



NOTES FOR MEETING OF COUNCIL – 24 February 2022

- 1 At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- 2 The Joint Chief Executive will announce that this meeting may be recorded and that anyone remaining at the meeting has provided their consent to any such recording – please see our protocol on [Attending and Reporting Meetings](#)**

1. MINUTES OF PREVIOUS MEETING

Note: The only aspect of the Minutes that can be discussed is their accuracy.

Members have been asked to email Committee Services in advance of the meeting if they have any questions on the accuracy of the Minutes.

The Chairman to ask if he/she can sign the Minutes of the Council Meeting held on 27 January 2022 (CL. 46-52). (Proposer and Secunder required).

2. APOLOGIES FOR ABSENCE

The Chairman will ask the Committee Services Officer if any apologies have been received.

***Note:** Members have been asked to email Committee Services in advance of the meeting as soon as they become aware they will be absent.

3. DECLARATIONS OF INTEREST

The Chairman to state that, if any Members have any disclosable pecuniary, or any other, interests to declare in any of the items on the agenda, they should declare them at this point.

***Note:** *Members are asked to email [Committee Services](#) in advance of the meeting as soon as they are aware they may have a Disclosable Pecuniary Interest, and any other interests they may have with respect to matters which are to be considered at this meeting.*

4. COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

Questions have been received from **Christine Strudwick, Angela McFarlane and David Turver (forwarded from Overview & Scrutiny Committee)**.

From **Christine Strudwick:**

To the Portfolio Holder for Place:

“What is the view of the Portfolio Holder for Place on the Levelling Up white paper published this month and the potential impact of Sections 3.4.1 and 3.4.2 on Hart District Council planning policy?”

Cllr Cockarill to respond.

From **Dr Angela McFarlane:**

To the Portfolio Holder for Environment:

“I am asking the question following a discussion on the topic by Odiham Parish Council.

In 2021, Hart DC imposed a new schedule of tariffs for off street parking in Odiham. This was to bring all rural car parks under the same tariffs. Comparing income from 2019 and 2021 (pre and post Covid) there has been a significant drop in income from parking - approximately 30% across Hart. Analysis of the figures for Odiham shows that there has been a significant drop in users of the car parks for extended stays which has led to a drop in footfall on the High St and reduced revenue overall for Hart. We note that the Hart budget for 22/23 allows for an anticipated reduction of 22% in parking revenue due to Covid. We suggest this is likely to be more due to the additional impact of higher pricing for parking longer than 2 hours - the all day charge has risen from £2 to £4. My question is therefore this:

Will Hart consider reverting to the previous pricing point of £2 for more than two hours which attracted more customers to our High St and raised more revenue for Hart? Asking Odiham Parish Council to subsidise a less productive tariff is not the answer.”

Cllr Oliver to respond.

From **Mr David Turver – originally put to the Overview and Scrutiny Committee meeting on 15 February 2022:**

To the Portfolio Holder for Finance:

- 1) The outturn report refers to the original budget of £10,794K approved in February 2021. However, the budget approval included a contingency of £610K for "pressures" (see below):

13.4 The contingency sum of £610k shown in the budget for pressures has been assigned as follows:

Activity	£ 000
COVID-19 loss of income	220
Recycling credits no longer reimbursed	250
Finance function insourced from Capita	140
Assigned contingency – Specific activity	£ 610K

Total Pressures **£610K**

To what extent has this contingency been utilised and how will the use of the contingency impact the forecast full year deficit of £488K?

Cllr Radley to respond.

2) The August O&S was told there was £6.8m of reserves in the General Fund at the end of FY20/21. The same paper recommended a minimum level of reserves of £5.3m, leaving a headroom of ~£1.5m.

6.2 The Section 151 Officer recommends that the above balance is increased in Hart's case to take account of specific risk arising being loan repayments, New Homes Bonus, and Income from Garden Waste. The Section 151 Officer also recommends a temporary increase in General Fund due to risk of underperformance in income on the Leisure Contract.

The calculation of our recommended minimum level of reserves is therefore shown below:

	2022-23 £'000
10% of Net Expenditure	1,170
Garden waste income	900
New Homes Bonus	1,847
Leisure Contract	1,400
Total	5,317

At the end of 2020/21 General Fund reserves were over £6.8m, more than the minimum level required, however, there are undoubtedly significant financial pressures to come in future years.

With the current forecast deficit and the reserve transfer to cover the Leisure Centre shortfall, what is the current expectation of the reserve level, the minimum reserve and therefore the anticipated headroom at year end?

Moreover, with the current level of forecast deficits into the future, can officers explain when they anticipate reserves falling below the recommended minimum level?

What would be the consequences if that should occur and what further actions might be required to avoid reserves falling below the minimum level?

Cllr Radley to respond.

Additional questions received from **Mr Turver** are:

To the Portfolio Holder for Place and the Portfolio Holder for Finance:

- 1) Can you explain the massive "contract inflation" uplifts in the IT Contract (£164.1K/£356.4K = 46%); Grounds Maintenance (£86.3K/£356.7K = 24%); Street Cleaning (£138K/£604.2K = 23%); Waste (£181K/£1,775K = 10%) and the 5 Council Contract (£219.7K/£2,497K = 9%), all of which have increases far in excess of CPI (5.5%)?

Cllr Cockarill to respond.

- 2) Notwithstanding the stated £498K FY21/22 budget does not match the FY21/22 budget book, how can you justify the massive £394K or 79% total increase (£892K - £498K) in the cost of the Finance Department?

Cllr Radley to respond.

- 3) What specific deliverables will be produced from the new £250K climate change budget?

Cllr Cockarill to respond.

- 4) The staff costs for Small SANG sites, Edenbrook, Commons (incl. Odiham), Bramshot, Fleet Pond and Elvetham Heath have gone up by around £187K in total. How many more people are going to be employed and what additional services can we expect from them?

Cllr Radley to respond.

- 5) FY21/22's budget included a contingency of £610K. The budget for FY22/23 contains no contingency at all, so when unforeseen problems inevitably arise, how will they be funded?

Cllr Radley to respond.

- 6) I note the reduction in minimum reserve requirement to £4.1m. However, can you explain why you consider it prudent to hold no reserve to cover the possibility of reduced income due to voids or other non-collection of rent from the property portfolio?

Cllr Radley to respond.

5. COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

No questions have been received from Members.

6. CHAIRMAN'S ANNOUNCEMENTS

The Chairman's Engagements since the last Council Meeting:

11 February 2022 - Mayor of Havant's Valentine's Dinner Dance

24 February 2022 - Mayor of Fareham's Civic Afternoon

7. CABINET MEMBERS' ANNOUNCEMENTS

The **Chairman** will ask Cabinet Members whether they have any announcements of importance to the Council.

The Leader of the Council, Councillor Neighbour

The Cabinet Member for Finance and Corporate Services, Councillor Radley

The Cabinet Member for Digital, Councillor Clarke

The Cabinet Member for Community, Councillor Bailey

The Cabinet Member for Place, Councillor Cockarill

The Cabinet Member for Regulatory, Councillor Kinnell

The Cabinet Member for Environment, Councillor Oliver

The Cabinet Member for Commercialisation, Councillor Quarterman

8. CHIEF EXECUTIVE'S REPORT

9. MINUTES OF COMMITTEES

Note: Members are allowed to put questions at Council without notice **in respect of any matters in the Minutes** to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.

Meeting	Date	Pages	For Decision
Cabinet (draft)	3 Feb 2022	48-54	Minute 109 – Future of CAB Yateley Building (see agenda item 11) Minute 110 - Treasury Management Strategy Statement and Annual Investment Strategy (see agenda item 12) Minute 111 - Draft Budget 2022/2023 And Medium-Term Financial Strategy (see agenda item 13)
Extra Cabinet (draft)*	8 Feb 2022	55-56	
Planning	12 Jan 2022	40-41	
Overview & Scrutiny	18 Jan 2022	42-59	
Staffing*	17 Jan 2022	1-3	
Staffing (draft)*	10 Feb 2022	4-6	Minute 14 - Pay Policy Statement Financial Year 2022/23 (see agenda item 10)

*Exempt minutes are available for Members via Modern.Gov

*The **Chairman** will ask if there are any questions on the minutes of each Committee in turn, and to whom the question is to be put. After questions have been asked on that Committee's minutes the Chairman of the relevant Committee will ask for a vote for any recommendations to Council contained in those minutes.*

10. PAY POLICY STATEMENT FINANCIAL YEAR 2022/23

To seek approval to the Council's Pay Policy for 2022/23.

RECOMMENDATION

- i. That the Pay Policy 2022/2023 be approved.
- ii. That Council approve an increase of staff salaries by 1.75% from 1st April 2021.

11. FUTURE OF CAB YATELEY BUILDING

To agree the increase in core grant to Hart Citizens Advice.

RECOMMENDATION

That subject to the conclusion of the lease arrangements with Hart Citizens Advice, as set out in appendix 1 (of the report to Cabinet), that their core grant is increased to £220K.

12. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

To present the draft Treasury Management Strategy Statement for 2022/23 which incorporates the Annual Investment Strategy and Prudential and Treasury Indicators for approval.

RECOMMENDATION

That the Treasury Management Strategy Statement, Annual Investment Strategy and Capital Strategy be approved.

13. BUDGET 2022/23

To provide Council with a summary of Cabinet's revenue and capital budget recommendations for 2022/23 to enable Council to calculate and approve the Council Tax requirement for 2022/23. The report also includes the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves.

RECOMMENDATION

- i) That the Council Tax Base for 2022/23 be:
 - (a) for the whole Council area as 41,815.86 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")];
 - and

- (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix 1A.
- ii) The Council Tax requirement for the Council's own purposes for 2022/23 (excluding Parish precepts) is £7,812,875.28
- iii) That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 and 34 to 36 of the Act:
- (a) £45,450,983, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
- (b) £33,943,563, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £11,507,420, being the amount by which the aggregate at 2.3(a) above exceeds the aggregate at 2.3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).
- (d) £275.19, being the amount at 2.3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £3,694,545, being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
- (f) £186.84, being the amount at 2.3(d) above less the result given by dividing the amount at 2.3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 2.3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 2.3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act,

as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- iv) That it be noted that for the year 2022/23 Hampshire Country Council's precept figures are subject to approval on the 17th February 2022 and are listed below. If any changes are required as a result of Hampshire County Council approval provision for delegation to change is provided in 2.6 of this report. The Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

Valuation Band	Hampshire County Council (£)	HCC Adult Social Care (£)	Police & Crime Commissioner for Hampshire (£)	Hampshire Fire & Rescue (£)
A(R)	681.64	91.06	131.37	41.91
A	817.97	109.27	157.64	50.29
B	954.29	127.49	183.91	58.67
C	1,090.6	145.70	210.19	67.05
D	1,226.9	163.91	236.46	75.43
E	1,499.6	200.33	289.01	92.19
F	1,772.2	236.76	341.55	108.95
G	2,044.92	273.18	394.10	125.72
H	2,453.90	327.82	472.92	150.86

- v) That, having calculated the aggregate in each case of the amounts at 2.3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2022/23 for each of the categories of dwellings in each of the Parishes.
- vi) That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2022/23 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- vii) That the Council concluded the £5 increase in Council Tax for Hart District Council for 2022/23 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992
- viii) That the Head of Corporate Services in consultation with the Cabinet member for Finance be given delegated authority to amend the final council tax calculations in the event of approved changes from the other precepting authorities.
- ix) That the fees and charges for 2022/23 as set out in Appendix 2 be approved.
- x) That the budget set out in Paragraph 13 be approved.

- xi) That the revised Capital Programme for 2021/22 to 2022/23 as detailed in Appendix 4 be approved.
- xii) That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.
- xiii) That Chief Officer's pay is increased by 1.50% from the 1st April 2021 as agreed by the NJC. Back pay will be calculated separately and paid on the 20th June 2022. This is included in the budget.
- xiv) That staff pay is increased by 1.75% from the 1st April 2021. Back pay will be calculated separately and be paid on the 20th June 2022 as included in the budget.

14. OUTSIDE BODIES – FEEDBACK FROM MEMBERS

To receive any feedback from Members who are representatives of the Council on an Outside Body.

15. MOTION TO COUNCIL

The following motion has been moved by Cllr Butcher (this wording was amended slightly since the Summons Agenda published).

To add transparency and understanding, and to provide clarity, this Council resolves to amend its Constitution so that all votes at Full Council, the Council AGM, and Extraordinary Council Meetings shall be a recorded vote, with each member asked to indicate whether their vote is in favour of or against the motion or whether they abstain. The way in which each member present voted is to be recorded in the minutes of the meeting.

NOTES:

Rules of Council:

When the Chairman asks, members must stop speaking at the time, and the Chairman may mute the microphone.

RULES OF DEBATE

No speeches until motion seconded

1. No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

Seconder's speech

2. When seconding a motion or amendment, the Member may reserve their speech until later in the debate.

Content and length of speeches

3. No speech may exceed three minutes without the permission of the Chairman.

When a Member may speak again

4. A Member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

1. to speak once on an amendment moved by another Member
2. to move a further amendment if the motion has been amended

5. If the first speech was on an amendment moved by another Member, to speak on the main issue (whether or not the amendment on which they spoke was carried)

1. in exercise of a right of reply
2. on a point of order
3. by way of personal explanation
4. by way of a point of information.

Amendments to motions

6. An amendment to a motion must be relevant to the motion, **may not have the effect of being a direct negative to the motion itself**, and will either be:

1. to refer the matter to an appropriate body or individual for consideration or reconsideration
2. to leave out words
3. to leave out words and insert or add others
4. to insert or add words

7. Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.

8. If an amendment is not carried, other amendments to the original motion may be moved.

9. If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments may be moved.

Right of reply

10. The mover of a motion has a right to reply at the end of the debate on the motion, immediately before it is put to the vote.

11. If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment but may not otherwise speak on it.

12. The mover of the amendment has no right of reply to the debate on his or her amendment.

Point of order

13. A Member may raise a point of order at any time whilst the specific item of business is under discussion. A point of order may only relate to an alleged breach of the Rules or the law. The Member must indicate the rule or law and the way in which he considers it has been broken.

Personal explanation

14. Members do not have an automatic right to reply simply because there are named in another Members speech. A Member may, however, make a personal explanation at any time. A personal explanation may only relate to some material part of an earlier speech by the Member in the debate which may appear to have been misunderstood. The procedure should not be used as a way to continue or expand the Members' original speech but should focus solely on clarifying any misunderstanding.

Point of information

15. A Member may raise a point of information during another Members' speech. It is within the absolute discretion of the Chairman to decide to accept the information. It is also within the discretion of the speaker to accept or decline the information. During the raising of this point of information the time allowed to the speaker will be extended to include the point of information.