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SUMMONS

NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF HART DISTRICT COUNCIL WILL BE HELD IN COUNCIL CHAMBER ON THURSDAY, 18TH MAY, 2023 AT 7.00 PM

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 ELECTION OF CHAIRMAN

To elect a Chairman from amongst the Councillors of the District.

2 ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman from amongst the Councillors of the District.

3 MINUTES OF PREVIOUS MEETING (Pages 5 - 11)

To confirm the Minutes of the Council Meeting held on 27 April 2023.

4 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.

5 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.

6 CHAIRMAN AND CHIEF EXECUTIVES' ANNOUNCEMENTS

To receive any announcements from the Chairman and/or Chief Executive.

7 MEMBERSHIP OF CABINET

The Leader of the Council to confirm the composition of Cabinet.

8 MEMBERSHIP OF COMMITTEES

To receive nominations of Members to serve on each Committee.

Committee	Cons	CCH	LD	To be Allocated	Total
Audit*	2	2	2	1	7
Licensing	3	3	4	1	11
Overview & Scrutiny***	4	4	3		11
Crime and Disorder Joint Scrutiny	1	1	1		3
Five Councils Partnership Joint Committee				2	2
Planning**	4	3	4		11
Standards	2	2	2		6
Staffing	2	2	2		6 †
Appeals	2	2	2		6

Notes:

*No Members of the Cabinet may be Members of the Audit Committee.

**It is Council practice that membership of the Planning Committee will comprise the maximum of one representative from each Ward, provided this is consistent with the rules on political balance.

***No Members of the Cabinet may be Members of the Overview and Scrutiny Committee.

Standards Committee

To confirm membership of the Standards Committee for the municipal year 2023/24

- i. Six District Councillors (as above)
- ii. Three Parish Members to be appointed by Hart District Association of Parish and Town Councils.

9 ELECTION OF CHAIRMAN OF COMMITTEES

The Chairman of the Council will take nominations for Chairman of each Committee.

*Note:

- i. Standards Committee will elect its own Chairman at its first meeting.
- ii. A councillor may not hold the office of Chairman or Vice-Chairman of the Council, or be Chairman of any committee of the Council, for more than three consecutive years without the consent of the Council.
- iii. The Chairman and Vice-Chairman of the Council shall not be eligible for election as Chairman of any standing committee but shall be eligible for election as Chairman of an ad-hoc Committee, Working Party or Sub Committee.
- iv. The Committees will subsequently elect their respective Vice-Chairman at their first meeting.

10 ANNUAL REPORT FROM THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE (Pages 12 - 14)

To receive the Chairman of the 2022/23 Overview and Scrutiny Committee Annual Report and to make comments thereon.

Date of Publication: Wednesday, 10 May 2023

COUNCIL

Date and Time: Thursday 27 April 2023 at 7.00 pm

Place: Council Chamber

Present:

COUNCILLORS -

Worlock (Chairman)

Wildsmith	Crampton	Makepeace-Browne
Axam	Davies	Neighbour
Blewett	Delaney	Oliver
Butcher	Dorn	Quarterman
Butler	Farmer	Radley
Clarke	Forster	Smith
Coburn	Kennett	Southern
Cockarill	Kinnell	Wright
Collins	Lamb	

In attendance:

Canon Peter Bruinvels CC

Officers Present:

Daryl Phillips	Chief Executive
Guy Clayton	Social Inclusion and Partnerships Manager
Claire Lord	Committee and Members Services Officer
Jenny Murton	Committee and Members Services Officer
Emma Evans	Committee and Members Services Officer

77 THE ARMED FORCES COVENANT

The Chairman welcomed Canon Peter Bruinvels who gave a presentation on the Armed Forces Covenant, thanking the Council for its ongoing work with the Military and highlighting the Forces Connect App.

The Chairman and the Chief Executive re-signed the Armed Forces Covenant on behalf of Hart District Council.

The Community Partnerships and Projects Manager was commended for all his work and efforts on securing the Covenant again.

78 MINUTES OF PREVIOUS MEETING

The Portfolio Holder for Environment highlighted that:

At Full Council on 23 February 2023, he stated that car parking charges had been frozen for five years. This was not technically correct. A review of long stay and permit parking was undertaken four years ago, and some charges went up and a few went down.

In the subsequent press release he changed this statement to 'short term car parking charges have been frozen for seven years'

The Chairman accepted this information and there were no objections. The Minutes were proposed by Councillor Oliver and seconded by Councillor Radley.

The Minutes of the meeting of 23 February 2023 were confirmed and signed as a correct record and a post meeting note would be added to reflect the correction offered by Councillor Oliver.

79 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bailey, Engström and Woods.

80 DECLARATIONS OF INTEREST

No declarations made.

81 COUNCIL PROCEDURE RULE 12 - QUESTIONS BY THE PUBLIC

No questions received.

82 COUNCIL PROCEDURE RULE 14 - QUESTIONS BY MEMBERS

A question had been received from Councillor Farmer as detailed in Appendix A.

Members queried if a second question from Councillor Blewett would be answered, and the Chief Executive confirmed that he would respond to this question, on voter ID, in Chief Executive's Announcements.

APPENDIX A

83 CHAIRMAN'S ANNOUNCEMENTS

The Chairman's engagements since the last meeting were noted:

4 March: Mayor of Yateley's Charity Dinner

16 March: Chairman of East Hampshire's Civic Day

18 March: Pelly Concert Orchestra at Church on the Heath

21 March: Chairman of Hart's Civic Day at The Elvetham and Hartland Village

13 April: Lord Mayor of Southampton's Charity Dinner

20 April: Chairman of Hart's Volunteer Award Ceremony and Charity Dinner at The Elvetham

26 April: Chairman of Hampshire County Council's Dinner

84 CABINET MEMBERS' ANNOUNCEMENTS

The Leader of the Council, and member for Strategic Direction, Partnership and Countryside, Councillor Neighbour:

- Cabinet approved new staff resources for Hart's Climate Change work and an existing staff member will move into a new role in May.
- The next Climate Change Working Group meeting will be on 8 June. Overview and Scrutiny Committee and Cabinet will also meet to discuss the latest Climate Change targets and developments.
- Yateley and Odiham Parish Councils continue to trial a scheme loaning out thermal imaging cameras to residents and this scheme is hoped to be rolled out to other parts of the district in the future.
- Work to install solar panels on the roof of the Civic offices has completed.
- Work to install EV charging points in council car parks continues.
- Work to install LED lighting in council car parks is due to be completed over the summer.

The Cabinet Member for Finance, Councillor Radley asked members if they had any questions for him and there were none.

The Cabinet Member for Digital and Communications, Councillor Clarke:

Following the release of the new Council website a few weeks ago, Hart's Communications team have been preparing to release the first Residents' Newsletter and the first issue is expected to be emailed on Tuesday 2 May.

There are 350 subscribers signed up to this new communication channel via the website so far - and we ask members to encourage residents to join them.

The Leader of the Council, Councillor Neighbour read an update from the Portfolio Holder for Community Councillor Stuart Bailey. It highlighted the Overview and Scrutiny Committee's upcoming visit to the new CCTV control room at Runnymede on 14 June. He included that subject to number restrictions other Members were welcome to attend too.

The Cabinet Member for Place, Councillor Graham Cockarill gave no update.

The Cabinet Member for Regulatory, Councillor Tina Collins gave no update.

The Cabinet Member for Environment, Councillor Alan Oliver gave no update.

85 CHIEF EXECUTIVE'S ANNOUNCEMENTS

The Chief Executive reported he had written to all Members regarding the new Government requirement to present ID at a polling station. The email was sent in response to Councillor Blewett's question:

Given that we should ensure appropriate transparency in respect of the elections on Thursday 4 May; I hope that we will record the number of people who become victims of the Government's ID policy and are turned away from each polling station.

Will we be advised of these numbers please?

The Chief Executive confirmed that the Government will decide what information should be disclosed regarding voter ID at polling stations and by law this will not be disclosed on a polling station basis; it will likely be on a district-wide basis.

A Member asked if on polling day, should voters be concerned on how valid ID would be?

The Chief Executive confirmed that the final decision on ID would lie with the individual polling station's Presiding Officer. However, senior officers acting as Polling Station Inspectors would be able to support Presiding Officers in making any decision on voter ID if such a need arose.

A Member asked if the Police were concerned about potential problems that may arise at polling stations on Election Day due to the introduction of presenting ID to vote. The Chief Executive confirmed the Police were aware.

86 MINUTES OF COMMITTEES

The Minutes of the following Committees, which met on the dates shown, were received by Council.

Meeting	Date
Cabinet	2nd March 2023
Cabinet (draft)	6 th April 2023
Overview and Scrutiny	14 th February 2023
Overview and Scrutiny	14 th March 2023
Overview and Scrutiny (draft)	11 th April 2023
Audit (draft)	28 th March 2023
Planning	15 th February 2023
Planning (draft)	22 nd March 2023

The Chief Executive reminded Members that the Audit item – Item 34, updating the Audit Terms of Reference, if approved would change the Constitution.

The Audit Item was proposed by Councillor Southern and seconded by Councillor Axam and is deferred until the July Council meeting.

87 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

There were no Outside Bodies feedback from Members.

Before finally closing the meeting, the Chairman and Group Leaders thanked Councillors Kinnell and Lamb for their contributions to Hart as they were retiring from the Council.

The meeting closed at 7.48 pm

COUNCIL MEETING – THURSDAY 27 APRIL 2023

COUNCIL PROCEDURE RULE 14, QUESTIONS BY MEMBERS

Councillor Farmer asked:

Following the damning independent TIAA audit report into the management of the Shapley Heath project, Audit Committee asked Cabinet to provide a response to the management recommendations contained within the Shapley Heath Audit Review report, and to review the application of project governance, financial controls, and reporting for the Shapley Heath project and to provide a response to Audit Committee on lessons learnt.

This independent review of the role of Cabinet and Members (an internal member review and reflection report) was prepared by Emanuel (Manny) Gatt and published on 6th February 2023.

Which of the findings of this comprehensive independent report does the Portfolio Holder for Place not agree with?

Councillor Cockarill responded:

The independent review was a constructive process which led to a set of informed recommendations. Cabinet accepted the findings and recommendations of the report at its meeting on 2nd March.

Councillor Farmer asked a supplementary question:

The Shapley Heath Project broke governance rules, broke procurement rules, failed to control finances, and spent over £820,000 without achieving one key milestone.

There was little engagement with the Opportunity Board and nothing of substance was reported to it.

The Opportunity Board did not endorse the Project and Cost Plans.

The 'Manny Gatt' report says:

“When questions were raised by members throughout the timeline about financial spend and governance of the project, the answers given failed to fundamentally address the concerns raised.”

And

“Notwithstanding the Opportunity Board’s role, the cabinet remains ultimately accountable for all the councils’ projects and the portfolio holder is responsible for holding officers to account and alerting cabinet about areas of concern.”

The Leader of the Council has accepted the findings of this report in full at Cabinet.

Audit Committee has accepted the findings of this report in full.

It is clear where the responsibility lies with the Portfolio Holder.

When therefore will the Portfolio Holder for Place resign as a consequence of the shambolic Shapley Heath project?

Councillor Cockarill responded:

I will not be resigning.

This project was looked after by an Opportunity Board drawn from all members of this group, of all parties represented and the Independent. Cabinet is ultimately responsible for project management in the council. But opportunity was given to all Members of this Council to give their views.

Cabinet has received the recommendations and agreed with them, and work is ongoing to improve project governance on this Council.

OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING: 11 APRIL 2023

**TITLE OF REPORT: REVIEW OF THE WORK OF OVERVIEW AND SCRUTINY
COMMITTEE OVER THE PAST YEAR 2022/23**

Report of: Chairman of the Overview & Scrutiny Committee

1. PURPOSE OF REPORT

1.1. To review the work of Overview and Scrutiny Committee over the past year 2022/23.

2. CHAIRMAN'S RECOMMENDATION

2.1. That Members note the report and the subsequent actions taken.

3. WHAT IS OVERVIEW AND SCRUTINY?

3.1. Every local authority operating a Cabinet and Scrutiny model has a Cabinet made up of the Leader of the Council and up to nine other members. All executive decisions (i.e., those needed to implement the Policy Framework and Budget approved by the Council) are taken by the Cabinet.

3.2. Overview and Scrutiny bodies are not "decision making" bodies but are bodies which monitor and influence those that are. The Overview and Scrutiny role, carried out by non-Cabinet members, is designed to support the work of the Council in the following ways:

- Reviewing and scrutinising decisions taken by the Cabinet (acting as a "critical friend")
- Considering aspects of the Council's performance
- Assisting in research, policy review and development
- Involving itself with external organisations operating in the district to ensure that the interests of local people are enhanced by collaborative working
- Providing a means of involving the communities in the Council's work.

3.3. The Committee also reviews and scrutinises decisions made, or actions proposed in connection with the Council functions, including that of budget monitoring and service delivery.

4. REVIEW OF 2022/23 AND THE ACTIONS TAKEN

4.1. This year, moving on from the Coronavirus pandemic, the Overview and Scrutiny Committee with support from Officers have had a productive year.

4.2. Notable actions include the successful implementation of Service Panels which has given Members the opportunity to take ownership and also have time to carry out more in-depth examinations into service performance.

- 4.3. A specific cross party task and finish group was set up to look at the Council's approach to Conservation Area Appraisals.
- 4.4. Membership of the Overview and Scrutiny Committee provides an excellent introduction for newly elected Councillors to gain an understanding of the policies and procedures of local government, enabling them to contribute effectively during policy review, debates and decision-making.

4.5. Regular reports

The Committee received quarterly or bi-annual monitoring reports on the following

- Service performance relative to Service Plan and Key Performance Indicators on a quarterly basis (once the Service Panels had been formalised).
 - Part way through the year, the number of service Panel was revised from 4 to 3.
- Outturn Position, Medium Term Financial Strategy (MTFS) along with Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan Budget monitoring to ensure that the Council in on track to meet and stay within Council agreed budget parameters
- Hart Flood Forum – twice a year (including details of Parish Flood Forum)
- Corporate Risk Register update – bi-annual
- Cabinet Work Programme
- O&S Work Programme
- Analysis of complaints received by the Council.

4.6. Regular annual one-off reports -

The Committee also received:

- Prior to consideration by Cabinet the draft Treasury Management Strategy
- Draft Budget
- Draft Service Plans
- Local Government Ombudsman Annual Review Letter
- Crime and Disorder Joint Committee update

4.7. Heads of Services

Heads of Services attended relevant meetings and answered questions about their Service Plans.

5. INDIVIDUAL ITEMS OF NOTE

5.1. Odiham Common Management Plan

Was reviewed and a broad set of cross-party comments passed to Cabinet, which they ignored.

5.2. Annual planning policy monitoring report

The report shows how Hart is progressing against its Local Plan targets.

5.3. Local Cycling and Walking Infrastructure Plans (LCWIP)

The committee received a detailed presentation from Sustrans and raised a number of questions and suggestions.

5.4. Butterwood homes (Hart Housing Company) update by scrutiny panel

The sub-committee providing oversight of Butterwood homes provided feedback to O&S.

5.5. Corporate Plan

Members provided feedback and comment alongside residents, prior to this going to Cabinet.

5.6. Review of Financial Regulations and Contract Standing Orders

Members provided comments and improvements to the draft document prior to them going to Cabinet.

5.7. Fleet Pond Green Corridor and Hartland Park Mitigation Works

The report was noted.

5.8. Corporate Risk Register

Bi-annually, Members reviewed the Corporate Risk Register which 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. The report was for noting only.

5.9. Climate Change Carbon Pathway Report

Members reviewed the Climate Pathway Report and provided comments to Cabinet on the baseline carbon footprint.

Contact Details: Councillor Chris Dorn