with Percussion Play.
- The Havant Thicket Reservoir ESPs are in the final stages of agreement and will be shared with all named stakeholders in January.

5.2 Employment & Skills Pop-Up Sessions

- The Economic Development team and Hampshire County Council's Business Multiply team went to Langstone Business Park on the 28th November and spoke with businesses based there about general business support, skills requirements, networking sessions, and signing up to our Business Newsletter. The Langstone Business Park team have asked us to attend on a regular basis.
- The team also hosted the first skills pop-up event in the Meridian centre on the 1st December in partnership with DWP, and Hampshire County Council's Multiply training team. We spoke with residents about free training available and jobs linked to Sector Based Work Programmes.

5.2 Business Support

- As part of UKSPF business support the HBC Economic Development Team have commissioned Incuhive to support start up businesses with business plans, access to finance, and general operational advice. They are tasked with supporting 100 businesses between November 23 and March 2025, which they will do by dovetailing with Regeneration and Economic Development projects such as the Vacant Shop Scheme.
- We have purchased a years license for Beauhurst Impact tool through Hampshire County Council's group discount for Economic Development teams across the county. It enables us to keep track of growing companies and allows us to have deeper conversations through insight into elements such as recent investment secured, growing headcount, and head office relocation, among many other things. Another feature proving to be popular with employers enables us to search for relevant grants and finance/investors interested in a company's sector.

6 Link Up Leigh Park Programme

6.1 Milestones achieved:

- The programme hosted an Intervention Development Workshop on 29th November, with activities facilitated by the University of Portsmouth. There was a total of 24 attendees which included 6 business representatives, 2 education partners, 2 public health colleagues, 1 ICB representative, 3 young residents, 1 community organisation and 4 HBC team members (Communities + Economic Development). There were four employer support interventions proposed that are currently being voted on by workshop attendees. A decision about which intervention(s) will be delivered in the final phase of the programme will be made at the start of January 2024.
- Phase 1 of the Transition Mentoring Programme, working in partnership with HSDC and Park Community School, has now

concluded. A total of 8 young people, referred by the secondary school, received regular, targeted support as they settled into the first term of their college experience. These students will continue to be contacted to provide any additional support throughout their first year to ensure that they continue to complete their post-16 education.

- Phase 2 of this programme will be launched w/c 8th January 2024 and will focus on targeted support for 10-15 Year 11 pupils at Park Community School.

7 Havant Youth Hub

7.1 Achievements (End of Nov 23)

- 156 young people into paid employment (56% into work v expected average for UC claimants 25-30%)
- 79% attendance for sessions during November (highest percentage for engagement in 2023)
- 195 young people attending training (accredited and non accredited to upskill)
- 278 young people support in total

8 Partnership Updates November – December

- Multiply running maths functional skills onsite for 7 young people to achieve a maths qualification in February 2024. Trajectories for these claimants include apprenticeships, further education and employment.
- National Careers Service remain on site once per week offering qualified Careers Advice and Guidance and CV writing for all young people attending the hub.
- Itchen College running regular employability courses on site including Digital Skills, Enterprise and Job Search sessions.
- DWP Work Psychologist on site assessing those furthest from the job market to enable tailored support to those who are at risk of no progress due to long term health conditions.

- Community First provided customer service training to 10 young people who are on track to find job roles in retail, hospitality and care sectors.

Widening Engagement and Participation

- The youth hub has attended Hayling Job Club to ensure that residents on the island can access the same support and we have been facilitating work on the island through Multiply maths qualifications available exclusively to Hayling residents. We also supported access to virtual programmes of work to remove travel barriers faced by young people in this area.
- We look forward to working more closely with Hayling Job Club to offer further opportunities in the new year.

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Cabinet Lead Reports

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Cabinet Lead for Communities and Housing –

Councillor Gwen Robinson

1. Community relations, including sport, leisure and play parks

1.1 Active Wellbeing Strategy

A strategic steering group of physical activity, health and community partners has been set up to provide oversight and support in the development of a new Active Wellbeing Strategy for Havant. The steering group includes representation from the Hampshire and Isle of Wight Integrated Care Board, Community First, Horizon Leisure, Energise Me and Hampshire Public Health. The group will meet for the first time in early January 2024.

The group will enable the development of a strategy focused on providing long term sustainable active wellbeing (physical activity, sport, leisure) services and infrastructure in Havant that meets local need. It aims to provide a direction for improving health outcomes for residents and outline an approach to how moving more can contribute to wider local strategic objectives, including, but not limited to health, economy, crime and safety and the environment.

1.2 Get Up and Go

The physical activity project officer has been planning the 2024 season, using evaluation and feedback from the public to shape the programme. Yoga, pilates, walking netball, women's boxing and multi sports sessions will continue, along with the return of popular summer activities; lawn bowls, paddle boarding, coastal rowing, open water swimming and Nordic walking. New activities for 2024 include badminton, learning to swim (with Horizon), a Cowplain falls prevention exercise class, Canoeing, dance and Tai Chi.

The Wellbeing walks continue to grow in popularity, with all 5 current walks seeing new people attend weekly. All current leaders were invited to a Wellbeing Walk leader thank you event, celebrating the time and efforts given up by these wonderful volunteers, many of

which have been leading walks for 20 years! Within 3 days of the event, new walk leaders have been inspired to launch 4 new walks with a further 2 being planned. This now gives Havant 9 walks weekly.

1.3 Eastoke Corner Playpark Refurbishment

Six submissions for the refurbishment of Eastoke corner play area have recently been evaluated and Proludic produced the winning submission. The whole site will use an investment of £200k CIL funding to remove all old equipment and replace with new. This will include separated areas for play and exercise as well as a new enclosed multi use games area. Work is scheduled to commence in early 2024 with the aim being completed by the Easter Holidays.

In addition to the play area refurbishments the Community Payback team have carried out some clearance work from the existing landscaped area that borders the current facilities. The Civil Engineering and Landscaping Team have reinstated the existing sleeper beds and the ground has been prepared and new planting has been instated. The plants were provided, for free, by the Woodlands Trust.

1.4 New Ring at Waterlooille Boxing Club

The Community Team were successful in obtaining £5000 from the Police and Crime Commission's Emerging Needs Fund. This will pay for a new, up to standard boxing ring to be installed at the Waterlooille Boxing Club. Officers will take this opportunity to partner with the club to deliver some boxing programmes that aim to reduce antisocial behaviour and serious violent crime in the area. These will be aimed to begin early in the new year.

1.5 Chess tables at Waterlooille and Springwood Avenue Parks

The Community Team were successful in securing £5000 of DLUCH funding to procure some outdoor chess tables to be installed in both Jubilee and Springwood Avenue parks. The tables have been

purchased and will be installed upon their arrival. The team will be working with the charity Chess in Schools on their initiatives to increase participation in chess. This will serve to promote the new tables and encourage usage.

1.6 Spencers Field Play Area Refurbishment

The play area at Spencers Field, Emsworth, is due to complete its £85,000 refurbishment ahead of Christmas (weather dependant). The project is funded by a combination of Neighbourhood CIL and community group fundraising.

1.7 Havant Community Lottery

The Havant Lottery currently has 110 registered Good Causes and 741 players are purchasing tickets. Over £238,000 has been raised for local Good Causes since 2018. Since 25th November, nine cash prizes have been won by supporters on the weekly draw, totalling £325.

The next Super draw takes place on the 23rd December, supporters purchasing tickets will be in with a chance to win £3,000 cash.

Nine applications were received from registered Good Causes of the Havant Lottery in the autumn Community Fund round. The panel have assessed each application and have decided to award funds to all of the projects, they include:

Final Straw Foundation - £1,999 (moulds for an environmental project)

Havant and East Hants MIND - £2,000 (furniture)

Leigh Park Christmas Grotto - £2,000 (Christmas Grotto running costs)

Langstone Pilot Gig Rowing Club - £2,000 (shelter)

PAWARA - £1,300 (newsletter)

The Leigh Park and Warren Park Community Panto Players - £500 (LED lighting & cables)

Cowplain Bowling Club – £1,000 (replacement benches)

WAVE – £2,000 (contribution to the WAVE music festival)

HICCA – £2,000 (contribution towards the Chit Chat Club and the Meet, Eat and Heat project)

Good causes are able to apply for up to £2,000 to support their community projects and activities. They can only apply once a year, the next round opens in the spring.

1.8 **Support for Ukraine**

The last drop in event of the year was held on 28th November. Employment, Housing, ESOL courses and the continuation of the host monthly payment were the key issues that guests and hosts needed support with.

Over the last 12 months the Community Team have organised regular face to face drop-in sessions for Ukraine guests and their families at The Plaza. The team have worked in partnership with 26 local organisations all of which have provided valuable advice and support on a range of subjects such as Housing, employment, English courses, volunteering, mental health, children's activities and more.

1.9 **Craft Sessions**

A new, Ukrainian artist has been engaged to support the mental health of the Ukrainian guests in the Borough. The craft sessions are well attended and will continue next year.

1.10 **ESOL**

Officers are continuing to support our guests to improve their language skills. Many of the younger guests show a marked improvement in their English language skills and confidence.

1.11 **Grow It, Cook It, Eat**

Officers are currently in discussion with Emsworth residents to expand the project there.

1.12 **New Developments**

Developer/Community liaison meetings continue for the Camp Field on Bartons Road and Sinah Lane in Hayling Island.

Camp Field -The 1st private occupation is expected towards the end of February 2023, in addition to housing association plots being handed over in March 2023. Sinah Lane - 31 dwellings are now

occupied, and an additional 9 dwellings will be handed over to the housing association in the new year.

2. Affordable Housing

2.1 Affordable Housing delivery

The affordable housing handovers for Q3 (October to December) 23/24 will not be confirmed till after 31st of December 2023 so will be reported at the first opportunity after that date.

VIVID have continued to provide new social homes at three sites across the borough:

Forty Acres, Bedhampton

Woodcroft Farm, Cowplain

St Thomas's Mead, Lower Road, Bedhampton

Moving forward both Woodcroft, and St Thomas's Mead are expected to deliver their final affordable units by the end of this quarter which will consist of a total of 15 new homes.

ASTER continues to deliver on the Pebble Walk site, off Sinah Lane on Hayling Island. Further units are forecast between now and the end of this financial year. However, this development has experienced multiple delays, but the housing association have confirmed that tenancy sign ups have now been able to take place recently with residents able to move in before Christmas after patiently waiting for several weeks.

2.2 Pipeline of new build affordable homes

Other ongoing development sites that will continue to deliver new build affordable housing across the borough through VIVID during the remainder of 2023 and into 2024 are:

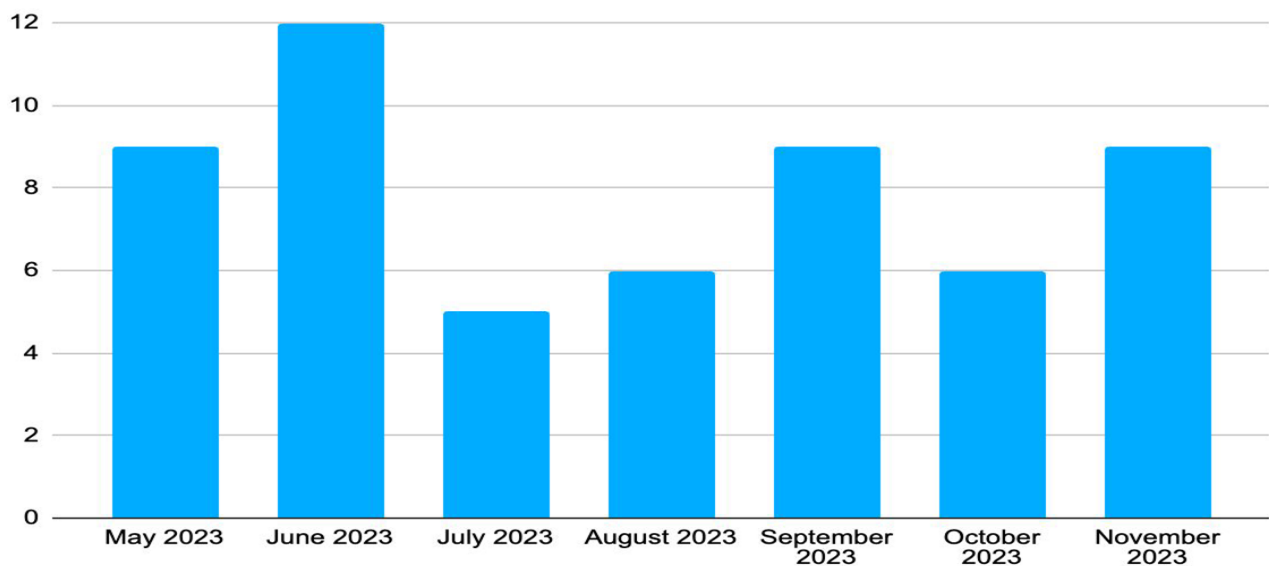
Harbour View- Bedhampton

3. Homelessness

3.1 There are currently just over 100 people in temporary accommodation, this is an increase on the more recent monthly average of circa 90 people. Figures tend to show a rise in the winter months. To tackle this demand, the Housing Service is continuing to focus on prevention work. This activity is identified in each case

when housing assessments are carried out for persons presenting to the Council as homeless or at risk of homelessness. The BEAM homelessness & employment pilot scheme continues and is in place until 31 March 2024. The scheme seeks to match people at risk of homelessness or who are homeless access to accommodation and/or employment. There has been some recent success with the Beam homelessness pilot scheme and as a result a homeless person has secured settled accommodation. BEAM also funded their moving in costs.

Below is the overview of referrals completed by the Housing Team to Beam



3.2 In another case of note Council offered financial support to enable a person at risk of homelessness to remain at home therefore saving temporary accommodation costs. This person has now been rehoused via the housing register.

3.3 Members of the Housing Advice and Prevention team have given presentations to external stakeholders including the NHS, Ministry of Justice, the Job Centre, and local community groups to enable more cohesive relationships and better understanding of the procedures and processes of the Homeless Reduction Act 2017 and how Havant Borough Council implement this Act.

4. Housing Association Liaison

4.1 Regular in-person quarterly catch-up meetings are held with The Guinness Partnership, our largest provider of social housing with over 4000 properties across our borough.

Meetings are attended by Cllr Gwen Robinson, manager representatives from the Housing Services team, Clare Easton- Regional Head of Customer Service, Ian Joynson- Executive Director of Asset Management, both from TGP, and enable discussion relating to both strategic and operational matters.

The latest on 24/11/2023 covered topics including:

- TGP Internal Management Move Policy
- Cross Walls Project- this involves TGP stock that needs significant investment to bring it up to an acceptable standard and requires the tenant to be decanted to another property whilst major works are undertaken. Guinness have piloted the scheme on a small number of homes in the Cowplain area and are now looking for funding approval from their Board to extend the project. Guinness will provide addresses of the affected residents to HBC so that we can monitor process.

Next meeting TBC

5. Hampshire Home Choice

5.1 Current number of applicants active on Hampshire Home Choice as of 19th dec 2023:

Band	Bed size Need						Grand Total
	1	2	3	4	5	6	
1	3		1	2			6
2	70	21	18	17		1	127
3	651	531	327	62	2		1573
4	48	14	3				65
Grand Total	772	566	349	81	2	1	1771

6. Health & Wellbeing

6.1. CA Havant

Demand remains high for support services, with the anticipation that there will be a surge in demand following the Christmas period. The inevitability of the cost-of-living crisis combined with need to pay credit incurred because of Christmas is something that CA are preparing for. CA Havant intend to highlight this issue by hosting the Spotlight on Havant Cost of Living Workshop on Wednesday 31st January. This has been timed to report on early New Year trends to help progress and influence key partnering work to better our combine capabilities for more effective joined up support for our communities.

7. Community Infrastructure Levy (CIL)

7.1. The Council is required to produce an Infrastructure Funding Statement for 1 April 2022 to 31 March 2023, to comply with the Community Infrastructure Levy Regulations, which came into force 1 September 2019. This document has been published on our website during December and is available to view from this page:

www.havant.gov.uk/community-infrastructure-levy-cil/cil-and-s106-monitoring

7.2. 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/>.

Strategic CIL

7.3. We were inviting expressions of interest/bids for Strategic CIL from Infrastructure Providers in the Borough. The closing date was 21st November 2023. More information is available here: [Community infrastructure levy spending process | Havant Borough Council](#). Decisions on Strategic CIL spending will be concluded alongside the budget setting process allowing Capital expenditure to be captured appropriately.

- 7.4. In respect of funds previously allocated, the following payment in balance of Project 65 has now been made to Hampshire County Council:

Ref	Name and Description	Date Funding Approved	Amount
65	Elmleigh Road Pedestrian and Cycle Improvement	27/02/2019	£249,348.03

Neighbourhood Portion CIL

- 7.5. There is no up-to-date news to report on Neighbourhood Portion CIL spending presently.
- 7.6. The provisional allocation of these funds means the majority of the Neighbourhood Portion CIL funds for 1/4/23 – 31/3/24 have been committed.

S106

- 7.7. There is no up-to-date news to report on S106 spending presently.

8. Community Safety

- 8.1 Work on Saferstreets5 is underway, we have a South East bid which has seen Eastleigh join the SaferStreets4 Solent group with Portsmouth, Isle of Wight, Fareham, and Gosport. We are also working in partnership with the North Hampshire Bid with Basingstoke & Deane, Rushmoor, and Hart.

The key initiatives are:

Mentors in Violence Prevention (MVP) Support Hub

Mentoring in Violence Prevention (MVP) is widely regarded as a best practice model, that has been delivered in educational establishments, to address factors leading to VAWG. MVP is a peer-led leadership and bystander programme. Under Safer Streets 4, Portsmouth, IOW, Havant, Gosport and Fareham Councils commenced the MVP programme and engaged training in 12 schools/colleges. To further enhance this work, an MVP Support Hub will be created. The hub will include action learning sets, case

studies, lesson guides, comms, and other resources, and be an online support platform. The hub will also provide a resource for new schools who want to start their MVP journey.

Stronger Community

The stronger community project brings together several elements designed to increase local capacity to respond in and around the Night-Time Economy and public places. Focused on addressing behaviours like street harassment that create a space for more serious violence to occur. The project will equip those working in and around hospitality and leisure areas with the understanding, and skills to respond; including being able to intervene safely, reporting incidents and signposting to support agencies in a trauma informed way. It will challenge those operating and working within venues and their customers thinking around the issue of violence including VAWG as culture, beliefs and attitudes that contribute and often lead to physical acts of violence and the thinking around these prevents positive intervention.

With You

Women in the sex industry are particularly vulnerable to sexual crime, and less likely to report offences because of stigma and fear of reprisal. In Portsmouth, Gosport, Fareham, Havant, and the Isle of Wight, whilst there is no recognised on-street presence, there is evidence of an active sex industry, affecting some of the most marginalised people in society. Aligning with other projects, the With You project will pilot direct outreach in Gosport, Fareham, and the IOW, working with business owners and women to recognise sexual offences, be safe whilst at work, get home safely and build capacity to report, via training and practical support to implement learning. Other work will include improving information sharing pathways, and confidence to report in partnership with local police.

Changing Direction for Success

Changing Direction for Success is a detached youth project. It builds upon successful use of detached youth in Havant and Gosport during safer streets 4 and previous pilot work undertaken by Eastleigh borough Council that demonstrated good outcomes for young people engaged who were NEET. This Youth Work Team will operate out in the community, engaging with young people in areas in which they congregate allowing a direct impact on levels of youth

related anti- social behaviour. Using data and intelligence from the Community Safety Partnership, Police and other local intelligence Changing Direction for success youth workers will be deployed to hotspot areas where issues of youth ASB are apparent. These youth workers will offer young people a visible alternative to traditional services, developing relationship with them, and the local community with the aim of making every contact count.

National Probation Service.

National Probation Service continue to carry out 'unpaid work' across Havant Borough, specifically carrying out cleaning and clearing work in Waterlooville's London Road Precinct as part of the town centre regeneration. They have also been clearing waste from some of HBC's woodland, including dens and green waste.

Havant Borough was visited on Friday by a group from Alton Town Council and 'Cycle Alton' regarding footpath installation that has taken place across the Leigh Park area, arranged by Damian Hinds MP for East Hampshire following his visit in the Autumn to see the National Probation Service in action on Hayling Island on a Marine Conservation Society Project (This project has since been nominated for a 'Fifty Years of Unpaid Works' award).

Thanks go to Alderman Ralph Cousins for his support and copies of his excellent reports on work carried out buy the NPS in the twenty five years of our partnership.

Waterlooville Town Centre CCTV.

Since installation, the council has received 10 requests from Waterlooville Police for downloads regarding specific incidents in the town centre. Officers will search the stored footage within a 30 minute time frame and if the incident has been caught on camera, the video can be uploaded direct to Hampshire Police. Access to the CCTV system is strictly controlled and review undertaken only on receipt of necessary data protection forms.

'Operation Sceptre' Police foot patrols.

Neighbourhood Quality Officers and CEO's from Parking have been taking part in early evening patrols with Hampshire Police around Waterlooville and Havant Town Centres, and at Greywell and Park

Parade, providing a uniformed presence and reassurance in the approach to the festive season. Operation Sceptre is a national scheme aimed at reducing knife crime.

Cabinet Lead for Coastal –

Councillor Liz Fairhurst

1. Coastal Management

1.1 Hayling Island Coastal Management Strategy

The project team are in the process of updating the Strategic Environment Assessment, Habitats Regulations Assessment and Water Framework Directive assessment following comments from Natural England, Historic England, and the Environment Agency. We are continuing to work with regulators with the intention that they will be able to provide an 'in principle' acceptance of the Strategy in the new year prior to going for approval.

Alongside this, updates to the Strategy summary document and Action and Implementation Plan are being conducted to make the intent for each Option Development Unity frontage clearer. New adaptation pathways are being developed to show the leading options, decision making points and triggers which will help the plan be flexible to changing risks or opportunities.

In the new year, the economics will be revisited to ensure the Strategy captures the latest cost and benefits information.

The updates to the Strategy documents have been detailed to ensure we capture regulators and the public's comments and make it easy to understand. Therefore, the Strategy programme may shift so that HBC approvals are sought in June or July rather than the current programme of March. Further programme discussions are being held to understand this better and will be updated in the forward plan once known.

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

We have entered the final year of the current Beach Management Plan (BMP). A business case will be submitted by the end of December to the Environment Agency to secure funding for the next 5 years of beach management.

A small-scale additional beach management campaign was undertaken in November 2023 to re-profile sections of the beach following several storm events on Hayling Island. Five days of works were conducted, recycling beach material from the Coastguard Revetment back to bays at Eastoke Corner and Creek Road to reinstate a wider beach crest.

We will continue to monitor the beach condition over the winter period, which will determine when future works are planned and implemented.

1.3 West Beach – Monitoring and Regeneration

The erosion into the 'rebound zone' continues to be monitored for health and safety purposes and debris on the beach is removed by Norse. The future management of the car park is being reviewed by the relevant teams. The Coastal and Regeneration teams are revisiting the HBC Seafront Ambition to understand next steps and opportunities.

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

The project team continue to work collaboratively with AECOM to progress towards the 100% design acceptable milestone. Our appointed independent Cost Consultant are currently reviewing the 100% design and will produce a final cost estimate for construction, providing us with further cost certainty for the project.

The project team continue to seek additional funding sources for the scheme. The inflation uplift claim submitted to the EA for £818,000 has been successful pending official approval letter. The additional Other Government Department funding of £1,900,000 which has been allocated to the scheme requires approval of the Southern Regional Flood and Coastal Committee. A capital bid made to HBC to the value of £5,270,463 is awaiting a decision.

All six public engagement sessions offering the opportunity for residents to drop-in and ask question about the scheme have now been completed. Further 1-2-1 meetings with residents and stakeholders have been ongoing.

The 100% design public exhibition has been booked for 11th January 2024, leading to a Cabinet Decision to proceed to next stage of the scheme.

1.5 Broadmarsh Coastal Defence Scheme – Detailed Design

Broadmarsh Coastal Defence Scheme was submitted to the HBC Capital Programme in September, with a bid for £1,258m to fund Stage 2: Detailed Design, Licensing, and Consents. Approval was gained from the Executive Leadership Team to bid for this funding, and the project was recognised as one of the Council's corporate Priority Projects.

Essential asset maintenance to the revetment to contain the chalk bund and landfill contents was completed in November. During the work, Storm Ciarán caused further damage to the revetment and additional repairs were completed. Ongoing monitoring of this key sea defence infrastructure will continue over the winter period to check for damage caused by storms.

1.6 **Langstone Sea Wall Old Mill to Wade Lane**

Following the publication of the Independent Assessment Report, Chichester Harbour Conservancy led a public Drop-In Session on the 12 December 2023. The session was well attended and representatives from all the agencies were available to answer people's questions.

The Council has now also issued a position statement publicly in response to the Independent Assessment Report to highlight the concerns that remain for the future of the sea wall. The Council are disappointed with the outcome and recommended approach. This stems from the view that cultural, social, health and well-being values have not been captured in the option assessment for the defences and the Council recommends against letting the defences fail.

Coastal Partners have continued to monitor this section of coastal erosion. The initial response and erosion of the shoreline following the collapse of the wall has slowed, recent site visits indicate that the community activism is still on-going at this location. Further updates are on our webpage:

[Langstone Coastal Path, Mill Pond to Wade Lane, Havant — Coastal Partners](#)

1.7 **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:

1.8 **Habitat Compensation and Restoration Programme (HCRP)**

The HCRP identifies and delivers habitats to replace those that are being lost due to coastal squeeze. Below is an update on key initiatives linked to this:

- **Solent wide coastal grazing marsh study:** In January, we are aiming to submit a final business case to the Environment

Agency to fund this study. It will identify important terrestrial habitat creation opportunities across the wider Solent that will sustain our internationally important network of environmental sites – and enable future FCERM delivery.

- **Solent Dynamic Coast Project update:** In the past month we have received formal approval of £236k funding from the Environment Agency, providing income to Coastal Partners to undertake this study. The study will help us understand future coastal habitat changes more accurately, so that we can better plan habitat creation opportunities in a changing climate.
- **Monitoring and communication at Southmoor:** We are currently finalising the business case to unlock funding to monitor and communicate the natural coastal defence breach at Southmoor. We are aiming to submit this early in the New Year.
- **Hayling Island Coastal Management Strategy – additional studies:** We have been undertaking further analysis of two potential opportunities for intertidal habitat creation on Hayling Island, currently focussing on the need, location, and cost of any ‘set back’ coastal defences / site landscaping.

1.9 **Langstone FCERM scheme – Saltmarsh Feasibility Study**

We are continuing to investigate opportunities to restore the degraded and poor-quality saltmarsh habitats in the vicinity of Langstone Village and Wade Lane. In the past month, we have jumped on the opportunity to apply for additional funding from Defra’s ‘Climate for Nature’ underspend, as with additional funding, we can start to consider a wider opportunity here, with the potential to restore up to 12ha of saltmarsh on the degraded foreshore at this location.

1.10 **Chichester Harbour Investment and Adaptation Plan (CHIAP)**

CHIAP will help guide the future management of Chichester Harbour’s coastline and waters, addressing people, property, and environmental challenges in one place. Working together with regulators, stakeholders, landowners and the community, this plan will set out adaptation options and pathways for key focus areas

within the Harbour, defined by triggers for action. This will provide a much-needed holistic plan for the harbour.

In the past month we have began communicating CHIAP more widely with partners, including to the CHaPRoN Steering Group. We are currently having focussed meeting with Regulators to refine the objectives and set the scope for the Plan – which will feed into our final project proposal and business case.

2. Delivery of Civil Engineering Services

2.1 Bushy Lease Shared Path HBC CIL

Pre planning comments have been received and we are now in the process of revising the design to accommodate these comments. Full planning application likely to be submitted end of February 2024.

2.2 Rusty Cutter link road Active Travel Improvements HBC CIL

On track to make National Highways Designated Funds bid in spring - preliminary design to continue using CIL, ready for bid - connecting to Forty Acres s.278 works at north end.

2.3 Hobby Close PCC

L&S Waste has been appointed as the contractor, the works on site have been re-arranged to start in spring 2024 for 10 weeks. New planning application to be made due to expiry of former permission.

2.4 Elettra Avenue / Milton Road HBC CIL

Design complete and approved by HCC. However, Elettra Avenue is now on hold until such time S106 funding is available. Milton Road - new footway / cycleway linking Milton Road to Hambledon Road is being included in design.

2.5 Waterlooville To Denmead Active Travel Corridor HBC CIL + HCC

Design will be completed and submitted to HCC for comment in January 2024. Exhibition with the public will likely take place late summer 2024 with a likely start spring 2025.

2.6 MUGA Rugby Club car park HBC CIL

We are seeking funding via CIL for street lighting. If CIL funding is not approved, then we will explore how we can complete the street lighting element during summer 2024.

- 2.7 **Somborne Drive Greywell Drainage HBC S106**
Design is nearing completion and expected start date early March 2024.
- 2.8 **Future of Billy Trail (feasibility) HBC CIL**
Feasibility study nearing completion. SSSI link path site clearance started 5/12. Construction works to follow in February 2024.
- 2.9 **Elmleigh Road HCC TCF and HBC CIL**
All civil works complete and footway, cycle track and now Sparrow crossing open. Landscape works to be undertaken in February 2024.
- 2.10 **TCF Park Road South HCC TCF**
All works completed.
- 2.11 **Havant Road and Bridge Road Emsworth HCC**
Design to reshape junction at Bridge Road, Emsworth is under review. Likely start of work on site late summer 2024.
- 2.12 **Victoria Road, Emsworth HCC**
Design complete, however, still need to undertake approval from third party landowner. Likely start date mid-summer 2024.
- 2.13 **Morelands Phase 3 (Gauntlett Park) HCC HBC CIL**
Design is complete and is being reviewed by HCC. Additional CIL funding approved for the value of £29,268, covering the cost of the lighting funding shortfall, pre-application complete and formal Planning Application made 04/12/2023.
- 2.14 **ATF4 (north of Hayling Billy) [detailed design] HCC**
CELT has submitted detailed design and report. Engagement events held 15/11 and 22/11, feedback added to report to HCC. Maintaining website.
- 2.15 **Hayling Billy NCN2 Cycle Route Feasibility HCC**
Feasibility study nearing completion.
- 2.16 **Emsworth Mill Pond Wall HBC Rev**
Core samples undertaken and being reviewed. GPR survey completed, currently assessing survey outputs.

2.17 Hayling Island Boardwalk, Chichester Avenue HBC UKSPF

HBC has funding been awarded £90,000 United Kingdom Shared Partnership Fund UKSPF and £30,000 from CIL to replace the existing boardwalk at Chichester Avenue car park, Hayling Island. Design is underway, expected to be on site Spring 2024.

3. Property

- 3.1 New discount retail store 'One Beyond' opened in former Poundstretcher unit in Meridian Centre. Hobby Store 'The Warp' has proven to be a great success and draw to the centre and are looking for additional space.
- 3.2 Exploring options for energy saving improvements to a number of our community assets.
- 3.3 Implementation Programme for the new Property Asset Management System (PAMS) now agreed and establishment of structure and initial asset loading underway.
- 3.4 Working in conjunction with Regeneration / Economy colleagues, have identified space for construction of a new 'Changing Places' toilet within the Meridian Centre in Q1 2024.
- 3.5 Successful recruitment to the establishment post of Estate Manager. New employee due to start on 5th February 2024.
- 3.6 Annual commercial rent roll increase of £192,000 compared to April 23 starting position.
- 3.7 Level of rent collection remains high at 95.7% this quarter. Decrease in total debt to £80,039.

4. Customer Services and Revenues and Benefits

4.1 Household Support Fund

The client team have been working really hard on processing the Household Support Fund Discretionary applications and have dealt with over 200 to date. Not all have met the criteria but of those that have we have paid out 52 payments to our residents to support them staying in their rented properties or to enable them to clear an arrears to help them move to a more sustainable property for them.

Total Payments made	£101,603.19

Starting grant allocation	£140,000.00
Balance remaining	£38,396.81

The grant runs until March 2024 but we suspect we will use the allocation before then.

4.2 **Mobility Credits**

The team have been working with Solent Transport to help administer and support a new and innovative a project called Mobility Credits. It has been more successful than first thought with 99 of our residents joining the scheme and utilising the travel credits. We are leading the way with this and are the first Council to take part in this new initiative. See below for details of the scheme and Solent Transport

Introduction

Solent Transport – a partnership of Hampshire County, Southampton City, Portsmouth City and the Isle of Wight Councils – has secured £29m funding from the Department for Transport to deliver a Future Transport Zone in the Solent region. As one of four Future Transport Zones in England, Solent Transport is delivering a range of innovative transport pilot projects involving people and goods. The flagship Future Transport Zone project is the Breeze Mobility as a Service app, which allow consumers to plan, book and pay for a range of transport services on a single platform.

For more details of the Solent Future Transport Zone please see this link www.solent-transport.com/solent-future-transport-zone/

Mobility Credits

Mobility Credits is one of the core projects within the Future Transport Zone and will provide participants with £50 of travel credits each month for 12 months which can be used to purchase transport services in the Breeze app, including bus, rail, e-scooters and bike share.

Mobility Credits scheme is available to a closed audience of residents aged under 30 and in receipt of Council Tax Support and will initially launch in Havant. Eligible residents will sent an

introductory letter by Havant Borough Council setting out the key project headlines and directing them to an online application form. Applicants which are approved to participate will be required to register an account on the Breeze app before starting to receive their Mobility Credits. A possible timeline for the initial launch in Havant is as follows:

26 October: Havant Borough Council send letters to eligible residents, introducing the project and directing applicants to the project webpage and online application form.

10 November: Deadline for Havant eligible residents to complete online application form and agreed to project terms and conditions.

17 November: Deadline for Havant Borough Council to cross reference applicant names with list of eligible residents which were sent the introductory letter (to minimise fraud).

30 November: Deadline for verified applicants to register a Breeze account.

1 December: Mobility Credits voucher codes emailed to participants which have registered a Breeze account.

Future Transport Zones are required to undertake robust monitoring and evaluation of projects in order to understand their impact. Mobility Credits participants will be required to complete a series of four online feedback surveys during participation. These are an initial baseline survey at the point of sign up, follow up surveys after six and 12 months of participation, and a final post intervention survey two months after participation has ended. Feedback from participants and through Breeze will:

Provide a technical demonstrator showing how Mobility Credits might be delivered using a MaaS app

Understand what impacts Mobility Credits have on recipients

Use this Future Transport Zone trial to understand what the barriers and issues are to delivering a wider scale trial

Collect insight to inform future tax, welfare and benefit policies

5. Cabinet lead for Digital (Capita Contract)

- 5.1. The service's exit work for the 5C Partnership contract for ICT in 2025 continues under the established three major project areas:

5.1.1. **Developing and procuring a new ICT Infrastructure and Security (ICT I&S 2025) provision.** The service took an update of this project to Overview and Scrutiny Committee on 21st November as requested. The update was well received and the full tender documentation went live on 15th December, and will run until 19th February 2024. Authority to commence procurement had been approved as delegated to Exec Head of Commercial, Cabinet Lead, S151 and Monitoring Officer.

5.1.2. **Moving legacy applications to Software as a Service (SaaS) cloud provision in preparation of a new ICT provider** – all are dependents of the ICT I&S 2025 project:

- **Planning Case Management.** This project has now selected a supplier and kick-off meeting is occurring in the first week of January. Interviews for a Project Management resource for this project
- **Other regulatory case management (env. Health, licensing etc).** This project has selected the same supplier as the Planning Case Management Project and a kick-off meeting for both is occurring in the first week of January.
- **Finance system replacement.** The project is seeking to award via a G-Cloud contract procurement and its business case is currently progressing through cabinet.

5.2. **BAU work continues to support key council teams** including the installation of a dedicated secure broadband provision for the Elections team and council staff at the Horizon Leisure Centre, as well as scoping future infrastructure works with Capita as part of the 5Council's contract for renaming of our O365 Microsoft tenancy to better reflect the Havant identity.

6. Procurement

The existing arrangements continue to work well, and the Capita contract has been extended until 31st March 2024 pending further review of our ongoing requirements.

Cabinet Lead for Commercial –

Councillor Lulu Bowerman

Environmental Services Update – November 2023

1. Reduction of complaints

- 1.1. The number of complaints reached its lowest ever level during November, with a total of six (6) for the month. The continued ‘one team’ approach between Norse SE and HBC colleagues is reflective of the continuous customer service improvement to our residents.

2. Missed bin Performance

- 2.1. The national good practice benchmark for missed bins is 100/100,000 or 1/1,000. Work has been ongoing with Norse SE to achieve this target and we are pleased to announce that we have achieved the target for the first time this month. The figure is the average missed bins statistics across all waste collection services, refuse, recycling, and garden waste.

3. Key Performance Indicators (KPI's)

- 3.1. A presentation was delivered to cabinet members this month showcasing the suite of Environmental Service KPI's. The data is now live, and the team continue to develop the system for all service areas. The data is being used to monitor and manage the performance and delivery of Environmental Services. This enables the team to identify issues early and assure service standards.

4. Town Centre Inspections

- 4.1. The Client Liaison Team have commenced inspections of the Town Centres within the Borough. The visits take place monthly, and the location alternates each month. The team visit Park Parade and Greywell Leigh Park, Havant Town Centre, Waterlooville Town Centre, Emsworth Town Centre, Mengham and West Town, Hayling Island.
- 4.2. The purpose of these inspections is to ensure that our town centres are kept clean, tidy and to inspect any issues or points raised by our residents and visitors, aligning with our corporate priorities.

5. **Christmas activities**

5.1. Norse has been fully involved with helping our communities prepare for Christmas lights events and for assisting with decorating the shopping centres such as Waterlooville. Christmas trees have been delivered and installed ready for decorating across the borough including the centre of Havant outside St Faiths Church.

6. **Additional litter Bins**

6.1. The Environmental Services team have begun to survey the number of litter bins across the borough, identifying where some can be redeployed to be put to better use or where larger bins would be an improvement. Also, areas which would benefit from an additional bin to be installed such as Hollybank Woods in Emsworth. This work will be continued in the New Year.

7. **Members briefing**

7.1. A members' briefing was held on the 5th of December regarding Simpler Recycling and the Environment Act 2021 that was well attended both online and in person. Further briefings are planned for next year as preparation work continues and the full details become clearer on the waste services required to be introduced across the borough and the design of the communication programme to assist residents in understanding the implications for collections. The Environmental Services Team are keen to work with Councillors and communities to help improve the understanding of the changes to waste collection and recycling in the future, so we are all working towards the common goal to limit contaminated waste and improve the recycling rates.

Cabinet Lead for Finance –

Councillor Neil Bowdell

1. Finance & Treasury

Treasury Management:

Havant's treasury investment portfolio remains in an increasingly strong position. With our minimal borrowing, but high levels of investment, the increase in interest rate rises has positively impacted HBC treasury investments.

The council currently has £38.6M out in active investment loans. We are currently locked in to generate £2.1M in interest, whilst new investments being are offer at ~5.7%. We have also secured improved rates on our overnight balances and the current forecast is for a minimum £2.2M return on our investments and cash balances.

2021/22 Financial Statements:

All testing and evaluations from the 2021/22 audit have been completed. Actions from the initial recommendations are being completed before Ernst & Young LLP are able to issue their audit opinion.

2022/23 Financial Statements:

The draft 2022/23 financial statements were made public during September. With the prior year audit now almost complete, plans and dates are being put into place to start work on the 2023/23 audit. However, these are pending the Government Department's review of outstanding audits and are subject to change.

2023/24 Budget monitoring:

The current year budget is monitored throughout the year and report on to cabinet each quarter. The quarter two (month 6) report forecast a potential overspend of up to £942k with planned mitigation expected to bring this figure down to ~£500k. This is a significant improvement from the quarter one and demonstrates the hard work being done by the Council to manage our financial resources in the face of sizable demand led pressures and the challenges of the current economic climate.

2024/25 Budget:

Work on the 2024/25 budget is progressing well. Settlement has confirmed the Council's expectations on funding levels and a draft Medium-Term Financial Strategy has been drawn up. The more detailed workings on the

in-year budget has identified the the upcoming cost pressures and savings opportunities. These are now with the Cabinet, along with the Capital bids, to discuss priorities for the forthcoming year. By the time of reading this report, the budget will be close to completion and being presented to various member meetings and committees for scrutiny and validation checks before being submitted to the Full Council meeting of 28th February for final approval.

2. Mayoralty

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

We are working with Councillors and officers, following the agreement at Full Council earlier in the year to bring together the boroughs first Honorary Citizen Award(s) that will be presented at the Annual Mayor Making Ceremony in May next year. Full details have been sent out to all Councillor', along with nomination forms and the criteria. This information can also be found on the Councillor's Hub pages.

This year's Remembrance Sunday Parades at Havant, Hayling Island and Emsworth were held on 12th November 2023. The Council worked with relevant organisations to ensure that all Health and Safety measures were followed, that all processes set down by the Council and Police were complied with, and that the appropriate Risk Assessments were in place. The events were a great success, and this wouldn't have been possible without the ongoing support from Norse.

The Council is holding its annual Holocaust event at Havant Cemetery on 26 January 2024. 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 Holocaust Memorial Day will focus on this year's theme 'Fragility of Freedom'.

3. Health, Safety and Risk

We have made a lot of progress in the last 6 months, with the aim to simplify some of the Health and Safety procedures and forms that were too unwieldy. This has been combined with a concerted effort in improving the safety culture within all the departments.

Some of the areas and we have been working on are;

- The Adverse Weather (snow and ice), including winter plans
- Local Emergency Planning Plans which we will be looking to start consultation on with stakeholders in the New Year

Emergency Plans are being reviewed and updated with a sound grounding for more district specific risk mapping to be added in the future reviews, which will enable better situational awareness and multi-agency assistance during an event.

As reported in the last update the Councillor's hub is live and holds a lot of information on advice and guidance in several areas of reporting and general information.

Working with agencies to promote a Community Flood Resilience Event planned for Saturday 3rd February 2024 at Hayling Island Community Centre for residents to attend and hear how to prepare and protect their homes from flooding.

Moving forward there is still a lot to do, although we are heading in the right direction.

4. Human Resources

Having received confirmation on 1 November 2023 of the 2023-24 pay awards for officers via the National Joint Council for Local Government Services and for the Chief Executive through the Joint Negotiating Committee for Chief Executives of Local Authorities, work immediately began to try and process the pay awards, including back-pay to 1 April 2023, for all eligible colleagues. Through working closely with our payroll partners, East Hants (who process the information) and South and Vale (who administer the HR system itself), this will all be received in December's payroll.

The process to recruit three Executive Head roles is progressing well. Shortlisting has been completed for the Executive Head of Housing & Communities and Executive Head of Regeneration & Economic Development positions, with officer-led interviews scheduled for the week commencing 8 January 2024, followed by interviews with the HR Committee on 18 January 2024. The Head of Commercial role is currently being advertised with a closing date of 7 January 2024. Although dates are not fully confirmed yet, the aim is to appoint by early February, again following officer-led and then HR Committee interviews.

5. Corporate Governance

The Council's Code of Conduct and Constitution have been reviewed and considered by the Standards Committee. These matters are due to be considered by the Council at its January meeting. These documents set out how the Council operates and behaves, and the procedures which are followed to ensure that the Council is efficient, transparent and accountable to local people.

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Cabinet Lead for Planning, Environment Health, Climate Change inc.

Water Quality - Councillor Elizabeth Lloyd

1. Local Plan

- 1.1. At the national level, the Levelling Up and Regeneration Act was given Royal Assent on 26 October. This Act introduces wide-ranging reforms to the national planning system, however most of these will not come into force immediately as they are subject to associated secondary legislation and/or national policy changes. Just before Christmas Government published revisions to the National Planning Policy Framework which, at the time of writing, Officers are considering the implications.
- 1.2. At the sub-regional level, the Partnership for South Hampshire (PfSH) Joint Committee approved the new Spatial Position Statement between the PfSH authorities on 6th December. This sets out guiding principles for local plans coming forward within the sub-region and how we will work collaboratively to address cross-boundary issues, including meeting the need for development.
- 1.3. Building on the contents of the Spatial Position Statement, a series of statements of common ground between the Council and our neighbours and other local authorities within the housing market area will be needed. This will set out in detail the precise way that authorities are addressing strategic, cross-boundary issues in preparing respective local plans.
- 1.4. A refreshed Local Development Scheme has also been published which sets out how our emerging Building a Better Future Plan will be prepared. The Levelling Up and Regeneration Act will fundamentally change a number of parts of the country's planning system, which are critical to developing the Local Plan. However as noted above, these have not been introduced and for a number of them, we do not yet have the detailed policy proposals.
- 1.5. An extensive amount of studies and information are currently being prepared on a wide variety of subjects. We will now be using this

evidence base, together with the detailed comments we received last year, to prepare a draft of the Building a Better Future Plan. This draft plan will include detailed policy proposals on issues such as biodiversity, climate change, flood risk, infrastructure, regeneration and the other matters we consulted on last year. Following a robust assessment process, it will also contain details of the development sites which could form part of the eventual plan.

- 1.6. A wide-reaching consultation will be put into place in the Autumn of 2024, which will give residents, businesses and other stakeholders the opportunity to feed back on the detailed policy proposals in the draft plan. Those who have signed up to receive news and updates about the new plan, will automatically be notified when the consultation starts. In the meantime, please encourage your friends and neighbours to sign up for updates as well.
- 1.7. There is more detail about the timetable for the plan's preparation in the updated Local Development Scheme, which is available on the Council's website.

2. Natural Environmental improvements

- 2.1. 900 trees to be planted at Hooks Lane site, to help with site security in February 2024. Looking at all of our sites with members and first site that will be planted is Barton's' Triangle, in February 2024.
- 2.2. Now up to 40 Volunteer groups work on our land. A workshop for these groups is being held on Monday 8th January to support biodiversity uplift across the Borough.
- 2.3. Plans being drawn up to plant a Miyawaki Forest. Research has found that these forests have a much greater biodiversity and are particularly attractive for fungi and invertebrates.
- 2.4. We are working with residents to take on pieces of HBC land under management plans to enhance their area. Already, two new residents' groups have just signed agreements to enhance biodiversity of the Borough.

3. Development Management

3.1 Workloads and Performance

The Planner publication has reported that nationally, planning application submissions have continued to fall below the levels of 2022 – with a 12 per cent reduction in submissions across England during the period July – September 2023, compared with the corresponding period in 2022.

The team continues to maintain a high level of application performance, with all categories of planning application (major, minor and other) being determined at rates better than the Government's standards during Q1 and Q2 of 2023/24.

Pre-application numbers are running at a high level – with 550 enquiries of all types received by the team during Q1 and Q2 of 2023/24.

3.2 Casework

A large number of significant planning applications remain under consideration by the team. These include many cases where technical issues and/or S106 negotiations are prolonging the time being taken to reach a decision in order to ensure that high quality development is delivered, which meets its infrastructure requirements.

These cases include 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 41 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); Land at Palk Road, Havant (90 dwellings); the 'Blue Star land', Waterlooville (90 dwellings); and the Campdown site, east of College Road, Purbrook (628 dwellings, community centre and allotments) - totalling 2,214 new homes and facilities.

4. Planning Enforcement

- 4.1. Now the service is fully staffed the team have been able to make progress against existing caseload. This includes taking enforcement action on several developments in the Borough.

- 4.2. Since October the team have made considerable progress to reduce the backlog from 106 applications to 70. We anticipate this continuing to drop before levelling off.
- 4.3. Officers will be providing Members of Overview and Scrutiny with a detailed overview of the Council's Enforcement service in January 2024.

5. Planning Policy

Following the recent publication of a suite of Regulations stemming from the Environment Act 2021, mandatory Biodiversity Net Gain (BNG) will come into force in a phased manner in 2024. In January (exact date TBC) BNG will apply to certain 'major' developments, followed in April (date TBC) by BNG for smaller sites. Detailed guidance for developers and LPAs has recently been issued by central government, and further details are expected again soon. BNG is a fundamental shift in the way biodiversity is addressed in the planning system and presents both opportunities and challenges. The Planning Policy team are investigating software packages to assist with the BNG process, are providing training for planning and other colleagues, are developing guidance for applicants and are working with colleagues to examine BNG opportunities on HBC land.

6. Environmental Health

- 6.1. The service continues to receive a number of XL Bully dogs that have been abandoned ahead of the requirement for all XL bullies to be registered and subsequently banned. This is placing pressure on the service for kennelling capacity, safety for staff and expenses to euthanise the animals (once they become property of the Council after 7 days).
- 6.2. Recruitment of vacant posts continues, with a further two posts now filled and commenced. However, there are still several vacancies across the service.

7. Licensing

- 7.1. On the evening of 12th December, the Licensing Team partnered with Hampshire Constabulary and Portsmouth City Council to undertake a series of vehicle compliance checks around the Borough. The operation involved licensing officers, crewed with police officers, proactively stopping licensed hackney carriages and private hire vehicles and undertaking a comprehensive inspection of the vehicle. Police colleagues assisted by verifying driving licence, MOT, insurance and tax details. The operation resulted in multiple Havant and Portsmouth licensed vehicles being stopped and checked, with some required to report to the Council to demonstrate that issues have been rectified, and some had their licences suspended due to the vehicle not being fit and proper.

The team intend to run a similar operation in January 2024 in Havant, and another in the Portsmouth area in the Spring.

8. Building Control

- 8.1. Due to staffing issues the service has had to deprioritise some areas of non-essential work such as the digitisation of remaining files and training and development. However, all core statutory work is being undertaken and achieving target.
- 8.2. As identified in the previous report, all Building Control Surveyors who practice 'restricted activities' need to register on the new mandatory register of Building Inspectors held by the Building Safety Regulator. If they have not registered by 1st April 2024 they will be unable to practice restricted activities independently.
- 8.3. Since the last report, the full definition of 'restricted activities' and 'restricted functions' has now been published and essentially covers the core work that a Building Control Surveyor does (plan checking and site inspections and giving advice on issue of most notices such as approvals, rejections, completion certificates, enforcement).

Carrying out this work without being registered will be a criminal activity from April 2024.

- 8.4. All Surveyors in the team, except one who is off due to illness, have begun the process of registering with the Building Safety Regulator. As explained in the previous report this involves demonstrating competence through a test or interview process.
- 8.5. There is a fundamental risk to service delivery if not enough Building Control Surveyors achieve registration by the April deadline as those Surveyors, until registered, will not be able to carry out 'restricted activities' without supervision.
- 8.6. Should it come to pass that not enough Surveyors are registered at the appropriate level by the April deadline, mitigation measures are being put into place to ensure that the service is able to continue operating and fulfil its statutory function until a sufficient number of Surveyors are registered. These mitigations include working with other Councils to provide the necessary temporary support.
- 8.7. The Service continues to prepare for the new Operational Rules and Data Reporting requirements for Building Control which will come into place on 1st April 2024. The Council are still awaiting updates from its software supplier to ensure it can comply with the new rules and data reporting requirements.

END

MAY 2024					JUNE 2024					JULY 2024					AUGUST 2024					SEPTEMBER 2024					OCTOBER 2024												
Mon		6	13	20	27	Mon	3	10	17	24		Mon	1	8	15	22	29	Mon		5	12	19	26	Mon	2	9	16	23	30	Mon		7	14	21	28		
Tue		7	14	21	28	Tue	4	11	18	25		Tue	2	9	16	23	30	Tue		6	13	20	27	Tue	3	10	17	24	31	Tue		8	15	22	29		
Wed		1	8	15	22	29	Wed	5	12	19	26		Wed	3	10	17	24	31	Wed		7	14	21	28	Wed	4	11	18	25	31	Wed		9	16	23	30	
Thu	E	2	9	16	23	30	Thu	6	13	20	27		Thu	4	11	18	25	31	Thu	1	8	15	22	29	Thu	5	12	19	26	30	Thu		10	17	24	31	
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