



## NOTICE OF MEETING

<b>Meeting:</b>	<b>Cabinet</b>
<b>Date and Time:</b>	<b>Thursday 9 June 2022 7.00 pm</b>
<b>Place:</b>	<b>Council Chamber</b>
<b>Enquiries to:</b>	<b>Committee Services Committeeservices@hart.gov.uk</b>
<b>Members:</b>	<b>Neighbour (Leader), Radley (Deputy Leader), Bailey, Clarke, Cockarill, Collins, Oliver and Quarterman</b>

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY  
FLEET, HAMPSHIRE GU51 4AE

---

## AGENDA

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

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

- At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- The Chairman will announce that this meeting will be recorded and that anyone remaining at the meeting had provided their consent to any such recording.**

- 1 MINUTES OF THE PREVIOUS MEETING** 4 - 8
- The minutes of the meeting held on 7 April 2022 are attached for confirmation and signature as a current record.
- 2 APOLOGIES FOR ABSENCE**
- To receive any apologies for absence from Members\*.
- \*Note: Members are asked to email Committee services in advance of the meeting as soon as they become aware they will be absent.*
- 3 DECLARATIONS OF INTEREST**
- To declare disposable pecuniary, and any other interests\*.
- \*Note: Members are asked to email Committee Services in advance of the meeting as soon as they become aware they may have an interest to declare.*
- 4 CHAIRMAN'S ANNOUNCEMENTS**
- 5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**
- Anyone wishing to make a statement to the Committee should contact Committee Services at least two clear working days prior to the meeting. Further information can be found [Online](#)
- 6 ACCESSIBILITY PROJECT** 9 - 12
- To seek Cabinet approval to release funds from the Digital reserve to secure temporary staff to review and remediate documents published on Hart's website for suitable accessibility
- RECOMMENDATION**
- To approve the release of funds from the Digital reserve to secure agency staff to accessibility check documents published on our website.
- 7 TERMINATION OF HAMPSHIRE COUNTY COUNCIL AGENCY AGREEMENTS FOR TRAFFIC MANAGEMENT AND CIVIL PARKING ENFORCEMENT (ON-STREET)** 13 - 18
- 8 CABINET WORK PROGRAMME** 19 - 21
- To consider and amend the Cabinet Work Programme.
- 9 EXCLUSION OF THE PUBLIC**

The following item(s) contain exempt information.

**RECOMMENDATION**

Members must decide whether the public interest in maintaining an exemption outweighs the public interest in disclosing the information.

It is suggested that, 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 involve 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 outweighs the public interest in disclosing the information.

**10. INFORMATION TECHNOLOGY: CYBER SUPPORT FUND 22 - 34**

3

To seek Cabinet authorisation to spend funding secured from the Government's cyber security fund, to enhance the Council's Information Technology Infrastructure to refresh the Council's backups and security posture to minimise the impact of a ransomware attack.

**RECOMMENDATION**

That Cabinet approve the spend of funding to enhance the IT infrastructure to refresh the Council's backups and security posture to minimise the impact of a ransomware attack.

**Date of Publication: Monday, 30 May 2022**

## **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



## **CABINET**

**DATE OF MEETING: 9 JUNE 2022**

**TITLE OF REPORT: ACCESSIBILITY REGULATIONS FOR WEB CONTENT**

**Report of: Change and Digital Manager**

**Cabinet Portfolio: Digital**

**Key Decision: No**

**Confidentiality: Non-Exempt**

### **PURPOSE OF REPORT**

1. To seek approval from Cabinet for
  - the recruitment of a temporary project resource to assist in the remediation work required to ensure that the new website is compliant with Web Content Accessibility Guidelines.
  - To seek approval of the provision of a series of awareness and training for staff and Councillors on the importance of accessibility across all forms of publicly available content.
  - To seek approval for the development of an accessibility strategy.

### **RECOMMENDATION**

That Cabinet:

2. approves use of Digital reserves to recruit a temporary resource to conduct a programme of remediation to all published web content currently available on the corporate website
3. approves the creation of a series of training and awareness events for all staff and Councillors across the organisation to embed the principles of accessibility
4. approves the development of an accessibility strategy to embed the workflow and culture required to ensure ongoing compliance with the guidelines.

### **BACKGROUND**

5. It is a requirement of The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 that public sector websites are accessible.
6. The regulations require websites (including intranets) to be completely accessible, no matter the disability that a potential visitor to their website might have.
7. Local authority websites must meet the international Web Content Accessibility Guidelines (WCAG) 2.1 AA accessibility standard. Public sector bodies need to ensure all content is accessible, irrespective of the format it is provided. Digital platforms should have accessibility built in, but Word, pdfs and other document types require specific attention to ensure they pass the guidelines.

8. Many local authorities rely on the publication of portable document format (pdf) to provide current or mandatory information to the public. The pdf will often be created without consideration for digital accessibility. They can be difficult to open, access, read and navigate through the document. This can impact everybody but will significantly affect people with disabilities like vision, hearing, mobility, and cognitive impairment.
9. Cabinet was advised in April's meeting that a project would be set up to consider accessibility issues across all web content that needs to be migrated to the new site.

## **MAIN ISSUES**

10. The Council's published [accessibility statement](#) sets out how it will be measured against WCAG 2:1. It accepts that the current site is not fully accessible. But acknowledges that the issues will be addressed through the adoption of the new version of our website this year.
11. There are however, over 1,000 existing pdfs on the current site, and many will be migrated to the new website, planned for launch in November 2022
12. The commitment is that all published documents on the new website will be accessible. Therefore, a programme of review and remediation and/or conversion to alternative format needs to be designed. A working decision has been taken to ensure all Committee Services published agendas, reports, and minutes dating back to January 2021 are accessible.
13. Each published document requires an assessment to identify any accessibility issues. From this, we need to confirm the course of action to:
  - remove the document from the site as no longer required or out of date. Work is in progress as part of the website content audit workstream
  - remediate to accessible format. This requires the pdf or source document to be reviewed, issues identified and then fixed to ensure the document is accessible
  - convert into alternative format. An alternative is to convert to html (webpage). An example can be found here for Gloucester County Council constitution.
14. Awareness and understanding are key to ensure that all proposed documents that would be available on the website have accessibility built in. Initial training for managers and content editors took place between 2020-21 to ensure Hart could publish its accessibility statement and strive for WCAG 2:1. As part of this work, the intention is to create a programme of awareness and training to be included within the corporate equality and diversity commitment to staff.
15. There is also a need to ensure that digital accessibility is the default choice moving forward. This requires a review of the processes and culture across the Council to ensure that accessibility is owned and managed consistently. The intention therefore is to adopt an accessibility strategy to ensure the continued work to achieve digital accessibility standards for both the public and staff.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

16. The website project team does not have the capacity to complete this initial tranche of work. Therefore, two further options have been considered.

- Option 1. Commission an agency to complete the work on our behalf. An assessment of suppliers on the Digital Marketplace indicates that this was cost prohibitive with day rates starting at £60 with estimates of £60,000 for the duration of the programme
- Option 2. Recruit a temporary resource to complete the work. The total cost for this based on Grade E salary = £17,045 with training included. This is the recommended option.

## **CORPORATE GOVERNANCE CONSIDERATIONS**

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

17. The Corporate Plan sets out “where possible, encouraging customers to use lower cost online services as the service of choice”.
18. Three of the four service areas have committed to the delivery of the new website within their 2022-23 Service Plans. In addition, accessibility is implied throughout all service areas with development of plans, strategies, and policies published on website.

### Service Plan

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

### Legal and Constitutional Issues

19. The accessibility regulations came into force for public sector bodies on 23 September 2018. The regulations set out how websites should be more accessible by making it ‘perceivable, operable, understandable and robust’. All public sector bodies need to publish an accessibility statement on the website.
20. Organisations that do not meet the accessibility requirement or fail to provide a satisfactory response to a request to produce information in an accessible format, will be failing to make reasonable adjustments. This means they will be in breach of the Equality Act 2010.

### Financial and Resource Implications

21. Previous years ear-marked reserves were set aside as part of the Digital Strategy to assist with capital costs associated with the delivery of the new website. While this is a separate project, it is closely dependent and therefore, this request is to use these funds to deliver this project.
22. A detailed resource plan has been created, setting out the anticipated costs for this project. This is available on request. In summary, the costs for the two elements of the project are:
  - Resource to design and deliver on remediation programme (30-week duration) = £17,345
  - Training and awareness programme for staff = £1,900 and ongoing annual commitment for refresher training
  - Consider entering into a commercial arrangement with third party supplier to provide consultancy and training. Smarter Digital Services offer a

membership scheme of £5,000 per year. Training and remediation services can be called off to assist with technical or complex issues.

## **EQUALITIES**

23. An Integrated Impact Assessment has been undertaken as part of the project and is available for review. A full Equality Impact Assessment will be completed in support of the project.

## **CLIMATE CHANGE IMPLICATIONS**

24. No direct carbon/environmental impacts arising from the recommendations. That said, if web content is accessible to more people, this will result in reduced demand to print documents from the website. This can be from visitors to the council offices travelling from across the district or from home.

## **ACTION**

25. Subject to Cabinet approval, the activity in 5.3 can commence to begin work on building the programme of activity outlined in 4.2 and 4.3.

**Contact Details:** Steve Bennett [steven.bennett@hart.gov.uk](mailto:steven.bennett@hart.gov.uk)

**Appendices:** None

**Background Papers:** None

## **CABINET**

**DATE OF MEETING: 9 JUNE 2022**

### **TITLE OF REPORT: TERMINATION OF HAMPSHIRE COUNTY COUNCIL AGENCY AGREEMENTS FOR TRAFFIC MANAGEMENT AND CIVIL PARKING ENFORCEMENT (ON-STREET)**

**Report of: Head of Environment & Technical**

**Cabinet Portfolio: Environment**

**Key Decision: No**

**Confidentiality: Non-Exempt**

## **PURPOSE OF REPORT**

1. To update Cabinet on Hampshire County Council's recent decision to terminate the agency agreements for Traffic Management and Civil Parking Enforcement (On-Street) and seek approval for the Hart District Council 2022/23 Traffic Management Programme.

## **RECOMMENDATION**

That Cabinet note Hampshire County Council's decision to terminate the agency agreements for Traffic Management and Civil Parking Enforcement (On-Street) and agree:

- That the notice period for the Civil Parking Enforcement Agreement is reduced from 18 months to 12 months, to allow for the termination of both agency agreements on 31<sup>st</sup> March 2023.
- That implementation of the 2022/23 Traffic Management Programme attached at Appendix 1 is prioritised to ensure its delivery before 31<sup>st</sup> March 2023.
- That the opportunity for delivering a shared off street car parking service with both Basingstoke and Deane and Rushmoor Borough Council is investigated.
- That £7,000 is allocated from the general fund to jointly commission, with neighbouring authorities, consultants to evaluate options for a shared off street parking service.

## **BACKGROUND**

2. As the local Highway Authority, Hampshire County Council (HCC) are responsible for the delivery of Traffic Management and on street Civil Parking Enforcement. Historically, Hart District Council (HDC) together with the majority of other Hampshire districts have delivered these services under agency agreements with the county.
3. On the 10<sup>th</sup> March 2022 HCCs Executive Member for Highway Operations, Councillor Russell Oppenheimer, agreed that the district agency agreements for both Traffic Management and Civil Parking Enforcement would be terminated. Hart received formal notification of this on the 8<sup>th</sup> April 2022.
4. The Traffic Management and Civil Parking Enforcement agreements are subject to formal notice periods of 12 and 18 months respectively, although subject to mutual agreement, this period of notice can be reduced.

5. Since receiving notice of termination officers from both authorities have met to discuss the arrangements for the transfer and a schedule for future meetings has been agreed.

## **MAIN ISSUES**

6. The Traffic Management and Civil Parking enforcement services are very closely linked and to ensure a smooth transition of service there is a benefit in aligning the transfer dates. This report recommends that an end date of 31<sup>st</sup> March 2023 is agreed for both agreements.
7. Termination of the agencies will have a significant impact on the work undertaken by both the Infrastructure and Parking teams and will necessitate a review of the staffing structure that is required to deliver the services that remain with Hart after the transfer. The employment rights of any staff transferring to HCC will be subject to protection under the Transfer of Undertakings Protection of Employment Regulations (TUPE).
8. It will also provide Hart with the opportunity to evaluate the benefits of delivering its off-street parking service as part of a shared service arrangement with Basingstoke and Deane, and Rushmoor Borough Council. Initial conversations with officers at both authorities have suggested that there may be value in exploring this opportunity. This report recommends that £7,000 is allocated to jointly fund the commissioning of consultants to prepare a report on this.
9. Following termination of the agency agreements, HDC will have no responsibility or power to implement, manage or enforce on street parking restrictions. HCC have advised that the enforcement of on-street parking restrictions will be delivered in partnership with a specialist parking services provider, NSL, as an extension to the current arrangements in Gosport, Fareham, New Forest and Test Valley. The contractor will operate frontline enforcement in accordance with Hampshire County Council policies whilst the authority's own in-house Parking Services team will closely manage the operation of the service. The County Council will deal with all aspects of the formal appeals process as well as the management of Residential Parking Permits. The Traffic Management Service will be delivered in-house by the County Council's Traffic and Parking teams, as is already the case for some of the other parts of the County.
10. Despite the termination of the agency agreements, both the District Council and the County Council will continue to work together to ensure that on-street parking and the district owned car parks continue to compliment one another.
11. Functions, such as the processing of local road closures for special events (e.g. street parties, processions, sporting events etc) will continue to be dealt with by the district council under the Town Police Clauses Act as these are powers specific to the district and borough councils.
12. After 31 March 2023 any requests for on street parking enforcement, or alterations to existing parking restrictions in Hart will need to be directed to HCC.
13. Prior to termination of agencies, it has been agreed that the work of the Infrastructure Team Manager will be prioritised to ensure delivery of Harts 2022/23 Traffic Management programme. A copy of the draft programme which has been circulated to all Hart District and County Councillor's for comment is attached at Appendix 1. Cabinet are asked to consider and approve the

2022/23 programme. To ensure that implementation of the programme is completed prior to the agency termination a target completion date for the Traffic Management programme of December 2022 has agreed.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

14. The agency agreements allow for notice to be served by either party subject to the relevant notice being served. An alternative to agreeing to a reduced notice period for the Civil Parking Enforcement agency would be for the council to continue to operate this service until October 2023. Whilst this would enable Hart to retain control of the service for a further 6 months, no benefit to this has been identified. In addition, a termination date which aligns with the termination date for the Traffic Management agency will help facilitate a smooth transition and reduce uncertainty for staff potentially affected. This report, therefore, recommends that a reduced notice period for Civil Parking Enforcement service is agreed.
15. HCC have indicated that they would be prepared to consider a termination date earlier than April 2023 should Hart wish to consider this. However, discussions with HCC officers suggests that the earliest achievable date would be December 2022. An earlier termination date is not recommended as delivery of Harts 2022/23 Traffic Management Programme could not be guaranteed before the agencies transfer, and an earlier date would not promote smooth transition of the service.

## **CORPORATE GOVERNANCE CONSIDERATIONS**

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

16. Approval of this report's recommendations will contribute the Harts Corporate Plan priority of "An Efficient and Effective Council".

#### Service Plan

- Is the proposal identified in the Service Plan? Yes
- Is the proposal being funded from current budgets? No (The report recommends £7,000 is allocated from the general fund to commission consultants)
- Have staffing resources already been identified and set aside for this proposal?  
Yes

#### Legal and Constitutional Issues

17. Article 7 of the Councils constitution provides Cabinet with the authority to approve this report's recommendations.

#### Financial and Resource Implications

18. This report recommends that £7,000 is allocated from the general fund to jointly commission, with neighbouring authorities, consultants to evaluate options for a shared off street parking service which could be operated after the Civil Parking Enforcement agreement has been terminated.
19. It is anticipated that any costs associated with facilitating termination of the agency agreements will be accommodated within the approved 2022/23 revenue budgets for On Street Parking and Highways Traffic Management.
20. The 2022/23 budget for On Street Parking has a gross deficit of £95,045, whilst the Highways Traffic Management budget has a gross surplus of (£23,097). Any financial implications resulting from the termination of the agencies will be incorporated within the 23/24 budget process.

## Risk Management

21. No risks arising from implementation of this report's recommendations have been identified.

## EQUALITIES

22. An equalities impact assessment was undertaken by HCC as part of their decision process, the outcome from this assessment is provided below.
23. It is considered that the proposal to end agency arrangements for civil parking enforcement and for traffic management would have a neutral impact on protected groups as existing service delivery would be unaffected. Any changes to traffic regulations are subject to the Traffic Order process and therefore formal consultation will be undertaken on a scheme specific basis.
24. Should TUPE requirements arise from the withdrawal of the agreements, all appropriate HR and Legal processes will be followed, including engagement with affected staff.
25. No additional equality implications arising from the recommendations of this report have been identified.

## CLIMATE CHANGE IMPLICATIONS

26. No climate change implications arising from the recommendations of this report have been identified.

## ACTION

27. Subject to Cabinet approving this reports recommendations work will commence to:
  - Facilitate the smooth transfer of Harts on street parking, and traffic management services to HCC.
  - Progress discussions with both Rushmoor and Basingstoke and Deane Borough Council to explore the potential for a shared off street parking service.
  - Subject to the agreement of neighbouring authorities, jointly commission consultants to evaluate and make recommendations on the potential for a shared off street parking service.
  - Deliver the approved 2022/23 traffic management programme for Hart.

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

## Appendices

Appendix 1 – Harts Draft Traffic Management Programme for 2022/23

**Background Papers:** None.



Main Road	Minor Road/s	Town/Village	Issue	Potential Solution
Elms Rd	Dorchester Rd & Nightingale Grd	Hook	Parked vehicles obstructing visibility	Junction protection through introduction of double yellow line prohibitions
Medlar Drive	Hawley Road	Blackwater	School parents parking within junction reducing safety, and obstructing access	introduce junction protection with restrictions
Sandy Lane (Jubilee Drive)		Church Crookham	Vehicles being parked by on Sandy Lane, restricting traffic flows	School peak period parking controls
Bartley Way		Hook	Overnight HGV parking in residential areas	Introduce overnight parking prohibition for HGVs over 7.5t
Southby Drive		Fleet	Vehicles parking near junction and long narrow section	Introduce prohibition to protect junctions
A30 London Road	Sheldons Lane	Hook	Vehicles parking on the westbound A30 causing westbound traffic to pass by diverting into the right turn bay and central hatching, causing increased detrimental risk of collision between traffic	Introduce double yellow lines on westbound A30 over extent of right turn bay from crossing point adjacent to Catholic Church in east to end of taper in west
Mitchell Avenue	St Mary's Road	Hartley Wintney	Congestion caused by parking for junior football on Saturday mornings in Jubilee Fields	Double yellow lines around the junction back to the crossing
Dilly Lane		Hartley Wintney	An increase of traffic from recent developments travelling along Dilly Lane with fewer passing places due to on-street parking from local businesses and residents	Introduced localised prohibitions and restrictions
Willowbourne		Fleet	Traffic parking in vicinity of local buildouts and along section of road reducing available passing places	Introduced localised prohibitions around the traffic management buildout
Willowbourne	Alder Court	Fleet	Traffic parking in a manner obstructing refuse collection	Introduced localised prohibitions
Willowbourne	Hitches Lane	Fleet	Willowborne between Alder Court and Hitches Lane, obstructing access to Edenbrook	Introduced localised prohibitions
Palace Gate		Odiham	Long stay parking along Palace Gate causing vehicles to mount and damage highway verge	Introduced localised prohibitions
B3349 Griffin Way South	Station Road	Hook	Vehicles parking on footway and verge obstructing footway for all users	Introduced localised prohibitions
Blaire Park		Yateley	Residents parking in advisory disable bay in congested street	Enforceable disabled parking bay
Reading Road South	Ryelaw Road	Church Crookham	Sole traders and utility vans being parked overnight and at weekends between Chilern Close and RRS obstructing traffic movements and clear visibility of the junction from Ryelaw Rd to RRS, and obstructing vehicles movements from RRS into Ryelaw Road	Prohibition of waiting on approach to junction for 25-metres between Chilern Cl and RRS

Main Road	Minor Road/s	Town/Village	Issue	Potential Solution
Bramshott Lane			Disable users to Bramshott Country Park have restricted access due to over-height vehicles, placing wheelchair bound visitors in danger	Introduce an enforceable disable bay to enable over-height vehicles only
Church Lane	Chatter Alley	Dogmersfield	Vehicles being parked along Church Lane reducing width to single lane and obstructing junctions, and vehicles parking in close vicinity to the Church Lane/Chatter Alley junction obstructing forward visibility and reducing the safety of the junction	As per file note
Albert Street		Fleet	HGV waiting to access Travis Perkins are obstructing private access and visibility	Introduce loading/unloading ban along road edge opposite Travis Perkins
Albert Street		Fleet	Lack of resident parking due to parking by visitors to Fleet Road and other businesses	Review bay provision between Church Road and Reading Road South and revert bays to resident permit holder only

## CABINET

### KEY DECISIONS/ WORK PROGRAMME, AND EXECUTIVE DECISIONS MADE

June 2022

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

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? Note 1	Cabinet Member (Note 2)	Service (Note 3)	* This item may contain Exempt Information
Website Development	To seek Cabinet approval to release funds from the Digital reserve to secure agency staff to accessibility check documents published on our website	Jun 22		TC	JCX	
Whistleblowing Policy	To seek approval of the reviewed and updated Whistleblowing Policy	Jul 22		RQ	CS	
UK Shared Prosperity Fund	To seek Cabinet approval on ways to spend the allocated share of the UK Prosperity Fund	Jul 22		DN	JCX	
Odiham and North Warnborough Conservation Area Appraisal	To endorse the CA appraisal for planning/development management purposes	Jul 22 TBC		GC	P	
Outside Bodies	To approve representation from the Council on identified outside bodies	Jul 22		DN	ALL	
Odiham Common Management Plan	For Members to adopt the Odiham Common Management Plan	Jul 22		DN	P	

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? Note 1	Cabinet Member (Note 2)	Service (Note 3)	* This item may contain Exempt Information
Cycle and Car Parking Standards	To approve the Technical Advice Note on Cycle and Car Parking Standards	Jul 22		GC	P	
The Swan Inn, North Warnborough	To seek Cabinet approval for cost projection and next steps	Jul 22				
Revenue and Capital Outturn 2022/2023	Post consideration by Overview & Scrutiny Committee, to consider the Annual report on outturn	Jul 22		JR	F	
Quarterly Performance Plans	To seek Cabinet approval for reports on performance data	Jul 22 Oct 22 Jan 23 Apr 23		DN	ALL	
Treasury Management 2021/22 (Half Year Report)	Post consideration by Overview & Scrutiny Committee, to consider a Half Year review report on Treasury Management Strategy 2021/22	Aug 22 Jan 23		JR	F	
Medium Term Financial Strategy and Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	Post consideration by Overview & Scrutiny Committee, to consider the Council's Medium-Term Financial Strategy position and future Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	Sep 22		JR	F	

**Note 1**

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

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

**Note 2**

**Cabinet Members**

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

**Note 3**

**Service:**

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

**Note 4**

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

**EXECUTIVE DECISIONS**


By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Exempt from Publication

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Exempt from Publication