

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

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## COUNCIL AGENDA

**Membership:** Councillor Mrs Smallcorn (Mayor)

Councillors Mrs Blackett, Bolton, Briggs, Branson, Brown, Buckley, Cheshire, Collins, Cousins, Edwards, Fairhurst, Farrow, Francis, Galloway, Gibb-Gray, Guest, Hart, Heard, Hilton, Keast, Kerrin, Lenaghan, Mackey, Perry, Pierce Jones, Ponsonby, Sceal, Shimbart, Mrs Shimbart, Smith D, Smith G, Smith K, Tarrant, Turner (Deputy Mayor), Wade, Weeks and Wilson

**Meeting:** Council

**Date:** Wednesday 23 July 2014

**Time:** 5.00 pm

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

The business to be transacted is set out below:

Jo Barden-Hernandez  
Service Manager – Legal & Democratic Services

15 July 2014

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

Page

### PART 1 (Items open for public attendance)

**1 Apologies for Absence**

To receive and record any apologies for absence.

**2 Minutes**

1 - 8

To confirm the minutes of the Annual Council meeting and the extraordinary Council meeting both held on 28 May 2014.

### **3 Matters Arising**

To consider any matters arising from the minutes of the last meeting.

### **4 Declarations of Interests**

To receive any declarations of interests from Members present.

### **5 Mayor's Report**

### **6 Leader's Report 9 - 10**

### **7 Cabinet Lead Reports 11 - 12**

#### **7a Deputy Leader and Cabinet Lead Report for Environment and Neighbourhood Quality and Cabinet Advice 13 - 16**

#### **7b Cabinet Lead Report for Governance and Logistics and Human Resources 17 - 18**

#### **7c Cabinet Lead Report for Marketing and Development 19 - 20**

#### **7d Cabinet Lead Report for Planning and Built Environment 21 - 24**

### **8 Cabinet/Board/Committee Recommendations**

To consider any recommended minutes from the Cabinet and any of the Boards or Committees.

- (A) Recommendation from the Cabinet meeting held on 25 June 2014 in relation to neighbourhood planning in Emsworth:

RECOMMENDED to full Council the designation by Havant Borough Council of Emsworth as a Neighbourhood Area and the Emsworth Forum as the Neighbourhood Forum for the purposes of neighbourhood planning in Emsworth.

- (B) Recommendation from the Cabinet meeting held on 25 June 2014 in relation to the Community Infrastructure Levy:

RECOMMENDED to the Council that:

- (1) the Regulation 123 List be reviewed alongside the process of prioritising the distribution of CIL funding;
- (2) the key principles of the Funding Decision Protocol, as set out in paragraph 4.42 of the Cabinet report, be agreed.
- (3) all of the CIL collected be used to support infrastructure for the communities within the Borough. Of this:
  - (i) up to 5% of CIL receipts will be used within the

Planning budget to provide a dedicated resource for the annual monitoring and management required by the CIL regulations. The funding of any additional resource to undertake the additional work related to CIL will be cost neutral to the Council as it will fall within the 5% element;

- (ii) The remainder of CIL receipts (95%) will be allocated by the Council on behalf of the community for investment in infrastructure for the Borough, in accordance with the Community Infrastructure Levy Funding Decision Protocol (attached at Appendix 1 to the Cabinet report); and

- (4) the decision-making process be reviewed in 12 months' time with a view to simplifying it where possible; and

- (C) to consider any additional recommendations to Council arising from the Extraordinary Cabinet meeting to be held on 23 July 2014.

## **9 Portfolio Holders and Chairmen's Question Time**

- (i) the Leader and Portfolio Holders to answer questions on matters within their Portfolio.
- (ii) Chairmen to answer questions on minutes since the last Council meeting

## **10 Acceptance of Minutes 25 - 26**

To receive the minutes of meetings held since publication of the agenda for the Council meeting held on 16 April 2014.

### **10a Minutes of Licensing Committee held on 28 May 2014 27 - 28**

### **10b Minutes of Cabinet held on 3 April 2014 29 - 30**

### **10c Minutes of Scrutiny Board held on 3 June 2014 31 - 40**

### **10d Minutes of Development Management Committee held on 5 June 2014 41 - 48**

### **10e Minutes of Licensing Committee held on 6 June 2014 49 - 50**

### **10f Minutes of Joint Human Resources Committee held on 10 June 2014 51 - 54**

### **10g Minutes of Governance & Audit Committee held on 17 June 2014 55 - 58**

### **10h Minutes of Cabinet held on 25 June 2014 59 - 70**

**11 Questions**

In accordance with Standing Order 23.

**12 Urgent Questions**

To receive any questions submitted in accordance with Standing Order 23.4(b)

**PART 2 (Confidential items - closed to the public)**

None.

## **GENERAL INFORMATION**

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### **Public Attendance and Participation**

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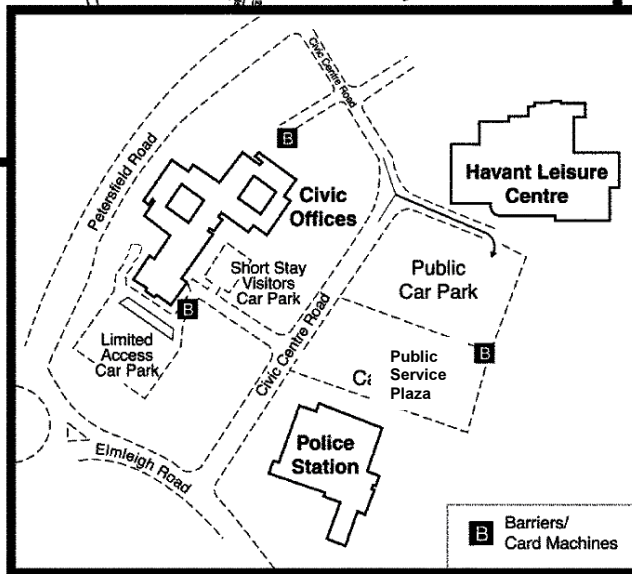
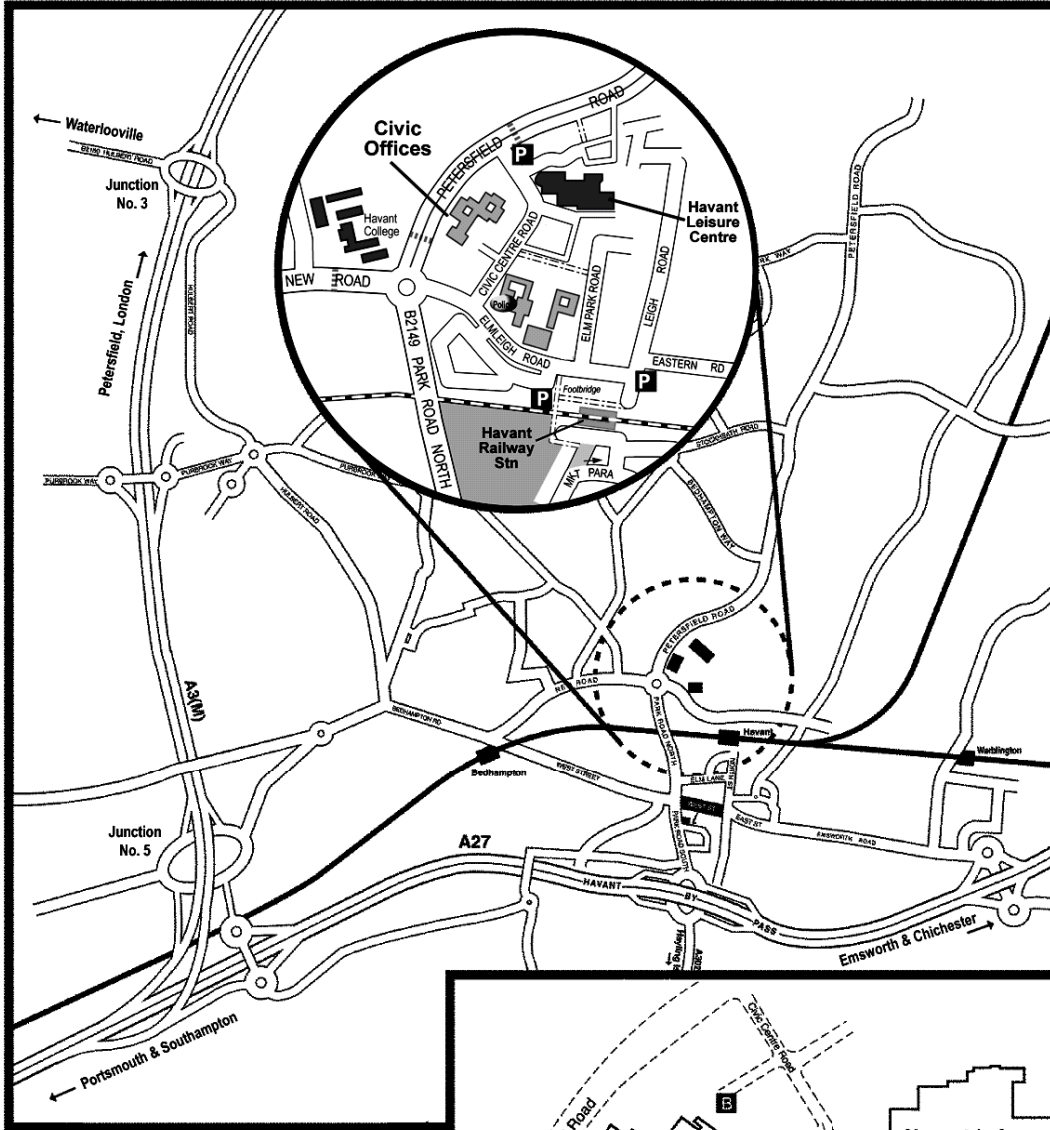
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# Havant

## BOROUGH COUNCIL

### PROTOCOL AT COUNCIL MEETING – AT A GLANCE

#### Sit or Stand?

Stand to address the Council/Mayor at all times

#### Rules of Debate

- always address each other as “Councillor ...”
- a motion or amendment has to be proposed and seconded
- once an amendment has been proposed and seconded, it becomes the subject of the debate until it is either accepted or rejected by a vote
- a seconder can choose to make their speech at a later time
- only one Councillor to stand at any one time
- speeches will not exceed 5 minutes (the Council can resolve to allow additional time, which will not exceed a further 3 minutes)
- a Councillor proposing a Motion is allowed 10 minutes to introduce and 5 minutes to reply to debate
- a Councillor proposing the adoption of a Committee/Board minute has sufficient time to propose and unlimited time to reply to debate
- a Councillor can only speak again on an amendment, to move a further amendment, on a point of order or personal explanation.

#### Questions and Motions

Motions must be submitted in writing (or by email) to the Democratic Services Team Leader 6 working days prior to the Council meeting.  
Questions must be submitted in writing (or by email) to the Democratic Services Team Leader 2 working days prior to the Council meeting.