



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday 6 July 2023 7.00 pm
Place:	Council Chamber
Enquiries to:	Committee Services Committeeservices@hart.gov.uk
Members:	Neighbour (Leader), Radley (Deputy Leader), Bailey, Clarke, Cockarill, Collins, Oliver and Quarterman

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 - 7

The minutes of the meeting held on 1 June 2023 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 PARKRUN

8 - 10

This report provides Cabinet with an update addressing two areas of initial concern originally raised at Cabinet on Thursday 5th August 2021; notably issues related to participant numbers and parking in residential areas.

The report also seeks permission to continue the lease establishing Edenbrook's Parkrun event as a permanent fixture.

RECOMMENDATION

That Cabinet agrees to grant a 5-year extension to the current lease to operate Parkrun at Edenbrook Country Park.

7 CLIMATE CHANGE ACTION PLAN

11 - 41

This report presents the draft Climate Change Action Plan for approval. This Plan replaces previous plans.

RECOMMENDATION

Cabinet is requested to review the draft Climate Change Action Plan and, having regard to the views of the Climate Change Working Group and the O&S Committee, approve the Plan.

8 Q4 PERFORMANCE PLAN REVIEW

42 - 58

To update Cabinet on the Council's performance indicator results for

Quarter 4 of 2022/2023 (1 January 2023 – 31 March 2023).

RECOMMENDATION

That the performance report for Quarter 4 2022/23 is noted by Cabinet.

9 CABINET WORK PROGRAMME

59 - 62

To consider and amend the Cabinet Work Programme.

10 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, 2 and 3 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.

11. THE SWAN, NORTH WARNBOROUGH

63 - 65

To agree (subject to contract and planning permission/Listed Building Consent being granted) to sell the freehold of the former Swan Inn.

RECOMMENDATION

Cabinet agrees (subject to contract and planning permission/Listed Building Consent being granted) to sell the freehold of the former Swan Inn and the Chief Executive, in consultation with the Portfolio Holder for Corporate Service be delegated authority to agree the final details of any contract and are authorised to conclude the sale

Date of Publication: Wednesday 28 June 2023

CABINET

Date and Time: Thursday 1 June 2023 at 7.00 pm

Place: Council Chamber

Present:

Clarke, Cockarill, Collins, Quarterman (Chair) and Radley (virtual)

In attendance: Axam, Forster

Officers:

Daryl Phillips	Chief Executive
Mark Jaggard	Executive Director, Place
Daniel Hawes	Planning Policy and Economic Development Manager
Sharon Black	Committee and Member Services Manager

1 ELECTION OF CHAIRMAN FOR MEETING

In the absence of the Leader, and with the Deputy Leader attending remotely, Cllr Quarterman was elected Chairman for the meeting.

Proposed by Cllr Clarke; Seconded by Cllr Collins

2 MINUTES OF THE PREVIOUS MEETING

The minutes of 6 April 2023 including the exempt minutes, were confirmed and signed as a correct record.

3 APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Neighbour, Bailey and Oliver.

Cllr Cockarill arrived at 7.01pm.

4 DECLARATIONS OF INTEREST

No declarations were made.

5 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements.

6 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

There were none.

7 CORPORATE RISK REGISTER

The Council maintained a corporate risk register which was revised by management on a regular basis. It had been considered by the Overview & Scrutiny Committee. It provided assurance that appropriate arrangements were in place to mitigate the risks identified.

Members noted:

- The risk register had been discussed in detail at the April Overview & Scrutiny meeting, and key comments from that meeting had been incorporated into the covering report for Cabinet
- Some areas of risk, such as staffing, would be monitored by various Committees
- There were no significant or unexpected issues

Members discussed:

- The risks to the Council through cyber security, and that the Council were working with consultants to ensure that systems were as secure as possible, whilst not being complacent about potential future attacks
- That the report was produced on a six-monthly basis and would come back to Cabinet via Overview and Scrutiny

DECISION

Cabinet noted the corporate risk register and the current mitigation that was in place.

8 DRAFT LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)

This item was to consider the draft Hart Local Cycling & Walking Infrastructure Plan (LCWIP) and approve it for public consultation.

Members noted:

- Other local councils were also producing LCWIPs, which were at different stages of development
- The draft document had been produced by consultants Sustrans and was a joint document with Hampshire County Council
- The draft plan will go out to consultation and then would come back to Cabinet via Overview and Scrutiny. As the plan progresses Cabinet would get further updates
- The document was a high level framework which would allow for bids to be made for funding from Government and other organisations for different schemes

Members discussed:

- Which Portfolio Holder was responsible for the LCWIP. This was the Portfolio Holder for Planning Policy at present but would transfer to the

Portfolio Holder for Community Safety and Development Management when specific schemes began. A list of Portfolio Holder responsibilities would be published shortly.

- That Sustrans report was produced from an information gathering exercise and that feedback from all stakeholders would be considered before the final report was published later in the year
- Why some schemes had not been included. This was because there was an aim not to duplicate existing projects that already had funding allocated
- How far neighbouring Councils had got in developing similar proposals
- How the consultation would be run, with a request that this was not just online but with copies in key locations, such as libraries etc
- The need to seek the views of a wide range of stakeholders, including schools (Cllr Forster declared an interest as the HCC Portfolio Holder with responsibility for schools)
- The need for secure cycle storage in town centres and other key locations to encourage people to take their bicycles rather than cars. This would be looked at as part of the review of the responses to the consultation.
- The possibility of having charging points for e-bikes.

Proposed by: Cllr Cockarill; Seconded by: Cllr Collins

DECISION

Cabinet:

- approved the draft Local Cycling and Walking Infrastructure Plan (LCWIP) for public consultation
- delegated authority to the Executive Director – Place, in consultation with the Portfolio Holders, to make any final changes to the draft LCWIP document prior to consultation in light of further comments from Hampshire County Council

9 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

To seek nominations to Hart's approved list of Outside Bodies for the coming year.

Members considered the proposed representatives put forward by the Group Leaders for 2023/24.

A full list of the agreed appointments is attached at Appendix 1.

Proposed by: Cllr Collins; Seconded by: Cllr Clarke

DECISION

Cabinet agreed the representatives for each of the Outside Bodies as identified in Appendix 1

Appendix 1 - Representatives on Outside Bodies 2023-24

10 CABINET WORK PROGRAMME

The Cabinet work programme was considered and agreed without any amendment.

The meeting closed at 7.48 pm

CABINET

DATE OF MEETING: 6 July 2023

PARKRUN TRIAL UPDATE

Report of: Executive Director - Communities

Cabinet Portfolio: Strategic Direction and Partnerships

Key Decision: No

PURPOSE OF REPORT

1. This report provides Cabinet with an update addressing two areas of initial concern originally raised at Cabinet in August 2021; notably issues related to participant numbers and parking in residential areas.
2. The report also seeks permission to continue the lease establishing Edenbrook's Parkrun for a further 5 years.

RECOMMENDATION

3. That Cabinet agrees to grant a 5-year extension to the current lease to operate Parkrun at Edenbrook Country Park.

BACKGROUND

4. In August 2021 Cabinet agreed a 12-month Parkrun trial at Edenbrook Country Park/ The trial was to assess the impact of participant numbers and also parking in the locality.
5. Over the past 12 months, 50 Parkrun events have taken place on Saturday mornings at Edenbrook Country Park. There have been no complaints, but 5 general enquiries have been received. The full monitoring sheet can be seen in the background paper (Monitoring Summary), this summarises the enquiries made, and the actions taken to address them.

MAIN ISSUES

6. **Participant Numbers** – Initially concerns were raised about the popularity of the event and the numbers of people it might attract. It was predicted that numbers would be high due to the attraction of a new event and route to run. Participant numbers started at around 350 and one unprecedented weekend reached nearly 500 participants as both local events at Rushmoor and Sandhurst Parkrun's were cancelled. Now the event has settled down and the average number of participants has settled at around 300. This number is manageable and raises no operational concerns.
7. **Parking** - Concerns were raised around the capacity for car parking. Parkrun organisers have actively encouraged attendees to use alternative forms of transport and to walk and cycle to site where possible. The use of the Leisure Centre car park is effective, and the parking system operates comfortably without and overspill. There have been no reports of attendees parking on residential roads and neither have complaints been received.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

8. Not to continue lease – This is a well-attended event by the local community and if it were to discontinue there would be a reduction in local health and wellbeing provision.
9. To continue with a further 6-month review – Because there are minimal incidents and no issues with parking, a further review is necessary.

CORPORATE GOVERNANCE CONSIDERATIONS

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

The continuation of the Parkrun will support the delivery of the following themes within the Hart 2040 Vision

- Theme 1: Be the place to live, work and enjoy.
Specifically, by providing accessible opportunities for healthy activity.
- Theme 2: Design the community to live in, work with and enjoy.
Specifically continuing to build a great sense of community, reducing social isolation
- Theme 3: Enhance the environment to live in, work and enjoy.
Specifically enhancing our leisure provision e.g., new country parks delivering improved facilities, and through promotion of culture and heritage in the districts e.g. through events. Working with existing public sector sports facilities providers in the district to create an improved/coordinated health offer for our residents.

It will also support the delivery of the following goals within the Corporate Plan 2023–2027.

- Tackle social and health inequalities – Parkrun is free and everyone is made to feel welcome.
- Support a vibrant local voluntary sector – Parkrun is entirely run by volunteers.

Service Plan

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

Legal and Constitutional Issues

There are no legal or Constitutional issue. However, there is provision of a break clause in the contract with Parkrun should it be required.

Financial and Resource Implications

Park maintenance and liaison with organisers are covered through the Countryside Services annual revenue budget. However, these are so minimal that they do not affect the general budget.

Risk Management

It is proposed that there be a further 5-year lease, and this could be restrictive if there were incidents that became unmanageable.

EQUALITIES

10. The event is inclusive with over 200 volunteers from across the community giving their time to support this initiative.

CLIMATE CHANGE IMPLICATIONS

11. Participants are actively encouraged to use public transport or to walk/cycle to the event.
12. Volunteers litter pick the site after the event has taken place.

ACTION

13. A new extended 5-year lease will be prepared.

Contact Details: Katy Sherman, Communications and Engagement Officer

Appendices

None

Background Papers:

[Monitoring Summary .xlsx](#)

CABINET

6 JULY 2023

CLIMATE CHANGE ACTION PLAN

Report of: Executive Director - Corporate Services

Portfolio Responsibility: Portfolio Holder for Climate Change and Corporate

Key Decision: Yes

Confidentiality: Non-Exempt

PURPOSE OF REPORT

1. This report presents the draft Climate Change Action Plan for approval. It replaces all previous plans.

RECOMMENDATION

2. Cabinet is recommended to approve the Plan.

BACKGROUND

3. The following shows the chronology of key decisions relating to Climate Change actions:
 - a) Sept 2019 - Hart District Council declared a Climate Emergency
 - b) Feb 2020 - Cabinet approved Climate Change Action Plan
 - c) April 2021 – Council agreed pledge to make Hart District carbon neutral by 2040 and areas under direct control of the Council carbon neutral by 2035
 - d) April 2022 – Climate Change update report to Council
 - e) August 2022 – Cabinet agreed budget allocation of £241k for projects
 - f) Oct 2022 – O&S/Cabinet received Eunomia report ‘Net Zero Operational Road Map’
 - g) March 2023 – Cabinet approved proposal to strengthen the staff resources to deliver the Climate Change Action Plan.
 - h) March 2023 – Local Partnerships commissioned to prepare a revised Action Plan
 - i) May 2023 –new Sustainability and Climate Change Officer appointed
 - j) June 2023 – Climate Change Working Group met to consider the draft Action Plan.
 - k) June 2023 draft Action Plan reviewed .by Overview & Scrutiny Committee

MAIN ISSUES

4. The Council’s previously agreed Action Plan needed to be updated to reflect the findings of the Eunomia report. Local Partnerships were commissioned to undertake the review and to produce an easy-to-understand, deliverable plan. The objective is to help the Council prioritise its actions in pursuance of the agreed overall carbon reduction objectives. An indication of costs was also sought against each action to inform financial and resource planning.
5. The draft Action Plan, along with Local Partnerships’ introduction and methodology are included in Appendices 1 and 2.

6. The Climate Change Working Group reviewed a presentation from Local Partnerships and considered the draft Action Plan at its meeting on 8 June 2023. The comments from this meeting are included at Appendix 3.
7. At its meeting on 20 June, Overview & Scrutiny Committee received a presentation from Local Partnerships and reviewed the draft plan. The following (in italics) is an extract from the draft minutes:

The meeting agreed that they liked the objectives and how they were linked and noted that this much improved plan. Members felt that there were some matters that needed further investigation,

- a) *Terminology - concern was raised that there were still references to Net Zero in the reports and on the web site. Officers undertook to ensure that only the term Carbon Neutral would be used in future and that all references to Net Zero would be removed. It was also noted that a reference to OLEV should say OZEV instead.*
- b) *Clarity – although the meeting liked the objectives it felt that it should be clearer who would be setting them and when. Concern was also raised about the vagueness of the outcomes. It was felt that these should be more specific. It was felt that reasonable time scales also needed to be set.*
- c) *Funding – it was explained that the outcomes were closely linked to funding. Discussion took place around how the various projects would be funded. It was acknowledged that there was some funding available in reserves, however the meeting was also told that there would be funding available from Central Government. It was explained any funding from Central Government was generally only available for a short space of time, and so Local Partnership was working with Hart’s Climate Change team to ensure that it was ready to bid for any funding as soon as it was available.*
- d) *Priorities – following on from the discussions about applying for funding, suggestions were made about splitting the objectives into smaller categories to give more flexibility, particularly the ‘indicative cost’ measure, allowing the council to prioritise more efficiently and so be able to take advantage of all and any opportunities that arise. However, it was also commented that expensive projects should not be dismissed as it was always possible that funding may be made available in the future.*
- e) *Renewable Energy – a query was raised as to whether, or not the council was already using 100% renewable energy. It was commented that Hart District Council bought green energy through a Hampshire County Council Scheme, but officers agreed to investigate exactly how green the energy purchased was. A query was also raised about the placing of Wind Turbines on Bramshott park, it was agreed that Local Partnership should reach out to the various airports in the district to see if this was in fact a viable option.*
- f) *Transport – it was commented that there seemed to be an omission in the report as regard to “getting people out of petrol and diesel vehicles”. Local Partnerships agreed and this additional point would be passed to Cabinet for consideration.*
- g) *Governance – it was welcomed that Corporate Project board will be overseeing the key projects and that Overview and Scrutiny will also be part of the governance process. Members felt that projects should not be open*

ended and that monies should only be released on the completion of the previous step.

8. Whilst the core staff resource base has been strengthened to help coordinate and oversee the delivery of the plan, it is likely that additional resources will be needed for individual projects and initiatives. Officers will identify resource needs at the climate change officer group, and this will feed up to approval requests to Cabinet.
9. Once approved by Cabinet, the officer group will complete the allocation of lead officers and will start to work up detail costs and timescales. This will be done at pace to ensure that the focus on action and delivery.
10. The governance arrangements for the climate change Action Plan will be the officer group at operations level, which will take actions within delegations and budget approvals, the corporate Project Board which will oversee the programme of projects at a high level and O&S committee and Cabinet will monitor progress. The Portfolio Holder will work closely with the Sustainability and Climate Change Officer throughout the year.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

11. The alternative 'do nothing' option is not feasible. The Council needs an up-to-date Action Plan if it is to address the climate emergency. Achieving the 2035 and 2040 targets will not be possible without adequate planning and oversight.

CORPORATE GOVERNANCE CONSIDERATIONS

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

The Climate Change Action Plan supports the key 'Planet' priority set out in the Corporate Plan and its primary objective is to guide the Council towards achieving its vision.

Service Plan

Is the proposal identified in the Service Plan? Yes

Is the proposal being funded from current budgets? The plan is within existing budgets, some actions will require additional funding which will be subject to individual approval requests

Have staffing resources already been identified and set aside for this proposal? Yes for the coordination of the plan, some projects will require additional staff resource which will be subject to approval

Financial and Resource Implications

The table below shows the budget and staff resources for the climate change function.

	2022/23 Budget £	2023/24 Budget £
Staff cost	*55,000	**115,200
Other running costs	6,100	4,800
General operational budget:		
- approved projects	241,500	
- other, to be identified	8,500	200,000

Total	311,100	320,000
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*1x0.5fte Sustainability Officer, 1x0.7fte Comms and Engagement Officer

**1fte Sustainability Officer, 1x0.7fte Comms and Engagement Officer,
1x0.5fte Projects Officer

During 2023 there will be a council-wide review of reserves which will aim to target available resources at priority spending areas, including delivering the climate change Action Plan. The Action Plan identifies where external funding may be possible and officers will be focusing on this during 23/24 and beyond.

A separate report will be submitted to Cabinet in August seeking approval for a range of projects that align to the Action Plan. These will be individually costed and include estimated staff resource necessary to deliver them. The project budgets will be monitored by the finance team who will attend the climate change officer working group and the corporate project board for the larger projects.

Risk Management

The proposals should address the risk or failure to deliver against the Council's stated priorities and ensure that opportunities for securing external funding are explored.

EQUALITIES

12. The proposed changes set out in this paper are not considered to impact on equalities directly.

CLIMATE CHANGE IMPLICATIONS

13. The proposals included in this report underpin the delivery of the Council's climate change Action Plan.

Contact Details:

Graeme Clark – Executive Director - Corporate

Liz Vango-Smith – Sustainability and Climate Change Officer

Appendices

Appendix 1 – Local Partnerships' introduction and methodology

Appendix 2 - Draft Climate Change Action Plan

Appendix 3 – Notes from Climate Change Working Group meeting 8 June 2023

Background Papers:

There are no unpublished background papers



JOINTLY OWNED BY



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Hart District Council

Climate action plan

Thursday 8 June – Climate Change working group



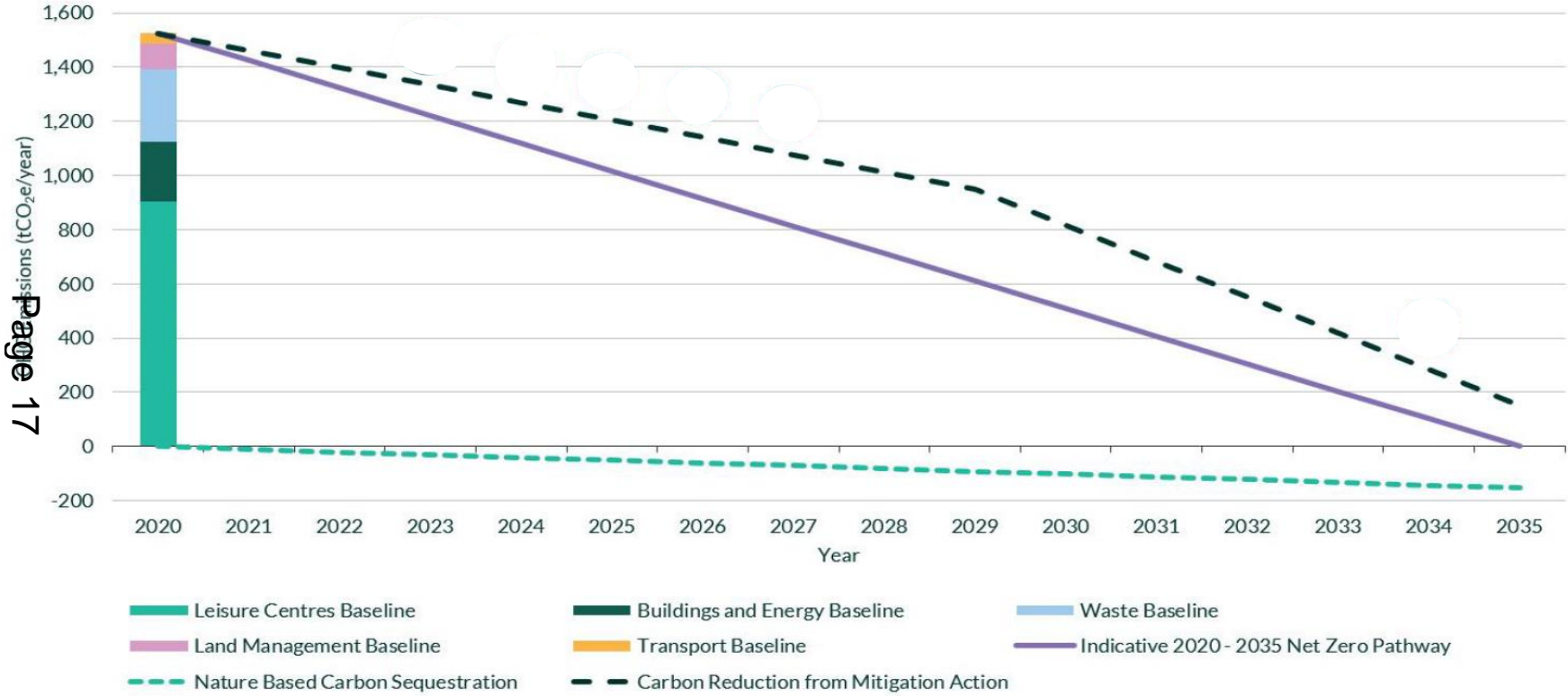
CORPORATE PLAN OBJECTIVES

2023 - 2027

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	Planet	People	Place
Objective	Make all areas directly under the control of the Council carbon neutral by 2035. Carbon neutral district by 2040.	Fair treatment for all, help those in need, and a sustainable economy that makes Hart a great place to live, work and enjoy.	Deliver warmer, better homes in sustainable locations that people can afford to live in.
Four year goals	Establish a clear path to being carbon neutral through the adoption of a costed carbon neutral pathway plan.		

CARBON NEUTRAL PATHWAY – Own Operations (produced by Eunomia)



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FOCUS AREAS

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Buildings

- Operational buildings
- Leisure Centres
- Produce decarbonisation plans
- Fabric first approach
- Leased buildings




Energy

- Invest in solar PV
- 100% renewable energy tariff

Transport

- Update infrastructure for EV vehicles
- Switch to Evs
- Switch to using alternative fuels e.g. HVO

OVERVIEW OF MAIN OBJECTIVES

	Buildings	Energy	Transport	Reporting & Comms
<p>1. Example Set a positive example for others by reducing our own emissions</p> 	Reduce emissions from Hart DC operational energy consumption, through energy efficiency and decarbonisation, to be carbon neutral by 2035.	Decarbonise electricity supply and increase Hart DC energy consumption from renewable sources by X% by XX	Transition all Hart DC fleet vehicles to ultra-low / low emissions vehicles by 2035 .	Communicate and report the council's progress towards net zero 2035, as well as raising awareness of mitigation and adaptation measures, both internally and externally.
<p>2. Enable Support action within communicates and across our partners</p> 	Support Everyone Active to reduce their emissions from energy consumption, to be carbon neutral by 2035.	Engage with Everyone Active to increase energy from renewables by X% by XX	Electrify waste vehicles. Provide electric vehicle charging infrastructure across the district. Extend the Green Grid network.	Update the Council's website for Hart residents and businesses to access information on what they can do to reduce emissions by xx .
<p>3. Encourage Ensure all efforts help to deliver ambition of carbon neutral district by 2040</p> 	Put sustainability at the heart of our local planning processes to include requiring the delivery of energy-efficient, climate-resilient and adaptable housing.	Sharing of guidance and advice to residents and businesses on measures to improve energy efficiency.	Promote and encourage use of low emissions vehicles in Hart / benefits of active travel.	Use various campaigns to encourage behaviour change of residents and businesses to be a carbon neutral district by 2040.
Co-benefits	Improved air quality Reduced operational costs Local economic growth	Security of supply Reduced exposure to market price increases	Improved air quality Promotes better mental health Equity between staff	Improved staff satisfaction Enhances Council's reputation

ACTION PLAN SUMMARY

Split into 5 main sections

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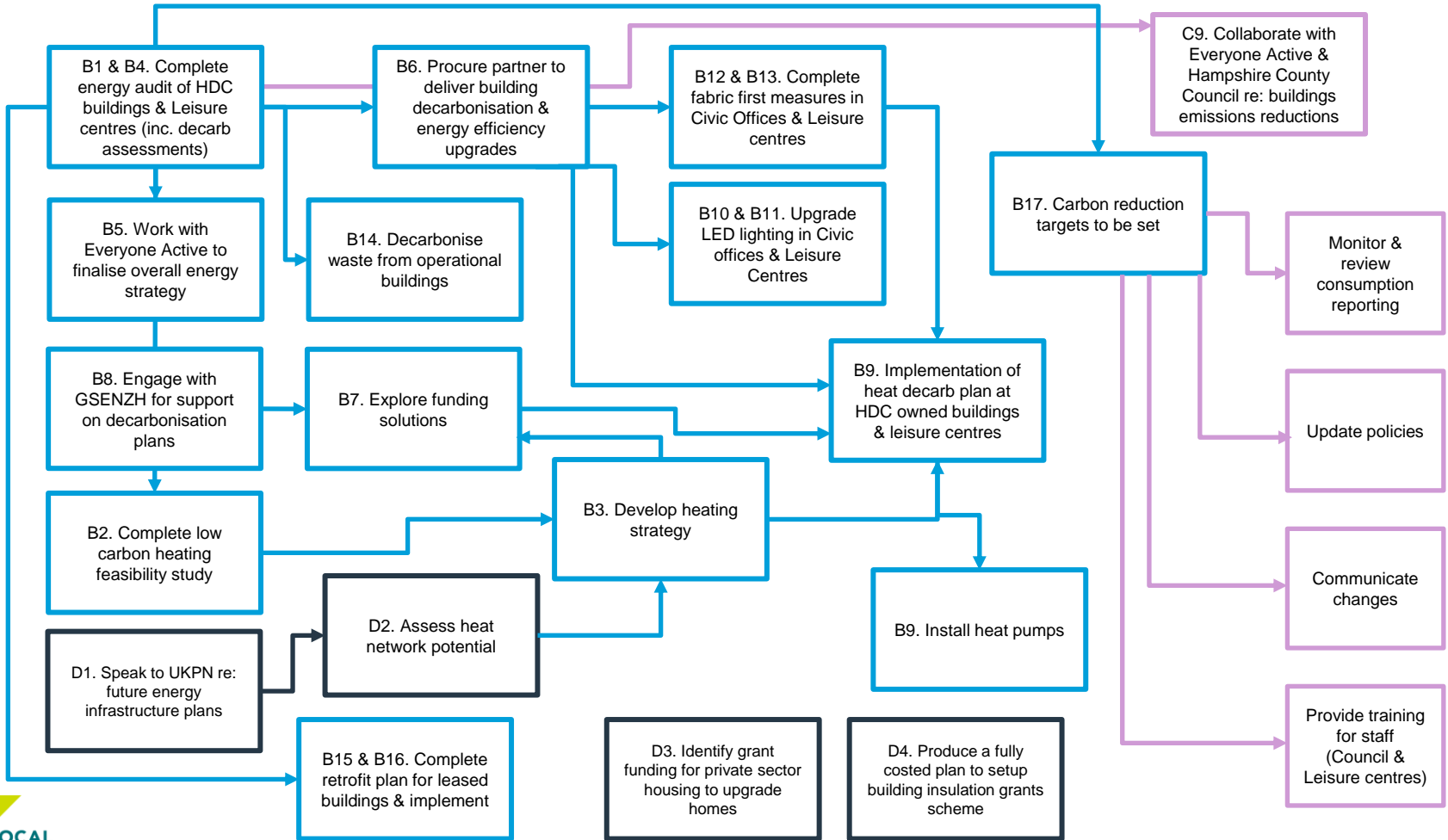
Buildings	Energy	Transport	Reporting & Comms	District Wide
<p>Biggest source of council emissions</p> <p>Focus on decarbonisation and improved energy efficiency of HDC owned buildings and Leisure Centres</p> <p>Within the Council's control</p> <p>Funding available, e.g., PSDS, Low Carbon Skills Fund</p>	<p>Linked to buildings emissions</p> <p>Focus on decarbonisation of electricity supply and increase renewables sources e.g. PV</p> <p>Within the Council's control</p> <p>Funding available, e.g. PSDS, Low Carbon Skills Fund</p>	<p>Biggest source of District emissions</p> <p>Focus on decarbonisation of vehicles and development of infrastructure required to support this</p> <p>Within the Council's control, working with key stakeholders</p> <p>Funding available, e.g. OLEV</p>	<p>The Council has a separate comms plan</p> <p>Focus on raising awareness, communicating changes, providing training, and maintaining positive relationships with key stakeholders.</p>	<p>Carbon neutral by 2040</p> <p>Initial focus is on actions within the Council's immediate control, but there are many actions the Council can have a positive influence on.</p> <p>Some of these actions fall into other categories</p>

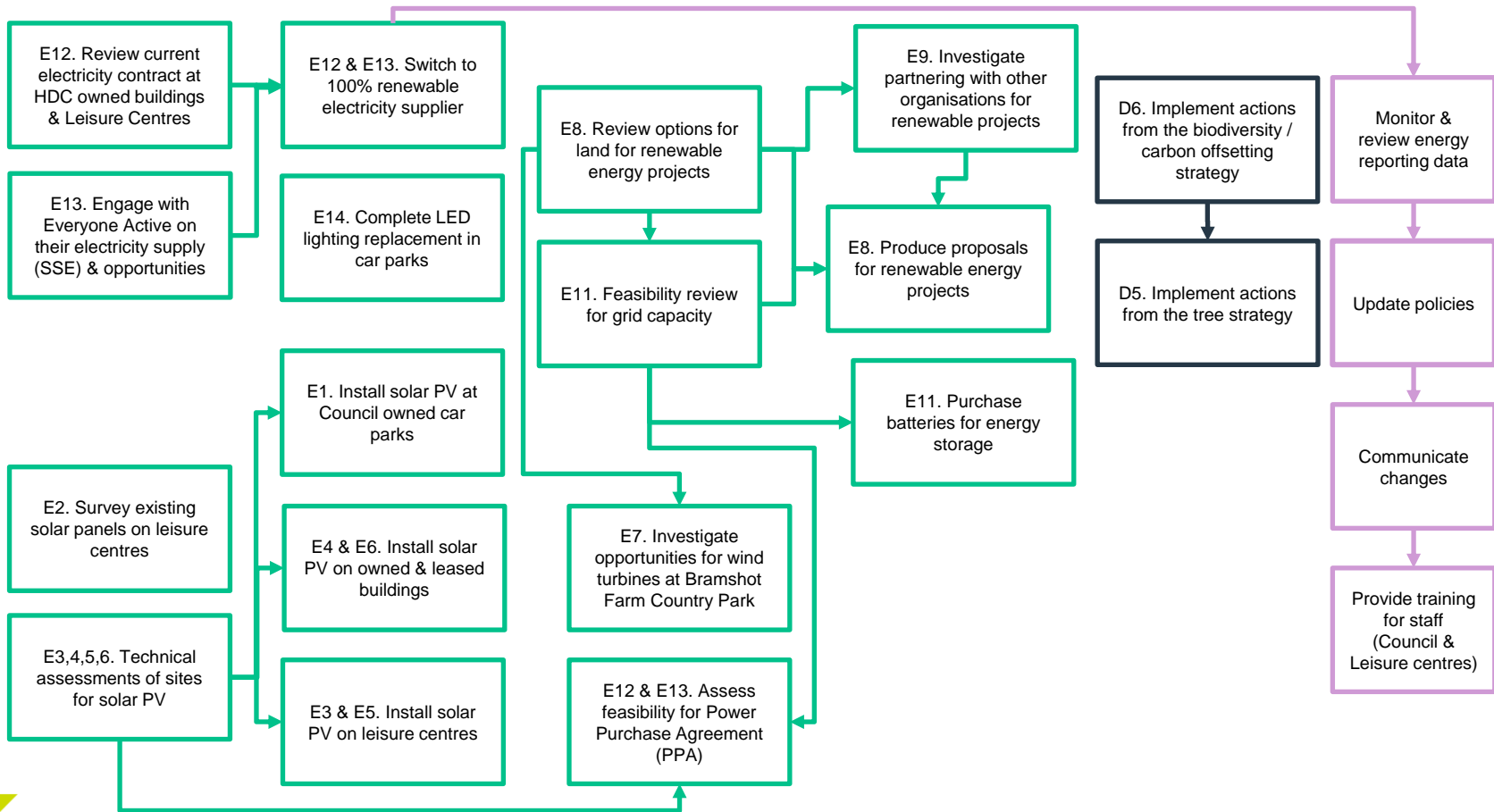
ACTION PLAN SUMMARY

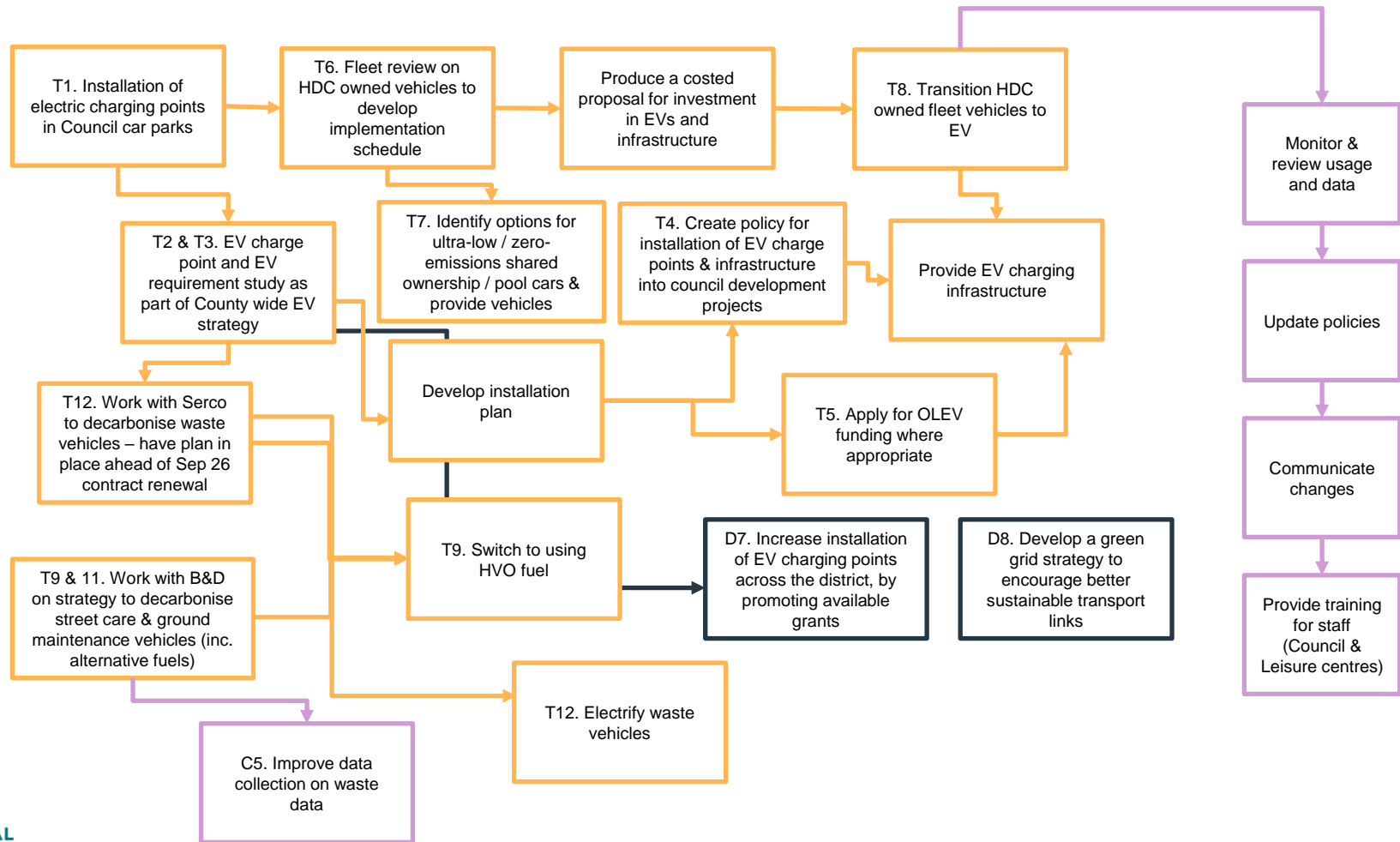
Categorisation to help with prioritisation

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Category	Choice	Description
Timeframe	Short	Next 3 years (i.e MTFP) - takes you to 2026
	Medium	3 - 7 years (2030)
	Long	7+ (2030+ leaves 5 years until 2035 carbon neutral target)
Indicative cost	£ 10 - 10,000	£10 - £10,000
	££ 10,000 - 50,000	£10,000 - £50,000
	£££ 50k+	£50,000+
Carbon impact	Low	Low carbon reduction, <1% reduction in council's own emissions
	Medium	Moderate carbon reduction, 1 - 5% reduction in council's own emissions
	High	Significant carbon reduction, 5-10% reduction in council's own emissions
Council control	Control	Within the Council's control and has a direct impact on operational emissions (Scope 1 and 2)
	Influence	Outside of the Council's control, but in an area of influence, that will impact on scope 3 emissions and district wide
Action type	Enabling	Supports and influences others to take action / supports other actions to take place e.g., by encouraging behaviour change
	Tangible output	Output report / implementation of measures
Resource complexity	Low	Existing resource in-house
	Medium	Blend of existing and external resource
	High	Significant staff time/external resource required, multi-stakeholder involvement







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Category	Choice	Description
Timeframe	Short	Next 4 years (i.e MTFP) - takes you to 2027
	Medium	4 - 7 years (2030)
	Long	7+ (2030+ leaves 5 years until 2035 carbon neutral target)
Indicative cost	£ 10 - 10,000	£10 - 10,000
	££ 10,000 - 50,000	£10,000 - £50,000
	£££ 50k+	£50,000+
Carbon impact	Low	Low carbon reduction <1% reduction in council's own emissions
	Medium	Moderate carbon reduction 1 - 5% reduction in council's own emissions
	High	Significant carbon reduction 5-10% reduction in council's own emissions
Council control	Control	Within the Council's control and has a direct impact on operational emissions (Scope 1 and 2)
	Influence	Outside of the Council's control, but in an area of influence, that will impact on scope 3 emissions and district wide
Action type	Enabling	Supports and influences others to take action / supports other actions to take place e.g. by encouraging behaviour change
	Tangible output	Output report / implementation of measures
Resource complexity	Low	Existing resource in-house
	Medium	Blend of existing and external resource
	High	Significant staff time/external resource required, multi-stakeholder involvement
Council Lead	Named officer	Council officer responsible for action

Ref	Actions	Timeframe	Indicative cost	Carbon impact	Council control	Action type	Resource complexity	Sources of funding
	BUILDINGS							
B1	Complete energy efficiency audit on all HDC owned buildings - and from this identify decarbonisation options and costs, resulting in an estate carbon management plan	Short	££	High	Control	Tangible output	Medium	Low Carbon Skills Fund
B2	Bring in specialist to complete low carbon heating feasibility study on all HDC owned buildings - and from this identify decarbonisation options and costs, resulting in a heat decarbonisation plan	Short	££	High	Control	Tangible output	High	Low Carbon Skills Fund
B3	Develop heating system replacement programme for council properties to replace all gas boilers - identifying opportunities to switch to heat pumps	Short	£££	High	Control	Enabling	High	Low Carbon Skills Fund
B4	Complete energy efficiency and site decarbonisation assessments for both leisure centres; Hart & Frogmore	Short	££	High	Control	Enabling	Medium	Low Carbon Skills Fund
B5	Work with Everyone Active to finalise an overall energy strategy for the Leisure Centres which includes options for decarbonisation, upgrades to the BMS system, alternatives to air conditioning, reviewed opening hours etc.	Short	£	Medium	Control	Enabling	High	Public Sector Decarbonisation Scheme / Swimming pool support fund /
B6	Procure partner to deliver building decarbonisation options and energy efficiency upgrades on HDC owned buildings and leisure centres	Short	££	Low	Control	Tangible output	High	

B7	Explore funding solutions / sources, for implementation of decarbonisation options and energy efficiency upgrades at all HDC owned buildings and leisure centres, such as PSDS, and be application ready	Short	£	Low	Control	Enabling	Medium	Public Sector Decarbonisation Scheme
B8	Engage with the Greater South East Net Zero Hub to determine how they could support on decarbonisation plans and projects	Short	£	Low	Control	Enabling	Low	Potential free support from the Greater South East Net Zero Hub
B9	Implementation of the heat decarbonisation plan at HDC owned buildings and leisure centres	Short	£££	High	Control	Tangible output	High	Public Sector Decarbonisation Scheme
B10	Upgrade LED lighting in Civic Offices	Short	££	Low	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
B11	Upgrade LED lighting in Leisure centres	Short	££	Low	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
B12	Complete fabric first measures (wall insulation, floor insulation, roof insulation, double glazing) in Civic Offices	Short	£££	Medium	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme
B13	Complete fabric first measures (wall insulation, floor insulation, roof insulation, double glazing) in Leisure centres	Short	£££	Medium	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme

B14	Identify ways to decarbonise waste from operational buildings / provide more opportunities for recycling and train staff	Short	£	Low	Control	Tangible output	Medium	
B15	Commissions a programme of expert assessment of HDC leased buildings for retrofit requirements and associated true costs to deliver practical decarbonisation of these buildings	Medium	££	High	Control / influence	Enabling	High	Service charge
B16	As results from the assessments on HDC leased buildings (B15) become available determine approach and implementation plans for all of those buildings	Medium	£££	High	Control	Enabling	High	Service charge
B17	Include carbon and energy reduction targets in management plans, and the MTFP, for the monitoring of site operations (including all leisure centres) to enforce and encourage low carbon operational behaviour in council assets	Short	£	Low	Control	Enabling	Low	
ENERGY								
E1	Install solar PV at Council owned car parks, starting with Church Road Car Park, subject to technical assessment	Short	£	Medium	Control	Tangible output	High	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
E2	Survey and modernise the existing solar panels on the Frogmore leisure centre	Short	£	Low	Control	Tangible output	Medium	Low Carbon Skills Fund

E3	Install further PV panels on Frogmore leisure centre, subject to technical assessment	Short	£	Low	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
E4	Install PV panels on the Frogmore day care centre (leased building), subject to technical assessment	Medium	£	Low	Control	Tangible output	Medium	PWLB
E5	Install solar PV at Hart Leisure centre (on the building, land next to it and in the car park), subject to technical assessment	Short	£	Medium	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
E6	Install solar PV at the Countryside workshop, subject to availability of the grid connection	Short	£	Low	Control	Tangible output	Medium	Public Sector Decarbonisation Scheme or PWLB (scheme has payback)
E7	Investigate projects to act upon opportunities and funding options for 1-2 single wind turbines and battery storage at Bramshot Farm Country Park	Medium	£	High	Control	Enabling	High	Smart Export Guarantee (SEG)
E8	Investigate site and land options, in/out Council boundary, for renewable energy projects. Produce proposal reports, to consider options, and project plans	Medium	££	High	Control	Enabling	High	

E9	Investigate partnering with local businesses and/or public sector organisations to identify other opportunities for scaling up renewable energy generation (e.g. Fleet library, fire station)	Medium	£	Low	Influence	Enabling	High	
E10	Understand overall grid capacity and connection points via high level feasibility review / mapping for district with UKPN	Short - ongoing	£	Low	Influence	Enabling	Low	The DNO are starting to produce this information in relation to electricity
E11	Purchase batteries to store electricity/energy to supply back to our buildings or sell back to National Grid, subject to technical assessment	Medium	£	Low	Influence	Enabling	High	PWLB
E12	Review current electricity contract and switch to 100% renewable electricity supplier when possible (contract end date TBC) / assess feasibility of Power purchase agreement (PPA)	Short	£	Medium / High	Control	Tangible output	Low	
E13	Review current electricity contract at the leisure centres and switch to 100% renewable supplier when possible (contract end date TBC) / assess feasibility of Power Purchase Agreement (PPA)	Short	£	Medium / High	Control	Tangible output	Medium	
E14	Complete fully costed report for a programme of LED lighting replacement in car parks	Short	££	Low	Control	Enabling	Medium	Low Carbon Skills Fund

TRANSPORT								
T1	Continue with the installation of electric charging points in the councils car parks	Short	££	Low	Control	Tangible output	Medium	ORCS
T2	Investigate potential for electric vehicle charge point installation at Council owned car parks (12) as part of county wide EV strategy for Hampshire	Short	£	Low	Control	Enabling	Medium	Low Carbon Skills Fund
T3	Investigate county wide EV strategy for Hampshire and determine how this could feed into HDC owned and leased properties	Short	£	Low	Control	Enabling	High	Workplace charging scheme
T4	Introduce a policy to consider the installation of electric vehicle charge point infrastructure into ongoing and future council development projects	Medium - ongoing	£	Low	Control	Enabling	Medium	s106/ developer contribution
T5	Apply for OLEV grant funding where appropriate	Short - ongoing	£	Low	Control	Tangible output	Low	OZEV grant schemes
T6	Fleet review on HDC owned vehicles to identify implementation schedule	Short	££	Low	Control	Enabling	Medium	

T7	Identify options and locations, for ultra-low emissions shared ownership / pool cars and provide these vehicles	Medium	£££	Low	Control	Tangible output	Medium	
T8	Transition HDC owned fleet vehicles to EV	Medium	£££	Low	Control	Tangible output	High	Smaller vehicles should have payback
T9	Investigate alternative fuelling options, e.g. HVO (including EV associated charging infrastructure) for the waste and street scene vehicle fleet and agree implementation with Basingstoke & Deane	Short	£	Low	Control	Enabling	Medium	
T10	Implement use of HVO for shared grounds and street care service vehicles, roll out to other vehicles/machinery as possible	Medium	££	Low	Control	Tangible output	Low/Medium	
T11	Work with Basingstoke & Deane Council on a strategy to decarbonise street care & ground maintenance vehicles ahead of contract renewal in Mar 2025	Short	£	Low	Control	Enabling	High	
T12	Work with Serco to decarbonise waste vehicles, and have a plan in place ahead of contract renewal in Sep 2026	Medium	££	Medium	Control	Enabling	High	
COMMUNICATIONS AND REPORTING								

C1	Implement actions in the communications plan, including training & awareness raising for staff, and updates to the HDC website (both internally and externally)	Short - ongoing	£	Low	Control / Influence	Tangible output	Low	
C2	Update policies (staff travel, internal maintenance and repair, procurement, home working) to reflect changes and encourage behaviour change	Short - ongoing	£	Low	Control	Tangible output	Low	
C3	Communicate changes on policies identified in C3, to staff, via training, newsletters, website etc.	Short	£	Low	Influence	Enabling	Low	
C4	Improve internal data collection for energy usage across all HDC owned buildings and leisure centres, to ensure savings are captured and can be reported	Short	£	Low	Control	Enabling	Medium	
C5	Improve data collection on waste data / complete a waste compositional study and identify key product categories	Short	£	Low	Control	Tangible output	Medium	
C6	Gather data on fuel saved on electric tools and machinery for countryside rangers	Short	£	Low	Control	Tangible output	Low	
C7	Ensure positive relationships are kept with Parish Councils, through active conversations and events, to encourage emissions reductions and identify areas for collaboration	Short	£	Low	Influence	Enabling	Medium	Community renewal fund

C8	Ensure positive relationships are kept with local councils, schools and other large entities in the district, to identify collaborative working opportunities to reduce emissions	Short - ongoing	£	Low	Influence	Enabling	Medium	Community renewal fund
C9	Ensure positive relationships are kept with Everyone Active and Hampshire County Council, through active conversations, events and sharing of information, to collaborate on emissions reductions regarding the buildings they own and lease	Short - ongoing	£	Low	Influence	Enabling	Medium	
C10	Begin conversations with regional partners and stakeholders to create an adaptation strategy for the Council and District	Short	£	Low	Control	Tangible output	High	
C11	Bring colleagues from across the different service areas to complete a climate change risk assessment for the Council, to include in adaptation strategy, and embed climate risks within individual service plans	Short	£	Low	Control	Tangible output	High	
DISTRICT WIDE ACTIONS								
D1	Speak to UKPN re: future energy infrastructure plans, to identify where HDC can support and facilitate plans through planning policy and other mechanisms	Short - ongoing	£	Low	Influence	Enabling	Low	
D2	Bring in specialists to assess heat network potential within the District and include in conversations with UKPN (re actions D1 and E11)	Short	££	High	Control	Enabling	High	HNDU

D3	Identify external energy efficiency grant funding for private sector housing and external partners such as Housing Associations, to enable upgrades to homes within the district to reduce emissions	Short	£	Low	Control	Enabling	Low	
D4	Produce a fully costed plan to setup building insulation grants scheme, for residents on low income, to enable upgrade to homes within the district to reduce emissions	Short	£	High	Control	Enabling	High	
D5	Implement actions from the tree strategy, including opportunities for sustainable street planting in the District, greening of bus shelters and pilot project for tree planting to offset carbon emissions	Medium	£££	Medium /Low	Control	Tangible output	Medium	
D6	Implement actions from the biodiversity / carbon offsetting strategy	Medium	£££	Medium /Low	Control	Tangible output	Medium	
D7	Increase installation of EV charging points across the district by promoting available grants, to encourage residents to switch to EVs and reduce transport emissions within the District	Medium	£	Low	Influence	Enabling	High	OZEV grant schemes
D8	Develop a green grid strategy including first stages of implementation to encourage better sustainable transport links between settlements and public transport hubs, thus reducing transport emissions within the district	Short	£	Low	Control	Enabling	High	
D9	Engage with all stakeholders to increase their awareness and actions towards reaching the District target of achieving carbon neutral by 2040	Medium	£	High	Influence	Enabling	High	

**CLIMATE CHANGE WORKING GROUP
MEETING NOTES**

Date and Time: Thursday 08 June, 10:00

Place: CR3 and Teams Virtual Meeting

Present:

Cllr Richard Quarterman (Chair)	RQ
Cllr Gill Butler	GB
Cllr Steve Forster	SF
Cllr David Neighbour	DN

Graeme Clark	GC
Steve Bennett	SB
Adam Green	AG
Andrew Radcliffe	AR
Steve Lyons	SL
Steph King	SK
Liz Vango-Smith	LVS
Matt Saunders	MS

Emma Bull (Local Partnerships) <small>[OBJ]</small>	EB
Wilf Harding (Friends of the Earth) <small>[OBJ]</small>	WH
Jo Wall (Local Partnerships) <small>[OBJ]</small>	JW
Nathan Wicks (Local Partnerships) <small>[OBJ]</small>	NW

Emma Evans (Minutes)	-	EE
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Item		Action
1.0	<p>Introduction and apologies</p> <p>Apologies were received from Tamsin Briggs (Friends of the Earth) and Councillor Alan Oliver. <small>[OBJ]</small></p> <p>Councillor Quarterman welcomed everyone to the meeting as the new Portfolio holder for Climate Change. The overarching commitment to climate change reduction targets was highlighted, and an enhanced reporting process will be place with regular reports provided for members that will be publicly available.</p> <p>Councillor Quarterman stated that he would be reviewing the structure of the working group and would welcome feedback from all members.</p>	
2.0	<p>Overview of resources</p> <p>GC gave an overview of the current staff resources allocated to climate change:</p>	

	<ul style="list-style-type: none"> • 1 FT - Sustainability and Climate Change Officer – Liz Vango-Smith • 1 PT - Climate Change Communications and Engagement Officer – Steph King • 1 PT - Project Officer – to be recruited to shortly • Change and Digital Manager - Steve Bennett <p>The latest budget set in February agreed £200,000 for Climate Change to add to the £250,000 agreed the previous year. An underspend was identified for 2022/2023. The team will work with Local Partnerships to attract additional external funding. Officers will bring suggested projects to support the action plan to Cabinet in the Summer for approval.</p>	
<p>3.0</p>	<p>Climate change action plan presentation</p> <p>GC introduced the background to the report’s commission, outlining the parameters and aims to ensure we had a plan that was a solid foundation to build on. The plan will be discussed today and then will go to Overview and Scrutiny on 20 June and Cabinet on 06 July. A presentation was given by EB. Key areas to note are:</p> <ul style="list-style-type: none"> • The areas that produce the most emissions are Hart District Council owned buildings and the Leisure Centres. • The plan has 5 main sections; buildings, energy, transport, reporting and communications and district wide. • Next steps will be prioritisation of actions and a key to assist with this process was outlined. <p>Discussion took place around:</p> <ul style="list-style-type: none"> • the identification of the areas that produced the most emissions • future funding opportunities that could assist with de-carbonisation of buildings. <p>The plan was widely welcomed as a step-change improvement to previous plans. The Chair stated that the next stage was to take the plan and develop it into an actionable plan that can operate at many levels.</p> <p>The plan was then examined by theme.</p> <p>Buildings</p> <p>A question was raised regarding whether Hart District Council owned buildings located out of the district would be included. It was confirmed that if cost-effective this would happen, but the focus would be on premises located in the district.</p> <p>Energy</p>	

A question was raised regarding some recently approved wind farms and whether the council could expediate plans. It was explained that the companies could be contacted to discuss the feasibility on joint projects.

Transport

Councillor Forster declared an interest in this item.

A question was raised regarding whether the electric vehicle charger points within the civic building car park were available for public use and if the electricity used came from the solar panels.

It was confirmed that they were available for public use when the car park was open to the public, it was acknowledged that there had been a technical issue but that this had now been fixed. It was confirmed the electricity did not come directly from the solar panels.

Post meeting update.

The charging points are now registered on the system. The points are working with charge cards, but a further check will be made to establish if they work with debit/credit cards. The site is not showing on the location map, this will be followed up. The parking order is being amended to allow for the charging and to restrict usage. A further update will be provided to the group.

SL

Communications and Reporting

The importance of addressing the impact of additional tasks being delivered by the same resources providing existing services was discussed. Reassurances were given that this would be considered.

District wide

Discussion included:

- that this area has huge scope for enlargement and only a snap- shot of projects had been included.
- how the range of work being undertaken by substantial number of organisations could be captured.
- that work to map key stakeholders and develop relationships is underway.
- the inclusion of Blackbushe airport and the impact of Farnborough Airport and their inclusion in the plan.
- that Hampshire County Council are working with Parity using government grants to low-income families in private sector housing access climate change measures.

	<ul style="list-style-type: none"> the various funding streams available including the Levi fund. It was confirmed that Hart has submitted a letter of support to Hampshire County Council regarding this fund. the level of focus that should be placed on the district-wide element of the plan as the overall emissions savings that could be made in this area are larger than in the more specific areas. that the plan would be amended to include comments from today's meeting. <p>Local Partnerships and officers were thanked for the work on the plan. It was again acknowledged that this was a huge step forward.</p>	
<p>4.0</p>	<p>Communications and engagement update</p> <p>The meeting was informed about a thermal imaging camera trial. A discussion took place around the different approaches taken in Yateley and Odiham and the initial findings.</p> <p>HUG2 funding has been awarded as part of a consortium through the Southeast Net Zero Hub. This is limited to a small number of houses in the district, but upgrades to those who can benefit will be around £18,000 each.</p> <p>Great Big Green Week (10 – 18 June) was coming up and lots of events are planned.</p>	
<p>5.0</p>	<p>Additional questions</p> <p>The following questions were submitted in advance of the meeting. GC provided answers.</p> <p>Progress of installation of electric vehicle chargers in HDC (car parks?)</p> <p>The estates and legal team are working with our preferred supplier on the legal agreements. The supplier has completed all their surveys of the relevant car parks and working on the agreements with the grid supplier, SSE. The agreements should be concluded in the next month, then installation can begin, no date for installation has been agreed at present.</p> <p>Update on progress for an electric vehicle charger on the Frogmore campus?</p> <p>A discussion took place which revealed confusion with previous information provided to the meeting. It was agreed that Director - Corporate would investigate the matter and report back.</p>	<p>GC</p>

Update on plans for food waste recycling?

Food waste recycling is tied to the Governments proposed Environment Act. Organisations are awaiting the publication of a consultative report from DEFRA before action can be taken.

A request was made for regular feedback on recycling from the Portfolio holder to Council.

Update on plans to expand current HDC recycling collection items?

The new recycling centre is due to open in Eastleigh in Summer 2025 this should increase the range of items recyclable.

Meetings are being held shortly with Basingstoke to discuss services and any updates on these last questions will be fed back to the meeting.

The meeting ended with the chair thanking SK and Local Partnerships for their work and welcoming LVS.

Meeting ended at 11.45.

CABINET

DATE OF MEETING: THURSDAY, 6 JULY 2023

QUARTERLY PERFORMANCE REPORTS (Q4)

Report of: Chief Executive

Cabinet Portfolio: Leader and Strategic Direction and Partnerships

Key Decision: N

Confidentiality: Non-Exempt

PURPOSE OF REPORT

1. To update Committee on the Council's performance indicator results for Quarter 4 of 2022/2023 (1 January 2023 – 31 March 2023).

RECOMMENDATION

2. That the performance report for Quarter 4 2022/23 is noted.

BACKGROUND

3. Performance information reports play a key role in ensuring that the Council manages performance effectively across the services it delivers.
4. Overview and Scrutiny operates Service Panels. These review in detail progress against Service Plans and Risk Registers as well as service performance. This ensures regular scrutiny of the council's performance against key indicators.

MAIN ISSUES

5. Four Service Plans were prepared for 2022/23, and the performance data relating to these plans is presented on that basis.
6. Any issues or items of concern from the Service Panels will have been raised by Overview and Scrutiny to the relevant Executive Director.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

7. Not applicable

CORPORATE GOVERNANCE CONSIDERATIONS

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

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

Legal and Constitutional Issues

None identified.

Financial and Resource Implications

None identified.

Risk Management

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

EQUALITIES

8. An equalities assessment is not required for this report

CLIMATE CHANGE IMPLICATIONS

9. No direct carbon/environmental impacts arising from the recommendations

ACTION

10. Cabinet is asked to note the performance report for Quarter 4 2022/23

Contact Details: Ashley Grist – Contracts and Procurement Manager

Appendices

2022/23 Quarter 4 Performance indicator report

Background Papers

None

2022/23 Quarter 4

Performance indicator report

Corporate Services

CP1 - Percentage of the Audit Plan completed during the year

Year to date figures, values are cumulative (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
10%	13%	23%	100%	100%	All agreed Audits agreed to be completed by year end undertaken

CP2 - Percentage of high-risk audit recommendations implemented

The number of high-risk audit recommendations are low so the percentage changes can vary significantly. This will be explained in the comment section (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
100%	100%	100%	100%	100%	1 of 2 recommendations due, were completed within Q4. The other (IT Controls) was actioned, but documentation was not completed before Q4 end

CP3 - Quality of customer service call handling

This indicator is measured from the scoring of a recorded call against quality standards from a monitoring sample (higher is better) as at end of the quarter

Q1	Q2	Q3	Q4	Target	Comment
98%	97%	99%	100%	90%	No call quality errors seen in sample for the end of Q4

CP4 - Implementation of savings schemes targets to meet MTFS requirements

This indicator will be measured on whether the savings targets have been met and typically result in the delivery of a balanced budget in Q3 (yes or no)

Q1	Q2	Q3	Q4	Annual Target	Comment
No	No	Yes	Yes	Yes	Balanced budget for 2023/24 agreed

CP5 - Percentage of telephone calls answered by the Contact Centre in 30 seconds

Percentage value given is as at end of the quarter (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
83%	73%	89%	92%	70%	Performance has improved in line with improved bin collection rates

CP6 - Percentage of Non-domestic Rates Collected

Year to date figures, values are cumulative (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
29.3%	58%	82.4%	95.09	98%	Q4 figure is an improvement over 92.36% at same time last year although is below the target. External factors and revaluation of rates by VOA have made measurement of this indicator more challenging

CP7 - Percentage of Council Tax collected

Year to date figures, values are cumulative (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
29.5%	57.4%	85.1%	98.52%	98%	Q4 figure an improvement over 98.09% at same time last year

CP8 - Percentage uptime of key systems

Percentage value given is for the quarter and rounded to one decimal place (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
100%	99%	100%	100%	99%	Only planned outages during upgrade work this quarter.

CP9 - Percentage of uptime of Hart's website

Percentage value given is for the quarter and rounded to one decimal place (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
100%	100%	99.9%	99.9%	98%	99.99% uptime over the quarter

CP10 - Number of missed collections excluding garden waste (per 100,000)

Target aims to miss no more than 65 bins per 100,000 collected for all bin collection types except garden waste. A missed collection is where a round has taken place and a bin (or bins) has been missed, this excludes any mutually pre-agreed suspension of service, usually applied where events are beyond the control of either the authorities' or their contractor. (lower is better)

Q1	Q2	Q3	Q4	Target	Comment
Apr 3126 May 3860 Jun 1655	Jul 8546 Aug 3675 Sep 33340	Oct 319 Nov 350 Dec 4219	Jan 512 Feb 48 Mar 74	65	<p>These figure replace previous estimates for the year, as the agreed actuals between the Council and Serco.</p> <p>Contractual penalties where they applied in the year, are being actioned.</p>

CP11 - Number of missed garden waste collections

Target aims to miss no more than 250 bins for garden waste services during the summer, and 150 during the winter. A missed collection is where a round has taken place and a bin (or bins) has been missed, this excludes any mutually pre-agreed suspension of service, usually applied where events are beyond the control of either the authorities' or their contractor. (lower is better)

Q1	Q2	Q3	Q4	Target	Comment
Apr 357 May 13208 Jun 22741	Jul 2089 Aug 18761 Sep 30238	Oct 247 Nov 138 Dec 101	Jan 10908 Feb 369 Mar 28	150/250	<p>As per comment on CP10. Q4 January was due to high levels of frozen bins during cold snap.</p>

CP12 - Overall cost of waste per household

Set annually based on the number of households served and reported in Q4.
Calculated as net cost of HAWCLT, HAWCOM, HAWSTE for the 22/23 budget divided by the Council Tax Stock of properties produced by the [VOA](#) (lower is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
-	-	-	£18.85	£25	Reported annually

CP13 - Total recycling rate

Percentage value given is for the quarter (higher is better). The figures can take up to 3 months to be finalised as the downstream recycling activities get factored in by Hampshire County Council.

Q1	Q2	Q3	Q4	Target	Comment
42.2%	40.9%	42.7%	44.8%	46%	Overall annual figure of 42.6%

Community Services

CS1 - Number of applicants for whom homelessness is relieved or prevented

The annual target is for over 50% of those presenting as homeless to have their homelessness relieved or prevented (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
50%	59%	21%	67%	50%	Achieved 59% overall for the whole year

CS2 - Households living in Temporary Accommodation

The target is to have less than 30 households living in temporary accommodation at any one time (lower is better)

Q1	Q2	Q3	Q4	Target	Comment
23	29	23	26	30	Within target

CS3 - Number of families in B&B for more than 6 weeks

The council aims to avoid any families temporarily being housed in B&B accommodation except for emergencies, and especially not for more than 6 weeks (lower is better)

Q1	Q2	Q3	Q4	Target	Comment
0	0	0	0	0	Within target

CS4 - Number housed into the Private Rental Sector

Year to date number of households who have been secured an Assured Shorthold Tenancy in the private rental sector (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
9	19	33	52	30	Exceeded target

CS5 - Gross number of affordable homes delivered

Year to date figures, values are cumulative (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
44	77	141	172	100	Exceeded target

CS6 - Number of Hart residents assisted into employment or training each year through the Hart into Employment

Quarterly figures (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
10	9	0	0	20	Staff turnover meant most progress was delivered in first half of the year

CS7 - Percentage of Disabled Facilities Grant spent against budget

Year to date values. The spend tends to be cyclical with completions concentrated towards the of the financial year end (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
16%	27%	44%	79%	100%	There were fewer referrals from HCC at the start of the year than typically seen

CS8 - Number of Disabled Facilities and Prevention Grants completed

Year to date values. The target is for between 65 and 70 to be completed a year (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
20	30	45	62	65	As per CS7

CS10 - Community Trigger reviews to be carried out

Case review process available to residents who have raised more than three antisocial behaviour (ASB) complaints in a six-month period and are unhappy with the action taken.

Q1	Q2	Q3	Q4	Target	Comment
0	2	1	0	1	Promotional work on this continues and we are looking to promote moving forward as the ASB Case Review process rather than Community Trigger.

CS11 - Increase Community Safety Newsletter distribution

Revised indicator, values reported from Q4. Year to date values. Target set based on a benchmark of increasing by 20% (higher is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
17%	37%	39%	41%	20%	Looking to utilise new software moving forward and keen to further increase reach - available also through website

Environmental and Technical Services

ET1 - Number of Green Flags held [ET03]

The countryside service aims to achieve and retain Green Flag awards on suitable countryside sites managed by the council (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
3	3	3	3	3	

ET2 - Number of service requests received for Street Cleaning [ET04]

Number of Street Cleaning service requests received on a quarterly basis (info only)

Q1	Q2	Q3	Q4	Target	Comment
263	264	243	404	-	

ET3 - Number of service requests received for Grounds Maintenance [ET05]

Number of Grounds Maintenance service requests received on a quarterly basis (info only)

Q1	Q2	Q3	Q4	Target	Comment
73	64	26	1	-	

ET4 - Carbon footprint for Council operations [ET10]

Data for this indicator is compiled annually, usually in September, with the target set lower than the previous year's outturn. Outturn for 20/21 was 1088.96 t/CO₂e (lower is better)

Q1	Q2	Q3	Q4	Annual Target	Comment
-	-			1088.96	Indicator to be discontinued as Climate Change Working Group leads this area

ET5 - Number of days of CCTV camera downtime [ET11]

Number of days of downtime on a quarterly basis taken as a monthly average (lower is better)

Q1	Q2	Q3	Q4	Target	Comment
68	251	263	-	10 days	Q4 not available due to transfer to Runnymede

ET6 - Average number of man days of litter enforcement work carried out per month [ET12]

Shows number as a monthly average for that quarter (higher is better). Target is for the year as a whole.

Q1	Q2	Q3	Q4	Target	Comment
2.3	8	2.4	3	16	Staff turnover and retention has impacted this service

Place Services

DM1 - Major development application decisions [R07]

Percentage of major development application decisions made in the quarter within the statutory determination period including extensions of time (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
87.5%	66.7%	50%	77.2%	60%	23 cases in Q4

DM2 - Minor development application decisions [R08]

Percentage of minor development application decisions made in the quarter within the statutory determination period including extensions of time (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
90%	71.4%	87%	80.4%	70%	123 cases in Q4

DM3 – Other application decisions [R09]

Percentage of other applications decisions made in the quarter within the statutory determination period including extensions of time (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
96%	82.3%	77%	82.1%	85%	811 cases in Q4

DM4 - Percentage of Tree Preservation Order works applications determined within eight weeks [R11]

Percentage of minor development application decisions made in the quarter within eight weeks (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
40%	13%	0%	TBC	90%	

DM5 - Planning application fee income [P01]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Target	Comment
£267,796	£48,644	£146,119	£73,406	-	

DM6 - Income from Pre-Application Advice and PPAs (including LBCs) [P02]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Target	Comment
£37,588	£8,336	£17,460	£ 17,467	-	

BC1 - Number of Building Control Applications Received [P03]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Annual Target	Comment
339	226	168	228	-	

BC2 - Building Control income [P04]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Annual Target	Comment
£146,635	£37,252	£65,928	£80,972	-	

EH1 - Percentage of scheduled/proactive Food Safety inspections undertaken within time. [P05]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Target	Comment
81%	77%	88%	67%	-	Staff turnover in Q4 impacted end of year

EH2 - Percentage of Environmental Protections service requests (including noise, statutory nuisance and public health) responded within time [P07]

Quarterly figures (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
86%	86%	82%	83%	80%	

EH3 - Percentage of Food and Health & Safety service requests (including RIDDORs, HSADV, food poisoning investigations) responded to within time [P08]

Quarterly figures (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
81%	85%	86%	71%	80%	Staff turnover in Q4 impacted end of year

EH4 - Percentage of formal consultation responses made within time (including Planning and Licensing) [P09]

Quarterly figures (higher is better)

Q1	Q2	Q3	Q4	Target	Comment
93%	94%	94%	90%	80%	

EH5 - Number of fly-tipping service requests received by service. [P10]

Actuals per quarter (info only)

Q1	Q2	Q3	Q4	Annual Target	Comment
11	7	9	22	-	

EH6 - Number of fly-tipping enforcement actions [R12]

Values are number of actions taken per quarter (info only)

Q1	Q2	Q3	Q4	Target	Comment
1	2	1	1	-	

EH7 - Environmental Health Commercial fee income [P11]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Target	Comment
£9,137	£1,793	£3,995	£17,133	-	

EH8 - Environmental Health Protection fee income [P12]

Quarterly figures (info only)

Q1	Q2	Q3	Q4	Annual Target	Comment
£5,933	£247	£2,123	£9,232	-	

PP1 - Housing Land Supply Position Statement [P13]

Identifies whether the Council has at least a 5-year supply of land for housing, which is a requirement of national planning policy. To be published by 30 September each year. (On track or Not on track)

Q1	Q2	Q3	Q4	Annual Target	Comment
On track	On track	On track	On track	On track	Published August 2022

PP2 - Brownfield Register [P14]

Statutory Duty to publish annually an update to the register of previously developed land that has been deemed as suitable for residential development. To be published by 31 December each year. (On track or Not on track)

Q1	Q2	Q3	Q4	Annual Target	Comment
On track	On track	On track	On track	On track	Published December 2022

PP3 - Authority Monitoring Report (AMR) [P15]

Statutory duty to publish annually, reporting on matters including local plan policy formulation and implementation, duty to cooperate activity and Neighbourhood Plans. To be published by 31 December each year. (On track or Not on track)

Q1	Q2	Q3	Q4	Annual Target	Comment
On track	On track	On track	On track	On track	Published December 2022

PP4 - Infrastructure Funding Statement (IFS) [P16]

Statutory duty to publish annually, reporting on s106 and where relevant CIL monies secured, received, allocated and spent. To be published by 31 December each year. (On track or Not on track)

Q1	Q2	Q3	Q4	Annual Target	Comment
On track	On track	On track	On track	On track	Published January 2023

PP5 - Statutory returns to Government [P17]

Collation and submission of data relating to housing delivery and self-build including Housing Flows Reconciliation (HFR), Housing Delivery Test information, Self and Custom Build. To be published at various times through each year. (On track or Not on track)

Q1	Q2	Q3	Q4	Annual Target	Comment
On track	On track	On track	On track	On track	January 2023 -Self & Custom Build Return was due and submitted. Neighbourhood planning return submitted in March 2023. All returns for the year made on time.

Guidance notes

An example of the template followed for each indicator is provided below followed by the definitions:

Reference - Title of the indicator [Previous reference]

Note providing further description or context

Q1	Q2	Q3	Q4	Annual Target / Target	Comment

Definitions:

Reference

Two letters followed by a number. Those used are; CP (Corporate Services), CS (Community Services), ET (Environmental and Technical Services), DM (Development Management), BC (Building Control), EH (Environmental Health) and PP (Planning Policy).

Title

Short title to describe the indicator.

Previous reference

Original references, where still used at Service Panels, to help show continuity.

Note

A note providing further detail about the indicator as well as any relevant context.

Q1-Q4

Values of the indicator for the financial year to which the report relates; Q1 (1 April to 30 June), Q2 (1 July to 30 September), Q3 (1 October to 31 December) and Q4 (1 January to 31 March). If these are 'year to date' figures that add together towards the target, it will be explained in the note.

Annual Target / Target

If the figures are 'year to date' or otherwise annual, this will be explained in the note and the Annual Target is provided to show progress towards this. In all other cases the quarterly values can be directly compared to the Target shown. Whether a higher or lower figure is better in terms of performance will also be explained in the note. Info only indicators have a '-' in this box.

Comment

This space is used for the service to provide descriptive commentary on the current performance of the service if this would be relevant or helpful (optional).

CABINET

KEY DECISIONS / WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

July 2023

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	Original Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
The Swan, North Warnborough	Update members on the potential sale of The Swan, North Warnborough	6 Jul 2023		No		CS	Yes
Climate Change Action Plan	Cabinet to receive the proposed Action Plan to facilitate Hart's Carbon Pathway for endorsement	6 Jul 2023		Yes		CS	
Q4 Performance Plan Review	Q4 performance plan review report, following information reviewed at O&S	6 Jul 2023		No		ALL	
Park Run	To review the Park Run agreement and make any decisions required as to the future of the event	6 Jul 2023		No		COM	
Revenue, Capital and Treasury Outturn 2022/23	To report the final position against budget and agree carry forward requests	3 Aug 2023		No		FI	
Review of Reserves including SANGS Funding	To review the Council's Reserves, including funding allocated to SANGS	3 Aug 2023		No		FI	
Corporate Risk Register (Half Yearly Review)		7 Sep 2023		No		CS	

Report Title	Outline/Reason for Report/Comments	Due Date	Original Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
		4 Apr 2024					
Flood Schemes	A full review of the current schemes, new project plans, project management, resources and timeframes	7 Sep 2023		No		PL	
Winchfield Neighbourhood Plan 2022-2037	To seek Cabinet approval for the Winchfield Neighbourhood Plan 2022-2037 to proceed to referendum	5 Oct 2023		No		PP	
MTFS Emerging Pressures and Budget Strategy	To note emerging pressures on the Council's finances and agree a budget strategy for the coming year and consider changes to the Medium Term Financial Strategy	2 Nov 2023		No		FI	
Q2 Forecast 2023/24 Revenue, Capital and Treasury Outturn	To report the forecasted position against budget	2 Nov 2023		No		CS	
Supplementary Planning Document - Parking Standards	As part of turning the current Technical Advice note into an SPD, Overview and Scrutiny to comment as part of the consultation process	2 Nov 2023		No		PP	
Supplementary Planning Document - Viability	To comment on as part of the consultation process	2 Nov 2023		No		PP	
Adoption of LCWIP	To agree the adoption of the updated Local Cycling and Walking	7 Dec 2023		No		PP	

Report Title	Outline/Reason for Report/Comments	Due Date	Original Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
	Infrastructure Plan, following the end of the consultation period						
Review of CCTV Service	To review the CCTV service following the move to Runnymede, including any requirement for additional funding for replacement cameras/additional maintenance as required	4 Jan 2024		No		COM	
Draft Budget 2024/25		1 Feb 2024		No		FI	
2023 Forecast 2023/24 and Revenue Outturn		1 Feb 2024		No		FI	
Capital Strategy		1 Feb 2024		No		FI	
Draft Service Plans 2024/25		7 Mar 2024		No		ALL	

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

Report Title	Outline/Reason for Report/Comments	Due Date	Original Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
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DN Leader and Strategic Partnerships
TCo Regulatory

TCI Digital and Communications
AO Community Safety and Development Management

RQ Climate Change and Corporate
JR Finance

SB Community (Cy)
GC Planning Policy and Place

Note 3

Service:

CX	Chief Executive	CS	Corporate Services	PL	Place Services
CSF	Community Safety	PP	Planning Policy		
FIN	Finance	COM	Community Services		
GLS	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

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

Document is Exempt from Publication