



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday 7 April 2022 at 7.00 pm
Place:	Council Chamber
Enquiries to:	Committee Services Committeeservices@hart.gov.uk
Members:	Bailey, Clarke, Cockarill, Kinnell, Neighbour (Leader), Oliver, Quarterman and Radley

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

This Agenda and associated appendices are provided in electronic form only and are published on the Hart District Council website.

Please download all papers through the Modern.Gov app before the meeting.

- **At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**

- **The Chairman will announce that this meeting will be recorded and that anyone remaining at the meeting had provided their consent to any such recording.**

- 1 MINUTES OF THE PREVIOUS MEETING** 5 - 10
- The minutes of the meeting of 3 March 2022 are attached to be confirmed and signed as a correct record.
- 2 APOLOGIES FOR ABSENCE**
- To receive any apologies for absence from Members*.
- *Note: Members are asked to email Committee services in advance of the meeting as soon as they become aware they will be absent.*
- 3 DECLARATIONS OF INTEREST**
- To declare disposable pecuniary, and any other interests*.
- *Note: Members are asked to email Committee Services in advance of the meeting as soon as they become aware they may have an interest to declare.*
- 4 CHAIRMAN'S ANNOUNCEMENTS**
- 5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**
- Anyone wishing to make a statement to the Committee should contact Committee Services at least two clear working days prior to the meeting. Further information can be found at:
- [Public Participation leaflet 2021.pdf \(hart.gov.uk\)](#)
- 6 MINUTES OF THE CIVIC QUARTER REGENERATION WORKING GROUP** 11 - 14
- Minutes of the meeting held on 22 February 2022 to be noted.
- 7 MINUTES OF THE CLIMATE CHANGE WORKING GROUP** 15 - 20
- Minutes of the meeting held on 22 March to be noted.
- 8 YATELEY, DARBY GREEN AND FROGMORE NEIGHBOURHOOD PLAN: EXAMINER'S REPORT AND DECISION TO PROCEED TO REFERENDUM** 21 - 58
- To seek agreement to proceed to a referendum on Thursday 30 June 2022, following receipt of the examiner's report 22 March 2022 into the Yateley, Darby Green and Frogmore Neighbourhood Plan.

RECOMMENDATION

That Cabinet

1. agrees that the Yateley, Darby Green and Frogmore Neighbourhood Plan proceeds to a local referendum on Thursday 30 June 2022.
2. the Decision Statement at Appendix 2 is agreed and published.

9 DRAFT SERVICE PLANS 2022/2023 59 - 106

To consider and then approve the draft Service Plans for 2022/2023 as set out in Appendix 1.

RECOMMENDATION

That the draft Service Plans as set out in Appendix 1 for 2022/23 be approved.

10 QUARTER 3 PERFORMANCE REPORT - 2021/22 107 - 117

To update Committee on the Council's performance indicator results for the third quarter of 2021/2022 (1 October 2021 – 31 December 2021).

RECOMMENDATION

That the performance report for Quarter 3 2021/22 is noted.

11 HART RESPONSE TO STORM EUNICE 118 - 120

This report provides an update on Hart's emergency response to Storm Eunice.

RECOMMENDATION

That Cabinet:

- notes and endorses the decisions taken by the Joint Chief Executive under emergency powers as set out in paragraph 6.4 of this report.
- notes and endorses the expenditure incurred to date in providing the council's response to Storm Eunice.

12 WEBSITE DEVELOPMENT REPORT 121 - 123

To update Cabinet on the outcome of the procurement process to identify a digital agency to assist with the implementation and ongoing support of a new corporate website and to seek approval to appoint Big Blue Door as the preferred supplier.

RECOMMENDATION

The evaluation panel recommend that Hart District Council appoint [Big Blue Door](#) to help design, build, host and support the new website for the next two years.

13 UK SHARED PROSPERITY FUND

124 -
125

This report provides an update on the Government's UK Shared Prosperity Fund (UK SPF).

RECOMMENDATION

That Cabinet:

1. Approves the drafting a local investment plan for the administration of the UK SPF in Hart and;
2. Approves the inclusion of the administration of the UK SPF into the Corporate Service Plan.

14 CABINET WORK PROGRAMME

126 -
128

To consider and amend the Cabinet Work Programme.

Date of Publication: Wednesday, 30 March 2022

CABINET

Date and Time: Thursday 3 March 2022 at 7.00 pm

Place: Council Chamber, Civic Offices, Fleet

Present:

Bailey, Clarke, Cockarill, Kinnell, Neighbour (Leader), Oliver, Quarterman and Radley

In attendance: Forster (left at 8.28pm)

Officers:

Patricia Hughes	Joint Chief Executive
Emma Foy	Head of Corporate Services and S151 Officer
Joanne Rayne	Finance Manager
Steve Bennett	Change & Digital Manager
Peter Summersell	Sustainability Officer
Kelly Watts	Housing Solutions Manager
Nicola Harpham	Strategy & Development Manager
Helen Vincent	Committee Services Officer

121 MINUTES OF THE PREVIOUS MEETING

Minutes of the meetings held on 3 February and 8 February 2022 were signed as a correct record.

122 APOLOGIES FOR ABSENCE

No apologies were received.

123 DECLARATIONS OF INTEREST

No declarations were made.

124 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that there would be a silent vigil at 7pm on Friday in Ghurkha Square for the conflict in the Ukraine.

Item 10 on the agenda was moved to the end following Member's agreement to move into exempt session.

125 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

126 HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2022-27

Cabinet approval was requested for the adoption of the Homelessness and Rough Sleeping Strategy 2022-27 attached as Appendix A to the report.

Cllr Bailey wanted to thank the task and finish group for the hard work putting the strategy together. The Chairman noted the comparative chart on rough sleepers across local authorities in Hampshire and requested data from Winchester Council to be supplied.

Members discussed the advice available from Central Government on guidance for future refugees and following recent experiences with the resettlement of Afghan families, Members felt assured that this position showed our ability to locate resources when required.

DECISION

That Cabinet approved the adoption of the new Homelessness and Rough Sleeping Strategy.

127 HOUSING CAPITAL FUNDING FOR ENERGY EFFICIENCY MEASURES IN NEW AFFORDABLE HOUSING

This report set out a proposal to ringfence a proportion of the Council's housing capital funds to support Registered Provider's (housing associations) to provide additional energy efficiency measures in their new affordable homes.

Members discussed:

- All new affordable homes built to meet the legal position published in the future home standards for 2025.
- The opportunity of looking at our existing stock of affordable housing to implement targets for energy efficiency gain and to approach the planning team for further advice.
- The portfolio holder adapted the proposals following the Overview & Scrutiny Committees reservations and still believes this scheme is the right approach following further research.
- The number of houses being upgraded needs to be higher.
- Acknowledgement of all schemes coming forward to Cabinet following scrutinisation from the Overview & Scrutiny Committee to allow identification of the value of individual schemes for wider assessment.
- If a scheme is successful with obvious benefits, then Cabinet approval will be sought for more funds from the ringfenced money for the scheme.

Cabinet were happy to learn that developers are keen to build energy efficient homes above and beyond the current standards and as such, Members agreed to continue with the scheme to promote positive information on what we need in the district for new affordable homes.

Cllr Radley moved an amendment to the recommendation to add that we use funds from the most restricted reserves to withdraw money in order to ensure we use the funding more strategically going forward and that there must be an obligation from the housing team to identify these.

DECISION

1. Cabinet approved a scheme to install additional energy efficiency measures in new build housing association affordable housing that will bring energy efficiency beyond the current building regulation standards.
2. That £250k of housing capital funds are ring-fenced up to March 2025 for this purpose, at which time the scheme will be reviewed.
3. Specific sites will be brought to Cabinet to approve the spend.
4. That funding the schemes brought before the Council, should come from the most restricted fund following identification by the housing team.

128 AMENDMENTS TO THE COUNCIL'S CORPORATE COMPLAINT POLICY

Members were presented with a report from the Overview and Scrutiny Task and Finish Panel which provided guidance and advice on how the Council's Corporate Complaint Policy could be updated and improved. The report asked for Cabinet approval on the new Corporate Complaint Policy, to be supportive of the work that is ongoing to assist in the successful roll out and ongoing management of the Policy from April 2022.

Members were informed that the Council will continue to develop the system which provides a useful complaint form to enhance the customer experience for residents to submit complaints easily and quickly, but importantly, it will provide an internal tool to assist staff to manage, log, monitor and report cases.

Members discussed:

- The current 3-stage complaint process moving to a 2-stage process to provide a smoother process reflecting the guidance and advice from the Local Government Ombudsman.
- It would be helpful to our residents to have customer service standards of responses and delivery of services communicated to residents, to enable understanding of what to expect from a reasonable level of service. This would assist the complaints process and equally reduce the number of complaints.
- Updates to responses to emails to offer assurance that complaints are being dealt with.
- Complaints not to be taken negatively but to use as an opportunity to educate.
- The shorter process providing a better customer experience.
- To make cultural changes across all service areas.
- Sought clarification of anonymous complaints being dealt with sufficiently.

- Reassurance that the correct checks and balances are all in place for the new procedure are implement for assurance that the process is fit for purpose.

DECISION

1. Cabinet approved the adoption of the new Corporate Complaint Policy and supporting information published on the website.
2. Cabinet approved the intention to develop systems to help manage day to day complaints and provide high level trend data as part of the corporate suite of data provided on a quarterly basis to Overview and Scrutiny.

129 REVENUE AND CAPITAL OUTTURN POSITION

This report contained the capital and revenue outturn for the nine months ending 31 December 2021. The report also contained a full year (to 31st March 2022) capital and revenue outturn forecast and 2021/22 debt write offs above the delegated officer level.

Following the pandemic and the lost revenue from car parking, garden waste collections and leisure centre funding. This has meant the Council now faces a projected overspend but it is anticipated that once we drawdown on reserves we will break even by the end of the year.

Cllr Bailey thanked the Finance Team for their hard work through the recent challenges due to the pandemic and thanked them for their continued hard work keeping control of figures and spending.

DECISION

1. That Cabinet noted the report including the revised projections and significant revenue variations highlighted in paragraph 4.3 and Appendices 1 and 2.
2. That Cabinet noted the provisional full year revenue outturn position as of 31st December 2021 of an overspend of £488K overspend before any agreed drawdowns from earmarked reserves.
3. That Cabinet noted the provisional capital outturn position as of 31st December 2021. The forecast for total capital expenditure for the year ended 31st March is £21.1M.
4. That Cabinet noted the debt write off requests summarised in Section 6 to the value of £27,425.

130 URGENT DECISION: APPOINTMENT OF PSAA TO APPOINT EXTERNAL AUDITORS

The Joint Chief Executive gave a brief update on the associated appointment of PSAA to appoint (external audit services on our behalf and noted that this is a continuation of existing arrangements) External Auditors that was agreed under Urgency Provisions, on 21 February 2022, in consultation with the Deputy Leader and Chairman of Overview and Scrutiny Committee.

Cabinet noted the Urgent Decision taken to appoint Public Sector Audit Appointments to procure external audit services on our behalf and noted that this is a continuation of existing arrangements.

131 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and noted.

132 EXCLUSION OF THE PUBLIC

The following item contained exempt information.

DECISION

Members decided that the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

In accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to, on the grounds that they involved the likely disclosure of exempt information, as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

133 EASEMENT - EX TRAVIS PERKINS SITE IN HARTLEY WINTNEY

Cabinet approval was sought to grant an easement across land located to the front of Primrose House and the former Travis Perkins Builders Merchants, Albion Place, Hartley Wintney and to approve delegation of authority to negotiate the final terms of the easement.

This report and its appendices are exempt from publication.

Based on the fact when the report was put together and not all the facts were available at that time, Members agreed to make a change to the recommendation to give officers delegated authority to negotiate the best commercial value following further valuations. Members unanimously agreed.

DECISION

1. That Cabinet approved for officers to be given delegated authority to negotiate the best commercial value following further valuations.
2. That the Head of Environmental and Technical Services, in conjunction with the Portfolio Holder for Finance be given delegated authority to negotiate the final terms of the agreement.

The meeting closed at 8.35 pm

	<p>The group discussed how residents may interpret the word ‘viable’ and it was agreed that the wording ‘commercially viable’ would be used for this project.</p> <p>DN suggested that a further discussion on the ‘viability’ wording could take place later if required.</p> <p>OJ advised the group that once critical success factors are set, they should not be changed.</p> <p>MJ highlighted Rushmoor’s recent investments that had been affected by the Covid-19 pandemic, and the importance of viability tests for flexibility.</p> <p>BS mentioned community value and OJ reported that nine out of the 10 key points on the posters relate to community value.</p> <p>ACTIONS</p> <p>AS to meet with OJ to discuss a colour palette for the posters that will be more accessible on Hart’s website and also how to incorporate Hart’s logo and its partner ones.</p> <p>AS to check branding with HCC and FTC.</p>	<p>AS & OJ</p> <p>AS</p>
3	Feedback Form Review	
	<p>The Chairman introduced and summarised the Feedback Form.</p> <p>MB highlighted that the feedback form needs to include how we are going to use the data. AS confirmed that the form will go through Tim Wilson for GDPR purposes.</p> <p>The group discussed the pros and cons of choosing answers in the following categories:</p> <ul style="list-style-type: none"> • a top three • a list in order of preference, 1-8 or 1-3. • Highly important, important or least important. <p>AC highlighted that unconscious bias in the order the questions are written needs to be considered and OJ agreed it would.</p> <p>The group agreed on the following format for the feedback form: Question one – radio buttons (with the possibility of rating up to 8 options). Question two – picking top 3 Question three - ranking 1-8</p>	

	<p>AS highlighted that there could be limitations on answering questions in a certain way on webforms and programmes like Survey Monkey.</p> <p>MJ highlighted that certain wording ‘Sustainable Healthy Design’ and ‘Net Zero Carbon’ needed clarification and possibly more alignment. He also wanted more clarity on the term ‘all-weather area’.</p> <p>KD highlighted Fleet BID is keen to be involved and should be included.</p> <p>The group agreed that age and postcode were the most important pieces of personal information that needed to be collected from those who answered this feedback form.</p> <p>ACTION</p> <p>AS in investigate how the feedback form will be presented online.</p>	<p>KD</p> <p>AS</p>
4	<p>Timeline of Engagement & Website Update</p>	
	<p>The group agreed that the engagement period would be six weeks from Monday 23 May – Monday 4 July 2022.</p> <p>AS highlighted that the public engagement events at the Harlington would be in the middle of this period. They would be held over three days, on a Thursday, Friday and Saturday. The Thursday and Friday events to extend into early evening. A rota involving members and officers would need to be set up.</p> <p>It was agreed key stakeholders should be notified in advance and for the Thursday event to include these stakeholders. Press/media to also be invited to the first ‘launch’ event on the Thursday.</p> <p>ACTIONS</p> <p>AS to do a ‘soft’ update to the webpage next week. This to include an FAQs page.</p> <p>AS to schedule the engagement activities, look at the possibly of video sound bites and to hopefully feature the event in Hart News pending postal timings.</p> <p>AS to draft the online survey and confirm with OJ.</p>	<p>AS/GE</p> <p>AS</p> <p>AS/OJ</p>

5	AOB	
	None	
6	Date of next meeting	
	<p>The next meeting will provisionally be held on Tuesday 29th March at 9am.</p> <p>AS is on annual leave on this date and it was highlighted that the senior leadership team also have their meeting on Tuesday mornings.</p>	
	Meeting ended at 10.30am	

**MEMBERS AND OFFICERS
CLIMATE CHANGE WORKING GROUP
MEETING NOTES**

Date and Time: Tuesday 22nd March 2022, 14:30

Place: Teams Virtual Meeting

Present:

Cllr David Neighbour - DN
Cllr Alan Oliver - AO
Cllr Steve Forster - SF
Cllr Alex Drage - AD
Cllr Dr Anne Crampton - AC
Cllr Gill Butler - GB
Peter Summersell - PS
John Elson - JE
Daniel Hawes - DH
Jenny Wood - JW
Charlie Leaman (Eunomia) - CL
Tamsin Briggs (Friends of the Earth) - TB
Jenny Humphreys (Minutes)

Item		Action
1.0	Introduction and apologies Apologies received from Adam Green, Wilf Hardy and Mark Jaggard.	
2.0	Notes form previous meeting None	
3.0	Net Zero Carbon Pathway Update (Eunomia)	
3.1	<p>CL, Consultant from Eunomia explained a bit about her background as a local government climate change officer; she then delivered a presentation.</p> <p>CL summarised that Eunomia had reviewed the Council’s current calculation of the operational and district wide greenhouse gas emissions. The team have also undertaken a policy gap analysis, that looked at local and national policies that may impact Hart’s Net Zero Strategy and Action Plan.</p> <p>ACTION - CL is finalising the Action Plan and will distribute to PS (and the group) in the next couple of days for comments.</p> <p>The second draft will be available before April Council. <i>DN highlighted that the group will be delivering a presentation at April’s Full Council meeting.</i></p>	<p>CL/PS</p>

	The final draft will be available to the group on 13 May 2022.	
3.2	SF questioned the reference to 'carbon capture' when describing Net Zero.	
3.3	<p>AO questioned the reference to national policies in the briefing document (distributed in advance of the meeting) and was keen to clarify which policies Hart can practically get involved with on a local level.</p> <p>CL clarified that the local policies feed into the national ones and the document includes ones that Hart are not solely responsible for; this is needed for context.</p> <p>ACTION - AO asked CL for examples from other district councils of their policies on Climate Change. CL replied that she had included examples but will look for more that are suitable.</p>	CL
3.4	<p>SF highlighted that Hart's targets for Climate Change are 10-15 years earlier than the Government's national ones which are 2050.</p> <p>CL confirmed that Hart's targets need to be ambitious, and some will rely on national ones to achieve their goal.</p>	
3.5	<p>AC queried the insulation and energy efficient measures that would need to be implemented before heat pumps could be properly explored and asked CL if there was a minimum criterion for these.</p> <p>ACTION - CL confirmed that there were certain criteria (she would need to confirm what this is and report back).</p> <p>PS highlighted that it's far easier to build new buildings with effective conditions for heat pumps and it's harder to retrofit older structures.</p> <p>AO gave brief examples from Sweden and Holland where hot heat pump trials were going on.</p>	CL
3.6	<p>SF asked for clarification on the original brief for the Action Plan and questioned the Council's target dates.</p> <p>DN confirmed that decisions have already been made on the targets.</p>	

3.7	GB asked AO for an update on food waste collection in Hart. AO replied that work is ongoing with Project Integra to introduce food waste and more mixed plastics collection to Hart's recycling. Dates for this are currently being discussed.	
3.8	AC questioned the project's involvement with the Hart Leisure Centre (Everyone Active) and CL confirmed she had met with them.	
3.9	SF asked CL if she had any specific recommendations on percentage reductions that Hart should be aiming for, and CL replied that the draft Action Plan should encourage more internal conversations to determine this.	
4.0	Paper – Energy Efficiency Development & Renewable/Low Carbon Energy Generation	
4.1	<p>DH introduced the paper that went to February's Overview and Scrutiny (O&S) meeting. This included a TAN (Technical Advice Note) that supplements the Local Plan Design Policy NBE9.</p> <p>DN asked DH to confirm the feedback from O&S – and it was summarised as very good, with questions raised such as whether there should be a cap on the number of solar farms, and discussion around the 20% renewable energy percentages for new developments.</p> <p>ACTION - DH confirmed that this TAN doesn't need to go through another committee. Members can send any comments they have on the TAN to Mark Jaggard and Daniel Hawes.</p>	ALL
4.2	<p>AO questioned whether a limit on solar farms and renewable energy resources would be appropriate in the district.</p> <p>DH replied that there is no cap and every application is looked at individually. Under national policy developers do not need to demonstrate a need, but cumulative visual and landscape impacts are considered.</p> <p>ACTION - AO asked about localised energy storage facilities in Hart and the need for the grid to be resilient. DH explained that the TAN is concerned with energy use and generation within new developments such as housing developments rather than stand-alone facilities for energy generation energy or energy storage, and so that would be a separate piece of work.</p>	DH
4.3	SF recommended that the policy included localised battery storage.	

5.0	Paper – Residential Cycle & Car Parking Standards Update	
5.1	<p>TB asked DN on the latest status of the LCWIP and Green Grid Status.</p> <p>JE confirmed that he and Christine Tetlow (Programme Manager) are continuing discussions with Hampshire County Council (HCC).</p> <p>PS added that Christine has a brief from HCC and the next step, when ready, is to go out to tender.</p>	
5.2	<p>AC mentioned that the paper on Residential Cycle & Car Parking Standards states a 'subtle' difference in standards and she queried if this was enough.</p> <p>DH replied that the revised standards aim to provide sufficient car parking that is well-designed into the scheme, but importantly also require greater amounts of cycle parking that is secure and convenient to use, to encourage modal shift away from the car.</p> <p>The revised car parking standards includes a different emphasis with more on visitor/ unallocated parking but that it doesn't create a significant difference in the actual number of spaces required overall. It's a more flexible approach which makes more efficient use of space.</p>	
5.3	<p>SF mentioned electric bikes, that they are bulkier, need charging, are expensive and must be secure, but the standards are silent on this.</p> <p>ACTION - JW and DH agreed to take this point back for further consideration.</p>	JW
5.4	<p>SF highlighted that when people convert or extend their homes to create additional bedrooms this has an impact on existing parking provisions. He also queried the availability of on-street parking being taken into account when agreeing parking provision for individual developments, and that this can be overplayed.</p> <p>ACTION - JW and DH agreed to take these points back for further consideration.</p>	DH
5.5	<p>GB asked about the relatively high number of cycle parking provisions suggested for individual properties in the paper (it's up to 6 spaces). DH explained that this is part of the approach to</p>	

	encouraging cycling, and that some people may own more than one cycle. SF agreed the standards are appropriate.	
6.0	Update Hart Climate Change Action Plan	
6.1	<p>PS gave an update on thermal cameras and that they should be used between October and March due to the colder weather.</p> <p>ACTION – PS to put a proposal together for obtaining cameras for Autumn 2022.</p>	PS
	<p>PS gave an update on the Greener Homes Grant phase 2 that is accepting applications until the end of March 2022. Hart was allocated £220,000 for this however the uptake has not been as good as hoped currently.</p> <p>For the third phase, the Sustainable Warmth Fund, Hart has been provisionally allocated £800,000.</p> <p>PS also confirmed that the team planned to bid for an £8,000 capacity and communication fund to promote the scheme and improve uptake.</p> <p>PS told the group that an advert is currently out for a Climate Change Communication and Engagement Officer as well.</p> <p>SF requested to see performance statistics and data on the performance of phases 1 and 2 of the funding schemes.</p> <p>ACTION - PS confirmed that the second phase was delayed, and this is a national issue. PS plans to provide statistics to the group when they are available.</p> <p>AC asked if the council could target groups who may benefit from the Sustainable Warmth Fund (phase 3).</p>	PS
	<p>PS asked the group if they preferred the term ‘insetting’ as opposed to ‘offsetting’.</p> <p>The group agreed that ‘insetting’ was preferable.</p>	
7.0	AOB	
	<p>The next meeting is scheduled for Tuesday 17th May at 14:30.</p> <p>ACTION - A meeting is needed to discuss the Eunomia work and PS/DN to set up a Teams chat group with the drafts attached.</p>	PS/DN

	<p>SF requested a recommendation on EV charging points.</p> <p>DN thanked AD for all his work as he will not be standing in the May Elections, and it is his last meeting with this group.</p>	
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Meeting ended at 15:59.

CABINET

DATE OF MEETING: 7 April 2022

TITLE OF REPORT: YATELEY, DARBY GREEN AND FROGMORE
NEIGHBOURHOOD PLAN: EXAMINER'S REPORT
AND DECISION TO PROCEED TO REFERENDUM.

Report of: Head of Place

Cabinet member: Councillor Graham Cockarill, Place

1 PURPOSE OF REPORT

1.1 To seek agreement to proceed to a referendum on Thursday 30 June 2022, following receipt of the examiner's report 22 March 2022 into the Yateley, Darby Green and Frogmore Neighbourhood Plan.

2 OFFICER RECOMMENDATIONS

2.1 That Cabinet

1. agrees that the Yateley, Darby Green and Frogmore Neighbourhood Plan proceeds to a local referendum on Thursday 30 June 2022.

2. the Decision Statement at Appendix 2 is agreed and published.

3 BACKGROUND

3.1 The Council has a statutory duty to assist communities in the preparation of Neighbourhood Development Plans and Orders.

3.2 The Yateley, Darby Green and Frogmore Neighbourhood Plan has been prepared with on-going engagement with the local community including the following statutory stages:

- Designation as a Neighbourhood Area (5 April 2018)
- Consultation on a Pre-Submission version (10 May – 2 July 2021)
- Submission to Hart District Council (8 November 2021)
- Submission consultation (24 November 2021 – 12 January 2022)

3.3 The Neighbourhood Plan was submitted for examination in January 2022 following the close of the submission consultation. A total of 22 representations were received to the consultation and these were forwarded to the Examiner for consideration.

3.4 The Council appointed independent examiner Andrew Ashcroft and the examination was conducted by written representations. The Examiner sought clarification from both the Town Council and Hart District Council on a few matters, both the examiners' questions and respective responses can be viewed at <https://www.hart.gov.uk/yateley>

- 3.5 The purpose of the examination is to consider whether the Plan complies with the relevant legislative requirements, in particular with the Neighbourhood Planning (General) Regulations 2012 (as amended), and to consider whether the Plan meets a set of 'Basic Conditions' – these are:
- i) have regard to national policies and advice contained in the guidance issued by the Secretary of State; and
 - ii) contribute to the achievement of sustainable development; and
 - iii) be in general conformity with the strategic policies contained in the development plan for the area; and
 - iv) be compatible with and not breach European Union (EU) obligations; and
 - v) not breach the requirements of Chapter 8 part 6 of the Conservation of Habitats and Species Regulations 2017.

4 CONSIDERATIONS

- 4.1 The final version of the Examiners Report was received on 22 March 2022 (attached at Appendix 1).
- 4.2 The examiner concluded that subject to the recommended changes set out in his report the plan meets the basic conditions and should proceed to referendum.
- 4.3 The NP includes a range of policies covering climate change, biodiversity, green infrastructure, flood risk, important views, Yateley Village Centre, and Blackbushe Airport etc. The majority of the Examiner's recommendations relate to matters of clarity and precision to ensure that the neighbourhood plan fully accords with National Planning Policy.
- 4.4 The Decision Statement at Appendix 2 includes a table setting all of the Examiner's recommendations. The notable recommended changes are :
- Policy YDFNP7 Important Views – deletion of views 03 and 05 on the basis that these do not meet the basic conditions, as they cover more extensive tracts of countryside and the examiner considers that they do not represent any significantly different characteristic to the wider neighbourhood area;
 - Policy YDFNP13 Blackbushe Airport – deletion of last two paragraphs of the policy which require the return of the land to public open space in the event the airport closes, as there is no indication as to how the requirements expressed would be achieved.
- 4.5 Hart District Council must decide what action to take in response to each of the report's recommendations and take a decision on whether to send the Neighbourhood Plan to referendum. The options open to the District Council are:
1. If it is satisfied that the Neighbourhood Plan, as recommended to be modified by the examiner, meets the basic conditions then it can agree the Neighbourhood Plan for referendum.
 2. If it is not satisfied that the Basic Conditions are met it can decide not to send the Neighbourhood Plan to referendum, or

3. It can decide to modify the Neighbourhood Plan.

4.6 If the District Council makes a decision which differs to the Examiner (i.e. options 2 and 3 above) it must publish the decision, with its reasons, and invite representations.

4.7 It is considered however, that the Yateley, Darby Green and Frogmore Neighbourhood Plan as modified meets the basic conditions and can therefore proceed to referendum.

5 ALTERNATIVE OPTIONS CONSIDERED OR REJECTED

5.1 There are no alternative options to consider. The Council is obliged to send the plan to referendum within 5 weeks of receipt of the examiner's report.

6 NEXT STEPS

Referendum

6.1 Following agreement to and publication of the Decision Statement (Appendix 2) , the Yateley, Darby Green and Frogmore Neighbourhood Plan can now proceed to a referendum on Thursday 30 June 2022, this will be organised by the District Council.

6.2 The Examiner has recommended that the referendum should be based on the Yateley, Darby Green and Frogmore neighbourhood area and that there are no reasons to extend this area for the purpose of the referendum. There are not considered to be any circumstances which would justify an alternative approach to this.

6.3 At referendum if over 50% of those voting, vote in favour of the Neighbourhood Plan, then the Plan must be 'made' (adopted) by the Council and will form part of the statutory Development Plan.

Decision making

6.4 Section 70 (2) of the Town and Country Planning Act 1990 (as amended) provides that a local planning authority must have regard to a post-examination draft neighbourhood plan, so far as it is material to an application.

7 FINANCIAL AND RESOURCE IMPLICATIONS

Is the proposal identified in the service plan?	Yes
Is the proposed being funded from current budgets?	Yes
Have staffing resources already been identified and set aside for the proposal?	Yes

- 7.1 Support for neighbourhood plans is identified in the current Planning Policy service plan. The examination and referendum are funded by Hart District Council. The Council can apply for a government grant of £20,000 towards the costs of the Council's involvement in preparing the Plan (including the costs of the Examination and Referendum), once it has made a decision to proceed to Referendum.

8 EQUALITIES IMPACT

- 8.1 Both Yateley Town Council and Hart District Council are responsible authorities under the Public Sector Equality Duty. An Equalities Impact Assessment has therefore been prepared and agreed between both parties. This was initially undertaken on the submission version of the Neighbourhood Plan and refreshed to take into consideration the recommendations set out in the Examiners Report. No adverse impacts were recorded.

9 CLIMATE CHANGE IMPACT

- 9.1 The Yateley, Darby Green and Frogmore Neighbourhood plan whilst not allocating any sites for development includes many references to climate change and the need to avoid adverse impacts.
- 9.2 Objective (d) of the neighbourhood plan states '*to ensure development is built, designed and located so as not to add to the carbon burden and supports the national target of net zero gas emissions by 2050.*' This objective is to be delivered by the application of Policy YDFNP2 Limiting Climate Change; Policy YDFNP8 Green Infrastructure and Policy YDFNP15 Active Travel.

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APPENDICES

- Appendix 1 – Yateley, Darby Green and Frogmore Neighbourhood Plan
- Examiners Report
- Appendix 2 – Yateley, Darby Green and Frogmore Neighbourhood Plan
- Decision Statement

BACKGROUND PAPERS:

The Neighbourhood Plan and associated documents can be viewed at :
<https://www.hart.gov.uk/yateley>

Yateley, Darby Green and Frogmore Neighbourhood Development Plan 2020-2032

**A report to Hart District Council on the Yateley, Darby
Green and Frogmore Neighbourhood Development
Plan**

**Andrew Ashcroft
Independent Examiner
BA (Hons) MA, DMS, MRTPI**

Director – Andrew Ashcroft Planning Limited

Executive Summary

- 1 I was appointed by Hart District Council in December 2021 to carry out the independent examination of the Yateley, Darby Green and Frogmore Neighbourhood Plan.
- 2 The examination was undertaken by way of written representations. I visited the neighbourhood area on 21 January 2022.
- 3 The Plan is an exceptionally good example of a neighbourhood plan. It is beautifully written and presented. It includes a variety of policies and seeks to bring forward positive and sustainable development in the neighbourhood area. It adds value to the policies in the adopted Local Plan.
- 4 The Plan has been underpinned by community support and engagement. It is clear that all sections of the community have been engaged in its preparation.
- 5 Subject to a series of recommended modifications set out in this report I have concluded that the Plan meets all the necessary legal requirements and should proceed to referendum.
- 6 I recommend that the referendum should be held within the neighbourhood area.

Andrew Ashcroft
Independent Examiner
22 March 2022

1 Introduction

- 1.1 This report sets out the findings of the independent examination of the Yateley, Darby Green and Frogmore Neighbourhood Development Plan 2020-2032 ('the Plan').
- 1.2 The Plan was submitted to Hart District Council (HDC) by Yateley Town Council (YTC) in its capacity as the qualifying body responsible for preparing the neighbourhood plan.
- 1.3 Neighbourhood plans were introduced into the planning process by the Localism Act 2011. They aim to allow local communities to take responsibility for guiding development in their area. This approach was subsequently embedded in the National Planning Policy Framework (NPPF) in 2012, 2018, 2019 and 2021. The NPPF continues to be the principal element of national planning policy.
- 1.4 The role of an independent examiner is clearly defined in the legislation. I have been appointed to examine whether or not the submitted Plan meets the basic conditions and Convention Rights and other statutory requirements. It is not within my remit to examine or to propose an alternative plan, or a potentially more sustainable plan except where this arises as a result of my recommended modifications to ensure that the plan meets the basic conditions and the other relevant requirements.
- 1.5 A neighbourhood plan can be narrow or broad in scope. Any plan can include whatever range of policies it sees as appropriate to its designated neighbourhood area. The submitted Plan has been designed to be distinctive in general terms, and to be complementary to the development plan in particular. It seeks to provide a context in which the neighbourhood area can maintain its attractive character and appearance.
- 1.6 Within the context set out above, this report assesses whether the Plan is legally compliant and meets the basic conditions that apply to neighbourhood plans. It also considers the content of the Plan and, where necessary, recommends changes to its policies and supporting text.
- 1.7 This report also provides a recommendation as to whether the Plan should proceed to referendum. If this is the case and that referendum results in a positive outcome the Plan would then be used to determine planning applications within the neighbourhood area and will sit as part of the wider development plan.

2 The Role of the Independent Examiner

- 2.1 The examiner's role is to ensure that any submitted neighbourhood plan meets the relevant legislative and procedural requirements.
- 2.2 I was appointed by HDC, with the consent of YTC, to conduct the examination of the Plan and to prepare this report. I am independent of both HDC and YTC. I do not have any interest in any land that may be affected by the Plan.
- 2.3 I possess the appropriate qualifications and experience to undertake this role. I am a Director of Andrew Ashcroft Planning Limited. In previous roles, I have over 35 years' experience in various local authorities at either Head of Planning or Service Director level. I am a chartered town planner and have significant experience of undertaking other neighbourhood plan examinations and health checks. I am a member of the Royal Town Planning Institute and the Neighbourhood Planning Independent Examiner Referral System.

Examination Outcomes

- 2.4 In my role as the independent examiner of the Plan I am required to recommend one of the following outcomes of the examination:
- (a) that the Plan as submitted should proceed to a referendum; or
 - (b) that the Plan should proceed to referendum as modified (based on my recommendations); or
 - (c) that the Plan does not proceed to referendum on the basis that it does not meet the necessary legal requirements.
- 2.5 The outcome of the examination is set out in Section 8 of this report.

Other examination matters

- 2.6 In examining the Plan I am required to check whether:
- the policies relate to the development and use of land for a designated neighbourhood plan area; and
 - the Plan meets the requirements of Section 38B of the Planning and Compulsory Purchase Act 2004 (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one neighbourhood area); and
 - the Plan has been prepared for an area that has been designated under Section 61G of the Localism Act and has been developed and submitted for examination by a qualifying body.
- 2.7 Having addressed the matters identified in paragraph 2.6 of this report I am satisfied that all of the points have been met.

3 Procedural Matters

3.1 In undertaking this examination I have considered the following documents:

- the submitted Plan.
- the Basic Conditions Statement.
- the Consultation Statement.
- the SEA/HRA Screening report commissioned by HDC.
- the Background Evidence Document.
- the Biodiversity Evidence Background Paper.
- the Neighbourhood Plan Views Supplement.
- the representations made to the Plan.
- YTC's responses to the clarification note.
- HDC's responses to the clarification note.
- YTC's comments on HDC's representations to the Plan.
- the adopted Hart Local Plan (Strategy and Sites) 2032.
- the Yateley Village Design Framework Supplementary Planning Document.
- the National Planning Policy Framework (July 2021).
- Planning Practice Guidance.
- relevant Ministerial Statements.

3.2 I visited the neighbourhood area on 21 January 2022. I looked at its overall character and appearance and at those areas affected by policies in the Plan in particular.

3.3 It is a general rule that neighbourhood plan examinations should be held by written representations only. Having considered all the information before me, including the representations made to the submitted plan, I concluded that the Plan could be examined by way of written representations. I was assisted in this process by the comprehensive nature of many of the representations and the professional way in which the Plan has been developed.

4 Consultation

Consultation Process

- 4.1 Policies in made neighbourhood plans become the basis for local planning and development control decisions. As such the regulations require neighbourhood plans to be supported and underpinned by public consultation.
- 4.2 In accordance with the Neighbourhood Planning (General) Regulations 2012, YTC prepared a Consultation Statement. It is proportionate to the neighbourhood area and its policies. It is a very good example of a document of this type. In particular, it sets out its key findings in a concise report which is underpinned by a series of more detailed tables and appendices
- 4.3 The Statement records the various activities which were held to engage the local community and the feedback from each event. It also provides specific details on the consultation processes that took place on the pre-submission version of the Plan (May to July 2021). It provides the details of the responses to that version of the Plan in Appendix 12. This analysis contributes significantly to the legibility of the relevant information and helps to describe how the Plan has progressed to the submission stage.
- 4.4 The Statement sets out details of the range of consultation events that were carried out in relation to the initial stages of the Plan. They included:
- the consultation on vision and objectives (Spring 2018);
 - the Topic Group work (2018/2019);
 - the work with local schools (January to March 2020);
 - the residents survey (February to April 2020); and
 - the discussions with local stakeholders (September 2020 to February 2021)
- 4.5 It is clear that consultation has been an important element of the Plan's production. Advice on the neighbourhood planning process has been made available to the community in a positive and direct way by those responsible for the Plan's preparation. From all the evidence provided to me as part of the examination, I can see that the Plan has promoted an inclusive approach to seeking the opinions of all concerned throughout the process. HDC has carried out its own assessment that the consultation process has complied with the requirements of the Regulations.

Consultation Responses

- 4.6 Consultation on the submitted plan was undertaken HDC. It ended on 12 January 2022. This exercise generated representations from the following organisations:
- Forestry Commission
 - National Highways
 - Obsidian Strategic

Appendix 1

- Sport England
- Surrey County Council
- Transport for London
- Natural England
- Landhold Capital
- Historic England
- Ministry of Defence
- Belgrave Homes
- Gladman Developments Limited
- National Grid
- Hart District Council
- Public Health England

4.7 Representations were also received from seven local residents.

4.8 I have taken account of all the representations in preparing this report. Where it is appropriate to do so, I refer to specific representations on a policy-by-policy basis.

5 The Neighbourhood Area and the Development Plan Context

The Neighbourhood Area

- 5.1 The neighbourhood area is the parish of Yateley. Its population in 2011 was 20471 persons living in 7959 households. As the Plan helpfully describes 'Yateley now is part of the wider 'Blackwater Valley' conurbation straddling the borders of Hampshire, Berkshire, and Surrey, where towns like Aldershot, Camberley, Farnborough, Farnham, Fleet and Sandhurst together make it one of the largest built-up areas in England'. The parish was designated as a neighbourhood area on 5 April 2018.
- 5.2 The Parish consists of three distinct communities - Yateley, Darby Green and Frogmore. They are situated around large green areas. The B3272 (Reading Road) provides an important and busy traffic route running from east to west through the parish. The commercial and civic centre of Yateley is located along this route.
- 5.3 The Parish contains many extensive areas of public and semi-public open space, which form a band running from south west to north. They include substantial wooded blocks as well as open fields and large areas of common land. There are three Conservation Areas (Yateley Green, Cricket Hill and Darby Green) in the parish. In each case, they are centred on large areas of open or wooded green space, usually with very dispersed historic buildings around them. They are loosely connected by the Reading Road. Blackbushe Airfield is located in the southern part of the parish off the A30. In combination these various matters result in a neighbourhood area of great variety and interest.

Development Plan Context

- 5.4 The development plan for the neighbourhood area is well-developed and up-to-date. HDC adopted the Hart Local Plan (Strategy and Sites) 2032 in April 2020.
- 5.5 Policy SS1 of the Plan (Spatial Strategy and Distribution of Growth) comments that development in the District will be focused within defined settlements, on previously developed land in sustainable locations, and on allocated sites. Table 1 of the Plan sets out that the bulk of the new housing requirement in the District is already met by sites which are completed and sites with planning permission.
- 5.6 In addition to Policy SS1, the following policies in the Local Plan have been particularly important in underpinning the policies in the submitted Plan:
- H1 Housing Mix
 - H2 Affordable Housing
 - ED4 Town, District and Local Centres
 - ED6 District and Local Centres
 - NBE4 Biodiversity
 - NBE5 Managing Flood Risk
 - NBE8 Historic Environment
 - NBE9 Design
 - INF2 Green Infrastructure

INF5 Community Facilities

- 5.7 The submitted Plan has been prepared within its up-to-date development plan context. In doing so, it has relied on up-to-date information and research that has underpinned existing planning policy documents. This is good practice and reflects key elements in Planning Practice Guidance on this matter. The Plan also takes account of the Yateley Village Design Statement SPD.
- 5.8 It is clear that the submitted Plan seeks to add value to the development plan and to give a local dimension to the delivery of its policies. This is captured in the Basic Conditions Statement. In the round, the Plan has been carefully prepared to be in general conformity with the strategic policies in the development plan and to provide distinctive parish-based policies to complement the establish strategic approach.

Visit to the neighbourhood area

- 5.9 I visited the neighbourhood area on 21 January 2022. I approached it on the A30 from the east. This helped me to understand its position in the wider landscape in general and its accessibility to the strategic road network in particular.
- 5.10 I spent time in each of the three communities. As part of the visit, I took particular care to look at the following elements of the Plan:
- the proposed important views;
 - the two elements of the Yateley village centre;
 - the conservation areas; and
 - Blackbushe Airfield and the associated car auction facilities.

6 The Neighbourhood Plan and the Basic Conditions

- 6.1 This section of the report deals with the submitted neighbourhood plan as a whole and the extent to which it meets the basic conditions. The submitted Basic Conditions Statement has helped in the preparation of this section of the report. It is an informative and well-presented document.
- 6.2 As part of this process I must consider whether the submitted Plan meets the basic conditions as set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990. To comply with the basic conditions, the Plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies of the development plan in the area;
 - be compatible European Convention on Human Rights (ECHR); and
 - not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.

I assess the Plan against the basic conditions under the following headings.

National Planning Policies and Guidance

- 6.3 For the purposes of this examination the key elements of national policy relating to planning matters are set out in the National Planning Policy Framework 2021 (NPPF).
- 6.4 The NPPF sets out a range of land-use planning principles to underpin both plan-making and decision-taking. The following are of particular relevance to the Yateley, Darby Green and Frogmore Neighbourhood Development Plan:
- a plan-led system - in this case the relationship between the neighbourhood plan and the Hart Local Plan (Strategy and Sites) 2032;
 - building a strong, competitive economy;
 - recognising the intrinsic character and beauty of the countryside and supporting thriving local communities;
 - taking account of the different roles and characters of different areas;
 - highlighting the importance of high-quality design and good standards of amenity for all future occupants of land and buildings; and
 - conserving heritage assets in a manner appropriate to their significance.
- 6.5 Neighbourhood plans sit within this wider context both generally, and within the more specific presumption in favour of sustainable development. Paragraph 13 of the NPPF indicates that neighbourhoods should both develop plans that support the strategic needs set out in local plans and plan positively to support local development that is outside the strategic elements of the development plan.

- 6.6 In addition to the NPPF I have also taken account of other elements of national planning policy including Planning Practice Guidance and the recent ministerial statements.
- 6.7 Having considered all the evidence and representations available as part of the examination, I am satisfied that the submitted Plan has had regard to national planning policies and guidance subject to the recommended modifications in this report. It sets out a positive vision for the future of the neighbourhood area. It includes a series of policies that address a range of development and environmental matters. It proposes the identification of a package of Important Views and a policy for Blackbushe Airfield. The Basic Conditions Statement maps the policies in the Plan against the appropriate sections of the NPPF.
- 6.8 At a more practical level, the NPPF indicates that plans should provide a clear framework within which decisions on planning applications can be made and that they should give a clear indication of how a decision-maker should react to a development proposal (paragraph 16d). This was reinforced with the publication of Planning Practice Guidance. Paragraph ID:41-041-20140306 indicates that policies in neighbourhood plans should be drafted with sufficient clarity so that a decision-maker can apply them consistently and with confidence when determining planning applications. Policies should also be concise, precise and supported by appropriate evidence.
- 6.9 As submitted, the Plan does not fully accord with this range of practical issues. The majority of my recommended modifications in Section 7 relate to matters of clarity and precision. They are designed to ensure that the Plan fully accords with national policy.

Contributing to sustainable development

- 6.10 There are clear overlaps between national policy and the contribution that the submitted Plan makes to achieving sustainable development. Sustainable development has three principal dimensions – economic, social and environmental. It is clear that the submitted Plan has set out to achieve sustainable development in the neighbourhood area. In the economic dimension, the Plan includes policies for Yateley village centre (Policy 5), for Blackbushe Airfield (Policy 13) and for home working (Policy 14). In the social role, it includes a policy on community facilities (Policy 10) and on telecommunications (Policy 11). In the environmental dimension, the Plan positively seeks to protect its natural, built and historic environment. It has policies on climate change (Policy 3), design (Policy 4), Important Views (Policy 7), green infrastructure (Policy 8) and flood risk (Policy 9). This assessment overlaps with the details on this matter in the submitted Basic Conditions Statement.

General conformity with the strategic policies in the development plan

- 6.11 I have already commented in detail on the development plan context in the wider Hart District in paragraphs 5.4 to 5.8 of this report.
- 6.12 I consider that the submitted Plan delivers a local dimension to this strategic context and supplements the detail already included in the adopted development plan. Subject

to the recommended modifications in this report, I am satisfied that the submitted Plan is in general conformity with the strategic policies in the development plan.

Strategic Environmental Assessment

- 6.13 The Neighbourhood Plan General Regulations 2015 require a qualifying body either to submit an environmental report prepared in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 or a statement of reasons why an environmental report is not required. In order to comply with this requirement, HDC commissioned a screening exercise on the need or otherwise for a Strategic Environmental Assessment (SEA) to be prepared for the Plan.
- 6.14 The resulting report (February 2021) is thorough and well-constructed. It concludes that it will be unlikely that any significant environmental effects will arise from the implementation of the Plan. It reaches this conclusion for two principal reasons. The first is that the plan does not allocate any land or sites for development. The second is that the policies of the plan when taken as a whole and in combination with other policies in the adopted Hart Local Plan 2032 will not have significant effects. As such the report concludes that the submitted Plan does not require a full SEA to be undertaken.

Habitats Regulations Assessment

- 6.15 HDC also commissioned a Habitats Regulations Assessment (HRA) of the Plan at the same time. It concludes that the submitted Plan is unlikely to have significant effects on a European site. The report is very thorough and comprehensive. In particular, the wider report assesses the likely effects of the implementation of the policies in the Plan on protected sites within or in close proximity to the neighbourhood area as follows:
- the Blackwater Valley and Thames Basin Heaths Biodiversity Opportunity Areas, both of which are within the neighbourhood area
 - the Castle Bottom to Yateley & Hawley Commons SSSI and the Blackwater Valley SSSI, both of which straddle the neighbourhood area
 - the Castle Bottom National Nature Reserve which also forms part of the Thames Basin Heaths SPA located to the west of the Neighbourhood Plan and adjacent to its boundary
 - the Thames Basin Heaths SPA (in some cases within 400 m);
 - the Thursley, Pirbright, Ash & Chobham SAC (5.7k);
 - the Windsor Forest & Great Park SAC (14.9k);
 - the Wealden Heaths Phase I SPA and its component parts (16.7k);
 - the Wealden Heaths Phase II SPA (20.3k);
 - the South West London Waterbodies SPA & Ramsar (20.4k);
 - the East Hampshire Hangers SAC (21.2k);
 - the Shortheath Common SAC (21.4k); and
 - the Woolmer Forest SAC (25.2k).

- 6.16 The HRA concludes that the neighbourhood plan will not give rise to likely significant effects on European sites, either alone or in combination with other plans or projects, and that Appropriate Assessment is not required. In doing so it makes a connection
- Yateley, Darby Green and Frogmore Neighbourhood Development Plan – Examiner’s Report

with the HRA produced for the adopted Plan. It also provides details of the potential effects of the Plan on the Thames Basin Heaths SPA.

- 6.17 Having reviewed the information provided to me as part of the examination, I am satisfied that a proportionate process has been undertaken in accordance with the various regulations. None of the statutory consultees have raised any concerns with regard to either neighbourhood plan or to European obligations. In the absence of any evidence to the contrary, I am entirely satisfied that the submitted Plan is compatible with this aspect of European obligations (as now transposed into national legislation).

Human Rights

- 6.18 In a similar fashion I am satisfied that the submitted Plan has had regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights (ECHR) and that it complies with the Human Rights Act. There is no evidence that has been submitted to me to suggest otherwise. There has been full and adequate opportunity for all interested parties to take part in the preparation of the Plan and to make their comments known. On this basis, I conclude that the submitted Plan does not breach, nor is in any way incompatible with the ECHR

Summary

- 6.19 On the basis of my assessment of the Plan in this section of my report I am satisfied that it meets the basic conditions subject to the incorporation of the recommended modifications contained in this report.

7 The Neighbourhood Plan policies

- 7.1 This section of the report comments on the policies in the Plan. In particular, it makes a series of recommended modifications to ensure that the various policies have the necessary precision to meet the basic conditions.
- 7.2 My recommendations focus on the policies themselves given that the basic conditions relate primarily to this aspect of neighbourhood plans. In some cases, I have also recommended changes to the associated supporting text.
- 7.3 I am satisfied that the content and the form of the Plan is fit for purpose. It is distinctive and proportionate to the neighbourhood area. The wider community and YTC have spent time and energy in identifying the issues and objectives that they wish to be included in their Plan. This sits at the heart of the localism agenda.
- 7.4 The Plan has been designed to reflect Planning Practice Guidance (Section 41-004-20190509) which indicates that neighbourhood plans must address the development and use of land. It includes a separate schedule of Community Ambitions.
- 7.5 I have addressed the policies in the order that they appear in the submitted Plan. I comment about the Community Ambitions after the policies.
- 7.6 For clarity, this section of the report comments on all policies whether or not I have recommended modifications in order to ensure that the Plan meets the basic conditions.
- 7.7 Where modifications are recommended to policies they are highlighted in bold print. Any associated or free-standing changes to the text of the Plan are set out in italic print.

The initial parts of the Plan (Sections 1 to 5)

- 7.8 The Plan as a whole is very well-organised and presented. It is supported by a series of excellent photographs. It is clear that the Plan has been prepared with much attention to detail and local pride. It makes an appropriate distinction between the policies and their supporting text. The combination of the supporting text in the Plan, and the various appendices provide an extensive range of information to justify the approach taken in the policies. In summary it is a first-class example of a neighbourhood plan. If it is eventually made, it will comfortably sit within the wider development plan context.
- 7.9 The initial elements of the Plan set the scene for the policies. They are proportionate to the neighbourhood area and the subsequent policies. The Introduction is well-considered. It properly identifies the neighbourhood area (Map 1). Paragraph 2 comments about the Plan period and when the neighbourhood area was designated. It also signposts the reader to the next stages of the process.
- 7.10 Section 2 provides information about the neighbourhood area and its history. It provides interesting and comprehensive details which help to set the scene for the eventual policies. It includes a series of excellent maps and a breakdown of the demographics in the parish.

- 7.11 Section 3 sets out the broader planning policy context within which the Plan has been prepared. It comments about both national policy (the NPPF) and local policy (the Hart Local Plan).
- 7.12 Section 4 comments about the community engagement processes. It does so to good effect. It has helpful overlaps with the submitted Consultation Statement.
- 7.13 Section 5 sets out the vision, aims, key issues and objectives for the Plan. It makes a strong functional relationship between these various matters. A key success of the Plan is the way in which the table in paragraph 42 relates the various objectives to the resulting policies. This is best practice.
- 7.14 The remainder of this section of the report addresses each policy in turn in the context set out in paragraphs 7.5 to 7.7 of this report.

Policy YDFNP1 Delivering Sustainable Development

- 7.15 This policy effectively sets out a spatial strategy for the parish. It seeks to focus new development within identified settlement boundaries. Outside the defined boundaries the policy comments that development will only be supported where it is in accordance with other development plan policies, would comprise an appropriate use in the countryside and would not result in the visual or physical coalescence of settlements.
- 7.16 The policy takes an appropriate approach to this matter. In particular it seeks to focus new development within the main settlements. By definition they are the most sustainable locations in the parish and have good access to a wide range of retail and community facilities.
- 7.17 Belgrave Homes and Gladman Developments comment that the Plan should allocate land for residential development at Mill Lane, Yateley and land north of Reading Road (between Yateley and Darby Green) respectively. I have considered these comments very carefully. However, in my judgement neither site is required to ensure that the Plan meets the basic conditions. In any event, the content of a neighbourhood plan is entirely at the discretion of a qualifying body (here YTC) and neither site has been the subject of public consultation in the pre-submission or the submission versions of the Plan.
- 7.18 The representation from Belgrave Homes challenges the supply of housing land in the District and argues that the submitted Plan should seek to address this matter. I sought HDC's comments on this matter in the clarification note. Within its wider response it commented:

'Neither the Inspector's Report nor the Local Plan sets any expectation or obligation that the shortfall must be addressed through neighbourhood plans. It would be totally inappropriate to impose an unwanted site allocation on a neighbourhood plan in order to address a district-wide shortfall in 2031/32 that the Inspector acknowledged will be addressed through a review of the local plan (or additional windfall development) and which in HDC's view, in light of more recent work, will not materialise anyway.'

- 7.19 These comments from HDC reinforce the approach which YTC has taken in the submitted Plan.
- 7.20 I recommend a modification to the first part of the policy to remove the word 'generally'. It introduces a degree of uncertainty to the outcome of any planning applications which may come forward within the settlement boundaries. The criteria included within this part of the policy provide the environmental assurances which the Plan properly requires.
- 7.21 Otherwise the Plan meets the basic conditions. It will focus new development within clear settlement boundaries, will safeguard the interesting and varied green infrastructure in the parish and prevent the coalescence of the three settlements. As such, it will contribute to the delivery of each of the three dimensions of sustainable development.

In the first part of the policy replace 'will generally.....well designed' with 'will be supported where they are well-designed'

Policy YDFNP2 Limiting Climate Change

- 7.22 The policy takes a positive approach to climate change. It seeks to provide a local response to Section 14 of the NPPF. It comments that development proposals will be supported where they contribute to adapting and mitigating against impacts of climate change in accordance with HDC's Climate Change Action Plan. It then goes on to comment that developments will be supported which consume less energy than the development they are replacing and which minimise carbon emissions to the atmosphere by incorporating a series of measures.
- 7.23 In general terms I am satisfied that the approach taken in the policy. It seeks to ensure that the parish is actively engaging in delivering resilience to climate change. It has regard to national policy on this important and topical issue.
- 7.24 Based on YTC's responses to HDC's representation, I recommend that the opening element of the policy is modified to remove any direct reference to the HDC Climate Change Action Plan. This approach acknowledges that the Action Plan has a District-wide emphasis rather than a specific focus in the parish. In any event, the various criteria in the policy provide appropriate guidance for the development industry.
- 7.25 Otherwise the policy meets the basic conditions. It is an interesting and distinctive approach to this important matter which will contribute to the delivery of both the environmental and social dimensions of sustainable development.
- 7.26 I have taken account of the representation made by Gladman Developments Limited. I am satisfied that the policy does not conflict with the Written Ministerial Statement of March 2015. It does not determine specific performance measures for buildings. Similarly, the opening part of the policy (both as submitted and as recommended to be modified) applies its principles in a proportionate fashion and where it would be practicable to do so.

Replace the opening element of the policy with:

‘As appropriate to their scale, nature and location, development will be supported where it contributes to adapting and mitigating against impacts of climate change, by incorporating the following measures wherever practicable:’

Policy YDFNP3 Promoting Biodiversity

- 7.27 This policy provides a wide-ranging approach to biodiversity. The supporting text in paragraphs 61 to 70 is both helpful and comprehensive. The opening element of the policy comments that development proposals should integrate biodiversity from an early stage and demonstrate a net gain in biodiversity appropriate to the nature and scale of the development and in line with any statutory requirements.
- 7.28 Other elements of the policy comments about landscaping proposals, trees and the protection of existing trees and hedgerows.
- 7.29 The policy takes a positive, proportionate and non-prescriptive approach to this important matter. It meets the basic conditions. Plainly it will contribute significantly to the delivery of the environment dimension of sustainable development.

Policy YDFNP4 Design Principles in New Development

- 7.30 This policy takes a comprehensive approach to delivering high quality design. It comments that development proposals should: respond positively to local identity and distinctiveness reflecting the Hart Urban Characterisation Study (UCS), and the Yateley Village Design Framework (as set out in Policy YDFNP5) as well as any national or locally adopted design guidance or codes. It also expects development to contribute positively to local character especially in areas of high sensitivity to change as identified in the Hart UCS.
- 7.31 The policy also highlights a series of general design matters which new development proposals should address
- 7.32 The key element of the policy is that it takes a proportionate approach. This acknowledges the majority of planning applications which will come forward within the Plan period will continue to be of a minor or domestic nature.
- 7.33 HDC suggest that criterion d) should be extended so that affordable housing is distributed throughout housing developments. I agree that such an approach would be desirable. However, its inclusion is not necessary to ensure that the Plan meets the basic conditions. In addition, the development industry has not had an opportunity to comment on the merits or otherwise of such an approach.
- 7.34 I recommend a detailed modification to criterion c) so that it continues with the approach in the plural as taken elsewhere in the policy.
- 7.35 In the round, the policy is an excellent local response to Section 12 of the NPPF. In this context, it will help to secure high-quality, distinctive new development and contribute to the environmental dimension of sustainable development.

In criterion c) replace ‘it has had regard’ with ‘they have had regard’

Policy YDFNP5 Yateley Village Centre

- 7.36 This is a very detailed and well-informed policy which takes account of the different parts of the village centre. I looked at the two elements of the village centre very carefully during the visit. I saw their attractiveness and vitality.
- 7.37 The policy makes good use of the Yateley Village Design Framework SPD which was adopted by HDC in 2009. That SPD identifies five distinctive areas within the village. They are translated into component elements of the policy.
- 7.38 I recommend two modifications to the policy. The first relates to the range of Use Class E uses in the Principal Shopping Area part of the policy. Whilst I can understand the circumstances in which YTC may wish to encourage specific types of commercial uses, the Use Classes Order has been designed to allow significant flexibility between uses in town and village centres. As such, I recommend a modification to ensure that the approach has regard to national policy. I recommend that the ‘encouragement’ issue is relocated into the supporting text.
- 7.39 The second relates to the final part of the policy which highlights that some proposals may need a flood risk assessment. This is a correct approach. However, it is supporting text rather than policy. I recommend accordingly.
- 7.40 Otherwise the policy meets the basic conditions. It responds positively to the specific characteristics of the village centre. It will contribute towards the delivery of each of the three dimensions of sustainable development.

Replace criterion i) with: ‘Insofar as planning permission is required, proposals for Class E uses at ground floor level will be supported;’

Delete the final part of the policy.

At the end of paragraph 88 add the deleted final part of the policy.

At the end of paragraph 90 add: ‘The Use Classes Order 2021 now provides considerable flexibility for business uses in village centres. This is reflected in the details of Policy YDFNP5. Nevertheless, the Town Council would encourage proposals for shops, food and drink and financial and professional services to come forward’

Policy YDFNP6 Development Affecting Conservation Areas

- 7.41 This policy sets out a comprehensive approach towards new development in the three conservation areas in the neighbourhood area. It is underpinned by the work undertaken on conservation area appraisals and the Yateley VDS. The details about each conservation area and the associated maps are first-class.
- 7.42 The policy addresses the national approach towards conservation areas and then identifies seven specific criteria against which any development proposals would be assessed.

- 7.43 In the round this is an excellent policy. I recommend a detailed modification to ensure that the policy has the clarity required by the NPPF. It will also ensure that the policy has full regard to the wording used in national policy. Otherwise, it meets the basic conditions. It will contribute significantly to the delivery of the environmental dimension of sustainable development.

After ‘enhances’ add ‘the character or appearance of’

Policy YDFNP7 Important Views

- 7.44 This policy identifies a series of important views and then develops a policy approach to safeguard the identified views.
- 7.45 The policy is comprehensively identified by the Important Views Supplement. It describes the various views which were considered as part of the plan making process and includes relevant photographs. The Plan itself describes the views selected as important and addressed by the policy
- 7.46 I looked carefully at the views when I visited the parish. I saw that they took various forms – in some cases they were more local and intimate in scale and in other cases they incorporated more extensive tracts of land.
- 7.47 I sought advice from YTC on a series of matters in the clarification note as follows:

On the relationship of the views in the Plan and those in the wider Views Supplement YTC commented:

‘The Council confirms that the included views are the most important, as the land to which they belong is not protected by any designations, such as being village green, common land or in the conservation area. These views were also selected to enable biodiversity to be restored and to maintain the character of the land’.

In terms of the extent to which the views were informed by an assessment of the wider landscape of the neighbourhood area and the significance of the identified views to that landscape YTC commented:

‘The Neighbourhood Steering Group considered a long list of Views and having regard to avoiding areas which are already protected (such as the Green and Yateley Common), considered the Views in the policy to be the ones which most clearly define Yateley’s semi-rural character. This is in keeping with much of the District and the View policy reflects the Local Plan’s objective of maintaining the semi-rural nature of the District.’

In terms of how the Town Council anticipate that the ‘adverse impact on the characteristics of the important views’ would be interpreted by the decision-maker YTC commented:

'The Council would define adverse impact as anything that is out of keeping with the rural setting of Yateley parish or that would result in further reduction in biodiversity or detrimentally impact the benefit residents have on seeing the view'

- 7.48 These comments are very helpful. They consolidate the information already in the submitted documents.
- 7.49 Taking account of all the information available to me I am satisfied that Views 01, 02 and 04 are entirely appropriate. They are attractive views in their own rights. In addition, they capture important elements of the spirit of the character of the parish in general, and the relationship between its built form and open spaces in particular.
- 7.50 Views 03 and 05 have a different character. In both cases they have attracted representations from organisations with an interest in the land captured within the views concerned (Landhold Capital and Gladman Developments Ltd respectively).
- 7.51 I have considered all the information available to me in relation to these two proposed Important Views. On the balance of the evidence, I am not satisfied that the two views would meet the basic conditions. In both cases, they are more extensive tracts of countryside. In the case of proposed view 03 the issue is complicated as the more distant element of the view is outside the neighbourhood area. Furthermore, I have concluded that the two views do not represent any significant characteristic of the wider neighbourhood area. In addition, neither of the two views are particularly visible. In the case of 05, it is within the context of a busy road (to the south) and the high hedge which runs along its southern boundary. In the case of 03, it is on the edge of the village and any close inspection of the view involves crossing a busy road.
- 7.52 In these circumstances I recommend that both views are deleted from the policy
- 7.53 As submitted the policy has a negative approach. I recommend the inclusion of an additional element of the policy to identify how proposals should respond to the identified view. I also recommend a modification to the wording of the policy as submitted. It highlights that the key issue is the acceptability or otherwise of the impact of any development proposal. Otherwise, the policy meets the basic conditions. It will assist significantly in safeguarding the character of the parish. In doing so it will contribute to the delivery of the environmental and social dimensions of sustainable development.

At the beginning of the policy add:

'The Plan identifies three Important Views in the neighbourhood area (as shown on Map 14). The scale, nature, massing and layout of development proposals should respond positively to the Important Views'

In the submitted part of the policy replace 'adverse' with 'unacceptable'

Delete Views 03 and 05 from Map 14 and the following text (and photographs).

Policy YDFNP8 Green Infrastructure

- 7.54 This policy takes a comprehensive approach to this matter. It is underpinned by extensive supporting text and maps.
- 7.55 In general terms it comments that development proposals should protect and where possible enhance green infrastructure through retaining and enhancing wildlife areas, green and blue corridors and green spaces and the connections between them. It comments that proposals which protect and enhance the rights of way network and links between green infrastructure assets and encourage active travel will be supported.
- 7.56 The policy also includes detailed elements on planting proposals, the Blackwater Valley Suitable Alternative Natural Greenspace, allotments and burial grounds.
- 7.57 I have taken account of the representation made by Obsidian Strategic on the list of SANG sites in paragraph Para 112 of the Plan. I have also considered HDC's specific comments on this issue in its helpful response to the clarification note. As HDC comments:

'Paragraph 112 simply lists the current SANGS within the neighbourhood plan area, in recognition that substantial parts of the parish lie within the TBHSPA and the 400m and 400m-5km buffer. The land in question lies outside the Neighbourhood Plan area, within Eversley Parish, east of Yateley (parish boundaries shown on the plan below). It is not considered necessary to list SANGs or other open spaces outside the plan area.'

As such no modification or correction is required.

- 7.58 The policy has been carefully constructed. It meets the basic conditions. It will contribute towards the delivery of the environmental dimension of sustainable development.

Policy YDFNP9 Flood Risk

- 7.59 This policy sets out a positive and proactive response to this important matter to the environment and well-being of the parish.
- 7.60 The principal part of the policy comments that development will be supported where it avoids increasing the risk of flooding from any source and will be safe from flooding for the lifetime of the development including from sources outside the development site. It also comments that development proposals should take account of the vulnerability to flooding of its users and should not increase flood risk elsewhere.
- 7.61 The policy also identifies a series of criteria with which new developments will be expected to comply. As with other policies, it has been carefully crafted to be applied in a proportionate basis.
- 7.62 Paragraphs 128 and 129 comment about the Causal Areas identified in the Local Plan. The submitted Plan sets out to take the matter a stage further by requiring that development proposals deliver at least one of the mitigation measures in the Causal

Areas proforma. This is an innovative approach. However, it adds no distinctive value to the approach taken on Policy NBE5 of the Local Plan. I recommend that the approach is modified so that it has a more general tone.

- 7.63 I also recommend that criterion f) is modified so that it provides clarity on the scale of development affected by the policy. This reflects the HDC comments on this matter and YTC's response to those comments.
- 7.64 Otherwise, the policy addresses this matter in a very comprehensive way. It will contribute significantly to the delivery of the environmental dimension of sustainable development.

Replace criterion a) in the third part of the policy with 'In Causal areas the proposed development has regard to the proposed mitigation measures captured in Local Plan policy NBE5'

In bullet point f) replace 'minor new builds' with 'new residential development of nine or less homes'

Policy YDFNP10 Community Facilities

- 7.65 This policy acknowledges the importance of community facilities to the wellbeing of the parish. It has two related parts. The first offers support to development proposals to improve, or provide for new community facilities.
- 7.66 The second comments that development proposals that would result in either loss of or significant harm to, an Asset of Community Value will not be supported, unless it can be clearly demonstrated that the operation of the asset, or the ongoing delivery of the community value of the asset is no longer financially viable and the requirements of this policy and Local Plan Policy INF5 are met.
- 7.67 Appendix 6 lists the identified community facilities. It provides a local dimension to the strategic approach taken in Policy INF5 of the Local Plan. As the submitted Plan comments there is no need for repetition of the Local Plan policy.
- 7.68 In the round, the policy takes a positive approach to this issue. For complete clarity, I recommend a modification to the first part of the policy so that it explicitly relates to the list of facilities in Appendix 6. Otherwise, it meets the basic conditions. It will contribute to the delivery of the social dimension of sustainable development.

In the first part of the policy replace 'to improve' with 'to improve any of the identified community facilities in Appendix 6 of this Plan'

Policy YDFNP11 Telecommunications

- 7.69 This policy addresses the importance of good telecommunications to the wellbeing of local residents and businesses. It does so in a positive way.
- 7.70 The policy has two related parts. The first comments that new residential, commercial and community development proposals should be served by a superfast broadband (fibre-optic) connection unless it can be demonstrated that this would not be possible,

practical or commercially viable. In such circumstances suitable ducting should be provided to the properties to facilitate future installation. As with other policies it is designed to be applied on a proportionate basis.

- 7.71 The second part offers support to proposals that deliver the expansion of electronic communications networks and high-speed broadband and improvements to connectivity subject to detailed criteria.
- 7.72 The policy addresses this matter in a very balanced fashion. The approach meets the basic conditions.

Policy YDFNP12 Housing Mix and Affordable Housing

- 7.73 This policy addresses the related issues of housing mix and housing affordability. Paragraphs 140 to 146 helpfully describe the affordability issues which the neighbourhood area is facing.
- 7.74 The policy has two parts. The first comments that new housing developments will be supported which provide a mix of dwelling types with priority for smaller house types as part of a wider mix, which provide policy compliant provisions of affordable housing or as demonstrated by the most up to date evidence on housing need. It also comments that development proposals for older persons accommodation will be supported where such a need can be demonstrated.
- 7.75 The second comments that development proposals for new housing should make provision for high quality affordable housing to meet identified and evidenced local needs. It adds that off-site provision or a financial payment in lieu of provision will only being appropriate where this can be robustly justified.
- 7.76 The policy takes an appropriate and positive approach to this important matter. I recommend modifications to the policy so that it makes clearer reference to the need for new development to meet identified local housing needs. I also recommend that paragraph 146 is reconfigured so that it takes full account of HDC's approach to the national agenda for the delivery of First Homes. Otherwise, the policy meets the basic conditions. It will ensure that new housing more closely relates to housing needs in general and the demographic profile of the parish in particular. In this context, it will contribute towards the delivery of the social dimension of sustainable development.

Replace the policy with:

'New housing developments will be supported which make provision for high quality affordable housing, as well as smaller house types, to meet identified and evidenced local needs with off-site provision or a financial payment in lieu of provision only being made where this can be robustly justified.

Development proposals for older persons accommodation will be supported where a need can be demonstrated.'

Replace paragraph 146 with:

'Policy YDFNP12 below supports the delivery of affordable housing on qualifying new development in line with national and local planning policies. This will apply to any redevelopment proposals and new build proposals in the Parish and if the proposal is for more than 10 dwellings then affordable housing will need to be provided in line with Local Plan Policy H2 and any subsequent local and government policy and guidance, such as Hart District Council's Interim Planning Policy Statement on First Homes'.

Policy YDFNP13 Blackbushe Airport

- 7.77 This policy addresses the very distinctive issues associated with the Airport. I looked at the Airport carefully as part of the visit. I saw the Airfield itself and the extensive BCA car auction site and its associated car parking/storage/holding facilities.
- 7.78 The policy addresses three related issues:
- potential new aviation uses;
 - the need for travel plans;
 - an approach for the site in the event that Airport ceases to operate.
- 7.79 I recommend that the third paragraph of the policy is repositioned into the supporting text. This acknowledges that it is an outcome of the second part of the policy.
- 7.80 I also recommend that the final part of the policy is deleted. Whilst its approach stems from public engagement, the policy provides no indication of how this might be achieved. In addition, it does not directly take account of the commercial uses which are directly associated with the Airfield. Moreover, the matter is already addressed in a factual way in paragraph 155 of the Plan. In coming to this conclusion, I have taken account of YTC's response to the clarification note.

Delete the third and fourth paragraphs of the policy.

At the end of paragraph 153 add 'The second part of the policy comments about the need for proposed developments with significant transport implications to be supported by a travel plan to seek, as far as possible, that movements by private car are minimised. Where negative impacts are identified after assessing proposals, the impacts should be mitigated where possible. Where negative impacts cannot be satisfactorily mitigated planning permission will not be supported.'

Policy YDFNP14 Home Working

- 7.81 This policy offers support for home working. The supporting text makes reference to the increased significance of this matter since 2020 and the onset of the Covid pandemic.
- 7.82 The policy is entirely appropriate. However, several proposals for home working may not need planning permission as a material change of use of the house concerned will not occur. I recommend a modification to acknowledge this matter. This issue is already addressed in paragraph 157 of the Plan.

- 7.83 Otherwise, the policy meets the basic conditions. It will contribute to the delivery of the economic and social dimensions of sustainable development. It will also contribute to the well-being of local residents.

At the beginning of the policy add 'Insofar as planning permission is required'

Policy YDFNP15 Promoting Active Travel

- 7.84 This policy sets out a very bespoke approach towards active travel.
- 7.85 It comments that development will be supported where it maximises the use of sustainable modes of transport and in particular where it can be demonstrated it:
- provides new and improved pedestrian and cycle links between key facilities with priority given to: an east/west route along the B3272 Reading Road from the A30 to Eversley; and a south/north route along Cricket Hill Lane from the A30 to the B3272 and from the B3272 to Horseshoe Lake; and
 - takes opportunities to connect to public and community transport provision.

- 7.86 The policy is appropriate to the parish. In particular, it addresses some of the accessibility issues set out in the earlier parts of the Plan. I recommend a series of detailed modifications to the policy to bring the clarity required by the NPPF. Otherwise, it meets the basic conditions. Improved active travel in the parish will contribute to the delivery of the social dimension of sustainable development.

In a) replace 'provides' with 'contribute to'

Replace b) with 'Encourages active travel through provision of footpaths and cycle lanes where these are not present.'

Include references to Key Facilities in the Glossary of the Plan

Community Ambitions

- 7.87 The Plan includes a package of Community Ambitions. They are non-land use issues which have naturally arisen during the plan-preparation stage. They are included in a separate part of the Plan as advised by national policy.
- 7.88 The various Ambitions are grouped under the following headings:
- Limiting Climate Change;
 - Encourage Biodiversity;
 - Housing Developments;
 - Transport/Infrastructure; and
 - Community
- 7.89 The Ambitions have been well-developed. They are distinctive to the neighbourhood area. In some cases, they will complement the land use policies.

Other Matters - General

- 7.90 This report has recommended a series of modifications both to the policies and to the supporting text in the submitted Plan. Where consequential changes to the text are required directly as a result of the recommended modification to the policy concerned, I have highlighted them in this report. However other changes to the general text may be required elsewhere in the Plan as a result of the recommended modifications to the policies. Similarly, changes may be necessary to paragraph numbers in the Plan or to accommodate other administrative matters. It will be appropriate for HDC and YTC to have the flexibility to make any necessary consequential changes to the general text. I recommend accordingly.

Modification of general text (where necessary) to achieve consistency with the modified policies and to accommodate any administrative and technical changes.

Other Matters – Specific

- 7.91 HDC has made a series of helpful comments on the Plan. YTC has also helpfully provided its responses to the comments. I have included the policy-related matters in the recommended modifications earlier in this report where they are required to ensure that the Plan meets the basic conditions.
- 7.92 I also recommend modifications to the general elements of the Plan insofar as they are necessary to ensure that it meets the basic conditions. The details of these modifications are captured in the HDC comments and in the specific commentary provided by YTC (in its response to the HDC comments), and cover the following sections of the Plan:

Paragraph 21

Paragraph 45

Paragraph 52

Paragraph 64

Paragraph 68/69/70

Paragraphs 85/86

Paragraphs 89/90

8 Summary and Conclusions

Summary

- 8.1 The Plan sets out a range of policies to guide and direct development proposals in the period up to 2032. It is distinctive in addressing a specific set of issues that have been identified and refined by the wider community to safeguard the character and setting of the neighbourhood area.
- 8.2 Following the examination of the Plan, I have concluded that the Yateley, Darby Green and Frogmore Neighbourhood Development Plan meets the basic conditions for the preparation of a neighbourhood plan subject to a series of recommended modifications.

Conclusion

- 8.3 On the basis of the findings in this report, I recommend to Hart District Council that subject to the incorporation of the modifications set out in this report the Yateley, Darby Green and Frogmore Neighbourhood Development Plan should proceed to referendum.

Other Matters

- 8.4 I am required to consider whether the referendum area should be extended beyond the neighbourhood area. In my view, the neighbourhood area is entirely appropriate for this purpose and no evidence has been submitted to suggest that this is not the case. I therefore recommend that the Plan should proceed to referendum based on the neighbourhood area as approved by Hart District Council on 5 April 2018.
- 8.5 I am grateful to everyone who has helped in any way to ensure that this examination has run in a smooth manner. The responses to the clarification note from both councils were timely, detailed and informative. The Town Council's response to the District Council's comments has continued the local collaborative approach taken during the preparation of the Plan.

Andrew Ashcroft
Independent Examiner
22 March 2022

Hart District Council

Yateley, Darby Green and Frogmore Neighbourhood Plan:

POST EXAMINATION DECISION STATEMENT

The Neighbourhood Planning (General) Regulations 2012 (as amended)

This document is the decision statement required to be prepared under Regulation 18(2) of the Neighbourhood Planning (General) Regulations 2012 (as amended). It sets out the Council's response to each of the recommendations contained within the Report to Hart District Council of the Independent Examination of the Yateley, Darby Green and Frogmore Neighbourhood Development Plan ("the Plan") by Independent Examiner Andrew Ashcroft, which was received by the Council on 22 March 2022.

1.0 BACKGROUND

- 1.1 Under the Town and Country Planning Act 1990 (as amended), Hart District Council ("the Council") has a statutory duty to assist communities in the preparation of neighbourhood (development) plans and to take plans through a process of examination and referendum. The Localism Act 2011 (Part 6, Chapter 3) sets out the Local Planning Authority's responsibilities under Neighbourhood Planning.
- 1.2 This statement confirms that the modifications proposed by the Examiner's report have been considered and accepted, that the Plan has been altered as a result of it, and that this Plan may now be submitted to local referendum.
- 1.3 The Yateley, Darby Green and Frogmore Neighbourhood Plan relates to the area that was designated by the Council as a Neighbourhood Area on 5 April 2018. This area is coterminous with the Yateley, Darby Green and Frogmore Parish boundary and is entirely within the Local Planning Authority area.
- 1.4 Yateley, Darby Green and Frogmore Parish Council undertook pre-submission consultation on the draft Plan in accordance with Regulation 14 (May – July 2021).
- 1.5 Following the submission of the Yateley, Darby Green and Frogmore Neighbourhood Plan to the Council in November 2021, the Council publicised the draft Plan for a six-week period and representations were invited in accordance with Regulation 16. The publicity period ended on 12 January 2022.

2.0 INDEPENDENT EXAMINATION

- 2.1 The Council appointed Mr Andrew Ashcroft, with the consent of Yateley, Darby Green and Frogmore Parish Council, to undertake the examination of the Yateley, Darby Green and Frogmore Neighbourhood Plan and to prepare a report of the independent examination.

2.2 The Examiner's report was received on 22 March 2022. The report concludes that subject to making the modifications recommended by the Examiner, the Plan meets the basic conditions set out in the legislation and should proceed to a Neighbourhood Planning referendum. The Examiner also recommended that the referendum area was based on the Neighbourhood Area that was designated by the Council in April 2018.

2.3 Having considered each of the recommendations made in the Examiner's report and the reasons for them, the Council has decided to make the modifications to the Yateley, Darby Green and Frogmore Neighbourhood Plan set out in Table 1 below. **The Council is satisfied that subject to those changes/modifications which it considers should be made to the Plan as set out in Table 1 below, that the Plan meets the basic conditions set out in the legislation.**

3.0 DECISION AND REASONS

3.1 The Neighbourhood Planning (General) Regulations 2012 (as amended) requires in Regulation 18 for the local planning authority to outline what action to take in response to the recommendations of an Examiner in relation to a neighbourhood plan. These are set out in Table 1 below.

3.2 Having considered each of the recommendations in the Examiner's report and the reasons for them, the Council, with the agreement of Yateley Town Council, has decided to accept the modifications to the draft Plan. This decision was made at Cabinet on 7 April 2022.

3.3 The Council is also required to consider whether to extend the area to which the referendum is to take place under Regulation 18(1e). The Examiner recommended that the Neighbourhood Plan should proceed to a referendum based on the area that was designated by Hart District Council as a Neighbourhood Area. The Council has considered this recommendation and the reasons for it, and has decided to accept it. The referendum on the Yateley, Darby Green and Frogmore Neighbourhood Plan will be based on the designated Yateley, Darby Green and Frogmore Parish Neighbourhood Area.

Table 1: Examiner's Recommended Modifications and Amendments

Submitted Neighbourhood Plan Policy / Section/Page	Examiner's Report para reference	Recommended Modification	HDC Consideration / Justification
Policy YDFNP1 Delivering Sustainable Development			
Page 21	7.21	In the first part of the policy replace 'will generally.....well designed' with 'will be supported where they are well-designed'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP2 Limiting climate Change			
Page 24	7.26	Replace the opening element of the policy with: 'As appropriate to their scale, nature and location, development will be supported where it contributes to adapting and mitigating against impacts of climate change, by incorporating the following measures wherever practicable:'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP4 Design Principles in New Development			
Page 33	7.35	In criterion c) replace 'it has had regard' with 'they have had regard'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP5 Yateley Village Centre			
Page 35-36	7.40	Replace criterion i) with: 'Insofar as planning permission is required, proposals for Class E uses at ground floor level will be supported;' Delete the final part of the policy. At the end of paragraph 88 add the deleted final part of the policy.	Agree with the modifications for the reasons set out in the Examiner's Report.

Submitted Neighbourhood Plan Policy / Section/Page	Examiner's Report para reference	Recommended Modification	HDC Consideration / Justification
		At the end of paragraph 90 add: 'The Use Classes Order 2021 now provides considerable flexibility for business uses in village centres. This is reflected in the details of Policy YDFNP5. Nevertheless, the Town Council would encourage proposals for shops, food and drink and financial and professional services to come forward'	
Policy YDFNP6 Development Affecting Conservation Areas			
Page 42	7.43	After 'enhances' add 'the character or appearance of'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP7 Important Views			
Page 42	7.53	<p>At the beginning of the policy add:</p> <p>'The Plan identifies three Important Views in the neighbourhood area (as shown on Map 14). The scale, nature, massing and layout of development proposals should respond positively to the Important Views'</p> <p>In the submitted part of the policy replace 'adverse' with 'unacceptable'</p> <p><i>Delete Views 03 and 05 from Map 14 and the following text (and photographs)</i></p>	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP9 Flood Risk			

Submitted Neighbourhood Plan Policy / Section/Page	Examiner's Report para reference	Recommended Modification	HDC Consideration / Justification
Page 57	7.64	<p>Replace criterion a) in the third part of the policy with 'In Causal areas the proposed development has regard to the proposed mitigation measures captured in Local Plan policy NBE5'</p> <p>In bullet point f) replace 'minor new builds' with 'new residential development of nine or less homes'</p>	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP10 Community Facilities			
Page 58	7.68	In the first part of the policy replace 'to improve' with 'to improve any of the identified community facilities in Appendix 6 of this Plan'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP12 Housing Mix and Affordable Housing			
Page 62	7.76	<p>Replace the policy with:</p> <p>'New housing developments will be supported which make provision for high quality affordable housing, as well as smaller house types, to meet identified and evidenced local needs with off-site provision or a financial payment in lieu of provision only being made where this can be robustly justified.</p> <p>Development proposals for older persons accommodation will be supported where a need can be demonstrated.'</p> <p>Replace paragraph 146 with:</p>	Agree with the modifications for the reasons set out in the Examiner's Report.

Submitted Neighbourhood Plan Policy / Section/Page	Examiner's Report para reference	Recommended Modification	HDC Consideration / Justification
		<p>'Policy YDFNP12 below supports the delivery of affordable housing on qualifying new development in line with national and local planning policies. This will apply to any redevelopment proposals and new build proposals in the Parish and if the proposal is for more than 10 dwellings then affordable housing will need to be provided in line with Local Plan Policy H2 and any subsequent local and government policy and guidance, such as Hart District Council's Interim Planning Policy Statement on First Homes'.</p>	
Policy YDFNP13 Blackbushe Airport			
Page 65	7.80	<p>Delete the third and fourth paragraphs of the policy.</p> <p>At the end of paragraph 153 add 'The second part of the policy comments about the need for proposed developments with significant transport implications to be supported by a travel plan to seek, as far as possible, that movements by private car are minimised. Where negative impacts are identified after assessing proposals, the impacts should be mitigated where possible. Where negative impacts cannot be satisfactorily mitigated planning permission will not be supported.'</p>	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP14 Home Working			
Page 66	7.83	At the beginning of the policy add 'Insofar as planning permission is required'	Agree with the modifications for the reasons set out in the Examiner's Report.
Policy YDFNP15 Promoting Active Travel			

Submitted Neighbourhood Plan Policy / Section/Page	Examiner's Report para reference	Recommended Modification	HDC Consideration / Justification
Page 69	7.86	<p>In a) replace 'provides' with 'contribute to'</p> <p>Replace b) with 'Encourages active travel through provision of footpaths and cycle lanes where these are not present.'</p> <p>Include references to Key Facilities in the Glossary of the Plan</p>	Agree with the modifications for the reasons set out in the Examiner's Report.
Other Matters -General			
	7.90	Modification of general text (where necessary) to achieve consistency with the modified policies and to accommodate any administrative and technical changes.	Agree with the recommendation for the reasons set out in the Examiner's Report.
Other Matters – Specific			
	7.92	<p>Reflect agreed changes between HDC and YTC in relation to paragraphs</p> <p>Paragraph 21 Paragraph 45 Paragraph 52 Paragraph 64 Paragraph 68/69/70 Paragraph 85/86 Paragraph 89/90</p>	Agree with the recommendation for the reasons set out in the Examiner's Report.

CABINET

DATE OF MEETING: 7 APRIL 2022

TITLE OF REPORT: DRAFT SERVICE PLANS 2022/2023

Report of: Head of Community, Head of Corporate Services,
Head of Environment & Technical Services and
Head of Place

Cabinet Member: Councillor David Neighbour, Leader

1 PURPOSE OF REPORT

1.1 To consider and then approve the draft Service Plans for 2022/23 as set out in Appendix 1.

2 OFFICER RECOMMENDATION

2.1 That the draft Service Plans as set out in Appendix 1 for 2022/23 be approved

3 BACKGROUND INFORMATION

3.1 Service Plans set out the key actions each service will undertake during the coming year to deliver the Council's objectives and priorities, as well as core services.

3.2 The draft Service Plans published in March for last year were developed based on the year's priorities, having regard to the agreed Budget, the Corporate Plan 2017 – 2022 and the Vision to 2040.

3.3 That plan reflected the implementation of key strategic policies already adopted by the Council:

- Climate Change
- Commercialisation
- Digitalisation

4 CONSIDERATIONS

4.1 Service Plans and the Service Planning process form a key part of the Council's existing performance management framework.

4.2 All the fundamental principles of important key strategies for the Council remain as they were at the beginning of 2020, around climate change, commercialisation, and continued improvements in digitalisation.

4.3 Progress against Service Plans are reviewed by the Overview and Scrutiny Committee Service Panels on a quarterly basis.

5 COMMENTS FROM OVERVIEW AND SCRUTINY COMMITTEE

- 5.1 Overview & Scrutiny Committee, at its meeting on 15 March 2022, considered the draft Service Plans and made the following comments:

CORPORATE

Members highlighted that the draft Service Plan contained no reference to the Tier 1 savings, and the Head of Corporate Services agreed to include more detail on items 12 and 16 of the plan when it was agreed - currently this work is still ongoing.

A Member questioned why the draft plans were not circulated to earlier Service Panel meetings and the Joint Chief Executive confirmed that due to timings and workloads it was not possible.

COMMUNITY

No comments.

ENVIRONMENT AND TECHNICAL

A Member questioned why many of the completion dates were March 2023 and hoped to see more challenging ones.

A Member requested to see more included in the draft plan on the Countryside Team's work. For example: Odiham Common and the work on smaller commons and Hazeley Heath.

The Head of Environment and Technical agreed to include this.

PLACE

A Member requested that Service Priority 7 'Customer-focused Service' should be reworded.

Member's discussions included:

- Timescales for the Local Plan Review and if any smaller work on particular areas of this could be drafted in advance.
- More dates to be included on the Climate Change Strategy.

The draft Service Plans have been adjusted according.

6 FINANCIAL AND RESOURCE IMPLICATIONS

- 6.1 The draft Service Plans are linked to the agreed budget for 2022/23. They reflect the resources available to the Council. Should members wish to introduce new or expanded work streams then additional resources will first need to be identified.

7 MANAGEMENT OF RISK

- 7.1 If the Council does not adopt Service plans with clear targets and tasks that are aligned with its budgets, there is a risk that it will fail to deliver its objectives and priorities.

8 EQUALITIES

All activity will comply with the authority's statutory duties.

9 CLIMATE CHANGE

The service plan sets out the 2022-23 delivery requirements to reflect the council's ambition to become a carbon neutral authority by 2035.

10 CONCLUSIONS

- 10.1 Committee is requested to consider the draft Service Plans which together with comments from the Committee, will be submitted to Cabinet for approval in April.
- 10.2 Once agreed, the performance against Service Plan priorities and objectives will be monitored by the respective Service Panel and reported quarterly to the Overview and Scrutiny Committee.

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APPENDICES:

Appendix 1 – Draft Service Plans for 2022/23



Hart District Council's Service Plans 2022/23

As the Covid-19 pandemic has shown over the past year, we live in a complex and interconnected world where our communities, the impact of social inequalities, the economy and quality of where we live can have a big impact on our lives.

These big picture issues have implications, not just for those living, visiting or working in Hart, but the whole country.

Addressing current challenges and making the most of coming opportunities is not something that any one organisation can do alone. It will require strong partnership with the local community, business sector and statutory and non-statutory organisations to foster a better understanding of the needs of our place and people who make up the community of Hart.

As a district council we will have a clear set of priorities that working in partnership with those across the district, we can focus our resources where they are most needed and will bring the greatest benefit to the communities we serve. We will make sure that everything we do is sustainable and flexible so that we can withstand future change and challenges.

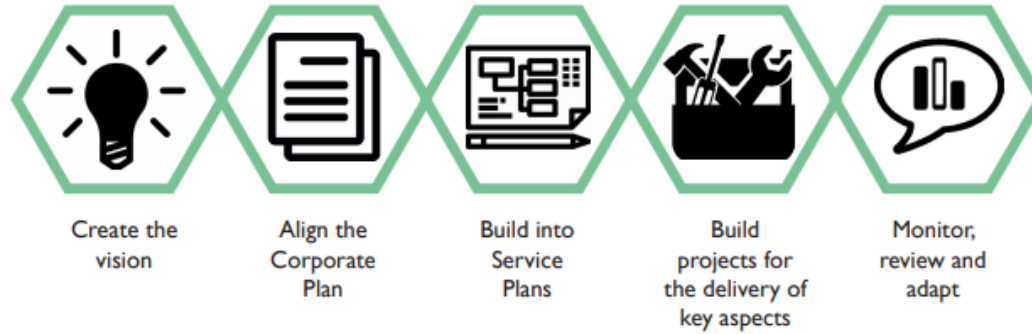
This Service Plan is written in the context of the Corporate Plan and the recently adopted twenty-year vision for Hart, which will provide a clear direction and will shape our council and working environment. It will help us to improve our use of resources and align our strategies to reach the outcomes our communities deserve.

It is about keeping Hart a healthy and desirable place where people can live, work and visit. Everything we do should contribute to the council's priorities via a 'golden thread' so that all our effort and resources are linked into the delivery of the Vision.

Vision for Hart

To become the best Place, Community and Environment to live, work and enjoy:

- Theme One: To become the best Place to live, work and enjoy by creating a connected environment
- Theme Two: Design the Community to live in, work with and enjoy by helping our community to thrive through
- Theme Three: Enhance the Environment to live in, work in and enjoy enhancing our environment
- Theme Four: Develop the Organisation which can deliver working in partnership





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HART Values

The Council has embedded a shared culture and ethos across all its people, acting and behaving as a single organisation based on the Council’s core values of:

Helpful – we will really listen to what our citizens, customers and residents want to achieve and help them reach their goals.

Approachable – we will be open, friendly and fair, working with others and helping others to succeed.

Responsive – we will strive to do things well and look for ways to innovate and improve.

Take Ownership – we will take responsibility, do what we say we will and see things through. People and teams will be required to work collaboratively with others both inside and outside the organisation and actively share learning and best practice.

If you are being **helpful**, you will be:

- genuinely listening to what the resident or what your colleague wants
- treating everyone as individuals and with respect and dignity
- trying to understand what outcome they want to achieve
- be honest about what you and your service can do
- searching for then suggesting alternatives where you cannot help and providing the correct contact information

If you are being **approachable**, you will be:

- enthusiastic and knowledgeable about the service and the council
- friendly, fair and easy to talk to
- using your skills to recognise that residents and colleagues differ and may need you to change your approach, to suit different people's needs.
- Actively listening and check important messages are understood.
- Be welcoming and work as an effective team player, to listen and share ideas.
- Using plain English which our residents can understand

If you are being **responsive**, you will be:

- Enthusiastic about using change to improve services
- Asking if anyone need help and be happy to lend support wherever it is needed
- Spotting issues or areas for potential improvements, flagging these up and suggesting solutions
- Putting solutions suggested by you or others in place quickly and helping others to understand those changes.

If you are taking **ownership**, you will be:

- Finding the outcomes or solutions residents want, even if they fall outside your area of expertise
- Making sure you complete work on time, or if you notice problems, reporting these immediately
- Looking for opportunities to keep your skills and knowledge updated.
- Using feedback both as an individual and as a team, to improve.
- Being accountable for your own actions, giving your name and contact details, so that anyone can contact you again.



Service Plan: Community Services 2022/23

Service Overview

Community Services consists of five teams, focussed on delivering services to residents in the community. The organogram overleaf sets out the teams that deliver these services: Housing Solutions, Community Partnerships and Projects, Housing Strategy and Enabling, Private Sector Housing and Community Safety. The services themselves are funded from a mixture of the council's own General Fund, Homelessness Prevention Funding and Better Care Fund – both distributed by central government - and other small pockets of funding secured through various opportunistic bidding rounds.

Page 66 This service plan is subject to change and amendment during the year as a result of:

- Implementation of the tier 1 and tier 2 Council savings
- Implications of the senior leadership team review process
- Consideration and implementation of tier 3 Council savings

Service Priorities

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
1	Delivery of the Supporting Communities Plan via the Here for Hart programme	Support for our town and village centres Support the local economy Healthy Community and People	Delivery against action plan set out in Supporting Communities Plan <u>Supporting Communities Plan July 2021.pdf (hart.gov.uk)</u>	March 2023 and ongoing
2	Delivery of the emergency response hub, through the Hart Response Hub, in step with Hampshire County Council	Healthy Community and People	Hart Response hub in place Delivery against the SLA in place with Hampshire County Council	March 2023 and ongoing (as required)
3	Consideration and implementation of tier 3 savings	An efficient and effective council	MTFS and budget setting 2023/24	October 2022

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
4	Monitoring and reporting on the funded Service Level Agreements (SLA's) with key agencies	An efficient and effective council	Delivery against set outcomes and value for money achieved via SLA's: Citizens Advice, Hart Voluntary Action, Fleet Phoenix Inclusion Hampshire	March 2023
5	Delivery of the Hampshire Domestic Abuse Strategy, in partnership with Hampshire County Council and the other Hampshire districts	Healthy people and community	Carry out health check of services provided to those suffering domestic abuse, alongside other Hampshire districts and funded by Hampshire County Council Research the benefit to local communities to seek accreditation of services provided to those suffering domestic abuse	March 2023
6	Improve digital pathway for service users seeking housing advice, applying for housing or approaching for homelessness assistance	An efficient and effective council	Improved digital experience for service users with online accounts and self-serve. Improved efficiency with less resource input from BSU	August 2023

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
7	Contribute to the delivery of the North Hampshire Community Safety Partnership (CSP) Partnership Plan	A clean, green and safe environment Healthy community and people	Delivery of initiatives in support of key objectives of the CSP Plan Promotion of crime prevention and safety initiatives through project work Joint work with the Police on ABC's and CPN's.	March 2023
8	Provision of an antisocial behaviour (ASB) support service	A clean, green and safe environment Healthy community and people	Reduction of repeat ASB for 50% of those who approach	Ongoing
9	Delivery of a homelessness prevention service	Ensure access to housing	Prevention of homelessness for 50% of those who approach	Ongoing

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
10	Review Homelessness Out of Hours Provision	Ensure emergency contact is well publicised and accessible.	Homelessness Out of Office Hours or due Office Closure is reportable and actioned Fair remuneration for staff involved in delivering the out of hours service Good value for money service in place	September 2022
11	Implement New Housing Solutions IT System	An efficient and effective council	Increased digitalisation Fit for purpose IT Improved digital experience for customers Better value for money / cost savings Decommissioning of ABRITAS	August 2022
12	Ensure we have an active private rented sector, engaging with landlords and hosting landlord events. Delivery of landlord support and tenancy sustainment services	Ensure access to housing	Annual landlord event over digital platform Branded private sector lettings product, promoted to increase the number of properties available to the council to prevent homelessness	March 2023

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
13	Implement the Homelessness and Rough Sleeping Strategy Action Plan	Ensure access to housing	Link to be added	April 2023 and ongoing
14	Working with and supporting Parish Councils to advise and facilitate delivery of exception sites	<p>Supporting residents in shaping their local communities</p> <p>Support for our town and village centres</p> <p>Ensure access to housing</p> <p>Promoting high quality design and a good standard of amenity</p>	<p>Delivery of exception schemes including rural exception sites</p> <p>Affordable housing included in all Neighbourhood Plans</p> <p>Supporting community groups to explore housing schemes</p>	Ongoing

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
15	Enabling the delivery of affordable homes, including maximising 40% affordable homes on all eligible sites	<p>Ensure access to housing</p> <p>Promoting high quality design and good standard of amenity</p>	<p>Delivery of programme of 40% affordable housing, through planning framework</p> <p>Maintain a good working relationship with the RPs to deliver good quality homes to meet local housing need – meet each RP every 6 months</p> <p>Creation of sustainable and desirable housing products</p>	Ongoing
16	Produce an Annual Community Services Update	An efficient and effective Council	Publication of an annual update and associated promotion / communication on key outputs	July 2022

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
17	Implement the Housing Strategy Actions	<p>An efficient and effective Council</p> <p>Ensure access to housing</p> <p>Promoting high quality design and good standard of amenity</p>	<p>Improving affordable housing need information and data collection and utilisation</p> <p>Delivering services and homes to help meet the needs identified</p> <p>Add link to housing strategy</p>	<p>March 2023 and ongoing</p>
18	Facilitate a member task and finish group to review capital project proposals	<p>Ensure access to housing</p> <p>An efficient and effective Council</p>	<p>Officers and Members prioritise projects to utilise housing capital funding and bring at least 1 forward into implementation</p>	<p>March 2023</p>

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
19	Delivery of Disabled Facility Grant service	<p>Ensure access to housing</p> <p>Work with partners to keep Hart healthy and active</p>	<p>Enabling residents to remain in independent living accommodation (65 per year)</p> <p>Provision of discretionary Prevention Grants, focused on providing quick solutions to those in urgent need</p>	March 2023 and Ongoing
20	Conduct statutory Gypsy and traveller counts	Ensure access to housing	Submit count in January and July	March 2023 and ongoing
21	Maintaining high housing standards in private sector housing in the district	<p>Ensure access to housing</p> <p>Work with partners to keep Hart healthy and active</p> <p>A clean, green and safe environment</p>	<p>Housing Health & Safety Rating System & HMO licensing implemented to support healthy and safe living spaces</p> <p>Promotion of Empty Homes reporting tool</p> <p>Improved energy efficiency in domestic premises</p>	March 2023 and ongoing

Service Priority	Link to corporate plan	Expected Outcomes	Completion date	Completion date
22	Support the delivery of the climate change action plan for 22/23	Climate change emergency	Work with private sector housing and external partners such as Housing Associations to support energy efficiency schemes, such as retrofit schemes in domestic and non-domestic buildings and encourage take-up of renewable energy	March 2023

Performance indicators and targets

KPI	Description	Annual Target
1	Number of applicants for whom homelessness is relieved or prevented	to be 50% of those presenting
2	Households living in Temporary Accommodation	<i>Below 30</i>
3	Number of families in B&B for more than 6 weeks	<i>zero</i>
4	Number housed in to the PRS	<i>30</i>
5	Number of gross affordable homes delivered	<i>100</i>
6	Number of Hart residents assisted into employment or training each year through the Hart into Employment	<i>20</i>
7	% Disabled Facilities Grant spent against budget	<i>100%</i>
8	No. of DFGs and Prevention Grants completed – target 65/year	<i>65</i>
9	Number of gypsy / traveller illegal encampments	<i>INFO ONLY</i>
10	Community Trigger reviews to be carried out	<i>1</i>
12	Increase Newsletter distribution from baseline	<i>20%</i>



Service Plan: Corporate Services 2022/23

Service Overview

Corporate Services covers a broad range of both front and back-office functions for the council including

- Audit and Performance
- Communications
- Business Grants Payments
- Website
- Test and Trace payments
- Elections and Electoral Registration,
- Corporate Strategy and Policy,
- Committee Services,
- Commercialisation,
- IT, Digitalisation and Change,
- Contracts and Procurement and GDPR
- Finance
- Project Board
- Payroll and Human Resources

- A range of services are contract managed by the Corporate Team including
 - Legal Services
 - Leisure Services
 - Revenues and Benefit Services
 - Internal Audit
 - Waste
 - Exchequer Services
 - Contact Centre

Service Priorities

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
1	Delivery of the council's response to Covid-19 pandemic	<p>Ensure that the Council meets its statutory obligations under the Civil Contingencies Act.</p> <p>Support for our town and village centres</p> <p>Support the local economy</p> <p>Support our residents</p>	<p>Policy and payment of Business Rates Grants</p> <p>Administration of Test and Trace Isolation payments</p> <p>Post Payments Assurance Testing</p>	We believe payments complete by 30 th April. Post payment assurance testing to run through to 31 st March 2023.
2	New Ways of Working – Policy Support	Updating HR policies to reflect new ways of working	Travel and Expenses Policy Car Allowance policy	31 st August 2022

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
3	Produce updated Medium Term Financial Strategy for Cabinet, predicated on the priorities within the Corporate Plan and reflecting current understanding of local government finance	Ensuring our Medium-Term Financial Strategy is focused on strategic priorities. Stable Financial Sustainability.	The Council's financial resources and commitments are aligned with its strategic priorities	Rework 2023-24 by 30 th June 2022 and report to Overview and Scrutiny Committee and Cabinet.
4	Implementation and regular review of the Commercialisation Strategy	Maximising income opportunities, and identifying new opportunities for income generation	Investment in one further commercial property (£10m indicative budget in capital programme) Complete rent review of all existing properties and leases	31 st March 2023
5	Manage changes within the 5 Councils Partnership arrangement	Continuing to work closely with partners to deliver joint services	To seek confirmation and report to Cabinet on future of IT contract To seek confirmation and report to Cabinet on future of existing services following exit of Mendip.	30 th September 2022

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
6	Implement the report writing software for all committees.	To realise our ambitions to deliver more for less	The Council makes full use of technology to improve the way it delivers Committee Services	31 st July 2022
7	Review and replacement of the telephony system	To realise our ambitions to deliver more for less	The Council controls its overhead costs for direct dial telephony whilst expanding the flexibility for staff via a non desk-based solution	30 th June 2022
8	Implementation of new website	An efficient and effective Council	To provide quality information and services to residents	30 November 2022
9	Implementation of cyber security plan	An efficient and effective Council	Full implementation of Government department approved cyber security plan	30 September 2022.

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
10	Achievement of accreditation of both Bronze Armed Forces Covenant and the Armed Forces Employer Recognition Scheme	Continuing to work closely with partners to deliver joint services	Become member of the AFERS and gain Bronze stage in the Armed Force Covenant	31 st March 2023
11	To support the Climate Change agenda to deliver the Net Zero carbon action plan	An efficient and effective Council	Delivery of Climate change action plan	31 st March 2023
12	Deliver Tier 2 Savings	An efficient and effective Council	Achieve 100% of Tier 2 savings in 2022-23 onwards	31 st March 2023
13	Identify Tier 3 Savings, supporting business cases and decision making	An efficient and effective Council	Increase financial sustainability for the authority.	30 September 2022
14	Upgrade the network and improve Wi-Fi access across the Council	An efficient and effective Council	Provide end user with more capacity and quicker speeds	31 March 2023

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
15	Create data map for Hart, consider data maturity and define data strategy	An efficient and effective Council	To transform decision making and how we deliver services	31 March 2023
16	Deliver Corporate re-organisation	An efficient and effective Council	To transform decision making and how we deliver services	30 September 2022
17	Deliver Elections	An efficient and effective Council	Smooth, efficient, safe, and legal election	30 May 2022
18	Plan and implement voter ID for May 2023	An efficient and effective Council	Smooth, efficient, safe, and legal election	31 March 2023
19	Delivery amended Corporate Training plan (procurement, finance, and HR)	An efficient and effective Council	Good governance and compliance	31 March 2023

Service risk register

A detailed service risk assessment has been completed and is reviewed at a minimum quarterly. This helps inform the Hart District Council Corporate Risk Register which is reported to Overview & Scrutiny Committee on a quarterly basis.

Performance indicators and targets

Corporate Services is currently in transition across a number of the support services including HR, IT, Finance, Revenues and Benefits. Many of the performance indicators will change as a result and those where data is available, are reported through the 5 Councils governance structure. Those shown below reflect the key indicators currently available.

KPI	Description	Annual Target
IA01	Percentage of Audit Plan completed during the year	100%
IA04	% of High Risk Audit Recommendations Implemented by Department	100%
CS01	Quality of Customer Service Call Handling - % score from monitoring sample	90%
F1	Implementation of savings schemes targets to meet MTFS requirements	90%
CS02a	% of telephone calls answered by Contact Centre in 30 seconds	70%
RB05	Percentage of Non-domestic Rates Collected	98%
RB06	% of Council Tax collected	98%
IT05	% uptime of key systems	99%
IT06	% uptime of Hart DC website	98%

KPI	Description	Annual Target
ET06	Number of missed collections excluding garden waste (per 100,000)	
ET07	Number of missed garden waste collections (per 100,000)	
ET08	Overall cost of waste per household	
ET09	Total recycling rate	



Service Plan: Environment and Technical Services 2022/23

Service Overview

Environment and Technical Services is responsible for delivery of the following services:

- Delivery of Harts climate change action plan.
- Management of Harts countryside sites.
- Management of Harts trees and implementation and enforcement of tree preservation orders.
- Management and enforcement of Harts car parks.
- Implementation, management, and enforcement of parking restrictions on the public highway on behalf of Hampshire County Council.
- Maintenance of Harts drainage assets and delivery of Environment Agency funded flood alleviation schemes.

The following services which are reported through Environment and Technical Services are delivered as part of a shared service by a neighbouring authority:

- CCTV – Delivered by Rushmoor (due to transfer to Runnymede BC in April 2021)
- Street Cleaning and Grounds Maintenance – Delivered by Basingstoke and Deane
- Litter and Dog Fouling Enforcement – Delivered by East Hampshire

Service Priorities

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
1	Co-ordination of Hart's climate change action plan.	Improve energy efficiency Promote a clean environment	Facilitate member and officer working group meetings and provide update reports to Cabinet.	Ongoing
2	Implementation of Tier 2 savings.	An Efficient and Effective Council	Delivery of agreed Tier 2 savings	June 22
3	Consideration and Implementation of Tier 3 savings.	An Efficient and Effective Council	Delivery of agreed Tier 3 savings	October 2022
4	Development of Hart website.	An Efficient and Effective Council	Improved access to services.	March 23.

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
			Biodiversity Net Gain and Carbon offsetting action plan to be agreed.	July 22
			Survey of HDC land and assets and identify biodiversity, climate offset opportunities.	March 23
			Identify opportunities for “No Mow May”, reduced grass cutting and increased biodiversity.	March 23
			Identify suitable land/sites and funding for tree planting to offset carbon emissions.	March 23
			Identification of pilot project for tree planting.	March 23
			Completion of tree strategy and costing for public tree planting scheme.	March 23
5	Identify biodiversity and climate change offsetting opportunities.	Protect and enhance biodiversity.		

				March 23
	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
6	Reduce Operational Carbon Emissions	Improve energy efficiency Promote a clean environment	Instal electric vehicle (EV) charging points at Civic Offices.	July 22
			Complete review of all fleet vehicles to transition to zero emission vehicles.	March 23
			Install Solar PV on Civic Offices.	July 22
			Update the Climate Change Action Plan to incorporate the recommendations arising from the Carbon Pathway report.	Oct 22
7	Reduce District-wide Emissions	Improve energy efficiency Promote a clean environment	Install electric vehicle (EV) charging points in Hart car parks.	Aug 22
			Update the Climate Change Action Plan to incorporate the recommendations arising from the Carbon Pathway report.	March 23
			Delivery of the climate emergency communications plan.	March 23

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
8	Green Grid Strategy	A Clean, Green and Safe Environment.	Production of Local Walking and Cycling Strategy. Produce Signage Strategy for the Green Grid.	March 23 Sept 22
9	Delivery of Hart Green Grid East	Enhance access to open space and recreation facilities. Work with partners to keep Hart healthy and active	Agree programme for delivery of Green Grid East Link to Hartland Park / Rushmoor.	March 2023
10	Delivery of Fleet Pond Green Corridor.	Enhance access to open space and recreation facilities Protect and enhance biodiversity	Works to be completed on Hart owned land.	Sept 22.
11	Climate change adaption plan.	Improve energy efficiency Promote a clean environment	Recommendations from carbon pathway report to be used to inform development of a climate change adaption plan for Hart.	March 23

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
12	Delivery of Ecological Feasibility Study at Fleet Pond	Enhance access to open space and recreation facilities Protect and enhance biodiversity	Phase 1 – Scoping works complete. Recommendations from feasibility study to be considered by Cabinet	July 22 Dec 22
13	Delivery of agreed works at Edenbrook Country Park	Enhance access to open space and recreation facilities Work with partners to keep Hart healthy and active	Review and agree programme for delivery of works. Deliver agreed programme of works.	July 22 March 23
15	SANG adoptions	Enhance access to open space and recreation facilities	Progress adoptions at the following sites: <ul style="list-style-type: none"> • Moulsham lane • Poulters Meadow • Hawley Park Farm • Edenbrook extension (Grove Farm) 	March 23
16	Let contract for refreshment concessions at Bramshot Farm and Edenbrook Country Parks.	Protect and enhance biodiversity Enhance access to open space and recreation facilities	Concessions to be operational.	Sept 22
17	CCTV cameras to be transferred to Runneymede BC.	Support our town and village centres	Transfer complete.	August 22

	Service Priority	Link to corporate plan	Expected Outcomes	Completion date
20	Delivery of the 22/23 traffic management programme.	Support our town and village centres Support the local economy	Delivery of the traffic management programme for 22/23.	March 23
21	Asset management plan for Council car parks.	Support our town and village centres Support the local economy Promote a clean environment	Complete asset management plan for Council car parks.	Oct 22
22	Delivery of approved flood alleviation schemes.	Support our town and village centres Support the local economy	Provision of Property Level Flood Protection on third party property Kingsway, Blackwater, and Phoenix Green, Hartley Wintney Provision of Natural Flood Risk Management Measures on third party land -Hartley Wintney, and Mill Corner	March 23 March 23
23	Water environment asset management plan	Support our town and village centres Support the local economy Promote a clean environment	Complete water Environment Asset management plan	October 22
24	HCC highway agencies for TM and Civil Parking Enforcement.	Corporate	Subject to notice being served transfer services to HCC.	March 23

Service risk register

A detailed service risk assessment has been completed and is reviewed at a minimum quarterly. This helps inform the Hart District Council Corporate Risk Register which is reported to Overview & Scrutiny Committee on a quarterly basis.

Performance indicators and targets

KPI	Description	Annual Target
ET03	Number of Green Flags held	3
ET04	Number of service requests for Street Cleaning.	1200
ET05	Number of service requests for Grounds Maintenance.	600
ET10	Carbon footprint for Council operations	1700 t/CO ₂ e (19/20 outturn)
ET11	Number of hours of CCTV camera downtime per month	20 days
ET12	Number of hours of litter enforcement work carried out per month	118 hrs



Service Plan: Place Service 2022/23

Service Overview

The Place Service covers a range of services focussed on delivering excellent services to our resident, businesses and other stakeholders.

Implementation of policies plans and budgets to deliver effective and efficient place making services within legislative requirements and in compliance with the Council's policies, financial regulations and standing orders. The key services within the scope of the Place Service include:

1. Planning Policy / Strategic Planning
2. Economic Development, Employment & Skills
3. Development Management (including Heritage, Conservation & Enforcement)
4. Building Control
5. Street Naming & Numbering
6. Environmental Health
7. Licensing
8. Health & Safety
9. Business Support and Data
10. Land Charges
11. Facilities
12. Corporate Health & Safety

The Place Service help communities to be stronger and more resilient. By taking an integrated place-based approach our services work together as 'One Council' and with external partners to develop the economy, ensuring we protect and enhance the environment and meet our carbon neutral commitment by 2035 and 2040.

We plan for the future in terms of homes, employment space and associated infrastructure and ensure that development is high quality, meeting the needs of our communities now and in the future.

The Place Service supports Hart's communities to live healthy and active lives and the promotion of sustainable and active travel.

The Planning Service leads the statutory function of Local Planning Authority (LPA) for Hart district, dealing with around 1,764 (Jan 2021 – Dec 2021) planning matters per year.

The Service Plan doesn't reflect all the 'business as usual' tasks – Place Service will be circulating a newsletter annually to highlight performance and key achievements. We have the responsibility for effective and creative place shaping for our current and future communities through the Local Plan, other planning documents and supporting communities undertaking their own neighbourhood plans.

We have the statutory responsibility for determining planning applications and, using an evidence-led approach, ensuring the right balance between social, community, economic and environmental objectives.

By delivering sustainable growth and developing vibrant and diverse economies this provides opportunities for communities to access affordable homes that is supported by essential infrastructure; whilst protecting and enhancing the natural and built environment.

Every day, we deliver critical services such as Environmental Health. We work hard to support economic growth, and employment opportunities for our residents. Meanwhile, we continue to strengthen the partnerships behind shared services and contributing to new strategic policies. Since March 2020 we have been operating alongside the Covid-19 pandemic. This is both in the emergency phase and the recovery phase; with the implications for the services we provide, and how we provide them dependant on which phase or wave of the pandemic we are in. Over the last year we have had to react to both the Delta and the Omicron variant. In setting the 2022/2023 Service Plan it is understood that targets and priorities may change in light of how the pandemic evolves.

In addition, this Service Plan is subject to change and amendment during the year as a result of:

- Implementation of the Tier 1 and Tier 2 Council savings;
- Implications of the Senior Leadership Team restructure; and
- Consideration and implementation of Tier 3 Council savings.

Service Priorities

	Service Priority	Link to corporate plan / other Council priorities	Expected Outcomes	Completion Date
1	Key Performance Indicators and milestones shown in Appendix 1 are all met and monitored on a monthly basis	A Thriving Local Economy Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council	High quality service, value for money for residents	Quarterly reporting of data to Service Panels
2	Covid-19 Response & Recovery	A Thriving Local Economy Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council	Offices safe and prepared for social distancing Safe working practices Business Newsletter	On going
3	Implementing Tier 2 Savings	Efficient & Effective Council		31 st March 2023

4	Consideration and Implementation of Tier 3 Savings	Efficient & Effective Council		31 st March 2023
5	To continually improve and make better use of the Place Services IT Systems and Website, including Cyber Security	Effective & Efficient Council Digitalisation Strategy	<p>To ensure best use of existing software to run an efficient and effective service</p> <p>Helping residents, businesses and other customers find the answers on-line 24/7 to enable more effective self-service</p>	<p>On-going continuous improvement. Quarterly review</p> <p>Implementing measures linked to action plan (in accordance with Milestones)</p> <p>Feed into the Council-wide website project by end of Q3</p>

	Service Priority	Link to corporate plan	Expected Outcomes	Completion Date
6	Facilities Management	Effective & Efficient Council Climate Emergency	Review and reduction of Council's energy consumption, upgrading of all lightbulbs to LEDs and sourcing clean energy from renewables. Solar PV Cells on the roof.	On-going

	Service Priority	Link to corporate plan	Expected Outcomes	Completion Date
7	Ongoing Implementation of Development Management Service Action Plan	Thriving Local Economy Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council Climate Emergency	Creation of Development Management priorities and action plan post-summer 2022	Long term actions before July 2022
8	Local Plan Review (Assessment)	A Thriving Local Economy A Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council Climate Emergency	Undertake a Local Plan Review involving an assessment of whether the local plan needs updating	Will take place following the Planning Bill (or updates to the Levelling Up Bill) and associated policy and guidance updates
9	Settlement Capacity Study	A Thriving Local Economy A Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council Climate Emergency	Understanding of the scope to accommodate future homes within settlements (Cabinet decision Nov 21).	December 2022

	Service Priority	Link to corporate plan	Expected Outcomes	Completion Date
10	Community Infrastructure Levy (CIL) [Subject to content of new Planning Act / Levelling Up Act.]	A Thriving Local Economy A Clean, Green & Safe Environment Healthy Communities & People Efficient & Effective Council Climate Emergency	Adoption of CIL Charging Schedule and implementation	Formal consultation, examination and adoption of CIL Charging Schedule during 2022/23 Start collecting CIL April 2023
11	Environmental Health Team Plan	Effective & Efficient Council	Devise and implement an action plan to promote continued EH Service improvements: incl. learning from best practice examples, promote joint working, and maximise resources. Improve resilience of Service through cross-skilling and enhancing procedures	Summer 2022 On-going through recruitment, training and development of staff

	Service Priority	Link to corporate plan	Expected Outcomes	Completion Date
12	Review of the fly- tipping enforcement strategy	A Clean, Green & Safe Environment	<p>To evaluate the Council's strategy and priorities in relation to fly-tipping</p> <p>To reduce incidents of fly tipping across the District</p> <p>To educate and raise awareness of fly tipping across the District through targeted publicity.</p>	March 2023

Service risk register

A detailed service risk assessment has been completed and is reviewed at a minimum quarterly. This helps inform the Hart District Council Corporate Risk Register which is reported to Overview & Scrutiny Committee on a quarterly basis.

Key Performance indicators and targets

KPI	Description	Annual Target	
Development Management (KPIs currently under review)		<i>Hart Target</i>	<i>National Target</i>
R07	Major development application decisions made within the statutory determination period (including Extensions of Time)	60%	
R08	Minor development application decisions made within the statutory determination period (including Extensions of Time)	70%	
R09	Other application decisions made within the statutory determination period	85%	
R11	% of Tree Preservation works applications determined within eight weeks	90%	
P01	Planning application fee income	<i>Data only</i>	
P02	Income from Pre-Application Advice and PPAs (including LBCs)	<i>Data only</i>	
Building Control			
P03	Number of Building Control Applications Received	<i>Data only</i>	
P04	Building Control income	<i>Data only</i>	

KPI	Description	Annual Target	
Environmental Health			
P05	% of scheduled/proactive Food safety inspections undertaken within time	<i>Data only</i>	
P06	Food Recovery Plan (prioritised)	<i>Data only</i>	
P07	% of Environmental Protections service requests (including noise, statutory nuisance, and public health) responded within time	80%	
P08	% of Food and Health & Safety service requests (including RIDDORs, HSADV, food poisoning investigations) responded to within time	80%	
P09	% of formal consultation responses made within time (including Planning and Licensing)	80%	
P10	Number of fly-tipping service requests received by service	<i>Data only</i>	
R12	Number of fly-tipping enforcement actions	<i>Data only</i>	
P11	Environmental Health Commercial fee income	<i>Data only</i>	
P12	Environmental Health Protection fee income	<i>Data only</i>	

KPI	Description	Annual Target	
Planning Policy			
P13	Housing Land Supply Position Statement <i>[Identifies whether the Council has at least a 5-year supply of land for housing, which is a requirement of national planning policy]</i>	Publish by end September	Annually
P14	Brownfield Register <i>[Statutory Duty to publish annually an update to the register of previously developed land that has been deemed as suitable for residential development]</i>	Publish by 31 st December	Annually
P15	Authority Monitoring Report (AMR) <i>[Statutory duty to publish annually, reporting on matters including local plan policy formulation and implementation, duty to cooperate activity, progress against Local Development Scheme timetables and Neighbourhood Plans]</i>	Publish by 31 st December	Annually
P16	Infrastructure Funding Statement (IFS) <i>[Statutory duty to publish annually, reporting on s106 and where relevant CIL monies secured, received, allocated and spent]</i>	Publish by 31 st December	Annually
P17	Statutory returns to Government	Various deadlines throughout the year	Various deadlines throughout the year

KPI	Description	Annual Target	
	[Collation and submission of data relating to housing delivery and self-build including Housing Flows Reconciliation (HFR), Housing Delivery Test information, Self and Custom Build]		

Version Control

	Date	Author	Comments
1.0	4 March 2022	Heads of Service	Draft version for Overview and Scrutiny Committee consideration
1.1	7 March 2022	P. Hughes	Comments & revisions on draft to make more consistent across the services and prepare for publication

CABINET

DATE OF MEETING: 7 APRIL 2022

TITLE OF REPORT: QUARTER 3 PERFORMANCE REPORT - 2021/22

Report of: Joint Chief Executive

Cabinet Portfolio: Leader and Strategic Direction and Partnerships

Key Decision No

Confidentiality Non Exempt

1 PURPOSE OF REPORT

1.1 To update Committee on the Council's performance indicator results for the third quarter of 2021/2022 (1 October 2021 – 31 December 2021).

2 OFFICER RECOMMENDATION

That the performance report for Quarter 3 2021/22 is noted.

3 BACKGROUND

3.1 Performance information reports play a key role in ensuring that the Council manages performance effectively across the services it delivers.

3.2 Overview and Scrutiny have operated Service Panels this year. These review progress against Service Plans, as well as service performance. This ensures regular scrutiny of the council's performance against key indicators. Because these Panels are tailored to the specific service, the format for each varies slightly, which is why the format varies in this report.

4 MAIN ISSUES

4.1 Any issues or items of concern will have been raised by Overview and Scrutiny to the relevant Head of Service

5 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5.1 Not applicable

6 CORPORATE GOVERNANCE CONSIDERATIONS

Relevance to the Corporate Plan and/or The Hart Vision 2040

Measuring success is a key part of the Corporate Plan, and performance reporting is an essential element of understanding how the services are performing in the context of the actions being undertaken in Service Plans.

Legal and Constitutional Issues

None identified

Financial and Resource Implications

None identified

Risk Management

No direct risks identified from this report. Each of the Services has their own Risk Register which is considered at the quarterly Overview & Scrutiny Service Panel Review.

7 EQUALITIES

7.1 An equalities assessment is not required for this report

8 CLIMATE CHANGE IMPLICATIONS

8.1 No direct carbon/environmental impacts arising from the recommendations

9 ACTION

9.1 Cabinet is asked to note the performance report for Quarter 3 2021/22

Contact Details: Ashley Grist - email: ashley.grist@hart.gov.uk

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable)						
		<i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule of the Local Government Act 1972 by ticking the relevant</i>						
		1	2	3	4	5	6	7
A	2021/22 Quarter 3 performance indicator report							

2021/22 Quarter 3 performance indicator report

Corporate Services

KPI	Description	Annual Target	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Note
IA01	Percentage of Audit Plan completed during the year	100%	33%	50%	63%	
IA04	% Of High-Risk Audit Recommendations Implemented by Department	100%	50%	TBC	50%	
CS01	Quality of Customer Service Call Handling - % score from monitoring sample	90%	96.3%	99%	98.5%	
1	Implementation of savings schemes targets to meet MTFS requirements	90%	-	Level 1 30%	balanced budget 2022/23	
CS02a	% Of telephone calls answered by Contact Centre in 30 seconds	70%	73.6%	92%	91%	
RB05	Percentage of Non-domestic Rates Collected	98%	20.0%	44.2%	73.6%	Q3 1.74% below 20/21
RB06	% Of Council Tax collected	98%	27.8%	56.9%	84.5%	Q3 1.05% above 20/21
IT05	% Uptime of key systems	99%	100%	99.8%	98.9%	VPN down for half a day over 9 months
IT06	% Uptime of Hart DC website	98%	100%	100%	100%	

ET06	Number of missed collections excluding garden waste (per 100,000)	40	22.4	14	27.4
ET07	Number of missed garden waste collections (per 100,000)	250	106	92	214
ET08	Overall cost of waste per household	£25	Will be confirmed by finance		
ET09	Total recycling rate	46%	43.5%	40.2%	Not available yet

Community Services

KPI	Description	Annual Target	Q3 Performance
1	Number of applicants for whom homelessness is relieved or prevented	to be 50% of those presenting	77%
2	Households living in Temporary Accommodation	<i>Below 30</i>	20
3	Number of families in B&B for more than 6 weeks	<i>zero</i>	0
4	Number housed in to the PRS	30	23
5	Number of gross affordable homes delivered	100	150 to date (74 rent & 76 shared ownership)
6	Number of Hart residents assisted into employment or training each year through the Hart into Employment	20	<i>New KPI for 22/23</i> <i>This year at Q3, 13 engaging with the new service and 4 into employment and training</i>
7	% Disabled Facilities Grant spent against budget	100%	67%
8	No. of DFGs and Prevention Grants completed – target 65-70/year	65-70	19 DFGs completed for Q3 (47 to date in total) 24 at enquiry stage as at end December 29 at approval stage as at end of December
9	Number of gypsy / traveller illegal encampments	<i>INFO ONLY</i>	Q1 –7 Q2 –1 Q3 -0
10	Community Trigger reviews to be carried out	1	1
11	Increase Community Safety Newsletter distribution (<i>will be provided from Q4 onwards as this was when distribution was limited to those who have requested sign up – starting figure 72</i>)	<i>20% increase above baseline</i>	<i>For 22/23</i>

Environmental & Technical Services

KPI	Description	Q1 21/22	Q2 21/22	Q3 21/22
ET03	Number of Green Flags held	3	3	3
ET04	Number of service requests received for Street Cleaning	365	295	244
ET05	Number of service requests received for Grounds Maintenance	162	171	25
ET10	Carbon footprint for Council operations	Data compiled annually – outturn for 20/21 = 1088.96 t/CO2e		
ET11	Number of days of CCTV camera downtime per month	47 days	80 days	26 days
ET12	Number of hours of litter enforcement work carried out per month	58 (monthly average April to July)	16	16

Place Service

KPI	Description	Annual Target	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Comment
Development Management						
R07	Major development application decisions made within the statutory determination period	60%	100%	94%	75% (8 in total, 6 in time or with EoT)	EoT = Extensions of Time
R08	Minor development application decisions made within the statutory determination period	70%	85.2%	79%	67.5% (40 decisions, 27 in time)	
R09	Other application decisions made within the statutory determination period	85%	80.4%	75%	83.5% (261 total decisions, 218 in time)	
R11	% of Tree Preservation Order works applications determined within eight weeks	90%	94.4%	93%	96.3% (81 total decisions, 78 in time)	
	Planning application fee income – year to date	<i>Data only</i>	£149,585	£637,216	£843,318	
	Income from Pre-Application Advice and PPAs (including LBCs) – year to date	<i>Data only</i>	£87,535	£118,164	£170,293	

Building Control						
	Number of Building Control Applications Received	<i>Data only</i>	N/A	101 Full Plans 89 Building Notices 79 Initial Notices	Full Plans - 308 Building notice - 306 Hampshire applications - 7 Regularisation - 27 Partner application out of area - 9 Initial Notice - 300 Unauthorised work – 5 Total Applications: 956	
	Building Control income – year to date	<i>Data only</i>	N/A	£237,780	£309,736	
Environmental Health						
NEW	% of scheduled/proactive Food Safety inspections undertaken within time.	<i>Data only</i> %	N/A	N/A	77%	Food Recovery Plan was adopted by full Council Autumn 2022
	Food Recovery Plan (prioritised)	<i>Data only</i> %			100% Please see notes below re Food Recovery Plan	
NEW	% of Environmental Protections service requests (including noise, statutory nuisance and public health) responded within time	80%	N/A	N/A	83%	
NEW	% of Food and Health & Safety service requests (including RIDDORs, HSADV, food poisoning investigations) responded to within time.	80%	N/A	N/A	88%	

NEW	% of formal consultation responses made within time (including Planning and Licensing)	80%	N/A	N/A	76%	
	Number of fly-tipping service requests received by service. (Quarter to date)	Data Only	24	60	95	
Page 115	Number of fly-tipping enforcement actions	Data only	2 Prosecutions undertaken. (1x Successful-Duty of Care, 1x Ongoing - deposition of waste)	3 Prosecutions undertaken. (2x Successful- Duty of Care, 1x Ongoing - deposition of waste) 11x Community Protection Warnings. 2x prosecutions pending for Q3.	3 no. prosecutions conducted 1x successful prosecution for depositing of controlled waste 1x found not guilty - appeal grounds reviewed 1x Plea of 'not guilty' submitted- pending trial date set for June 2022. No.8 Community Protection Warnings (C.P.W) served.	
NEW	Environmental Health Commercial fee income – year to date	Data only	N/A	N/A	£12,598	
NEW	Environmental Health Protection fee income – year to date	Data only	N/A	N/A	£8,563	

Planning Policy						
	% of Local Development Scheme (LDS) milestones met	100%	N/A	N/A	N/A	Cabinet agreed on 4 th November 2021 to undertake a review of the Local Plan in 2022 when more is known about the proposed changes to the planning system. That would lead to a decision about the scope of an update to the local plan, and then a revision to the LDS. A new local plan would pick up the issues of Travellers and non-strategic policies.
Page 116	Completion of SANG/Strategic Access Management and Monitoring (SAMM) returns and payments to Hampshire County Council (HCC)	<i>Quarterly returns to HCC submitted on time</i>	N/A	N/A	On track	HCC act as 'banker' for monies paid by developers to Blackwater Park SANG and for the SAMM project (Strategic Access Management and Monitoring). Each quarter it is necessary to transfer funds received to HCC along with information regarding the developments which the monies relate to, (numbers and sizes of dwellings etc.)

	Housing Land Supply Position Statement	<i>Publish by end September each year</i>	N/A	N/A	Published November 2021	Identifies whether the Council has at least a 5-year supply of land for housing, which is a requirement of national planning policy.
	Brownfield Register	<i>Publish by 31st December each year</i>	N/A	N/A	Published February 2022 with additional report to explain the register and Council approach to brownfield land.	Statutory Duty to publish annually an update to the register of previously developed land that has been deemed as suitable for residential development
	Authority Monitoring Report (AMR)	<i>Publish by 31st December each year</i>	N/A	N/A	Published February 2022	Statutory duty to publish annually, reporting on matters including local plan policy formulation and implementation, duty to cooperate activity and Neighbourhood Plans.
	Infrastructure Funding Statement (IFS)	<i>Publish by 31st December each year</i>	N/A	N/A	Published December 2021	Statutory duty to publish annually, reporting on s106 and where relevant CIL monies secured, received, allocated and spent.

CABINET

DATE OF MEETING:	7 APRIL 2022
TITLE OF REPORT:	HART RESPONSE TO STORM EUNICE
Report of:	Head of Environment & Technical
Cabinet Portfolio:	Environment
Key Decision	No
Confidentiality	Non Exempt

1 PURPOSE OF REPORT

- 1.1 This report provides an update on Hart's emergency response to Storm Eunice.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet:
- notes and endorses the decisions taken by the Joint Chief Executive under emergency powers as set out in paragraph 6.4 of this report
 - notes and endorses the expenditure incurred to date in providing the councils response to Storm Eunice.

3 BACKGROUND

- 3.1 Storm Eunice was one of three named storms that hit the UK during the period 14 -21 February 2022. Storm Eunice caused a huge amount of damage in parts of Western, Central and Northern Europe; millions of people were left without power across affected areas, and many homes sustained damage. The UK was particularly hard hit, with 1.4 million people left without power at the peak. During the storm the fastest wind gust ever recorded in England was measured at The Needles, Isle of Wight where a wind speed of 122mph was reached.
- 3.2 On Thursday 17 February 2022 in response to the worsening weather forecasts a major incident was declared by the Hampshire Local Resilience Forum (LRF). This identified that all Category 1 responders (including Hart District Council) were formally in 'response' at a multi-agency level. In accordance with the Councils constitution this enabled emergency decisions to be undertaken. Storm Eunice passed across the UK on Friday 18 February.
- 3.3 The Joint Chief Executive chaired an initial meeting of key officers on 17 February to agree the councils response to Storm Eunice, and in accordance with the Councils civil emergency response procedures initiated a log sheet

of decisions made and actions taken, a copy of this log sheet is available on request.

4 MAIN ISSUES

- 4.1 In Hart the main impact of the storm was fallen trees which blocked roads and brought down power lines which interrupted electricity supplies to some residents. Harts response to the storm was coordinated with other category one responders through the LRF with officers attending meetings of both the tactical and strategic co-ordinating group.

5 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 5.1 When planning the council response, worst case scenarios for the potential impact of the storm were considered. These included:
- significant travel disruption,
 - long term power outages for many residents and businesses,
 - damage to buildings.
 - loss of life.
- 5.2 To ensure the council was well prepared to respond to these scenarios the team set up to manage the response included officers from a variety of service areas. These included countryside, infrastructure, housing, communications, and environmental health.
- 5.3 After the storm a debrief meeting was held with officers involved in providing the response and lessons learnt agreed. The primary action arising from this meeting being agreement to include in the 22/23 Environment and Technical Service Plan an action to produce a Hart Storm Response Plan.

6 CORPORATE GOVERNANCE CONSIDERATIONS

Relevance to the Corporate Plan and/or The Hart Vision 2040

- 6.1 The Civil Contingencies Act requires Hart as a category one responder are required to initiate and take action as necessary to respond to any civil emergency.

Service Plan

Is the proposal identified in the Service Plan?	No
Is the proposal being funded from current budgets?	No
Have staffing resources already been identified and set aside for this proposal?	Yes

Legal and Constitutional Issues

- 6.2 The Councils constitution provides the Joint Chief Executive with additional powers to take decisions when a major incident is declared by the LRF.

Financial and Resource Implications

- 6.3 At the time of writing this report the cost incurred by Hart for providing the emergency response to Storm Eunice was £11,111, the majority of this was for tree safety works. These costs may increase slightly as some works to trees damaged by the storm are still outstanding, and to date no insurance claims have been received.
- 6.4 Key decisions taken by the Joint Chief Executive during the emergency response are provided below:

Date	Time	Action
17/02/22	16:06	Joint Chief Executive confirmed the declaration of a major incident by the LRF and invoked Harts emergency plan.
17/02/22	17:36	Severe Weather emergency protocol activated and homelessness officers put on standby for the weekend.
17/02/22	17:36	Hart website updated to provide information about the impact of the storm on service delivery.
19/02/22	14:30	Following the decision by LRF to stand down the major incident the Joint Chief Executive confirmed that Hart was no longer in emergency response and stood down officers from the countryside team.

Risk Management

- 6.5 No risks associated with this reports recommendations have been identified.

7 EQUALITIES

- 7.1 No equality implications associated with this reports recommendations have been identified.

8 CLIMATE CHANGE IMPLICATIONS

- 8.1 Although extreme weather events such as Storm Eunice can't be directly attributed to climate change, it is predicted that the severity and frequency of extreme weather events such as Storm Eunice will increase as a consequence of climate change.

9 ACTION

- 9.1 The production of a Storm Response Plan for Hart is included within the 2022/23 Service Plan for Environment and Technical Services.

Contact Details: John Elson Email: john.elson@hart.gov.uk

Appendices: None

Background papers: None

Cabinet

DATE OF MEETING:	THURSDAY 7 APRIL 2022
TITLE OF REPORT:	WEBSITE DEVELOPMENT REPORT
Report of:	Joint Chief Executive
Cabinet Portfolio:	Digital
Key Decision	N
Confidentiality	Non-Exempt

1 PURPOSE OF REPORT

- 1.1 To update Cabinet on the outcome of the procurement process to identify a digital agency to assist with the implementation and ongoing support of a new corporate website and to seek approval to appoint Big Blue Door as the preferred supplier.

2 OFFICER RECOMMENDATION

- 2.1 The evaluation panel recommend that Hart District Council appoint [Big Blue Door](#) to help design, build, host and support the new website for the next two years.

3 BACKGROUND

- 3.1 In September 2021, Cabinet approved the website project subject to a further report to confirm costings and specification following the completion of the procurement exercise.

4 MAIN ISSUES

- 4.1 Since the report in Sept 2021, the project team became aware of the growing maturity of [LocalGov Drupal](#) framework. This framework is a group of 24 local authorities developing a pool of shared code, resources, research and expertise in Drupal, the web content management platform in place at Hart.
- 4.2 We [published our opportunity](#) on the Digital Marketplace on 4 January 2022 using the Digital Outcomes and Specialist framework. This opportunity set out our ambition to find a supplier to design, implement and support Hart's website using the LocalGov Drupal distribution.
- 4.3 Four suppliers were shortlisted including the agency who currently provides support and hosting services for the website.
- 4.4 Following a series of evaluation methods, Big Blue Door have been selected as the best fit to deliver the new corporate website.

5 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5.1 The recommendations are set out in Section 2. No alternatives have been considered or rejected.

6 CORPORATE GOVERNANCE CONSIDERATIONS

Relevance to the Corporate Plan and/or The Hart Vision 2040

The website project meets the Council’s ambitions as set out in the Hart Corporate Plan 2017-2022 to be a Council that:

- creates welcoming services that are inclusive and engaging
- creates efficient services available 24/7

Service Plan

Is the proposal identified in the Service Plan?	Yes
Is the proposal being funded from current budgets?	Yes
Have staffing resources already been identified and set aside for this proposal?	Yes

Legal and Constitutional Issues

There are no specific legal implications associated with this project.

Financial and Resource Implications

The procurement is within the Corporate Service Plan. Previous years earmarked reserves were set aside as part of the Digital Strategy to assist with the capital costs for the procurement of the digital agency.

The project costs provided by Big Blue Door will mean that we will be able to deliver the project within the £148,000 budget framework as set out in the September 2021 Cabinet approval.

The four suppliers submitted project costs for the duration of the two-year contract. These ranged from £84,000 to £97,500. Big Blue Door set out total project costs including support and hosting for £93,200.

Project resource has been recruited for as part of the ongoing costs to this project. One officer on a year fixed term contract is in place and assisting with the delivery of the project. There are wider resource implications for the business but expected to be managed as part of day-to-day activities.

The project target dates are set out below.

April 2022	Contract award letter issued to supplier
April	New supplier engaged, kick off meeting
April-June	Design and development of website
July	Proof of concept launched on website
July-Oct	Ongoing development & content migration

Oct	Training and testing
Nov	Launch of new website

Risk Management

By collaborating with a wider network of local authorities reduces the overall risk of the project. A key element of the procurement was to ensure we partnered with an agency who was prepared to engage with the LocalGov Drupal community. This approach provides ongoing support and knowledge transfer to a small project team.

A risk register has been developed and will be actively managed as part of the overall governance.

7 EQUALITIES

- 7.1 An Equality Impact Assessment has been undertaken as part of the project and is available for review.

8 CLIMATE CHANGE IMPLICATIONS

- 8.1 Suppliers were asked to provide clarity around their commitment to climate change, including sight of their roadmap to carbon neutrality. Their response contributed to the final evaluation score of the procurement process.

We have set out our ambition with Big Blue Door to provide as much flexibility around meeting requirements. We will set up virtual meetings as far as possible, reducing the time for representatives from the agency travelling to/ from the civic office.

9 ACTION

- 9.1 Subject to Cabinet approval, the activities set out in Section 6 will be implemented.

Contact Details: Steven Bennett / steven.bennett@hart.gov.uk

CABINET

DATE OF MEETING: 7 APRIL 2022

TITLE OF REPORT: UK SHARED PROSPERITY FUND

Report of: Joint Chief Executive

Cabinet Member: Leader of the Council

1 PURPOSE OF REPORT

1.1 This report provides an update on the Government's UK Shared Prosperity Fund (UK SPF).

2 RECOMMENDATIONS

2.1 That Cabinet

- Approves the drafting a local investment plan for the administration of the UK SPF in Hart and;
- Approves the inclusion of the administration of the UK SPF into the Corporate Service Plan

3 BACKGROUND AND UPDATE

3.1 In February, the Government published its 'Pre-Launch Guidance' for the UK SPF with the aim to enable Councils to start initial preparations for the Fund's launch shortly.

3.2 The fund aims to seize the opportunities of leaving the European Union, by investing in domestic priorities and targeting funding where it is needed most:

- building pride in place
- supporting high quality skills training and supporting pay
- employment and productivity growth.

3.3 The UK SPF will provide £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula rather than a competition. This recognises that even the most affluent parts of the UK contain pockets of deprivation and need support. Council's allocations will be announced in the next couple of weeks.

3.4 Later in the spring, the Government will publish further information on the Fund. This will include the Fund's outcomes and an interventions toolkit – guidance for how local areas should select local outcomes and a list of interventions from which places can choose. The Government will also publish specific rules and guidance for operating the Fund.

- 3.5 To access their allocation of the UK SPF, each Council will be required to draft a local investment plan. In these plans, Councils will be asked to set out measurable outcomes they are looking to deliver, and what interventions they are choosing to prioritise. These will be submitted this summer for UK Government approval.

4 PROPOSED PROCESS FOR THE ADMINISTRATION OF THE UK SPF IN HART

- 4.1 In order to draft a local investment plan for approval by the Government in the Summer, it is proposed that the Council starts building its evidence base and progressing early conversations about how the Fund can best support the people and businesses in their community to thrive and grow.

- 4.2 When the allocations and further guidance is published, the investment plan can be drafted.

5 NEXT STEPS

- 5.1 Subject to the decision of Cabinet, work commence on drafting a local investment plan.

6 FINANCIAL AND RESOURCING IMPACT

- 6.1 Capital and revenue funding will be provided by the Government itself. The Council must provide officer support, which is not currently identified as part of the Service Planning Process. We do not anticipate, at present, the need for an increased revenue budget.

7 LEGAL AND EQUALITIES IMPACT

- 7.1 The Council will need to adhere to the rules of the UK SPF when these are published.
- 7.2 Equalities impact assessments may need to be carried out for any successful scheme.

8 ACTION

- 8.1 Subject to the decision by Cabinet, Officers will draft a local investment plan for the administration of the UK SPF in Hart.

CONTACT:

EXTENSION: 4450

Patricia Hughes – Joint Chief Executive

EMAIL: patricia.hughes@hart.gov.uk

CABINET

KEY DECISIONS/ WORK PROGRAMME, AND EXECUTIVE DECISIONS MADE

April 2022

Cabinet is required to publish its Key Decisions and forward work programme to inform the public of issues on which it intends to make policy or decisions. The Overview and Scrutiny Committee also notes the Programme, which is subject to regular revision.

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? Note 1	Cabinet Member (Note 2)	Service (Note 3)	* This item may contain Exempt Information
Yateley, Darby Green and Frogmore Neighbourhood Plan	To agree to proceed to referendum following receipt of the examiner's report	Apr 22		GC	P	
Service Plans	Post consideration by Overview & Scrutiny Committee, agree the 2022/23 Service Plans	Apr 22		DN	ALL	
Quarterly Performance Plans	To provide Cabinet plans for reports on performance data	Apr 22 Jul 22 Oct 22 Jan 23		DN	ALL	
Storm Eunice	To note the actions taken under urgency provisions	Apr 22		AO	TS	
Website Procurement	This report outlines the progress with the recent procurement exercise to partner with a digital agency in the design, build, host, and support of the corporate website	Apr 22		TC	CS	

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? Note 1	Cabinet Member (Note 2)	Service (Note 3)	* This item may contain Exempt Information
Outside Bodies	To approve representation from the Council on identified outside bodies	Jun 22		DN	ALL	
Odiham and North Warnborough Conservation Area Appraisal	To endorse the CA appraisal for planning/development management purposes	Jun 22 TBC		GC	P	
Odiham Common Management Plan	For Members to adopt the Odiham Common Management Plan	Jul 22		DN	P	
Revenue and Capital Outturn 2022/2023	Post consideration by Overview & Scrutiny Committee, to consider the Annual report on outturn	Jul 22		JR	F	
Quarterly Performance Plans	To seek Cabinet approval for reports on performance data	Oct 22 Jan 23 Apr 23 Jul 23		DN	ALL	
Medium Term Financial Strategy and Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	Post consideration by Overview & Scrutiny Committee, to consider the Council's Medium-Term Financial Strategy position and future Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	Sep 22		JR	F	

Note 1

A “key decision” means an executive decision which, is likely to -

- a) result in Council incurring expenditure or the making of savings which amount to £30,000 or 25% (whichever is the larger) of the budget for the service or function to which the decision relates; or
- b) be significant in terms of its effects on communities living or working in an area comprising two or more wards within the area of the district of Hart.

Note 2**Cabinet Members**

DN	Leader	TC	Digital	RQ	Commercialisation (Cn)	SB	Community (Cy)
SK	Regulatory	AO	Environment	JR	Finance and Corporate Services	GC	Place

Note 3**Service:**

JCX	Joint Chief Executive	CS	Corporate Services	P	Place Services
CSF	Community Safety	PP	Planning Policy	TS	Environmental & Technical Services
F	Finance	H	Community Services		
SLS	Shared Legal Services	MO	Monitoring Officer		

Note 4

* **This item may contain Exempt Information** - Regulation 5 of the Local Authority (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

EXECUTIVE DECISIONS

02/03/22	Cllr Radley	To obtain approval to waive the annual rent charged for the Gurkha Square Market, Fleet	No Call-In
24/03/22	Cllr Neighbour	Wellbeing Garden at Heatherside Infant School	