

## OVERVIEW AND SCRUTINY MEETING

**Date and Time:** Tuesday, 15 December 2020 at 7pm

**Place:** Council Chamber, Civic Offices, Fleet

**Present:**

### COUNCILLORS

Axam, Davies, Dorn, Drage, Farmer, Lamb (7.05pm), Makepeace-Browne, Smith, Worlock (Chairman), Wright

**In attendance:** Councillors Cockarill, Forster, Radley

#### Officers:

Daryl Phillips	Joint Chief Executive
Patricia Hughes	Joint Chief Executive
Emma Foy	Head of Corporate Services and S151 Officer
Mark Jaggard	Head of Place
Kirsty Jenkins	Head of Community Services
Peter Summersell	Sustainability Officer
John Elson	Head of Environment & Technical
Helen Vincent	Committee Services Officer

### 70 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 17 November 2020 were confirmed and signed as a correct record.

### 71 APOLOGIES FOR ABSENCE

None received.

### 72 DECLARATIONS OF INTEREST

Cllr Farmer declared an interest to Item 83 as he is the Chairman of the Hart Swimming Club. Cllr Forster declared a non-pecuniary interest in Item 79 regarding his involvement with an EV charging Company.

### 73 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced *to Committee Members* that the Overview and Scrutiny mid-year review will be held on Wednesday 6<sup>th</sup> January 2021 at 5.30pm to 6.15pm with an agenda to follow shortly.

### 74 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

## **75 SERVICE PERFORMANCE – HEADS OF SERVICE ATTENDANCE**

The Head of Place, Mark Jaggard, attended to discuss service performance across Business Support & Facilities Management, Development Management & Building Control, Environmental Health & Licensing and Planning Policy & Economic Development.

Members were informed of the following:

- COVID safe offices.
- Roll out of equipment and furniture for home working.
- Improved system for virtual meetings and Web Casting.
- Service Targets and Planning performances have been reported in time with major sites being approved.
- Improving the pre-application service.
- Environmental Health issues with fly tipping and bonfires.
- First virtual licensing hearing and committee were held in November.
- Planning white paper implications.
- Economic recovery report commissioned and received.

Members discussed:

- The the Local Plan and the Hook Neighbourhood Plan legal challenges.
- The Council's approach to consultations and engagement with communities/stakeholders
- Wider feedback for DM Service and peer review and setting up an Agent's forum.
- Annual survey for feedback from residents for received quality of service.

Members asked for:

- Further work to redefine the measures and performance of activities of the Planning Improvement Plan by March 2021.
- A summary of the work covered by the Place service.
- What the headcount change has been in the last 12 months.
- A list of stakeholders from the Stakeholder Forum for the Garden Village Programme

Members thanked Mr Jaggard for the comprehensive information.

## **76 COMMUNITY INFRASTRUCTURE LEVY**

The Head of Place provided an update on setting a Community Infrastructure Levy (CIL) Charging Schedule in Hart.

Members discussed:

- Cost implications to be funded through CIL receipts.
- CIL can be used for Local Plan requirements.
- Infrastructure funding statement.

## **DECISION**

Overview & Scrutiny Committee will be consulted on draft CIL charging schedule in mid-year 2021

### **77 COMMUNITY SAFETY TRANSITION**

The Head of Community updated Members on the transition of the shared Community Safety Service which came back to Hart in October. The Council recruited two Officers whose priority has been promoting and making visible the new in-house service. The transition has been better than expected and some elements of the joint Community Safety work will remain.

The Community Safety Partnership continues to be shared across the 3 boroughs and will meet quarterly. The local authorities are one of the partners and others include the Police, Fire, Clinical Commissioning Group and the military.

## **DECISION**

Members requested targets and budgets to be brought through Overview & Scrutiny as part of the process of commenting on the Community Services' Service Plan 2021/2022

### **78 CRIME AND DISORDER COMMITTEE**

Cllr Axam updated the Committee on the progression of the scrutiny work of this joint Committee.

He informed Members that whilst the tripartite Council shared service had been dissolved in October 2020, that the Community Safety Partnership (CSP) continued to exist.

The Chairman thanked Councillor Axam for the update and agreed to pass on any suggestions for improvement direct to the Officers.

### **79 CLIMATE CHANGE WORKING GROUP**

The Sustainability Officer gave an update on the interface between the Climate Change Working Group and the Overview & Scrutiny Committee and explained the changed action plan, work programme and delivery times of the working group which had been delayed by 6 months due to COVID restrictions.

### **80 COVID-19 PANDEMIC UPDATE**

The Joint Chief Executive updated the Committee on the implications for the delivery of Council services arising from the new national COVID-19 Lockdown 2.0.

The Committee were updated on:

- The Council's work with Leisure Centre funding and the short timescale financial settlements available.
- Vaccination commencement at sites in our district for the most vulnerable.
- Wet Pub funding and Tier 2 funding.
- Meetings with voluntary groups and Christmas Plans taking place this week.
- Emergency contacts and guidance has been published on our website of services available over Christmas.

Members thanked the Joint Chief Executive for the regular updates with the fast-paced changes.

## **81 CONFIDENTIALITY OF INTERNAL COUNCIL COMMUNICATIONS**

The Joint Chief Executive provided Members and Officers with an update on the approach to confidentiality with respect to internal communications within the Council.

Members were advised of:

- The new traffic light system being the most effective and simplest approach for levels of confidentiality.
- The default is green/white for all information which can be shared.
- Amber is for information within the council only and not to be shared outside of the Council.
- Red which will be clearly marked as Confidentiality to specific members only.
- Member briefings will be open unless otherwise stated.

Members discussed:

- Updated confidential information should be relevant to live issues.
- Scale of confidentiality.
- Colour coding for clear visibility.
- A Policy Statement will be circulated to all Councillors and Officers to set out guidelines

Cllrs Dorn and Forster were thanked for their assistance with this report.

### **DECISION**

A Policy Statement will be circulated to all Councillors and Officers to set out the guidelines

**82 2020-21 BUDGET MONITORING – POSITION STATEMENT AT  
31 OCTOBER 2020 FOLLOWING LOCKDOWN 2.0**

Members were advised of the position on revenue expenditure following Lockdown 2.0. Members were informed of significant changes to expenditure on a timely basis and which may be outside the standard quarterly budget reporting cycle. This was previously discussed at Overview & Scrutiny on 17 November and at Cabinet on 3 December.

Members discussed:

- Figures reflect compensation for fees and charges in the first Lockdown which is just under £700,000 already received with further claims in for just over £300,000. This scheme will run until March 2021 so this will reduce the forecast over spend.
- Parishes fees and charges were approved by members in February 2020 and any new charges will be agreed at the next budget.

**DECISION**

Members noted the revised projections and reasons for the main revenue variations show in this report.

**83 UPDATE ON BUSINESS RATES GRANTS SCHEMES LOCKDOWN 2.0**

Members were updated on the process and performance regarding the two Lockdown 2.0 Business Rate Grant Schemes that the Government had introduced.

The 'Closed' Scheme for businesses who had to remain closed during the Lockdown period had received 313 applications, 252 have already received payment, 22 in query with 23 duplicates or rejections. Businesses not legible for the 'Closed' schemes would automatically be consider for the Discretionary scheme.

The Discretionary scheme would run until 2022 and would be paid out in three tranches. The numbers of applications received for the first Discretionary Grants tranche was 130, of which 105 have been paid with a further 16 to be paid and 9 still to be checked. This scheme had been extended for a further week to attract more applications.

**DECISION**

The report was noted.

**84 CABINET WORK PROGRAMME**

The Cabinet Work Programme was considered and noted.

## 85 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and amended as follows:

- Community Safety transition update to be pushed back to April 2021.
- The Portfolio Holder for Environment and Technical Services be invited in January to update the Committee on work of the Climate Change Working Group.

The Chairman thanked Members for their contributions over the last 6 months and wished everyone a Happy Christmas.

The meeting closed at 9.28pm

DRAFT