

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

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Website: [www.havant.gov.uk](http://www.havant.gov.uk)



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## COUNCIL AGENDA

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

Councillors Mrs Blackett, Bolton, Briggs, Branson, 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, Mrs Smallcorn (Mayor), Smith D, Smith G, Smith K, Tarrant, Turner (Deputy Mayor), Wade, Weeks and Wilson

**Meeting:** Council

**Date:** Wednesday 10 December 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

2 December 2014

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

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

**1 Apologies for Absence**

To receive and record any apologies for absence.

**2 Minutes**

1 - 2

To confirm the minutes of the last meeting of the Council held on 15 October 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.

**5 Mayor's Report**

**6 Leader's Report**

**3 - 6**

**7 Notice of Motion**

To receive and consider the following Notice of Motion, proposed by Councillor Francis and seconded by Councillor Ponsonby:

“The Council recommends that we explore the possibility of becoming a living wage employer. This would give a lead to businesses in our area to follow our example. Over 80 other Councils, including Portsmouth and Brighton and Hove are already committed to this.

Notes:

- 1 Under the new pay scales, which begin in January, 16 of our employees will not be on the Living Wage.
- 2 Some of these employees are having to moonlight to support themselves and their families.
- 3 A typical rent for a two bedroom house in Leigh Park is £700 per month; a substantial deposit (often equal to two months rent) is usually required.”

**8 Calendar of Meetings 2015-16**

**7 - 8**

To approve the draft Calendar of Meetings for 2015-16.

**9 Cabinet Portfolio Reports**

**9 - 26**

**10 Cabinet/Board/Committee Recommendations**

To consider the following recommendations to Council:

- (A) Recommendation arising from the Cabinet meeting held on 19 November 2014 relating to the Council Tax Support Scheme (Cabinet minute 111/11/14 refers):

RECOMMENDED to full Council that:

- (1) the 2014/15 Council Tax Support Scheme is retained for 2015/16 but with the following amendments:

- (i) the Allowances and Premiums used in determining entitlement for working age claims are changed as set out in paragraph 6.3 of the Cabinet report;
- (ii) the Non-Dependant deductions used in determining entitlement for working age claims are changed as set out in paragraph 6.4 of the Cabinet report; and

(2) that the Service Manager (Revenues & Benefits) makes the necessary amendments to the Council Tax Support Scheme document and arranges for its publication in accordance with Local Government Finance Act 1992 Section 13A(2).

- (B) Recommendation arising from the Cabinet meeting held on 19 November 2014 relating to the Polling Districts Review (Cabinet minute 112/11/14 refers):

RECOMMENDED to full Council that

- (1) the polling districts designated for the purposes of Sections 18A and 31 of the Representation of the people Act 1983 (as amended) be and remain as recorded in the current Register of Electors for the Borough of Havant; and
- (2) there be no changes made to the currently designated polling places or action taken in relation to allocated polling stations save that the "Proposed Actions" set out in Paragraph 7.5 to the Cabinet report be noted and approved.

- (C) Recommendation arising from the Licensing Committee meeting held on 12 November 2014 relating to proposed Hackney Carriage Fare Increase (Licensing Committee minute 22/11/2014 refers):

RECOMMENDED to Council that

- (1) The following increases be advertised:
  - (i) No increase in the 'flag drop' but change the mileage 'for the first 17 metres or part thereof' to 'first 154 metres' and 'For each succeeding 210 metres' to '189 metres';
  - (ii) The waiting time be increased from 20 pence for each period of 60 seconds to 25 pence;
- (2) Any objections to the above proposals following the advertisement be considered by the Licensing Committee; and
- (3) If there are no objections then the increase be implemented 28 days from the date the proposed fare increases were first advertised.

- (D) Recommendation arising from the Licensing Committee meeting held on 12 November 2014 relating to proposed Taxi Licensing fees (Licensing Committee minute 23/11/2014 refers):

RECOMMENDED to Council that:

- (1) The variations to the Hackney Carriage and Private Hire licence fees as set out in the appendix to Licensing Committee minutes (minute 23/11/2014 refers) be advertised; and
  - (2) If no objections to the proposed variations are received they be implemented on 1 April 2015.
- (E) To consider the following recommendation to Council arising from the Governance and Audit Committee meeting held on 2 December 2014 (Governance and Audit minute no 38/12/2014 refers):

RECOMMENDED that the amended Corporate Surveillance Policy be adopted by the Council subject to the last sentence of paragraph 10.1 on page 17 being amended to read "Authorisations have to be reviewed or cancelled if no longer required within the original time frame."

- (F) To consider any recommendations to Council arising from the Extraordinary Cabinet meeting held on 10 December 2014.

## **11 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

## **12 Questions**

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

## **13 Urgent Questions**

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

## **14 Acceptance of Minutes**

To receive the following minutes of meetings held since publication of

**27 - 54**

the last Council agenda:

Development Management Committee – 16 October 2014

Licensing Committee – 12 November 2014

Scrutiny Board – 18 November 2014

Cabinet – 19 November 2014

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

None.

## **GENERAL INFORMATION**

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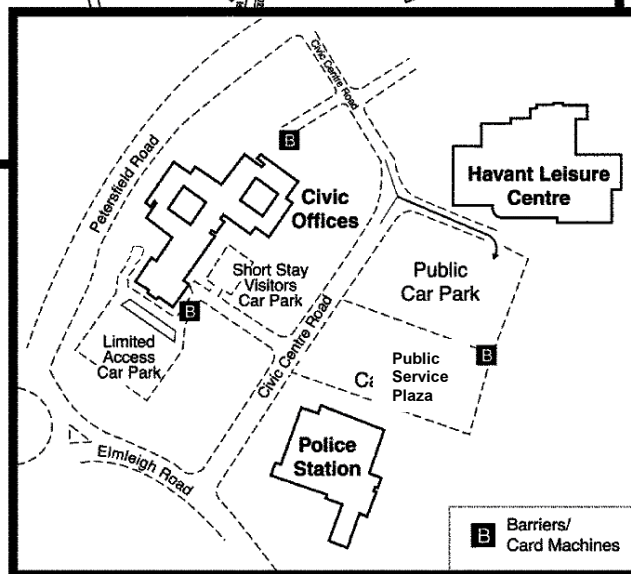
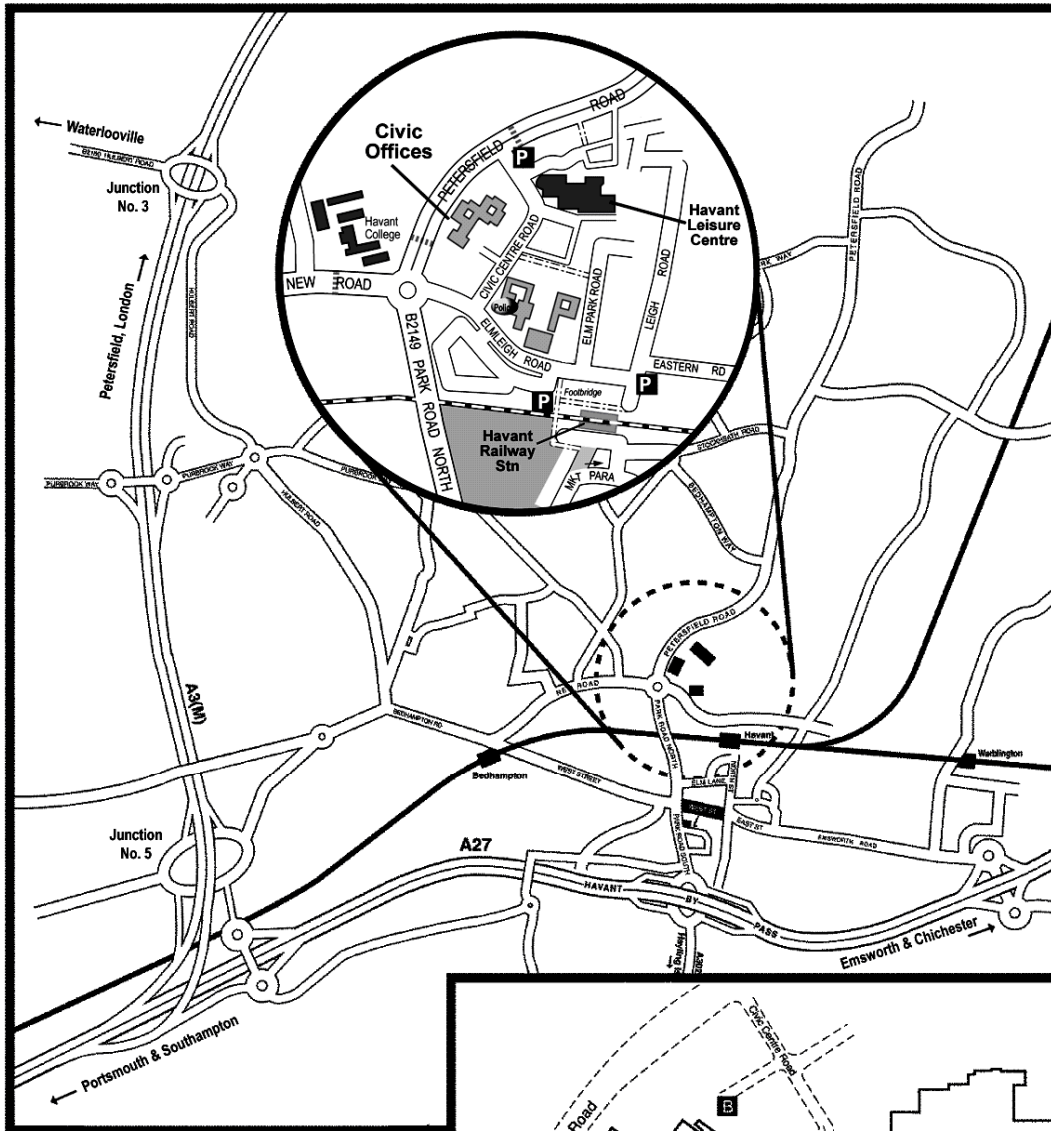
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## HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 15 October 2014

Present

Councillor Mrs Smallcorn (Mayor)

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

### **25 Apologies for Absence**

Apologies for absence were received from Councillors Brown, Hart, Guest, Pierce Jones and Mrs Blackett.

### **26 Minutes**

The minutes of the meeting of the Council held on 23 July 2014 were approved as a correct record.

### **27 Matters Arising**

There were no matters arising from the minutes of the last meeting.

### **28 Declarations of Interests**

There were no declarations of interest from any of the members present.

### **29 Mayor's Report**

The Mayor reported on the various charity and other events she had attended since the last meeting, in particular visits to the national watersports and kitesurfing festivals on Hayling Island. The Mayor had also been pleased to welcome new business and employment opportunities in the Borough and she also attended the launch of the Oysterfilm documentary about the Emsworth oyster industry.

### **30 Leader's Report**

There were no matters the Leader wished to add to his published report.

### **31 Cabinet Lead Reports**

The Cabinet Lead reports had been circulated and the Mayor asked Cabinet members if they wished to add anything to their reports.

Councillor Branson reported that profits from letting of the Civic Suite from April to September had amounted to £16,000, which was higher than the same period in the previous year.

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

The Cabinet Leads all answered questions within their remit. There were no questions for the Committee Chairmen.

### **33 Questions**

There were no questions or urgent questions under standing order 23.4.

### **34 Acceptance of Minutes**

Proposed by Councillor G Shimbart and seconded by Councillor P Buckley it was

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

**The meeting commenced at 5.00 pm and concluded at 5.47 pm**

# Leader's Report

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## **Cabinet Lead Report – Council 10 December 2014**

### **Councillor Mike Cheshire: Leader's Report & Finance**

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Finance: The Budget round is on track with all Departments looking at their requirements for the next municipal year. Once again, HBC will be adopting a “zero based budgeting” approach, which for the uninitiated means that each budget line is re-evaluated thoroughly, starting from a zero base.

Corporate Strategy: Our Corporate Strategy (2012 – 2017) with its three main strategic priorities of Financial Sustainability, Economic Growth and Public Service Excellence remains our focus. However, as we move towards 2015 and further, we are going to be reviewing our Strategic vision, particularly with the concept of Devolution to English Areas as a result of the recent Scottish Devolution arrangements. Clearly, our relationships with Hampshire CC, PUSH, the Solent LEP and all of our partnering arrangements will need to be taken into account as this issue moves on a pace. I will be making sure that whatever new devolutions are put forward, I will always ensure that Havant will get the best deal possible, and I will, of course, keep Council informed.

Partnerships: The partnerships that Havant are involved with are working well. Council should be aware that when partnering contracts come up for refresh or renewal, they will be scrutinized fully to ensure they are still effective and fit for purpose providing the best deal for Havant residents within the context of our 3 main strategic priorities. It is my intention to review my Chairmanship of the Safer Havant Partnership and place on the Police and Crime Commissioner's Panel, with a view to delegating that responsibility elsewhere.

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# CALENDAR OF MEETINGS - 2015-2016

APRIL 2015				
	6	13	20	27
	BH			
	7	14	21	28
1	8	15	22	29
		<b>C</b>		
2	9	16	23	30
SV	DMC		SV	DMC
3	10	17	24	
BH				

MAY 2015				
	4	11	18	25
	BH			BH
	5	12	19	26
			SB	
	6	13	20	27
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JUNE 2015				
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JHR E	L		CAB	
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JULY 2015				
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GA			<b>C</b>	
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AUGUST 2015				
	3	10	17	24
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SEPTEMBER 2015				
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OCTOBER 2015				
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NOVEMBER 2015				
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DMC		SV	DMC	
6	13	20	27	

DECEMBER 2015				
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	SV	DMC		
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JANUARY 2016				
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BH				

FEBRUARY 2016				
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CAB-B		<b>C</b>		
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DMC		SV	DMC	
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				CAB-B

MARCH 2016				
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APRIL 2016				
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MAY 2016				
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	MM	CAB		
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E		SV	DMC	
6	13	20	27	

KEY			
MM	Mayor Making & Annual Council	E	Elections
C	Council Meeting	BH	Bank Holiday
CAB	Cabinet		
CAB-B	Cabinet Budget and Reserve Budget meeting		
SB	Scrutiny Board		
DMC	Development Management Committee		
SV	Site View Working Party		
L	Licensing Committee		
JHR	Joint Human Resources Committee (H = Held at Havant / E = Held at East Hampshire)		
GA	Governance and Audit Committee		

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**Portfolio Holder  
Reports  
Supplementary  
Information**

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## **Cabinet Lead Report – Council 15 October 2014**

### **Councillor Jackie Branson: Cabinet Lead for Governance and Logistics**

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Following the review of corporate resources at a senior level the Human Resources service moved to the Governance & Logistics cluster on 1 November. There is also a new senior post dealing with procurement for which interviews will be held on 4th and 5th December.

#### **Legal Services & Democratic Services**

Jo Barden-Hernandez is moving from her role as Service Manager for 18 months to concentrate on projects related to assessing the viability of delivering our services in different ways in order to reduce costs or increase income. Officers have filled a new shared backfill post for 18 months of Service Manager: Customer and Corporate Services to start on 1 January 20

The legal Department has a new trainee solicitor Priya Patel who will train with HBC for 2 years.

Amanda Darge has secured a new position at the depot and that as an interim measure April Shilstone will be acting as the FOI and Data Protection officer pending a new appointment.

#### **Welfare Reform**

##### **Universal Credit**

On 13 October 2014, the Secretary of State for Work & Pensions issued a statement confirming plans to accelerate the implementation of Universal Credit. Starting in February 2015, Universal Credit will be rolled out to all Jobcentres and local authorities across the country affecting single claimants previously eligible for Jobseekers Allowance.

It has now been confirmed that this roll-out will be split into 4 tranches. Tranche 1 will take place between February and April 2015 and will affect 77 local authorities. The only Hampshire authority included in this tranche is Southampton City Council. No further details of the other tranches have been made available at present.

The plans are still only for a very limited roll-out – the Department for Work & Pensions estimate there will be 100,000 Universal Credit recipients by May 2015 increasing to 500,000 by May 2016. In total it is estimated that there will be 7.7 million recipients when the roll-out is finally completed. Current timescales seem to indicate that the last new claims for legacy benefits will cease during 2017 with the bulk of existing claims having been migrated onto Universal Credit by the end of 2019.

## **Human Resources**

A focus on leadership development continues with the implementation of a two year leadership development programme for senior managers. This programme will equip managers with the skills needed to manage in high stake situations. These are situations where behaviours can become more extreme and difficult to manage.

At middle management level we have now sourced a provider to roll out a two year development programme which will commence from April 2015. This is a real opportunity for middle managers to engage in leadership development which focuses on the leadership skills needed to create organisational change. Delivered by highly qualified and experienced coaches rather than trainers those attending will learn the coaching style of leadership than just being trained in a set of skills.

HR work continues on organisational development through the 'People Plan' (accessible on the intranet). Key highlights for this quarter include the implementation of a revised disciplinary policy, mediation service and in-house coaching programme for staff. In development are a leadership and staff competency framework which will describe the behaviours we expect staff and leaders to demonstrate. The implementation of these frameworks in April 2015 will support an improvement in performance management processes.

In addition to this, work will focus on a Member Development Strategy over the coming months. This strategy will clearly identify the training and development opportunities available to Councillors at the start and during their political career with the Council. It is anticipated that this will be ready to roll out during Q1 15/16.

## **IT**

This has been a very productive period for the IT service at the Council, with many projects delivered.

**New Desktop provides New Tools**

All staff have now transferred to the new desktop bringing a more stable modern platform. The delivery of the new desktop has been a very smooth enterprise wide rollout which was thoroughly tested and is working effectively across all teams.

Special attention was paid to the planning service and a unique setup is being put in place to ensure the service can effectively access historic planning data.

The Councillor rollout of the new desktop was completed on 8th December, and was accompanied with welcome documentation to assist with the change.

### **Hantsnet Connect replaces Passport**

HCC IT has upgraded the platform for external access to the Hantsnet systems (known as Passport). The new solution accessible from <http://partners.hiow.gov.uk> has been developed to support more device types and provide a more stable platform for remote working. The existing passport solution will remain in place until mid January to allow users to revert back if there are any issues. We do not envisage there being many complications as over 10,000 user accounts across the county and partners are already using the new solution.

### **Password Resets made Easier**

On 3rd December, HCC IT introduced a new self-service tool to enable users to reset password and unlock accounts without the need to contact the HCC Helpdesk. Users will need to register with the system via a link on the HBC HantsAccess page. Registration will require users to supply memorable answers to four standard questions.

Once registered, users can use the facility by answer two of the questions which are selected randomly. Detailed instructions are available on the LearnIT site (<http://learnit.hants.gov.uk>).

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## **Cabinet Lead Report –**

### **Councillor David Guest: Cabinet Lead for Planning and the Built Environment**

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#### **Development Management**

##### **Major Developments – Progress update**

###### **Goldring Close, Hayling Island**

The reserved matters application for this development of 131 houses was approved at the Development Management Committee meeting held on 14 August. Work has commenced on delivering the development for Bellway Homes.

###### **Solent Trade Park, Solent Road**

Work is well under way in delivering Phase 2 of these new employment units; the first of which has recently been occupied by Halfords and more recently Screwfix.

###### **Solent Retail Park, Solent Road**

Demolition works have taken place in anticipation of the delivery of this new major new retail development, which is scheduled to commence early in the New Year.

###### **Dunsbury Hill Farm /ASDA Roundabout, Purbrook Way/Hulbert Rd**

Portsmouth City Council is understood to be considering its preferred approach to making reserved matters application. Officers anticipate further updates towards the end of the year.

Asda roundabout reconstruction works began with site preparation w/c 20 October. HBC/HCC communications officers are liaising closely re publicising traffic management to residents and businesses, and providing regular updates. Project scheduled for 60+ weeks.

###### **Land west of Horndean Road, Emsworth**

Site allocation UE13 in Emsworth is the subject of a planning application for 125 dwellings and associated surface water management proposals. This is likely to be considered by the DMC in December.

###### **Land north of Bartons Road, Havant**

Havant site allocation UE3a - together with additional land which crosses the boundary into East Hampshire District, is the subject of a planning application for 55 dwellings. Havant Borough Council is the lead authority for this application. This is likely to be considered by the DMC in December.

## **Land north of Portsdown Hill Road, Bedhampton**

Site allocation UE5 for 46 dwellings was granted planning permission in early November.

## **West of Waterlooville MDA and environs**

The next Joint DMC meeting with Winchester City Council is being held at the end of November, with items considering the provision of an 80 bedroom nursing home and an extra care development of 48 units.

In Waterlooville, the new Sainsburys retail store in Hambledon Road is scheduled to open on 3<sup>rd</sup> December.

## **Planning workloads and performance**

Planning application fee income is significantly ahead of budget, reflecting the number of major proposals that have come forward for consideration this year, whilst the number of new major schemes coming forward to application stage is likely to slow towards the end of 2014.

In terms of planning application performance, this is currently exceeding the targets set for all categories of work for the 2014/15 period.

## **Planning Policy and Urban Design**

With a full Local Plan and CIL fully implemented Planning Policy has shifted its focus to the delivery of key development opportunities in the borough. The team is working closely with Economic Development to create growth and prosperity in the borough by promoting the major development sites to private investors, the Solent Local Enterprise Partnership and PUSH. The team's focus is currently on Havant Town Centre; working on a car parking, transport, and retail trends studies, feasibility of the Havant footbridge improvement and Market Parade options. This work builds on the market momentum for investing in Havant as is clearly shown in the commercial development completions and opportunities along Solent Road.

The management of the Community Infrastructure Levy is increasingly about coordinating potential spending priorities with the infrastructure providers and the Council's aspirations. The Policy Team is taking a lead on this and ensuring all members have the opportunity to get involved.

With the adoption of the Local Plan and the state of the economy there is significant house building underway in the borough. Whilst housing completions in 2013/14 were below expectations the starts since April 2014 show a 98% increase that will bring us on track to meet the housing targets. As well as being the only Council in Hampshire with a full Local Plan and implemented CIL, we have a 5 year supply of housing which would be the envy of many planning authorities at the moment. Having a 5 year supply means that we are able to positively manage speculative planning applications to make sure new homes go to the sites the Council agreed.



## **National Watersports Festival & Virgin Kitesurfing Armada**

The National Watersports Festival 2014 was held on 5<sup>th</sup> – 7<sup>th</sup> Sept on Hayling Island attracting over 500 participants from the UK and beyond. The event draws around 3,000 visitors to the Borough over the weekend and the council supported the event with the use of land, organisational support and advertising.

Following last year's record breaking event at Hayling Island, the 2014 Virgin Kitesurfing Festival took place on 11<sup>th</sup> and 12 Oct 2014.

Over 500 kitesurfers took part which included a successful world record attempt. HBC has provided considerable support for this major event, including use of the venue. The event provides fundraising support for three charities Snow-Camp, an innovative youth charity to support inner-city young people, Virgin Unite the independent charitable arm of Sir Richard Branson's Virgin Group, and the RNLI.

Both high profile events put the area on the national and international map and are a key component of HBC's strategy to promote the area for tourism and inward investment, providing a boost to the local economy.

## **Emsworth Food Fortnight National Award**

In association with the Daily Telegraph, the Emsworth Food Fortnight won a National Competition as part of British Food Fortnight. This represents great news for Emsworth and HBC given the council's role in assisting in the organisation of the event. The EBA attended a presentation with the Secretary of State for the Environment, Food and Rural Affairs in London to receive the award. This national recognition helps further promote Emsworth as a visitor attraction and further supports its reputation as a destination for quality food and drink.

## **Coastal Management & Climate Change**

### **Beach Management Activities 2014-2015**

Due to the extensive winter storms experienced over the Winter of 2013-2014, the volumes of beach along the Hayling Southern frontage depleted through erosion. Despite the recycling campaign which occurred in February and March 2014, the volumes along the Eastoke frontage required an additional 20,000m<sup>3</sup> of beach material in order to bring it back up to its design profile prior to the winter of 2014/15.

A beach recycling operation began on 23<sup>rd</sup> October and was completed on the 7<sup>th</sup> November, during which time approximately 18700m<sup>3</sup> of shingle was recycled from the open beaches and Eastoke point. An additional 2000m<sup>3</sup> of shingle was imported via land based aggregate. All beach material was placed within depleted groyne bays along the main Eastoke frontage in order to build the beach up to the suggested design profile. This Beach Management operation has been split, to take place through both Beach Recycling (the sourcing of shingle material from areas

where it naturally builds up and depositing back to areas which are naturally vulnerable to erosion), and Beach Nourishment (the external sourcing of beach material using sea dredged aggregate brought in by land or through the dredging of a navigation hazard at the approach channel to Chichester Harbour). An additional volume of 10,000m<sup>3</sup> of shingle was sourced from the Chichester Harbour entrance channel and placed in the bays in front of Eastoke corner car park. It is anticipated that a further small recycling operation is planned for early December as losses from the groyne bays at Eastoke corner have been greater than expected. This area would therefore benefit from further shingle prior to the winter storms.

### **Beach Recycling:**

Contract awarded to Les Searles Plant Hire and Sales Ltd

Duration: 2.5 weeks, start date 27<sup>th</sup> October 2014, end date 7<sup>th</sup> November

Contract Cost: £131,500.00

### **Beach Nourishment via Dredge:**

Contract awarded to Boskalis Westminster Ltd

Duration: 3 days, start date 28<sup>th</sup> November, end date 1<sup>st</sup> December

Contract Cost: £70,000.00

Both these projects, Beach Recycling and Nourishment will attract 100% flood defence grant in aid including all ESCP officer time resulting in a zero revenue cost to HBC.

### **Broadmarsh Armoflex Sloping Revetment – Repair Works**

The sloping Armoflex revetment located on the foreshore of Broadmarsh, Harts Farm Way, Havant, and provides erosion protection to the historic landfill behind. The winter storms of 2013-2014 resulted in multiple failures across the whole structure and to a similar structure located 240m to the east which also provides erosion protection to the historic landfill behind.

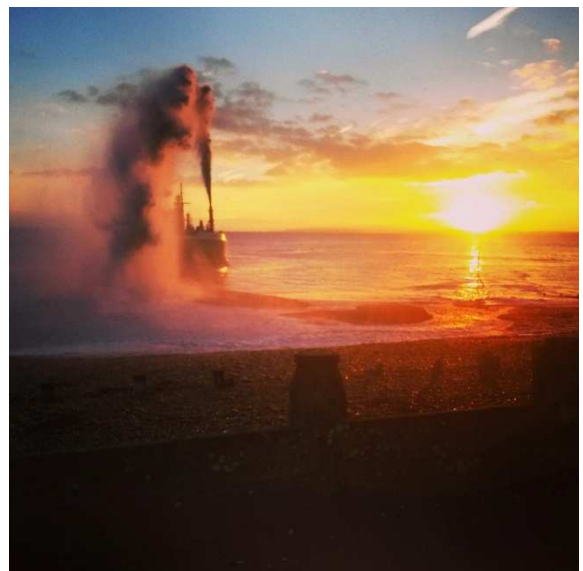




Plate 1: Structure failure.

The contract was awarded to APA Concrete Repairs Ltd

Duration of contract: 28<sup>th</sup> February – 7<sup>th</sup> October 2014

Cost of contract:

- Site 1 = £ 64,604.56
- Site 2 = £ 74,182.86

Total = £138,787.43 (£28,800.00 spent in 13-14 and remainder in 14-15). Eastern Solent Coastal Partnership (ESCP) staff are seeking opportunities for contributions towards these works but unfortunately these efforts have not been successful to date; the Team continue to seek external funds to pay for these works.

### **Broadmarsh Concrete Block Sloping Revetment – Repointing Works**

This structure required re-pointing works in order to maintain its design life. The re-pointing works were carried out over 2 weeks in September/ October 2014.

The works were awarded to APA Concrete Repairs Ltd

Duration: 2 weeks, completed on 7<sup>th</sup> October 2014

Cost of contract: £10,900.00

### **Nore Barn Woods Armolock Sloping Revetment Construction**

These works were constructed to provide erosion protection to the trees and footpath of Nore Barn Woods, Emsworth. These works were entirely funded through donations raised by the 'Friends of Nore Barn Woods'.

The contract was completed on time and within budget.

The works were awarded to Colas Ltd

Duration: 3 weeks, completed on 29<sup>th</sup> September 2014

Cost of contract: £42,300.00

ESCP Officer Time: £1,000.00 (paid for via donations from Friends of Nore Barn Woods)

Feedback from the 'friends' are that they are delighted with the works and pleased to be able to protect the woodland.

## **Cabinet Lead Report – Council 10<sup>th</sup> December 2014**

### **Councillor Mike Fairhurst - Cabinet Lead for Marketing and Development**

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#### **Marketing, Communications & Branding**

Customer Services achieved all service levels answering 9634 calls and meeting 4442 customers at reception for the Month of October. Customers are expressing a good level of satisfaction with the service they receive from Customer Services.

'Serving You' magazine was distributed to all residences in the Borough during November. This edition includes the bin collection dates for the Christmas period. Extra copies of the magazine can be requested via customer services.

Press releases have included:

- Parking Buy One (hour) – Get One Free, BOGOF
- New exercise class for older people in ???
- Thinking of eating out this Christmas? 'Look before you book'
- A year of remembrance, an afternoon of reflection.
- Cowplain Bowls Club awarded £75,000 from Sport England
- Walk Leaders Wanted
- Beach Management at Eastoke,.
- Enhancements to Hambledon Place
- Free Fireworks

#### **Business Transformation, Service Futures & Channel Shift**

Legal Services recommendations were endorsed by Cabinet. It was agreed that the gate keeping approach to project management will be used to ensure robust delivery of the project. The project is on time to set up the shadow company by April 2015.

Community led projects: Commissioning, crowd sourcing, crowd funding, localism, demand management and the council as enabler. There will be a workshop within the next 5 weeks to test political appetite, allocate resources and agree priorities

Work on offering customer choice (currently with a working title of 'Personalisation') has identified a need to modernise some of our infrastructure. The officers taking this project forward will be presented a workshop as part of the Seminar day arranged for 8<sup>th</sup> December, and a business case will be considered by Cabinet in February 2015

## **Five Authority Partnership**

This is the innovative way we intend to re-let the Capita contract that expires in 2017. We are stating now because the contracts of two of our partners expire next year.

On 23 October Jane Eaton represented the Council at a Meet the Market day. Over 20 potential tenderers attended and 7 made written submissions about how to format the contract.

Gill Knellor and I attended the first project board meeting on 5 November with Chief Executives and Leaders of the other councils (Vale of White Horse, South Oxfordshire, Mendip and Hart).

The first drafts of the service specifications have been reviewed by our staff.

The OJEU advertisement will go out in January.

## Cabinet Lead Report – Council 10 December 2014

### Councillor Yvonne Weeks: Cabinet Lead for the Economy and Communities

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#### Housing Enabling

#### Housing Development

Figures so far this financial year:

	Affordable Rent	Shared Ownership	Discounted Market Sale	Help to Buy	Mortgage Rescue	Total
Q1	10	0	6	37	2	55
Q2	24	18	0	5	0	47
Q3 so far..	60	27	0	4	0	91
Total	94	45	6	46	2	193

We are expecting at least another 20 Affordable Rent properties in January which will complete the developments at The Cricketers and St Michaels Place sites, plus a healthy number of additional completions before the end of March 2015 at:

Manor Farm- Denvilles  
Nursery Fields- Denvilles  
Park Grange- Scratchface Lane  
Coopers Grange- Warblington School playing fields site  
Old Park Farm- Waterlooville

The target for 2014/2015 was set at 200 but this will definitely be exceeded.

The development in Woolston Road named Mary Rose Close built for Guinness Hermitage consists of 27 units, 23 affordable rented, and 4 part rent part buy which were purchased by people with family in the area. All these units are spacious with plenty of storage and a nice size garden for families. A really nice development.

**HAMPSHIRE HOME CHOICE;** The HHC board meeting with Portfolio Holders was held at the end of October. Cross Boundary Moves were discussed, and the Board agreed to extend the pilot for a further 6 months. This to be reviewed at the April Board meeting and also to discuss whether Eastleigh becomes part of the CBM process.

Right to Move Consultation: the Localism Act encouraged LAs to remove existing tenants with no housing need from the housing register. The CLG have expressed concerns that existing tenants are now being prevented from moving to other LA areas for employment purposes because they are falling foul of housing register "residency criteria".

The key points for HHC are:

- HHC does not welcome further regulations; would welcome strengthening statutory guidance;
- does not support a new "Reasonable Preference" group;
- has already set aside a proportion of properties for CBMs and the existing arrangement could be tailored;
- currently uses local letting policies to give priority to working households;
- has concerns around fraud, collusion and increased resources associated with administering "right to move".

This feedback has been sent to the CLG.

### Homelessness

There are currently 6 households in B&B accommodation awaiting alternative accommodation or under investigation

Increase in customers coming to the Housing Team for advice:

- Q1 and 2 13/14 we saw 2782
- yet in the first two quarters of 14/15 we saw 3485 – an increase of 703.

Increase in evictions both Housing Ass and private landlords. Has been due to rent arrears – non engagement with services rather than the Welfare Reform, and private landlords are choosing to sell as market has picked up – impact of this is more referrals to B&B.

### Economic Development & Business Support

Unemployed Claimants and Residential Unemployment Rate:							October 2014	
	Males		Females		Total			
	Number	%	Number	%	Number	%		
Barncroft	74	3.6	50	2.4	124	3.0		
Battins	91	4.2	63	2.8	154	3.5		
Bedhampton	37	1.4	19	0.7	56	1.0		
Bondfields	78	3.7	45	2.1	123	2.9		
Cowplain	25	0.9	15	0.5	40	0.7		
Emsworth	27	1.1	24	0.9	51	1.0		
Hart Plain	81	2.8	38	1.3	119	2.0		
Hayling East	47	1.8	31	1.2	78	1.5		
Hayling West	46	2.1	28	1.2	74	1.6		
Purbrook	51	1.8	17	0.6	68	1.2		
St Faith's	36	1.3	32	1.2	68	1.3		
Stakes	79	2.5	49	1.5	128	2.0		
Warren Park	116	5.2	71	2.8	187	3.9		
Waterloo	53	1.9	29	1.0	82	1.5		
<b>Havant*</b>	<b>841</b>	<b>2.4</b>	<b>511</b>	<b>1.4</b>	<b>1,352</b>	<b>1.9</b>		

**Unemployment still continues to fall in the borough.**



### **Small Business Day Saturday 6th December**

Havant Borough Council are once again supporting the small businesses in the borough by giving three hours free parking in council owned car parks all over the borough.

### **Sainsbury's**

The new Sainsbury's store in Waterlooville will open on 3rd December this has created 250 new local jobs plus 70 transfers from other Sainsbury stores..

### **Emsworth Business Association Collect Prestigious Award**

Several members of The Emsworth Business Association went to London recently to receive "Bring Home the Harvest / British Food Fortnight" award from Elizabeth Truss, Secretary of State at DEFRA. The "Emsworth British Food Fortnight" won this prestigious national competition.

With the changes to Executive Heads, Economic Development is now part of Julia Potters team in Planning, therefore this part of my Portfolio will now be within my colleague Cllr David Guest remit.

### **Communities & Tourism**

**Havant Tourism Working Group** is progressing, the members of the group are working together bringing new ideas to the table. One such idea materialised

recently, the Langstone Hotel promotion in conjunction with Hayling Seaside Railway, Pepperelli's and the Terracotta Pot shop was a success.

254 people took up the promotion all from outside the Hayling area. This generated £1.7k direct plus additional revenues for both Pepperelli's and the Terracotta Pot shop. Proving that working together has its benefits.

**2015** will see Havant, Emsworth & Hayling Island are being featured in "Visit Portsmouth" Tourism Guide. The publication of this guide is hundreds of thousands as well as the website and different languages.

The Visit Portsmouth website is to be relaunched, there will be a banner ad linking to "Visit Havant" on the new site

**Visitor information** – a visitor information point, with leaflets on what to see and do locally, at the Terracotta Pot Shop is working well with leaflets proving popular. An information point is now also installed at Langstone Hotel. A third information point will be installed at the kiosk at Beachlands

### **Horizon Leisure Trust**

The building work has started at Waterlooville for the extension to the existing leisure centre, if all goes according to plan the new centre will be ready July 2015.

Havant Leisure Centre continues to flourish with the new gym being very successful.

## **Sport England**

Unfortunately the bid for funding from Sport England for the improvements to the Front Lawn Recreation ground and Pavilion which is home to Havant & Waterlooville youth teams has been unsuccessful. We were aware that this was a very competitive process and Sport England received 187 applications for this stage asking for £62 million in grants from a pot of £9 million.

However our Sports Development officer will continue to seek other sources.

## **Health and Wellbeing**

### **Havant Health & Wellbeing Strategy**

The Joint Health and Wellbeing Strategy focuses on four strategic goals:

- Starting Well – ensuring every child can thrive.
- Living Well – Empowering people to live healthier lives.
- Ageing Well – Supporting people to have independence, choice and control and timely access to high quality services.
- Healthier Communities – developing strong, supportive communities.

**GP Referral Scheme** this is a scheme whereby a GP will refer overweight patients with their consent to attend the gym.

Horizon Leisure centres are participating in the scheme.



# Minute Volume

Cleaner, Safer,  
More Prosperous

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**HAVANT BOROUGH COUNCIL**

At a meeting of the Development Management Committee held on 16 October 2014

Present

Councillor Mrs Shimbart (Chairman)

Councillors Buckley (Vice-Chairman), Hilton, Keast, Turner and Galloway (Standing Deputy)

**48 Apologies for Absence**

Apologies for absence were received from Councillors Brown and Heard.

**49 Minutes**

RESOLVED that the minutes of the meeting of the Development Management Committee held on 25 September 2014 were agreed as a correct record and signed by the Chairman.

**50 Matters Arising**

There were no matters arising.

**51 Minutes of the Site Viewing Working Party**

The minutes of the meeting of the Site Viewing Working Party held on 9 October 2014 were received.

**52 Declarations of Interest**

There were no declarations of interests.

**53 Chairman's Report**

The Chairman advised that Item 10(2) had been withdrawn from the agenda.

**54 Matters to be Considered for Site Viewing and Deferment**

There were no matters to be considered for site viewing and deferment.

**55 Deputations**

The Committee received the following deputations/representations:

- (1) Mr Black (objector) – Tree Preservation Order 2024 – 59 Rest a Wyle Avenue, Hayling Island (Minute 56)

- (2) Councillor Collins (ward councillor) - Tree Preservation Order 2024 – 59 Rest a Wyle Avenue, Hayling Island (Minute 56)
- (3) Ms Satchwell (objector) – APP/14/00627 – Hayling Seaside Railway, Eastoke Corner, Sea Front, Hayling Island (Minute 57)
- (4) Mr Haddock (applicant) – APP/14/00627 – Hayling Seaside Rialway, Eastoke Corner, Sea Front, Hayling Island (Minute 57)
- (5) Councillor Collins (ward councillor) – Hayling Seaside Railway, Eastoke Corner, Sea Front, Hayling Island (Minute 57)

**56 Tree Preservation Order 2024 - 59 Rest a Wyle Avenue, Hayling Island, Hampshire**

(The group of trees covered by the Order was viewed by the Site Viewing Working Party)

The Committee considered objections to the Tree Preservation Order 2024.

The Committee also considered the written report of the Executive Head of Planning and the built Environment together with correspondence received.

Mr Brewer and Mr Warne, who had objected to the making of the Order, were invited to take part in the meeting to present their case.

(Mr Brewer and Mr Warne joined the meeting)

The Council's Arboriculturalist presented the officers report and advised that it was considered expedient to make the Order to protect the amenity value of the trees following receipt of a pre application enquiry regarding the potential development in the grounds of 59 Rest a Wyle Avenue.

In response to questions raised by the members of the Committee, the Council's Arboriculturalist advised that:

- (a) there was no record of Havant Borough Council requesting the owner to keep the trees under control: the highway authority may have in the past required the owner to cut back branches overhanging the highway;
- (b) the Cypresses were categorised as trees and not hedges;
- (c) the type of tree contained within the group of trees covered by the order required more management than other forms of tree;
- (d) the Order was made in response to a pre-application enquiry to develop the land;

In response to questions raised by Mr Brewer and Mr Warne, the Council's Arboriculturalist advised that:

- (i) provided that that the trees were not cut back into older leafless growth, the trees could be pruned without damaging the trees;
- (ii) the amenity value of the trees had been assessed by three officers
- (iii) the Tree Preservation Order would enable the Council to protect the trees and ensure that the contribution made by the Group of trees to the character of the street scene was properly acknowledged in any future development of the land; and
- (iv) the Tree Preservation Order did not prevent future development of the land. It was accepted that if an application to develop the land was successful some of the trees on the site could be replaced through the planning process but only if they were protected on the site, at this stage, by a confirmed TPO;.

Mr Brewer, the owner, objected to the proposal for the following reasons:

- (A) the site was not in an important area: the land was part of a Council estate and not a landscaped area;
- (B) the trees were out of character and unsuitable for a site of this size and location: the trees included in the group was originally intended as a hedge screen but grown out of control into trees;
- (C) the group of trees did not make a valuable contribution to the street scene or environment;
- (D) the form and type of trees included within the group were not worthy of preservation;
- (E) the trees included with the group relied upon a shallow root system. The trees were therefore unstable and a potential danger to users of the highway;
- (F) future management of the trees by topping and lopping would result in an unsightly group of trees;
- (G) the Tree Preservation Order would stop future development of the land and as a result devalued the land: Mr Brewer had been trying to sale the property but the trees deterred potential purchasers;

Mr Warne, a prospective developer, supported the comments made by Mr Brewer and objected to the order for the following reasons:

- (aa) the trees were hedges that had grown of control. The root system of these trees were unstable and unlikely to hold the trees during periods of inclement weather: the tree were therefore potentially hazardous:

- (bb) the confirmation of the order would impose an acceptable burden upon the owners to maintain these trees;
- (cc) the group of trees constituted a danger to users of the highway as they obscured the vision of vehicles attempting to exit Rest a Wyle Avenue;
- (dd) the trees were ugly and an eyesore and therefore detrimental to the visual amenities of the street scene;
- (ee) development of the site would enable the development to build much need housing and could lead to more acceptable trees being planted on the site

In response to a question raised by a member of the Committee, Mr Brewer advised that he wished he had removed the trees when he purchased the property.

During his summary, Mr Brewer advised that he had issues with the way the Order had been made and reiterated that this Order devalued his property.

The Chairman thanked Mr Brewer and Mr Warne for their contributions

(Mr Brewer and Mr Warne returned to the public gallery).

The Committee received deputations by Mr Black and Councillor Collins who supported the comments made by Mr Brewer and Mr Warne and raised the following additional objections:

Mr Black (a potential developer of the land)

- (AA) confirmation of the Tree Preservation Order would deter future developers
- (BB) the trees were unsightly and unsuitable for this locality

Councillor Collins (a ward councillor)

- (CC) the trees had attracted fly tipping;
- (DD) the order would place an unnecessary financial burden upon the owners of the land;
- (EE) confirmation of the order could prevent the supply two additional affordable homes;

The Committee discussed the views raised by the invitees and deputies together with a motion to not confirm the order. The majority of the Committee considered that, based on the site inspection and information available at the time, the group of trees covered by the Order appeared sound and healthy and



made an important contribution to the area. The Committee also considered that confirmation of this order, without modification, would give the Council greater control on the composition of the trees within the group during future development of this site.

RESOLVED that Tree Preservation Order 2024 be confirmed without modification.

**57 APP/14/00627 - Hayling Seaside Railway, Eastoke Corner, Sea Front, Hayling Island**

(The site was viewed by the Site Viewing Working Party)

Proposal: Construction of a new depot building (incorporating part of the existing car park) and alterations to track layout.

The Committee considered the written report and recommendation of the Executive Head of Planning and Built Environment to grant permission.

The Committee received supplementary information, circulated prior to the meeting, which:

- (a) gave details of additional information received from the Council's ecology consultant together with a recommended condition to replace conditions 4 and 5 as set out in the report;
- (b) gave details of additional representations received since the report was published;
- (c) contained a revised Appendix E
- (d) contained information requested by the Site Viewing Working Party

A sample of the materials likely to be used for the development were displayed at the meeting.

During the meeting the Committee was advised that an additional representation, which raised no new matters, had been received since the reports and additional information had been published.

The Committee was addressed by the following deputees:

- (1) Ms Satchwell, who objected to the proposal for the following reasons:
  - (a) evidence had not been submitted to support the application;
  - (b) the size, scale and mass of the proposed building was out of keeping and inappropriate for this seaside location;

- (c) the location of the building would obscure the view of existing shops within the area which would have a detrimental impact on the financial viability of these business due to a decline in footfall
  - (d) there were more suitable sites for the location of the proposal; and
  - (d) the proximity of the storage shed to the play area and the Plaza would pose a health and safety hazard;
- (3) Mr Haddock, the applicant, supported the application for the following reasons:
- (e) the lease on the current site was due to expire and the lessor had indicated that it would not be renewed. The application site was the only suitable site that could accommodate the proposal; the railway would almost certainly close, if this application was refused;
  - (f) the railway attracted visitors to the island with 250,000 people using the railway since it opened;
  - (g) the height of the building had been reduced to overcome the concerns raised during the consultation phase;
  - (g) the building would be designs to reflect the existing buildings within the locality;
  - (h) an environmental survey had been undertaken to ensure that the proposal would not have adverse impact on nature conservation interests
  - (i) a survey of the usage of the car park revealed that between June and September 2014 the car park was underused so the loss of some parking places to accommodate the proposal would not have detrimental impact;
  - (j) a depot currently existed close to the play area and the Plaza. Therefore the proposed storage unit would not create an additional hazard;
- (3) Councillor Collins, supported Ms Satchwell, and objected to the proposal for the following reasons:
- (i) the proposal would create a precedent for more buildings to be constructed on the beach to the detriment of the visual amenities of the area;

- (j) the proposal would lead to a loss of car parking spaces for visitors; and
- (k) the Council should investigate location the proposal to the west of the existing site of the storage building.

In response to questions raised by members of the Committee, the officers advised that:

- (1) the parking implications had been taken into account when evaluating the proposal. A parking survey undertaken by the applicant demonstrated during June and September 2014 the car park never reached full capacity. There was also land to the west which could be used to accommodate overspill parking for up to 28 days in a calendar year without the need for planning permission;
- (2) although not a material planning consideration, other sites had been investigated prior to the submission of this application: the Committee was reminded that it was required to determine the application on its own merits;
- (3) there was no policy prohibiting the proposed building;
- (4) although not a material planning consideration, it was understood that if planning permission was granted, a lease would be entered into for the use of the land; and.
- (5) condition 7 as set in the report would ensure that materials sympathetic to the locality would be used in the construction of the building

The Committee discussed this application in detail together with the views raised by the deputees. One member of the Committee expressed opposition to the proposal on the grounds that it would: create a precedent; have a detrimental impact on the amenities of the locality; and there was inadequate parking. However, the majority of the Committee considered that the proposal was appropriate to the locality and would have a positive impact on the local economy.

It was therefore

RESOLVED that Application APP/14/00627 be granted permission subject to the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of 3 years from the date on which this planning permission was granted.

**Reason:** To comply with Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 Unless otherwise agreed in writing by the Local Planning Authority, this permission shall enure for the benefit of Hayling Seaside Railway only and shall not enure for the benefit of the land, and the use of the depot hereby permitted shall be discontinued on the date when Hayling Seaside Railway ceases to occupy the land.

**Reason:** In order to ensure that future uses of the building are appropriate to the site, and having due regard to Policies CS11, CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011.

- 3 Unless otherwise agreed in writing with the Local Planning Authority, the depot building hereby approved shall be used only for:
- (i) secure storage and protection for railway locomotives, carriages and rolling stock, together with all associated equipment;
  - (ii) light maintenance work to trains and locomotives;
  - (ii) office operations associated with Hayling Seaside Railway; and
  - (iii) ancillary visitor and retail activities.

All heavy maintenance and engineering work shall be undertaken off site in a separate workshop.

**Reason:** To accord with the terms of the application submitted, and in order to ensure that the use of the building is appropriate to the site, and having due regard to Policies CS11, CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011..

- 4 Development shall proceed in accordance with the ecological mitigation, compensation and enhancement measures detailed within the Biodiversity Report (John Norton Ecology, June 2014) and the letter from Mr John Norton of John Norton Ecology dated 2nd October 2014 unless otherwise agreed in writing by the local planning authority. All ecological mitigation measures shall be permanently retained in accordance with the submitted details. In addition, a monitoring report detailing the mitigation works undertaken (to include photographic evidence and site plans/maps) shall be submitted for comment to the local planning authority at a date no later than 3 months after the completion of development works.

**Reason:** To protect, maintain and enhance biodiversity in accordance with the Wildlife & Countryside Act 1981, NPPF, NERC Act 2006 and Policy CS 11 of the Havant Borough Core Strategy March 2011.

- 5 No development hereby permitted nor any related site clearance shall commence until more detailed plans and particulars specifying the finished levels (above ordnance datum) of the track layout, the ground

floor of the proposed depot building and the surrounding ground levels in relation to existing ground levels have been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

**Reason:** In the interests of the character and appearance of the area and having due regard to Policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 6 Construction of the depot building hereby permitted shall not commence until samples and details of all external facing and roofing materials, including doors, decorative fascia boards and canopies, have been submitted to and approved in writing by the Local Planning Authority. Thereafter only such approved materials and finishes shall be used in carrying out the development.

**Reason:** To ensure the appearance of the development is satisfactory and having due regard to Policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 7 Construction of the depot building hereby permitted shall not commence until details of the design of the proposed mural(s) on its south elevation have been submitted to and approved in writing by the Local Planning Authority. Thereafter only the approved design(s) shall be used in carrying out the development.

**Reason:** In the interests of the amenities of the locality and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 8 Notwithstanding the details submitted, no development hereby permitted shall be commenced until a more detailed soft landscaping scheme for all parts of the site proposed to be planted has been submitted to and approved in writing by the Local Planning Authority. Such scheme shall specify the distribution and species of ground cover to be planted, the positions, species and planting sizes of the trees and shrubs to be planted and/or retained, and timing provisions for completion of the implementation of all such landscaping works.

The implementation of all such approved landscaping shall be completed in full accordance with such approved timing provisions. Any tree or shrub planted or retained as part of such approved landscaping scheme which dies or is otherwise removed within the first 5 years shall be replaced with another of the same species and size in the same position during the first available planting season.

**Reason:** To ensure the appearance of the development is satisfactory and having due regard to policies CS16 and DM8 of the Havant

Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 9 Notwithstanding the details submitted, no development hereby permitted shall commence until more detailed plans and particulars specifying the alignment, type, height and, where appropriate, construction materials and design of all proposed means of enclosure and fences have been submitted to and approved in writing by the Local Planning Authority. Unless agreed otherwise in writing by the Authority, the development hereby permitted shall not be brought into use prior to the completion of the installation of all such provision as is thus approved by the Authority. At all times thereafter, all of that means of enclosure/fencing provision shall be retained in a wholly sound and effective condition.

**Reason:** To safeguard the amenities of the locality and the safety of users of adjacent land and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 10 The development hereby permitted shall be carried out in accordance with the following approved plans: (List of plans)

**Reason:** - To ensure provision of a satisfactory development.

**The meeting commenced at 5.00 pm and concluded at 6.26 pm**

.....

**Chairman**

## HAVANT BOROUGH COUNCIL

At a meeting of the Licensing Committee held on 12 November 2014

Present

Councillor Wilson (Chairman)

Councillors Edwards, Francis, Gibb-Gray, Kerrin, Ponsonby, Sceal, Shimbart, Smith K (Vice-Chairman), Tarrant and Wade

### **17 Apologies**

Apologies for absence were received from Councillors Farrow and Pierce Jones.

### **18 Minutes**

RESOLVED that the minutes of the Licensing Committee held on 24 September 2014 be approved as a correct record.

### **19 Matters Arising**

There were no matters arising.

### **20 Declarations of Interests**

There were no declarations of interests from any of the members present.

### **21 Chairman's Report**

The Chairman informed the Committee that the appeal against the decision of the Licensing Sub Committee held on 16 July 2014 had been scheduled for January 2015.

Members were also updated on a recent newspaper article regarding a local taxi operator.

### **22 Proposed Hackney Carriage Fare Increase**

The Committee considered a report from the Licensing Officer requesting consideration of a potential increase in Hackney Carriage fares.

The Committee was advised that all hackney carriage proprietors had been consulted on the proposed alteration to the hackney carriage fare structure and the majority of those who had responded had indicated support for an increase in fares.

The Committee noted that there had not been a fare increase for six years whilst other charges, such as licence fees and fuel costs had increased steadily over the same period. Members also expressed concern over the fee charged

*Licensing Committee (12.11.14)*

for use of the hackney carriage rank outside Havant Railway Station and suggested a letter be sent to Network Rail requesting support for hackney carriage proprietors.

RECOMMENDED to Council that

- (1) The following increases be advertised:
  - i) No increase in the 'flag drop' but change the mileage 'for the first 171 metres or part thereof' to 'first 154 metres' and 'For each succeeding 210 metres' to '189 metres'.
  - ii) The waiting time be increased from 20 pence for each period of 60 seconds to 25 pence;
- (2) Any objections to the above proposals following the advertisement be considered by the Licensing Committee; and
- (3) If there are no objections then the increase be implemented 28 days from the date the proposed fare increases were first advertised.

### **23 Taxi Licensing Fees**

The Committee received a report from the Licensing Officer setting out proposed charges for Taxi and Private Hire Licensing for the financial year 2015/2016.

Due to the importance of ensuring the fees were legally robust and set using a transparent methodology it was intended that fees would be reviewed annually through an assessment of relevant costs. It was confirmed that the proposed fees sought to fully recover all relevant costs to the Council apart from the following two exceptions:

- 1) The proposed Hackney Carriage licence fee was £20 less than could be charged following the assessment of costs in order to avoid a significant increase during 2015/16; and
- 2) The knowledge test fee was £5 less than could be charged given the assessment of costs in order to avoid a significant increase during 2015/16.

RECOMMENDED to Council that

- (1) The variations to the Hackney Carriage and Private Hire licence fees as set out in the appendix to these minutes be advertised; and
- (2) If no objections to the proposed variations are received they be implemented on 1 April 2015.



**The meeting commenced at 5.00 pm and concluded at 5.29 pm**

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**HAVANT BOROUGH COUNCIL**

At a meeting of the Scrutiny Board held on 18 November 2014

Present

Councillor Shimbart (Chairman)

Councillors Cousins, Galloway, Keast, Lenaghan, Perry, Smith D, Smith K, Tarrant and Turner

**25 Apologies**

Apologies for absence were received from Councillors F Ponsonby and P Buckley.

**26 Minutes**

RESOLVED that the minutes of the meeting of the Scrutiny Board held on 9 September 2014 be approved as a correct record.

**27 Matters Arising**

There were no matters arising from the minutes of the last meeting.

**28 Declarations of Interests**

There were no declarations of interest from any of the members present.

**29 Chairman's Report**

The Chairman reminded members that they are encouraged to work from home and as closely as possible with their scrutiny lead when conducting scrutiny work.

**30 Grants Scrutiny Update Report**

The Board considered a report from the Community Service Manager regarding the progress to date of the recommendations arising from the Grants Scrutiny Report from 2011.

The Community Service Manager and the Cabinet Lead for Economy and Communities were invited to answer questions from the Scrutiny Board regarding the report. From the original recommendations it was outlined that the overall level of grants had decreased and grants were paid on a 6 month basis. It was also commented providing grants brings more revenue into the borough.

Concerns were raised over the sizeable grant given to Community First and what work they do. It was advised that information regarding Community First

and the work they complete would be circulated after the meeting for members' attention.

Members' queried how many organisations that receive grants also rent properties owned by the council and the level that rent is set. Concerns were raised over the level of maintenance council employees provide these properties and the cost of these repairs to the council. The Chairman asked if figures regarding these properties could be circulated to all members for their information.

It was highlighted that Staunton Country Park was not included on the list of organisations that have grants provided as Havant Borough Council have no control over how much is paid, instead an invoice is received. It was outlined that this was a historical agreement that would be coming to an end in 2015 where it could be revised.

The Chairman thanked the Cabinet Lead and Community Service Manager for the informative update.

RESOLVED that:

- (1) The Board considered the report and noted progress to date in taking forward the recommendations arising from the Grants Scrutiny review.

### **31 Community Development Scrutiny Review**

The Board received a report and presentation from the Environment and Neighbourhood Quality Scrutiny and Policy Development Panel in connection with its review of the Community Development Team.

The panel produced a presentation consisting of a short video outlining the work undertaken by the community development team and the impacts caused within the local community and upon local organisations.

Concerns were raised over the figures of salaries provided within the report and specific attention drawn to numbers outlining that 1% of a Beachland Officer's time equates to £577. It was advised by officers that the figures included in 'costs' included an officers salary as well as any other additional incurred on costs of work undertaken. It was then highlighted that the scope of the work undertaken by the Scrutiny panel did not include any financial aspects. The Chairman asked if a breakdown of figures could be produced for further transparency.

The board thanked the community development team for their hard work and input into the review.

RECOMMENDED to the Cabinet that:

- (1) Community development work continued to be delivered

- (2) The option of establishing an integrated community service across the public and voluntary sector is investigated;
- (3) An officer led review is undertaken of the Council's community development service; this review to include recommendation (2) above.

RESOLVED that:

- (1) The Governance and Logistics panel be tasked with investigating the method of recording officer time.

### **32 Review of Outside Bodies**

The board considered a report from the Governance and Logistics Scrutiny and Policy Development Panel following the review of outside bodies.

It was commented that there was no function for members to report back to the council on the business of outside bodies and decisions taken forward from outside body meetings.

The Chairman invited the Leader to address the panel in regard to the report and ask questions. The Leader drew attention to the lack of feedback from individual councillors on the activity of outside bodies to which they're appointed. It was suggested that members could complete feedback forms regarding outside bodies after individual meetings and accompany these forms with minutes of the meeting. Members also commented on the viability of providing minutes and feedback forms and the role Democratic Services would play in this process.

During the course of discussion the Board queried how confidential issues would be dealt with when individual members provide feedback on the activity of each outside body and it was advised that confidential items would remain confidential and only public minutes would be provided to the council for publication.

RECOMMENDED to the cabinet that:

- (1) All Councillors appointed to an outside body be required to complete a feedback form after each scheduled meeting in order to ensure that each appointment continues to represent value for the council
- (2) The guidance Code for Councillors on Outside Organisations contained within the Council's yearbook is circulated to all Councillors sitting on an outside body as the Council's representative.

and

- (3) From the start of the next municipal year all outside bodies be requested to advise Democratic Services of any future meetings programmed and forward on any future sets of minutes.

### 33 Late Item(s)

#### Personalisation

The Board received a report from the Marketing and Development Scrutiny and Policy Development Panel on Personalisation. The panel were joined by the Cabinet Lead for Operational Services, Executive Head for Environment and Neighbourhood Quality, and the Service Manager for Operational Services to answer questions from the board.

Concerns were raised by the Board about the lack of financial evidence incorporated into the report and members queried if there was evidence collected in background research when outlining recommendations, specifically kerbside glass collection. It was advised that the panel had only been looking at glass collection in relation to the personalisation project; it had not been investigated as a standalone project. The panel representatives insisted that, in order to enable agile working, there was no need to continue investigation into incorporating roadside glass collection into the personalisation project. A member of the Board suggested that there may be some value in the investigation in the kerb side glass collection as a separate scrutiny project, to be undertaken by the appropriate scrutiny panel.

Members raised concerns over the viability of introducing council run MOT services into the borough and some potentially high set up costs. It was advised by officers present that a MOT service may be a viable option in the context of an in house service, but until such time as the current review of service options was complete, it was premature to investigate the vehicle workshop business case.. The Chairman suggested to the Scrutiny lead that it would be prudent to reconsider this matter once decisions had been made regarding council run services.

RESOLVED that:

1. The Environment and Neighbourhood Quality Scrutiny & Development Panel conducts a review on kerbside glass collection.

and

2. The Marketing & Development Scrutiny & Development Panel bring an updated report on personalisation of council services to the Scrutiny Board in early 2015.

### 34 Scrutiny Board Work Programme - 2014/15

The Board was given an opportunity to review progress with regard to the work undertaken by the scrutiny/policy development panels since the last meeting

and to identify any additional matters for inclusion in the Board's work programme.

RESOLVED the progress to date with regard to the Board's work programme be noted and that no additional matters be selected for scrutiny/policy review at the present time.

**The meeting commenced at 5.00 pm and concluded at 7.20 pm**

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**Chairman**

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## HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 19 November 2014

Present Councillor Cheshire (Chairman)

Councillors Briggs, Branson, Cheshire (Chairman), Guest and Weeks

### **104 Apologies for Absence**

Apologies for absence were received from Councillor M Fairhurst.

### **105 Minutes**

The minutes of the meeting of the Cabinet held on 3 September and the extraordinary meeting held on 22 October 2014 were agreed as a correct record.

### **106 Matters Arising**

There were no matters arising from the minutes of the last meeting.

### **107 Declarations of Interests**

There were no declarations of interest.

### **108 Chairman's Report**

There were no matters the Chairman wished to report.

### **109 Cabinet Lead Delegated Decisions, Minutes from Meetings etc.**

Cllr Briggs reported on the impact on the number of cremations at, and associated projected reduction in income to the Council from, the Portchester Crematorium (see 1 below), arising from the establishment of a new crematorium in Havant. As the Council's representatives on the Portchester Crematorium Joint Committee, Cllrs Briggs and Guest to take forward the Cabinet's concerns and report back.

RESOLVED that the following minutes and decisions be noted:

- (1) Minutes of the Portchester Crematorium Joint Management Committee held on 15 September 2014;
- (2) Delegated Decision: Extension of the new Environmental Enforcement Contract;
- (3) Delegated Decision: Alder Moor Road East and Surrounding Roads, Purbrook – Traffic Regulation Order Proposals;

- (4) Delegated Decision: Bishopstoke Road, Proposed Traffic Regulation Order;
- (5) Delegated Decision: Aston Road and Hambledon Road, Waterlooville, Traffic Regulation Order Revision; and
- (6) Delegated Decision: Heather Close Traffic Regulation Order Proposals.

## **110 Recommendations from the Scrutiny Board**

### **(a) Review of Grasscutting**

The Cabinet considered a report from the Scrutiny Board setting out the conclusions and recommendations arising from the Environment and Neighbourhood Quality Scrutiny Panel's review of grasscutting in the Borough.

The report had recommended that the possibility of taking over the grass cutting of open spaces owned by Portsmouth City Council (PCC) situated within the borough of Havant be explored. The Cabinet Lead reported that discussions were ongoing with PCC regarding future maintenance of open spaces owned by PCC but maintained by HBC and that a report would be brought back to the Cabinet on future service provision in due course.

RESOLVED that

- (1) that the Operational Services Manager and the Executive Head work together to ensure they have correct trained staffing levels before the cutting season starts;
- (2) that the Workshop Manager, Operational Services Manager and Executive Head introduce a satisfactory servicing and repair regime;
- (3) an update be provided to the Board in February 2015 on the Council's readiness for the 2015 grass cutting season; and
- (4) it be noted that discussions were ongoing with PCC regarding future maintenance of open spaces owned by PCC but maintained by HBC and that a report would be brought back to the Cabinet on future service provision in due course.

### **(b) Events Scrutiny Review**

The Cabinet considered a report from the Economy and Communities Scrutiny Panel setting out its conclusions and recommendations arising from its review of events held within the Borough.

Cabinet members were minded to support the recommendations in the context of the Council's Corporate Strategy objective to engage with communities and customers to continually explore alternative options for the future delivery of local public services.

RESOLVED that:

*Cabinet (19.11.14)*

- (1) the Council moves to become a supporter or enabler of events, except for the few large scale events which have a significant role in drawing visitors into the borough;
- (2) events that are run or supported by HBC should be evaluated for their impact and reported to the relevant Portfolio Holder with an annual report presented to Cabinet and Scrutiny;
- (3) the Economic Development service continues to allocate the current level of officer resource to the management of events that take place on HBC land;
- (4) the Mayor's Secretary role in events management is recognised and that forms part of the overall events function, ensuring that sufficient resource is available to support, enable and run events;
- (5) the Economic Development team actively promotes business engagement in the various business networks encouraging businesses to become part of a network;
- (6) the Community service works with Economic Development to host workshops with businesses to develop events ideas and planning, and promote the benefits of business networks; and
- (7) the possibility of organising blanket insurance schemes for the organisers of approved events in the borough be investigated.

**111 Council Tax Support Scheme 2015 - 2016**

RECOMMENDED to full Council that:

- (1) the 2014/15 Council Tax Support Scheme is retained for 2015/16 but with the following amendments:
  - (i) the Allowances and Premiums used in determining entitlement for working age claims are changed as set out in paragraph 6.3 of the Cabinet report;
  - (ii) the Non-Dependant deductions used in determining entitlement for working age claims are changed as set out in paragraph 6.4 of the Cabinet report; and
- (2) that the Service Manager (Revenues & Benefits) makes the necessary amendments to the Council Tax Support Scheme document and arranges for its publication in accordance with Local Government Finance Act 1992 Section 13A(2).

**112 Representation of the People Act 1983 - Review of Polling Districts and Polling Places (2014)**

The Cabinet considered a report setting out the detail of the statutory review of Polling Districts and Polling Places (2014) and setting out recommendations to the as to the outcome of the review.

During the course of the debate, concern was expressed with regard to the distance that residents in the Hazleton Estate had to travel to reach their polling stations. A similar situation in relation to St Faiths ward was also highlighted. Cabinet members enquired as to whether, in these circumstances, arrangements could be made for polling stations near these locations to accommodate two Wards.

- (A) RESOLVED that the Cabinet Lead liaise with the Monitoring Officer to review the special circumstances relating to Cowplain and St Faiths Wards in relation to travelling distances for voters, to look at the feasibility of tabling a further recommendation, in addition to (B) (1) and (2) below at the Council meeting on 10 December, specific to these two Wards;
- (B) RECOMMENDED to full Council that
- (1) the polling districts designated for the purposes of Sections 18A and 31 of the Representation of the people Act 1983 (as amended) be and remain as recorded in the current Register of Electors for the Borough of Havant; and
  - (2) there be no changes made to the currently designated polling places or action taken in relation to allocated polling stations save that the "Proposed Actions" set out in Paragraph 7.5 to the Cabinet report be noted and approved.

### **113 Exclusion of the Press and Public**

RESOLVED that the press and the public be excluded from the meeting during the consideration of the following items as:-

- (i) it was likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information as specified in paragraph 3 of Part I of Schedule 12A (as amended) to the Local Government Act 1972; and
- (ii) in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The report to be considered was exempt under Paragraph 3 – Information relating to the financial affairs or business affairs of any particular person (including the Authority holding that information).

### **114 Legal Service**

(This item was taken in camera)

*Cabinet (19.11.14)*

The Cabinet considered a report setting out options for the appropriate vehicle in which to place the legal service in order that it can become profit making to support the Council's strategic objectives.

RESOLVED as set out in the confidential minute.

**The meeting commenced at 2.00 pm and concluded at 2.51 pm**

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