

Public Document Pack



SUMMONS

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE HART DISTRICT COUNCIL
WILL BE HELD IN COUNCIL CHAMBER ON THURSDAY, 28TH APRIL, 2022 AT 7.00
PM

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 COUNCILLOR SHARYN WHEALE: A TIME FOR REFLECTION

2 MINUTES OF PREVIOUS MEETING (Pages 5 - 22)

To confirm the Minutes of the Council Meeting held on 24 February 2022.

3 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.

4 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.

5 COUNCIL PROCEDURE RULE 12 - QUESTIONS BY THE PUBLIC

To receive any questions from members of the public submitted pursuant to Council Procedure Rule 12.

*Note: The text of any question under Council Procedure Rule 12 must be given to the **Chief Executive** (email committeeservices@hart.gov.uk) no later than **Noon on Friday, 22 April 2022**.*

6 COUNCIL PROCEDURE RULE 14 - QUESTIONS BY MEMBERS

To receive any questions from Members submitted pursuant to Council Procedure Rule 14.

*Note: The text of any question under the Council Procedure Rule 14.3 must be given to the **Chief Executive** (email committeeservices@hart.gov.uk) not later than **5.00pm on Monday, 25 April 2022**.*

*The text of any question under Council Procedure Rule 14.4 must be submitted to the **Chief Executive** before **10.00am on Thursday, 28 April 2022**.*

7 CHAIRMAN'S ANNOUNCEMENTS

8 CABINET MEMBERS' ANNOUNCEMENTS

9 CHIEF EXECUTIVE'S REPORT

10 MINUTES OF COMMITTEES (Pages 23 - 65)

The Minutes of the following Committees, which met on the dates shown, are submitted.

In accordance with Council Procedure Rule 14.1, Members are allowed to put questions at Council with Notice in respect of any matters in the Minutes to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.

Meeting	Date	Page Numbers	For Decision
Cabinet*	3 Mar 2022	57-62	
Cabinet (draft)	7 Apr 2022	63-67	
Planning Major-Sites Sub Committee (draft)	1 Mar 2022	8-10	
Planning	9 Feb 2022	42-46	
Planning (draft)	9 Mar 2022	47-49	
Overview & Scrutiny	15 Feb 2022	60-67	
Overview & Scrutiny (draft)	15 Mar 2022	68-92	
Licensing (draft)	5 Apr 2022	7-9	MINUTE 19 – Recommendation that the Statement of Licensing Policy be adopted. App A Shared Licensing Service Statement of Licensing Policy App B Response to the consultation
Audit (draft)	22 Mar 2022	15-18	

**Exempt minutes are available for Members via Modern.Gov*

11 CLIMATE CHANGE EMERGENCY UPDATE (Pages 66 - 69)

A. The Leader of the Council to provide Council with an update on the progress made since April 2021 with delivery of actions the Council is taking to address the climate emergency. Copy of report attached; and

B. To receive a presentation by Eunomia (summary of their findings on the Carbon pathway report).

12 APPEALS PANEL (Pages 70 - 71)

Councillor Harward on behalf of the Chairman of the Appeals Panel to announce the outcome of an Appeals Panel hearing held on 5 April 2022 concerning a grievance brought by Councillor Butcher and Councillor Forster against Councillor Kinnell. Copy of decision attached.

13 INTERIM SECTION 151 OFFICER APPOINTMENT

To agree the appointment of Isobel Brittan as Interim Section 151 Officer from 26 May 2022. Ms Brittan is CIPFA qualified and has performed the role of Deputy S151 Officer and S151 Officer at a number of similar sized district councils including St Albans, East Hertfordshire, Broxbourne, Eastbourne and Lewes Councils. This appointment would provide interim S151 cover during the

recruitment period for a new permanent Section 151 Officer later in the summer.

14 MOTION TO COUNCIL

The following motion has been moved by Cllr Butcher.

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

15 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

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

COUNCIL CRIB

Date of Publication: Wednesday, 20 April 2022

Public Document Pack Agenda Item 2

COUNCIL

Date and Time: Thursday 24 February 2022 at 7.00 pm

Place: Council Chamber

Present:

COUNCILLORS -

Ambler (Chairman)

Axam	Crisp	Kinnell
Bailey	Crookes	Lamb
Blewett	Davies	Neighbour
Butcher	Delaney	Oliver
Butler	Dorn	Quarterman
Clarke	Drage	Radley
Coburn	Farmer	Smith
Cockarill	Forster	Southern
Collins	Harward	Wildsmith
Crampton	Kennett	Worlock

Officers Present:

Patricia Hughes	Joint Chief Executive
Emma Foy	Head of Corporate Services & S151 Officer
Lee Rome	Committee Services Officer

61 MINUTES OF PREVIOUS MEETING

The Minutes of the Council Meeting held on 27 January 2022 were confirmed and signed as a correct record.

62 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Wheale and Wright.

63 DECLARATIONS OF INTEREST

No declarations were made.

64 COUNCIL PROCEDURE RULE 12 - QUESTIONS BY THE PUBLIC

Questions had been received from Christine Strudwick, Angela McFarlane and David Turver, details of which are set out in Appendix A attached to these minutes.

65 COUNCIL PROCEDURE RULE 14 - QUESTIONS BY MEMBERS

No questions had been received from Members.

66 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he conducted the following visits:

11 February 2022 - Mayor of Havant's Valentine's Dinner Dance
24 February 2022 - Mayor of Fareham's Civic Afternoon

67 CABINET MEMBERS' ANNOUNCEMENTS

The Leader of the Council, **Councillor Neighbour** reflected upon the events in Ukraine and how it puts everything else into context.

He announced that the UK shared prosperity fund had been announced by the government. It is a £2.6 billion fund allocated by a funding formula. We do not know how much the Council will receive but a local investment plan must be in place by the summer and more announcements will be made when information comes from the Government. Spending must improve pride in Place and improve life chances.

Councillor Bailey announced:

“Many of us know Liz Glen who after 6 years with the council is moving on tomorrow Liz has made a huge impact on the lives of some of our residents with the initiatives she has worked on, across many of the services we provide. I am particularly grateful for the work in the last 2 years, mobilising volunteers and services to make the Hart Response Hub work, supporting vulnerable residents through covid.

All Members had an email last week from the Housing Team updating on progress on implementing new housing IT. The new system will transform the experience that residents in need of social housing and those facing homelessness have when contacting us.

In June and July Year 6 students will have access to “Think Safe” an active safety training programme in which children take part in mock ups of dangers they may face in everyday day life and learn through experience how to deal with them. Our “Stay Safe” offering to secondary schools covering exploitation, substance misuse, knife crime and domestic abuse is also well underway for delivery in May and has been signed up to by 4 out of the 5 secondary schools.

And finally, I would like to make an announcement about our CCTV service Members will be aware that the council provides CCTV's 365 days a year that prevent and deter crime, disorder, and anti-social behaviour. The cameras are supported by a state-of-the-art control centre providing coverage 24 hours a day seven days a week. The cameras act as both a deterrent as well as a tool to

help the police proceed to successful prosecutions. Any suggestion that the cameras are not being effective is misleading. It is in that context that I want to refute any suggestion given to local residents that a large proportion of the cameras are not working is simply not true.”

Councillor Bailey’s comments on Liz Glenn were echoed and supported.

Members discussed the Housing IT system changes, and a written response would be provided on whether it would affect the impending bidding process.

The CCTV provision and performance were discussed. Faults, data accuracy and the staffing hours of the CCTV Control Centre were raised and requests for the further sharing of performance data (including historical) were made. A visit for Members to the Control Centre was discussed and deemed possible. It was also suggested that a presentation could be given to Members in the future by the CCTV Control Team.

Councillor Kinnell announced:

“I wouldn’t normally answer a question sent to me by a Councillor as part of my announcements at a Full Council meeting, but since this is in the public domain and is quite alarming, I feel it must be addressed formally. I was sent a question by Cllr Forster, once again denigrating our dog warden service provided by SDK Environmental and our Environment Health Team, claiming that there have been multiple reports of a dangerous dog off the lead in Fleet high street over recent weeks. He states that these incidents have been referred to the police, which is of course, the correct course of action, but then goes on to say that the police response was to state that they would not be responding to the reports and that it was Hart District Councils responsibility to deal with these issues.

We spoke with our Environmental Health Manager and our community safety teams, and we contacted our local police colleagues about these claims, and we were advised categorically, that there had been no reports of dangerous dogs on Fleet High Street. We were advised of one report of a dangerous dog in another part of the district, but we were assured that PC Dan Lehec is dealing with the incident. So, contrary to Cllr Forster’s claims, there has been no dereliction of police responsibility.

Cllr Forster also claimed that our in-house dog warden would have been involved and taken action. This is incorrect. It is the police who decide on the course of action as per The Dangerous Dogs Act 1991. DEFRA states in its Guidance on Dangerous Dogs that, “It is vital that every police service within the UK has a good, robust strategy and policy for dealing with dangerous dogs.”

Cllr Forster claimed in the same email that my words are hollow. This is not true; my words are the truth. I don’t lie to residents, neither do I create horror stories and scaremonger, manipulating the truth thereby causing unnecessary fear to our residents by using exaggerated rumours of impending danger. It is

disgraceful behaviour by an elected representative and something you should be ashamed of.

Whilst on this subject, I would also like to address the comment posted on social media by Cllr Forster's protégée, Cllr Butcher, who just a couple of days ago, claimed, quote "that the dog warden service has had half its capability removed." Despite previous statements explaining everything our dog warden service covers, either Cllr Butcher still genuinely does not understand the service or he too, is clearly not telling the truth to residents.

As Councillors we have a responsibility to the public to provide facts rather than speculation and unsubstantiated statements which only undermine the hard work of our officers on a daily basis. If Councillors choose to ignore the facts and mislead their residents, they are failing in their role as an elected member. I would like a list of the 50% of the service we are not doing."

Members raised objections about the nature and tone of the announcement and were advised that they could seek recourse through the available complaint procedures.

Councillor Oliver announced:

"In support of Fleet Town Council and the newly formed Fleet Market CIC I intended to bring a paper to Cabinet at the earliest opportunity to waive the 22/23 £6K lease payment for Gurkha Square to hold Saturday Markets. As the relaunch of the Market is imminent, I have agreed with my Cabinet colleagues that it should now be through an Executive Decision by the Finance Portfolio holder to ensure a speedy resolution. This is in addition to the reduction of £6K already given to Fleet Town Council in March 21 on the agreed lease arrangement of £12K per annum for Saturday markets. This brings HDC Saturday Market fees for the use of Gurkha Square to zero. As a Council we are committed to helping and supporting our High Streets to thrive and serve our communities, but we also have to be mindful of funding and balancing the books. Having been involved through my Fleet Town Council position in its inception I am confident that the new and relaunched market will be successful and drive footfall to Fleet High Street and additional parking visits to our other car parks. We should all wish them every success."

68 CHIEF EXECUTIVE'S REPORTS

The **Joint Chief Executive** reported that Members had all received notice of a recent urgent decision taken to continue to appoint Public Sector Auditor Appointments, to procure our external audit services on our behalf, and that this urgent decision would be reported in due course to Cabinet and Audit Committee.

She also announced that due to the relaxation of COVID rules, that the Hart District Council Offices Reception would return to normal opening hours.

69 MINUTES OF COMMITTEES

Cabinet (draft) 3 Feb 2022

No questions were asked.

Extra Cabinet (draft) 8 Feb 2022

No questions were asked.

Planning 12 Jan 2022

No questions were asked.

Overview & Scrutiny 18 Jan 2022

No questions were asked.

Staffing 17 Jan 2022

No questions were asked.

Staffing (draft) 10 Feb 2022

No questions were asked.

70 PAY POLICY STATEMENT FINANCIAL YEAR 2022/23

The Chair of the Staffing Committee introduced and moved the recommendation.

DECISION

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

71 FUTURE OF CAB YATELEY BUILDING

The Cabinet Member for Finance & Corporate Services introduced and moved the recommendation.

DECISION

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

72 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

The Cabinet Member for Finance & Corporate Services introduced and moved the recommendation.

DECISION

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

73 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

No feedback was provided.

74 BUDGET 2022/23

The Cabinet Member for Finance & Corporate Services introduced and moved the recommendation. Changes were made to point xiv of the recommendation and an additional point xv prior to debate (and as outlined in the decision below).

An amendment to include an extra recommendation was tabled as follows:

“That all non-exempt households in Hart District Council Tax Bands A-D receive a one-off £10 rebate in the financial year 2022/23, which will not need to be repaid, and that this is funded by a reallocation of the £250K growth fund currently allocated to the Climate Change Emergency.”

Members debated the amendment in respect to the current cost of living crisis, central government support, the costs of the rebate and the money in the budget allocated to the Climate Change Emergency.

A recorded vote was held on the proposed amendment, which was rejected by Council, with the votes recorded as follows:

For: Butcher, Coburn, Crampton, Crookes, Dorn, Farmer, Forster, Southern, Warlock.

Against: Ambler, Aham, Bailey, Blewett, Butler, Clarke, Cockarill, Collins, Crisp, Davies, Delaney, Drage, Harward, Kinnell, Lamb, Neighbour, Oliver, Quarterman, Radley, Smith, Wildsmith.

Abstentions: Kennett.

Further discussion and debate continued in the following areas:

- Leisure VAT tax relief.
- Other Hart Food Banks.
- Here 4 Hart and other community support initiatives.
- Current climate changes plans, spending and the use of consultants.

After the debate, a recorded vote was taken on the recommendation as originally moved.

For: Ambler, Aham, Bailey, Blewett, Butler, Clarke, Cockarill, Collins, Crisp, Davies, Delaney, Drage, Harward, Kennett, Kinnell, Lamb, Neighbour, Oliver, Quarterman, Radley, Smith, Wildsmith.

Against: Crampton, Dorn, Farmer, Forster, Southern.

Abstentions: Butcher, Coburn, Crookes, Worlock.

DECISION

- i. That the Council Tax Base for 2022/23 be:
 - a) for the whole Council area as 41,815.86 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix 1A.
- ii. The Council Tax requirement for the Council's own purposes for 2022/23 (excluding Parish precepts) is £7,812,875.28
- iii. That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 and 34 to 36 of the Act:
 - a) £45,450,983, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - b) £33,943,563, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - c) £11,507,420, being the amount by which the aggregate at 2.3(a) above exceeds the aggregate at 2.3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).
 - d) £275.19, being the amount at 2.3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - e) £3,694,545, being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
 - f) £186.84, being the amount at 2.3(d) above less the result given by dividing the amount at 2.3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic

amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 2.3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 2.3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.
- iv. That it be noted that for the year 2022/23 Hampshire Country Council's precept figures are subject to approval on the 17th February 2022 and are listed below. If any changes are required as a result of Hampshire County Council approval provision for delegation to change is provided in 2.6 of this report. The Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

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

- v. That, having calculated the aggregate in each case of the amounts at 2.3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2022/23 for each of the categories of dwellings in each of the Parishes.
- vi. That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2022/23 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- vii. That the Council concluded the £5 increase in Council Tax for Hart District Council for 2022/23 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
- viii. That the Head of Corporate Services in consultation with the Cabinet member for Finance be given delegated authority to amend the final council tax calculations in the event of approved changes from the other precepting authorities.
- ix. That the fees and charges for 2022/23 as set out in Appendix 2 be approved.
- x. That the budget set out in Paragraph 13 be approved.
- xi. That the revised Capital Programme for 2021/22 to 2022/23 as detailed in Appendix 4 be approved.
- xii. That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.
- xiii. That Chief Officer's pay is increased by 1.50% from the 1st April 2021 as agreed by the NJC. Back pay will be calculated separately and paid on the 20th June 2022. This is included in the budget.
- xiv. That staff pay is increased by 1.75% from the 1st April 2022. Back pay will be calculated separately and will be paid once upon conclusion of negotiation is confirmed by the National Joint Consultation (NJC).
- xv. That £10k be granted to Fleet Food Bank, which could be used to cover rental and servicing costs for Harrington House.

75 MOTION TO COUNCIL

The following motion was due to be moved by Cllr Butcher (this wording had been amended since the Council Summons was originally published):

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

It was decided that as the motion would result in a change to the constitution, that it would be moved and debated at the next meeting of Council as required by the constitution.

The meeting closed at 8.56 pm

COUNCIL PROCEDURE RULE 12

QUESTIONS BY THE PUBLIC

Christine Strudwick asked:

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

Councillor Cockarill responded:

In terms of the potential impact on Hart's Planning Policy of the White Paper, the most important thing will be the supporting guidance which flows from a future Levelling-Up Act, when the White Paper proposals have become law. There may also be a Planning White Paper in the wings, which might have a greater impact on us than the Levelling Up White Paper.

One thing though, is clear: The Government wants local authorities to adopt a Brownfield-First approach in Planning Policy. It is worth noting in this context that Hart's Local Plan is now delivering a strategic brownfield development of 1500 homes and community infrastructure, including a new primary school on the old Pyestock site (now Hartland Village). We are also about to begin a full study of our urban areas, to assess the capacity available for extra brownfield development in our existing settlements. Our sound, robust Plan has protected greenfield sites such as Pale Lane and Hop Garden in Hook. It is unfortunate that the previous Administration failed to get a Local Plan in place earlier; if it had, sites such as Grove Farm may well have been saved, as well.

Of course, planning policy never stands still. I believe that the best way to protect our green spaces and provide regeneration opportunities for our towns and villages, is to be proactive in our Planning Policy, rather than rely on Planning by Appeal to meet our housing and infrastructure needs. This is why back in November, I asked Cabinet to agree to launch a review of our current Local Plan to evaluate its progress and assess whether any alterations need to be made, considering emerging Government policy and guidance. This will ensure that our Local Plan remains sound and robust as the wider planning context evolves.

Christine Strudwick asked a supplementary question:

What specific steps will Hart now take and when will they take them to assess the need to update the current local plan based on the white paper given that the Council has declared a ten-year land supply?

Councillor Cockarill responded:

The timescales for the next pieces of work are still a little vague, we are expecting the capacity study to be done early this year. The local plan review is expected later in the year to come back to a discussion in Cabinet in the Autumn. We are currently working through next years' service plans and the dates will become clearer over the next few weeks.

Dr Angela McFarlane asked:

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

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

Councillor Oliver responded:

I refer you to the email sent to Odiham Parish Council by the Head of Environment and Technical Services (Mr Elson) dated 31 January for further information to this answer. As a consequence of the Covid pandemic the District Council has seen an overall reduction in car park income across all of its car parks in 2021/22 when compared with 2019/20. As you have pointed out this has been factored into revenue projections for 22/23 within the draft budget. It is worth noting that the percentage reduction in income from the Odiham car parks in 2021/22 is significantly less than the percentage reduction in income from all other Hart off-street car parks.

When considering the amended car park charges in Odiham it is worth noting that the short stay charges for visits of up to 2 hrs were not altered when the new charging structure was agreed. It is generally accepted that most people who are visiting to shop or eat in local restaurants during the day do not stay longer than 2hrs, so I do not agree with your suggestion that the increase in charges for stays over 2hrs has led to a drop in footfall on the High Street. This is supported by the relative volume of tickets sold for 2hrs or less or over 2hrs across Hart. However, it does suggest that if there has been a reduction in footfall on Odiham High Street then this is as a consequence in changes in people's behaviour and shopping patterns rather than the change to the all-day car parking charge.

Before agreeing on implementation of the of the amended car park charges the District Council consulted all affected parish councils on the proposals and offered them the opportunity to fund an alternative charging structure. This offer was not taken up by Odiham Parish Council but was taken up by Hartley Wintney and Hook Parish Councils, and the initiative is proving very popular in both parishes.

When agreeing changes to the car park charges it is important that an equitable and consistent approach is applied, and the offer for Odiham PC to subsidise a charging structure in the same way as has been agreed by the other parishes is still available should the Parish Council wish to accept this provided the parish agree to fund the reduction in income.

Therefore, in summary, for the reasons given above the answer to your question is: No, Hart will not consider reverting to the previous pricing point of £2 for more than two hours unless the Parish Council agrees to fund the loss of income and pay Hart's reasonable costs for amending the car park charges.

Dr Angela McFarlane asked a supplementary question:

Looking at the last ten months of Odiham income it has taken ten months to generate the same income as 6 months in 2019, we do think the pricing is hitting your revenue, we would ask that Council Officers meet with Odiham Parish Council representatives to develop a more commercially effective strategy?

Councillor Oliver responded:

Officers met with Odiham Parish Council on car parking last week, we are always open to have a discussion, but your interpretation of the data is significantly different to the Officers interpretation, we are always happy to talk to Parishes, but not in producing agreements non-equitable with agreements already reached with other parishes.

Mr David Turver asked:

The outturn report refers to the original budget of £10,794K approved in February 2021. However, the budget approval included a contingency of £610K for "pressures": To what extent has this contingency been utilised and how will the use of the contingency impact the forecast full year deficit of £488K?

Councillor Radley responded:

The outturn paper considered at O&S gives a forecast projection based on the current snapshot of the revenue at the end of December 2021. It is not the confirmed figure for the FY, which is still in progress. The £610k of pressures called out in last year's budget landed as anticipated. The £488k projected deficit is made up of a number of very different line items which were discussed at length in O&S and are detailed in that

paper. It would be wrong to see this as an overspend as it has been the loss of Leisure Centre revenue due to the Covid lockdown which has had a significant affect.

Mr David Turver asked a supplementary question:

If you add the £610k pressures is the forecast deficit now over £1m?

Councillor Radley responded:

It does not work like that; the budget had a line item for known £610k pressures which we have spent. The projected deficit is £488k which is money we did not anticipate losing as revenue for the reasons as outlined at Overview and Scrutiny you cannot add the two together.

Mr David Turver asked:

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

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

Councillor Radley responded:

As I have explained before the money used to subsidise the Leisure Centre through the Covid crisis is not being taken from general fund reserves. The table on page 58 of the budget report states that we have £6.9m in general fund reserves.

Mr David Turver asked:

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

Councillor Radley responded:

This evening I am presenting a balanced budget which does not include any draw down from General Fund Reserves. This council will always seek to maintain reserves at a prudent level.

Mr David Turver asked a supplementary question:

The last MTFs showed a cumulative deficit of £3.8m. My question was about the forecast future deficit of a cumulative £3.8m.

Councillor Radley responded:

This is a balanced budget for this year, in future years if the government had given us an indication on its settlement we could plan ahead, as it is we cannot so I cannot make any clear statements on this as we do not have the information. What we do expect to have to do is make difficult choices to keep the budget balanced.

Mr David Turver asked:

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

Councillor Radley responded:

The biggest challenge facing this council in terms of future budgets is the lack of a three-year settlement which prevents us from making long term strategic financial plans. It is a perennial concern that the coming years will see cuts in government funding which will require this council to make further cuts to our operational budget.

Mr David Turver asked:

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

Councillor Radley responded:

Contract inflation has been applied at 5.2%.

There are a number of reasons why there are uplifts in contracts, this is not just due to inflation it could be due to contractual changes, milestone delivery dates or a change in specification. In this case uplifts in the IT price are due to increased mobile phones for hybrid working, a move to subscription licensing, an increase in data storage capacity facilities and an improved disaster recovery contract, which is prudent given the current marked increase in cyber-attacks around the world.

Grounds maintenance contracts and street cleaning have been correctly zero based in the budget which was not the case in the past. Change in cost of the 5 Councils contract is due to a revised service delivery model due to insourcing as well as the end of loan payments which enabled to contract to take place. Increases in the waste contract are due to inflation and additional properties being served.

Mr David Turver asked:

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

Councillor Radley responded:

HACFIN is the cost centre for Finance – the budget for 2021/22 in the 2021/22 Budget Book is not different to the 2021/22 Budget in the 2022/23 Budget Book. In other words, the 2021/22 budget numbers for HACFIN in this years (Draft) and last years (Final) Budget Book are the same.

The £498K can be found as the sub-total within HACFIN for Supplies and Services in the 2022/23 Budget.

Within this £498K is an exceptional item of £304K – this is prudent contingency for further increases in staff costs if needed following the national pay negotiations, additional inflationary pressures, and any costs attributable to signing the revised Leisure Contract.

Mr David Turver asked a supplementary question:

Do you agree better to cut Leadership costs rather than awarding a £42k salary increase?

Councillor Radley responded:

We have a line item in this budget to save costs within the Senior Leadership Team. This will require us to look at restructuring the Senior Leadership Team and we are expecting to realise cost savings in this budget. We are doing work internally to work out how this will happen.

Mr David Turver asked:

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

Councillor Radley responded:

We have a climate emergency; this planet is warming up and we are seeing the adverse effects. In declaring a climate emergency, this Council made a commitment to do something about it. That means having money available to react when the opportunities come up. There is work going on to understand what we could effectively do as a Council and the money will be used to finance that. Money left over can be used in subsequent years to fight this very important issue.

Mr David Turver asked a supplementary question:

Given the deficit, would it not be better to get the finances under control or to use the money to give a rebate to taxpayers rather than signal your virtue with other people's money?

Councillor Radley responded:

This is everybody's planet and residents are concerned. We are not running a deficit but a balanced budget. We are coming out of covid which had dire impacts for everybody. I am proud of the budget that does not drawdown on reserves and proud of Officers who have helped us put it together. I make no apology for putting money aside to fight climate change.

Mr David Turver asked:

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

Councillor Radley responded:

The differences are not caused by an increase in staff numbers but in the re-allocation of staff to the sites where they work. The Budget in 2021/2022 had Rangers working in their old locations and a lot of rangers were coded to Environmental Promotion strategy. This has been corrected in the new budget to reflect where staff primarily work.

Mr David Turver asked:

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

Councillor Radley responded:

The £610K addressed contingencies which were known to be needed at the time. This is a zero-based budget with all known costs built in. There is a contingency held within Corporate Finance to cover additional inflationary and staff costs if needed (see my answer to q.2). Everything else is built in as part of the zero-based budget.

Mr David Turver asked:

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

Councillor Radley responded:

The Council receives property income rent from 3 properties being Centenary House, Edenbrook Apartments and Hedge End. This is what makes up the income budget. Edenbrook Apartments income expectation already contains an assumption for voids. Centenary House and Hedge End have tenants in each. Both are fully repairing leases which means if a tenant left, they would have to leave it in the same condition they rented it and both properties are on sufficiently long leases with break clauses that would enable the Council to find replacement tenants if needed. There is no indication that this would be the case hence there is no specific provision made in the reserve.

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

CABINET

Date and Time: Thursday 7 April 2022 at 7.00 pm

Place: Council Chamber

Present:

Bailey, Clarke, Cockarill, Kinnell (from 7.02pm), Neighbour (Leader), Oliver, Quarterman and Radley

In attendance: Butcher and Forster

Officers:

Daryl Phillips	Joint Chief Executive
Emma Foy	Head of Corporate Services and S151 Officer
John Elson	Head of Environment & Technical Services
Kirsty Jenkins	Head of Community
Mark Jaggard	Head of Place
Jenny Wood	Principal Planning Policy Officer
Ashley Grist	Contracts and Procurement Manager
Christine Tetlow	New Settlement Manager
Helen Vincent	Committee Services Officer

134 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 3 March 2022 were signed as a correct record.

135 APOLOGIES FOR ABSENCE

No apologies received.

136 DECLARATIONS OF INTEREST

Declarations of interest were made by Councillors Bailey, Cockarill and Quarterman regarding minute 141, as they are Members of the Yateley, Darby Green and Frogmore Neighbourhood Steering Plan Group and worked on preparing the Neighbourhood Plan on behalf of Yateley Town Council. Councillor Forster declared an interest to minutes 139, 140 and 144 as he is a member of Hampshire County Council. Councillor Oliver declared a personal interest regarding minute 145.

137 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

138 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

139 MINUTES OF THE CIVIC QUARTER REGENERATION WORKING GROUP

Minutes of the meeting held on 22 February 2022 were noted.

Members were advised of the public engagement planned for the middle of June involving residents in Fleet and the wider area for a positive and upbeat discussion on the required regeneration.

140 MINUTES OF THE CLIMATE CHANGE WORKING GROUP

Minutes of the meeting held on 22 March were noted.

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

Cabinet approval was required 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.

Councillors Bailey, Cockarill and Quaterman left the meeting before discussions commenced and returned after this item.

DECISION

That Cabinet

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

142 DRAFT SERVICE PLANS 2022/2023

Members considered the draft Service Plans for 2022/2023.

The Head of Community Services, Kirsty Jenkins announced a minor change to service priority no.2 which focuses on various current community responses. The revised wording will cover the delivery of emergency response to all community matters.

Members noted that:

- Performance indicators and targets for the carbon footprint are measured from outturn of previous years data which bases the targets set for the forthcoming year. The carbon footprint measures will go to the Climate Change Working Group for reduction achievements.
- Questions on CCTV data and measure of the performance of service. These will go back to the Service Panels at Overview & Scrutiny.
- Use percentage uptime to produce a clearer and more visible KPI (Key Performance Indicator).

- The reason why the taxi licensing charges had been taken out of the Place Service plan due to this being business as usual and to concentrate on more project based work.
- Green garden waste missed collections due to a reduction and suspension in service. These revised numbers to be updated and brought back to Cabinet.
- KPIs regarding fly tipping and the level of successful prosecutions. The Council is serving fixed penalties, warning letters and prosecution letters following thorough checks and sustainable evidence.

Members agreed measures were required to record the impact of service in future so that there is better clarity and understanding of what the issues are. Members were assured that we are working within the targets set by The Government to improve the service we provide.

DECISION

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

143 QUARTER 3 PERFORMANCE REPORT - 2021/22

Cabinet was updated on the Council's performance indicator results for the third quarter of 2021/2022 (1 October 2021 – 31 December 2021).

Questions were asked around the Service Plan, KPIs and budgeting. Issues considered included, skill placement, high level of employment, the total recycling rate, contamination rate, garden waste levels and clarity on the number of fines given for fly tipping. Mr Jaggard confirmed that this information will be captured for next year's report.

Members expressed that the format needs to be consistent on the report mechanism for all services which should be clear with identified targets set out quarterly with performance notes.

The Chairman suggested a user guide for Councillors to enable a better understanding of context.

DECISION

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

144 HART RESPONSE TO STORM EUNICE

Cabinet were presented with a report providing an update on Hart's emergency response to Storm Eunice.

Members praised the work done by the highways teams and countryside services and agreed that we need to revise our responses for such emergencies and apply lessons learnt to improve future processes. When the demand is

required, an improved plan is required for responsiveness and emergency response for future events.

The Head of Environment & Technical Services, Mr Elson confirmed he will provide Members with the log sheet of action taken following the Storm.

DECISION

That Cabinet:

- Noted and endorsed the decisions taken by the Joint Chief Executive under emergency powers as set out in paragraph 6.4 of this report.
- Noted and endorsed the expenditure incurred to date in providing the councils response to Storm Eunice.

145 WEBSITE DEVELOPMENT REPORT

Members of Cabinet were updated 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 approval was sought to appoint [Big Blue Door](#) as the preferred supplier was requested.

Members were informed of the growing movement of local authorities and developers. We published our opportunity on the Digital Marketplace to search for a supplier which resulted in finding the recommended supplier [Big Blue Door](#) to sign up to this project.

Members questioned the budget in place for enhanced security required over the forthcoming years and were advised of an additional budget to cover this – the Digital reserve.

The Joint Chief Executive advised Members of a significant piece of work that has been identified that the Council is required to ensure that all documents published on our website are accessible for people with disabilities. Accessible documents need to be checked going back to 2020 as the initial target. This additional project will come back to Cabinet in June for approval to release funds from the Digital reserve to secure agency staff to rewrite many of the documents and make sure they are accessibility checked and formatted.

DECISION

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

146 UK SHARED PROSPERITY FUND

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

Members were advised of that The Government has published its Pre-Launched Guidance to enable Councils to start drafting an investment plan. Further guidance is still to be published but initial background work to be started on our investment fund. An additional workstream will be introduced into the corporate plan for the element of work required.

Members asked questions on:

- Ideas for project ideas and if we had a number of existing projects that can be enhanced using this fund.
- How long the fund is for which is set to 3 years.
- Guarantees on the allocation and distribution of the funds and the initial interventions for operating the fund.
- How the funds will be distributed and portioned to councils.
- Guarantees on the best way we can utilise this allocated fund.

Members agreed to give officers the green light to commence with initial preparations which will be presented at Cabinet in the following months.

DECISION

That Cabinet:

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

147 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and noted.

The meeting closed at 8.40 pm

PLANNING MAJOR SITES SUB-COMMITTEE

Date and Time: Tuesday 1 March 2022 at 11.00 am

Place: Council Chamber

Present:

Ambler, Kennett and Radley

In attendance:

Officers:

Mark Jaggard	Head of Place
Steph Baker	Development Management & Building Control Manager
Tola Otudeko	Shared Legal Services
Sabrina Cranny	Committee Services

9 ELECTION OF CHAIRMAN

Councillor Radley was elected as Chairman.

10 ELECTION OF VICE CHAIRMAN

Councillor Ambler was elected as Vice Chairman.

11 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 22 September 2021 were confirmed and signed as a correct record.

12 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Cockarill and Councillor Worlock (substituted by Councillor Kennett).

13 DECLARATIONS OF INTEREST

None

14 CHAIRMAN'S ANNOUNCEMENTS

None

15 DEVELOPMENT APPLICATIONS

Members accepted updates via the Addendum and considered the planning report from the Development Management & Building Control Manager.

16 21/02871/REM - HARTLAND PARK, IVELY ROAD, FLEET

Application for the approval of reserved matters for the appearance, landscaping, layout and scale pursuant to outline planning permission ref 17/00471/OUT for the erection of 331 units, retail and commercial space, a community building, with associated internal access roads, car parking, open space, landscaping and drainage.

Members considered:

School/ s106 legal agreement

- The proposed primary school is not part of this application but is still required to be built; latest HCC information indicates opening in Sept 2026
- Hampshire County Council have advised transport will be provided for secondary pupils however not for primary pupils who will attend neighbouring schools (Velmead Junior school).
- Status of legal agreement requirement for school delivery would be unaffected by reserved matters applications.

Heat pumps

- That all homes will have heat pumps
- That the heat pumps have been designed for both houses and apartments.
- The location of Air Source Heat Pumps within properties.

Ground floor commercial units

- Include retail, community food store, gym, creche and a café
- Possibility of smaller independent businesses if viable
- A bike hub to encourage cycle use

Parking

- 594 parking spaces allocated including 143 visitor, 31 commercial, 2 electric
- Residents are encouraged to cycle and walk; the village has been designed to encourage alternatives modes of transport to cars.
- Existing car parking issues on other developments
- That a traffic management system will be in place for the lifetime of the development. A management fee will form part of the service charge for all residents.
- Residents will be given permits and illegal parking will be ticketed.

Build-out rate

- Developer anticipates starting on Phase 3 in January 2023, occupations in 2024 and village centre in summer 2025
- By 2026 a substantial amount of this phase would be complete

Homes

- A mixture of private and affordable homes
- Appearance of houses
- Block J is a mixed-use apartment building to include a café and creche

- Wall insulation is 350mm
- Phase 1 will have 181 homes and Phase 2 will have 131 homes

Design

- Quality of build needs to be close to Artists' impression
- Standard/quality on Phase 1 is evident

Members voted to Grant which was carried unanimously.

DECISION – GRANT under delegation to Head of Place as per the officer recommendation, subject to conditions and amendments within the addendum paper and subject to final Highways matters being resolved with the Local Highway Authority in consultation with the Chairman of today's Major Sites Committee (Councillor Radley).

Notes:

Mr Tom Elliott, Mr Jack Nicholson and Mr William Temple spoke for the application.

The meeting closed at 11.41am

PLANNING COMMITTEE

Date and Time: Wednesday 9 February 2022 at 7.00 pm

Place: Council Chamber

Present:

Ambler, Blewett, Coburn (substitute), Cockarill, Crampton (substitute), Delaney, Kennett, Oliver (Chairman), Quarterman and Radley

In attendance:

Officers:

Mark Jaggard	Head of Place
Steph Baker	Development Management & Building Control Manager
Peter Lee	Planning Team Leader
Miguel Martinez	Principal Planning Officer
Pat Aird	Planning Officer
Chris Hill	Planning Officer
Dale Jones	Planning Officer
Craig Harman	Planning Assistant
Debbie Berry	Shared Legal Services

72 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 12 January 2022 were confirmed and signed as a correct record.

73 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Southern (substituted by Cllr Crampton) and Worlock (substituted by Cllr Coburn).

74 DECLARATIONS OF INTEREST

None

75 CHAIRMAN'S ANNOUNCEMENTS

The visit to view completed development applications has been postponed due to Member availability and until the weather improves.

76 PAPER A

20 affordable dwellings on an entry-level exception site with vehicular access from Reading Road alongside landscaping, public open space, internal roads, parking and associated drainage infrastructure.

Members were sent an email with attached documents from the applicant on 8 February 2022 which was noted in the verbal Officer's update.

It was noted that the applicant had submitted a non-determination appeal concurrently to submitting another identical application.

Members voted in favour of endorsing the Paper A recommendation for use in the Council's Statement of Case in the planning appeal.

77 DEVELOPMENT APPLICATIONS

The planning reports from the Head of Place were considered and the updates via the Addendum were accepted.

78 21/02002/FUL - THE OLD DAIRY, WHITE LANE, GREYWELL, HOOK RG29 1TL

Demolition and replacement of an agricultural building, silo and stores to provide for a wellness centre with flexible rural workspace and ancillary vitality bar, creation of a secondary access road, parking and landscaping.

Members considered:

- The volume of people on site would be 80-100 maximum at any one time
- The increase in traffic and the 88 on-site car parking spaces

Members voted to Grant which was carried.

DECISION - Authorise the Head of Place to **GRANT** permission following completion of a Section 106 legal agreement to secure the payment of financial contributions toward off-site highways improvement works and traffic management measures in Greywell subject to an additional condition:

A traffic management plan including the maximum number of vehicle trips and the maximum number of parking spaces on site to be provided on site shall be submitted to and approved in writing by the local planning authority.

REASON: Policies NBE9 and INF3 of the Local Plan, for highway safety.

Notes:

No site visit took place.

Ms Joanna Butler spoke for the application.

79 19/01288/FUL - BRAMSHILL HOUSE, BRAMSHILL PARK, BRAMSHILL, HOOK RG27 0JW

Change of use of land shown outlined in red on block plan MR100 01 dated 07.10.21 for film making to include the construction of temporary film sets and supporting activities including storage and parking (part retrospective).

Members considered:

- HGV movements and impact on nearby residents
- That complaints resolution would be via a designated person on site

Members voted to Grant which was carried.

DECISION – GRANT as per officer recommendation, subject to conditions and informatives.

Notes:

No site visit took place.

Mr Bob Coe spoke for Bramshill Parish Council against the application.

Mr Simon Vernon-Harcourt spoke for the application.

80 21/02445/AMCON - LAND ON THE EAST SIDE OF BEACON HILL ROAD, EWSHOT, FARNHAM GU52 8DY

Removal of Condition 14 attached to Planning Permission 16/00564/OUT dated 16/05/2018 which limits the total amount of B8 floorspace to a maximum of 3,031.50 sqm or 65% of the total floorspace to be provided at the site whichever is the lesser.

Members considered:

- HGV movements and impact on nearby residents
- Amalgamation of individual units
- Intensification of use on site
- That a physical amalgamation would require a planning application

Members voted to Grant which was not carried.

An alternative motion was proposed:

Refuse the application due to adverse impacts on neighbouring amenity in line with saved policy GEN1 from the Hart Local Plan 2006 and first alterations.

Members voted to Refuse which was carried.

DECISION – REFUSE

Notes:

No site visit took place.

Ms Helen Ross spoke for the application.

81 21/02607/AMCON - CO-OPERATIVE RETAIL SERVICES LTD, 13 READING ROAD, YATELEY GU46 7UH

Variation of Condition 13 attached to Planning Permission 21/00151/FUL dated 02/06/2021 to amend the delivery times to allow extended delivery hours.

Members considered:

- That residents back garden fence is the boundary with the store
- That the previous planning condition to build out the store hasn't yet been implemented
- Residents affected by early morning weekend deliveries and the noise this creates
- Problems in the past trying to control commercial operations located near residential amenities
- Effectiveness of planning conditions dealing with neighbour disturbance
- That the window for two deliveries a day is ample enough
- That a temporary 12-month permission could be granted as an alternative to assess the impacts

Members voted to Grant which was not carried.

An alternative motion was proposed:

Refuse the application due to adverse impacts on neighbouring amenity in line with saved policy GEN1 from the Hart Local Plan 2006 and first alterations.

Members voted to Refuse which was carried.

DECISION – REFUSE due to the impacts on amenity on nearby residential occupiers in line with safe policy GEN1 of the Hart Local Plan 2006 and first alterations.

Notes:

No site visit took place.

Ms Amy Stevens spoke against the application.

Mr James Berggren spoke for the application.

82 21/00630/FUL - GREY HOUSE, MOUNT PLEASANT, HARTLEY WINTNEY, HOOK RG27 8PW

Demolition of existing buildings and erection of a 65-bed care home (Class C2 use), x4 two bed care dwellings (Class C3 use) and associated landscaping, parking, altered access and ancillary development.

Members considered:

- Whether Hart needs more care home provision
- That there could be restrictions on the age of occupiers
- The height of the proposed building shown on plans
- The demolition of a Non-Designated Heritage Asset located in a conservation area
- The impact on climate change of an old building being demolished given potential unsuitability for conversion
- Potential difficulty for modifying the building to make it energy efficient and accessible
- The positive level of engagement with the Parish and council officers

DECISION – GRANT as per officer recommendation, subject to conditions and informatives listed with the addition of a requirement on age in the unilateral legal agreement.

Notes:

No site visit took place.

Cllr Diana Harvey spoke for Hartley Wintney Parish Council for the application.

Mr Turner spoke against the application.

Mr Paul Dickinson spoke for the application.

The meeting closed at 9.56 pm

PLANNING COMMITTEE

Date and Time: Wednesday 9 March 2022 at 7.00 pm

Place: Council Chamber

Present:

Ambler, Blewett, Cockarill, Delaney, Kennett, Oliver (Chairman), Quarterman, Southern and Worlock

In attendance:

Officers:

Mark Jaggard	Head of Place
Stephanie Baker	Development Management & Building Control Manager
Tola Otudeko	Shared Legal services
Joanne Baxter	Planning Assistant
Craig Harman	Planning Assistant

83 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 9 February 2022 were confirmed and signed as a correct record.

84 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Radley.

85 DECLARATIONS OF INTEREST

Councillor Quarterman declared an interest in Item 7 (22/00143/HOU - Moor Place 34 Moulsham Lane Yateley Hampshire GU46 7QY) as it is his application.

86 CHAIRMAN'S ANNOUNCEMENTS

The long-awaited Planning paper from central government will not be produced after all. Instead this will form part of the levelling up paper.

The draft Addendum will no longer be sent to members. The final Addendum will be distributed to members via email and Modern Gov on the day of Committee at lunchtime.

87 DEVELOPMENT APPLICATIONS

The planning reports from the Head of Place were considered and the updates via the Addendum were accepted.

88 21/03202/HOU - 8 CONNAUGHT ROAD, FLEET GU51 3RA

Erection of single storey side and rear extensions, blocking up of a window and insertion of a door to ground floor side, removal of garden shed and erection of a garden office/shed.

Members considered the application.

Members voted to Grant which was carried.

DECISION – GRANT as per Officer recommendation.

Notes:

No site visit took place.

89 22/00143/HOU - MOOR PLACE, 34 MOULSHAM LANE, YATELEY GU46 7QY

Replacement of existing greenhouse with new greenhouse.

Councillor Quarterman left the room during this item.

Members considered the application.

Members voted to Grant which was carried.

DECISION – GRANT as per officer recommendation.

Notes:

No site visit took place. Councillor Quarterman returned to the room after the item.

90 21/03122/HOU - ORCHARD COTTAGE, BROAD OAK, ODIHAM, HOOK RG29 1AH

Erection of a detached two bay timber framed garage to provide enclosed parking for up to two vehicles at ground floor and storage at first floor.

Members considered:

- Grass snakes
- Compost heaps
- That a biodiversity informative can be included to stop works if grass snakes are found

Members voted to Grant which was carried.

DECISION – GRANT as per officer recommendation subject to an additional informative relating to grass snakes.

Notes:

No site visit took place.

Mr Antony Baines spoke against the application.

Mr Richard Alderton spoke for the application.

The meeting closed at 7.32 pm

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OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday 15 February 2022 at 7.00 pm

Place: Council Chamber

Present:

Councillors Axam, Dorn, Drage, Farmer, Kennett, Smith, Wildsmith and Worlock (Chairman)

In attendance, virtual:

Cllr Collins

Cllr Davies

Patricia Hughes, Joint Chief Executive

John Elson, Head of Environment & Technical Services

Steven Bennett, Change & Digital Manager

Daniel Hawes, Planning Policy & Economic Development Manager

Philip Sheppard, Infrastructure Team Manager

Jenny Wood, Principal Planner

In attendance:

Cllr Radley (left 20:10)

Cllr Forster

Officers:

Emma Foy, Head of Corporate Services & S151 Officer

Mark Jaggard, Head of Place

Stephanie Baker, Development Management & Building Control Manager

Lee Rome, Committee Services Officer

101 MINUTES OF PREVIOUS MEETING

A member wanted noted that minute 89 did not reflect that none of the comments made by the Overview and Scrutiny Committee had been passed forward to Cabinet.

The Minutes of the Council Meeting held on 18 January 2022 were confirmed and signed as a correct record, subject to the change highlighted.

102 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Harward and Crookes. Councillor Kennett attended as a substitute for Councillor Crookes.

Councillors Collins and Davies were in attendance virtually via TEAMS.

103 DECLARATIONS OF INTEREST

Councillor Farmer announced a non-pecuniary interest in item 8 of the agenda, as the Chairman of Hart Swimming Club. Councillor Dorn declared an interest in the same item as a member of Hart Leisure Centre.

Councillor Forster declared a non-pecuniary interest in any item that addressed Electric Vehicle (EV) charging, due to a business interest in an EV company that operates locally.

104 CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

105 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

The following questions were asked by Mr David Turver:

The outturn report refers to the original budget of £10,794K approved in February 2021. However, the budget approval included a contingency of £610K for "pressures". To what extent has this contingency been utilised and how will the use of the contingency impact the forecast full year deficit of £488K?

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

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

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

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

The Chairman and Overview and Scrutiny Committee members had not been sent the questions in advance of the meeting.

It was noted that the questions were better suited to be asked of the relevant Portfolio Holder at Full Council and would be referred to the Joint Chief Executive accordingly.

It was also noted that sufficient time should be given for the questions to be asked and answered. The Portfolio Holder for Finance confirmed that he would answer the questions at Full Council on 24 February 2022.

106 CORPORATE SERVICE PANEL UPDATE

Councillors Axam and Smith, members of the Service Panel gave feedback on the recent panel meeting for Corporate Services.

Members summarised that the meeting was very constructive and informative, and they were confident that officers are working hard to address any minor issues.

The Head of Corporate Services highlighted that the group had had an extra meeting to discuss the service's budget, line by line, a suggestion proposed by the Overview and Scrutiny Committee at a previous meeting.

A member questioned the status of refurbishing and letting the third floor of the Council offices for financial income and the Head of Corporate confirmed this was still being discussed.

Members and officers thanked Liz Glenn, Health and Policy Project Officer for all her hard work, including on the Military Covenant.

107 PROPOSING AMENDMENTS TO THE COUNCIL'S CORPORATE COMPLAINT POLICY

The Change and Digital Manager summarised the report, the work of the Task and Finish group and that the internal complaints platform is still being tested.

Councillors Davies, Dorn, Drage and Smith were members of the group and were very positive about the report and the work and discussions that had occurred.

Member's discussions included:

- Confirmation that the work is on schedule.
- The number of complaints, comments, and compliments that the Council received last year.
- In this amended policy, complaints on the same subject can be linked.
- The importance of anonymous complaints and redacting certain personal information.

The Head of Place reported that this amended platform will make categorising comments, complaints and compliments much easier and clearer.

The Joint Chief Executive confirmed that this policy is for complaints about council services, not individual councillors or portfolio holders. She further reiterated that the policy is to help the council continue to improve and to learn from past lessons.

DECISION

The Overview and Scrutiny Committee:

- a) endorsed the new Corporate Complaint Policy and recommended its formal adoption to Cabinet.
- b) Endorsed the anticipated website information that will be available for residents.
- c) Noted the intention, that once the new policy and systems are in place, that high level trend data on complaints will be provided to Overview and Scrutiny as part of the corporate suite of data provided on a quarterly basis.

108 REVENUE AND CAPITAL OUTTURN POSITION

The Head of Corporate Services summarised the report and narrative around the key elements provided. She highlighted that an updated table (4.2 in the report) had been circulated after the agenda was published and will also be included with these Minutes.

It was also highlighted that the provisional full year revenue outturn position as of 31 December 2021 was an overspend was £488,000, not £461,000 as previously stated. This is before any agreed drawdowns from earmarked reserves.

Members questions on the revenue outturn position included:

- The increase in sales income from Hartland Park (£27,000) which was from Section 106 contributions.
- The under-recovery of management fees from Hart Leisure Centre, which will now be received over a longer period.
- The agreed drawdowns from earmarked reserves stated in the report, are specifically to be used for the leisure centre contract.

Members questions and discussions on capital outturn position included:

- Clarification of the £135,000 received in highways management due to additional income generated from Traffic Management Orders.
- Fleet Pond Green Grid Engineering and Fleet Pond Green Grid Ecology costs that had been delayed.
- The status of the Edenbrook Skate/Bike Park project.
- The Dog Warden van and that it has not yet been sold.
- The timeline for the Fleet Pond development project and link to Hartland Park is anticipated to be completed early summer 2022.

The Portfolio Holder for Finance highlighted that the Fleet Pond Development project has significant financial contributions from the developer of Hartland Park and the M3 LEP.

The Head of Environment and Technical Services agreed to give an update on projects discussed at the next Service Panel meeting.

RECOMMENDATION

- i. The Overview and Scrutiny Committee provided challenge over the report including the revised projections and significant revenue variations highlighted in paragraph 4.3 and Appendices 1 and 2.
- ii. The Committee noted the provisional full year revenue outturn position as of 31 December 2021 of an overspend of £488K before any agreed drawdowns from earmarked reserves.
- iii. The Committee noted the provisional capital outturn position as of 31 December 2021. The forecast for total capital expenditure for the year ended 31 March is £21.1M.

109 ANNUAL ON-STREET PARKING REPORT 2020/21

The Infrastructure Team Manager introduced the Annual On-Street Parking report 2020-21.

This report is for information prior to submission to Hampshire County Council as required as part of the Civil Parking Enforcement Agency agreement.

Members questions included:

- The approximate income received from On-Street parking in a typical year when not effected by a pandemic.
- The comparison of On-Street Parking income over different years.
- When the two vacant Civil Enforcement Officer positions would be filled and what the Council's budget is for these roles.
- The importance of My Permit transactions, who pays for them and what proportion of transactions these account for.
- What compensation for this type of parking is the council entitled to due to the pandemic?

Member's discussions included:

- An explanation of the Penalty Charge Notices (PCN's) issued in Odiham.
- How long drivers are given before they are issued with a PCN – this is typically 10 minutes.
- The parking spaces in Hook that are council owned but not chargeable.
- The Council's plans for up to 12 more Electric Vehicle (EV) charging points in the district.

The Head of Environment and Technical stated that On-Street Parking income was likely to be two thirds lower than a typical year due to the Covid-19 pandemic.

Members commended the Civil Enforcement Officers for their remarkable work over the past year, including being deployed to assist with the Covid-19 testing and vaccination efforts.

Members wanted the report to be checked for spelling and inaccuracies and to be finessed to reflect Hart specifically.

The Head of Environment and Technical confirmed that the report will aim to address the committee's comments, before submission to Hampshire County Council and publication on Hart's website.

Recommendations for the report also include:

- Adding references to school parking.
- Highlighting that Hart has higher vehicle ownership than other urban areas due to its rural location.
- Further clarification and explanation in the Financial Transparency section.
- An update on EV charging points in Hart and their usage.
- The addition of complaints, for example blocking blue bays and pavement parking.
- Report version numbers to be added.
- Tables to reflect wards and settlements rather than the names of towns.

110 ENERGY EFFICIENT DEVELOPMENT AND RENEWABLE/LOW CARBON ENERGY GENERATION

The Planning Policy & Economic Development Manager introduced the report and explained it was in two parts: reducing energy use and the provision of renewable and low carbon energy in new developments (including a draft Technical Advice Note), and proposals for large scale renewable energy generation such as solar farms.

Members considered the issues raised in the report and provided their views on the draft Technical Advice Note.

Members questions included:

- How the team would work with developers and how they can guarantee that these developers would be able to deliver all the desired ideas and proposals.
- How the council will measure its energy savings going forward.
- The 20% renewable energy target and could it be raised.

Eunomia the Council's appointed contractor who will assist in delivery of Hart's Climate Change Emergency initiatives and targets. Eunomia is due to deliver a presentation at a future committee meeting.

Member's discussions also included:

- How additional energy saving, and renewable energy measures could affect new house prices.
- Why the main focus is on major developments of 10 or more homes.
- Cumulative effect and impacts of solar farms
- The balance between addressing climate change and protecting the local environment, and whether or not an upper limit on the number of solar farms within the district can be established.
- The extent to which good quality agricultural land is a factor when considering a planning application.
- There are related infrastructure items to consider, for example battery farms and generators.

The Head of Place stated that the Technical Advice Note could be developed into a Supplementary Planning Document (SPD) in the future which would give it additional weight.

111 RESIDENTIAL CYCLE AND CAR PARKING STANDARDS UPDATE

The Principal Planner gave an update on the progress of the Cycle & Car Parking Supplementary Planning Document (SPD) which included a draft Residential Cycle & Car Parking Technical Advice Note.

The Council's current parking standards were adopted in 2008.

Member's discussions included:

- The process and timescale to progress to a Cycle & Car Parking Standards SPD.
- The zonal approach and why the revised standards would not include these.
- Whether a zonal approach might be more relevant to cycle parking given challenges around cycling in more rural locations.
- How cycling provisions have progressed over the past few years in Hart.
- How car clubs could benefit Hart.
- Pressure on parking when properties extend or convert garages.
- The options for removing permitted development rights on schemes.

RECOMMENDATION

Members noted the report and progress with the Cycle and Car Parking Standards SPD and provided feedback in the following areas:

- General support for the revised approach to residential cycle and car parking, including removing the zonal approach.
- The differences between the current and revised car parking standards would be beneficial to see in the report.
- Secure parking for bicycles and E-bikes and sufficient places
- Pavement parking and how the Council can further address this.

112 CABINET WORK PROGRAMME

No comments were made.

113 OVERVIEW AND SCRUTINY WORK PROGRAMME

No comments were made.

The meeting closed at 9.56 pm

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OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday 15 March 2022 at 7.00 pm

Place: Council Chamber

Present:

Collins, Crookes, Dorn, Drage, Farmer, Harward, Smith (Chairman) and Wildsmith

In attendance: Axam, Neighbour, Radley

Cheryl Edwards Inclusion Hampshire
Marie Greenhalgh Inclusion Hampshire

Officers:

Daryl Phillips Joint Chief Executive
John Elson Head of Environment & Technical Services
Emma Foy Head of Corporate Services & S151 Officer
Mark Jaggard Head of Place
Kirsty Jenkins Head of Community
Christine Tetlow Programme Manager
Joanne Innes Audit Manager
Jenny Humphreys Committee Services Officer

114 MINUTES OF PREVIOUS MEETING

The Chairman highlighted that the Head of Environment and Technical had requested an additional line to be added to Item 109. This is:

The Head of Environment and Technical confirmed that the report will aim to address the committee's comments, before submission to Hampshire County Council and publication on Hart's website.

The Minutes of the meeting of 15 February 2022 and this additional sentence were confirmed and signed as a correct record.

115 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Davies and Worlock (Chairman).

Councillor Axam attended virtually via video.

116 DECLARATIONS OF INTEREST

None.

117 CHAIRMAN'S ANNOUNCEMENTS

None.

118 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

119 PRESENTATION BY INCLUSION HAMPSHIRE

Inclusion Hampshire CEO and Head of Inclusion College gave a presentation on the charity's work over the last two years; they primarily work with young people who cannot access mainstream education.

The Head of Inclusion College also gave an overview of the new Inclusion Centre in Hook and thanked the Chairman's Charity for their financial contribution to train Casper, their therapy dog.

Questions from members included:

- The possibility of a larger music room in the Hook centre.
- How national funding has impacted referrals and their services.
- How the charity works with other local organisations and local employers; one of their existing links is with Aspire.
- How the charity handles safeguarding issues if a young person is homeless.

Members were keen to assist the group practically and keep in touch.

A Member asked if the Council's economic development plans could link with groups like Inclusion Hampshire and the Head of Place confirmed they did and would continue to in the future.

120 COMMUNITY SERVICE PANEL UPDATE

Councillors Farmer and Wildsmith had attended the Service Panel and concluded the meeting was very good, particularly the detail on homelessness provision.

Members recognised the extension to the Closure Order and the hard work that had gone into this by officers; they also questioned the deferral of the Homelessness Out of Hours Provision.

Members were also pleased that the report included former dates and showed changes to deadlines.

121 ENVIRONMENT & TECHNICAL SERVICE PANEL UPDATE

Councillor Farmer had attended the Service Panel.

Members questioned the timescales of some items, including delivery of Phase 1 works at Edenbrook Country Park.

There was a discussion by Members, The Portfolio Holder for Finance and Corporate Services and the Head of Environment and Technical on the KPIs relating to CCTV downtime.

It was agreed that more detail and explanation on the CCTV data needed to be discussed at Service Panels first, so it could then be explained with more clarity at future meetings.

The Head of Environment and Technical answered a member's question on vehicle leasing and purchasing and confirmed that the Procurement Team consider the timings for new vehicles, although as many were replaced recently there was no current update to share.

The Chairman requested that the document published on Hart's website detailing the 21/22 Traffic Management Programme needed improving.

122 PLACE SERVICE PANEL UPDATE

Councillors Davies and Dorn had attended the Service Panel meeting and had emailed their comments to committee members in advance.

Members would have liked to have seen more clarification on how fly tipping and street cleansing worked together included in the plan.

Members discussions included:

- The latest on the Gypsy and Traveller DPD and past consultation.
- Employment land, Article 4's (Planning) and why this is no longer required.

Members also requested more information on the Planning Enforcement Team's workload and The Head of Place agreed to provide an update at a future Service Panel.

123 DRAFT SERVICE PLANS 2022/2023

Members considered the draft Service Plans for 2022/23 and made the following recommendations:

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 specific areas of this could be drafted in advance.
- More dates to be included on the Climate Change Strategy.

RECOMMENDATION

Members agreed that pending comments, the draft Service Plans would be recommended to Cabinet.

124 LEVELLING UP

The Joint Chief Executive and Programme Manager gave a presentation on The UK Shared Prosperity Fund and Levelling Up Fund 2.

Members were briefed on the Government's recently published Levelling Up White Paper, County Deals, and the UK Shared Prosperity Fund.

The Levelling Up Fund prioritises areas which are most in need of support; Hart District Council is identified as Tier 3, an area of least deprivation.

Members questions included:

- How the Unitary authorities in Hampshire (city councils) are involved in these bids/processes.
- The amount of money that organisations can bid for.
- The timescales for bidding processes and the use of external consultants.
- The possibility of putting forward a Climate Crisis application.

It was agreed by the Committee and Joint Chief Executive that more work needs to be done to identify Hart's needs for these types of funding applications.

125 CORPORATE RISK REGISTER

The Audit Manager summarised that the Council's Corporate Risk Register is reviewed by management on a regular basis and reported to members to provide assurance that appropriate arrangements are in place to mitigate identified risks.

DECISION

The Committee noted the contents of the Corporate Risk Register and praised the Audit Manager for its contents and the addition of Appendix B which showed all the recent updates.

126 CABINET WORK PROGRAMME

A Member questioned why the Commercialisation Strategy was not on the Work Programme and the Joint Chief Executive confirmed that this was refreshed last year, and an update was not due yet.

A Member asked if there would be stakeholder engagement on the draft Odiham Common Management Plan. The Leader confirmed that this would be reviewed.

Members discussed version control for this Work Programme and the possibility of more explanations why items appeared to have been omitted from it in the past. This requires further work and consideration.

127 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Joint Chief Executive asked the Committee to consider a Cyber Security presentation briefing at a future Overview and Scrutiny meeting, possibly June 2022 and that all members would be invited.

A Member requested a date to be added to the Work Programme for the Draft Budget item.

Members briefly discussed a possible item on the Harlington lease and the Joint Chief Executive and Leader of the Council confirmed that when this is advised it would come to Cabinet.

A Member suggested combining the Cabinet and Overview and Scrutiny Work Programmes and the Joint Chief Executive advised that they need to continue to be separate documents.

The meeting closed at 9.45 pm

LICENSING COMMITTEE

Date and Time: Tuesday 5 April 2022 at 7.00 pm

Place: Council Chamber

Present:

Butler, Coburn, Davies, Delaney, Farmer (Chairman), Forster and Smith

In attendance: Kinnell (Portfolio Holder), Lamb

Officers: Mark Jaggard, Head of Place
Neil Hince, Environmental Health & Licensing Manager
Emma Coles, Licensing Team Leader, Shared Licensing Services
Andrew Wake, Senior Licensing Officer, Shared Licensing Services
Rebecca Borrett, Committee Services Officer

14 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 23 November 2021 were confirmed and signed as a correct record.

15 APOLOGIES FOR ABSENCE

None received.

16 DECLARATIONS OF INTEREST

Councillor Forster declared he is the trustee of a local charity with a non-prejudicial interest.

17 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the Hackney Carriage trade in Hart district have approached the Shared Licensing team and requested a review of the tariffs they are permitted to charge following the impact to the trade from the COVID 19 pandemic compounded by the current increase in fuel prices and the rises in cost of living.

A consultation is underway with the trade to review the three proposals that have been put forward. Once the majority of the trade have agreed on one proposal it will be brought to Licensing committee for approval. At that point it will be subject to wider consultation.

This item is not being brought to this Committee as it has been given urgent delegation so not to delay the process.

18 DRAFT CHARITY COLLECTION POLICY

Members were asked to consider a draft Shared Licensing Service Charity Collection Policy and to approve it for consultation. There is no change to the detail from the previous Hart policy, apart from the addition of the Code of Conduct for people collecting via direct debits. Attention was drawn to Paragraph 4 of the report which shows as Appendix B and should read as Appendix 1.

Members asked about the impact of collection on credit or debit cards on payment terminals and were advised that the officers would need to confirm that they were categorised as cash for the purpose of this policy. Members agreed for this reason there needs to be clear rules for their use and suggested examples or advice from other authorities may be beneficial and officers confirmed an amendment to cover this will be explored.

DECISION

The Committee approved the draft Shared Licensing Service Charity Collection Policy for consultation, subject to the amendment as discussed, being agreed by the Head of Place in consultation with the Chair of Licensing Committee and the Portfolio Holder.

The Committee authorised the Head of Place to make minor administrative amendments to the Policy prior to consultation.

19 APPROVAL FOR ADOPTION OF THE SHARED LICENSING SERVICE STATEMENT OF LICENSING POLICY FOLLOWING CONSULTATION

Members were updated of the outcome of the public consultation on the draft Statement of Licensing Policy under the Licensing Act 2003. Officers advised only one representation was received and this was from Hampshire Police. From that there is no impact on the Policy or amendments required.

Members questioned if the consultation was a full public consultation or key stakeholders only. Officers confirmed it had been a full public consultation and extended to all responsible authorities. Member questioned if officers were satisfied the consultation was widely publicised enough and a representative range of responses received. Officers confirmed:

- It was emailed to all of the responsible authorities;
- Was published on the Hart District Council's public website; and
- Had been made available for a period of 12 weeks.

For these reasons Officers were satisfied everyone who wished to comment had done so.

Members questions what would prompt further amendments within the 5 years. Officers explained this would generally be a change to legislation or if local

circumstances changed, for example a lot of licensed premises applied in a short period in a locality. Members clarified location specific issues would therefore come to Committee that Member would discuss and in turn necessitate a review.

Members asked in response from Hampshire Police's consultation comments the report responded in all cases 'the Council is aware' or 'they are covered by the licensing objectives', how does the Council ensure these points are at the forefront, particularly for new or varied licenses? Officers confirmed Police engage with all applicants requesting late night permissions and where they are not satisfied, they would make a representation or look to mediate. As this does not affect all licensed premises Officers do not want to uniformly add.

Members asked in Append B - Delegation of Functions for decision making under the Licensing Act, which states 'if an objection made by Police and not disregarded by the Officers'; why would the Council disregard it? Officers confirmed there was no scenario where the Council would not accept a Police recommendation if there was a relevant offence. It was agreed to amend the wording to remove 'and not disregarded by Officers' and Members agreed this amended version can be taken to full Council.

Members asked with reference to CCTV if there is a minimum specification required regarding quality and usability and effectiveness in dark. Officers confirmed there are, and the Police are permanently adding to the clarify and standards they require. Officers confirmed conditions of areas to be covered can be included and if there is evidence to support a need, can be added by way of a minor variation.

DECISION

The Committee:

Endorsed the amended Shared Licensing Service Statement of Licensing Policy to be referred to Full Council for adoption. If adopted, it will be valid for a period of 5 years unless it is determined that an earlier review is necessary.

Recommended to full Council that the Statement of Licensing Policy is adopted.

Authorised the Head of Place to make minor alterations and typographical corrections to the Policy prior to its consideration by full Council.

The meeting closed at 7.30 pm

AUDIT COMMITTEE

Date and Time: Tuesday 22 March 2022 at 7.00 pm

Place: Council Chamber

Present:

Butler, Crookes, Davies, Farmer, Southern (Chairman) and Wildsmith

In attendance: Councillor Axam
Kevin Suter, Ernst & Young
Chandrika Sharma, Ernst & Young

Officers: Emma Foy, Head of Corporate Services and S151 Officer
Joanne Innes, Audit Manager
Daryl Phillips, Joint Chief Executive
Rebecca Borrett, Committee Services Officer

27 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 7 December 2021 were confirmed and signed as a correct record.

28 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Blewett and Councillor Axam. Councillor Butler was present as substitute for Councillor Axam.

29 DECLARATIONS OF INTEREST

No declarations made.

30 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced a decision had been made by the Chairman of the Council to continue to appoint Public Sector Audit Appointments to procure external audit services on our behalf. This is a continuation of existing arrangements.

31 AUDIT RESULTS REPORT FOR 2020/21

Mr Suter from Ernest and Young presented members with the final Audit Results report for the year ending 31 March 2021, covering the objection that had been outstanding when the report was previously presented.

The objection pertained to concerns regarding the financial controls, budget and reporting processes. This included the waste contract, where an incorrect

journal entry entered had been corrected. Recommendations were made to improve controls to prevent this happening across any other contracts or processes.

The remainder of the objection related to Value for Money arrangements, EY summarised their findings. From their conclusions, there were no significant issues with the recharges made around the waste or any significant weaknesses in the Council's financial arrangements, and therefore no reason report any weaknesses in their audit report.

Councillor Wildsmith joined the meeting at 7.06pm

DECISION

1. Members formally noted the opinion of the Auditors on the draft Statement of Accounts.
2. That in all other respects the report of the External Auditors was noted.

32 ANNUAL GOVERNANCE STATEMENT

Members were presented with the version of the Annual Governance Statement presented to them previously, which they had paused approval of pending the objection being resolved. The objection has been concluded and therefore the Annual Governance Statement had been signed by both Cllr Neighbour and Mr. Phillips, as required.

DECISION

1. The Committee approved the Annual Governance Statement 2020/21.

33 STATEMENT OF ACCOUNTS/LETTER OF REPRESENTATION

The Letter of Representation had been provided in Ernst & Young's earlier report which both the Chairman and Section 151 Officer were required to sign. Members had been provided with Version 4 of the Statement of Accounts, which has all adjustments made and been reviewed by Ernst & Young.

DECISION

1. That delegated authority is given to the Chair of Audit Committee in consultation with the Head of Corporate Services for the final approval of the 2020/21 Statement of Accounts and Letter of Representation.

34 INTERNAL AUDIT PROGRESS REPORT

The Audit Manager updated the Committee on Internal Audit work completed between November 2021 and February 2022. Four audit reports were issued, six audits are in progress and three audits are due to commence this month. A full list of progress for each audit had been provided to members, together with completed audit reports.

A member asked if it was felt joint working with another council was working well for us. The Audit Manager confirmed it was.

DECISION

1. That the Internal Audit work completed between November 2021 and February 2022 be noted and the staff involved were thanked for the work they have done.

35 INTERNAL AUDIT PLAN 2022/23

The Chairman advised he would like to see the Shapley Heath audit report expedited and completed as quickly as possible. Confirmation was giving that:

- Field work commenced 28 February 2022
- The final report is due no later than 3 months after work was contracted.
- 12 days work are involved in the SLA agreement
- It is within the budget previously approved by this committee
- An approach will be made to the auditors in the next week to see if this can be expedited
- It will be brought to the Audit Committee once completed, and any items identified from any draft reports of relevance will be reported to members of this committee

DECISION

1. The Committee approved the Internal Audit Plan for 2022/23.

36 WHISTLEBLOWING POLICY

The Audit Manager informed members of a review of the Whistleblowing Policy. The only change from the previous version was to the details of the company that act as independent organisation to contact for advice.

Members asked if formal adoption of the policy was required. Members also identified amendments needed to version numbers of the policy.

DECISION

1. The Committee noted the updates to the Whistleblowing Policy and recommended it be forwarded to the next Cabinet meeting in June.

37 RISK MANAGEMENT UPDATE

The Audit Manager informed members the Corporate Risk Register had been approved by Overview and Scrutiny the previous week and a review of the Risk Management Policy would be undertaken in 2022/23.

A member asked if clear ownership of risks were now in place. The Audit Manager advised working with managers and the leadership team together with reviewing the corporate and service risk registers, helped by service panels, resulted in being better placed for that responsibility.

Members discussed the importance of service panels reviewing both the right risks and the use of the right KPI's. The general view was service panels are working well.

DECISION

1. The Committee noted the effectiveness of the risk management framework.

The meeting closed at 7.27 pm

COUNCIL

DATE OF MEETING: 28 APRIL 2022

TITLE OF REPORT: CLIMATE EMERGENCY UPDATE

Report of: Leader of the Council

1. PURPOSE OF REPORT

To provide members with an update on the progress made since April 2021 with delivery of actions the Council is taking to address the climate emergency,

2 BACKGROUND

2.1 Council approved the following motion at its April 2021 meeting:

“Following the successful adoption of Hart’s Climate Change Action Plan, this Council now wishes to declare a climate emergency, which commits us to putting the reduction of CO2 in the atmosphere at the front and centre of all policies and formal decision making, particularly Planning, and will:

1. Pledge to make Hart District carbon neutral by 2040 whilst bringing forward the current 2040 target to 2035 for areas under direct control of Hart District Council.

2. Report to full Council every six months setting out the current actions the Council is taking to address this emergency and the plan to measure annual District wide progress towards meeting the 2040 target.

3. Meaningfully engage with the local community and to work with partners across the District and County to deliver these new goals through all relevant strategies and plans drawing on local, national, and global best practice.

4. Actively work with Hampshire County Council and the Government to provide the additional powers and resources needed to meet the 2040 target.

5. Actively encourage and push for Hampshire County Council to reduce its target for net zero Carbon to 2040, acknowledging that 2050 is too far away for such an emergency.”

2.2 Council was provided with its first update on the progress being made to deliver the agreed Carbon reduction targets at its meeting in November 2021. This report provides the first annual update.

2.3 Cabinet approved a Climate Change Action Plan in February 2020. The delivery of the action plan is monitored through regular meetings of the Climate Change Working Group. This action plan will be updated to incorporate the recommended actions arising from the Carbon Pathway report once this has been completed.

3 PROGRESS TO DATE

3.1 Since April 2021 the following progress has been made towards achieving the council's carbon reduction targets:

- a) Consultants (Eunomia) have been appointed to review the council's climate change action plan and produce a Carbon Pathway Report for Hart which will set out the work that the council needs to do to achieve its carbon reduction targets – the draft outcomes of the carbon pathway report will be the subject of a separate presentation to this committee.
- b) Planning permission has been granted for two solar farms capable of powering up to 30,000 homes, almost 70% of the district.
- c) The first phase of the Hart Green Grid East opened on 8 April 2022, with phase 2 due to complete in the summer this year. Once complete this will provide a green pedestrian and cycle path from Fleet Station, via Hartland Park, onwards to Farnborough town centre and railway station.
- d) Progress in delivering the Local Walking and Cycling Strategy (LCWIP) has been delayed due to lack of resources at Hampshire County Council (HCC). Hart Officers are however working with HCC to establish if Hart can assist in progressing this work. Once completed this will allow Hart to further progress its own Green Grid Strategy.
- e) Our recent electric survey highlighted that three quarters of Hart respondents were planning to change to an electric car within five years.
- f) £250k has been allocated in Harts 2022/23 budget to fund delivery of the Council's Climate Change Action Plan.
- g) The Council is currently seeking prices for the installation of Electric Vehicle Charging points in 6 of its car parks. Subject to award of the contract it is anticipated that these charge points will be installed by December 2022. EV charge points are already installed at both Church Road car park and at the new Edenbrook flats.
- h) Our leisure centres use of solar panels continues to save around 16.7 tonnes of carbon emissions every year.
- i) Worked with HCC to promote the take up of the Solar Together scheme for group buying of solar PV and battery storage systems.
- j) The Countryside Team are switching to battery powered equipment such as hedge trimmers, mowers, and chainsaws.
- k) The community garden project at Edenbrook opened in March 2022. This project will help encourage residents to grow their own vegetables and using sustainable compost generated by our wider activities within the team.
- l) Bramshot wetlands project was completed in the summer 2021.
- m) The Climate Change working group has evolved to include Blackwater Valley Friends of the Earth, we now include themed items which have included tree planting schemes and the new Environment Act.
- n) A climate emergency communication plan has been produced delivery of which is monitored by the Climate Change Working Group. In the last 12 months initiatives promoted through the communication plan included the Big Green Week and COP26.
- o) Appointment to a new post of Climate Emergency Communication Officer has been confirmed.

- p) Consultants commissioned to prepare Biodiversity Net Gain and Carbon offsetting Action plan.
- q) Energy audit of the Civic Offices was undertaken, to identify energy efficiency and carbon savings.
- r) Successfully bid for £220k of Green Homes Grant as part of the greater south east energy hub consortium to deliver greener and warmer homes to low income and low energy efficient households in Hart, funding delivered in 21/22.
- s) Successfully bid for £800k of Sustainable Warmth Funding as part of the greater south east energy hub consortium to deliver greener and warmer homes to low income and low energy efficient households in Hart, to be delivered in 22/23.
- t) Successfully bid for £3k of workplace cycle parking grant to provide improved cycle parking at the Civic Offices.
- u) Members of cabinet and climate change working group, as well as key staff and leadership team underwent carbon literacy training.
- v) Continued support of the Sustainable Business Network in partnership with Rushmoor BC and Basingstoke DC. Events reaching over 400 local business, sharing best practice, ideas and building local working relationships.
- w) Meetings held with officers from Rushmoor and Eastleigh Borough Council's to review and compare planned work to respond to the climate emergency.
- x) Cabinet reports with carbon reduction implications included: -
- y) Capital Funding for Energy Efficiency Measures in New Affordable Housing,
 - a) Approval of Funding to Produce a Biodiversity and Carbon Offsetting Delivery Strategy for Hart
 - b) Approval of Funding for production of a Carbon Pathway Report for Hart.
- z) Overview and Scrutiny Committee were consulted on:
 - Revised planning guidance for Residential Cycle and Car Parking Standards.
 - Energy Efficient Development and Renewable/ Low Carbon Energy Generation.

3.2 Climate Emergency and Carbon reduction initiatives planned for the next 12 months include:

- a) Review and update the Climate Change Action Plan to incorporate the recommendations from the Carbon Pathway report.
- b) Solar PV to be installed on the Civic Offices, once operational it is anticipated that the system will meet 25% of the Civic Offices electricity needs the Civic Offices. With an expected CO2e saving (Year 1) of 12.8tonnes
- c) Review and reduction of Council's energy consumption, upgrading of all lightbulbs to LEDs and sourcing clean energy from renewables.
- d) EV charging points to be installed in Hart Car Parks.
- e) Biodiversity Net Gain and Carbon offsetting action plan to be agreed.
- f) Strategy for reduced grass cutting and increased biodiversity to be agreed.
- g) Tree strategy and costing for public tree planting scheme to be agreed.
- h) Climate change communications plan for 2022/23 to be delivered.
- i) review and agree KPIs to measure Hart's carbon reduction performance.

- j) 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.
- k) Street care service to submit proposal for fuelling vehicles with Hydrogenated Vegetable Oil (HVO).

Contact Details: David Neighbour, Leader of the Council /e-mail:
David.neighbour@hart.gov.uk

DECISION

Appeal Panel Hearing - 5 April 2022

GRIEVANCE UPHELD

The Panel believes that it is important that Councillors should feel able to approach and work with their fellow Councillors. The Panel, however, is sad to learn of the adverse pressure brought on Councillors through negative campaigning, particularly on social media. In the Panel's view this is unacceptable and damages our democracy.

The Panel accepts that robust and lively debate is a crucial part of the democratic process. Differences of opinion and the defence of those opinions through Councillors' arguments and public debate are an essential part of the cut and thrust of political life. This is reflected in both the Members Code of Conduct (Code) and the Grievance Policy. But as the Code itself says, it must be done in a civil manner and individuals must not be subject to unreasonable or excessive personal attack. While it is recognised that political debate can, at times, become heated, the right to freedom of expression should not be used as an excuse for poor conduct generally.

Underpinning all of this is the principle of fairness. Healthy debate is acceptable provided people are not treated unfairly. Unfairness in the case of the grievance policy includes not having been given a proper and reasonable right of reply or right of correction to defend oneself against unreasonable public criticism.

The Panel believe that Councillor Kinnell was aware before the meeting that her Portfolio Announcement was likely to elicit a reaction from other Councillors. The Panel also recognise the announcement was pre-prepared and a transcript was published on social media very soon after the meeting, along with an extract of the YouTube recording of the meeting. The Panel therefore considers that rather than being spontaneous, the announcement had a degree of advance preparation and hence calculation.

The Panel accepts that Councillor Kinnell had the right to express her opinion and that in principle she had the right to express her views through the Portfolio Holder Announcements. The issue in this instance, is not the message itself, but that the announcement specifically named two Councillors (Councillors Butcher and Forster) in a manner the Panel agrees could reasonably be seen as being highly critical.

Considering the above, the Panel has decided that Councillor Kinnell treated the two named Councillors unfairly. This is because in the Panel's view Portfolio Announcements are not intended to be a forum for debate and challenge. It is a far more limited and narrower platform that only allows an element of questioning and answers. None of the formal rules of debate apply to it. The wider protection offered by Standing Orders which allow Members a proper opportunity to challenge and correct statements, or to respond to personal criticism made in debate, was not therefore available to Councillors Butcher or Forster. The swift deterioration of the mood of the meeting contributed to a rapid closure of the discussion.

The Panel agreed that in a more tolerant atmosphere it may have been that Councillors Butcher and Forster could have sought the indulgence of the Chairman to say a few words. However, this would have been outside the Constitution. Further, given the atmosphere within the Chamber at the time the Panel recognises that the Chairman felt the need to close down the potential for further comment and further questions were not invited.

The position of being unable to seek the right of reply is further compounded by the issue of the Council minutes. Minutes of a meeting are simply to comprise a summary record of the matters discussed and to confirm decisions made. They are not a word for word record of all discussion. While Councillors can ask under the Constitution for their individual vote to be recorded, such a right does not extend to having their individual comments recorded. Besides, at a following meeting of Council the only issue for debate on the minutes is their accuracy. Therefore, while Councillor Kinnell's Portfolio Holder Announcement remains published in full, Councillors Butcher and Forster again, have no right of correction or alteration unless it is held that the minutes of the meeting are factually incorrect. Neither could they have requested specific text be placed within the Minutes.

In conclusion the Panel believes that Councillors Butcher and Forster were treated unfairly. They were not given a proper and reasonable right of reply or right of correction to defend themselves against what they perceive to be unreasonable public criticism. The Panel's decision, therefore, is that Councillor Kinnell should offer both a written apology.

Finally, as we approach the May local elections, the Panel urges all Councillors to engage in positive, constructive conversations and debates, to help make local democracy a welcoming and effective environment for all.

Peter Moore, MBE, OBE
Independent Person
Appointed by Hart District Council



NOTES FOR MEETING OF COUNCIL – 28 April 2022

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

1 COUNCILLOR SHARYN WHEALE: A TIME FOR REFLECTION

2 MINUTES OF PREVIOUS MEETING

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

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

The Chairman to ask if he/she can sign the Minutes of the Council Meeting held on 24 February 2022 (CL. 53-70). (Proposer and Seconder required).

3 APOLOGIES FOR ABSENCE

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

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

4 DECLARATIONS OF INTEREST

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

***Note:** Members are asked to email [Committee Services](#) in advance of the meeting as soon as they are aware they may have a Disclosable Pecuniary Interest, and any

other interests they may have with respect to matters which are to be considered at this meeting.

5 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

No questions have been received from the public.

6 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

No questions have been received from Members.

7 CHAIRMAN’S ANNOUNCEMENTS

The Chairman’s engagements since the last Council Meeting:

- 6 March Mayor Winchester Charity Pie and Mash Lunch
- 11 March Opening of Aldi in Fleet
- 11 March Mayor Rushmoor Charity Ball at Princes Hall
- 29 March BDBC Civic Day at Milestones
- 2 April Luminosa Choir 12-year anniversary at All Saints Church
- 7 April New Forest BC Civic Day Event at Beaulieu Motor Museum
- 26 April Mayor of Eastleigh Civic Lunch at Hilton at the Ageas Bowl
- 28 April Havant Civic Day at Staunton Country Park

8 CABINET MEMBERS’ ANNOUNCEMENTS

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

- The Leader of the Council, Councillor Neighbour
- The Cabinet Member for Finance and Corporate Services, Councillor Radley
- The Cabinet Member for Digital, Councillor Clarke
- The Cabinet Member for Community, Councillor Bailey
- The Cabinet Member for Place, Councillor Cockarill
- The Cabinet Member for Regulatory, Councillor Kinnell
- The Cabinet Member for Environment, Councillor Oliver
- The Cabinet Member for Commercialisation, Councillor Quarterman

9 CHIEF EXECUTIVE’S REPORT

10 MINUTES OF COMMITTEES

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

Meeting	Date	Pages	For Decision
Cabinet*	3 Mar 2022	57-62	
Cabinet (draft)	7 April 2022	63-67	

Planning Major-Sites Sub Committee (draft)	1 Mar 2022	8-10	
Planning	9 Feb 2022	42-46	
Planning (draft)	9 Mar 2022	47-49	
Overview & Scrutiny	15 Feb 2022	60-67	
Overview & Scrutiny (draft)	15 Mar 2022	68-92	
Licensing (draft)	5 Apr 2022	7-9	MINUTE 19 – Recommendation that the Statement of Licensing Policy be adopted. App A Shared Licensing Service Statement of Licensing Policy App B Response to the consultation
Audit (draft)	22 Mar 2022	15-18	

**Exempt minutes are available for Members via Modern.Gov*

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

11 CLIMATE CHANGE EMERGENCY UPDATE

A. The Leader of the Council to provide Council with an update on the progress made since April 2021 with delivery of actions the Council is taking to address the climate emergency. Copy of report attached to agenda; and

B. To receive a presentation by Eunomia (summary of their findings on the Carbon pathway report).

12 APPEALS PANEL

Councillor Harward on behalf of the Chairman of the Appeals Panel to announce the outcome of an Appeals Panel hearing held on 5 April 2022 concerning a grievance brought by Councillor Butcher and Councillor Forster against Councillor Kinnell. Copy of decision attached to agenda.

13 INTERIM SECTION 151 OFFICER APPOINTMENT

To agree the appointment of Isobel Brittan as Interim Section 151 Officer from 26 May 2022. Ms Brittan is CIPFA qualified and has performed the role of Deputy S151 Officer and S151 Officer at a number of similar sized district councils including St Albans, East Hertfordshire, Broxbourne, Eastbourne and Lewes Councils. This appointment would provide interim S151 cover during the recruitment period for a new permanent Section 151 Officer later in the summer.

14 MOTION TO COUNCIL

The following motion has been moved by Cllr Butcher.

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

15 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

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

NOTES:

Rules of Council:

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

RULES OF DEBATE

No speeches until motion seconded

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

Secunder's speech

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

Content and length of speeches

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

When a Member may speak again

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

1. to speak once on an amendment moved by another Member
 2. to move a further amendment if the motion has been amended
5. If the first speech was on an amendment moved by another Member, to speak on the main issue (whether or not the amendment on which they spoke was carried)
1. in exercise of a right of reply
 2. on a point of order
 3. by way of personal explanation
 4. by way of a point of information.

Amendments to motions

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

1. to refer the matter to an appropriate body or individual for consideration or reconsideration
 2. to leave out words
 3. to leave out words and insert or add others
 4. to insert or add words
7. Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.
8. If an amendment is not carried, other amendments to the original motion may be moved.
9. If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments may be moved.

Right of reply

10. The mover of a motion has a right to reply at the end of the debate on the motion, immediately before it is put to the vote.
11. If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment but may not otherwise speak on it.
12. The mover of the amendment has no right of reply to the debate on his or her amendment.

Point of order

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

Personal explanation

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

Point of information

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