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CABINET

Date and Time: Thursday 4 August 2022 at 7.00 pm

Place: Council Chamber

Present:

Neighbour (Leader), Bailey, Cockarill, Collins and Quarterman

In attendance: Axam, Farmer, Forster

Officers:

Patricia Hughes	Joint Chief Executive
Joane Rayne	Finance Manager
Mark Jaggard	Executive Director, Place
John Elson	Head of Technical and Environmental Services
Isabel Brittain	S151 Officer
Peter Summersell	Sustainability Officer
Adam Green	Countryside Manager
Daniel Hawes	Planning Policy and Economic Development Manager
Sharon Black	Committee Services Officer

23 MINUTES OF THE PREVIOUS MEETING

The minutes of 7 July were confirmed subject to the amendment below

It was noted that following the suggestion that an anonymous reporting system be included within the Whistleblowing Policy, it had been confirmed this would be possible and an update to the Policy document would be produced in due course.

The minutes with the amendment were signed as a correct record.

24 APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Oliver and Radley.

25 DECLARATIONS OF INTEREST

Councillor Forster declared an interest in Agenda Item 9 – EV charging points as he worked for Osprey Charging Points who were involved in this area of work although they had not bid in the tender process.

Cllr Farmer declared an interest in Agenda Item 7 as voluntary Chairman of Hart Swimming Club.

26 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

27 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

There were none.

28 REQUEST FOR THE RELEASE OF S106 FUNDING TOWARDS HOOK COMMUNITY CENTRE AND SPORTS PAVILION

John Elson and Adam Green were welcomed for this item.

Cabinet considered the request made to release S106 funding towards the Hook Community Centre and Sports Pavilion, and discussed:

- How the funds would be utilised
- Funding already in place from other means
- That the process is that standard for release of Parish S106 funding

DECISION

Cabinet:

1. Approved the immediate release of £455,369 held in Parish S106 reserves for Hook Parish Council 4.
2. That subject to the receipt of a successful planning application and the letting of an appropriate contract of works, Cabinet approves that delegated authority is given to the Head of Place (in consultation with Local Ward Members) to release £250,000 of earmarked S106 reserves to be used for the provision of the Sports Pavilion

29 REVENUE AND CAPITAL OUTTURN 2021/22

Isabel Brittain and Jo Rayne were welcomed for this item.

Cabinet considered the Revenue and Capital Outturn for 2021/22, and discussed:

- That the outturn to the end of the financial year will be audited throughout September by Ernst & Young
- Questions raised by Overview and Scrutiny had been addressed in the updated report
- The inclusion of the Domestic Abuse Grant, which was passed through our accounts
- Costs for highways management against the additional income of £118k – JR would provide a full written answer to Cabinet on this
- The improvement in our financial position with a reduction in the year end draw down of reserves against budgeted draw down

Officers were praised for keeping expenditure as low as possible, particularly as the year in question was impacted by Covid restrictions.

DECISION

Cabinet unanimously

1. Noted the provisional revenue outturn position of an underspend of £57k (shown in Table 3).
2. Noted the capital outturn position on 31st March 2022.
3. Approved the unspent capital budget be carried forward into the Capital programme for 2022/2023.
4. Approved, following recommendation by the Overview and Scrutiny Committee, the contributions to and from earmarked reserves detailed in Tables 6 and 7 of the paper

30 CYCLE & CAR PARKING IN NEW DEVELOPMENT TECHNICAL ADVICE NOTE

Mark Jaggard and Daniel Hawes were welcomed for this item.

Cabinet considered the proposed Technical Advice Note (TAN) for cycle and car parking in new developments, and discussed:

- That the TAN was an interim measure which updated the Council's current policy
- A full Supplementary Planning Document (SPD) would be produced in due course
- The TAN would increase the number of car parking spaces per development and help provide cycle parking and safe storage for bicycles, especially electric bicycles
- That updated building regulations required electric vehicle charging points
- Whether the recommendations from the Climate Change Working Group and Overview and Scrutiny Committee had been taken into consideration, and if so, how
- Greater flexibility regarding on-street parking
- The requirement for motorcycle parking
- Concerns around over-long vehicles (ie vans)
- The percentage of bays allocated for disabled drivers
- Parking for mobility scooters

It was agreed that the last 3 points would be considered further and reviewed to see whether these should be added before the SPD is produced.

In summary, it was also noted that planning policy often was required to follow national policies and that this was an area that regularly changed.

DECISION

Cabinet unanimously:

1. Endorsed the content of the Cycle and Car Parking in New Development Technical Advice Note (TAN);
2. Adopted the cycle and car parking standards set out at paragraphs 4.11 and 5.4 of the TAN as a material consideration in the determination of planning applications;
3. Revoked the [Parking Provision Interim Guidance](#) adopted in 2008; and
4. Authorised the Head of Place to make further edits and re-publish the TAN as and when required, except for the numerical cycle and car parking standards setting out quantum of parking to be provided with new development, which can only be amended with Cabinet approval

31 EV CHARGING POINTS TENDER PROCESS

John Elson and Peter Summersell were welcomed for this item.

Cabinet considered the report on the EV charging points tender process and discussed:

- The fact this was a “good news story” that would deliver a number of high specification charging points in Council car parks at no cost to the Council and which would generate a small income
- The list of car parks included as listed in section 9 of the report
- The fact that a full feasibility study would be undertaken by the preferred bidder before a final decision as to the numbers and types of EVCPs to be installed would be agreed
- What mitigation was in place to ensure that the preferred bidder did not decide to pull out of the process at any stage
- Whether there was a responsibility for the Council to provide EVCPs at Hart Leisure Centre, and whether any revenue would be passed to the Council
- The reasons as to why Church Road and Gurkha Square car parks were excluded
- The standard of chargers and whether these met current EV requirements
- Potential requirements for electricity sub-stations to run the charging points
- The cost per kW to residents – PS to provide a written response to Cabinet on this
- Emerging standards for disabled access

DECISION

Cabinet agreed:

1. That the tender submitted by Bidder B for the installation of EVCPs in Hart car parks at locations detailed in section 3.2 of the report, should be accepted.

2. That £5k would be ring fenced in the 2022/23 climate change budget to provide a working fund for the installation of EVCPs

32 CLIMATE CHANGE WORKING GROUP

Cabinet discussed various elements of the proposed draft budget, as outlined at Appendix A of the Climate Change Working Group minutes of 19 July 2022, including:

- The reason for including a £5k budget for EVCPs despite the previous report having said they would be at no charge
- The proposed budget for the Communications and Engagement Officer and any duplication with messages being sent out by national or other local organisations
- The budget allocation given to the cost of EVCP for Council owned vehicles and the cost of any feasibility study

DECISION

Cabinet:

1. Noted the minutes of the meetings of the Climate Change Working Group held on 27 June 2022 and 19 July 2022
2. Approved the budget allocation as set out in Appendix A to the Working Group Minutes of 19 July 2022

33 CABINET WORK PROGRAMME

Cabinet considered and agreed their Work Programme circulated with the Agenda Pack, and noted amendments as set out by the Joint Chief Executive. An updated copy would be circulated with the minutes.

Points noted included:

- 2 new reports in September and 1 in November
- Inclusion of all financial reports to Cabinet until end of Municipal Year 2022/23
- Odiham Common Management Plan to now go to September 2022 meeting

Appendix A - Cabinet Work Programme Updated August 2022

34 EXCLUSION OF THE PUBLIC

Members discussed whether the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

DECISION

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

35 PROVISION OF CORPORATE HEALTH AND SAFETY SERVICE

Discussion was held on the future provision of the Corporate Health and Safety Service (see Part II Exempt Minutes).

DECISION:

Cabinet unanimously agreed to:

1. Issue Notice to Terminate the provision of the Shared Corporate Health & Safety Service to Basingstoke & Deane Borough Council to terminate on the 31 December 2022;
2. Authorise the Head of Place to procure an alternative Corporate Health & Safety service for Hart District Council for an initial period of 18 months commencing 1 January 2023; and
3. Acknowledge the potential redundancy costs associated with the change, as detailed in the report

Exempt Minutes

The meeting closed at 8.28 pm

Cabinet Work Programme August 2022

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
Termination of the Shared Corporate Health and Safety Service with Basingstoke & Deane Borough Council To seek Cabinet approval to terminate the shared Corporate Health and Safety Service	Cabinet	4 Aug 2022			Termination of the Shared Corporate Health and Safety Service with Basingstoke & Deane Borough Council	
Page 17 Cycle and Car Parking Standards To approve the Technical Advice Note on Cycle and Car Parking Standards	Cabinet	4 Aug 2022			Cycle and Car Parking Standards	Portfolio Holder for Environment <i>Adam Green, Ecology and Countryside Manager</i> adam.green@hart.gov.uk
Green Grid Signage and Wayfinding To agree signage and wayfinding for the Fleet Pond Corridor	Cabinet	4 Aug 2022			Fleet Pond Corridor Signage and Wayfinding	Leader and Portfolio Holder for Strategic Direction and Partnerships <i>Adam Green, Ecology and Countryside Manager</i> adam.green@hart.gov.uk
Request the release of S106 funding towards Hook Community Centre and Sports Pavilion Hook Town Council are seeking the release of S106	Cabinet	4 Aug 2022		Open	Request the release of S106 funding towards Hook Community Centre and	Leader and Portfolio Holder for Strategic Direction and Partnerships <i>Adam Green, Ecology and Countryside Manager</i> adam.green@hart.gov.uk

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
funding held in earmarked reserves for improvements at Hook Community Centre and towards the provision of a Sports Pavilion and Changing Rooms at the Land at North East Hook					Sports Pavilion	
Revenue and Capital Outturn 2022/23 Post consideration by Overview and Scrutiny Committee, to consider the Annual report on outturn.	Cabinet	4 Aug 2022			Revenue and Capital Outturn 2022/23	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Treasury Management 2021/22 (Half Year Report) To consider a Half Year review report on Treasury Management Strategy 2021/22 before it goes to cabinet	Cabinet	4 Aug 2022				<i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
EV Charging Points Tender Process	Cabinet	4 Aug 2022			EV Charging Points Tender Process	Portfolio Holder for Environment <i>John Elson, Head of Environment and Technical Services</i> <i>john.elson@hart.gov.uk</i>
To receive the request from Audit Committee to provide a response to the management recommendations contained within the Shapley Heath Audit Review report, and to review	Cabinet	1 Sept 22				Chair of Audit Committee

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
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.						
Climate Change Working Group To receive the minutes of the Climate Change Working Group and approve the budget expenditure as outlined in the minutes of 27 June 2022	Cabinet	1 Sep 2022			Climate Change Working Group	Portfolio Holder for Environment <i>John Elson, Head of Environment and Technical Services</i> john.elson@hart.gov.uk
Page 129 Councils Governance, Joint Committee and representation lease	Cabinet	1 Sept 2022				Portfolio Holder for Corporate <i>Patricia Hughes, Joint Chief Executive</i> patricia.hughes@hart.gov.uk
Medium Term Financial Strategy and Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan Post consideration by Overview and Scrutiny Committee, to consider the Council's medium term financial strategy position and future capital strategy, treasury management strategy statement and asset management plan	Cabinet	1 Sep 2022			Medium Term Financial Strategy and Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> isabel.brittain@hart.gov.uk
Odiham Common	Cabinet	1 Sept 2022			Odiham	Leader and Portfolio Holder for

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
Management Plan To approve the Odiham Common Management Plan					Common Management Plan	Strategic Direction and Partnerships <i>Adam Green, Ecology and Countryside Manager</i> <i>adam.green@hart.gov.uk</i>
Quarterly Budget Monitoring Quarterly Update on budget position	Cabinet	1 Sept 2022			Quarterly Budget Monitoring	<i>Joanne Rayne, Finance Manager</i> <i>joanne.rayne@hart.gov.uk</i>
Annual SANGS Review The Annual SANGS Review to be noted by Cabinet	Cabinet	1 Sep 2022			Annual SANGS Review	Portfolio Holder for Finance <i>Ken Robinson, Finance Manager</i> <i>ken.robinson@hart.gov.uk</i>
Odiham and North Warnborough Conservation Area Appraisal to endorse the CA appraisal for planning/development management purposes	Cabinet	1 Sep 2022			Odiham and North Warnborough Conservation Area Appraisal	Portfolio Holder for Place <i>Daniel Hawes, Planning Policy and Economic Development Manager</i> <i>daniel.hawes@hart.gov.uk</i>
The Swan Inn, North Warnborough To seek Cabinet approval for cost projection and next steps	Cabinet	1 Sep 2022			The Swan Inn, North Warnborough	Leader and Portfolio Holder for Strategic Direction and Partnerships
Quarterly Performance Reports To seek Cabinet approval on reports on performance data	Cabinet	6 Oct 2022			Quarterly Performance Reports	Portfolio Holder for Commercialisation and Corporate Services <i>Ashley Grist, Contracts & Procurement Manager</i>

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
						<i>ashley.grist@hart.gov.uk</i>
Risk Register Review To review the Risk Register and agree recommended amendments	Cabinet Cabinet	6 Oct 2022 6 Apr 2023			Risk Register Review	Portfolio Holder for Commercialisation and Corporate Services <i>David Harwood, Internal Auditor</i> <i>david.harwood@hart.gov.uk</i>
Review of Finance Regs and Contract Standing Orders Post consideration by Overview & Scrutiny	Cabinet	6 Oct 2022			Review of Finance Regs and Contract Standing Orders	Portfolio Holder for Finance
Revised Medium Term Financial Strategy and Emerging 2023/24 Budget Post consideration by Overview and Scrutiny	Cabinet	3 Nov 2022			Revised Medium Term Financial Strategy and Emerging 2023/24 Budget Revised Medium Term Financial Strategy and Emerging 2023/24 Budget	Portfolio Holder for Finance
Consideration of the Business Case for a Shared Chief Executive between Hart	Cabinet	3 Nov 22				Leader of the Council

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District Council and Rushmoor Borough Council						
Annual SANGS Review The Annual SANGS Review to be noted by Cabinet	Cabinet	3 Nov 2022			Annual SANGS Review	Portfolio Holder for Finance <i>Ken Robinson, Finance Manager</i> <i>ken.robinson@hart.gov.uk</i>
Waste Strategy and Contract Change To look at the efficiency of Serco	Cabinet	1 Dec 2022			Appendix 1 Local code of corporate governance Local code of corporate governance	
Q2 Review and Capital Outturn to September 2022 Post consideration by Overview and Scrutiny	Cabinet	5 Jan 2023			Q2 Review and Capital Outturn to September 2022	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
TM Strategy - Mid Year Review Post consideration by Overview and Scrutiny	Cabinet	5 Jan 2023			TM Strategy - Mid Year Review	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Forecast 2022/23 Capital and Revenue Outturn Post consideration by Overview and Scrutiny	Cabinet	5 Jan 2023			Forecast 2022/23 Capital and Revenue Outturn	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
Budget Report for 2023/24 Post consideration by Overview and Scrutiny	Cabinet	2 Feb 2023			Budget Report for 2023/24	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Fees and Charges for 2023/24 Post consideration by Overview & Scrutiny	Cabinet	2 Feb 2023			Fees and Charges for 2023/24	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Draft Budget Book Post consideration by Overview and Scrutiny	Cabinet	2 Feb 2023			Draft Budget Book	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Draft Treasury Management Strategy Statement Post consideration by Overview and Scrutiny	Cabinet	2 Feb 2023			Draft Treasury Management Strategy Statement	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Q3 Capital & Revenue Outturn to December 2022 Post consideration by Overview and Scrutiny	Cabinet	2 Mar 2023			Q3 Capital & Revenue Outturn to December 2022	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Forecast 2022/23 Capital and Revenue Outturn Post consideration by Overview and Scrutiny	Cabinet	2 Mar 2023			Forecast 2022/23 Capital and Revenue Outturn	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
Bad Debt Write Offs Post consideration by Overview and Scrutiny	Cabinet	2 Mar 2023			Bad Debt Write Offs	Portfolio Holder for Finance <i>Isabel Brittain, Section 151 Officer</i> <i>isabel.brittain@hart.gov.uk</i>
Draft Service Plans 2023/24 To consider the draft service plan for 2023/24	Cabinet	6 Apr 2023			Draft Service Plans 2023/24	Portfolio Holder for Finance

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

Document is Exempt from Publication