

HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 9 December 2015

Present

Councillor Turner (Mayor)

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

42 Apologies for Absence

Apologies for absence were received from Councillors Briggs, Edwards, Kerrin, Pierce Jones, K Smith and Mrs E Shimbart.

43 Declarations of Interests

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

44 Minutes

Proposed by Councillor Buckley and seconded by Councillor Branson it was

RESOLVED that the minutes of the Council meeting held on 14 October 2015 be approved as a correct record.

45 Matters Arising

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

46 Mayor's Report

There were no additional matters or questions raised in connection with the Mayor's published report.

47 Public Questions Under Standing Order 13.4(f)

The following questions were submitted by Mr James Smith in accordance with the requirements of Standing Order 13.4(f):

- 1) What work has been undertaken by the Council to assess and evaluate services within the Lots being delivered by Havant Borough Council employed-staff, under an in-house service improvement planning model?
- 2) What Key Performance Indicators measuring the costs and quality of performance have been set for:

- a) Capita. To measure the costs and quality of its performance against the costs and quality of the service previously delivered by Havant Borough Council staff (e.g. Revenues and Benefits and Customer Services)?
 - b) Any new provider. To measure the costs and quality of performance against the services presently delivered by Capita and previous to that, by Havant Borough Council staff?
- 3) What guarantee can be given that the jobs, pay and conditions of staff presently employed by Havant Borough Council, will be retained at their current levels, if the work is outsourced?
 - 4) What measures are being taken to ensure in-house expertise is retained should a new provider fail in its contractual commitments?
 - 5) Broken down to its component parts (i.e. standard contract costs, charges and bonuses etc.), how much has Havant Borough Council paid Capita, year on year for the service Capita have delivered to the Council since the contract began? What are the transaction costs (to date) of the existing contract with Capita?
 - 6) Many residents care deeply about tax avoidance and tax evasion, particularly when increased government tax income could be spent on protecting the local government grant. What research has been and will be undertaken into potential contractors' tax affairs?

The following responses were provided by Councillor Fairhurst:

Question 1

It is the Council's corporate strategy to make savings through commissioning our services from other organisations and Cabinet reviewed the options available for these services in reaching their decision to enter this tendering exercise in December 2014.

Question 2

- a) Current contract

In-year cash collection rate for Council Tax

In-year cash collection rate for Business Rates

Reduction in prior year arrears for Council Tax

Reduction in prior year arrears for Business Rates

Average processing time for Benefit new claims

Average processing time for Benefit change of circumstances

Average accuracy rate for Benefit new claims and change of circumstances

Value of Housing Benefit overpayment recoveries in-year

Reduction in prior year Housing Benefit overpayment debt

Percentage of telephone calls answered within 20 seconds

Percentage of correspondence received and processed by the Council and responded to within 10 days

Percentage of e-mails acknowledged within 1 working day

Percentage of face-to-face customers visiting the Council seen within 10 minutes

b) The KPIs for these services are the same as the current contract, although in some cases the proposed standards are higher. The procurement process has not yet confirmed these standards.

Question 3

The employees transfer under TUPE and this gives them assurance that they will remain on their current contractual terms and conditions.

Question 4

We are maintaining some expertise in a shared client side and, following a resourcing review currently underway, the Chief Executive is proposing to retain some experience in the key services in her management team.

Question 5

We do not hold component information or individual transaction costs. The total annual payments for the current contract are:

Year	total payments
2009	£ 3,052,976
2010	£ 2,833,434
2011	£ 3,478,493
2012	£ 3,617,899
2013	£ 3,639,439
2014	£ 3,518,760
2015 (half year)	£ 1,809,186

Question 6

The financial leads on the project checked the background of all suppliers at the pre-qualification stage. This process included examining the published accounts of each company and investigating any comments from the independent auditors. There was no evidence of tax avoidance in publically held records relating to them.

48 Cabinet/Board/Committee Recommendations

- (A) Councillor Wilson presented a recommendation to Council seeking agreement for the 2016-17 Council Tax Support Scheme (minute 201/11/2015 refers).

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

RESOLVED that the following be approved:

- (1) that the 2015/16 Council Tax Support Scheme is retained for 2016/17 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 5.3 of the Cabinet report; and
 - (ii) the Non-Dependant deductions used in determining entitlement for working age claims are changed as set out in paragraph 5.4 of the Cabinet report;
- (2) that the necessary amendments are made to the Council Tax Support Scheme document and that it is then published in accordance with Local Government Finance Act 1992 Section 13A(2).
- (B)** Councillor D Smith presented a recommendation to Council arising from the meeting of the Licensing Committee held on 16 September 2015, seeking approval of proposed charges for Private Hire Vehicle Licensing (minute 19/09/2015 refers).

Proposed by Councillor Smith and seconded by Councillor G Shimbart it was:

RESOLVED that, there having been no representations in response to the consultation, the new Charges be approved for implementation.

- (C)** Councillor D Smith presented a recommendation to Council arising from the meeting of the Licensing Committee held on 16 September 2015 relating to charges for Taxi and Private Hire Licensing (minute 20/09/2015 refers).

Proposed by Councillor Smith and seconded by Councillor Branson it was

RESOLVED that, there having been no representations received in response to the consultation, the new charges be approved and implemented for the financial year commencing 1 April 2016.

- (D)** In the absence of the Chairman of the Governance and Audit Committee, Councillor Wilson presented a recommendation to Council on the grant of a Dispensation to Councillors (minute 10/12/2015 refers).

Proposed by Councillor Wilson and seconded by Councillor Buckley it was

RESOLVED that a Dispensation be granted to all Councillors to enable them to:

- (i) consider and determine the Council Tax base each year; and
- (ii) consider and determine Councillors Allowances each year.

These dispensations to expire on 30 May 2019.

- (D)** In the absence of the Chairman of the Governance and Audit Committee, Councillor Wilson presented a recommendation to Council on proposed changes to the Council's process for dealing with allegations (minute 11/12/2015 refers).

Proposed by Councillor Wilson and seconded by Councillor Seal it was

RESOLVED that the Council's process for dealing with allegations be amended as follows:

- (i) Reference to the "Governance Committee" be amended so as to read "Governance & Audit Committee"; and
- (ii) The procedure for hearings be amended to ensure that a separate process for hearings convened following an investigation be added as Appendix 3 to the process.

49 Leader's Report

In addition to his published report, the Leader took the opportunity to encourage all Councillors to contribute to a project seeking to provide Christmas presents for underprivileged children in the Borough.

50 Cabinet Lead Reports

There were no matters the Cabinet Leads wished to add to their published reports.

51 Cabinet Leads and Chairmen's Question Time

The Cabinet Leads and Committee Chairmen answered questions from members in connection with their published reports.

52 Questions Under Standing Order 23

The following question to Councillor Briggs was submitted by Councillor Cousins in accordance with Standing order 23.4(a):

Saturday Three Hour Free Parking

"Is the portfolio holder aware that when I checked the North Street, Havant, car park at mid-day out of 46 cars there 26 had bought a parking ticket?"

Would he agree with me that this indicated a failure to communicate effectively with the public on this concession and that this proportion was no doubt replicated throughout the borough?

Would he agree that the small poster should have been enhanced by stickers adjacent to the tariffs and on the ticket machines this being where people look not at the bottom right hand corner of the display board.

Has he any idea of how many tickets were issued throughout the borough on this day as compared with a normal Saturday.

Even those I pointed out the poster to could not believe they were being offered something for free – especially from the Council."

In Councillor Briggs' absence the Leader responded by confirming that, in his view, every opportunity had been taken to publicise the scheme, including an article in *Serving You*, notices in car parks and promotional leaflets circulated throughout the Borough by the Economic Development Team. He also suggested that some shoppers may have wished to park for longer than the free three-hour period and therefore would have purchased tickets accordingly.

53 Urgent Questions Under Standing Order 23

There were no urgent questions.

54 Notices of Motion

(A) PROPOSED by Councillor Turner and seconded by Councillor Fairhurst it was

RESOLVED that the following motion be approved:

“On the occasion of the 70th anniversary of the end of the Second World War, and subject to listed building consent, this Council agrees to add to the Council's war memorial the names of those members of the Armed Services from the Borough of Havant who died in the service of this nation from 1945 to 2015”

(B) The Council debated a Motion as set out in the agenda and proposed by Councillor Hart and seconded by Councillor Francis. At the conclusion of the debate the Mayor consented to adjourn the meeting for an amended Motion to be tabled.

The meeting adjourned at 6.30pm and reconvened at 6.38pm.

Following the adjournment, and proposed by Councillor Hart and seconded by Councillor Francis, it was

RESOLVED that the following amended Motion be approved:

“That the APSE Deconstruction Report, Version 2 received by the Section 151 Officer from the UNISON Regional Organiser be referred by this Council to the Scrutiny Committee who will report on the 26th January 2016.”

55 Calendar of Meetings 2016-17

Proposed by Councillor Cheshire and seconded by Councillor Mrs Blackett it was

RESOLVED that the Calendar of Meetings for 2016-17 be approved.

56 Acceptance of Minutes

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

The meeting commenced at 5.00 pm and concluded at 6.44 pm