



NOTES FOR MEETING OF COUNCIL – 28 July 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 Annual General Meeting held on 19 May 2022 (CL. 1-5). (Proposer and Seconder 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

No questions have been received from the public.

5. COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

Questions have been received from **Cllr Dr Crampton** and **Cllr Farmer**.

The following questions were received from **Cllr Dr Crampton**:

- 1) The Shapley Heath external audit says; The governance arrangements were appropriate and adequate, but these were not actioned throughout the project. Specifically there was lack of any reports to Cabinet between March 2020 and November 2021, meetings not held at the required frequency even post pandemic, the lack of annual review of the Opportunity Board's Terms of Reference and the lack of a review of objectives and priorities as required by the Terms of Reference. Who made these decisions and with who's authority and in the absence of governance arrangements, how was it expected that those who had the obligation to scrutinise the project, would be able to hold the project to account?
- 2) The management of the Shapley Heath project did not meet the Council's required standards and did not follow the Council's standardised project structure. As a result, standard internal reporting processes were not used. How was this allowed to happen and will those responsible be held to account?
- 3) The interim Head of Corporate Services has set out a timetable for improvement in processes going forward. How will what has happened, as highlighted in the report, be investigated, by whom and how will it be demonstrated that those responsible for the project do not "mark their homework" and dismiss this simply as a project management shortcoming?
- 4) In cancelling the July and September Shapley Heath Opportunity Board meetings, what regard did either the officers who advised him or the Portfolio Holder for Place himself, take of the Board's obligation to meet as a minimum once a quarter, particularly as there was outstanding business arising from the March meeting as the 2021/2022 project plan and the costings had not been endorsed and none of the financial information against which to scrutinise the project had been provided?
- 5) The Shapley Heath Garden Community audit review outlines a series of significant failings by the Council. Does the leader of the Council agree with me that the issues raised in the review cannot simply be described as project management shortcomings but instead represent a far more deeply rooted example of mismanagement, questionable competency and accountability which must be investigated further? Who will carry out that investigation, when and how will it be fed back to members?

The following questions were received from **Cllr Farmer**:

- 1) Why was an audited 2021/22 budget never circulated to the Opportunities Board and, because the costings were never supplied, how was it expected that the budgeted spend for 2021/22 be scrutinised, particularly as the 2021/22 Project Plan was never endorsed. Who therefore approved the 2021/22 work stream?
- 2) It was noted that since 2018/19 in excess of £650,000 has been spent on the Shapley Heath project up to March 2022. Taking into account the latest full year forecast for 2021/22, this may increase to in excess of £820,000 (£544,00 of Council money). Unrecorded staff costs such as officer resources used to support/lead workstreams need to be assessed, therefore what is the true cost of the project when these factors are taken into account?
- 3) A fund of £500,000 was allocated to the Shapley Heath Project, approved by Cabinet and Full Council in February 2020. However, there were no details of the expected overall expenditure of the project, no breakdown of expenditure over the three-year period, or any indication of items that would be covered by such expenditure. 80% of the expenditure is attributable to staff costs or recharges and no key milestones had been achieved at the time of concluding the project. Day-to-day financial monitoring did not follow the standard template documentation and was found to be significantly inaccurate in recording actual expenditure, particularly staff costs and recharges, and calculating available resources, and did not correlate with the project plan document. There was also no evidence to support the project having been accurately and appropriately financially managed. How did this happen and who is responsible?
- 4) Despite spending all this taxpayer's money, not one milestone was achieved. Who will take responsibility for this failure by the administration?
- 5) The Shapley Heath Audit Report found that procurement rules have not been fully followed as prescribed, with multiple documents not signed, lack of an audit trail for panel evaluation of contracts, an incorrect sending of a contract notification, and an approximate 9-month delay in publishing contract award results. Why was this allowed to happen and who is responsible?

6. CHAIRMAN'S ANNOUNCEMENTS

Planned Events – details to be circulated

- Autumn Civic Service
- Spring Civic Day

This year's charities

- A HVA Joint Project, involving specific recycling item by businesses in Hart

Other Projects

- Chairman's/Hart Legacy Project to establish a Duke of Edinburgh Award Scheme for Special Needs and Disabled Young People in Hart.
- To support a local Start-hub of smaller charities.
- In partnership with HVA issue some Volunteer Awards.

The Chairman's Engagements since the last Council Meeting:

- 20 May - Councillor Sharyn Wheale's funeral
- 20 May - Celebration of HM The Queen's Platinum Jubilee by young people of Hampshire at Winchester Cathedral
- 22 May - Mayor of Winchester Civic Sunday Service
- 29 May - Celebration of the Queen's Platinum Jubilee in Winchester Cathedral
- 2 June - Platinum Jubilee Beacon Lighting at Whitewater Meadow
- 4 June - Platinum Jubilee Big Picnic at Whitewater Meadow
- 4 June - Test Valley Civic Sunday Service
- 5 June - Visiting various Platinum Jubilee events in the District
- 6 June - HM Lord-Lieutenant of Hampshire Reception for new Mayors and Chairmen
- 10 June - Ground Breaking Ceremony – Sainsbury's in Hook
- 16 June - Beating Retreat and Cocktail evening at Gibraltar Barracks
- 20 June - Basingtoke & Deane Armed Forces Day Flag Raising Ceremony
- 21 June - Hampshire & IOW Armed Forces Briefing (Cllr Dorn represented HDC)
- 25 June - Royal British Legion Poppy Appeal Garden Party (Vice Chairman, Cllr Wildsmith represented HDC)
- 26 June - Mayor of Waverley's Civic Service
- 26 June - Lions Funfest at Yateley Manor School (Vice Chairman, Cllr Wildsmith represented HDC)
- 1 July - Duke of Edinburgh's Award Reception in Winchester Great Hall
- 3 July - The Hook Village Show
- 3 July - Hampshire Scouts Annual Review & AGM (Vice Chairman, Cllr Wildsmith represented HDC)
- 9 July - Pelly Concert, Church on the Heath

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, Cabinet Member for Strategic Direction, Partnerships and Countryside Councillor Neighbour
- The Cabinet Member for Finance, Councillor Radley
- The Cabinet Member for Digital and Communications, Councillor Clarke
- The Cabinet Member for Community, Councillor Bailey
- The Cabinet Member for Place, Councillor Cockarill
- The Cabinet Member for Regulatory, Councillor Collins

- The Cabinet Member for Environment, Councillor Oliver
- The Cabinet Member for Commercialisation and Corporate Services, 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	9 June 2022	9-12	
Cabinet (draft)	7 July 2022	13-17	
Overview & Scrutiny	14 June 2022	18-20	
Overview & Scrutiny (draft)	12 July 2022	21-23	
Audit (draft)	24 May 2022	24-27	
Licensing (draft)	7 June 2022	28-31	
Planning (draft)	15 June 2022	32-26	

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. YATELEY, DARBY GREEN AND FROGMORE NEIGHBOURHOOD PLAN - 'MAKING' THE PLAN

To 'make' the Yateley Neighbourhood Planning following the positive referendum result. The Council has a legal duty to make the Plan, unless it would fail to meet retained EU obligations or human rights convention, in which case it can decide not to make the plan, and the plan would cease to be part of the development plan for Hart.

11. OUTSIDE BODIES - FEEDBACK FROM MEMBERS

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

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.

Secunder'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.