

COUNCIL**Date and Time:** Thursday, 30 July at 7.00pm**Place:** Council Chamber, Civic Offices, Fleet**Present:****COUNCILLORS:**

Kennett - (Chairman)

Ambler	Davies	Oliver
Axam	Delaney	Quarterman
Bailey (7.27pm)	Dorn	Radley
Blewett	Drage	Smith
Butler	Farmer	Southern
Clarke	Forster	Tomlinson
Cockarill	Kinnell	Wheale (7.46pm)
Crampton	Lamb	Wildsmith
Crisp	Makepeace-Browne	Worlock
Crookes	Neighbour	

Officers Present:

Daryl Phillips	Joint Chief Executive
Mark Jaggard	Head of Place
Martina Duffin	Committee Services
Celia Wood	Committee Services

Absent: Wright, Harward**25 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 25 June 2020 were confirmed and signed as a correct record.

26 APOLOGIES FOR ABSENCE

None received.

27 DECLARATIONS OF INTEREST

Cllr Farmer – declared an interest in the Motion proposed at Agenda Item 13 (Everyone Active: Leisure Centres), through his interests with the Hart Swimming Club and also Membership of Hart Leisure Centre but he has agreed with the Monitoring Officer that the interests are not prejudicial.

Cllr Crampton – declared a non-prejudicial interest in the Motion at Agenda item 13 (Everyone Active: Leisure Centres) through her membership of the Hart Leisure Centre.

Cllr Forster - declared in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to his role as a Hampshire County Councillor, he too had agreed with the Monitoring Officer that the interests are not prejudicial.

Cllr Oliver - declared a non-prejudicial interest in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to being a member of the Fleet BID Board.

Cllr Crookes - declared a non-prejudicial interest in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to being a member of a local cycling group.

Cllr Wildsmith—declared a non-prejudicial interest in the Motion at Agenda item 13 through having a Hart Leisure Centre membership for his daughter.

27 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

None received.

28 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

Questions from Members are detailed in **Appendix 1**.

29 CHAIRMAN’S ANNOUNCEMENTS

No announcement from the Chairman.

30 CABINET MEMBERS’ ANNOUNCEMENTS

The Leader of the Council, **Councillor Neighbour** – Members may well have heard that the Government will be providing a White Paper on Local Government re-organisation in September. This appears to be aimed at further unitarisation and an expansion of the combined Authority System. They have asked for expressions of interest over the summer. I have been in communication with the Leader of the County Council as well as the other Hampshire Districts. Our collective view is that the current arrangement works and that this would be a distraction during the current public health crisis.

The Cabinet Member for Finance and Corporate Services, **Councillor Radley** - Members will be aware later in this meeting we will be discussing the motion which I am bringing forward to adjust our budget in order to allow both Leisure Centres in the district to open tomorrow. While I regret that this item shall need to be discussed in confidential session due to the inevitable need to discuss the financial affairs of a third party organisation and because we touch upon contractual negotiations, I do hope that all members will support the council's efforts to get these important facilities open again.

Cabinet Member for Digital, **Councillor Ambler** - You all received an email from me last with information about the rollout of the new Committee Services software Modern.gov. Thank you to all the members who responded but there

are still quite a number who we haven't heard from. Please could you respond to Steven Bennett as soon as possible with confirmation as to whether you have access to a portable device and information about that device.

The reason that we are asking the question is, that the new software is in the process of being rolled out and we need to ensure that all Councillors are going to have a suitable device to run the software on.

This will streamline the work of Committee Services and improve members access to documents needed for meetings, as well as other exciting new features. Eventually, we will return to the council chamber for meetings, which is why it's essential that all members have access to a suitable mobile device.

We plan to start phased member training on the application from September and are keen to sign up 'early adopters' for the program so again, please can you contact Steven if you are happy to be included in this first phase for training.

The Cabinet Member for Community, **Councillor Bailey** – No announcement.

The Cabinet Member for Place, **Councillor Cockarill** – No announcement.

The Cabinet Member for Regulatory, **Councillor Kinnell** – No announcement.

The Cabinet Member for Environment, **Councillor Oliver** - New subscriptions for our Green Waste service will be accepted from the 3rd August. All Hart controlled waste and recycling services are now back in full operation. The Green Waste service can now be extended to new or re-joining residents as volumes being collected are starting to approach pre-pandemic levels and we can be confident of providing a reliable service to our current subscribers.

The Cabinet Member for Commercialisation, **Councillor Quarterman** – No announcement.

31 CHIEF EXECUTIVE'S REPORT

The Joint Chief Executive had nothing substantive to report.

32 MINUTES OF COMMITTEE MEETINGS

No questions on any of the meetings were raised.

33 ITEM 11: NOTICE OF MOTION – The Temporary pedestrianisation of Fleet Road, Fleet:

Cllr Cockarill moved the following Motion and it was seconded by Cllr Neighbour:

“To ask full Council to endorse the proposal to temporarily pedestrianise the retail core of Fleet Road, Fleet in order to assist the businesses in the recovery phase of the Covid-19 crisis. The pedestrianisation would provide greater space for social distancing, and also allow activities to take place in

the road space to attract people to Fleet and spend more while they are in Fleet.

- a) Members endorse the proposals to temporarily pedestrianise the retail core of Fleet Road, Fleet from its junction of with Church Road to the junction with Victoria Road/Upper Street;*
- b) Members endorse the temporary blocking off of Upper Street at its junction with Clarence Road for traffic management purposes;*
- c) Members endorse the working up and implementation of the Place Making elements of the Scheme (Phase 3 works); and*
- d) Members endorse the improvements to the cycle lanes between the retail core of Fleet Road and Fleet Railway Station.”*

CLlr Crookes requested that the Motion should be split a)-c) with d) debated separately.

CLlr Cockarill agreed this could be done.

CLlr Oliver requested an Amendment to the Motion that to secure the installation of entry and exit traffic loops (volume and speed) during week 1 of the traffic diversion for Church Road, Albert Street, Clarence Road and Connaught Road to determine future mitigation actions.

CLlr Makepeace-Browne seconded the Amendment.

Members debated the Amendment and following a Recorded Vote **(Appendix 2)** the Amendment to the Motion was carried.

Members debated a)-c) of the substantive Motion as amended. The issues raised were:

Members sought reassurance that if the Scheme goes ahead the traffic impact will be actively monitored and any indication that the scheme requires changes will be evidenced and taken to Hampshire County Council to make improvements or remove.

It was generally acknowledged that the High street is in decline and Members discussed if this is a viable temporary measure to help businesses by creating more space and the feeling of a safe environment for visitors or cause greater disruption to businesses and residents.

Members discussed the importance of regular and careful monitoring with both retailers and residents to encourage feedback.

Following a Recorded Vote **(Appendix 3)** the Motion as Amended was carried.

Members then debated d) of the Motion: Member to endorse the improvements to the cycle lanes between the retail core of Fleet Road and Fleet Railway Station.

Members sought clarification on the background and were informed that the improvements form part of the Local Enterprise Partnership funding of the Green Grid to widen the route to make it safer for cyclists and pedestrians.

The need for local (cycling) groups to be consulted as part of the improvements to the cycle lanes was communicated to Officers working on the Project.

Following a Vote, the Motion was carried.

DECISION

Council agreed to endorse the proposal to temporarily pedestrianise the retail core of Fleet Road, Fleet in order to assist the businesses in the recovery phase of the Covid-19 crisis as agreed in the Motion as amended.

34 EXCLUSION OF THE PRESS AND PUBLIC

Council agreed to exclude the press and public from the meeting during item 13 (**Notice of Motion Everyone Active: Leisure Centres**) on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description was likely to be disclosed: Category 3 Information relating to the financial or business affairs of any particular person (including those of the Council).

35 ITEM 13: NOTICE OF MOTION Everyone Active: Leisure Centres.

The discussion on the Motion took place with the press and public excluded from the meeting

DECISION

Following a Vote, the Motion was carried.

Next meeting 24th September 2020

The meeting closed at 21.59 pm

Appendix 1: Questions from Members

Cllr Southern asked:

We, as Councillors, are finding it difficult to do our job without easy access to all officers by telephone and email. With modern technology, all officers working from home clearly have telephones and access to the Council's systems. The current system of contact through a single source, such as elections@hart.gov.uk or any other method merely puts another stage into the process. As this was a temporary measure when Covid19 arose and, although many officers are taking well-deserved leave, when are Councillors going to have direct access to officers in the normal way?

Cllr Neighbour responded:

Many members have welcomed the more organised co-ordination of the councillor enquiries approach which have resulted in speedier and more effective Officer response. It is certainly an arrangement that has been supported by all three Group Leaders.

What has been enlightening has been to learn of the extent and depth of member enquires but more importantly, it has also demonstrated why there is a need to manage member engagement to ensure that officers are not overloaded with more than simply service requests.

One of the main strengths of the arrangement has been the ability to monitor response times and to ensure that enquires do not get missed. However, nothing within the arrangement seeks to restrict access to either Heads of Service or specific case officers, such as planning or environmental health officers.

All officers are still responding to specific case work and can be contacted by both email and telephone in the usual way. However, members must appreciate that if they chose to go direct to an individual case officer then that approach is not directly monitored and it cannot be guaranteed that you'll get the same level of response rate that you would otherwise get going through the councillor enquiry route.

We think that overall the arrangement is a success but it will be kept under review in the same way that it has recently been review and adjusted.

Cllr Southern asked:

With Covid19 clearly diminishing in Hart, when are the officers going to re-occupy the Council offices? The existing arrangement of work stations gives nearly all officers about two metres of space in each direction and the offices are large enough to enable all this to happen.

Cllr Radley responded

The first point to highlight is that unlike many Councils Hart has opened its Reception and is effectively providing a full suite of services. Service delivery to our residents is being maintained. Site visits, subject to social distancing, have recommenced and all key officers can be contacted by both email and

telephone in the usual way. The need to return to the Office is not one that is driven by any service delivery requirement.

The Officer Leadership Team is working on future plans for the office and the working environment because suitable work stations are not in place to accommodate intensive reoccupation. One also has to question the value of people travelling to office just to do all the things which can equally be done well from home. People will come into the office where scheduled face to face meetings are going to be productive but that will not be every day of the working week. This is not because of the need for social distancing (that will pass) but because we have now experienced the efficiencies of working from home.

This is not because of the need for social distancing (that will pass) but because we have now experienced the efficiencies of working from home.

Cllr Southern asked

Zoom and Teams meetings are adequate, but unsatisfactory in many ways. Networking and other communications outside the meetings are being stifled. When are all Council meetings going to be run in the Council chamber as they were before Covid19 occurred?

Cllr Neighbour responded

At this point in time we are not in a position to return to pre-COVID 19 arrangements and we are at the very limits of our current technological abilities in delivering the current arrangements. I personally would welcome a return to the 'cut and thrust' of face-to-face Council meetings but it will require carefully planning to ensure that everyone feels that it is right thing to do. Officers are already working on ideas to give us some options because the implementation of the new [modern.gov](https://www.modern.gov) Committee process extends to giving us a better and more sophisticated platform to develop our audio visual arrangements with a realistic opportunity to explore the potential of hybrid meetings. This may be something that we could look to assess later this autumn.

Appendix 2:

Recorded Vote:

Item 11 – Fleet Road Pedestrianisation (Amendment)

COUNCILLORS	Vote	COUNCILLORS	Vote
AMBLER	For	HARWARD	
AXAM	For	KENNETT	Abstain
BAILEY	Against	KINNELL	Against
BLEWETT	Against	LAMB	Against
BUTLER	For	MAKEPEACE- BROWNE	For
CLARKE	For		
COCKARILL	Abstain	NEIGHBOUR	Against
		OLIVER	For
CRAMPTON	For	QUARTERMAN	Against
CRISP	Against	RADLEY J E	For
CROOKES	Abstain	SMITH	Abstain
DAVIES	For	SOUTHERN	For
DELANEY	For	TOMLINSON	Abstain
DORN	Abstain	WHEALE	For
DRAGE	Against	WILDSMITH	Against
FARMER	Abstain	WORLOCK	Against
FORSTER	Against	WRIGHT	

For: 12

Against: 11

Abstain: 7

Motion carried

Appendix 3:

Recorded Vote:

Item 11 – Fleet Road Pedestrianisation

COUNCILLORS	Vote	COUNCILLORS	Vote
AMBLER	Against	HARWARD	
AXAM	For	KENNETT	For
BAILEY	For	KINNELL	For
BLEWETT	For	LAMB	For
BUTLER	For	MAKEPEACE-	Against
CLARKE	Against	BROWNE	
COCKARILL	For	NEIGHBOUR	For
		OLIVER	For
CRAMPTON	Against	QUARTERMAN	For
CRISP	For	RADLEY J E	Against
CROOKES	Abstain	SMITH	For
DAVIES	Against	SOUTHERN	Against
DELANEY	Against	TOMLINSON	Against
DORN	Against	WHEALE	For
DRAGE	For	WILDSMITH	For
FARMER	Against	WORLOCK	Against
FORSTER	Abstain	WRIGHT	

For: 16

Against: 12

Abstain: 2

Motion carried

AUDIT COMMITTEE

Date and Time: Tuesday, 21 July 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Blewett, Crookes, Delaney, Makepeace-Browne (Chairman) Smith, Southern (7.02pm), Wildsmith

Officers:

Emma Foy	Interim Head of Corporate Services and S151 Officer
Neil Carpenter	Audit Manager
Joanne Innes	Internal Auditor
Helen Vincent	Committee Services
Celia Wood	Committee Services

In attendance:

Justine Thorpe	Ernst and Young (E&Y)
Kevin Suter	Ernst and Young (E&Y)

1. ELECTION OF VICE-CHAIRMAN –

Councillor Wildsmith was elected as Vice-Chairman for the year 2020/21.

2. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 3rd November 2019 were confirmed and signed as a correct record.

3. APOLOGIES FOR ABSENCE

None received.

4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman introduced Emma Foy as the incumbent Section 151 Officer.

5. DECLARATIONS OF INTEREST

None declared.

6. INTERNAL AUDIT PLAN FOR 2020/2021

The Audit Manager updated the Committee on the Internal Audit Plan 2020/21 and the impact of Covid-19 to the service normally provided by Internal Audit, resulting in the Plan requiring amendment.

The Audit Manager highlighted the work carried out by the Team to administer the payment of Business Grants to small businesses during the Pandemic which is ongoing. The Committee thanked Neil and his Team for their work during this time.

Members queried the reduced amount of work for the Service Review on data management. The Committee was informed that data management will be looked at as part of the IT controls audit. Members also expressed concern in the reduction of days in the Five Councils area which was due to an overall reduction in the number of days in the audit plan.

Also noted was the reduction of days allocated to the preparation of the Annual Governance Statement. The Audit Manager stated this is a result of better input from the Leadership Team.

DECISION

The Committee approved the Internal Audit Plan for 2020/2021.

7. EXTERNAL AUDIT LETTER 2018/2019

The Council's External Auditors summarised the Audit Letter for the year ended 31st March 2019.

The Chairman of the Committee sought reassurance in relation to providing adequate resources and questioned the increase in audit fee proposed. The Chairman also asked for assurance that additional billing as in previous years would not occur.

The Committee was informed that additional requirements have driven a change to the baseline fee. The auditors also stated that they were unable to guarantee that there would not be additional billing however any additional fees will be discussed in advance with the Section 151 Officer.

The Committee questioned whether the issues in getting information from Capita (noted in November 2019) still occurred with the Mendip shared accountancy service and were informed that indications are that they are working to time and with the External Auditors.

The Section 151 Officer stated she has received the first draft of accounts from Mendip shared accountancy service, they have been reviewed and that we are waiting for a second draft. The Section 151 noted that the Section 151 Officer at Mendip had been replaced and the team is led by an experienced Section 151 Officer.

Committee thanked Kevin Suter and Justine Thorpe for their contribution.

8. ANNUAL AUDIT LETTER 2018/2019

The Annual Audit Letter for the year ended 31 March 2019 was noted.

9. ANNUAL INTERNAL AUDIT REPORT 2019/2020

The Audit Manager highlighted the key findings from the Annual Internal Audit Report for the year 2019/2020.

The Chairman praised the Audit Team for their work and noted that the Heads of Service will be held accountable for any discrepancies that may fall into their area. The Committee asked if there had been an improvement in the Accounts Payable challenge, credit card usage and payroll identified at the last meeting.

The Audit Manager stated that correct and responsible credit card usage has been reinforced and currently the Audit Team are not aware of any misuse of this method of payment. Accounts Payable/Purchase Orders is being addressed for a more consistent approach. Payroll is now back in house and HDC will have greater control by the end of the year.

The Committee reflected that the Covid-19 period will have necessitated more use of credit cards. The Audit Manager shared this concern as it may be proved that quick decisions made as the Pandemic hit could have been done better. Procurement is being monitored carefully in the next few weeks. The Committee asked if HDC will have adequate resources now that we have come to the end of the Capita contract. HDC will be identifying what roles may be required in the future and are currently seeking to appoint a HR Specialist.

The Section 151 Officer informed the Committee that she has requested Mendip attend the Audit Committee in November. Arrangements are in place to ensure continuity and resilience in the short term.

DECISION

That the Internal Audit Report for the year 2019/2020 be accepted.

(Cllr Crookes left at 7.38 due to Internet failure)

10. DRAFT STATEMENT OF ACCOUNTS FOR 2019/2020

An initial draft statement of accounts for 2019/2020 has been received from the Mendip Team which will be signed off by The Section 151 Officer in August. The Accounts will be circulated to the Committee at the beginning of next week and following that there will be a series of workshops to run through the Accounts with Members before the final Audit Committee. The Committee agreed that the workshops would be of benefit to help their understanding.

Meeting closed 7.55pm

CABINET

Date and Time: Thursday, 6 August 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Bailey, Cockarill, Kinnell (7.08pm), Neighbour (Chairman), Oliver, Quarterman, Radley.

In attendance:

Councillors Axam, Crookes, Forster.

Officers:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Dympna Sanders	Environmental Health Team Leader
Neil Hince	Senior Environmental Health Officer
Helen Vincent	Committee Services
Celia Wood	Committee Services

13 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 2 July 2020 were confirmed and signed as a correct record.

14 APOLOGIES FOR ABSENCE

None received.

15 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements from the Chairman.

16 DECLARATIONS OF INTEREST

Cllr Oliver declared that as a Member of Fleet Town Council, he has a non-pecuniary interest in the Harlington roof repairs.

17 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None received.

18 THE PAVILION, SOUTHAMPTON

In accordance with the delegated authority authorised by Cabinet in August 2018 it is confirmed to Cabinet that on 9 March 2020 the Council procured an investment asset comprising an office called The Pavilion at Hedge End in Eastleigh. The purchase price was £6m and will achieve an initial 3.91% net investment return. The purchase is currently being financed by internal borrowing. At a later stage a WPLB loan may be required. The process by which the asset was procured was review at Overview & Scrutiny Committee at its meeting on 14 July 2020.

DECISION

Members noted the decision

19 THE SWAN PUBLIC HOUSE, NORTH WARNBOROUGH

To confirm that the District Council has now acquired the former Swan Public House by Compulsory Purchase Order and for Cabinet to agree the next steps. Members were informed this will be a temporary measure to save this listed building, make the area safe and allow time to look at the options for this site. In the meantime, it was confirmed that tidying works had already begun and the adjoining outbuilding (para 3.1 of the report) had unavoidably collapsed.

The Chairman recommended that local Ward Councillors should be kept informed of the progress.

DECISION

Cabinet agrees to make

- A. £30k provision from General Fund Reserves for the Joint Chief Executive to authorise the commissioning of a structural survey of the building to assess its current condition and also to prepare an appraisal study which would look at options for the future viable and beneficial use of the land.
- B. £19k provision from General Fund Reserves to fund urgent works to be carried out to include (but not necessarily limited only to) tidying the site, the erection of hoardings across the site frontage and to erect secure fencing to the exposed side boundary, and also continuing hire cost for the current scaffolding.

20 DELEGATION OF COMMUNITY PROTECTION NOTICE POWERS TO HOUSING ASSOCIATIONS

To seek Cabinet's approval to delegate Community Protection Notice (CPN) powers to the Registered Provider (Housing Association) 'Vivid Housing Limited'.

Members were informed that this has been used by other Local Authorities for 2 years and this is seen as a very flexible tool to stop escalation of anti-social behaviour that can lead to people feeling unsafe in their homes.

Members sought reassurance about how this would be used and monitoring it to ensure Vivid use these powers efficiently. It was explained that Vivid already have existing powers within their legal responsibilities so this is an extra tool that can be withdrawn if required. Only two Officers within Vivid will have the delegated powers, and Hart District Council will approve those officers.

DECISION

Members approved the formal delegation of powers held by Hart District Council to include Vivid Housing Limited as an authorised body for the service of Community Protection Notices under Sections 43 and 53 of the Anti-Social Behaviour Crime and Policing Act 2014.

21 HARLINGTON ROOF REPAIRS

To inform Cabinet of an urgent decision taken to enable works to be carried out to the roof of the Harlington.

Members noted that the Cabinet Member should be changed on the report to Cllr Quarterman. Members discussed other items of work which are not urgent and that a decision will be made in due course to consider the lifetime future of the building.

DECISION

Members noted the report.

22 CIVIC CAMPUS REGENERATION WORKING GROUP

Members noted the minutes of the meeting of 9 June 2020. Apologies were made that the minutes of a meeting on 14th July had not been published before the meeting. Those minutes of a meeting on 14th July and subsequent meeting of 4th August will be posted under Cabinet in September.

23 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and updated for Cabinet in September.

- An update on the 5Councils' Contract.
- Fleet Road pedestrianisation project updates.
- Further civic campus regeneration reports, when decisions are to be taken.
- Remove LGA peer review as at present, there is no reasonably foreseeable date for the review to be carried out.

The meeting closed at 8.05pm

PLANNING COMMITTEE

Date and Time: Wednesday, 12 August 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Blewett, Cockarill, Delaney, Kennett, Oliver (Chairman), Quarterman, Southern, Wheale, Worlock

Officers:

Mark Jaggard:	Head of Place
Emma Whittaker:	Planning Manager
Emma Bethell:	Legal Team Leader
Peter Lee:	Planning Team Leader
Miguel Martinez:	Principal Planning Officer
Helen Vincent:	Committee Services Officer
Celia Wood:	Committee Services Officer

13. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 8 July 2020 were confirmed and signed as a correct record.

14. APOLOGIES FOR ABSENCE

Cllr Radley.

15. CHAIRMAN'S ANNOUNCEMENTS

Planning committee working party will take place 26th August to look at actions arising from the peer review. This will start at 6pm and will be followed by a Training in the form of a presentation entitled Building for Health (Urban Design). A formal invitation will be sent later this week.

16. DECLARATIONS OF INTEREST

None declared.

17. AMENDMENT TO PLANNING SCHEME OF DELEGATION

To recommend an amendment to the Planning Scheme of Delegation from the Planning Committee in relation to applications for 'Modifications to Construction Hours Conditions' and 'Additional Environmental Approval' to ensure that officers are able to make decisions on these applications in a

timely manner and before the expiry dates to avoid proposed development becoming lawful by default.

Officer recommendation: To add the following new items:

6. To determine any application or notification submitted under section 74B, 74C or 74D of the Town and Country Planning Act 1990 (as amended).

7. To determine any application or notification submitted under Section 93B or 93F of the Town and Country Planning Act 1990 (as amended).

The Committee sought clarification that the Ward Member would continue to be advised before making any decisions and were advised that they would be consulted the usual way, should the Ward Member wished to discuss.

Members were advised that the Government has set an end date to 31st December 2020. After that date, this Amendment will require new legislation to change permanently.

DECISION

Agreed as recommended in Officer's Report.

18. DEVELOPMENT APPLICATIONS

Members accepted updates and considered the planning report from the Head of Place. (Paper A).

Meeting closed at 9.22pm.

**HART DISTRICT COUNCIL
DEVELOPMENT APPLICATIONS**

Decision/Recommendations – 12 August 2020

Item No: 101

20/01317/TPO

6 Gondreville Gardens Church Crookham Fleet GU52 6US

T1: Oak - Reduce in length by approximately 3 metres the lateral limbs extending to the South, South West and South East on the bottom third of the crown tapering reductions into the upper crown. Leaving a retained branch length of approximately 5-6 metres. All pruning cuts to be made to suitable secondary growth.

A short presentation was given by Officers setting out that this tree is owned by Hart District Council and as such, Officers do not have delegated authority to determine it. The proposed tree works is to increase light for the occupiers of No. 6 Gondreville Gardens and improve the visual appearance of the tree. A query was raised regarding the Council reviewing older “blanket TPOs” and whether this work had concluded; Officers advised that they would seek an update from the Tree Officer and update Councillors.

DECISION – GRANT

Approved in accordance with Officer recommendation as set out in the papers.

Item No: 102

19/02467/FUL

Rally Field Wellington Country Park Odiham Road Riseley Reading

Change of use of agricultural land to a dog day care facility (Land use Class Sui-Generis), construction of building, provision of parking, access and fencing.

NOTE: Mr James Vyvyan-Robinson (against) and Mr Bruce Casalis (applicant) spoke in relation to Item 102 (19/02467/FUL)

Officers presented the application setting out the nature of the business and the reason for the change of use. This application is subject to a high level of local interest including the Ward Councillors. Members of the Committee were advised the site falls outside of any settlement boundary and is near the Wellington Country Park.

It was explained that the proposed “doggy day care” facility would provide a safe controlled and purpose-built environment for the exercise and care of dogs. The proposed hours of operation would be 0730 hrs to 1800 hrs, Monday to Friday only. Bank Holidays are also excluded from the days of operation. No overnight stay of dogs is proposed as part of the development.

Councillors debated on the potential risk of noise coming from barking dogs and the effective management of dog waste. Councillors also raised concerns on the proximity of residential properties and the effect of potentially more traffic created by dropping off and collecting dogs. Councillors noted that with the other sites managed by the applicant the majority of dogs were picked up by vans run by the owners rather than being dropped off at the site.

Councillors were advised of the ratio of staff to dogs and that the site would employ 15 Members of staff.

DECISION – GRANT

Approved in accordance with Officer recommendation as set out in the papers.

Item No: 103

19/02871/FUL

Guidion House Rye Close Fleet GU51 2UY

Demolition of an existing office building and erection of new industrial units for flexible uses falling within Research and Development (B1b), light industry (B1c), general industry (B2) and storage and distribution (B8) with ancillary offices.

NOTE: Mr Liam Chiles (against) and Mr James Brown (on behalf of the applicant) spoke on Item No 103 (19/02871/FUL)

Officers presented the application setting out that the proposal was for the erection of industrial style buildings to be used flexibly for a number of uses. The proposed uses were research and distribution, light industry, general industry and storage and distribution.

It was set out that the site is located within an existing employment area which is designated as such in the Development Plan. An additional condition was recommended by Officers to prevent any retail sales operating out of the units.

It was noted that Councillors were concerned about the proximity of residential properties to the site and the effect on those residents from large vehicle movement which could cause disruption and noise. Councillors noted that the nearest flats were previously offices that were converted under the prior approval regime.

Members were advised that in accordance with the travel plan targets will be monitored by HCC for the lifetime of the development.

Members debated that the Government change in legislation has resulted in issues that arise from mixing a business site with residential properties causing reservations over the vehicle movements especially at night.

Members highlighted the need for strong and robust conditions and were particularly concerned about HGV movements during the night and at weekends/Bank Holidays. Noise and light pollution were also of concern as well as the possibility of vehicles with engines left 'idling' while being loaded or unloaded. Noise emanating from the buildings themselves was also a concern. Members discussed the possibility about dealing with these issues through conditions. A routing agreement was also mentioned although Officers advised that this would require further discussion with Hampshire County Council as Highways Authority to understand if this was appropriate.

Members moved to vote on the original application without modification:

Members voted Against.

An Alternative Recommendation was moved and seconded:

A. That the Head of Place be authorised to GRANT planning permission subject to:

- i) The completion of a Planning Obligation (s106 agreement) to secure a Travel Plan and off-site improvements to the Green Infrastructure Network
- ii) That a routing agreement was agreed following Consultation with the Highways Authority

AND subject to the conditions listed in the officer report along with the following additions:

Amendment to Condition 8 to read:

Notwithstanding Condition 2, prior to occupation of the development hereby approved a Noise Management Plan for the control of noise emanating from the site shall be submitted to and approved, in writing, by the Local Planning Authority. The Plan shall include details of:

- a) White noise reversing sounders;
- b) External fixed plant noise control criterion;
- c) Break out from buildings noise control criterion;
- d) Measures to minimise noise from site employees and visitors;
- e) Measures to require vehicles loading and unloading at the facility to turn off engines and refrigeration units whilst loading and unloading and whilst stationary at the site;
- f) Contact details and procedures for site occupiers for any noise related queries from local residents or businesses.

The operation of the development hereby approved shall take place in accordance with the Noise Management Plan.

Reason:

To protect the amenity of nearby residential occupiers and to satisfy Hart Local Plan (Strategy and Sites) 2032 Policy NBE11 and Hart District Local Plan (Replacement) 1996-2006 and First Alterations to the Hart District Local Plan (Replacement) 1996-2006 Saved Policy GEN1.

Condition 15:
NO RETAIL SALES

The Units hereby approved shall not be used for any retail purposes involving the provision of retail sales to visiting members of the public and any retail activity carried out at the site should comprise solely of an ancillary element of trade counter sales.

Reason:

In order to control the uses carried out at the site in the interests of limiting traffic movements and ensuring the provision of adequate on-site car parking facilities, in accordance with Policy INF3 of the Hart Local Plan 2032 and saved Policy GEN1 of the Hart Local Plan 2006.

Condition 16:
NOISE ATTENUATION SCHEME

Prior to the construction of the building hereby approved full details of the noise attenuation measures to be incorporated into the building envelope of the structure to minimise external noise generation shall be submitted to and approved, in writing, by the Local Planning Authority.

Once approved, the development should be carried fully in accordance with the submitted details.

Reason:

To protect the amenity of nearby residential occupiers and to satisfy Hart Local Plan (Strategy and Sites) 2032 Policy NBE11 and Hart District Local Plan (Replacement) 1996-2006 and First Alterations to the Hart District Local Plan (Replacement) 1996-2006 Saved Policy GEN1.

Condition 17:
RESTRICTIONS ON HGV MOVEMENTS

No Heavy Goods Vehicles, i.e. those over 7.5 tonnes Gross Weight, shall operate from the site between the hours of 20:00 and 06:00 hours Monday to Friday and between the hours of 21:00 and 08:00 hours on Saturday, Sunday and Bank Holidays.

Reason:

To protect the amenity of nearby residential occupiers and to satisfy Hart Local Plan (Strategy and Sites) 2032 Policy NBE11 and Hart District Local Plan (Replacement) 1996-2006 and First Alterations to the Hart District Local Plan (Replacement) 1996-2006 Saved Policy GEN1.

- B. If by 11th October the planning obligation has not been completed to the satisfaction of the Head of Place, then the Head of Place be delegated authority to REFUSE planning permission for the reasons listed in the original officer recommendation.

It was also noted that if a routing agreement could not be agreed with the Highways Authority and the applicant that the application may need to be brought back to the Planning Committee.

Members moved to vote on the Application with conditions:

Members voted in favour.

DECISION – GRANT

As per the amended motion set out above.

DRAFT

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 18 August 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Davies, Dorn, Farmer, Harward (substitute Drage), Lamb, Makepeace-Browne, Smith, Wildsmith, Worlock (Chairman)

In Attendance: Crookes, Quarterman, Forster, Radley

Officers:

Daryl Phillips	Joint Chief Executive
Emma Foy	Head of Corporate Services and S151 Officer
Martina Duffin	Committee Services
Helen Vincent	Committee Services

19 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 14 July 2020 were confirmed as a correct record.

Councillor Farmer reminded the Chairman that in accordance with minute 18 there should have been two items; Car Park Charges and Waste Management Contract added to the work programme which he would bring up again during Item 30 of this agenda.

20 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Drage who was substituted by Councillor Harward.

21 DECLARATIONS OF INTEREST

None received.

22 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

23 CHAIRMAN'S ANNOUNCEMENTS

The Chairman recommended two events that may be of interest to members:

- a) The Centre for Public Scrutiny is holding its annual conference for Local Government Scrutineers on 9/12/2020 at Cavendish Square, London.

- b) There is an LGA webinar on the topic of the consultation on the new draft model Code of Conduct for Members on 26 August 2020.

24 OMBUDSMAN ANNUAL REVIEW LETTER

Members considered the Annual Review letter from the Ombudsman and noted that no complaints against the Council had been upheld. Members were encouraged to look at the Ombudsman website where previous national complaints cases can be reviewed for reference.

25 INTRODUCTION FROM S151 OFFICER

Emma Foy introduced herself to members and explained her career background.

26 2019/20 REVENUE AND CAPITAL OUTTURN

The Committee were advised that this report is not in the same format that the budget was agreed as there has been a restructure of the organisation since the budget had been agreed. The Committee were advised of the position on revenue and expenditure and a reconciliation will be provided to Members of the Committee in advance of the report being considered by Cabinet. Cabinet would consider this report at its meeting on 3 September 2020.

Members discussed the information and variances, raising questions around information behind the figures.

DECISION

The 2019/2020 outturn position of an underspend of £847K after transfers and accounting adjustments for the General Fund Revenue Account be noted.

- a) It be recommended to Cabinet that the £847K be used to increase General Fund Reserve be agreed.
- b) The 2019/2020 outturn position for Capital expenditure be noted.
- c) It be recommended to Cabinet that the carry forward of the unspent revenue budgets as detailed in paragraph 6.1 be supported be agreed pending written responses from the S151 Officer to both the questions raised and reconciliation between the original budget and budget per the restructured organisation..

27 TREASURY MANAGEMENT OUTTURN 2019/20

The Committee considered the Council's Treasury Management activities during the 2019/2020 financial year prior to consideration at Cabinet on 3 September 2020.

Members raised questions with regards to different investment vehicles and better ways increasing investment income whilst mitigating risk wherever possible.

Members discussed and welcomed the idea of creating working groups and working parties to provide constructive discussions about changing strategies.

DECISION

The comments of the Committee be forwarded to Cabinet for consideration at its meeting on 3 September 2020 be recommended.

28 QUARTER 1 PERFORMANCE INFORMATION – 2020/2021

The Committee was updated on the Council's performance indicator results for the first quarter of 2020/21 (1 April 2020 – 30 June 2020)

Members in considering the information were concerned about the following:

- Fly tipping being under reported.
- The possibility of voluntary organisations being under resourced. They will be invited to come and present so that a discussion can be had in respect of the recovery phase of Covid-19.

29 THE ESTABLISHMENT OF A CORPORATE VEHICLE FOR PROPERTY HOLDING PURPOSES

Members were asked to consider a report by the Joint Chief Executive recommending in principle the creation of a local authority company to allow commercial trading in property.

Members discussed the report and welcomed the proposal and agreed that they had no objections in principle. Committee did feel however, that more detailed consideration should be given to weighing the various governance arrangements for the Company.

DECISION

The recommendation is to support the following proposed officer recommendation to Cabinet be supported:

- a) Cabinet agrees in principle to the establishment of a company which will be limited by shares and owned wholly by the Council.

- b) Cabinet agrees to a further report to be brought forward at the earliest opportunity outlining proposed governance and board membership arrangements, and articles of association for the company before any trading activity commences.

30 OVERVIEW & SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered.

As per the minutes from July, the Waste Contract and Car Park Charges need to be added.

Meeting closed at 8.04pm

Date of next meeting: 15 September 2020

DRAFT

CABINET

Date and Time: Thursday, 3 September 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Bailey, Cockarill, Kinnell, Neighbour (Chairman), Oliver, Quarterman, Radley.

In attendance:

Councillors Axam, Crookes.

Officers:

Patricia Hughes	Joint Chief Executive
Dympna Sanders	Environmental Health Team Leader
Mark Jaggard	Head of Place
Emma Foy	Head of Corporate Services and S151 Officer
Martina Duffin	Committee Services
Celia Wood	Committee Services

24 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 6 August 2020 were confirmed and signed as a correct record.

25 APOLOGIES FOR ABSENCE

None received.

26 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements from the Chairman.

27 DECLARATIONS OF INTEREST

None received.

28 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None received.

29 FOOD SAFETY PLAN 2020/21

The Food Safety Plan for 2020/21 was considered.

Members were informed that the standard of food premises in the Hart area has generally shown an improvement.

Members discussed the affect of the current Pandemic may have had on food safety and were informed that in the initial stages Environmental Health provided a lot of guidance to restaurants who wanted to offer a delivery service. The advice was provided by the same team who dealt with Covid-19 regulations and as there were no food hygiene inspections, weekly drive arounds were carried out to give advice and to do spot checks.

DECISION

That Cabinet approve the contents of the Food Safety Plan 2020/21 for Hart.

30 COMMUNITY INFRASTRUCTURE LEVY (CIL)

To consider the introduction of a Community Infrastructure Levy (CIL) in Hart.

Members were informed that the Government is in the process of changing the law and overall the view is that it would be better to carry on with current arrangements and adjust when the law changes.

Members discussed why this had not been covered in existing budgets and were informed that until there is more clarity it is better not to include it in the budget however the CIL charges incorporate the costs of setting and implementing the CIL Charging Schedule so ultimately would be absorbed later on.

Members also sought clarification on Charging zones and were informed that it will be important to set it at a rate to ensure it will be fully policy compliant.

With regard to timescales, Members were informed that the process may take between 12-18 months to get in place.

DECISION

Members approved the recommendations:

1. That the Officers commence the processes to set the Community Infrastructure Levy charging schedule and
2. That Overview and Scrutiny Committee consider any draft CIL Charging Schedule prior to a Cabinet decision to consult.

31 2020/21 BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY

To allow a refresh of the Medium-Term Financial strategy (MTFS) and to a timetable for the setting of the budget for 2021-22.

Members discussed lost revenue (in terms of Leisure Centres) caused by the effect of the Covid-19 pandemic had been taken in account and were informed that fees are set at Pre-Covid levels in the 21-22 budget and assumes everything will be back to normal, although there will be revisions to current budgets.

DECISION

Members noted and agreed the refresh of the Medium-Term Financial Strategy as outlined and the timetable for budget build for 2021-22.

32 TREASURY MANAGEMENT OUTTURN 2019/20 (ANNUAL REPORT)

Post consideration by Overview & Scrutiny Committee to consider Annual Report on Treasury Management Activities 2019/20.

Members were informed that further investigation be carried out by the Section 151 Officer to find alternative investment opportunities.

Members are encouraged to take advantage of training courses on Treasury management for organisations such as Hart can be arranged for all Council Members.

DECISION

Members noted the report agreed the Officer recommendation that further investigation be carried out.

33 2019/2020 OUTTURN POSITION

Post consideration by Overview & Scrutiny Committee to consider the Annual Report on Outturn.

Members were reminded that it is important to recognise these budgets change every year and during the year and therefore it is not surprising there will be ups and down. However, it is unusual that we see the bulk of the money being used so we will have to challenge ourselves to be careful.

DECISION

Members approved the Officer's recommendations:

1. That Cabinet note the 2019/20 outturn position, including the underspend of £847K after transfers and accounting adjustments for the General Fund Revenue Account

2. That Cabinet endorses the approach that the £847K can be used to increase the General Fund Reserve.
3. That Cabinet approves the carry forward of the unspent revenue budgets as detailed in paragraph 6.

34 MINUTES FROM CIVIC REGENERATION WORKING GROUP

Members noted the minutes of the meeting of 14 July 2020 and 4 August 2020.

35 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and updated for Cabinet in September.

- Harlington roof repairs will be re-considered as a key decision when all information has been received from Fleet Town Council if the costs are above the threshold.
- Programme to be updated for SANGS – Cabinet Member is Cllr Cockarill.
- Programme updated for the next steps detailed in Medium Term Financial Strategy paper.

The meeting closed at 8:26 pm