

HAVANT BOROUGH COUNCIL  
PUBLIC SERVICE PLAZA  
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HAMPSHIRE P09 2AX



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BOROUGH COUNCIL

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## COUNCIL AGENDA

**Membership:** Councillor Turner (Mayor)

Councillors Mrs Blackett, Briggs, Branson, Brown, Buckley, Cheshire, Cousins, Edwards, Fairhurst, Francis, Gibb-Gray, Guest, Hart, Heard, Keast, Kerrin, Lenaghan, Mackey, Perry, Pierce Jones, Ponsonby (Deputy Mayor), Scea, Shimbart, Mrs Shimbart, Smith D, Smith K, Tarrant, Wade, Weeks, Wilson, Bains, Cresswell, Hughes, Patrick, Pike, Rees and Satchwell

**Meeting:** Council

**Date:** Wednesday 14 October 2015

**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:

Nick Leach  
Monitoring Officer

6 October 2015

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 - 6

To confirm the minutes of the meeting of the Council held on 22 July 2015 and the extraordinary meeting held on 2 September 2015.

### **3 Matters Arising**

To consider any matters arising from the previous minutes.

### **4 Declarations of Interests**

To receive and record any declarations of interests from Members.

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

**7 - 8**

### **6 Leader's Report**

**9 - 10**

### **7 Cabinet Lead Reports**

Circulated Separately.

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

- (A) To consider the following recommendation to Council from the meeting of the Licensing Committee held on 16 September in relation to Charges for Combined Hackney Carriage/Private Hire Driver Licencing (minute 18/09/2015 refers):

The report to the Licensing Committee and its associated appendices can be viewed by following the link below:

<http://havant.moderngov.co.uk/documents/s13439/Charges%20for%20Combined%20Hackney%20CarriagePrivate%20Hire%20Vehicle%20Driver%20Licencing.pdf>

RECOMMENDED to full Council that the charges set out in Appendix A to the report to the Licensing Committee be approved.

- (B) To consider any recommendations to Council arising from the meeting of the Cabinet to be held on 8 October 2015 (circulated separately).

### **9 Cabinet Leads and Chairmen's Question Time**

- (i) the Leader and Cabinet Leads to answer questions on matters within their respective reports.
- (ii) Chairmen to answer questions on minutes since the last Council meeting

### **10 Questions**

In accordance with Standing Order 23.

### **11 Urgent Questions**

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

**12 Acceptance of Minutes**

**11 - 40**

To receive the following minutes of meetings of Committees held since the last meeting of the Council:

Cabinet - 31 July 2015

Development Management Committee - 13 August 2015

Cabinet - 2 September 2015

Development Management Committee - 3 September 2015

Licensing Committee - 16 September 2015

Governance and Audit Committee - 23 September 2015

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

None.

## **GENERAL INFORMATION**

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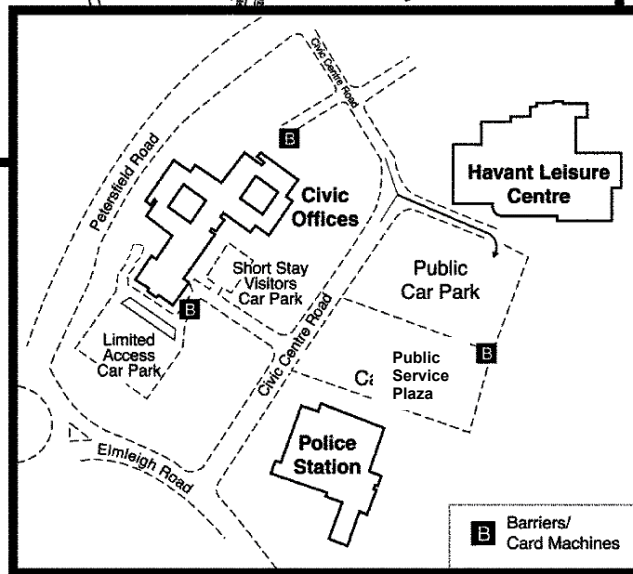
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# Havant

## 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
- 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 July 2015

Present

Councillor Turner (Mayor)

Councillors Mrs Blackett, Briggs, Branson, Buckley, Cheshire, Cousins, Edwards, Fairhurst, Francis, Gibb-Gray, Guest, Hart, Heard, Keast, Kerrin, Lenaghan, Mackey, Perry, Pierce Jones, Ponsonby (Deputy Mayor), Sceal, Shimbart, Smith D, Smith K, Tarrant, Wade, Weeks, Wilson, Bains, Cresswell, Hughes, Patrick, Pike, Rees and Satchwell

### 10 Apologies for Absence

Apologies for absence were received from Councillors Brown and Mrs E Shimbart.

### 11 Minutes

The minutes of the Annual Council meeting held on 13 May 2015 were approved as a correct record and signed by the Mayor.

### 12 Matters Arising

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

### 13 Declarations of Interests

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

### 14 Mayor's Report

The Mayor reported on the various civic and charity events that she had attended since the last meeting of the Council, highlighting in particular the Armed Forces Flag Raising event on 15 June and the forthcoming VJ commemorations in Havant, which a number of Mayors and Chairmen of neighbouring Hampshire authorities would be attending. The Mayor reminded members that full details of all Mayoral events could be found in the Mayor's Blog on the Council's website.

### 15 Leader's Report

In addition to his published report, the Leader advised that Cabinet and Scrutiny Leads would be undertaking a review of Planning and Licensing processes.

The Leader also reported, with regret, the resignation of Cllr Mrs E Shimbart from the Development Management Committee and thanked her for her considerable contribution as a former Chairman and Vice-Chairman of the Committee. The Leader confirmed the appointment of Councillor D Patrick to the Committee and reported that the position of Vice-Chairman would remain vacant for the time being.

## 16 New Councillors' Introductions

At the invitation of the Mayor, the recently elected members of the Council, Councillors Bains, Cresswell, Hughes, Patrick, Pike, Rees and Satchwell, were each given an opportunity to address the Council, introducing themselves and setting out their aspirations as Councillors.

## 17 Notice of Motion

Proposed by the Leader and seconded by the Deputy Leader, it was:

RESOLVED that this Council endorses, in principle, the proposal for a Hampshire-wide Combined Authority.

## 18 Cabinet Lead Reports

There were no additional matters that the Cabinet Leads wished to report in addition to their published reports.

## 19 Cabinet/Board/Committee Recommendations

- (A) The Council considered a recommendation from the Governance and Audit Committee meeting held on 3 March 2015. Proposed by Councillor K Smith and seconded by Councillor Mrs G Blackett, it was

RESOLVED that the following Codes and Protocols be approved and adopted:

- Whistleblowing Policy;
- Anti-Bribery Policy;
- Anti-Fraud and Corruption Policy;
- Anti-Fraud and Corruption Response Plan; and
- Anti Money Laundering Policy.

- (B) The Council considered a recommendation from the Joint Human Resources Committee meeting held on 15 March 2015/. Propose by Councillor Buckley and seconded by Councillor Branson, it was:

RESOLVED that the Pay Policy Statement be approved and adopted.

- (C) The Council considered a recommendation from the Cabinet meeting held on 13 July 2015. Councillor Briggs briefed the Council on the extensive research and consultations that had been undertaken in reviewing the various options and advised that the recommendation now before Council represented the best option in terms of savings, quality of service, job security for staff and income generation opportunities. Councillor Briggs also confirmed that a detailed risk register would be incorporated within the final Business Case.

Proposed by Councillor Briggs and seconded by Councillor Keast, it was:

RESOLVED that the following be approved:

- a) Approval for officers to continue to explore options for increasing the efficiency and driving down costs of the current in-house core services to ensure that Operational Services are fit for commissioning, including issues outlined within the Business Plan for 2015/16;
- b) Approval for officers to formally enter into discussions with Norse Commercial Services Ltd with a view to forming a Joint Venture Company;
- c) Agreement that an outline Business Case will be submitted to Cabinet in September 2015 for approval; and
- d) Agreement that additional resources up to the sum of £75k be allocated to this project to ensure delivery by February 2016

## **20 Cabinet Leads and Chairmen's Question Time**

Questions to the Leader and Cabinet Leads in connection with their published reports were taken and responses given. With the agreement of the Mayor and the Cabinet Leads concerned, questions received under Standing Order 23.4 were also taken under this item.

There were no questions for the Committee Chairmen.

## **21 Acceptance of Minutes**

The minutes of Committees held since the last meeting of the Council were accepted.

## **22 Questions**

With the agreement of the Mayor and the Cabinet Leads, questions received under Standing Order 23.4 were taken under minute 20 above, Cabinet Leads' Question Time.

## **23 Urgent Questions**

There were no urgent questions.

**The meeting commenced at 5.00 pm and concluded at 6.50 pm**

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## HAVANT BOROUGH COUNCIL

At an extraordinary meeting of the Council held on 2 September 2015

Present

Councillor Turner (Mayor)

Councillors Mrs Blackett, Briggs, Branson, Brown, Buckley, Cheshire, Cousins, Edwards, Fairhurst, Francis, Gibb-Gray, Guest, Hart, Keast, Kerrin, Lenaghan, Mackey, Perry, Ponsonby (Deputy Mayor), Sceal, Shimbart, Mrs Shimbart, Smith D, Wade, Weeks, Wilson, Bains, Cresswell, Hughes, Patrick, Pike, Rees and Satchwell

### **24 Apologies for Absence**

Apologies for absence were received from Councillors R Heard, V Pierce Jones, K Smith and C Tarrant.

### **25 Declarations of Interests**

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

### **26 Monitoring Officer Appointment**

The Council considered a report seeking the Council to appoint a Monitoring Officer in compliance with the Local Government and Housing Act 1989 (as amended).

Proposed by Councillor Cheshire and seconded by Councillor Branson, it was

RESOLVED that, in accordance with Section 5 of the Local Government and Housing Act 1989, Mr Nick Leach be appointed as the Council's Monitoring Officer with immediate effect.

### **27 Cabinet/Board/Committee Recommendations**

The Council considered a recommendation from the Cabinet meeting held on 2 September 2015 on the proposed Hampshire and Isle of Wight Devolution Deal.

In response to a member of the Council, the Leader confirmed that appointments by the Cabinet to the Combined Authorities Working Group had been made on the recommendation of the Leader in consultation with the Deputy Leader and the Chairman of the Scrutiny Board.

Proposed by Councillor Cheshire and seconded by Councillor G Shimbart, it was

RESOLVED that the Council:

- (1) agrees to delegate to the Chief Executive, in consultation with the Leader, authority to decide the extent of the commitment of this Council to the detailed Hampshire

and Isle of Wight Devolution proposal scheduled to be sent to the Government on 4th September 2015, this delegation to take effect up to and including 4 September; and

- (2) notes that the Cabinet has appointed a Combined Authorities Working Group consisting of Councillors Narinder Bains, Gary Hughes and Tim Pike to work with the Leader and Cabinet in taking forward the proposal for a Hampshire combined authority.

## **28 Leader's Report**

At the invitation of the Mayor, the Leader reported the following casual changes to the membership of the Development Management Committee effective immediately:

- Councillor Terry Hart: full member of the Committee representing the Labour Group
- Councillor Richard Brown: Standing Deputy for the Labour Group.

**The meeting commenced at 5.30 pm and concluded at 5.37 pm**

# Agenda Item 5

## Mayor's Report for Council 14<sup>th</sup> October 2015

I have decided that rather than give my fellow councillors a verbal report at Council, I would give a written one. Hoping that by giving members time to read the diary of events covered there may be some questions I can answer.

By the end of October, Andy and I will have attended not far short of 150 events. All have been interesting and rewarding in their own way, but of course some particularly so.

In Leigh Park and Emsworth, we have loved visiting the Right to Work CIC, seeing the young people of varying abilities either working on the land at Staunton Park, or serving lunch at Hewitts in Emsworth has been such a pleasure. Big World Impact in Leigh Park are a favourite too, so much so, we invited the High Sheriff of Hampshire, Lady Louisa Portal to visit them with us. She left Havant so impressed at the work being done with our young people, and has asked to be invited again. This we hope to do after Christmas. We invited all of the Leigh Park Councillors to meet with the High Sheriff and some were able to do so.

I must admit to such a sense of pride when I was able, as Mayor, to open the newly refurbished Play Park at Mengham Park. I must also add that the support of Councillors Lenaghan and Satchwell, along with PC Debbie SurrIDGE made the whole Play Park for Hayling (PP4H) project possible. In addition, HBC officers from the Communities, Depot, Legal and Financial Teams all worked with PP4H team to see the project through. Hayling Park next we hope!

In Waterlooville, we thoroughly enjoyed all of the Waterloo 200 Commemorations. The Summer Fete was amazing, the organisation superb. And of course, my Andy so enjoyed the opening of the new Costa Coffee in the retail park!

We are very impressed with the Emsworth Business Association and the range of vents they put on for their residents. Visiting them is always a pleasure. The Emsworth Show was as always brilliant, even with the damp weather.

We very much enjoyed the Passion Play in Havant Park and our visits to St Faith's Church, Havant. The new vicar, Cannon Tom Kennar, is a delightful man who worked with us on the VJ Commemoration Service which was attended by Civic Heads across Hampshire. It was a very moving service with many veterans present. We have also had several enjoyable visits to The Spring. Councillor Buckley, I will never forget your part 'Princess Ida'.

Please don't be offended at the many events I have had to leave out; it is simply due to limited space and time.

All of our invitations are covered on The Mayor of Havant's Blog, as well as many on Facebook and Twitter. This is in the hope that our residents will be able to see what the role of the Mayor entails.

We have concentrated on Civic Events in the first five months of this year, although we had a successful Murder Mystery event recently which raised funds for our Community Chest. Coming up, we have the Halloween Quiz on the 30<sup>th</sup> November and our big fundraiser will be the Charity Christmas Ball on the 22<sup>nd</sup> of December at Warner's Lakeside Holiday Centre. We do hope that members will be able to support this event; it will be a great way of starting the Christmas festivities. We have not held any coffee mornings so far, but will be holding our first on the 16<sup>th</sup> of December.

As this is the first year in ten that Andy and I will be in the country, you can expect a white Christmas this year!

Thank you to those councillors who are returning their Smarties tubes, much appreciated. As for the Councillor who sent a cheque to the Community Chest as a Thank You for what I am doing, you very nearly reduced me to tears, thank you. It proves as we have always said, the Mayoralty is entirely non-political.

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## Leader's Report – Full Council 14 October 2015

**Councillor Mike Cheshire: Leader**

**Corporate Strategy, Finance.**

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### **Corporate Strategy**

The HBC Corporate Strategy (2015 – 2020), which was agreed and unanimously voted upon on the 18<sup>th</sup> February 2015, remains the core document for all the activity that the Council is engaged in. We continue to consider how our services can be maintained, our income streams achieved and how efficiencies can be made.

These activities include our negotiations with the 5 x authorities, NORSE, our partnership with EHDC and the continued developments with the Combined Authority initiative.

Each Cabinet paper, each initiative and each proposal that is originated from Members and/or Officers will need to have a specific reference to the Corporate Strategy, thereby ensuring that we do not stray from our agreed way forward.

### **Finance**

The Finance Team has completed the Statement of Accounts on time and they were subsequently audited by the external auditors, Ernst and Young. Following a successful audit which resulted in an unqualified audit opinion, the accounts received formal sign off at the Governance and Audit Committee meeting on 23<sup>rd</sup> September.

The project to upgrade the Havant Borough Council financial system from Cedar to Civica is now completed, and the new system is "live".

The Budget process for 2016/17 has now commenced, with members of the finance team liaising with Service Managers to build budgets. This process will continue over the next few months with all areas of income and expenditure reviewed with Service and Budget Managers where appropriate so as to arrive at a budget ready for Full Council review and approval in February. Once again, Havant BC will be adopting a "zero based budgeting" approach, which means that each budget line is re-evaluated thoroughly, starting from a zero base. Budgets should be set according to each Service's Business Plan.

The Finance Team has also been heavily involved in the various significant Projects that are currently affecting Havant BC. These include the Five Councils' Corporate Services project, the service future of the Depot, and

personalisation of Council services. The work that Finance have been undertaking has included giving financial advice and costing of the variety of options and decisions that have and will continue to be required as the Council plans its future strategy.

### **Combined Authority (CA)**

I have recently appointed the Combined Authority Working Group (CAWG) which consists of 3 recently elected Councillors. They have the remit to look at all aspects of this Central Government Initiative and ascertain if it conflicts at all with our own Corporate Strategy. They have the authority to discuss any aspects the CA with any Cabinet Member, Member or HBC Council Officer.

I have attended a number of Hampshire Council Leader's meetings to finalise the "Devolution for the People of Hampshire and the IOW" prospectus (which all members received electronically on the 4<sup>th</sup> September 2015). Government Ministers and Officials are continuing to engage with Hampshire Councils to discuss various aspects of the bid, and we expect to hear further how these negotiations are moving forward in November.

There are a number of real issues that need to be debated at the Leader level before coming to Full Council for decision – these issues include: Governance, Business Rates and Advanced Housing Delivery.

Members will have already received the prospectus, in addition a number of CA Newsletters have been distributed, a seminar was provided on the CA/Devolution on 2<sup>nd</sup> September, and a Working Group has been set up within the Membership.

The amount of effort in ensuring that you are all kept up to date with events is a demonstration on how important I feel this initiative is.



# Minute Volume

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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Cabinet held on 31 July 2015

Present

Councillor Briggs (Chairman)

Councillors Wilson, Fairhurst, Guest and Weeks

### **166 Apologies for Absence**

Apologies were received from Councillor Cheshire.

### **167 Declarations of Interests**

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

### **168 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).

The motion having been approved, the Chairman took the opportunity to remind members in the public gallery of their obligation under the Code of Conduct to maintain the confidentiality of this item.

### **169 Five Districts Corporate Services Market Testing**

(This item was taken in camera)

Councillor Fairhurst presented an exempt report setting out progress on the outsourcing project.

RESOLVED that Information Technology, Payroll, Procurement and Finance (Accountancy and Exchequer) be added to the 5 Councils' market testing.

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**Chairman**

## **HAVANT BOROUGH COUNCIL**

At a meeting of the Development Management Committee held on 13 August 2015

Present

Councillor Buckley (Chairman)

Councillors Heard, Keast, Satchwell, Tarrant, Patrick and Hart (Standing Deputy)

### **33 Apologies for Absence**

Apologies for absence were received from Councillor Brown.

### **34 Minutes**

The Minutes of the meeting of the Development Management Committee held on 16 July 2015 were agreed as a correct record and signed by the Chairman.

### **35 Matters Arising**

There were no matters arising.

### **36 Declarations of Interest**

There were no declarations of interests.

### **37 Chairman's Report**

The Chairman had nothing to report.

### **38 Matters to be Considered for Site Viewing and Deferment**

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

### **39 Deputations**

The Committee received the following deputations/representations:

- (1) Mr Mountain (applicant's representative) – Application APP/15/00653 – 97–109 North Street, Emsworth (Minute 40)
- (2) Councillor Gibb-Gray (ward councillor) – Application APP/15/00653 – 97-109 North Street, Emsworth (Minute 40)
- (3) Councillor Mackey (ward councillor) – Application APP/15/00653 – 97-109 North Street, Emsworth (Minute 40)

### **40 APP/15/00653 - Boundary wall to front of 97- 109 North Street, Emsworth**

Proposal: Boundary wall to front of 97-109 North Street, Emsworth.

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

The Committee received supplementary information, circulated prior to the meeting, which set out an amendment to condition 3.

Prior to any discussion, the Committee was advised that:

- (a) the application had been submitted to the Committee because the applicant was the Council;
- (b) due to the risk of imminent collapse of the wall and danger to the public, Hampshire County Council, the Highway Authority, arranged for the wall to be fenced off and the closure of the footway under the railway bridge (“the footway”);
- (c) if the Committee was minded to grant permission, there would be no obligation on the Council to fund works: to replace or make safe the existing wall; to build a replacement wall, or any other works required to reopen the footway; and
- (d) it was understood that Cabinet would consider whether to fund any of the costs of replacing the wall (in the region of £130,000) at a future meeting. However this was not a material planning consideration.

During the meeting, the Committee was also advised of the following additional amendments to the proposed conditions:

- (a) Condition 2 –reference to the Construction Method Statement was deleted; and
- (b) Condition 4 – amended to read as follows:

*“The development shall be carried out in strict accordance with a Construction Management Plan to be agreed in writing by the Local Planning Authority.*

*Reason: In the interests of the amenities of the locality and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012”*

The Committee was addressed by the following deputees:

- (1) Mr Mountain, who behalf of the applicant supported the application and advised that:



- (a) there was a need to find a solution to reopen the footway: the closure of the footway had generated a number of complaints;
  - (b) Condition 4 (as amended) required the submission and approval of a construction method statement, which would include details of the time required to close North Street to enable the works to be completed. The Council had invited tenders to obtain indicative costs and timings of the works: the best tender received had indicated that North Street would only be closed for two days;
- (3) Councillor Gibb-Gray (ward councillor) supported the application and raised the following issues:
- (e) there was a need to find a solution as the footway had been closed for six months. The alternative official diversion route was lengthy and susceptible to flooding, which was unsuitable for a majority of residents who used it;
  - (f) rumours that North Street would be closed for 6 weeks to enable works to rebuild the wall and reopen the footway had generated much concern by residents and businesses. The advice given by Mr Mountain that North Street would only be closed for two days was welcomed;
  - (g) granting this application should not place an obligation on this Council to contribute towards the funding of any works to build the wall: the funding of any works required to reopen the footway and/or rebuild the wall was a private matter between Hampshire County Council, the Highway Authority and the neighbouring land owners;
  - (h) Hampshire County Council had proposed an alternative to replacing the wall. However this was a matter for negotiation between the County Council and neighbouring landowners; and
  - (i) The granting of this application was a way forward if all other schemes to resolve this problem could not be implemented
- (2) Councillor Mackey (ward Councillor) also supported the application and raised the following issues:
- (e) there was a need for a long term solution to this problem which had had been endured by residents and businesses in Emsworth for over six months; and
  - (f) the proposal was a good fall back position if all other schemes to resolve this problem could not be implemented.

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

- (1) the wall on the opposite side of the road to the footway, was owned by Network Rail and replaced by them: the proposal was of a similar design and would match this wall; and
- (2) the granting of this application would not prevent a cheaper solution being implemented: this was not however a material planning consideration.

RESOLVED that Application APP/15/006653 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 The development hereby permitted shall be carried out in accordance with the following approved plans:

Existing retaining wall survey - DN: 2015\_11/002  
Retaining wall Isometric View - DN: 2015\_11/002  
Retaining wall typical cross section - DN: 2015\_11/001  
New retaining wall long section - DN: 2015\_11/001  
Retaining wall location - - DN: 2015\_11/001  
New retaining wall plan - DN: 2015\_11/001  
Site compound plan - received on 6/7/15

Reason: - To ensure provision of a satisfactory development.

- 3 Construction of the brick facing of the wall hereby permitted shall not commence until samples and details of the bricks have been submitted to and approved 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.

- 4 The development shall be carried out in strict accordance with a Construction Management Plan to be agreed in writing by the Local Planning Authority.

Reason: In the interests of the amenities of the locality and having due regard to policies CS16 and DM10 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 5 The areas of land required to be altered to construct the wall at the front of No's 97-109 North Street shall be reinstated to the previous ground level unless otherwise agreed with the Local Planning Authority.

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

**The meeting commenced at 5.00 pm and concluded at 5.32 pm**

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**Chairman**

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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Cabinet held on 2 September 2015

Present

Councillor Cheshire (Chairman)

Councillors Wilson, Briggs, Fairhurst, Guest and Weeks

### **170 Apologies for Absence**

There were no apologies for absence.

### **171 Minutes**

The minutes of the Cabinet meetings held on 13 and 31 July 2015 were agreed as a correct record.

### **172 Matters Arising**

There were no matters the Chairman wished to report.

### **173 Declarations of Interests**

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

### **174 Chairman's Report**

The Chairman reported that, together with the Chief Executive, he had attended a very recent meeting of the Leaders of all the partner authorities involved in the proposed Hampshire Combined Authority and gave an update on the discussion at that meeting.

### **175 Deputations**

The Cabinet noted that a deputation request had been received from Mr D R Holmes, to be heard under item 179.

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

RESOLVED that the following delegated decisions and minutes of meetings be noted:

- (1) Response to Draft Planning Documents Relating to Minerals and Waste Safeguarding and Oil and Gas Development;
- (2) Havant Town Centre – Proposed Traffic Regulation Order;
- (3) Traffic Regulation Order – Little Hackets, Billy’s Copse and Fulflood Road; and
- (4) Service Level Agreement with Hampshire Biodiversity Information Centre.

### **177 Recommendations from the Scrutiny Board**

There were no recommendations from the Scrutiny Board.

### **178 Hampshire and Isle of Wight Devolution Deal**

The Cabinet considered a report by the Chief Executive and Executive Director providing an update on the work across Hampshire and the Isle of Wight regarding the possible devolution of powers to local areas from Government.

The Leader reminded all those present that a briefing would held immediately following the Cabinet meeting to apprise all Councillors of the current position prior to consideration of the matter at an extraordinary Council meeting.

RECOMMENDED that the Council

- (1) agrees to delegate to the Chief Executive, in consultation with the Leader, authority to decide the extent of the commitment of this Council to the detailed Hampshire and Isle of Wight Devolution proposal scheduled to be sent to the Government on 4th September 2015, this delegation to take effect up to and including 4 September; and
- (2) notes the appointment by the Cabinet of a Combined Authorities Working Group, consisting of Councillors Narinder Bains, Gary Hughes and Tim Pike, to work with the Leader and Cabinet in taking forward the proposal for a Hampshire Combined Authority.

### **179 Langstone Area, Havant, Experimental Traffic Regulation Order**

*Cabinet (2.9.15)*

Councillor Briggs presented a report to Cabinet setting out objections and representations following the advertising of an Experimental Traffic Regulation Order (ETRO) in Langstone, Havant, and seeking to make the ETRO permanent.

At the invitation of the Cabinet, Mr D R Holmes gave a deputation, referring to incidents that had caused damage to property adjacent to the turning circle in Langstone Avenue and seeking an amendment to the ETRO to install double yellow lines in the turning circle and relocate the associated two car parking spaces. A written representation from Mr Holmes in support of his deputation was also circulated for Cabinet members' attention.

Whilst sympathetic to the particular views expressed by Mr Holmes, Cabinet members noted that comprehensive consultations with local residents and Ward Councillors, including two separate consultation phases and a dedicated workshop, had been held over an extended period of time and that every effort had been made to respond positively to the wide-ranging comments received. Cabinet members were satisfied that the current proposal was supported by the majority of local residents and that, on that basis, the ETRO should be made permanent.

At the conclusion of the debate the Leader thanked all the officers involved in taking forward this complex piece of work. The Leader also took the opportunity, on behalf of the Cabinet, to thank Mr Oli Seebohm for his outstanding contribution to the Council in recent years as Senior Traffic Engineer and wished him well in his future employment.

RESOLVED that the two phases of the ETRO be made permanent.

**The meeting commenced at 2.00 pm and concluded at 2.55 pm**

.....  
**Chairman**

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## **HAVANT BOROUGH COUNCIL**

At a meeting of the Development Management Committee held on 3 September 2015

Present

Councillor Buckley (Chairman)

Councillors Hart, Heard, Keast, Patrick, Satchwell and Tarrant

### **41 Apologies for Absence**

There were no apologies for absence.

### **42 Minutes**

The Minutes of the meeting of the Development Management Committee held on 13 August 2015 were agreed as a correct record and signed by the Chairman.

### **43 Matters Arising**

There were no matters arising.

### **44 Declarations of Interest**

There were no declarations of interests.

### **45 Chairman's Report**

The Chairman:

- (a) welcomed Councillor Hart as a member of the Committee, and
- (b) reminded members of the Committee that a Development Consultation Forum would be held on 10 September 2015 to discuss outline planning application for 175 homes on land south of Bartons Road.

### **46 Matters to be Considered for Site Viewing and Deferment**

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

### **47 Deputations**

The Committee received the following deputations/representations:

- (1) Mr Grier (objector) – Application APP/15/00728 – Land to Rear of 41-49 Frogmore Lane, WaterlooVille (Minute 48)
- (2) Mr Tutton (applicant's agent) – Application APP/15/00728 – Land Rear of 41-49 Frogmore Lane, WaterlooVille (Minute 48)
- (3) Councillor Shimbart (ward councillor) – Application APP/15/00728 – Land Rear of 41-49 Frogmore Lane, WaterlooVille (Minute 48)

**47a APP/15/00728 - Land to rear of 41-49 Frogmore Lane, WaterlooVille**

(The site was viewed by the Site Viewing Working Party on 21 May 2015)

Proposal: Outline application for the construction of 4No. detached 3 bed chalet style bungalows with approval for access, appearance, layout and scale with landscaping reserved. (Revised application.)

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 gave details of additional representations received since the agenda was published.

The Committee was advised of the differences between this application and the previous application (APP/15/00228) considered by the Committee on 28 May 2008.

The Committee was addressed by the following deputees:

- (1) Mr Grier, who objected to the proposal for the following reasons:
  - (a) the Council had sufficient sites identified to meet its housing targets without the development of this site;
  - (b) the proposal would exacerbate the existing overbearing development at Willowside to the detriment of the amenities and living conditions of occupiers of neighbouring properties;
  - (c) the cumulative impact of this development was not sustainable by placing a strain on overstretched school and medical facilities; and
  - (d) the proposal would have a detrimental impact on wildlife living on the site

Mr Grier when making his deputation expressed concern that the 50 objections received had appeared to have been dismissed without serious consideration.

- (2) Mr Tutton, the applicant's agent, supported the application, for the following reasons:
- (e) the proposal was a sustainable development with easy access to bus services, shops and schools: the NPPF stipulated that there should be presumption in favour of sustainable development;
  - (f) the application site was comprised of underused garden land belonging to properties in Frogmore Lane. This land was therefore surplus to requirements and suitable for development
  - (g) the layout and design were seen to accord with the character and appearance of this locality and fully satisfied the Borough Council's requirements;
  - (h) the benefits that would accrue from the provision of housing in this sustainable location had been recognised by a planning inspector;
  - (i) provision is now to be made for a reptile corridor (with composting areas) along the northwest boundary of the application site: this arrangement satisfactorily addressed Reason for Refusal 4 of the recent decision.

Mr Tutton, advised the Committee that he did not consider that there were sustainable reasons for refusing this application.

- (3) Councillor Shimbart supported the objections made by Mr Grier and raised the following concerns:
- (j) the information supporting the sustainability of the proposed development appeared to be out of date with reference to nearby school facilities and misleading with regard to the frequency of bus services;
  - (k) the proposal, would lead to pressure to extend the Willowside Development into the other rear gardens in Frogmore Lane to the detriment of existing residents and the character of the area; and
  - (p) this piecemeal development of the area appeared to be way of avoiding the Council's affordable housing requirements.

Councillor Shimbart recommended that if the Committee was minded to grant permission, that the conditions should be rigorously enforced.

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

- (1) development of the site as part of the a larger site at Willowside had been the subject to a number of applications. An application relating to development of 41 to 55 Frogmore Lane had been previously refused;
- (2) a planning appeal had been lodged against the refusal of application APP/15/00228: a decision had not yet be made on this appeal;
- (3) the officers were of the opinion that the proposed development was acceptable and recommended approval;
- (4) Condition 10(1) was a standard condition: the height of the top light could be stipulated in a condition, if considered necessary;
- (5) the minimum back to back distances between the proposed and existing dwellings complied with the Council's Design Guide;
- (6) details for the maintenance of the proposed slow worm refuge had yet to be agreed;
- (7) the size of the proposal did not trigger the affordable housing threshold: the proposed scheme could not be regarded as comprising part of a Willowside site and as a consequence there was no need to make provision for affordable housing;
- (8) the location of the third bedroom was not a major determining factor when considering this application;
- (9) the Committee had to determine the application as submitted and not attempt to redesign the application;
- (10) the parking provision met the Council's adopted standards.

During the debate, the Committee was advised to agree to a further condition requiring the submission and approval of details for the garages and parking spaces before commencement of the development.

The Committee discussed this application in detail together with the views raised by the deputees. Although concern was raised that the development would have a detrimental impact on the adjoining residents, it was considered that this was not sufficient to justify a refusal. The Committee also discussed the need to consider the reserved application to but in light of the officer's advice, acknowledged that this would be considered by the officers under delegated powers. It was therefore

RESOLVED that Application APP/13/00728 be granted consent subject to:

- (a) a condition requiring the submission and approval of details of the garages and parking provision prior to commencement of the

development in the interests of road safety: the exact wording of this condition to be determined by the Executive Head of Planning and Economy and

(b) the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of 2 years from the date of the approval of the last of the reserved matters to be approved.

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

- 2 Approval of the details of the landscaping of the site (hereinafter called "reserved matters") shall be obtained from the Local Planning Authority in writing before any development is commenced.

**Reason:** In order to secure a satisfactory development.

- 3 Application for approval of reserved matters shall be made to the Local Planning Authority before the expiration of 3 years from the date of the grant of this planning permission.

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

- 4 The development hereby permitted shall be carried out in accordance with the following approved plans:

14001 SK 05 L (Site Layout, Location Plan and Street Elevation)

14001 SK 06 D (Site Sections)

14001 SK 08 (Unit Plans, Section and Elevations)

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

- 5 No development hereby permitted shall commence until plans and particulars specifying the alignment, width, gradient and type of construction proposed for the proposed access road, parking areas and turning head (including all relevant horizontal cross and longitudinal sections) and the related provision to be made for street lighting and for surface water disposal and a programme for the implementation and making up of the same have been submitted to and approved in writing by the Local Planning Authority. The implementation and making up of the same shall be completed in full accordance with such plans, particulars and programme as are thus approved by the Authority.

**Reason:** To ensure that they are constructed to satisfactory standard and, where appropriate a standard which will enable them to be taken over as publicly maintained highways and having due regard to policies CS16 and CS20 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 6 No development hereby permitted nor any related site clearance shall commence until plans and particulars specifying the finished levels (above ordnance datum) of both the ground floors and ridges of the proposed buildings and the surrounding ground levels, in relation to existing ground levels have been submitted to and approved by the Local Planning Authority.

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

- 7 Notwithstanding the provisions of any Town and Country Planning General Permitted Development Order, no extension, building, structure or hardstanding permitted by any such Order shall be erected within the curtilage of the site without the prior written approval of the Local Planning Authority.

**Reason:** To safeguard the amenities of the locality and occupiers of the dwellings hereby approved 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 provisions of any Town and Country Planning General Permitted Development Order, no additional windows, doors or other openings shall be constructed at first floor level or above within the rear elevations of the buildings without the prior written approval of the Local Planning Authority.

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

- 9 The rear first floor bedroom windows shall have a minimum cill height of 1.75m above finished first floor level.

**Reason:** To protect the amenities of adjoining residential properties 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 rear first floor bathroom windows shall:
- (i) consist of at least two lights divided horizontally with only the top light capable of being opened, and shall be maintained in that condition at all times; and
  - ii) at all times be and remain glazed entirely with obscure glass, the particular type of which glass shall provide a degree of obscuration no less obscure than that which is provided by Pilkington's Texture Glass Obscuration Level 4.

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

- 11 The development shall not be brought into use until the garages and spaces for the parking of vehicles has been provided within the site, and surfaced and marked out in accordance with the approved details and any other details subsequently agreed in writing with the Local Planning Authority. Such garages and spaces shall thereafter be retained and used solely for those purposes, solely in connection with the Plots as annotated on the drawings hereby approved.

**Reason:** In the interests of highway safety and having due regard to policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 12 The development shall be carried out in full accordance with the Arboricultural Impact Appraisal and Method Statement prepared by Barrell Tree Consultants on 13 February 2015 and received by the Local Planning Authority on 30 June 2015. All protection measures contained therein shall be undertaken and fully adhered to at all times whilst such implementation is in progress. Any such tree which is nevertheless seriously damaged during that implementation shall be replaced within 6 months of the occurrence of such damage by another of the same species in the same position and of not less than Extra Heavy Standard when planted.

**Reason:** To safeguard the continued health and presence of such existing vegetation and protect the amenities of the locality and having due regard to policies CS16 and DM8 of the

Havant Borough Core Strategy 2011 which form part of the Local Development Framework and National Planning Policy Framework, March 2012.

- 13 No development shall commence on the site until details of the design, depth and type of building foundations and the layout, with positions, dimensions and levels, of service trenches, ditches, drains and other excavations on site, insofar as they may affect trees and hedgerows on or adjoining the site, have been submitted to and approved in writing by the Local Planning Authority.

**Reason:** To safeguard against undue damage to existing trees and/or other vegetation at the site and having due regard to policies CS11.2 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework 2012.

- 14 Prior to the commencement of development, a detailed written scheme of reptile mitigation, compensation and enhancement measures (to include but not necessarily be restricted to: details of habitat clearance; handling of reptiles; fencing; ongoing management or refuge area) shall be submitted to and approved in writing by the Local Planning Authority. All reptile mitigation, compensation and enhancement features shall be retained and maintained in perpetuity in accordance with the agreed details.

**Reason:** To protect and enhance biodiversity and having due regard to policies CS11 and DM8 of the Havant Borough Core Strategy 2011 which form part of the Local Development Framework and National Planning Policy Framework, March 2012.

**The meeting commenced at 5.00 pm and concluded at 5.53 pm**

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**Chairman**



## HAVANT BOROUGH COUNCIL

At a meeting of the Licensing Committee held on 16 September 2015

Present

Councillor Smith D (Chairman)

Councillors Bains, Cresswell, Edwards, Francis, Gibb-Gray, Hughes, Kerrin, Pike, Ponsonby, Sceal, Shimbart and Wade

### **11 Apologies**

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

### **12 Minutes**

RESOLVED that the minutes of the Licensing Committee held on 17 June 2015 be approved as a correct record.

### **13 Matters Arising**

There were no matters arising.

### **14 Exclusion of Press and Public**

RESOLVED that the public be excluded from the meeting during consideration of the minutes headed and numbered as below because:

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 those minutes there would be disclosure to them of exempt information of the descriptions specified in paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 shown against the heading in question; and

in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Minute 21 Private Hire Vehicle Driver's Licence  
(Paragraphs 1 to 3)

All parties agreed to the Licensing Support Officer remaining in the meeting after the public had been excluded.

**15 Declarations of Interests**

Cllr Shimbart advised that he had spoken to the complainant in the past on matters not connected with Item 11 but this would not affect his impartiality.

Cllr Ponsonby advised that she was acquainted with one of the taxi drivers referenced in Item 11 but this would not influence her view on this matter.

**16 Chairman's Report**

The Chairman reminded the Committee that a licensing training session was scheduled for 7 October 2015 and advised members to send apologies if they were unable to attend.

**17 Adoption of Revised Deputation Procedure**

The Committee considered a report setting out revisions to its deputation procedure. The revisions were proposed in order to improve areas of the procedure where the Committee was restricted in asking questions of deputees.

RESOLVED that the revised deputation procedure be approved.

**18 Charges for Combined Hackney Carriage/Private Hire Vehicle Driver Licensing**

The Committee considered a report from the Licensing Officer requesting consideration of the charges for Combined Hackney Carriage/Private Hire Vehicle Driver Licences from 1 October 2015 to 31 March 2017 as a result of the Deregulation Act 2015.

The Committee requested that the second and third column headings on page 16 of the agenda be amended to read:

“Approved Prices 2015/2016” and “Proposed Prices 2016/2017”.

RESOLVED that the charges as shown in Appendix A of the report be approved.

**19 Charges for Private Hire Vehicle Operator Licensing**

The Committee received a report from the Licensing Officer setting out proposed charges for Private Hire Vehicle Operator licences from 1 October 2015 to 31 March 2017. Due to the Deregulation Act 2015 commencing on 1 October 2015 Private Hire Vehicle operator licences were to be issued for a five year period.

*Licensing Committee (16.9.15)*

RESOLVED that

- (1) The charges be approved for consultation;
- (2) The necessary advertisement be placed; and
- (3) In the event that no representations were received in response to the consultation, the new charges be recommended at Full Council for implementation.

**20 Charges for Taxi and Private Hire Licensing**

The Committee considered a report from the Licensing Officer requesting consideration of the charges for Taxi and Private Hire Licensing for the financial year 2016/2017.

RESOLVED that

- (1) The charges be approved for consultation;
- (2) The necessary advertisement be placed; and
- (3) In the event that no representations were received in response to the consultation, the new charges be recommended at Full Council and be implemented for the financial year commencing 1 April 2016.

**21 Consideration of a Hackney Carriage / Private Hire Licence**

*(this minute was taken in camera)*

The Committee was requested to consider whether the licensed driver MD continued to be a fit and proper person to hold a Hackney Carriage/Private Hire Driver's Licence.

The relevant legislation stated that a district council shall not grant a licence "unless they are satisfied that the Applicant is a fit and proper person to hold a driver's licence".

There was no statutory definition of "fit and proper person" but case law suggested that the issue of whether an applicant was a fit and proper person should be approached by proper consideration of the objectives of the licensing regime. These objectives were intended to ensure that, so far as possible, those licensed to drive private hire vehicles were:

- safe drivers with good driving records and
- adequately experienced and
- sober and
- mentally and physically fit and
- honest and

- not persons who would take advantage of their employment to abuse or assault passengers and
- not persons who would take advantage of their employment to engage in criminal activity.

The Committee was advised of its powers under Section 61 of the Local Government (Miscellaneous Provisions) Act 1976.

The Chairman outlined the Committee's procedure for dealing with the possible revocation of a Hackney Carriage/Private Hire driver's licence.

The Licensing Officer presented her confidential report to the Committee.

Driver MA was given an opportunity to address the Committee in support of his case and answered members' questions.

The driver and the licensing officers left the meeting during consideration of the application and were invited back into the meeting to receive the Committee's decision.

RESOLVED that one penalty point be awarded to driver MA's Hackney Carriage/Private Hire Licence having regard to the incident reported.

**The meeting commenced at 5.00 pm and concluded at 6.34 pm**

## HAVANT BOROUGH COUNCIL

At a meeting of the Governance & Audit Committee held on 16 September 2014

Present

Councillor Smith K (Chairman)

Councillors Perry, Tarrant, Wilson, Francis and Shimbart

### **18 Apologies**

Apologies for absence were received from Councillors Mrs Smallcorn and Hart.

### **19 Minutes**

RESOLVED that the minutes of the meetings of the Governance and Audit Committee held on 17 June 2014 and 4 August 2014 be approved as a correct record.

### **20 Matters Arising**

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

### **21 Declarations of Interest**

On the advice of the Solicitor to the Council, Councillors K Smith and Wilson gave notice that they would withdraw from the meeting during Minute 30 as they had a personal involvement in the matters to be discussed.

### **22 Chairman's Report**

There were no matters the Chairman wished to report to the Committee

### **23 External Audit Progress report and Annual Results Report 2013/14**

The Committee considered two papers presented by Ernst and Young LLP. Helen Thompson and Ian Young of Ernst and Young LLP joined the meeting for the debate on this item and answered members' questions in connection with the report.

The Audit Progress Report provided the Committee with an overview of the stage reached in the 2013/14 audit and an outline of their plans for the remainder of the year.

The Audit Results Report provided a summary of the preliminary audit conclusion in relation to Havant Borough Council's financial position and results for year ended 31 March 2014.

During the course of the discussion concern was expressed by the Committee that not all Councillors had completed their related party transaction

*Governance & Audit Committee (16.9.14)*

declarations. It was suggested that the Chairman inform the Leader of the Council about the Committee's concern.

RESOLVED that the report be noted.

**24 Statement of Accounts 2013/14 and Letter of Representation**

The Committee received the audited Statement of Accounts 2013/14 and the Council's Letter of Representation for approval. The Corporate Accountancy Team Leader answered members questions in connection with the report during the course of the discussion.

RESOLVED that

- 1) The Statement of Accounts for 2013/14 be agreed; and
- 2) The draft Letter of Representation be agreed.

**25 Annual Governance Statement 2013/14**

The Committee was provided with the Annual Governance Statement for Havant Borough Council which accompanied the 2013/14 Statement of Accounts.

RESOLVED that the report be noted.

**26 Internal Audit Progress Report 2014-15**

Antony Harvey and Amanda Chalmers of the Southern Internal Audit Partnership presented the Committee with the Internal Audit Progress Report which provided an overview of internal audit activity against assurance work completed in accordance with the approved audit plan.

The Committee was pleased to note that good progress had been made in achieving its performance targets and that no significant issues had been identified.

RESOLVED that the report be noted.

**27 Quarterly Update on Corporate Risks from the Executive Board**

The Committee received a report from the Executive Head for Governance and Logistics detailing the Council's corporate governance and risk management arrangements for 2014/15.

An overview of the highest corporate risks reviewed by the Joint Executive Board on 5 August 2014 was provided and the details of these noted.

RESOLVED that the most serious corporate risks reviewed by the Joint Executive Board on 5 August be noted.

**28 Havant Borough Council Constitution**

There was no business to discuss under this item.

**29 Local Government Ombudsman**

The Solicitor to the Council introduced the Local Government Ombudsman Annual Review Letter 2014 and provided details on the one complaint upheld.

RESOLVED that the Local Government Ombudsman Annual Review Letter 2014 be noted.

**30 Code of Conduct Complaints**

(Councillors K Smith and Wilson left the meeting room during this item)

A spreadsheet detailing the latest situation regarding code of conduct complaints was circulated and noted by the Committee.

RESOLVED that the report be noted.

**The meeting commenced at 5.00 pm and concluded at 6.05 pm**

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