



## SUMMONS

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE HART DISTRICT COUNCIL WILL BE HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, HARLINGTON WAY, FLEET ON THURSDAY 25 FEBRUARY 2016 AT 7.00 PM

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY  
FLEET, HAMPSHIRE GU51 4AE

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## AGENDA

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BRAILLE ON REQUEST**

### **1 MINUTES OF PREVIOUS MEETING**

To confirm the Minutes of the Council Meeting held on 28 January 2016. **Paper A**

### **2 APOLOGIES FOR ABSENCE**

### **3 DECLARATIONS OF INTEREST**

To declare disclosable pecuniary, and any other, interests.

### **4 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

To receive any questions from members of the public submitted pursuant to Council Procedure Rule 12.

*Note: The text of any question under Council Procedure Rule 12 must be given to the Chief Executive not later than **Noon on Friday, 19 February 2016.***

### **5 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS**

To receive any questions from Members submitted pursuant to Council Procedure Rule 14.

*Note: The text of any question under Council Procedure Rule 14.3 must be given to the Chief Executive not later than **5.00 pm on Monday, 22 February 2016.***

The text of any question under Council Procedure Rule 14.4 must be submitted to the Chief Executive before 10.00 am on Thursday, 25 February 2016.

**6 CHAIRMAN’S ANNOUNCEMENTS**

**7 CABINET MEMBERS’ ANNOUNCEMENTS**

**8 CHIEF EXECUTIVE’S REPORT**

**9 MINUTES OF COMMITTEES**

The Minutes of the following Committees, which met on the dates shown, are submitted.

In accordance with Council Procedure Rule 14.1, Members are allowed to put questions at Council without Notice in respect of any matters in the Minutes to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.

<b>Meeting</b>	<b>Date</b>	<b>Page Numbers</b>	<b>For Decision</b>
Overview & Scrutiny	19 January 2016	19-24	
Cabinet	21 January 2016 <i>(These minutes were considered at the Council meeting of 28 January)</i>		<b>103 - Joint Procurement of Services *</b>
Cabinet	4 February 2016	36-38	<b>112 - 2016/17 Budget</b> (see item 10 below)
Planning Committee	10 February 2016	121-139	<b>Minute 73 - Hook House Hotel, Hook</b> Departure from Local Plan - only if requested  <b>Minute 73 - Land at Church Lane, Dogmersfield</b> Departure from Local Plan - only if requested  **(See Note below)

\* Para 25.1 of the Constitution states that ‘Any motion to change the Constitution will, when proposed and seconded, be referred without discussion to the next ordinary meeting of the Council.’ This item was deferred for discussion and decision from the Council meeting of 28 January 2016.

\*\* Note: Each application does not accord with the Local Plan or approved policy of the Council. Each application represents a **DEPARTURE** to the Local Plan because the site is located in the open countryside outside of any defined settlement boundary. There are no

policies in the Local Plan that support each proposal and consequently each is contrary to Saved Policy RUR2.

The Planning Committee considered that although a **DEPARTURE** to the Local Plan and approved policy, there was no overall harm to the open countryside and that each proposal complies with the requirements of the National Planning Policy Statement.

## **10 2016/17 BUDGET**

To provide Council with a summary of Cabinet's revenue and capital budget recommendations for 2016/17 to enable Council to calculate and approve its Council Tax requirement for 2016/17. The report also includes the Head of Finance's (Section 151) statutory statement to Council on the robustness of the estimates and adequacy of reserves. **Paper B**

### **RECOMMENDATION**

- I Following recommendations from Cabinet and the subsequent notification of precepts, Council is asked to resolve:
  1. That the Council Tax Base for 2016/17 be noted
    - (a) for the whole Council area as 38,487.21 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
    - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix IA.
  2. Calculate that the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish precepts) is £5,960,130.
  3. That the following amounts be calculated for the year 2016/17 in accordance with Sections 31 and 34 to 36 of the Act:
    - (a) £42,049,249 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
    - (b) £33,247,698 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
    - (c) £ 8,801,551 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).

- (d) £215.87 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £2,841,421 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
- (f) £154.86 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

2 That it be noted that for the year 2016/17 the Hampshire County Council, and the Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

Valuation Band	Hampshire County Council (£)	Hampshire Fire & Rescue (£)	Police & Crime Commissioner for Hampshire (£)
A(R)	599.60	34.78	89.14
A	719.52	41.73	106.97
B	839.44	48.69	124.80
C	959.36	55.64	142.63
D	1,079.28	62.20	160.46
E	1,319.12	76.51	196.12
F	1,558.96	90.42	231.77
G	1,798.80	104.33	267.43
H	2,158.56	125.20	320.92

- 3 That, having calculated the aggregate in each case of the amounts at 3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2016/17 for each of the categories of dwellings in each of the Parishes.
- 4 That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2016/17 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- 5 That the growth and savings set out in Appendix A be approved.
- 6 That the revised Capital Programme for 2016/17 to 2016/17 as detailed in Appendix B be approved.
- 7 That the fees and charges for 2016/17 as set out in Appendix C be approved.
- 8 That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.

**Date of Despatch: 16 February 2016**

## **COUNCIL**

**Date and Time:** Thursday, 28 January 2016 at 7.00 pm

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

**Present:**

## **COUNCILLORS –**

Oliver - (Chairman)

Ambler	Crisp	Makepeace-Browne
Axam	Crookes	Morris
Bailey	Dickens	Neighbour (7.05 pm)
Billings	Forster S	Parker
Blewett	Gray	Radley JE
Burchfield	Gorys	Radley JR
Butler	Kennett	Renshaw
Clarke	Kinnell (7.30 pm)	Southern
Cockarill	Leeson	Wheale
Crampton	Lewis	Woods

### **Officers Present:**

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Gill Chapman	Committee Services

## **75 MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting held on 10 December 2015 were confirmed and signed as a correct record.

## **76 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Collett, Harward and Radley JE.

## **77 DECLARATIONS OF INTEREST**

No declarations were made.

## **78 PRESENTATION**

Mr Michael Watson, Managing Director of Stagecoach South, gave members an overview of the challenges facing Stagecoach South and its plans for the future.

Stagecoach were planning to invest in technology, generate passengers - especially younger travellers, improve reliability and grow the network to meet passengers needs, all whilst still being commercially viable. Unreliability impacted on passenger

retention, especially things like congestion and roadworks. Community engagement was ongoing and local help was needed. Bus services were of great value to the community, especially in rural areas, but funding cuts were impacting on people socially and commuting.

Members asked questions around passenger growth, services at Fleet Station, younger travellers, lack of services into the evening, Odiham services, the need for a Frimley Park hospital service, The lack of Yateley services were of especial concern to Members, who asked that Stagecoach look particularly at a link to Fleet Station and an evening service on route 3.

The Portfolio Holder for Environment and Technical Services encouraged members to let him know of any issues that could be taken to the Blackwater Valley Advisory Committee for Public Transport. He added that reliability was key, and looked forward to meeting with Stagecoach to pursue the issues highlighted.

Mr Watson thanked Council for the opportunity, adding that Members could take issues up him direct. The Chairman thanked Mr Watson for his attendance.

## **79 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

Questions had been received from Mr Chris Cornwell and Mr David Turver, details of which are set out in Appendix A attached to these Minutes.

## **80 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS**

Questions put by Councillors are detailed in Appendix B attached to these Minutes.

## **81 CHAIRMANS ANNOUNCEMENTS**

The Chairman had attended the following events on behalf of the Council.

- |             |  |
|-------------|--|
| 12 December | Basingstoke Deane BC Carol Concert, St Michael's Church, Basingstoke                   |
| 13 December | St John Ambulance Hampshire Christmas Celebration 2015 at Holy Trinity Church, Fareham |
| 19 December | Pantomime at The Harlington - Aladdin  |
| 21 December | Festive visit to the Royal Mail Delivery Office, Waterfront Business Park, Fleet       |
| 24 December | Christmas Eve Carol Singing round the wards at Frimley Park Hospital                   |
| 19 January  | Lions WE Charity Dinner  |
| 23 January  | Eastleigh Burns Night Supper, Hedge End  |
| 27 January  | Havant BC Holocaust Memorial Day service at Havant Cemetery,                           |

The Vice-Chairman had attended the Pelly Christmas Concert at the Church on the Heath.

## **82 CABINET MEMBERS ANNOUNCEMENTS**

The Leader of the Council, **Councillor Parker**, announced:

Devolution - Discussions about housing and governance, the matters most exercising the Secretary of State for Communities and Local Government in October, have been progressing. We also need to reassure the Government that a Hampshire solution without a mayor will have adequate democratic accountability. There is a further meeting tomorrow which will hopefully bottom this out. Housing however is potentially more difficult, particularly at our stage in the Local Plan process. I have informed Hampshire Leaders that there is little support amongst Hart members for the accelerated delivery which is being discussed. More news on this as it breaks.

Planning Policy - As mentioned during Questions, officers have made arrangements for the East Hampshire District Council to host and manage the plan making process in the future. Their planning team have recently completed a Local Plan through to adoption, which is highly relevant experience, and they also enjoy first class project management skills. Our own planning policy staff will work with them, in some cases co-locating with them. I am confident that this will strengthen our approach and processes, and help us to bring a plan in on time.

The Cabinet Member for Corporate Services, **Councillor Burchfield**, reported:

With our contract for a range of outsourced services coming up for renewal in 2017, last year the Council started to consider its options for the future. We were approached by South Oxfordshire and Vale of the White Horse who were seeking partners to procure the services in a way that would deliver good customer service along with better economies of scale. After some time, further partners were brought into the discussion, notably Mendip and Havant – all of whom had existing contracts with Capita which were due to expire around a year of each other.

Following Cabinet approval to test the market based on a single specification, a project team was formed and guided by a Project Board consisting of Portfolio Holders/Leaders and Chief Execs. The team has since gone through an iterative procurement process through to the identification of preferred bidders.

Today I am happy to announce to members that Hart's Cabinet have agreed to go forward with this joint-council outsourcing deal. The other councils such as Mendip have already agreed; South Oxfordshire and Vale Councils decide tonight, and Havant (who are speaking for East Hampshire as well), will decide early next week. Upon Havant's approval next week, a joint press statement will be released to the general public.

To recap, the benefits to all Councils are as follows:

- **Better economies of scale** - The savings to the public purse are in the region of £50 million over the life of the contract with an improvement to our service.
- **The savings are the minimum guaranteed – not the maximum.** We have only counted the savings that underpin by the current proposal. Commercially this means that savings can exceed the underwritten amounts (which might for example in appropriate cases be encouraged through gain share mechanisms). I have done used these types of mechanisms in the private sector – they truly work. There are also mechanisms for additional savings and other financial incentives by adding more Councils to the programme.



- **Focus on us** - Hart will go from being one of the smallest contracts for Capita, to a contract that puts us well into the top 10 contracts for Capita Local Government Services – aligned with other contracts such as Birmingham, the largest Council in Europe.
- **Cheaper services returning to us** – When the contracts come back to us at the end of 9 years, there will be an **operational cost reduction of 25%**.
- **Our partners will invest** – with a contract of this size, both Vinci and Capita intend to invest heavily in new IT, which we anticipate will lead to an improvement of services to our residents, for instance helping many people who want to do things on line - to self-serve which is where we want to be as a Council in the 21<sup>st</sup> century.

At a time of continued austerity within Local Government, it is comforting to know that through collaborative working, Hart will see savings in the region of £5 million over a 9 year period as a result of the bold decisions taken by this Council. I would like to once again thank and congratulate all those involved for their dedication and hard work. We will soon see the cash benefits of our labour.

The Cabinet Member for Community Wellbeing, **Councillor Crampton**, had no announcements.

The Cabinet Member for Economic Development, **Councillor Crookes**, had no announcements.

The Cabinet Member for Environment, **Councillor Forster**, announced:

The CCTV service continues to work effectively, and we have received praise for the ease and helpfulness of our officers from Hampshire Police, and the CCTV service should be commended on that.

We have been working on the Clean for the Queen project - a campaign to clear up Britain in time for the Queen's 90<sup>th</sup> birthday, officially celebrated in June. Councillor Morris is involved on the Blackwater front and we are looking to work with other parishes. Fleet Town Council already have something happening in April.

I would like to draw your attention to two consultations and one survey at this time. There is a train franchise survey around the potential rebid by SW Trains, and I encourage everyone to take part, particularly around the enhancements. I met staff working on the new bid from Stagecoach. Some of the other bidders have good ideas, and they would value suggestions from public for that survey. There is a consultation on bus services that are in the Blackwater Valley area and adjacent to Hart by Surrey CC, and as some of services come into our area residents' views would be relevant. In Hart news, coming out in March, we will be including a bus survey and would encourage residents to feed back so we have evidence to give to Stagecoach to say what we need.

The Cabinet Member for Housing, **Councillor Gorys**, reported

The Housing team continues to be busy across the service. There are ongoing viability challenges on a range of sites and as discussed at O&S on 19<sup>th</sup> January – where members considered this in the context of our Affordable Housing Policy and

achieving the right level of affordable housing with the right mix of tenure (or the right amount of off-site financial contribution where necessary).

An 'empty homes reporting tool' has been developed and included on the Council's website. This will enable anyone with an empty home, or who is aware of one, to notify Housing Services. This accompanies revised literature that draws together the expertise within the Private Sector Housing and Housing Options Teams in a way that we hope will encourage owners of empty properties to bring them back into use and accept tenants put forward by the Council's Housing Options Team. Well done to Louise Lyons and Vicky Atkinson for their work to make this happen.

The team have also opened up their housing options and homelessness casework for scrutiny by an experienced officer from Rushmoor Borough Council who is currently seconded in to the service to coordinate our sub-regional "Help for Single Homeless Project". The 'case-audit' has developed a range of recommendations that the housing management team will be considering. This will be with a view to contributing to the continuous improvement of the service and in the context of our commitment to the HART values (and the national "Gold Standard Challenge!"). Thanks to Claire Leivers for her help in providing us with a further healthy external challenge!

The Cabinet Member for Regulatory Services, **Councillor Kennett**, reported:

At a meeting of the Hampshire Police and Crime Panel last Friday the Commissioner, Simon Hayes, presented his budget for next year. He proposed a 1.99% increase in the precept, and this was agreed by the Panel.

The increase will yield about £2 million whereas the grant from the Government for next year will be cut by about £10 million and the separate grant for the Marine Division will be abolished, so the Police will still have find considerable economies.

The Home Office is encouraging them to promote the PREVENT anti-extremism programme and I am going to a detailed briefing on this tomorrow.

They are rationalising their properties and the Estates Manager said he plans to sell the Fleet Police Station for redevelopment early in the new financial year (which should add to our SHLAA). Yateley station will be kept and will benefit from a minor upgrade.

The Cabinet Member for Town and Village Regeneration, **Councillor Morris**, reported:

All may have noticed that within Hart's Courtyard car park there are now 3 Police designated parking bays. These bays were negotiated under the contract between Hart and the Police to lease part of the ground floor area of Hart's Civic offices. No revenue is being lost as the police are paying the current season ticket costs for the privilege.

As mentioned by Councillor Burchfield, Cabinet on 21st January 2016 agreed to the Joint Procurement of Services and part 2 of this agreement involves outsourcing car park revenue collection. Further negotiations and questions will be brought about at

a future Preferred Bid Stage between the 5 Districts involved where items like Car Park Maintenance and Ticket machines will be discussed. As members are aware the refurbishment of Church Road car Park and the facilitating of upgraded ticket machines were put on hold awaiting the outcome of outsourcing decisions. It is hoped as soon as the Preferred Bid discussions have been finalised that these essential previously planned works can be carried out by who ever takes on the responsibility be it Hart or the outsourced company.

As part of the regeneration conversations I'm having with organisations within Fleet, I recently attended a Fleet Future meeting where much was discussed about initiatives to bring about better shopper footfall for retailers and the possible development opportunities along and around Fleet High Street. I was also able to update them regarding my conversations with the Hart centre management and how further progress has been made to revitalise the centre with additional empty units being leased.

The first formal Blackwater Retailer Association meeting will take place on 24<sup>th</sup> February 2016 in a local Blackwater Restaurant where I aim to form a committee with an elected Chairman. This will allow the retailers to take control of this association.

The deep clean of Blackwater's pavements adjacent to the shopping areas has now been agreed for 14<sup>th</sup> March 2016. The short delay has been due to legal agreements, funding and tendering for the best contractor. I'm pleased to announce that the company who will carry out this work are specialists in this field and I'm sure on completion will be the start of uplifting the condition of this area. Retailers and nearby Residents will shortly be informed of the planned work which will take place after 6 pm for 2 to 3 nights so that there is minimum disruption to normal daily trading. Much other work is continuing to regenerate Blackwater and as and when final details come about I will enlighten members.

### **83 JOINT CHIEF EXECUTIVES' REPORT**

The Joint Chief Executives' report is attached as Appendix C to these Minutes.

### **84 MINUTES OF COMMITTEES**

<b>Meeting</b>	<b>Date</b>
<b>Cabinet</b>	<b>7 January 2016</b>
No questions asked.	
<b>Audit Committee</b>	<b>8 December 2015</b>
No questions asked.	
<b>Overview and Scrutiny Committee</b>	<b>15 December 2015</b>
No questions asked.	

**Licensing Committee****5 January 2016**

After a question from Councillor Wheale on changes to the policy, Councillor Forster confirmed that there were no substantive changes to the on street collections policy.

**Planning Committee****9 December 2015**

No questions asked.

**Planning Committee****13 January 2016**

No questions asked.

**Staffing Committee****18 January 2016**

No questions asked.

**Minute No 17 - Pay Policy Statement Financial Year 2016-17****RESOLVED**

That the Pay Policy be approved.

**Overview and Scrutiny Committee****19 January 2016**

No questions asked.

**Cabinet****21 January 2016**

Councillor Southern made a statement on the awarding of the procurement contract to the successful bidder.

**Minute No 103 - Joint Procurement of Services**

The recommendation was moved by Councillor Parker and seconded by Councillor Burchfield.

**RECOMMENDATION**

That the following be agreed:

- 1 The establishment of a Joint Committee in accordance with the details outlined in Appendix 3 and to delegate authority to the Joint Chief Executive, in consultation with the Portfolio Holder for Corporate Services, to be authorised to seek any minor changes to the Joint Committee terms of reference as necessary and be delegated to sign this agreement on behalf of the Council.
- 2 The establishment of a Joint Overview and Scrutiny Committee with details outlined in Appendix 4 and to delegate authority to the Joint Chief Executive, in consultation with the Portfolio Holder for Corporate Services, be authorised to seek any minor changes to the Joint Overview and Scrutiny

Committee terms of reference as necessary and be delegated to sign the agreement on behalf of the Council

- 3 The Monitoring Officer in consultation with the Chairman of Standards Committee and the Three Group Leaders be delegated to amend the constitution accordingly

*NB Para 25.1 of the Constitution states that 'Any motion to change the Constitution will, when proposed and seconded, be referred without discussion to the next ordinary meeting of the Council.' This item will therefore be deferred for discussion and decision until the next meeting, scheduled for 25 February 2016.*

The meeting closed at 8.35 pm

## COUNCIL PROCEDURE RULE 12

### QUESTIONS BY THE PUBLIC

**Mr Chris Cornwell** asked:

What is Hart District Council's transport strategy?

**Councillor Forster** responded:

Hart District Council does not have a transport strategy, as responsibility for development of the Local Transport Plan rests with Hampshire County Council, who are the Transport Authority for Hampshire. Chapter 5 of the plan details the Transport Strategy and challenges for North Hampshire which includes the district of Hart. A copy of this strategy can be found on Hampshire County Council's website.

Hart worked with the County Council on the development of the strategy and fully supports and endorses its contents. The Local Transport Plan is referenced from Hart's Local Plan.

Whilst Hart doesn't have a transport strategy, and being mindful of the current financial restrictions, the Council is keen to promote and support transport improvements. Examples include:

- Use of developers contributions to part fund additional parking at Fleet Station
- Co-ordinating a response to recent cuts to bus services and working with the operators and the County Council on development of an improved solution.
- Use of developers' contributions to fund a new cycle path in Blackwater.

Hart also promotes improved transport across the district by choosing to deliver certain services these include:

Highways Traffic Management - implementation and management of on street parking restrictions and road closures

Highways Development control - Providing comment on highway proposals for new developments.

Maintenance of Highway verges - Grass cutting and maintenance of roundabouts

On street parking enforcement - Control of on street parking restrictions

Provision of off street parking - To minimise on street parking and reduce traffic congestion.

I have also recently asked officers to investigate opportunities for installing Electric Vehicle charging points in Hart's car parks and will be taking a report to Cabinet in March considering this.

As can be seen whilst Hart has no strategic responsibilities for managing transport, the council does do a lot to support and promote improved transport around the District.

**Mr Cornwell** asked a supplementary question:

District Councils may not have direct responsibility for the strategic transport plan but most provide financial support for community transport initiatives. Hart were doing this until 2009/10 to the tune of around £50,000 pa. If the community can find what the District Council would regard as cost effective measures to improve the network, could they provide direct financial support?

**Councillor Forster** responded:

We do encourage sustainable transport for new developments, and often offer 'seed money' for new bus services, but this is always time limited - typically after five years commercial routes have to stand alone. Stagecoach would be delighted if we could help fund bus routes on an ongoing revenue basis, but financially we can't do that. We will look at any request, but bearing in mind the restrictions on our income this year we can consider, but I don't hold out too much hope.

*NB Mr Cornwell clarified that his questions were around community transport initiatives. Councillor Forster suggested they meet and discuss the detail.*

**Mr David Turver** asked:

- 1) Given that a) in October 2013, you were quoted as saying we would submit a new version of the Local Plan to the Inspector in Autumn 2014 and b) in each subsequent year this has slipped by a further year, with the current LDS indicating a local plan ready for submission in Winter 2016, will you now publish the detailed project plan to support this target, so we can be assured that project management processes have improved?

**Response:**

It was our intention to proceed with a revised Core Strategy after the withdrawal of the 2013 version. However, as many will well know, the Government changed the nature of Local Plans and we also had to address the issue of a new SHMA to overcome the defects found through the lack of cooperation of our housing market partners. At the time we explained to everyone that we had decided to take a more reflective approach to delivering what is now to be a more comprehensive Local Plan and given the SHMA implications, we could not now rely upon the previous Core Strategy approach in that the housing need had effectively doubled.

We recognised also that in light of the Governments change from the original Core Strategy concept to a full Local Plan approach we must now make our new Plan explicitly clear about **what** is intended to happen in the area over the life of the plan, **where** and **when** this will occur and **how** it will be delivered.

We also made the decision that rather than simply identify broad areas for growth as suggested in the original Core Strategy we would now take a much more comprehensive approach to identify a supply of specific and developable sites for growth, for years 6-10 and, where possible, for years 11-15. This is in line with the approach as outline in the Government's National Planning Policy Framework (NPPF) at paragraph 47.

This now is a far more complex and challenging piece of work not least of which is because we recognise that the Plan must now explicitly meet the objectively assessed development and infrastructure needs of the area, including potential unmet needs of neighbouring areas where this is consistent with policies in the National Planning Policy Framework as a whole. A failure to deal properly with the latter is now shown right across the country to be a failure of many Local Plans.

The Local Development Scheme is the council's three-year project plan that identifies which local development documents will be produced, in what order, and when. We do not propose to publish more background information on internal workings because that offers no practical advantage to anyone. There is already proper scrutiny of the Local Plan progress with all members of the Council having the opportunity to be actively engaged.

We also last summer enlisted the support of Chris Dorn to lend project management support. His work has been invaluable and he gave positive and independent feedback to the Hart District Association of Parish and Town Councils.

Finally, we have now full project management arrangements from our neighbours at East Hampshire District Council, who have recent and relevant experience of bringing a local plan through Examination to adoption.

- 2) Given that in January 2015, HDC commissioned work to test the proposed new settlement and urban extensions with the objectives to test the “deliverability of a new settlement and/or urban extension (ie [sic] suitability, availability and achievability)”, including a land use budget; provide “indicative costing of the major infrastructure items needed”; and consider viability including the “infrastructure requirements of sites to identify likely infrastructure impacts, subsequent costs and potential funding sources”, can you explain if these objectives have been met, and say when the results will be published?

**Response:**

The current position on testing is set out in the Refined Housing Options Paper. It specifically highlights and comments on where we have got to with the issue of testing. As paragraph 12 we say:

“The testing we decided to undertake is still ongoing as is the testing of all other options. The testing will go on in some form or other right up until we finalise the submission Local Plan. There is still much work to be done, but we have reached a point where we can now ask you if we are on the right track”.

We then go on to summarise on pages 9 and 10 what outcomes have been received from the testing that we have carried out so far.

The outcome of the testing will therefore, inform both the draft Local Plan and will inform the submitted Local Plan in that it will comprise part of the evidence base. All these documents will be published at the appropriate time and everyone will have the right to comment upon them when the Local Plan is independently examined by an Inspector appropriated by the Secretary of State.



**Mr Turver** asked a supplementary question:

All of the sites identified to make up the new town are listed in the SHLAA as “Not currently developable”, we have no costing of roads, bridges, railway improvements, sewage, sports or community facilities and we have no land use budget SANG, so why are you consulting on a new town that is not deliverable, as well as excluding brownfield sites for the same reason?

**Response:**

This is part of the consultation. Brownfield sites are only deliverable if the landowner puts them forward for development. Brownfield sites may not be deliverable for other reasons, but once they are put forward as a SHLAA site they can be considered.

- 3) Given that an FOI request to elicit the evidence to support the assertion made at cabinet (Paper E 5.2) in September 2015, and in Hart news (p2), that brownfield capacity for the district was 1,800 units has failed, are we to conclude that the council and public were misled in September, or will you now produce the evidence and ensure that any new consultation includes a proper stand-alone option for brownfield sites?

**Response:**

Nobody was misled by this council. The FOI request did not fail.

The Freedom of Information requests were dealt with openly and properly in accordance with the legislative context that was sought to obtain information held by the Council and the questioner is mistaken in his interpretation of that response. The answers properly explained the background to the Council's answers and nothing more should be interpreted from those answers other than the legal context of the answers to the question.

The Refined Housing Options consultation document also makes it absolutely clear that brownfield land development is a priority. We totally disagree with downgrading it to merely an option. Our position on the priority approach to brownfield land development is referenced throughout the Refined Housing Options Paper but if there is any doubt I refer you to paragraph 49 on page 27 which says:

*"We think that whatever future approach for growth is adopted the emphasis should firmly be first on using previously developed land (the 'brownfield land' approach) but only where it is suitable for homes, where it can be viably developed and the necessary infrastructure can be provided. It must be accompanied by robust infrastructure delivery to make sure that adequate provision for schools, open space, community, health care, transport and other support services are already or can be put in place."*

One key point that seems to be missed in the question is that there can be no standalone option for “brownfield sites” because the evidence suggests that there is not enough deliverable ‘brownfield land’ available to meet all our need for new homes because too few suitable sites are being promoted as being available by developers or landowners.

We have made this point a number of times but we can only count sites that are deliverable and that means the site must be available for development now or in the

near future, where we have evidence that the **owner would be willing** to make the land available for new homes. We cannot therefore promote something that is simply not supported by evidence. We make this point specifically clear that and it reflects government 2015 proposals. It is also specifically addressed in paragraph 54 of the Refined Housing Options Paper where we say:

*“We can say with some certainty that at least 450 new homes will be built on brownfield sites with a further 116 potential new homes already counted as ‘deliverables’. In practice there will be much higher delivery (perhaps up to 1,800 new homes) but it cannot be reasonably quantified with any certainty for the time being because additional sites are not being promoted by developers or landowners so there is no way of demonstrating that the sites are both deliverable or developable. In our view we think that it would be unacceptable to a planning inspector to give a misleading impression that we can deliver something that we cannot guarantee. More work is needed but we are already positively planning for greater brownfield land development. We are pursuing a new initiative whereby we are looking to identify ‘zones of residential opportunity’ on land that landowners and developers may be otherwise unaware that we would support the principle of residential development.”*

Until the point of deliverability is dealt with I think most members would agree with me that discussion on the brownfield option has been explored to its full extent and is now only a discussion of academic interest rather than an informed discussion that will deliver a practical and deliverable land supply. However, we continue to engage with landowners where we believe there may be a potential for residential development, and in any event I remain open to ideas regarding additional brownfield sites – hence the call for sites in the consultation document – and constructive contributions to development of such sites consistent with good planning practice.

- 4) You will recall that I wrote to you on 20 November 2015, highlighting discrepancies between the consultation materials and SHLAA, the most important point being point 4 (and appendix) showing the very different site capacities in the New Homes Booklet compared to the official evidence base, the SHLAA; can you now give an explanation of those discrepancies and will they be corrected before any new consultation is carried out?

**Response:**

I understand from the Council’s Planning Policy Manager that you have already received an explanation about the differences between the SHLAA and the New Homes Sites Booklet regarding site capacities (email from the Planning Policy Manager sent on 23rd December 2015).

That response explained that:

"In preparing the consultation papers we drew on not only the SHLAA but also more recent information where it was available. Such information includes the high level site assessments prepared by Adams Hendry and the shortlisting exercise work (available at <http://www.hart.gov.uk/Evidence-base> ), pre-application plans, recent planning permissions, and any recent changes to site boundaries. These can all influence the sites that are shown in the documents. The SHLAA itself will be updated next year."

The plan is to publish an updated SHLAA in the summer of 2016 to reflect the best information available at that time including data on annual completions which becomes available around June each year.

- 5) Given that the SHMA (section 9.33) calls for 60-70% of our 7,534 housing need (or around 4,900) to be met from 1 & 2-bed properties, can you give a breakdown by number of bedrooms, of the 4,500 or so dwellings built or permitted since 2011 and tell us how many more 1 & 2 bed homes need to be built out of the remaining ~3,000 to be permitted to meet the need expressed in the SHMA?

*The Chairman responded:*

This is a technical research question and does not form part of any current Council workstream. This is not the proper forum to be used to elicit the use of Council resources in pursuit of your own personal research. I say this because the information that you seek is already published.

You can obtain the information by accessing all the planning application details of applications submitted and determined which is published on the online Public Access system.

I would also point out that section 9.33 of the SHMA relates to affordable housing and not general housing mix. It may be you have missed out a few words which fundamentally alters the meaning of your question

- 6) Given that the SHMA (Figure 10.15) calls for around 2,500 specialist units for the elderly, split into various categories to be built in Hart under the Local Plan, can you tell us how many of these units have been built or permitted since 2011, how many remain to be permitted and what you consider to be the best types of location for these types of accommodation?

**Response:**

The part of the question seeking statistics is appropriate to an FOI request and thus specifically outside the scope of a question at council. I have therefore asked that this request is handled under FOI rules. You will thus receive a formal response under that protocol.

As for the last part of your question about locations, we will ensure that our Local Plan policies recognises the diverse types of housing needed from across the housing market area and, where appropriate, identify specific sites for all types of housing to meet the anticipated housing requirement. This could include sites for older people's housing including accessible mainstream housing such as bungalows and step-free apartments, sheltered or extra care housing, retirement housing and residential care homes.

The current Refined Housing Options Paper specifically seeks Hart's residents' views on these specific issues and gives local communities an opportunity to identify local sites for developments that may be acceptable. Local parish councils also have a role to play. Through the Neighbourhood Plan process local communities can direct what form the growth local communities should plan for and how that should meet local needs. Neighbourhood Plans are being prepared in the Parishes: of Winchfield, Hartley

Wintney, Fleet, Hook. Odiham, Crookham Village, Dogmersfield and Rotherwick, and we understand that both Yateley and Blackwater & Hawley are considering going down the potential Neighbourhood Plan route too.

Where local communities through the Neighbourhood Plan process do not consider it appropriate to allocate such sites, we will ensure that there are sufficiently robust criteria in place in our Local Plan to set out when such homes will be permitted. This might be supplemented by setting appropriate targets for the number of these homes to be built.

This approach is exactly in accordance with government policy as set out in Paragraph: 003 Reference ID: 12-003-20140306 of the updated September 2015 National Planning Policy Guidance.

**Mr Turver** asked a supplementary question:

How can the young who need the affordable 1 & 2-bed dwellings and elderly have confidence in the Local Plan process when the leader doesn't know what we need to build to meet their needs?

**Response:**

This will be dealt with under the FOI request.

- 7) What are the risks that a second consultation "anticipated to be run again from late January", will be a further waste of Hart residents' money, when the revised SHMA is due in "early in 2016" and a revised employment land review is also being prepared, thus meaning that the evidence base is likely to change significantly during the consultation, leading to a further consultation being required?

**Response:**

It would be premature to speculate on the outcome of the refresh of the SHMA. Data sets change all the time and all we are looking at is one single snap shot of a combination of changing data sets at one particular moment in time. There can never be anything other than a degree of uncertainty. Whatever the case we do not believe that changes to the current data sets mean that the implications for the objective assessed housing need will change to the extent that we can rely upon brownfield land alone. Indeed, the need for new homes can rise as well as fall.

The consequences are that any development that cannot be built on 'brownfield land' will have to be delivered elsewhere. This will essentially be on new 'greenfield' sites outside of our towns and villages. Important choices need to be made about how and where the 'greenfield' growth should be distributed. Questions 4 and 5 of the Refined Housing Options Paper identify some possible approaches but they may have to be combined if we are to meet all our need for new homes. That is the practical reality of the current housing need position within a Hart.

- 8) Who instigated, who authorised and who will take responsibility for each decision to repeatedly change the materials in the recent consultation part way through?

*The Chairman responded:*

I am directing that this question is not to be answered. This is because, as Mr Turver knows, it forms the basis of a separate investigation by Overview and Scrutiny and

indeed, Mr Turver has been party to representations made pursuant to that investigation. It would therefore be wholly inappropriate to enter into discussions in public without all the facts surrounding the events that resulted in the early curtailment of the Refined Housing Options consultation having first been investigated by Overview and Scrutiny Committee.

**Mr Turver** asked a supplementary question:

We've heard tonight that you have failed with the last consultation, haven't got a grip on, the timeline, project management or the quality and content of the outputs, isn't it time that you and the rest of the Local Plan Steering Group did the decent thing and resigned?

The **Leader** responded:

I do intend to do the decent thing and deliver the local plan.

## **COUNCIL PROCEDURE RULE 14**

### **QUESTIONS BY MEMBERS**

**Councillor Blewett** asked:

Leaving aside the impact to the Council's reputation (such as it is under this administration) and the cost/inconvenience to third parties of engaging/re-engaging the public in this pre-consultation process; what is the estimated financial cost to the Council of withdrawing this pre-consultation and re-launching it later this month?

**Councillor Parker** responded:

I will not "leave aside" this council's reputation to a side-swipe such as this. I am sure that Cllr. Blewett regularly canvasses residents' views across the Hart area as I do. So far this year I have done so in Yateley East and West, Fleet Central and Crookham West & Ewshot. Whilst a few residents have raised the issue of the consultation, all agree that the Council's reputation generally is high, expressing satisfaction with the way it is run and the services provided. Members on all sides of this chamber can take credit for the generally amicable way we all seek to serve the residents' interests. As for the cost of rerun, I am advised it is of the order of £13,000.

**Councillor Blewett** asked a supplementary question:

If question 4 on the website had not been corrected would the consultation have been valid?

**Councillor Parker** responded:

Yes it would have been.

**Councillor Blewett** asked:

What was the system for reviewing by administrative and political management important prepared information and questions to be published for public participation, which everyone depends on for accuracy?

**Councillor Parker** responded:

The Chairman of Overview and Scrutiny Committee, Councillor Bailey, is conducting an investigation into the processes around the local plan consultation. During the course of that he will review both the processes in place, their adequacy and whether they were followed. I do not intend to comment until he has completed this piece of work.

**Councillor Blewett** asked a supplementary question:

I do not believe it is fair to members of staff who make an honest mistake not to be protected by the system. Do you agree?

**Councillor Parker** responded:

I certainly agree that staff should be protected from undue scrutiny from outside, and will wait for the Overview and Scrutiny Committee review.

**Councillor Wheale** asked:

Would the Cabinet Member for Regeneration support me in continuing to allow the organising committee of 4 volunteers who run the Hype disco in the Harlington which attracts hundreds of young people from Fleet and the surrounding Hart area, to continue to use the storage container which is situated next to the Harlington in the Victoria Road car park. The container is used for storing their equipment which is necessary until a more appropriate and closer location can be found. The project has been running for 17 years and has to continue to be self sustaining.

I understand the Committee has used this container for many years. Over this period the event cost has risen to £2,600 and this month by a further £70.

Hype has supported young people by offering teenagers a regular social event in a safe and friendly environment, and have developed a good relationship with the local police. Over the years Hype has relied very much on volunteers including some former attendees.

The role for Volunteers after the disco finishes at 11pm is to ensure the hall is cleared by midnight. Therefore, the container needs to be close enough for volunteers to clear heavy equipment, signage, barriers and first aid equipment safely at night in all weathers. Many of the original volunteers are older now, and carrying heavy equipment any significant distance is difficult.

Without the container being close by, the Committee would have to hire a vehicle each month on a Friday and then return it on a Saturday. This would be unfair to the volunteers who have already worked all evening.

Having to pay an additional £3,000 a year for the use of the parking space would, I believe, make this event unsustainable and consequently, result in a great loss to the community. Any small profit Hype makes is earmarked for the Lea project and the summer project on the Views.

**Councillor Morris** responded:

I thank Councillor Wheale for the question and enlightening me to the circumstances that has brought about her concerns. I also thank her for her personal perseverance regarding the resolution of this matter.

I am fully aware of the good work over the last 17 years Hype Fleet has done for our young community and how this well attended club event is managed by enthusiastic volunteers. Their professionalism ensures a safe and welcoming environment for those who attend from all over the district. I am also aware of the need for the volunteers to store essential event equipment safely and in close proximity to the Harlington Centre. To this end, myself and the Joint Chief Executive, Mrs Hughes, have agreed to allow the container to remain in its position under the current agreement until a more permanent arrangement can be found.

**Chief Executives' Report to Council  
28 January 2016**

January has been a busy time at the Council;

Following on from the provisional budget settlement on the 17<sup>th</sup> December, the Joint Chief Executives, supported by the Head of Finance have spent considerable time understanding the impact on the Council and the opportunities to ameliorate the impact. Council will consider the budget for 16/17 at February's meeting, but Members may be aware that it is, in broad terms, a balanced budget. Following this, Officers working with Members will be looking at opportunities for further savings.

The joint procurement, which was subject to the Cabinet report which appears on your agenda, came to head this month with final evaluation of the various bids. News is travelling fast on this, with the LGA tweeting about it on Tuesday.

In other news, Members may be aware that the transfer of the Leisure Services to Everyone Active takes place next Monday, and the main structure of the new leisure centre is now 'rising from the ground'.

Additionally, earlier this week we received confirmation that HDC and Fleet Pond Society have been successful in a bid to the Environment Agency for £50K towards additional works as part of the Fleet Pond Restoration Project. We anticipate that this will be the final grant aid and that this will bring the project to an end in the next six months

And finally, we were pleased to find that we have been identified as one of the most accessible and mobile enabled local authority websites, by the SOCITM, the society for IT practitioners.



**COUNCIL**

**DATE OF MEETING: 25 FEBRUARY 2016**

**TITLE OF REPORT: BUDGET 2016/17**

**Report of: Head of Finance**

**Cabinet Member: Councillor Ken Crookes, Economic Development and Corporate Finance**

**I PURPOSE OF REPORT**

1.1 To provide Council with a summary of Cabinet's revenue and capital budget recommendations for 2016/17 to enable Council to calculate and approve its Council Tax requirement for 2016/17. The report also includes the Head of Finance's (Section 151) statutory statement to Council on the robustness of the estimates and adequacy of reserves.

1.2 Since this report was considered by Cabinet the government have, following representations by your Leader and other Shire District Councils, made a few changes to the provisional financial settlement.

1.2.1 The Council can now increase the Council Tax by £5 at Band D without the need for a referendum. Should the Council agree to this increase (equivalent to 3.3%) then the relevant papers will be available at the meeting.

1.2.2 To partly cushion the loss of Revenue Support Grant from 2017/18 a transition grant of £109k will be paid in 2016/17 and a further £108k in 2017/18.

1.2.3 The negative Revenue Support Grant of £200k in 2018/19 will not be applied. However, an increase in the business rates tariff the Council pays to the government stays at £0.51m for 2019/20.

1.3 The tables in this report have been updated to take account of these new grant figures.

**2 RECOMMENDATIONS**

2.1 Following recommendations from Cabinet and the subsequent notification of precepts, Council is asked to resolve:

1. That the Council Tax Base for 2016/17 be noted

(a) for the whole Council area as 38,487.21 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and

(b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix IA.

2. Calculate that the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish precepts) is £5,960,130.
3. That the following amounts be calculated for the year 2016/17 in accordance with Sections 31 and 34 to 36 of the Act:
  - (a) £42,049,249 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
  - (b) £33,247,698 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - (c) £ 8,801,551 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).
  - (d) £215.87 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
  - (e) £2,841,421 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
  - (f) £154.86 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
  - (g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
  - (h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance

with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 2.2 That it be noted that for the year 2016/17 the Hampshire County Council, and the Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

Valuation Band	Hampshire County Council (£)	Hampshire Fire & Rescue (£)	Police & Crime Commissioner for Hampshire (£)
A(R)	599.60	34.78	89.14
A	719.52	41.73	106.97
B	839.44	48.69	124.80
C	959.36	55.64	142.63
D	1,079.28	62.60	160.46
E	1,319.12	76.51	196.12
F	1,558.96	90.42	231.77
G	1,798.80	104.33	267.43
H	2,158.56	125.20	320.92

- 2.3 That, having calculated the aggregate in each case of the amounts at 3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix ID as the amounts of Council Tax for the year 2016/17 for each of the categories of dwellings in each of the Parishes.
- 2.4 That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2016/17 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- 2.5 That the growth and savings set out in Appendix A be approved.
- 2.6 That the revised Capital Programme for 2015/16 to 2016/17 as detailed in Appendix B be approved.
- 2.7 That the fees and charges for 2016/17 as set out in Appendix C be approved.
- 2.8 That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.

### **3 BACKGROUND INFORMATION**

- 3.1 The period of austerity for local government continues based on the financial settlement the Council has received following the Chancellor's Comprehensive Spending Review. It is clear the government has faced a challenge in financing the costs of adult social care and it has tackled this largely by two measures:

- 3.1.1 Allowing authorities with social care responsibilities (Counties, Unitaries and Metropolitan Districts) to raise 2% on Council Tax specifically to help fund social care budgets. This is in addition to their ability to raise up to 1.99% on Council Tax to fund general expenditure without recourse to a referendum.
- 3.1.2 Move resources away from District Councils to social care authorities. This has meant a significant reduction in grant to Districts, particularly those in the South East. This is illustrated by looking at the change in funding for each category of local authority for the years 2015/16 to 2019/20. Whilst all have suffered a reduction, Shire Districts have fared worst.

Inner London Boroughs and City	-24.6%
Outer London Boroughs	-33.4%
Metropolitan Districts	-28.0%
Shire Unitaries	-32.9%
Shire Counties	-42.4%
Shire Districts	-44.3%
England	-31.8%

- 3.1.3 For Hart, the comparable reduction is **-64.8%**.

#### **4 GOVERNMENT GRANT FOR HART IN 2016/17 AND BEYOND**

- 4.1 The government has asked councils if they wish to agree the 4 year settlement announced by the Chancellor although it is unclear what advantages there are to this and further details are awaited. Currently the suggested settlement for Hart is:

	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Revenue Support Grant (RSG)	1.115	0.56	0.08	NIL	-0.51
Business Rate Baseline Funding	1.254	1.265	1.290	1.33	1.37
Transition Grant	NIL	0.109	0.108	NIL	NIL

- 4.2 The grant figures above show a negative figure for RSG in the last year. Even though the government previously stated they would not change the amount of tariff that a council pays (the amount of business rates collected in excess of the amount the government thinks each local authority needs to retain), the figures above suggest otherwise as the negative RSG will be offset by a matching reduction in the Business Rate Baseline Funding paid to the Council. The government assumes Councils can make up the deficit by increasing Council Tax each year on a higher tax base as more houses are built in line with government estimates.
- 4.3 Members will be aware that from 2020 onwards the Chancellor intends to localise business rates and it is not known how this will affect the amount of business rates Hart is allowed to retain.
- 4.4 Clearly the settlement announced by the government is lower than had been anticipated although the New Homes Bonus has been protected for 2016/17 and the government is out to consultation on how this should change (see paragraph below).

## **5 COUNCIL TAX**

- 5.1 As stated it is clear from the figures provided to local government that the government assumes some of the funding shortfall will be met by increases in Council Tax. This is a significant change in approach as previously councils were encouraged to freeze Council Tax levels and specific grants were provided to partly cover the cost to councils of not increasing the tax.
- 5.2 Freeze grants are no longer available and consequently the budget proposals included in this report assume a 1.99% increase in 2016/17 and 2017/18. Since this report was considered by Cabinet the government have, following representations by your Leader and other Shire District Councils, relaxed the referendum rules. This means this Council could now increase its Council Tax by £5 at Band D (3.3%). Any figure above this will require the council to seek residents' approval through a referendum. The financial effect of this increase is to add approximately £117k per annum to income (and £192K at £5) and this will increase each year if Council Tax increases are approved annually.

## **6 NEW HOMES BONUS**

- 6.1 New Homes Bonus remains a crucial part of the Council's budget and £2.07m will be received in 2016/17 and wholly used to support the revenue account. Whilst this is more than predicted in the Medium Term Financial Outlook (£1.7m), the risk is that future year's levels cannot be guaranteed. As mentioned earlier in the report, the government are consulting on changes to the scheme and comments are required by March 2016. A suggested response report will be produced so that Members have an opportunity to express their views on the proposals which include a number of options, for example:
- Overall reduction in the amount available for New Homes Bonus nationally (presumably to make more funds available for upper tier authorities to meet social care obligations).
  - To reduce payments to 4 years, instead of the current 6 (government's preferred option).
  - Reduce payments to 2-3 years (government's alternative option).
  - Potential of a transitional year in 2017/18 of 5 years to give councils effected time to plan their finances.
  - Withholding payment where there is no Local Plan (government's preferred option).
  - Reducing payments for homes built on appeal.
- 6.2 It is also intended that the scheme carries on indefinitely even though localisation of business rates is planned for 2020. How these two schemes will complement each other is unclear and a consultation paper of business rates is due this year.

6.3 This matter is of great concern because any reductions in this grant will have an adverse effect on financial projections and jeopardise the chances of making proper financial plans for the future.

6.4 At the extreme the Council would be in serious financial straits if no Local Plan meant the loss of all New Homes Bonus.

## **7 COUNCIL TAX REDUCTION SCHEME**

7.1 The introduction of this scheme in 2013 meant that Council Tax benefits would be replaced by a Council Tax discount scheme and the government reduced funding to 90% of the cost of discounts. Councils had either to reduce the discount paid to working age claimants or find income to make up the reduction. In the event this Council agreed not to reduce the discount (benefits) paid to such claimants but to fund the cost from the revenue account.

7.2 The Council faces difficult financial challenges in the future and Members are asked whether they wish to reconsider this decision. No changes could be made until the 2017/18 budget as a period of statutory consultation is required but it would probably save the Council around £40k per annum, although it will depend on the number of claimants at that time.

## **8 FEES AND CHARGES**

8.1 The budget has been prepared taking account of the following changes to charges in the main service areas:

- Green Waste - inflationary increase
- Car Parking - no increase, but some reductions in Fleet town charges
- Housing - no increase
- Leisure - N/A
- Planning - no increase
- Building Control - nominal increase to bring in line with Rushmoor fees
- Licensing - no increase

## **9 GROWTH AND SAVINGS INCLUDED IN BUDGET**

9.1 Officers have again adopted a zero based approach to the budget as well as identifying areas for further savings, as well as any opportunities to secure new sources of income. Naturally, given the current financial climate, few discretionary growth items have been included.

9.2 Members need to be aware that no provision has been made for projects included in the draft Corporate Plan, currently out for consultation.

9.3 Appendix A attached shows the movement of budgets between 2015/16 and 2016/17 and the main reasons for changes between the years.

**10 OUTTURN BUDGET FOR 2015/16**

- 10.1 The expected deficit for the current year is expected to be £97K, higher than originally anticipated for the reasons reported to Cabinet in December.

**11 CAPITAL PROGRAMME**

- 11.1 The Capital Programme is attached as Appendix B. No new schemes have been added at this stage and the most significant items are the building of the new leisure centre and the refurbishment at Frogmore Leisure Centre.

**12 DRAFT BUDGET 2016/17 AND INITIAL PROJECTION 2017/18**

- 12.1 The table below summarises the draft budget for 2016/17, showing a surplus of £42k, and an initial projection for 2017/18.

	<b>2016/17 Draft Budget</b>	<b>2017/18</b>
Cost of Services	9,886	10,392
Leisure Centre Residual Costs	138	116
Leisure Management Fee from Everyone Active	-36	-247
Local Plan	200	60
<b>Net Cost of Services</b>	<b>10,188</b>	<b>10,321</b>
<u>Less</u>		
Interest on Balances	-51	-51
New Homes Bonus	-2,076	-2,076
<b>Net Budget Requirement</b>	<b>8,061</b>	<b>8,194</b>
<u>Financed By</u>		
Government Grant		
- Business Rates Retained	-1,265	-1,290
- Revenue Support Grant	-562	-80
- Transitional Support Grant	-109	-108
Collection Fund (Surplus) / Deficit	-37	-50
Council Tax Income	-5,844	-5,869
1.99% Increase in Council Tax	-117	-235
S106 Receipts	-41	-41
SANG Receipts/Loan Repayments	-139	-142
Minimum Revenue Provision / Loan Repayments	11	855
<b>Transfer (to) from Reserves to balance Revenue Account</b>	<b>(42)</b>	<b>1,234</b>
General Fund Balance as at 1 April	4,629	4,574
Less Estimated Overspend in 2015/16	-97	
Transfer to (from) Reserves	42	(1,234)
<b>General Fund Balance at 31 March</b>	<b>4,574</b>	<b>3,340</b>

- 12.2 However, there are currently a number of inherent difficulties in looking beyond 2016/17 with any degree of certainty. The major issues are:

- The results of the consultation of the New Homes Bonus scheme will not be known until later in the year (consultation ends in March).
- Any savings from the joint procurement exercises will not be known until after this report is finalised but can be included in the final budget report to be considered by Cabinet and Council in February.
- The Leader, along with colleagues from the District Council Network, has recently met with the Secretary of State for Communities and Local Government to express concern, along with other council leaders, about some aspects of the financial settlement. The Secretary of State agreed to come back on a couple of issues although it is unlikely the settlement figures will change.
- No financing costs of borrowing for constructing the new leisure centre have been included in the revenue budget for next year. This is because officers are trying to delay borrowing until it is absolutely necessary so that such costs are not borne until as close as possible to the positive income stream guaranteed from the new contract. Currently the Council is using internal balances to pay invoices but these will clearly have to be refreshed at some stage. The Head of Finance is currently in discussions with consultants about when to borrow and any such decisions are delegated to him in conjunction with the Cabinet Member for Economic Development and Corporate Finance. It is likely borrowing will take place in 2016 and there will be a period when the cost of such borrowing will have to be met from reserves until they are wholly covered by the fee from the management company, Everyone Active. It is anticipated this will be in the year 2018/19. Until such borrowing decisions are made it is difficult to project the impact on the Council's revenue reserves.

12.3 A number of factors will change in 2018/19 (higher leisure fee but almost certainly less NHB) so there is nothing at this stage to suggest 2018/19 will not present further challenges.

12.4 As a consequence of the above it is intended to bring an updated Medium Term Financial Outlook to Cabinet in July when the impact of the above factors are known.

### **13 ROBUSTNESS OF ESTIMATES AND ADEQUACY OF RESERVES**

13.1 Section 25 of the Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the estimates and adequacy of proposed financial reserves.

13.2 The budget has been constructed following a detailed and robust process involving budget holders, finance staff, the leadership team and Members. Account has been taken of identified financial issues and pressures and realistic budget assumptions have been made and key risks identified. Service changes and savings options have been considered by Heads of Service and Members through the service review process.



- 13.3 Budget risks are managed throughout the year by a comprehensive budget monitoring process, which acts as an early warning of budget issues allowing corrective action to be taken, and via the general fund reserve.
- 13.4 The Council has limited reserves available to it. A summary of the estimated movement on the General Fund balance is shown in paragraph 12.
- 13.5 The S151 Officer considers that the projected General Fund balance is adequate to help manage the 2016/17 budget risks. While the use of the General Fund balance is for financing unplanned one-off costs and does not underwrite on-going expenditure, the level of the General Fund balance does provide a buffer against the uncertainty of future central government funding. As this report makes clear there is considerable uncertainty around future resources available to the Council and further reports on the Medium Term Financial Outlook will be needed during the year.

#### **14 COMMENTS OF THE MONITORING OFFICER**

- 14.1 This report recommends the adoption of a lawful budget and the level of Council Tax for 2016/17. It also outlines the Council's current and anticipated financial circumstances, including matters relating to capital expenditure and resources.
- 14.2 The setting of the Budget and Council Tax by Members involves their consideration of choices. No genuine or reasonable options should be dismissed out-of-hand and Members must bear in mind their fiduciary duty to the council taxpayers of Hart.
- 14.3 Members must have adequate evidence on which to base their decisions on the level and quality at which services should be provided. Where a service is provided pursuant to a statutory duty, it would not be lawful to fail to discharge it properly or abandon it, and where there is discretion as to how it is to be discharged, that discretion should be exercised reasonably. Where a service is derived from a statutory power and is in itself discretionary that discretion should be exercised reasonably.
- 14.4 Should Members wish to make additions or reductions to the budget, on which no information is given in the report before Members, they should present sufficient information on the justification for and consequences of their proposals to enable the Council to arrive at a reasonable decision on them.
- 14.5 The report sets out the relevant considerations for Members to consider during their deliberations and members are reminded of the need to ignore irrelevant considerations. Members have a duty to seek to ensure that the Council acts lawfully. They are under an obligation to produce a balanced budget and must not knowingly budget for a deficit. Members must not come to a decision which no reasonable authority could come to; balancing the nature, quality and level of services which they consider should be provided, against the costs of providing such services.
- 14.6 Members are also reminded of Section 106 of the Local Government and Finance Act 1992 which prohibits any Member, who has not paid for at least two months his/her Council Tax when it became due, from voting on setting the Budget and Council Tax.

CONTACT: Tony Higgins, Head of Finance, x4207, email: [tony.higgins@hart.gov.uk](mailto:tony.higgins@hart.gov.uk)

**APPENDICES:**

Appendix IA - Band D, Hart and Parishes

Appendix IB - all Bands, Hart and Parishes

Appendix IC - Council Tax Bands - Parishes

Appendix ID - Council Tax Bands - All Precepts

Appendix A Comparison of Original Budget 2015/16 to Draft Budget 2016/17

Appendix B Capital Programme

Appendix C List of Fees and Charges

## BAND D TAX, HART AND PARISHES

Tax Base Column 1	Precept £ Column 2	Part of Council's Area			Total £ Column 6
		Column 3	District £ Column 4	Parish £ Column 5	
<b>PARISHED AREAS</b>					
1,793.26	146,994.00	Blackwater and Hawley	154.86	81.97	236.83
105.52	1,500.00	Bramshill	154.86	14.22	169.08
3,655.75	196,679.35	Church Crookham	154.86	53.80	208.66
824.76	57,020.00	Cron dall	154.86	69.14	224.00
1,747.53	122,375.00	Crookham Village	154.86	70.03	224.89
165.15	9,481.00	Dogmersfield	154.86	57.41	212.27
1,996.99	118,600.00	Elvetham Heath	154.86	59.39	214.25
743.73	37,500.00	Eversley	154.86	50.42	205.28
382.58	25,000.00	Ewshot	154.86	65.35	220.21
9,915.11	989,616.00	Fleet	154.86	99.81	254.67
117.47	4,000.00	Greywell	154.86	34.05	188.91
2,524.58	179,073.00	Hartley Wintney	154.86	70.93	225.79
157.10	8,000.00	Heckfield	154.86	50.92	205.78
3,273.57	321,400.00	Hook	154.86	98.18	253.04
227.84	13,500.00	Long Sutton	154.86	59.25	214.11
312.45	8,100.00	Mattingley	154.86	25.92	180.78
2,147.66	129,540.00	Odiham	154.86	60.32	215.18
270.92	22,550.00	Rotherwick	154.86	83.23	238.09
304.12	9,500.00	South Warnborough	154.86	31.24	186.10
309.16	28,000.00	Winchfield	154.86	90.57	245.43
7,511.96	412,993.00	Yateley	154.86	54.98	209.84
<b><u>38,487.21</u></b>	<b><u>2,841,421.35</u></b>	<b>Total</b>	<b>3,252.06</b>	<b>1,281.13</b>	<b>4,533.19</b>
		Average	<u>154.86</u>	<u>61.01</u>	<u>215.87</u>



## COUNCIL TAX BANDS FOR PARISHES

Band			Band AR 5/9	Band A 6/9	Band B 7/9	Band C 8/9	Band D 9/9	Band E 11/9	Band F 13/9	Band G 15/9	Band H 18/9
Parish/Town Council	Precept £	Tax Base No. of Properties									
Blackwater and Hawley	146,994.00	1,793.26	45.54	54.65	63.75	72.86	81.97	100.19	118.40	136.62	163.94
Bramshill	1,500.00	105.52	7.90	9.48	11.06	12.64	14.22	17.37	20.53	23.69	28.44
Church Crookham	196,679.35	3,655.75	29.89	35.87	41.84	47.82	53.80	65.76	77.71	89.67	107.60
Croindall	57,020.00	824.76	38.41	46.09	53.77	61.45	69.14	84.50	99.86	115.23	138.28
Crookham Village	122,375.00	1,747.53	38.90	46.68	54.47	62.25	70.03	85.59	101.15	116.71	140.06
Dogmersfield	9,481.00	165.15	31.89	38.27	44.65	51.03	57.41	70.17	82.92	95.68	114.82
Elvetham Heath	118,600.00	1,996.99	32.99	39.59	46.19	52.79	59.39	72.59	85.78	98.98	118.78
Eversley	37,500.00	743.73	28.01	33.61	39.22	44.82	50.42	61.63	72.83	84.04	100.84
Ewshot	25,000.00	382.58	36.30	43.56	50.82	58.09	65.35	79.87	94.39	108.91	130.70
Fleet	989,616.00	9,915.11	55.45	66.54	77.63	88.72	99.81	121.99	144.17	166.35	199.62
Greywell	4,000.00	117.47	18.92	22.70	26.48	30.27	34.05	41.62	49.19	56.75	68.10
Hartley Wintney	179,073.00	2,524.58	39.41	47.29	55.17	63.05	70.93	86.69	102.46	118.22	141.86
Heckfield	8,000.00	157.10	28.29	33.95	39.61	45.26	50.92	62.24	73.56	84.87	101.84
Hook	321,400.00	3,273.57	54.54	65.45	76.36	87.27	98.18	120.00	141.82	163.63	196.36
Long Sutton	13,500.00	227.84	32.92	39.50	46.08	52.67	59.25	72.42	85.59	98.75	118.50
Mattingley	8,100.00	312.45	14.40	17.28	20.16	23.04	25.92	31.69	37.45	43.21	51.84
Odiham	129,540.00	2,147.66	33.51	40.21	46.91	53.61	60.32	73.72	87.12	100.53	120.64
Rotherwick	22,550.00	270.92	46.24	55.49	64.74	73.99	83.23	101.73	120.23	138.72	166.46
South Warnborough	9,500.00	304.12	17.35	20.83	24.30	27.77	31.24	38.18	45.12	52.06	62.48
Winchfield	28,000.00	309.16	50.32	60.38	70.44	80.50	90.57	110.69	130.82	150.95	181.14
Yateley	412,993.00	7,511.96	30.54	36.65	42.76	48.87	54.98	67.20	79.41	91.63	109.96
<b>District Total</b>	<b>2,841,421.35</b>	<b>38,487.21</b>	41.02	49.22	57.42	65.62	73.83	90.23	106.64	123.05	147.66



<b>Comparison of Original Budget 2015/16 to Draft Budget 2016/17</b>			
Cost Centre	2015/16 Original Budget £	2016/17 Revised Total Budget £	Notes
Community Safety - Shared Serv	235,050	235,050	
<b>Community Safety</b>	<b>235,050</b>	<b>235,050</b>	
Civic Function & Chairman	20,300	20,300	
Corporate - Apprentices	59,050	24,865	Staff Vacancies Freeze £38k
Corporate Communication	55,230	130,110	One off Budget £65k for Website Development
Leadership Team	573,720	562,295	Staffing budget re-alignments from Business Support £33k, 5 Council's consultants £25k. Transfers to Hart Development (82k)
Corporate Performance Team	56,500	61,765	
External Audit	93,400	66,660	Saving Ernest External Audit Fee
Non Distributed Costs	468,300	167,900	Pension Deficit allocated to services £330K
Climate Change	13,300	12,300	
Business Support Unit	605,530	313,760	Supplies & Services transferred to Corporate Support Non Staff. Saving in Staffing Business Change Manager Post (£22K), Building Control (£38k)
Admin Bldgs - R & M	343,785	381,755	
Hart Development	0	133,650	New Cost Centre includes Economic Development. £82k transfer from Leadership Team, additional Contractors and Consultants £11k, New post Strategy & Policy £40k
Corporate Support - Non Staff	0	150,000	Supplies and Services from Business Support Unit. reduction in Microfilming (£10k)
Customer Services Contract	285,820	296,693	Increase in Xmas Opening Hours
IT Contract	413,400	297,810	IT Contract saving (£117k)
HR Contract	105,120	105,615	
Customer Services Client	38,400	50,560	Increase postage and Machine rental £10k
IT Client	383,871	314,530	Savings in Consultants (£20k) and Telephone costs (£30K)
HR Client	68,810	59,660	Professional Days saving (£8k)
Print Room & Photocopying	39,750	40,500	
Internal Audit	93,170	93,830	
Legal Services	226,960	233,660	
Local Land Charges	-73,360	-79,915	Increased search fee Income
Planning Policy	451,957	428,470	
<b>Corporate Services</b>	<b>4,323,013</b>	<b>3,866,773</b>	
Rechargeable Elections	0	0	
Register Of Electors	108,023	98,587	
Election Expenses	156,691	200,279	
Support To Elected Bodies	232,975	290,189	
<b>Democratic Services</b>	<b>497,689</b>	<b>589,055</b>	
Housing Act & Housing Ass. Adv	0	0	
Bank Charges	48,500	58,000	Bank Charges increased volumns
Finance Client	76,440	85,980	
Finance Contract	470,740	465,750	
Revs & Bens Contractor Costs	1,206,120	1,211,785	
Revenues & Benefits Client	-318,563	-269,170	Reduction in court costs recovered (£20k), increased Licence fees £16k
Housing/Council Tax Benefits	-2,000	95,000	Reduction in rent allowance subsidy £100k
Meals On Wheels	8,000	8,000	
<b>Finance</b>	<b>1,489,237</b>	<b>1,655,345</b>	
Private Sector Housing	164,750	183,840	Staffing Budget Re-alignments
Strategic Housing Services	106,240	118,890	Staffing Budget Re-alignments
Housing Needs Service	476,004	541,314	Staffing Re-alignments £27k, Lower recovery of rent deposits £8k.
Help for Single Homelessness	0	0	100% Grant Funded
Domestic Abuse	0	0	100% Grant Funded
<b>Housing</b>	<b>746,994</b>	<b>844,044</b>	
Land Repossessions	4,480	4,480	
Leisure Centre Maintenance	90,000	20,000	Saving in Maintenance
Leisure Strategy	106,320	50,660	Staff Saving (£36k) Other Leisure Centre budgets (£21k)
Fleet Pond	54,070	66,776	
Commons	41,820	63,900	
Odiham Common	36,930	56,335	

Comparison of Original Budget 2015/16 to Draft Budget 2016/17			
Cost Centre	2015/16 Original Budget £	2016/17 Revised Total Budget £	Notes
Eivetham Heath Nature Reserve	43,610	48,400	
Hart Leisure Centre (Client)	-177,910	46,715	Transfers of Leisure Centre to Everyone Active
Frogmore LC (Client)	16,640	50,905	Transfers of Leisure Centre to Everyone Active
Parks/Play Areas Outside Fleet	50,580	50,580	
Edenbrook Country Park	102,060	65,520	
QE II Fields	25,700	9,930	
Biodiversity	28,100	28,355	
Landscape & Conservation	51,600	60,990	
Tree Preservation Orders	82,670	93,730	
Environmental Promotion - Stra	139,711	135,470	
<b>Leisure &amp; Env Promotion</b>	<b>696,381</b>	<b>852,746</b>	
Building Control - Fee Earning	-153,838	-116,640	Change in apportionment of Fee and Non Fee Services
Building Control - Non-Fee	105,710	78,400	Change in apportionment of Fee and Non Fee Services
Planning Development	15,160	-97,875	Additional S106 Fee Income (£100k)
Street Naming & Numbering	0	10	
<b>Planning</b>	<b>-32,968</b>	<b>-136,105</b>	
Churchyards	7,000	7,000	
Licences	-20,070	-8,940	Reduction in Gaming Permits
Hackney Carriages	-20,750	-26,120	Additional licence income
Dog Warden	57,120	60,295	
Pest Control	2,620	3,040	
Env Health Pollution	0	0	
Env Health Commercial	130,420	145,620	
Environmental Protection	209,380	203,110	
Health and Policy	0	47,800	New Service Area
Env Health Public	0	0	
Out Of Hours Noise Service	25,610	26,700	
Health & Safety	35,180	31,000	
<b>Environmental Services</b>	<b>426,510</b>	<b>489,505</b>	
Flood repairs & Maint work	0	0	
Estates/Asset Management	52,050	53,170	
Corporate Building Maintenance	0	0	
CCTV	165,910	165,600	
Street Furniture	8,100	8,340	
Highways Traffic Management	37,000	40,110	
Highways Agency - Development	-14,200	-25,220	Development Agency Income
Off Street Enforcement	-401,710	-425,650	Increased Fee Income
On Street Enforcement	69,020	101,250	Reduction in Penalty notice income £9k, White Lining Contractors £6k
Waste Client Team	-705,305	-672,400	£50k procurement Consultancy. £8k Direct Debit set up fee. Additional Garden Waste Income £52k
Waste Contract	1,715,440	1,579,960	Reduction to reflect reduced inflation on Veolia Contract
Grounds Mtn Contract	356,920	352,410	
Street Cleaning	500,970	494,730	
Clinical and Bulky	-6,340	-6,410	
Basingstoke Waste Contract	0	0	
Emergency Planning	36,160	41,160	
Hart Drainage	59,445	84,490	£30k additional budget for Riparian Ditches
<b>Technical Services</b>	<b>1,873,460</b>	<b>1,791,540</b>	
<b>Grand Total Excluding Acc</b>	<b>10,255,366</b>	<b>10,187,953</b>	



	Current Available Budget 2015/16	Budget Requirement 2016/17
<b>Capital resources available as at 1st April 2015</b>		
<b>Receipts in year</b>		
<b>Corporate Services</b>	382	0
<b>Housing &amp; Customer Services</b>	1,215	560
<b>Leisure &amp; Environmental Promotion</b>	24,454	0
<b>Technical Services</b>	517	0
<b>TOTAL CAPITAL PROGRAMME</b>	<b>26,568</b>	<b>560</b>
<b>Capital Resources available as at 1st April 2015</b>		

Service Area	Scheme	Current Available Budget	Budget Requirement 2016/17
<b>Corporate Services</b>	CCTV-Rushmoor	176	0
	Telephony System	70	0
	Contact Centre	0	0
	Civic Office Refurbishment	59	0
	Rural Broadband	0	0
	Upgrade to IT infrastructure	58	0
	Door Entry System	19	0
		<b>382</b>	<b>0</b>
<b>Housing &amp; Customer Services</b>	Private Sector Renewal - Minor Works Grants(Home trust Loan)	60	60
	Existing Satisfactory Purchase	200	0
	Grant for 13x 4 bed dwellings.	455	0
	Disabled Facilities Grants	500	500
	<b>1,215</b>	<b>560</b>	
<b>Leisure and Environmental promotion</b>	Fleet Pond Project-Restoration	44	0
	Broadoak Common (District) (S106)	13	0
	Edenbrook Country Park (S106)	30	0
	Fleet pond Nature Reserve Visitor Strategy (S106)	40	0
	Odiham Common (S106)	27	0
	Fleet Area Football (S106)	180	0
	Leisure Centre SCAPE project appraisal	90	0
	Strategic Leisure	26	0
	Leisure Centre Pre Construction Stage	609	0
	Hook Football Pitch Drainage Improvements (S106)	29	0
	Countryside Service Vehicles (S106)	50	0
	Cricket Hill Pond (Yateley) (S106)	41	0
	Boiler Replacements - Frogmoor LC	41	0
	Odiham Signs	5	0
	Hook Meadow	6	0
	S106 Leisure Parish Funded Projects	75	0
	Frogmore leisure	1,500	0
	Leisure Centre Construction	21,550	0
Leisure Centre Consultants & Fees	98	0	
	<b>24,454</b>	<b>0</b>	
<b>Technical Services</b>	Fernhill Road, Pedestrian Facilities (S106)	70	0
	Church Road (Victoria Road) Car Park - Pay on Foot	247	0
	Phoenix Green, Hartley Wintney	0	0
	Mill Corner, North Warnborough	0	0
	Parking Enforcement Vehicles	0	0
	S106 NEHTS parish	0	0
	S106 NEHTS Fleet Station Contributions	200	0
		<b>517</b>	<b>0</b>
	<b>26,568</b>	<b>560</b>	

## GUIDANCE NOTES ON CHARGES

### The Building Act 1984

### The Building (Local Authority Charges) Regs. 2010

Apply from 12<sup>th</sup> April 2016

#### Explanatory Notes

1. Before you build, extend or convert, you or your agent must advise us of your intentions, either by submitting Full Plans or a Building Notice. The fee payable for Building Regulations work is intended to cover the cost of the service. There are two methods for establishing the fee, Standard Charges for common types of work and Individually Determined Charges. You can use the following tables with the current regulations on fees to calculate how much you will pay where Standard Charges are applicable. If you require the fee to be Individually Determined or you have any difficulties calculating the fees, please consult our building control team on 01252 398715.

#### 2. FEES are payable as follows:

2.1 If you submit **Full Plans** you will pay a plan fee at the time of submission to cover the costs of approving or rejecting them.

2.2 With **Full Plans** submissions, for most types of work, an inspection fee covering all necessary site visits will be payable following the first inspection.

2.3 If you submit a **Building Notice**, the appropriate Building Notice fee is payable at the time of submission and covers all necessary checks and site visits.

2.4 If you apply for a **Regularisation Certificate** for unauthorised building work that was started on or after 11 November 1985, you will pay a 'regularisation' fee to cover the cost of assessing your application and all inspections. There is no VAT payable on a regularisation charge.

2.5 In certain cases, we may agree to fees being paid by instalments. Ask our building control office for details.

#### 3. Standard Charges

3.1 Standard charges includes works of

drainage in connection with the erection or extension of a building or buildings, even where those works are commenced in advance of the plans for the building(s) being deposited.

These standard charges have been set on the basis that the building work does not consist of, or include, innovative or high risk construction techniques and/or the duration of the building work from commencement to completion does not exceed 12 months.

The charges have also been set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the design and building work referred to in the standard charges tables, that they are undertaking. If not, the work may incur supplementary charges.

The charges for domestic work have also been set on the basis that the electrical work is carried out by an Electrician on a competent person scheme, if not the electrical work will be charged separately (as table C or individually determined).

3.2 Table A - Fees for the creation or conversion to new housing. These apply where the total internal floor area of each home, excluding any garage or carport does not exceed 300m<sup>2</sup>. For more dwellings or if the floor area exceeds 300m<sup>2</sup> the charge is individually determined.

3.3. Table B – Domestic extensions to a single building. Where work involves more than one domestic extension, the total internal floor areas of all storeys of all the extensions shown on the application should be added together to determine the relevant fee. If the work exceeds the floor areas in the tables or includes several types of work the charge is individually determined.

3.4. Table C - Domestic alterations to a single building. Where work exceeds the limits in the table or for other alterations the charge is individually determined.

3.5. Table D - Other, non domestic work - extensions and new build. If the work exceeds the

floor areas in the tables or includes several types of work the charge is individually determined.

3.6. Table E - Other, non domestic work – alterations. Where work exceeds the limits in the table or for other alterations the charge is individually determined.

3.7 The 'estimated cost' means an estimate we accept as being of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application. This excludes VAT and any professional fees paid to an architect, engineer or surveyor, etc. It also excludes land acquisition costs.

#### **4 Individually determined fees**

For work that there is no standard charge or exceeds the limits of the standard charges the fee is individually determined, please consult our building control team on 01252 398715.

Factors which are taken into account in determine the fee include:-

- The floor area of the building or extension
- The estimated cost of the building work
- The estimated duration of the building work.
- The use of competent persons or Robust Details Ltd.
- Any accreditations held by the builder or other member of the design team.
- The nature of the design of the building work and whether innovative or high-risk construction is to be used.

#### **5. Exemptions/reductions in fees:**

5.1 Where we have either approved or rejected plans, there will be no further fee payable if you resubmit substantially the same work.

5.2 Work to provide access and/or facilities for disabled people at existing homes and buildings, to which the public have access, is exempt from fees. We take our definition of 'disabled person' from that given in section 29(1) of the National Assistance Act 1948.

5.3 The insertion of insulating material into an existing cavity wall is exempt from fees, providing the installation is certified to an approved standard and the work is carried out by an approved installer.

5.4 The installation of an approved unvented hot water system is exempt from fees where the work is carried out by an approved installer or is part of a larger project.

6. These notes are for guidance only. For full details please ask to see our Building Control Charges Scheme. If you have any difficulties calculating charges please call in and see us or contact us on 01252 398715.

#### **7. Re-Opening Closed Files**

A fee of £78 inc. VAT is payable to re-open closed files. A further charge maybe applicable for inspections carried out.

#### **8. All fees inclusive of VAT, unless otherwise stated.**

**TABLE A  
STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING**

No. of dwellings	Full Plans Notice		Building Notice	Regularisation
	Plan Charge	Inspection Charge		
	£ inc. VAT	£ inc. VAT		
1	336.00	516.00	1000.00	975.00
2	420.00	684.00	1200.00	1267.50
3	516.00	852.00	1600.00	1560.00
4	600.00	1032.00	1900.00	1852.50
5	660.00	1200.00	2200.00	2145.00
6	744.00	1368.00	2600.00	2437.50
7	852.00	1560.00	2850.00	2730.00
8	936.00	1716.00	3100.00	3022.50

**For 9 or more dwellings or if the floor are exceeds 300m<sup>2</sup>  
Please ring the office on 01252 398715 for a quotation**

The charges for domestic work have also been set on the basis that the electrical work is carried out by an Electrician on a competent person scheme, if not the electrical work will be charged separately (as table C or individually determined).

STANDARD CHARGES FOR OTHER BUILDING WORK  
TABLE B

DOMESTIC EXTENSIONS TO A SINGLE BUILDING

Category	Description	Full Plans Notice		Building Notice	Regularisation
		Plan Charge	Inspection Charge		
		£ inc. VAT	£ inc. VAT		
1	Single storey extension floor area not exceeding 10m <sup>2</sup>	200.00	274.00	580.00	680.00
2	Single storey extension floor area exceeding 10m <sup>2</sup> , but not exceeding 40 m <sup>2</sup>	200.00	402.00	740.00	840.00
3	Single storey extension floor area exceeding 40m <sup>2</sup> , but not exceeding 100 m <sup>2</sup>	200.00	570.00	930.00	1030.00
4	Two storey extension floor area not exceeding 40m <sup>2</sup>	200.00	488.00	840.00	940.00
5	Two storey extension to a dwelling house exceeding 40m <sup>2</sup> , but not exceeding 200 m <sup>2</sup>	200.00	745.00	1100.00	1200.00
6	Loft conversion that does not include the construction of a dormer * Max size 60m <sup>2</sup>	200.00	316.00	640.00	740.00
7	Loft conversion that includes the construction of a dormer *Max size 60m <sup>2</sup>	200.00	402.00	740.00	840.00
8	Erection or extension of a non exempt attached or detached domestic garage or carport up to 100m <sup>2</sup>	200.00	230.00	520.00	620.00
9	Conversion of a garage to a dwelling to a habitable room(s)	200.00	188.00	440.00	540.00

\* If over 60m<sup>2</sup> please ring office 01252 398715 for quotation.

These standard charges have been set by the authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques (details available from the authority) and/or the duration of the building work from commencement to completion does not exceed 12 months.

The charges for domestic work have also been set on the basis that the electrical work is carried out by an Electrician on a competent person scheme, if not the electrical work will be charged separately (as table C or individually determined).

**TABLE C  
DOMESTIC ALTERATIONS TO A SINGLE BUILDING**

Category	Description	Basis	Full Plans Notice		Building Notice	Regularisation
			Plan Charge	Inspection Charge		
			£ inc. VAT	£ inc. VAT	£ inc. VAT	£ VAT exempt
1	The installation of any controlled fitting or other building work ancillary to the building of an extension	Included in the charge for an extension				
2	Underpinning, less than £25,000	Fixed Price	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>350.00</b>
3	Renovation of a thermal element to a single dwelling, less than £25,000	Fixed Price	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>300.00</b>
4	Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge)	Estimated cost less than £1000	<b>160.00</b>	<b>0.00</b>	<b>160.00</b>	<b>260.00</b>
		£1001-£5000	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>300.00</b>
		£5001 - £25 000	<b>180.00</b>	<b>140.00</b>	<b>320.00</b>	<b>420.00</b>
		£25 001 - £50 000	<b>180.00</b>	<b>250.00</b>	<b>430.00</b>	<b>530.00</b>
		£50 001 - £75 000	<b>180.00</b>	<b>400.00</b>	<b>600.00</b>	<b>700.00</b>
5	Window Replacement	Up to 4	<b>120.00</b>	<b>0.00</b>	<b>120.00</b>	<b>220.00</b>
		5 -20	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>300.00</b>
6	Electrical work	Any (other than rewire)	<b>360.00</b>	<b>0.00</b>	<b>360.00</b>	<b>460.00</b>
		Rewire or new dwelling	<b>480.00</b>	<b>0.00</b>	<b>480.00</b>	<b>580.00</b>

**TABLE D**

**OTHER, NON DOMESTIC WORK - EXTENSIONS AND NEW BUILD**

		Non- domestic Work		
		Full Plans Notice		
Category	Description	Plan Charge	Inspection Charge	Regularisation
		£ inc. VAT	£ inc. VAT	£ VAT exempt
1	Floor area not exceeding 10m <sup>2</sup>	200.00	300.00	500.00
2	Floor area exceeding 10m <sup>2</sup> , but not exceeding 40 m <sup>2</sup>	200.00	460.00	660.00
3	Floor area exceeding 40m <sup>2</sup> , but not exceeding 100 m <sup>2</sup>	200.00	650.00	850.00

**TABLE E**

**ALL OTHER NON DOMESTIC WORK - ALTERATIONS**

		Full Plans Notice				
Category	Description	Basis	Plan Charge	Inspection Charge		Regularisation
			£ inc. VAT	£	inc. VAT	£ VAT exempt
1	The installation of any controlled fitting or other building work ancillary to the building of an extension	Included in the charge for an extension				
2	Underpinning	Estimated cost less than £50 000	330.00	0.00		430.00
3	Window Replacement including shop fronts (non-competent persons scheme)	Per installation up to 4	120.00	0.00		220.00
		Per installation over 4 up to 20 windows	200.00	0.00		300.00
4	Renovation of a thermal element	Estimated cost less than £50 000	200.00	0.00		300.00
5	Alterations not described elsewhere including structural alterations and installation of controlled fittings	Estimated cost less than £5 000	200.00	0.00		300.00
		£5001 - £25 000	180.00	140.00		420.00
		£25 001 - £50 000	180.00	300.00		580.00
		£50 001 - £100 000	180.00	460.00		740.00
6	Installation of mezzanine floor up to 500m <sup>2</sup>	Fixed Price	180.00	300.00		580.00

**Fees & Charges 2016/17**  
**CORPORATE**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b>LAND CHARGES</b>				
<b><u>Search Fees</u></b>				
Land Charges Only Search - LLC1				
-Electronic (in accordance	50.00	50.00	50.00	50.00
-In any other case	55.00	55.00	55.00	55.00
- Additional Parcel of	25.00	25.00	25.00	25.00
-Each part of register	10.00	10.00	10.00	10.00
Standard Search and Enquiry Fee – LLC1 and CON29R				
-Electronic (NLIS and TM	130.00	130.00	130.00	130.00
-Electronic (Local Authority	130.00	130.00	130.00	130.00
-In any other case	160.00	160.00	160.00	160.00
Optional Enquiry Questions 4, 5 or 22 (submitted with a standard search)	18.00	18.00	18.00	18.00
Optional Enquiry Questions (others) (submitted with a standard search)	15.00	15.00	15.00	15.00
Optional Enquiry Questions 4, 5 or 22 (submitted without a standard search)	33.00	33.00	33.00	33.00
Optional Enquiries (others) (submitted without a standard search)	30.00	30.00	30.00	30.00
Additional Question	40.00	40.00	40.00	40.00
* waive additional parcel fee for separate garages or parking spaces.				
<b>PHOTOCOPYING</b>				
Planning Decision Notices - per copy	15.00	18.00	15.00	18.00
Listed Building Consents - per copy	15.00	18.00	15.00	18.00
Conservation Area Consents - per copy	15.00	18.00	15.00	18.00
Tree Preservation Order – per copy	15.00	18.00	15.00	18.00
Highway and Other Agreements - per copy	29.17	35.00	29.17	35.00
Plans/Documents				
A3 / A4	0.83	1.00	0.83	1.00
A0 / A2	4.17	5.00	4.17	5.00
<b><u>Digital Charges</u></b>				
Digital Information provided by Email	10.00	10.00	No Charge	No Charge
Solicitor Requests for Documents Freely Available from the	41.67	50.00	41.67	50.00
Failure to pay for copy documents within 28 days - administrative surcharge	12.50	15.00	12.50	0.63
<b><u>Inspection of Documents</u></b>				
Inspection of Planning Applications	No charge	No charge	No Charge	No Charge
<b><u>Hiring of Council Accommodation</u></b>				
Charges per hour				
Council Chamber				
- Daytime to 6pm	35.83	43.00	35.83	43.00
- Evening	37.50	45.00	37.50	45.00



**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
Committee Room 1				
- Daytime to 6pm	14.17	17.00	14.17	17.00
- Evening	17.50	21.00	17.50	21.00
Committee Room 2				
- Daytime to 6pm	12.50	15.00	12.50	15.00
- Evening	15.00	18.00	15.00	18.00
Ground Floor Meeting Room				
- Daytime to 6pm	11.67	14.00	11.67	14.00
- Evening	13.33	16.00	13.33	16.00
<b>PLANNING POLICY</b>				
<b>Sales of Strategic Planning Documents</b>				
Hart Local Plan	133.00	133.00	133.00	133.00
Set of maps without local	77.00	77.00	77.00	77.00
Saved Policies document	66.00	66.00	66.00	66.00
For copies of technical studies and other planning policy reports, photocopying and digital charges apply.				

**Fees & Charges 2016/17**  
**DEMOCRATIC**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
<b>DEMOCRATIC SERVICES</b>				
<b><u>Sale of Agendas</u></b>				
Charges per annum				
- Council	200.00	200.00	200.00	200.00
- Planning Committee	225.00	225.00	225.00	225.00
- Other Committees (Each)	125.00	125.00	125.00	125.00
Charges per Cycle				
- Council	25.00	25.00	25.00	25.00
- Planning Committee*	25.00	25.00	25.00	25.00
- Other Committees (Each)	20.00	20.00	20.00	20.00
* Free of charge to non-commercial				
Inspection of Committee Minutes and Agendas				
<b><u>Sale of Registers</u></b>				
Open Version of Register - Data Format	81.50	81.50	81.50	81.50
Full Version of Register including updates - Data Format	341.50	341.50	341.50	341.50
Open Version of Register - Paper Format	215.00	215.00	215.00	215.00
Full Version of Register - Paper Format	515.00	515.00	515.00	515.00
Letter confirming Electors' Registration (per letter)	10.00	10.00	10.00	10.00
The sale of electoral registration fees are statutory and are valid from 1st December 2015 until 30th November 2016, when they will be updated on publication of the 2016/17 electoral register.				

**Fees & Charges 2016/17**

**FINANCE**

	<b>2015/16</b>		<b>2016/17</b>	
	Charge excl. VAT	£	Charge excl. VAT	£
<b>FINANCE</b> Court Costs Recovered - per case	85.00	85.00	85.00	85.00

**Fees & Charges 2016/17**  
**HOUSING**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
Immigration Inspections per Application	96.57	115.89	96.57	115.89
HMO Licence - for 5 persons	628.74	628.74	628.74	628.74
HMO Licence - 6-10 persons	789.95	789.95	789.95	789.95
HMO Licence - 11-15 persons	945.80	945.80	945.80	945.80
HMO Licence - 16-20 persons	1,101.63	1,101.63	1,101.63	1,101.63
HMO Licence - 21+ persons	1,257.49	1,257.49	1,257.49	1,257.49
HMO Licence - variations of the licence	0.00	0.00	0.00	0.00
HMO Licence Renewal - for 5 persons	483.35	483.35	483.35	483.35
HMO Licence Renewal - 6-10 persons	607.28	607.28	607.28	607.28
HMO Licence Renewal - 11-15 persons	727.08	727.08	727.08	727.08
HMO Licence Renewal - 16-20 persons	846.89	846.89	846.89	846.89
HMO Licence Renewal - 21+ persons	966.68	966.68	966.68	966.68
<b><u>Mobile Home Sites Licensing</u></b>				
Initial site licence application		226.00		226.00
Annual inspection		3.81/pitch		3.81/pitch
Transfer of licence		113.00		113.00
Deposit of site rules		40.80		40.80
<b><u>Immigration Inspections</u></b>				
Annual inspection	94.68	113.62	96.57	115.89

**Fees & Charges 2016/17**  
**LICENCES**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b><u>Hackney Carriage and Private Hire Licensing</u></b>				
<b><u>Annual Licences</u></b>				
Hackney Carriages	237.00	237.00	237.00	237.00
Private Hire Vehicles	237.00	237.00	237.00	237.00
Wheelchair accessible Vehicles	118.50	118.50	118.50	118.50
Change of Vehicles				
Operators Licence (P.H. only)	116.00	116.00	116.00	116.00
Drivers Licence (initial including badge)	116.00	116.00	116.00	116.00
Drivers Licence (renewal including badge)	92.00	92.00	92.00	92.00
Combined drivers licence for Hackney Carriage, Private Hire:				
- Initial including badge	126.00	126.00	126.00	126.00
- Renewal including badge	103.00	103.00	103.00	103.00
Plate Fee	21.00	21.00	21.00	21.00
DVLA check	15.00	15.00	15.00	15.00
<b><u>3 Year Licences</u></b>				
Private Hire Driver	232.00	232.00	232.00	232.00
Hackney Carriage Driver	232.00	232.00	232.00	232.00
Combined Private and Hackney Carriage licence	240.00	240.00	240.00	240.00
<b><u>Other</u></b>				
Copy of Licence	25.00	25.00	25.00	25.00
For the re-sitting of drivers knowledge test	27.00	27.00	27.00	27.00
DBS Check	44.00	44.00	44.00	44.00
Replacement Plate	21.00	21.00	21.00	21.00
Plate Brackets (replacement only)	9.00	9.00	9.00	9.00
Plate Transfer	82.00	82.00	82.00	82.00
Replacement Drivers Card	11.00	11.00	11.00	11.00
Replacement Drivers Licence	5.00	5.00	5.00	5.00
Replacement Vehicle Licence	5.00	5.00	5.00	5.00
<b><u>Premises Licence</u></b>				
Application for copy of licence or summary of theft, loss etc of Premises Licence or summary	10.50	10.50	10.50	10.50
Notification of change of name or address (holder of Premises Licence)	10.50	10.50	10.50	10.50
Application to vary specified individual as premises supervisor	23.00	23.00	23.00	23.00
Application to transfer Premises Licence	23.00	23.00	23.00	23.00
Interim authority notice	23.00	23.00	23.00	23.00
Application for making of a provisional statement	315.00	315.00	315.00	315.00
Notice of interest in any premises	21.00	21.00	21.00	21.00
<b><u>Club Premises Certificate</u></b>				
Application for a Club Premises Certificate				
Application for copy of Club Premises Certificate or summary on theft, loss etc of certificate or summary	10.50	10.50	10.50	10.50
Notification of change of name or alteration of club rules	10.50	10.50	10.50	10.50
Change of relevant registered address of club	10.50	10.50	10.50	10.50
<b><u>Temporary Event Notices</u></b>				
Temporary Event Notices	21.00	21.00	21.00	21.00
Application for copy of Temporary Event Notice on theft, loss etc of temporary event notice	10.50	10.50	10.50	10.50

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b><u>Personal Licences</u></b>				
Application for grant or renewal of a Personal Licence	37.00	37.00	37.00	37.00
Application for copy of licence on theft, loss etc. of Personal	10.50	10.50	10.50	10.50
Notification of a change of address of a Personal Licence	10.50	10.50	10.50	10.50
<b><u>Premises Licence Fees &amp; Conversion Fees</u></b>				
For all premises licence applications and/or club premises certificate applications the application must be accompanied by the prescribed fee. The fee payable is dependent upon the non-domestic rateable value of the premises concerned as below:				
Non-domestic rateable value:				
£0 to £4,300 (Band A)	100.00	100.00	100.00	100.00
£4,301 to £33,000 (Band B)	190.00	190.00	190.00	190.00
£33,001 to £87,000 (Band C)	315.00	315.00	315.00	315.00
£87,001 to £125,000 (Band D)	450.00	450.00	450.00	450.00
£125,001 and over (Band E)	635.00	635.00	635.00	635.00
<b><u>Premises Licence Fees &amp; Conversion Fees</u></b>				
If a premises falls within the rateable value band D or E and is exclusively or primarily used for the supply and consumption of alcohol on the premises the fees payable are as below:				
Non-domestic rateable value:				
£87,001 to £125,000 (Band D)	900.00	900.00	900.00	900.00
£125,001 and over (Band E)	1,905.00	1,905.00	1,905.00	1,905.00
<b><u>Additional Premises Licence Fees &amp; Conversion Fees</u></b>				
Whatever the fee payable under each band, additional fees are also payable if more than 5,000 people are permitted on the premises under existing licensing arrangements. The table below outlines the additional fees payable. These correspond to the range of the number of people permitted under existing licence arrangements.				
Number of People Permitted:				
5,000 - 9,999	1,000.00	1,000.00	1,000.00	1,000.00
10,000 - 14,999	2,000.00	2,000.00	2,000.00	2,000.00
15,000 - 19,999	4,000.00	4,000.00	4,000.00	4,000.00
20,000 - 29,999	8,000.00	8,000.00	8,000.00	8,000.00
30,000 - 39,999	16,000.00	16,000.00	16,000.00	16,000.00
40,000 - 49,999	24,000.00	24,000.00	24,000.00	24,000.00
50,000 - 59,999	32,000.00	32,000.00	32,000.00	32,000.00
60,000 - 69,999	40,000.00	40,000.00	40,000.00	40,000.00
70,000 - 79,999	48,000.00	48,000.00	48,000.00	48,000.00
80,000 - 89,999	56,000.00	56,000.00	56,000.00	56,000.00
90,000 and over	64,000.00	64,000.00	64,000.00	64,000.00
<b><u>Premises Licence Fee(s) - (Annual Payments)</u></b>				
The holder of a Premises Licence/Club Premises Certificate must also pay an annual fee. The annual fee payable is also dependent upon the non-domestic rateable value of the premises concerned as per the table below. Premises that are not registered with a rateable value must be considered as a Band A premises.				
Non-domestic rateable value:				
£0 to £4,300 (Band A)	100.00	100.00	100.00	100.00
£4,301 to £33,000 (Band B)	190.00	190.00	190.00	190.00
£33,001 to £87,000 (Band C)	315.00	315.00	315.00	315.00

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
£87,001 to £125,000 (Band D)	450.00	450.00	450.00	450.00
£125,001 and over (Band E)	635.00	635.00	635.00	635.00
<b><u>Annual Fees</u></b>				
If a premises falls within the rateable value of band D or E and is exclusively or primarily used for the supply and consumption of alcohol on the premises the annual fees payable are as below:				
Non-domestic rateable value:				
£87,001 to £125,000 (Band D)	900.00	900.00	900.00	900.00
£125,001 and over (Band E)	1,905.00	1,905.00	1,905.00	1,905.00
<b><u>Additional Annual Fees</u></b>				
Whatever the annual fee payable under each band, additional fees are also payable if more than 5,000 people are permitted on the premises under the premises licence. The table below outlines the additional fees payable. These correspond to the range of the number of people permitted under the premises licence.				
Number of People Permitted:				
5,000 - 9,999	500.00	500.00	500.00	500.00
10,000 - 14,999	1,000.00	1,000.00	1,000.00	1,000.00
15,000 - 19,999	2,000.00	2,000.00	2,000.00	2,000.00
20,000 - 29,999	4,000.00	4,000.00	4,000.00	4,000.00
30,000 - 39,999	8,000.00	8,000.00	8,000.00	8,000.00
40,000 - 49,999	12,000.00	12,000.00	12,000.00	12,000.00
50,000 - 59,999	16,000.00	16,000.00	16,000.00	16,000.00
60,000 - 69,999	20,000.00	20,000.00	20,000.00	20,000.00
70,000 - 79,999	24,000.00	24,000.00	24,000.00	24,000.00
80,000 - 89,999	28,000.00	28,000.00	28,000.00	28,000.00
90,000 and over	32,000.00	32,000.00	32,000.00	32,000.00
<b><u>Street Trading Consent</u></b>				
3 months	108.33	130.00	108.33	130.00
1 year	425.00	510.00	425.00	510.00
Seasonal trader (Christmas Trees)	90.00	90.00	90.00	90.00

**Fees & Charges 2016/17**  
**PLANNING**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
<b><u>Outline Planning Application</u></b>				
- For the Erection of Buildings per 0.1 hectare or part of up to	385.00	385.00	385.00	385.00
thereafter for each 0.1ha or part of	9,527.00	9,527.00	9,527.00	9,527.00
<b>up to maximum charge</b>	115.00	115.00	115.00	115.00
	125,000.00	125,000.00	125,000.00	125,000.00
- Approval of Details by an Outline Permission Where the same applicant's earlier reserved matters applications under the same outline approval have incurred total fees equalling that for a full application for the entire scheme.	385.00	385.00	385.00	385.00
- For all other cases - see below "Full Applications"				
<b><u>Full Planning Application</u></b>				
For the Erection of Buildings				
- The enlargement, improvement or other alteration of existing dwellings.				
1 dwelling	172.00	172.00	172.00	172.00
2 or more dwellings	339.00	339.00	339.00	339.00
- The erection of a building within the curtilage of an existing dwelling for purposes ancillary to the enjoyment of the dwelling.	172.00	172.00	172.00	172.00
- Dwellings	385.00	385.00	385.00	385.00
up to	19,049.00	19,049.00	19,049.00	19,049.00
thereafter per dwelling	115.00	115.00	115.00	115.00
<b>up to maximum charge</b>	250,000.00	250,000.00	250,000.00	250,000.00
- Agricultural Buildings				
not more than 465m <sup>2</sup>	80.00	80.00	80.00	80.00
over 465m <sup>2</sup> but not more than 540m <sup>2</sup>	385.00	385.00	385.00	385.00
over 540m <sup>2</sup> , each additional 75m <sup>2</sup> or part of	385.00	385.00	385.00	385.00
up to	19,049.00	19,049.00	19,049.00	19,049.00
thereafter per 75m <sup>2</sup>	115.00	115.00	115.00	115.00
<b>up to maximum charge</b>	250,000.00	250,000.00	250,000.00	250,000.00
- Agricultural Glasshouses and Polytunnels				
not more than 465m <sup>2</sup>	80.00	80.00	80.00	80.00
exceeding 465m <sup>2</sup>	2,150.00	2,150.00	2,150.00	2,150.00
- The erection of buildings not within the above categories				
no new floor space created	195.00	195.00	195.00	195.00
not more than 40m <sup>2</sup>	195.00	195.00	195.00	195.00
over 40m <sup>2</sup> but not more than 75m <sup>2</sup>	385.00	385.00	385.00	385.00
over 75m <sup>2</sup> , each additional 75m <sup>2</sup> or part of	385.00	385.00	385.00	385.00
up to	19,049.00	19,049.00	19,049.00	19,049.00
thereafter per 75m <sup>2</sup>	115.00	115.00	115.00	115.00
<b>up to maximum charge</b>	250,000.00	250,000.00	250,000.00	250,000.00
Floor space is calculated on external dimensions and on new floor space only.				



**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
<b><u>Engineering etc</u></b>				
- Gates, fences, walls and other means of enclosure along a boundary of a dwelling House.	172.00	172.00	172.00	172.00
- Erection, alteration or replacement of plant and machinery. per 0.1 hectare or part of up to	385.00	385.00	385.00	385.00
thereafter per 0.1ha	19,049.00	19,049.00	19,049.00	19,049.00
<b>up to maximum charge</b>	115.00	115.00	115.00	115.00
	250,000.00	250,000.00	250,000.00	250,000.00
- Car parks, service roads and other means of access for a single undertaking carrying on an existing use	195.00	195.00	195.00	195.00
- Creation of playing field for occupation by a club, society or organisation which is non-profit making	385.00	385.00	385.00	385.00
- Other operations not included above. per 0.1 hectare or part of	195.00	195.00	195.00	195.00
<b>up to maximum charge</b>	1,690.00	1,690.00	1,690.00	1,690.00
<b><u>Change of Use</u></b>				
- Change of use of a building to use as one or more separate dwellings for each additional dwelling created	385.00	385.00	385.00	385.00
<b>up to</b>	19,049.00	19,049.00	19,049.00	19,049.00
thereafter per dwelling	115.00	115.00	115.00	115.00
up to maximum charge	250,000.00	250,000.00	250,000.00	250,000.00
- Change of use of building or land not within the above.	385.00	385.00	385.00	385.00
<b><u>Other Applications</u></b>				
- To remove or vary a condition previously imposed	195.00	195.00	195.00	195.00
- Involving more than one category of development.				
- as above, except in the case of residential and commercial development where the fee is the sum of the individual fees				
Submission of details pursuant to one or more conditions granted on a planning permission.				
a) where the application relates to an extension of a dwelling or building or operation within the curtilage of a dwelling (per request)	28.00	28.00	28.00	28.00
b) in all other cases (per request)	97.00	97.00	97.00	97.00
- Applications for Certificates of Alternative Appropriate Development under the Land Compensation Act	195.00	195.00	195.00	195.00
- please inquire of the Council as special statutory arrangements apply				
- To determine whether prior approval of certain details is required under the permitted development right for				
a) Relating to a change of use (other than b to d below)	80.00	80.00	80.00	80.00
b) Relating to a change of use and building operations in connection with that change of use	172.00	172.00	172.00	172.00
c) Relating to agriculture, forestry or demolition	80.00	80.00	80.00	80.00
d) Relating to telecommunications	385.00	385.00	385.00	385.00

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
- <b>Certificate of Lawful Use or Development - Existing</b> -as if for an application for planning permission				
- <b>Certificate of Lawful Use or Development - Proposed</b> -half the fee as if for an application for planning permission				
- <b>Applications for a non-material minor amendment to a planning permission</b>				
(a) where the planning permission is for householder development	38.00	38.00	38.00	38.00
(b) in all other cases	195.00	195.00	195.00	195.00
<b><u>Advertisements</u></b>				
- Relating to the business carried out on the premises.	110.00	110.00	110.00	110.00
- Advance signs directing the public to a business.	110.00	110.00	110.00	110.00
- Other	385.00	385.00	385.00	385.00
<b><u>Applications Where No Fee Is Payable</u></b>				
- <b>Disability Improvements</b>				
- <b>Imposed Conditions or Directions</b> Any application for development which would not require planning permission were it not for either a direction under Article 4 of the General Development Order or a condition imposed upon a specific planning permission taking away or limiting the permitted	FREE	FREE	FREE	FREE
- <b>Resubmission of Application</b> Application for development within 12 months of a refusal, withdrawal or approval of an earlier application for the same character on the same site for the same applicant. This exemption can only be claimed once.	FREE	FREE	FREE	FREE
<b><u>Reduced Fees</u></b>				
- Application by Parish Council -half the fee as if for an application planning permission				
<b><u>Application for approval under Regulations 73 to 75 of Habitats Regulations</u></b>	30.00	30.00	30.00	30.00
<b><u>Pre-Application Advice</u></b>				
Householder Enquiries				
For dealing with written enquiries (no appointment) up to a maximum of 2 hours	41.67	50.00	41.67	50.00
Additional hour			20.83	25.00
Written enquiry and a 30 minute appointment in the Office	83.33	100.00	83.33	100.00
Written enquiry and a 30 minute appointment on site	125.00	150.00	125.00	150.00
For all other Developments				
For proposals up to 50 dwellings or up to 3,750m <sup>2</sup> - 25% of the fee for an equivalent application for planning permission + VAT				
For proposals over 50 dwellings or over 3,750m <sup>2</sup> - to be agreed on a case by case basis				
Notes: There will be no reduction in fee where an application would be exempt from a planning application fee because a previous application has been withdrawn, refused or approved				

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
For proposals relating to up to 9 dwellings or 999m <sup>2</sup> of floor space this will provide a written response and one meeting up to 2 hours in length.				
For proposals between 10 and 50 dwellings (or between 1000m <sup>2</sup> and 3750m <sup>2</sup> of floor space) this will provide a written response and up to two meetings totalling 4 hours in length.				
<b>Specialist Advice</b>				
For listed building, conservation or tree advice				
Householder development: for either a desk top exercise or a single meeting on site for up to 30 minutes relating to one proposal only	41.67	50.00	41.67	50.00
Listed building repair advice; ie to confirm whether the work represents a repair or will need listed building consent; for either a desk top exercise or a single meeting on site for up to 30 minutes relating to one proposal only	41.67	50.00	41.67	50.00
For listed building, conservation or tree advice (it should be noted that this service has to be bought in by Hart DC and will therefore not be always available)				
Listed buildings in commercial use	250.00	300.00	250.00	300.00
Extensive conservation area advice; for example where a developer is seeking to undertake non-householder development in a conservation area	250.00	300.00	250.00	300.00
Extensive tree/arboriculture advice; for example where a non-householder development may affect protected trees	250.00	300.00	250.00	300.00
<b><u>Research of Planning History</u></b>	41.67	50.00	41.67	50.00
<b><u>Permitted Development Queries</u></b>				
For informal responses				
Householder proposals	33.33	40.00	33.33	40.00
Non-householder	95.83	115.00	95.83	115.00
<b><u>Compliance Checks</u></b>				
Householder proposals	54.16	65.00	54.16	65.00
Householder proposals	108.33	130.00	108.33	130.00
Non-householder - by negotiation	on basis of time spent		on basis of time spent	
<b>CONSERVATION</b>				
Documents not included above				
<b>Sale of Conservation Documents</b>				
Conservation Area Maps				
- Photocopied	4.58	5.50	4.58	5.50
Conservation Area Statements				
Draft	22.00	22.00	22.00	22.00
Article 4 Directions	9.17	11.00	9.17	11.00



## FEES FOR PLANNING SERVICES (EFFECTIVE FROM 1<sup>ST</sup> APRIL 2014)

Hart District Council charges for some of its Planning Services. This is in addition to the fees for planning applications. Set out below is the charging schedule. For the fees for planning applications, please see separate fee sheet or visit the Planning Portal

Type of Service	Fee
<p><b>I. Pre-Application advice</b></p> <p>Planning advice prior to the submission of a planning application to the Council.</p>	<p><b>Householder developments; ie domestic extensions, conservatories, outbuildings etc.</b></p> <p><b>£50 (inc VAT)</b> for dealing with written enquiries OR for a maximum of 30 minutes appointment with an Officer regarding pre-application enquiries.</p> <p>If the Conservation Officer is requested to accompany the site visit, this will be charged at £80.00 (for a maximum of 30 minutes)</p> <p><b>Other Developments:</b> For proposals of up to 50 dwellings (or over 3.750m<sup>2</sup> of floorspace) 25% of the fee for submitting a planning application (+VAT @ standard rate)</p> <p>For proposals over 50 dwellings (or over 3.750m<sup>2</sup> of floorspace) the fee will be subject to agreement between the parties based on the time spent. Current hourly rates are set out below.</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>▪ There will be no reduction in fee where an application would be exempt from a planning application fee.</li> <li>▪ For proposals relating to up to 9 dwellings or 999m<sup>2</sup> of floorspace this will provide a written response and one meeting up to 2 hours in length.</li> <li>▪ For proposals between 10 and 50 dwellings (or between 1000m<sup>2</sup> and 3750m<sup>2</sup> of floorspace) this will provide a written response and up to two meetings totalling 4 hours in length.</li> <li>▪ Subsequent meetings will be charged at an hourly rate; current rates are set out below.</li> </ul> <p><i>All requests for pre-application advice will need to be submitted in writing with sufficient supporting information to enable Officers to assess the appropriate fee. The fee is payable before the Council provides advice either by letter or a face to face meeting.</i></p> <p><i>All requests for pre-application advice will need to be submitted in writing with sufficient supporting information to enable Officers to assess the appropriate fee. The fee is payable before the Council provides advice either by letter or a face to face meeting.</i></p>

<p><b>2. Specialist Advice</b></p> <p>Advice from specialist officers in the Planning Services Department.</p> <p>This will be in addition to the fee charged for pre-application advice from a planning officer as set out above.</p>	<p>Pre-Application advice in respect of listed buildings, conservation areas or trees:</p> <p>£50.00 for householder development; for either a desk top exercise or a single meeting on site for up to 30 minutes relating to one proposal only.</p> <p>£50.00 for listed building repair advice; ie to confirm whether the work represents a repair or will need listed building consent; for either a desk top exercise or a single meeting on site for up to 30 minutes.</p> <p>£300 for listed buildings in commercial use; for example relating to extensions or internal rearrangements</p> <p>£300 for extensive conservation area advice; for example where a developer is seeking to undertake non-householder development in a conservation area</p> <p>£300 for extensive tree/arboricultural advice; for example where a nonhouseholder development may affect protected trees</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>▪ All requests need to be accompanied by a reasonable level of information i.e. sketch plans/elevations, digital images of existing features, tree surveys, etc</li> <li>▪ Digital images should show the full extent of the proposed repair, not just a detailed area.</li> <li>▪ Tree surveys should comply with BS 5837 Trees in relation to construction-Recommendations</li> <li>▪ All meetings will be limited to 30 minutes.</li> </ul>
<p><b>3. Compliance checks</b></p> <p>Confirmation that approved development has been built in accordance with approved plans.</p>	<p>£65 (inc VAT) for an office-based research and investigation into suspected breaches of planning permission and to confirm compliance with an approved householder application.</p> <p>£130 (inc. VAT) for a visit by Council Officers to confirm compliance with an approved householder application when requested within 8 weeks of completion of the work. (Otherwise a standard confirmation fee of £200.00 will apply)</p> <p>All other proposals will be based on an hourly rate (plus VAT @ 20%)</p>
<p><b>4. Permitted development (PD) enquiries</b></p> <p>Queries as to whether a proposal requires planning permission or is permitted development</p> <p>The Council has produced guidance on PD – available online</p>	<p>The Council will require the submission of an application for a Certificate of Lawfulness of Proposed Development. The fee for this is <b>50%</b> of the planning application fee. <b>(The fee for Lawful Development Certificate for a Householder Application is half the Householder application fee).</b></p> <p><b>NOTE:</b> A certificate of lawfulness may be useful when selling your property.</p> <p>However if you require an informal response there will be a fee as detailed below:</p> <p>Householder Proposals: £40.00 (inc. VAT) Non-Householder Proposals: £115.00 (inc. VAT)</p>

<p><b>5. Research of planning history</b></p> <p>Check for conditions on planning approvals which may affect PD rights</p>	<p><b>£50.00 (inc. VAT)</b></p> <p><i>Copies of decision notices are charged extra.</i></p>								
<p><b>Current Hourly rates for Planning Service Staff</b></p>	<table border="1"> <tr> <td>Service Heads:</td> <td>£200.00</td> </tr> <tr> <td>Development Control Manager:</td> <td>£150.00</td> </tr> <tr> <td>Development Control Team Leader / Principal Planning Officer:</td> <td>£120.00</td> </tr> <tr> <td>All Other Officers:</td> <td>£100.00</td> </tr> </table> <p>Please note that the choice of who is the appropriate officer to deal with a particular case will be at the discretion of Hart District Council</p>	Service Heads:	£200.00	Development Control Manager:	£150.00	Development Control Team Leader / Principal Planning Officer:	£120.00	All Other Officers:	£100.00
Service Heads:	£200.00								
Development Control Manager:	£150.00								
Development Control Team Leader / Principal Planning Officer:	£120.00								
All Other Officers:	£100.00								
<p><b>Definitions</b></p>	<p><u>Domestic proposals</u> Enlargement, improvement or alteration of dwellings for domestic purposes. Operations within the residential curtilage for domestic purposes</p>								
<p>Cheques or postal orders must be made payable to <b>“HART DISTRICT COUNCIL”</b>. Cash must be brought into Reception and a receipt obtained. For security reasons please never send cash by post. <b>Fees can also be paid electronically – please ring 01252 774419, or as part of the application process for those applications submitted via the Planning Portal.</b></p>									
<p>PLANNING SERVICES   HART DISTRICT COUNCIL   CIVIC OFFICES   HARLINGTON WAY   FLEET   HAMPSHIRE GU51 4AE</p> <p>TELEPHONE: 01252 774419, E-MAIL: <a href="mailto:planningadmin@hart.gov.uk">planningadmin@hart.gov.uk</a>, WEB SITE: <a href="http://www.hart.gov.uk">www.hart.gov.uk</a></p>									

**Fees & Charges 2016/17**  
**REGULATORY**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b>Food Hygiene and Health and Safety</b>				
<b><u>Certificates for export foods</u></b>				
Normal hours	123.00	123.00	123.00	123.00
Unsocial hours	317.00	317.00	317.00	317.00
<b><u>Courses</u></b>				
Basic food hygiene	60.00	60.00	60.00	60.00
Basic health and safety	60.00	60.00	60.00	60.00
<b><u>Voluntary surrender of food</u></b>				
Up to 500kg	123.00	123.00	123.00	123.00
Over 500kg for each additional 1,000kg or part thereof	46.00	46.00	46.00	46.00
<b><u>Residential (authorised processes set by Central Government)</u></b>				
Animal Boarding Establishments	174.00	174.00	177.50	177.50
Home Boarding	87.00	87.00	88.75	88.75
Pet Animals Act	174.00	174.00	177.50	177.50
Breeding of Dogs Act	174.00	174.00	177.50	177.50
Riding Establishments Act - new*	302.00	302.00	308.00	308.00
Riding Establishments Act - renewals*	174.00	174.00	177.50	177.50
Dangerous Wild Animals - new*	302.00	302.00	308.00	308.00
Dangerous Wild Animals - renewals*	174.00	174.00	177.50	177.50
<b>* An additional veterinarian's fee is also payable</b>				
<b><u>Commercial</u></b>				
Acupuncture, Skin Piercing, Tattooing and Electrolysis - premise licence	174.00	174.00	177.50	177.50
Acupuncture, Skin Piercing, Tattooing and Electrolysis - personnel licence	174.00	174.00	177.50	177.50
<b><u>Drinking Water Sampling</u></b>				
Sampling Visit	46.67	56.00	47.50	57.00
The cost of analysis of samples will be added to the charge				
<b><u>Private Water Supply Sampling</u></b>				
<b><u>Risk assessment(per ass)</u></b>				
Large/Commercial/Public Spaces	370.00	370.00	377.50	377.50
Small supplies (less than 10m <sup>3</sup> /50 persons)	263.50	263.50	268.75	268.75
Single/Residential (non sta requests only)	158.50	158.50	161.50	161.50
Sampling (Per visit)	45.00	54.00	55.00	55.00
Investigation	90.00	108.00	110.00	110.00
Granting authorisation (Each)	100.00	100.00	102.00	102.00
Sample Analysis-Reg 10	25.00	25.00	25.50	25.50
Sam (£ Lab suite costs only)				

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b><u>Information Requests</u></b>				
<b><u>Pre-Application Environmental Enquiries</u></b>				
<u>Householder Enquiry:</u>				
For dealing with written enquiries	35.13	42.15	35.83	43.00
1 hour appointment in Office	35.13	42.15	35.83	43.00
30 minute appointment on site	35.13	42.15	35.83	43.00
<u>Commercial Enquiry/ Medium size development or upto 10 dwellings</u>				
For dealing with written enquiries	52.92	63.50	53.69	64.75
1 hour appointment in Office	35.13	42.15	35.83	43.00
45 minute appointment on site	52.92	63.50	53.69	64.75
<u>Commercial Enquiry/ Large scale/MAJOR App.</u>				
For dealing with written enquiries	70.25	84.30	71.66	86.00
1 hour appointment in Office	70.25	84.30	71.66	86.00
1 hour appointment on site	70.25	84.30	71.66	86.00
<b><u>Contaminated Land</u></b>				
Single Resident Properties	65.84	79.00	67.08	80.50
Multiple Resident Properties	131.66	158.00	134.30	161.15
Commercial Properties	131.66	158.00	134.30	161.15
List of Part B, EPA Processes	65.84	79.00	67.08	80.50
<b><u>Scrap Metal Dealers (3 Year Licence)</u></b>				
Three year Site Licence	245.84	295.00	250.00	300.00
Three year Collectors Licence	175.00	210.00	178.33	214.00
Variation of a licence	70.84	85.00	72.30	86.75
Replacement licence - site	20.84	25.00	21.25	25.50
Replacement licence - collector	33.34	40.00	34.00	40.80
<b><u>Dog Seizure and Kennelling</u></b>				
<b><u>Seizure</u></b>				
Prescribed amount	25.00	25.00	25.00	25.00
The 'Prescribed Amount' will only be payable for the lifespan of that particular dog or in the event of multiple dogs being owned, for a period not exceeding ten years.				
<b><u>Kennelling charges</u></b>				
1st Day - not to kennels	26.67	32.00	27.50	33.00
1st Day - Whether or not overnight	53.34	64.00	55.00	66.00
Subsequent Days	11.67	14.00	11.85	14.25
<b><u>Charges to parishes for Dog Warden</u></b>				
Hourly rate	21.67	26.00	21.67	26.00
<b><u>Micro chipping</u></b>				
1st Dog	FREE	FREE	FREE	FREE
Subsequent Dog	FREE	FREE	FREE	FREE



**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT £	Gross Charge £	Charge excl. VAT £	Gross Charge £
<b>Benefit Claimants</b>				
1st Dog	FREE	FREE	FREE	FREE
Subsequent Dog	FREE	FREE	FREE	FREE
<b><u>Pest Control</u></b>				
We only provide pest control services to domestic premises We will treat for wasps in schools and public spaces				
Reduced charges apply to those in receipt of a means tested benefit e.g. Council Tax (not single person discount). housing benefit, family credit				
<b><u>Rodent Control</u></b>				
Domestic properties-per treatment (up to 4 visits).	52.50	63.00	52.50	63.00
Domestic properties-where the infestation is not controlled after initial 4 visits.(per visit)	27.50	33.00	27.50	33.00
Discounted Domestic properties-per treatment (up to 4 visits)	FREE		FREE	
<b><u>Wasps nests</u></b>				
Domestic properties	40.00	48.00	40.00	48.00
-single nest				
-each additional nest	12.50	15.00	12.50	15.00
Those in receipt of benefit (See note below)	20.83	25.00	20.83	25.00
-Those in receipt of benefit for each additional nest	6.67	8.00	6.67	8.00
-Abortive wasps nest	21.67	26.00	21.67	26.00
<b><u>Insects (other than wasps and bedbugs), fleas and cockroaches</u></b>				
Domestic properties				
-Up to 3 bedrooms	41.67	50.00	41.67	50.00
-Up to 4 bedrooms	54.17	65.00	54.17	65.00
-Those in receipt of benefit(see note above)	29.17	35.00	29.17	35.00
<b><u>Bedbugs</u></b>				
Domestic properties				
-Up to 3 bedrooms	100.00	120.00	100.00	120.00
-Up to 4 bedrooms	116.67	140.00	116.67	140.00
-Those in receipt of benefit(see note above)	58.33	70.00	58.33	70.00

**Fees & Charges 2016/17**  
**TECHNICAL**

	2015/16		2016/17	
	Charge excl. VAT	£	Charge excl. VAT	£
Car Park charges are under review and subject to change				
<b>Car Parks</b>				
<b>Smart Cards</b>	2.50	3.00	2.50	3.00
<b>Car parks Parking Tickets in Fleet</b>				
<u>Church Road (8am to 8pm)</u>				
Mon - Sat				
Up to 1 hour	0.67	0.80	0.67	0.80
Up to 2 hours	1.33	1.60	1.33	1.60
Up to 3 hours	2.00	2.40	2.00	2.40
over 3 hours	4.67	5.60	4.67	5.60
Sundays	0.83	1.00	0.83	1.00
<u>Victoria Road (8am to 8pm)</u>				
Mon - Sat				
Up to 1 hour	0.67	0.80	0.67	0.80
Up to 2 hours	1.33	1.60	1.33	1.60
Up to 3 hours	2.00	2.40	2.00	2.40
over 3 hours	4.67	5.60	4.67	5.60
8pm-8am Evenings	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 8am to 8pm	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 8pm to 8am	0.83	1.00	0.83	1.00
<u>Civic Offices Staff Car Park (Monday - Friday)</u>				
Monday - Friday 6pm-8am Evenings	0.83	1.00	0.83	1.00
<u>Civic Offices Staff Car Park (Saturdays, Sundays &amp; Bank Holidays Only)</u>				
Up to 1 hour	0.67	0.80	0.67	0.80
Up to 2 hours	1.33	1.60	1.33	1.60
Up to 3 hours	2.00	2.40	2.00	2.40
over 3 hours	4.67	5.60	4.67	5.60
6pm-8am Evenings	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 8am to 6pm	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 6pm to 8am	0.83	1.00	0.83	1.00
<u>Civic Offices/Central Courtyard (Monday-Friday)</u>				
up to 30 mins max duration	0.33	0.40	0.33	0.40
8pm-8am Evenings	0.83	1.00	0.83	1.00
<u>Civic Offices/Central Courtyard (Saturday, Sundays &amp; Bank Holidays Only)</u>				
up to 30 mins	0.33	0.40	0.33	0.40
Up to 1 hour	0.67	0.80	0.67	0.80
Up to 2 hours	1.33	1.60	1.33	1.60
Up to 3 hours	2.00	2.40	2.00	2.40
over 3 hours	4.67	5.60	4.67	5.60
8pm-8am Evenings	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 8am to 8pm	0.83	1.00	0.83	1.00
Sundays & Bank Holidays 8pm to 8am	0.83	1.00	0.83	1.00
<u>Flagship House (Saturday only) 8am-8pm</u>				
Up to 1 hour	0.67	0.80	0.67	0.80
Up to 2 hours	1.33	1.60	1.33	1.60

**PAPER B**  
**Appendix C**

	2015/16		2016/17					
	Charge excl. VAT	£	Gross Charge	£	Charge excl. VAT	£	Gross Charge	£
Up to 3 hours	2.00		2.40		2.00		2.40	
over 3 hours	4.67		5.60		4.67		5.60	
<u>Admiral House (Saturday only) 8am-8pm</u>								
Up to 1 hour	0.67		0.80		0.67		0.80	
Up to 2 hours	1.33		1.60		1.33		1.60	
Up to 3 hours	2.00		2.40		2.00		2.40	
over 3 hours	4.67		5.60		4.67		5.60	
<u>Gurkha Square 8am-8pm</u>								
Mon -Sat closed Sat 8am to 6pm for market								
Up to 1 hour	0.67		0.80		0.67		0.80	
Up to 2 hours	1.33		1.60		1.33		1.60	
<u>No return within 2 hours</u>								
Evenings - 8pm to 8am overnight (Friday 8pm to 12am)	1.25		1.50		1.25		1.50	
Sundays & Bank Holidays 8am to 8pm	0.83		1.00		0.83		1.00	
Sundays & Bank Holidays 8pm to 8am	0.83		1.00		0.83		1.00	
<u>Birchayes 8am-8pm</u>								
Up to 1 hour	0.67		0.80		0.67		0.80	
<u>No return within 1hour</u>								
Sundays & Bank Holidays 8am to 8pm	0.83		1.00		0.83		1.00	
<u>Harlington Way On Street Charges 8am to 6pm</u>								
Monday to Saturdays								
up to 30 mins	0.33		0.40		0.33		0.40	
Up to 1 hour	0.67		0.80		0.67		0.80	
Up to 2 hours	1.33		1.60		1.33		1.60	
Up to 3 hours	2.00		2.40		2.00		2.40	
over 3 hours	4.67		5.60		4.67		5.60	
6pm to 8am and Evenings	0.83		1.00		0.83		1.00	
Sundays & Bank Holidays 8am to 6pm	0.83		1.00		0.83		1.00	
Sundays & Bank Holidays 6pm to 8am	0.83		1.00		0.83		1.00	
<b>Car parks Parking Tickets outside Fleet</b>								
<u>Blackwater,Odiham and Hartley Wintney 8am-7pm</u>								
up to 30 mins	0.29		0.35		0.29		0.35	
Up to 1 hour	0.58		0.70		0.58		0.70	
Up to 2 hours	1.17		1.40		1.17		1.40	
Up to 3 hours	1.75		2.10		1.75		2.10	
Up to 4 hours	2.33		2.80		2.33		2.80	
over 4 hours	2.91		3.50		2.91		3.50	
<u>Hook 9am-7pm</u>								
up to 30 mins	0.29		0.35		0.29		0.35	
Up to 1 hour	0.58		0.70		0.58		0.70	
Up to 2 hours	1.17		1.40		1.17		1.40	
Up to 3 hours	1.75		2.10		1.75		2.10	
Up to 4 hours	2.33		2.80		2.33		2.80	
over 4 hours	2.91		3.50		2.91		3.50	
<b>Car parks Season Tickets in Fleet</b>								
<u>Church Road</u>								
5 day charge (Monday to Friday)								

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	£	Charge excl. VAT	£
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	70.00	84.00	70.00	84.00
- Quarter	210.00	252.00	210.00	252.00
- Annual	716.67	860.00	716.67	860.00
<b>7 day charge (Monday to Sunday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	84.17	101.00	84.17	101.00
- Quarter	254.17	305.00	254.17	305.00
- Annual	875.00	1,050.00	875.00	1,050.00
<u>Victoria Road</u>				
<b>5 day charge (Monday to Friday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	70.00	84.00	70.00	84.00
- Quarter	210.00	252.00	210.00	252.00
- Annual	716.67	860.00	716.67	860.00
<b>7 day charge (Monday to Sunday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	84.17	101.00	84.17	101.00
- Quarter	254.17	305.00	254.17	305.00
- Annual	875.00	1,050.00	875.00	1,050.00
<b>Car parks Season Tickets outside Fleet</b>				
<u>Blackwater(Community Centre car park), Odiham, Hook and Hartley Wintney</u>				
<b>5 day charge (Monday to Friday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	61.67	74.00	61.67	74.00
- Quarter	184.17	221.00	184.17	221.00
- Annual	627.50	753.00	627.50	753.00
<b>7 day charge (Monday to Sunday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	73.33	88.00	73.33	88.00
- Quarter	222.50	267.00	222.50	267.00
- Annual	765.84	919.00	765.84	919.00
<u>Hook Only</u>				
<b>5 day charge (Monday to Friday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	N/A	N/A	N/A	N/A
- Quarter	N/A	N/A	N/A	N/A
- Annual	416.67	500.00	416.67	500.00
<b>7 day charge (Monday to Sunday)</b>				
- Weekly	N/A	N/A	N/A	N/A
- Calendar month	N/A	N/A	N/A	N/A
- Quarter	N/A	N/A	N/A	N/A
- Annual	500.00	600.00	500.00	600.00
<u>Blackwater Station Approach Only</u>				
<b>5 day charge (Monday to Friday)</b>				
- Weekly	15.00	18.00	15.00	18.00
- Calendar month	61.67	74.00	61.67	74.00
- Quarter	184.17	221.00	184.17	221.00

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	Gross Charge £	Charge excl. VAT	Gross Charge £
- Annual	627.50	753.00	627.50	753.00
7 day charge (Monday to Sunday)				
- Weekly	17.50	21.00	17.50	21.00
- Calendar month	73.33	88.00	73.33	88.00
- Quarter	222.50	267.00	222.50	267.00
- Annual	765.84	919.00	765.84	919.00
<b>Parking Permits</b>				
Residents Parking Permits				
- Annual Fleet	35.00	35.00	35.00	35.00
- Annual Hartley Wintney	25.00	25.00	25.00	25.00
Visitors Parking Permits				
- 2 Weeks Fleet	4.00	4.00	4.00	4.00
- 2 Weeks Hartley Wintney	2.00	2.00	2.00	2.00
- 1 day (Scratch cards)	0.50	0.50	0.50	0.50
Dispensations	15.00	15.00	15.00	15.00
Exemptions	15.00	15.00	15.00	15.00
<b>Car parks - Penalty Charge Notices</b>				
Penalty Charge Notice* Higher	70.00	70.00	70.00	70.00
Lower	50.00	50.00	50.00	50.00
50% Discounted Amount if Higher	35.00	35.00	35.00	35.00
14 days* Lower	25.00	25.00	25.00	25.00
50% Increased Amount on Higher	105.00	105.00	105.00	105.00
Charge Certificate Lower	75.00	75.00	75.00	75.00
Bailiff Warrant fee application	7.00	7.00	7.00	7.00
* On- Street T502-9136 covered by Traffic Regulation Order				
* Off-Street T501 9136 car parks covered by Off Street Parking Order				
<b>Road Closure and Table Licence</b>				
Admin Fee for Road Closure adverts & processing	283.33	340.00	283.33	340.00
Annual Tables and Chairs Licence	211.00	211.00	211.00	211.00
<b>Sale of Domestic Refuse Bins</b>				
Sale of 240 L refuse bin - New Properties	50.00	60.00	50.00	60.00
Sale of 140 L refuse bin - New Properties	35.00	42.00	35.00	42.00
Sale of 240 L refuse bin - Replacement for existing properties	50.00	60.00	29.17	35.00
Sale of 140 L refuse bin - Replacement for existing properties	35.00	42.00	29.17	35.00
Sale of 240 L recycling bin - New Properties	50.00	60.00	25.00	30.00
Sale of 140 L recycling bin - New Properties	35.00	42.00	25.00	30.00
Sale of 240 L recycling bin - Replacement for existing properties	50.00	60.00	25.00	30.00
Sale of 140 L recycling bin - Replacement for existing properties	35.00	42.00	25.00	30.00
Sale of 240 L refuse bin & 240 L recycling bin- New Properties	70.83	85.00	75.00	90.00

**PAPER B**  
**Appendix C**

	2015/16		2016/17	
	Charge excl. VAT	£	Charge excl. VAT	£
Sale of 140 L refuse bin & 140 L recycling bin - New Properties	60.00	72.00	60.00	72.00
Sale of 240 L refuse bin & 240 L recycling bin - Replacement for existing properties	70.83	85.00	29.17	35.00
Sale of 140 L refuse bin & 140 L recycling bin - Replacement for existing properties	60.00	72.00	29.17	35.00
Upgrade (Exchange) 140 L refuse bin for 240 L refuse bin	N/A	N/A	25.00	30.00
Downgrade (Exchange) 240 L refuse bin for 140 L refuse bin	N/A	N/A	Free	Free
Upgrade (Exchange) 140 L recycling bin for 240 L recycling bin	N/A	N/A	25.00	30.00
Glass Crate	4.58	5.50	5.00	6.00
Glass 140 litre bin	25.00	30.00	25.00	30.00
240 L garden waste bin	33.33	40.00	25.00	30.00
140 L garden waste bin	33.33	40.00	25.00	30.00
<b><u>Sale of Eurobins</u></b> Prices on application to Environmental Maintenance Team 01252 774183				
<b><u>Bulky Waste Charges</u></b>				
1 Item	27.50	33.00	28.05	33.66
2 Items	35.42	42.50	36.13	43.35
3 Items	43.50	52.20	44.37	53.24
4 Items	50.17	60.20	51.17	61.40
5 Items	66.67	80.00	68.00	81.60
6 Items	82.92	99.50	84.58	101.49
7 Items	92.08	110.50	93.93	112.71
8 Items	105.42	126.50	107.53	129.03
<b><u>Green Waste Collection</u></b>				
Minimum annual subscription (1 sack).		42.50		45.00
Additional sacks (above min subscription)		21.25		22.50
140 litre Wheeled Bin Green Waste Collection (Subsequent Years)		42.50		45.00
140 litre additional Wheeled Bins (Subsequent Years) - Concessions		21.25		22.50
240 litre Wheeled Bin Green Waste Collection (Subsequent Years)		63.75		67.50
240 litre additional Wheeled Bins (Subsequent Years)-		42.50		45.00

## **COUNCIL**

**Date and Time:** Thursday, 25 February 2016 at 7.00 pm

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

**Present:**

## **COUNCILLORS –**

Oliver - (Chairman)

Ambler	Crookes	Makepeace-Browne
Axam	Dickens	Morris
Bailey	Forster S	Neighbour
Billings	Gray	Parker
Blewett	Gorys	Radley JE
Burchfield	Harward	Radley JR
Clarke	Kennett	Renshaw
Cockarill	Kinnell	Southern
Collett	Leeson	Wheale
Crampton	Lewis	Woods
Crisp		

Officers Present:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Tony Higgins	Head of Finance
Gill Chapman	Committee Services

### **85 MINUTES OF PREVIOUS MEETING**

Councillor James Radley confirmed he had not attended the meeting.

With this amendment, the Minutes of the Meeting held on 28 January 2016 were confirmed and signed as a correct record.

### **86 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Butler.

### **87 DECLARATIONS OF INTEREST**

No declarations were made.

### **88 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

Questions had been received from Mr David Turver, details of which are set out in Appendix A attached to these Minutes.

## 89 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

No questions received.

## 90 CHAIRMANS ANNOUNCEMENTS

The **Chairman** attended the following events on behalf of the Council:

26 February Yateley United FC Chairman's Dinner at Casa Hotel, Yateley

The **Vice Chairman** attended the following events on behalf of the Council:

1 February Handover of both leisure centres from HDC to Everyone Active at Hart Leisure Centre  
11 February Mayor of Test Valley, Young Musician of the Year, St Mary's Church, Andover  
23 February Safer North Hampshire Awards Ceremony, the Ark Conference Centre, Basingstoke

The Chairman reminded members that the Chairman's Community Volunteer Event was scheduled for Tuesday, 22 March at 7pm at the Harlington Centre. To ensure a broad range from across the district, he asked members to consider if they would like to propose any voluntary groups for awards, and to give the details to Caroline Winchurch at Hart Voluntary Action. After a query the Chairman confirmed that the proposed did not have to be a registered charity, volunteers could be just individuals or informal groups.

## 91 CABINET MEMBERS ANNOUNCEMENTS

The Leader of the Council, **Councillor Parker**, announced

Firstly, one I missed last month.

In December, the Department for Communities and Local Government issued the draft Local Government Settlement for consultation. This document proposed a four year settlement which reduced Revenue Support Grant (RSG) by half for the forthcoming year, to small change in 2017/18, and negative for the next two years – that is, we pay them. Some sister authorities were to go negative in 2017/18. All districts could – indeed were encouraged to – levy a Council Tax increase on up to 2% but the lowest quartile Band D councils were able to charge an increase of £5 at Band D; this means that wealthy Basingstoke could charge a £5 increase but strapped Hart could not. There was a lot of concern among leaders of Districts, and I voiced that concern with the District Councils Network (DCN) and South East England Councils, on whose executive committees I sit, and the Local Government Association (LGA), on whose Environment, Economy, Housing & Transport Board I sit as a substitute member. There was a lot of lobbying over December resulting in me joining a delegation from DCN to Mr. Greg Clarke, the Secretary of State on 4<sup>th</sup> January. We asked for four things; transitional funding for the drop in RSG, the abandonment of the concept of negative grant until the reset of National Non-Domestic Rates (NDR), the availability of the £5 council tax increase equally to all



councils and local setting of charges currently dictated by Government such as planning fees. What we have got is transitional funding for the drop in RSG amounting to about £108k for the next two years, the abandonment of the concept of negative grant until 2018/19, the availability of the £5 council tax increase equally to all councils and a consultation on local setting of charges currently dictated by Government such as planning fees. I have to say that we have achieved way more than I thought we would which allows us choices in the budget we are discussing later which we would otherwise not have had. We all owe a debt of gratitude to the members of the umbrella bodies who have enabled this to happen. Meanwhile, the mood music coming out of the LGA and others is that the NNDR reset is being brought forward to 2019/20. The next challenge is New Homes Bonus, on which there is a current consultation to which we will be responding.

Devolution; At the end of March, the Hampshire authorities were joined by James Wharton MP, a DCLG minister responsible for devolution. During his comments he made it clear that if Hampshire opted for a directly elected Metro Mayor, even if constrained in his powers, he would personally push the Hampshire devolution deal through for the March budget. The second option for fast track devolution would be for unitarisation. If we continued to press for any other governance option, there would be no deal this year. It was and is my view that we should have indicated a Metro Mayor as a possibility to see whether the deal on offer would be sufficiently beneficial to make it worth doing. The majority of sister authorities in Hampshire felt that a Metro Mayor, even constrained, is a red line. The Leader of Hampshire County Council is seeing ministers to convey that view seeking a way forward.

Finally, with Mr. Phillips I met two senior executives from the Berkeley Group. They raised the site at Grove Farm. We advised that we are in the process of a public consultation at the end of which we will formulate our draft local plan. Until then, our stance on this and other sites will not change.

The Cabinet Member for Corporate Services, **Councillor Burchfield**, reported

It was announced today that 7 district councils (Vale of White Horse, South Oxfordshire, Oxford City, Cherwell, West Oxon, Cotswolds and South Northants) are proposing a devolution deal to government which includes the abolition of Oxfordshire County Council and the creation of new Local Unitary Councils.

Given the close working relationship over the corporate services contract with Vale of White Horse and South Oxfordshire, they informed me a few days ago to reassure us that it will have no negative impact on our forthcoming contract. If anything, they figure that there is the potential (in the medium-term) to hugely increase the volume of work we put through the contract with knock on benefits to all of us.

I will keep Council informed as things progress in this matter.

The Cabinet Member for Community Wellbeing, **Councillor Crampton**, announced:

You may be knocking on doors over the next few months. Imagine calling on one of your residents who appears a little confused. Or you may meet a carer of someone

with dementia and they ask you what is available locally to help me and my husband/wife/mother or father with dementia?

If you attend the dementia training session on 7th March at 6.45pm you will be able to help your residents in a positive and constructive way. This session is open not only to Councillors but any of your team who would like more information on helping those in our Community caring for or living with this most distressing of conditions. It will only last an hour but could make all the difference to your resident

The Cabinet Member for Economic Development, **Councillor Crookes**, had no announcements.

The Cabinet Member for Environment, **Councillor Forster**, announced:

One of the most satisfying aspects of being a Councillor is community involvement. The Clean for the Queen campaign is going well locally because it is a community event that has inspired groups and organisations to take part, and organisations put their efforts behind it, for instance Hart Voluntary Action. There are several events in Hart, the first being on 5 March in Hartley Wintney, where the countryside rangers are doing a big clean up with the public. Other venues are Blackwater Deep Clean 14-18 March, Winchfield 10 April, and Fleet 23 April. Part of the clean up is looking for where graffiti needs to be cleaned up, not necessarily in public areas, and Graffiti Focus week starts on 11 April. As a Council we are offering support with the loan of equipment and bin bags etc. It is satisfying to see so many people taking part. Details can be found on the website at <http://www.hart.gov.uk/clean-for-the-queen>. *Councillor Crisp added that Yateley would be holding an event on 27 February at Yateley Common.*

The Cabinet Member for Housing, **Councillor Gorys**, had no announcements.

The Cabinet Member for Regulatory Services, **Councillor Kennett**, had no announcements.

The Cabinet Member for Town and Village Regeneration, **Councillor Morris**, reported:

On 11 February I met with the Deputy Leader of Basingstoke and Deane Borough Council to discuss regeneration projects and their progress and funding. Much can be learnt from successful regeneration projects such as the Basingstoke Shopping Centre and I am looking forward to further meetings with Basingstoke and Deane to learn from their valued experience.

Yesterday I met with 23 of the retailers in Blackwater and I would express thanks to the restaurant for the use of their premises for the meeting. We have encouraged the Blackwater retailers to form a retail association which is now getting off the ground. The re-fostered community spirit means that works are programmed; many shops along the Blackwater retail area are refurbishing their interiors and window displays and the exterior of Swan Public House is going to be painted with the local football team repainting the inside. I look forward to the many Blackwater community driven tasks in the future.

In consultation with Rotherwick Parish Council I am currently seeking funding through Sport England for the restoration of the Sports Pavilion in Rotherwick. The building is in great need of restoration so that sports teams can safely shower and change after their activities.

I would like to thank Mr Turver for his question, and would add to Councillor Parker's response in that I am willing to meet with him so I can provide him with further details of my role.

## **92 JOINT CHIEF EXECUTIVES' REPORT**

The Joint Chief Executives have ensured that Hart's profile is raised outside the district. The JCE recently gave evidence to the Government's CIL Review Panel and through the District Councils Network have been invited to join DCLG think tanks on how to overcome the widely perceived issue of developer land banking and also consistency in producing SHMAs and the method for calculating 5 year land supply.

## **93 MINUTES OF COMMITTEES**

<b>Meeting</b>	<b>Date</b>
<b>Overview and Scrutiny</b>	<b>19 January 2016</b>
No questions asked	
<b>Cabinet</b>	<b>21 January 2016</b>

*(These minutes were considered at the Council meeting of 28 January)*

*\* Para 25.1 of the Constitution states that 'Any motion to change the Constitution will, when proposed and seconded, be referred without discussion to the next ordinary meeting of the Council.' This item was deferred for discussion and decision from the Council meeting of 28 January 2016.*

### **Minute No 103 - Joint Procurement**

Councillor Parker had moved the resolution, seconded by Councillor Burchfield. Members considered the proposed changes to the Constitution.

The present Chairman of Overview and Scrutiny Committee, Councillor Bailey, asked for clarity on how members of the joint Overview and Scrutiny Committee would be appointed. After discussion Councillor Bailey put an addition to the resolution:

That members of the Joint Overview and Scrutiny Committee would not be members of the Executive and that the membership would be politically proportionate.

Councillor Parker accepted this amendment.

Councillor Bailey, seconded by Councillor Makepeace-Browne, put a further addition to the resolution:

That members of the Joint Overview and Scrutiny Committee should only be drawn from the members of the Hart Overview and Scrutiny Committee.

Members considered the amendment.

After a vote the amendment was DEFEATED.

Members voted on the amended Resolution and it was:

## **RESOLVED**

- 1 That a Joint Committee be established, in accordance with the details outlined in Appendix 3 of the report, and that authority be delegated to the Joint Chief Executive, in consultation with the Portfolio Holder for Corporate Services, to be authorised to seek any minor changes to the Joint Committee terms of reference as necessary and be delegated to sign this agreement on behalf of the Council.
- 2 That a Joint Overview and Scrutiny Committee be established, in accordance with details outlined in Appendix 4 of the report, and that authority be delegated to the Joint Chief Executive, in consultation with the Portfolio Holder for Corporate Services, to be authorised to seek any minor changes to the Joint Overview and Scrutiny Committee terms of reference as necessary and be delegated to sign the agreement on behalf of the Council.
- 3 That members of the Joint Overview and Scrutiny Committee would not be members of the Executive and that the membership would be politically proportionate.
- 4 That the Monitoring Officer, in consultation with the Chairman of Standards Committee and the Three Group Leaders, be delegated to amend the constitution accordingly.

### **Cabinet**

**4 February 2016**

No questions asked

**Minute 112 - 2016/17 Budget** (see Minute 94 below)

### **Planning Committee**

**10 February 2016**

No questions asked.

### **Minute 73 - 15/01542/FUL Hook House Hotel, London Road, Hook RG27 9EQ**

The application was brought to Committee as a **DEPARTURE** because the site lies outside the settlement boundary of Hook and in that respect is contrary to Local

Plan Policy RUR2.

The Planning Committee considered that although a **DEPARTURE** to the Local Plan and approved policy, there was no overall harm to the open countryside and that the proposal complies with the requirements of the National Planning Policy Statement.

Since no request to debate had been received this Departure to the Local Plan was deemed to be **ACCEPTED**

#### **Minute 73 - 15/02401/FUL Land at Church Lane, Dogmersfield**

The application was brought to Committee as a **DEPARTURE** because the site lies outside the settlement boundary of Dogmersfield and in that respect is contrary to Local Plan Policy RUR2.

The Planning Committee considered that although a **DEPARTURE** to the Local Plan and approved policy, there was no overall harm to the open countryside and that the proposal complies with the requirements of the National Planning Policy Statement.

Since no request to debate had been received this Departure to the Local Plan was deemed to be **ACCEPTED**

#### **94 2016/17 BUDGET**

Council considered the Cabinet's revenue and capital budget recommendations for 2016/17 to enable Council to calculate and approve its Council Tax requirement for 2016/17. The report also included the Head of Finance's (Section 151) statutory statement to Council on the robustness of the estimates and adequacy of reserves.

The Portfolio Holder for finance introduced the proposed budget for 2016/17. In light of the government's announcement since the Cabinet meeting, to allow District Councils to increase Council Tax by £5 on a Band D property, he proposed an amendment seconded by Councillor Parker:

That the Council increase the council tax by £5 per band D property.

The Head of Finance circulated an amended resolution to reflect the impact of an increase based on a £5 increase on a Band D property, with back up information to enable Members to make an informed decision. Appendix C had included some incorrect figures, and an updated Appendix C, Fees and Charges, was also circulated.

Members considered and discussed the information. Issues raised included the consequences to the Council of not increasing Council tax over the last five years, the impact of an increase on services and residents, future threats to Council income, the medium term financial position at present, the future of the Council Tax reduction scheme, reduced income from Fleet car parks and parish council tax rises

Statutory regulations requiring this vote to be recorded, a vote was taken.

Members FOR the resolution:

Ambler, Axam, Bailey, Billings, Blewett, Burchfield, Clarke, Cockarill, Collett, Crampton, Crisp, Crookes, Dickens, Forster, Gray, Gorys, Harward, Kennett, Kinnell, Leeson, Lewis, Morris, Neighbour, Parker, Radley JE, Radley JR, Renshaw, Southern, Wheale, Woods

Members AGAINST the resolution: None

Abstained: Makepeace-Browne, Oliver

The resolution was therefore carried and it was:

## **RESOLVED**

I That:

1. That the Council Tax Base for 2016/17 be noted
  - (a) for the whole Council area as 38,487.21 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
  - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix IA.
2. Calculate that the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish precepts) is £6,036,330.
3. That the following amounts be calculated for the year 2016/17 in accordance with Sections 31 and 34 to 36 of the Act:
  - (a) £42,125,449 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
  - (b) £33,247,698 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - (c) £ 8,877,751 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).
  - (d) £230.67 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

- (e) £2,841,421 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
- (f) £156.84 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

2 That it be noted that for the year 2016/17 the Hampshire County Council, and the Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

Valuation Band	Hampshire County Council (£)	Hampshire Fire & Rescue (£)	Police & Crime Commissioner for Hampshire (£)
A(R)	599.60	34.78	89.14
A	719.52	41.73	106.97
B	839.44	48.69	124.80
C	959.36	55.64	142.63
D	1,079.28	62.60	160.46
E	1,319.12	76.51	196.12

F	1,558.96	90.42	231.77
G	1,798.80	104.33	267.43
H	2,158.56	125.20	320.92

- 3 That, having calculated the aggregate in each case of the amounts at 3(h) and 2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2016/17 for each of the categories of dwellings in each of the Parishes.
- 4 That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2016/17 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- 5 That the growth and savings set out in Appendix A be approved.
- 6 That the revised Capital Programme for 2016/17 to 2016/17 as detailed in Appendix B be approved.
- 7 That the fees and charges for 2016/17 as set out in the revised Appendix C be approved.
- 8 That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.

The meeting closed at 8.40 pm



## **COUNCIL PROCEDURE RULE 12**

### **QUESTIONS BY THE PUBLIC**

Mr David Turver asked:

- 1) What is the remit of the Cabinet member for Town and Village Regeneration, what are the objectives of the role and how will he measure how successful he has been?

**Councillor Parker** responded:

The Town and Village Regeneration portfolio is a cross-cutting one working with all other Cabinet members but particularly Economic Development, Environment and Planning Policy. It works with other agencies such as town and parish councils and neighbourhood planning teams. It also has responsibility for Parking due to its importance to aspects of regeneration. The role is an innovation for Hart in that it seeks improvements to the environments of our towns and villages within existing budgets. The measure of success will be outcomes, although much of the work started in this first year will take more than one municipal year to complete.

An example of the benefits of the role is the founding of a retailers association in Blackwater bringing about cooperation in the delivery of a number of local improvements to the environment of the retail area which we hope will increase footfall and thus the viability of a retail offer which is just walking distance from Marks & Spencers and Tesco at The Meadows. This was done in cooperation with the retailers, the town council as well as the Cabinet Member.

- 2) Can you elaborate on the proposal in the Corporate Plan to “explore the opportunity for the creation of a trading company which can (working in partnership) provide housing that meets local needs”?

**Councillor Gorys** responded:

The Council is aware that in recent years, a significant number of local authorities have opted to establish limited companies for the purpose of delivering housing. It has been a successful approach, with different variations on a general theme emerging based on local pressures and housing markets, around the country.

We are interested in exploring how such a model might be applicable in Hart and whether it could afford us the opportunity to generate income, invest in a sustainable model to deliver housing while supporting the delivery of local rented housing that meets the financial capacity and needs of families locally.

At this stage, and with the caveat that it is a work in progress (and hence the Corporate Plan is not necessarily committing us to delivering a trading arm) it is anticipated any local model would need to deliver both market and affordable housing locally in order to be viable, and would be commenced on a relatively small scale with scope to grow. It is unlikely that the trading arm would “develop” new housing, rather it would initially seek to purchase

properties within affordable housing contributions on new sites, or purchase units becoming available on the open market.

No decision has been taken and there is work to be done in terms of looking at the viability of such a model in Hart, the business case and governance, the scale of the approach including the scale (and timescale) for any required investment, which partners we may need to work with, our current capacity to deliver such a model (or other variations on that theme), and whether it will ultimately deliver desired outcomes.

- 3) The House of Lords Committee [report into the Built Environment](#) (para 313) identified that there is a gap between planning permissions granted and houses built due in part to developer land-banking. Can you give details for each of the past five years on how many houses have been permitted and how many built in Hart District?

*Response: This question had been deemed to be a Freedom of Information request as technical information and would be answered by Officers in a written response in accordance with the legislation.*