



## NOTICE OF MEETING

<b>Meeting:</b>	<b>Cabinet</b>
<b>Date and Time:</b>	<b>Thursday, 2 June 2016 at 7pm</b>
<b>Place:</b>	<b>Council Chamber, Civic Offices, Fleet</b>
<b>Telephone Enquiries to:</b>	<b>01252 774141 (Mrs G Chapman)</b> <a href="mailto:gill.chapman@hart.gov.uk">gill.chapman@hart.gov.uk</a>
<b>Members:</b>	<b>Burchfield, Crampton, Crookes, Forster, Gorys, Kennett, Morris, Parker (Chairman)</b>

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY  
FLEET, HAMPSHIRE GU51 4AE

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### AGENDA

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AND BRAILLE ON REQUEST**

#### **I MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of 7 April 2016 are attached to be confirmed and signed as a correct record. **Paper A**

#### **2 APOLOGIES FOR ABSENCE**

#### **3 CHAIRMAN'S ANNOUNCEMENTS**

#### **4 DECLARATIONS OF INTEREST**

To declare disclosable pecuniary or any other interests.

**5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**

**6 HEALTH AND WELLBEING PARTNERSHIP**

To note the minutes of the Hart Health and Wellbeing Partnership meeting of 15 April 2016. **Paper B**

**7 LEISURE CENTRE WORKING GROUP**

To note the minutes of the Leisure Centre Working Group meeting of 19 April 2016. **Paper C**

**8 FOOD HEALTH AND SAFETY SERVICE PLAN**

The Council is obliged to produce both food safety and health & safety service plans. The report details the plan for the current financial year which requires formal adoption. **Paper D**

**RECOMMENDATION to Council**

Cabinet is requested to:

- a. recommend to full Council the Food and Health & Safety Service Plan 2016-17 (FHSSP), and;
- b. Delegate any subsequent FHSSP to the portfolio holder for Regulatory Services for approval

**9 ANNUAL SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANG) MONITORING**

To update Cabinet on the latest position with regard to Suitable Alternative Natural Green Space (SANG) capacity and to recommend adjustments to the Interim Avoidance Strategy to make more efficient use of any remaining capacity. **Paper E**

**RECOMMENDATION**

- 1 The SPA Interim Avoidance Strategy be amended so that small sites of less than 10 dwellings contribute towards any SANG within the District. This should apply to future schemes.
- 2 Some existing permissions currently allocated to Hitches Lane SANG be reallocated to Hawley Meadows SANG, to free up capacity at Hitches Lane.
- 3 In future, the Council will not normally use Grampian Conditions to secure SANG provision unless exceptional circumstances can be demonstrated and a specific SANG is identified and shown to be available to meet the needs of the development proposed.
- 4 Where an applicant seeks to access Council administered or managed SANG this will be done through a land transaction outside of the planning process. This will be in the form of a transaction at commercial rates which must be procured by the applicant before the submission of any planning application.

The fee to access Council administered or managed SANG will include a 15% transaction and administration fee.

- 5 Developments proposing a change of use or redevelopment of office premises to residential or for affordable homes will be given priority in any future allocation of any Council administered or managed SANG.

## **I0 DEVOLUTION**

Joint Chief Executive to brief Cabinet orally on the current position with regard to Hampshire. Briefing paper to follow.

## **I1 NOMINATIONS TO OUTSIDE BODIES 2016/17**

To seek nominations to Hart's approved list of Outside Bodies. **Paper F**

### **RECOMMENDATION**

That the list of nominations to Hart's approved list of Outside Bodies, as set out in Appendix 2, be approved.

## **I2 CABINET WORK PROGRAMME**

The Cabinet Work Programme is attached for consideration and amendment.  
**Paper G**

**Date of Despatch: 24 May 2016**

## **CABINET**

**Date and Time:** 7 April 2016 at 7pm

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

**Present:**

Crampton, Crookes, Gorys, Kennett, Morris, Parker (Chairman)

**In attendance:** Councillors Neighbour and Axaam (from Item 136 onwards)

**Officers:**

Patricia Hughes      Joint Chief Executive

### **129 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of 3 March 2016 were confirmed and signed as a correct record.

### **130 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillors Burchfield and Forster.

### **131 CHAIRMAN'S ANNOUNCEMENTS**

None.

### **132 DECLARATIONS OF INTEREST**

None declared.

### **133 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**

None.

### **134 LEISURE CENTRE WORKING GROUP**

The minutes of the meeting held on 24 February 2016 were noted.

### **135 DRAFT SERVICE PLANS 2016/2017**

The draft Service Plans for 2016/2017 were considered.

Members noted that there no significant resource available for economic development and the full action plan may not be able to achieved. Typographic errors were to be reported separately to the Joint Chief Executive.

## **RESOLVED**

That the draft Service Plans for 2016/2017 be approved.

### **136 REVIEW OF THE WITHDRAWN HOUSING OPTIONS CONSULTATION**

At its meeting on 15 March 2016 the Overview and Scrutiny Committee considered a report from its working party on the the Review of the Withdrawn Housing Options Consultation. Members agreed to forward a recommendation to Cabinet.

Members agreed that a code of practice on consultation exercises be drawn up. As an interim, the Joint Chief Executives should communicate to all officers' clear guidance about how to conduct a consultation.

In addition, Members asked the Council to explore the use of systems such as ISO9001 to provide greater assurance around document control. It was identified that most of the recommendations to Overview and Scrutiny were likely to be completed ahead of the further report to the Committee in July.

## **RESOLVED**

That a code of practice to guide how future consultation exercises are undertaken be adopted and that, as an interim, the Joint Chief Executive should draw up and communicate to all officers clear guidance about how to conduct a consultation.

### **137 SENIOR MANAGEMENT RESTRUCTURE**

Cabinet considered the high level restructure proposal by the Joint Chief Executives which aimed to build on and strengthen management capacity, accountability and to help support the new approaches to contract management.

Members discussed the proposals and asked that it be made clear on the structure chart where Finance sits (the Joint Chief Executive clarified that it is under Corporate Services).

## **RESOLVED**

- 1 The report be noted
- 2 That to enable the implementation of the senior management restructure
  - £20K budget provision be agreed for the creation of the Head of Corporate Services post (Section 151 Officer)
  - And a further one off £40K for the temporary arrangements for the management of Business Support, as part of a succession planning approach.

## **138 CABINET WORK PROGRAMME**

A Member of the public asked about the timing of the pay on exit report. Councillor Morris confirmed that further to the outsourcing of a range of services, including car parking, we were now seeking to bring this forward without further undue delay.

The Cabinet Work Programme was considered and amended to include the addition of Rotherwick and Winchfield neighbourhood plans.

The meeting closed at 7.33 pm



**Notes of the Meeting of**

**15 April 2016**

**Committee Room 1, Hart District Council**

Present: Cllr Dr Anne Crampton (Chair), Councillor Jenny Radley, Daniel Hawes, Phil Turner (PT), Jill Corbett (JC), Nicky Seargent (NS), Dr Steven Clarke (SC), Donald Hepburn (DH), Sam Knowles, Caroline Winchurch (CW), Ginny East (GE), Jane Friend, Gill Chapman, Liz Glenn (LG)

**Actions**

**1 Apologies**

Apologies had been received from: Councillor Gill Butler, Patricia Hughes, Nick King (NH CCG), Charlotte Keeble (NE Hants & Farnham CCG), Julie Walker (Yateley School adult learning), Jenny Taylor (Yateley Surgery)

**2 Minutes of the previous Meeting – 18 February 2016**

The minutes were agreed.

**3 NE Hants and Farnham Vanguard**

Nicky Seargent updated on progress. (Presentation circulated)

Members discussed:

- Issues around workforce and recruitment, estate and consensus between practices
- Community based consultant support to be piloted in Farnborough
- Making Connections – HVA is the lead agency working with the CAB, Rushmoor Voluntary Services and Age UK Surrey
- Evaluation – how is success to be measured? Evidence was being looked at and KPIs were evolving.
- The cross over between primary and community care
- PT raised the need for Housing teams to be considered within the information sharing workstream
- Integrated Care Teams are at different stages across the localities. A new intermediate role will be introduced sitting beneath the CPNs to avoid people falling through the gaps. PT asked that Housing teams be connected with this new role as they come across people who would benefit.

NS asked that any ideas and suggestions on Vanguard would be gratefully received and should be directed to herself.

#### **4 Fleet PPGs and Fleet Locality Development**

Donald Hepburn, Fleet PPG representative updated Members on the Patient Participation Groups. (Presentation circulated)

Issues considered were:

- The Primary Care Strategy from the patients point of view
- PPG levels of engagement
- Whether locality level PPG meetings are needed to facilitate collaboration across GP practices. There was a general feeling that this would be beneficial but that this would need to follow agreement from the relevant practices.

#### **5 Children's Services / 0-19 Family Service Consultation**

Caroline Winchurch updated the meeting on the Hampshire consultation on proposals to create a 0-19 Family Service which would involve closure of some children centres in the area (the consultation can be found at [www3.hants.gov.uk/childrens-services-consultation](http://www3.hants.gov.uk/childrens-services-consultation)). The consultation itself seemed to throw up more questions than provide answers, eg whether the voluntary sector could take over the running of some children's centres?

CW will circulate some key questions to the Board, the local children's partnership and other stakeholders to gather their views and put together a response.

There was lengthy discussion around the proposals and concerns about the closures:

- The proposed location of the remaining children's centre at Elvetham Heath and whether this would be accessible
- The impact on families not within Level 3 of need and the potential for some of those families to tip over into Level 3 and go un-noticed because they are not being picked up at the Children's centres
- The impact on health
- The impact on troubled families
- The impact on health visiting service which uses children's centres as a venue for groups and support
- Could more time be requested for consultation?
- Writing a letter to the Executive Member and Chief Executive of Hampshire to bring these issues to the forefront
- The proposal to charge for sessions at children's centres

CW would report back on the outcome.

#### **6 Updates**

North Hampshire CCG – primary care strategy development briefing circulated  
Hart DC Health & Wellbeing Action Plan – highlight report circulated

**7 Any Other Business**

CW reported that HVA were part of a network commissioned to deliver children and youth counselling, and the 1-2-1 youth counselling service was part of that. CW would inform members in more detail at a future meeting.

**8 Date of next meeting**

The next meeting was scheduled for Thursday, 14 July at 2pm in the Council Chamber.



**Leisure Centre Working Group (LCWG)**

**Minutes**

**19<sup>th</sup> April 2016 at 6.00pm – CR 2**

**Councillors: Crookes (KC) - Chairman, Crampton, Oliver, Parker**

**Apologies: Cllr Neighbour,**

**Officers: Patricia Hughes (PH), Carl A Westby (CAW), Paul Weavers (PW)**

No	Item	Note/Action
1	<b>Introductions and apologies</b>	<b>All</b>
2	<b>Mins of previous meeting accepted</b>	<b>ALL</b>
3.	<p><b>The redevelopment of Frogmore Leisure Centre.</b>            PW circulated the project plan. Although work is approx. one week ahead of schedule it is likely that the work will match the anticipated timetable by the time of the next report – School exams will curtail much of the construction works in the coming period.</p> <p>CAW confirmed that the issues relating to the signing of leases and contracts had all been resolved and that the said documents are presently being circulated for signing/endorsing</p>	<b>ALL</b>
4.	<p><b>Construction of the new Hart Leisure Centre</b>            As reported in the latest Highlight Report progress is three weeks behind the original schedule. A revised schedule has been accepted by Artelia (HDC Project Managers and Quantity Surveyors). Willmott Dixon Construction (WDC) believe that the time line can be brought back to the original completion date and have produced a revised works schedule aimed at doing so. Artelia do not agree with the revisions and this is now the subject of review by both parties.            WDC views this project as their most commercially important and the Operations Director has confirmed that WDC intends to do all in its powers to complete the project on time. To date HDC has not authorised any additional expenditure on labour.</p> <p>PH explained the financial situation should the project not finish as planned and CAW confirmed that he had requested Artelia</p>	<b>ALL</b>

	to draft some scenarios such that HDC can consider the implications.	
<b>5</b>	<p><b>Existing Hart Leisure Centre; the future.</b>            PH up dated members on the fact that there had been no further progress in terms of discussions with Hants CC despite her requests for the information that HCC had previously agreed to provide. There is an underlying concern that the “Academisation” process may stall HCC officer actions -this issue might become one where the Calthorpe Park School (CPS) Governors become more involved than at present.</p> <p>General discussion about the likely impact of HDC exiting the site but retaining access for CPS as per its entitlements as contained within the HCC/HDC lease. CAW is due to meet the HCC / CPS officers on 26<sup>th</sup> April.</p> <p><b>NB.</b> Subsequent to tonight’s meeting HCC cancelled the meeting on the 26<sup>th</sup> stating that it wished to raise the issue back up to a CEO level discussion. As a result CAW has arranged to meet with the HDC lawyer and Estates officer in order to clarify HDC’s position in readiness for a CEO level discussion with HCC.</p>	<p><b>ALL</b></p> <p><b>ALL</b></p>
<b>6</b>	<p><b>Any Other Business</b>            General discussion about the official opening of the new centre. CAW agreed to raise the issue with Everyone Active and report back to the next meeting.</p>	<b>ALL</b>
<b>7</b>	<p><b>Date of next meeting</b>  <b>25<sup>th</sup> May 2016 @6.00pm. CR3</b>            Tricia Hughes tendered her apologies</p>	<b>ALL</b>

**CABINET**

**DATE OF MEETING:** 2 JUNE 2016

**TITLE OF REPORT:** **FOOD AND HEALTH & SAFETY SERVICE PLAN 2016-17**

**Report of:** **Head of Regulatory Services**

**Cabinet member:** **Councillor John Kennett, Regulatory Services**

**1 PURPOSE OF REPORT**

1.1 The Council is obliged to produce both food safety and health & safety service plans. This report details the plan for the current financial year which requires formal adoption.

**2 OFFICER RECOMMENDATION to Council**

2.1 Cabinet is requested to recommend to full Council the Food and Health & Safety Service Plan 2016-17 (FHSSP)

**3 BACKGROUND**

3.1 The FHSSP has been prepared in accordance with the Food Standards Agency Framework Agreement (2000) and Section 18 of the Health and Safety at Work etc Act 1974 which requires Local Authorities (LAs) to make 'adequate arrangements for enforcement'. The FHSSP follows a similar format year on year due to the obligation to follow these requirements.

3.2 The FHSSP demonstrates the Council's commitment to improve food safety and health & safety throughout the District.

3.3 The Environmental Health Service discharges the Council's duty to enforce food safety and health & safety legislation. The Commercial Section of Environmental Health carries out planned and reactive interventions to ensure premises comply with relevant legislation and takes appropriate enforcement where required in accordance with the Enforcement Concordat and Regulator's Code.

**4 CONSIDERATIONS**

4.1 The FHSSP combines two of the plans and strategies recommended by the Secretary of State to form part of each local authority's policy framework. The functions outlined in the FHSSP are largely statutory and the range of possible approaches is prescribed by Regulations and Statutory guidance.

**4.2** The Council's Constitution reserves the approval of the FHSSP to full Council after consultation with Cabinet and any other relevant body. Such a plan, approved by Cabinet, not only commits the Council to its outlined priorities, but, also acts as a way of measuring its performance.

**4.3** Performance against the FHSSP is subject to scrutiny through the Regulatory Service Board.

## **5 FINANCIAL IMPLICATIONS**

**5.1** It is anticipated that the service will be achieved within the proposed budget for 2016/17.

## **6 ACTION**

**6.1** Cabinet is requested to recommend to full Council the approved Food and Health & Safety Service Plan 2016-17 in Appendix I.

**Contact Details: Nick Steevens, Head of Regulatory Services**  
**01252 774296**  
**nick.steevens@hart.gov.uk**

## **APPENDICES**

**Appendix I** – Food and Health & Safety Service Plan 2016-17

**Appendix A** – Environmental Health Department Structure 2016

**Appendix B** – Food and H&S Intervention plan 2016-17

**HART DISTRICT COUNCIL**

**FOOD SAFETY AND HEALTH & SAFETY SERVICE PLAN 2016-2017**

**FOOD SAFETY AND HEALTH & SAFETY SERVICE PLAN 2016-2017**

<b><u>Subject</u></b>	<b><u>Page</u></b>
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<b>Food Safety Intervention Programme</b>	<b>13</b>
<b>Health &amp; Safety Service Plan</b>	<b>20</b>

## **BACKGROUND**

### **I.1 Profile of the Local Authority**

Population: 91033 (2011 Census)

Area: 83 sq.miles

53,191 acres

21,526 hectares

I.1.1 Hart District was formed in 1974 by the combination of Fleet Urban and Hartley Wintney Rural District Councils.

I.1.2 The District lies in the north-east corner of Hampshire and is approximately 83 square miles in extent. The overall impression is that the District is rural, with a varied landscape made up of woodland, heathland common and arable land. The urban areas are concentrated in the north-east and east of the District around Yateley, Blackwater and Fleet. Hook is a recently expanded village on the western boundary.

I.1.3 The rest of the District's settlements are villages, particularly notable for their historically and architecturally important buildings. There are 32 Conservation Areas and nearly 1,000 listed buildings in the District,

I.1.4 From Hart's northern boundary with Berkshire, the land rises to the North Downs in the south of the District. Three small rivers cross the area flowing northwards into the River Thames, one of these, the Blackwater, forming part of the boundary with Surrey and Berkshire. The Whitewater flows from the western side into the River Hart, from which the District takes its name.

I.1.5 The Basingstoke Canal winds through the southern half of Hart and after extensive restoration is now a popular recreation asset.

## **I.2 Structure of the Food Safety and Health & Safety Service**

I.2.1 The Food Safety and Health & Safety service is a function of Environmental Health which sits within the Regulatory Services Department. The Head of Regulatory Services is responsible for service delivery. , An Environmental Health Team Leader and two Environmental Health Practitioners carry out the enforcement of Food Safety and Health & Safety. There has been significant turnover of staff within the last 14 months which has resulted in vacancies which have recently been filled. A recently revised organisational chart is shown in Appendix A.

I.2.2 The Environmental Health Service also carries out:

- Pollution and Nuisance complaints including the provision of a weekend out of hours noise service
- Infectious Disease Control
- Community Burials and maintenance of closed graveyards
- Licensing of piercing, acupuncture, tattooing, hairdressing, riding establishments, pet shops and animal boarding establishments.
- Pest Control service
- Dog Warden service

I.2.3 The majority of the Licensing functions previously carried out by Hart now forms part of our Shared Licensing Service with Basingstoke & Deane Borough Council.

## **I.3 Aims and Objectives**

I.3.1 The primary objective of the Environmental Health Service is: **‘To protect the health, safety and welfare of the community through education and effective regulation.’**

The Environmental Health Service is fully committed to supporting local business and residents by providing advice and information but will also not hesitate to take formal action where there is a risk to the health, safety or welfare of individuals or groups within the district.

## **I.4 Links to Hart’s Key Strategies and Plans**

I.4.1 The Environmental Health Service links into the Hart Corporate Plan 2016-18 by assisting in the Strategic Priorities of:

### **Communities**

#### **Work with partners to keep Hart Healthy and Safe**

The service does this in a number of ways including:

- i. The implementation of health initiatives such as Eat Out Eat Well which was launched earlier this year on behalf of the Hampshire authorities by Hart.

- ii. By reacting quickly, effectively and proportionately to complaints of all types from food safety, health & safety through to nuisance and licensing.
- iii. The service actively participates in the Vulnerabilities Group which seeks to deal with crime and anti-social behaviour through consistent and directed multi-agency action.
- iv. Chairs the Council's Safety Advisory Group (SAG) which ensures public events carried out throughout the Hart District area are managed to ensure public safety through consultation with partner organisations such as the emergency services, Highways and the Licensing Authority.

## **Economies**

### **Help businesses to get established and grow**

Our Environmental Health Officers routinely help businesses to nurture and grow through providing sound and consistent advice and wherever possible signposting business operators to other agencies or organisations that assist in allowing their business to thrive. This work also includes free or discounted training events, newsletters and face-to-face advisory visits.

### **Continue to provide good quality great value services**

Regulatory Services continues to ensure it is cost effective by ensuring environmental health staff are multi-skilled, increasing resilience within a relatively small team. Wherever possible environmental health will look at innovative ways on delivering services in a way which reduces administrative burden and ensures good levels of customer service.

## **Environment**

### **Keep Hart a clean and attractive place to live and work**

The service has made a commitment to reduce dog fouling in monitored areas by 40% a year. The service has adopted the use of overt monitoring to deter dog fouling and identify owners who do not pick up after their dogs. Additionally the service also responds to planning consultations where there may be an issue relating to environmental concerns such as contaminated land, noise disturbance, odour or other factors. The service also deals with filthy and verminous premises, unsecure buildings and other environmental matters.

## 1.5 Key Performance Indicators (KPI's)

Hart's Performance Indicators contains performance targets for Food Safety and Health & Safety are as follows:

PI No.	Description	Target
EHL01	% of food safety inspection that should have been carried out that were carried out for high risk premises	100%
EHL02	% Unfit food complaints to be responded to within 1 working day.	100%
EHL03	% of Health & safety inspections that should have been carried out that were carried out for 'high risk' premises	100%
EHL04	% serious accidents responded to within 1 working day	100%
EHL05	% of infectious diseases complaints responded to within three working days	100%
EHL09	% of Food Premises Categorised under Food Hygiene Rating Scheme	100%

## 1.6 Capacity and cost of service

1.6.1 The health & safety and food safety elements of Environmental Health are closely linked. It is estimated that 20% of the resources of the department's commercial cost centre are utilised in undertaking health and safety activities, 60% food safety and the remainder allocated to other responsibilities such as public health and animal welfare licensing. The budget for commercial environmental health excluding recharges is shown below:

**Table 6 – Commercial cost centre budget (P215)**

2014/15 Budget	2015/16 Budget	2016/17 Budget
£138,585	£130,420	£150,120

1.6.2 Increases in budget between 2015/16 and this current year are due to the appointment of a new Team Leader as an upgrade of a previous Senior Officer

post and alterations to the apportionment for staffing within Regulatory Services as a whole to better reflect the true cost of the service.

1.6.3 The determination of staff resource allows not only for the basic inspection/revisit activity to be carried out, but also a flexible approach to other areas such as training, seminars and other proactive work.

## **FOOD SAFETY SERVICE PLAN**

### **2.1 Legal status of the service:**

2.1.1 The Environmental Health Team Leader is currently authorised to carry out the full set of food safety interventions. A further officer is able to undertake routine food hygiene work, with the exception of seizure and detention of food and the service of Hygiene Prohibition Notices, which order a food business, operation or process to cease with immediate effect. Due to staff turnover the service has a reduced level of competent food safety officers however a new food safety officer will be joining our team in May 2016.2.1.2 The resources allocated to food safety is ??? FTE members of staff. The breakdown of staff allocated for each element of the service as is as follows:

<b>ACTIVITY</b>	<b>STAFF (FTEs)</b>
Inspections	1.1
Complaints and Service Requests	0.2
Advice	0.3
Food Sampling	0.1
Infectious Diseases	0.1
Food Safety Incidents	0.05
Liaison	0.1
Training/education/promotion	0.05
Management and administration	0.2

<b>Total</b>	2.2
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## 2.2 The scope of the Food Safety Service

Includes:

- Inspections of food premises to ensure compliance with legal requirements
- Examination and sampling of foodstuffs for food safety
- Investigation of complaints about food
- Investigation of complaints about food premises
- Follow up of food alerts/incidents within Hart DC area
- Advice to the public and local businesses about food safety
- Training of food handlers (equivalent of Level 2 in food hygiene and bite – sized training)
- Enforcement action where serious or prolonged breaches of food hygiene legislation are found

## 2.3 Demands on the Food Safety Service

2.3.1 We have the following premises within the area:

<b>Premises Type</b>	<b>Number</b>
Broker	2
Bakery	6
B&B/Hotel	15
Butchers	5
Cafe	38
Canteen	22

Caterer	95
Chemist	11
Childminder	92
Consumer Services	3
Farm Shop	7
Fishmonger	1
Greengrocer	1
Game Larder	1
Hall	31
Hospital	2
Leisure	20
Manufacturer	4
Market Stall	5
Mobile	34
Newsagent	11
Nursery	27
Producers	2
Pub	56
Residential Homes	26
Restaurants	62
Retailer	41
School	39
Social/Sports Club	16
Supermarket	27

Takeaway	37
Wholesaler	5
<b>TOTAL</b>	<b>744</b>

This amounts to a marginal decrease of 57 commercial food premises over the last 12 months.

<b>Category</b>	<b>Number</b>
<b>A</b> (inspection every 6 months)	0
<b>B</b> (inspection every year)	38
<b>C</b> (inspection every 18 months)	305
<b>D</b> (inspection every 2 years)	60
<b>E</b> (alternative intervention but require full inspection every third intervention)	341
<b>Unrated</b>	19
<b>TOTAL</b>	<b>763</b>

The category of a premises can vary according to the standards found at the time of the inspection, the nature of the food produced and the number and type of customers it serves. For example, those with extremely poor hygiene standards or those serving a large number of people classified as a vulnerable group could be inspected every 6 to 12 months. Typically Category C premises are restaurants and caterers with acceptable standards of hygiene, Category D would be retail premises and Category E would be lower-risk premises such as childminders and home bakers where a physical inspection of the food operation is discretionary and a telephone survey or written questionnaire would be more appropriate.

- 2.3.2 In October 2015 the service was audited by the Food Standards Agency (FSA). Officers are currently working through the improvement plan which was devised following the audit. However, one matter which will have an impact on the service was the FSA's stance that Category E premises should undergo a full inspection every third intervention. Currently all Category E premises are inspected when they first register. Following this 90% will be sent questionnaires to establish if there have been any significant changes in the business and 10% will be subject to a full inspection. The mandate from the FSA would result in approximately 100 additional inspections per annum which equates to around 200+ officer hours. We are working to establish how this can be achieved with our existing officer resources.

## **2.4 Enforcement Policy**

- 2.4.1 Hart DC has signed up to the Central and Local Government Enforcement Concordat in addition to its own Enforcement Policy which covers all HDC enforcement functions.
- 2.4.2 The Regulatory Services Department has an enforcement policy for the service which was devised in accordance with the Regulators Code.

## **Food Safety Activity in 2014/15**

- 3.1 In 2015/16 the Food Safety Service made the following achievements:

- 100% of high-risk inspections due were undertaken within the financial year.
- Achieved a 100% compliance with the response times for Performance Indicator PI EH3 – unfit food complaints responded to within 1 working day.
- Undertook enforcement action which amounted to 342 report of visits, 319 written warnings, 14 Hygiene Improvement Notices, and 9 informal letters.
- 1 food safety newsletter was distributed to all food businesses within the district.
- 20 people were trained to Chartered Institute of Environmental Health (CIEH) Level 2 in food hygiene for caterers.
- The service obtained funding for and implemented the Hampshire-wide Eat Out, Eat Well scheme which was launched earlier this year.
- The service collected 91 food, water, swab and environmental samples to verify that food hygiene practices were robust and did not present a risk of harm to consumers. In particular, local intelligence was used to target sampling activities at 0-2 rated premises or food businesses producing specific foodstuffs. This figure includes samples collected in response to allegations of food poisoning with two notable cases within the year involving 2 cases of Salmonellosis associated egg products and allegations of Campylobacter infection associated with a food premise.
- The service continues to promote Hart's Award of Excellence in Food Hygiene. This initiative recognises those food businesses within the District that achieve excellent standards of hygiene based upon their routine inspection. This award is separate to the National Food Hygiene Rating Scheme. The service will continue to operate the scheme during 2016/17 and currently 27 businesses have received the award.

## **Food Safety Intervention program for 2015/16**

### **4.1 Inspections**

In 2015/16 Hart District Council will need to routinely inspect 217 Category A to D commercial food premises plus an estimated 60 new businesses which register or have changed proprietorship. A further 29 Category E premises will also need to be inspected and not subject to an alternative intervention to cover off the recent stipulation by the Food Standards Agency. On average about 20% of inspections require one or more revisits to check compliance with matters raised at the original inspection. This figure does not include visits that will arise as a result of complaints or legal intervention.

4.1.1 A breakdown of the routine inspections due in 2016/17 can be seen below:

<b>Category</b>	<b>Number</b>
<b>A</b>	0
<b>B</b>	38
<b>C</b>	93
<b>D</b>	86
<b>E</b>	86
<b>SUBTOTAL</b>	<b>321</b>
Plus new premises	60 (est)
<b>TOTAL</b>	<b>381</b>

4.1.1 The number of category A to D inspections due in 2016/17 has marginally decreased over the previous year but the need to inspect category E premises means that the actual number of inspections required has increased. Inspection numbers can vary because of the historic pattern of inspections, businesses closing, changes in the nature or ownership of a business which will result in a re-inspection, or the re-rating of a premises following a request for a re-rating to allow a premises to change its rating on the FHRS website.

4.1.2 The Food and Safety service currently approve a meat preparations establishment and a meat products establishment which require more stringent enforcement than typical food premises. Due to the closure of Blackbushe

Sunday Market there are less mobile traders registered in other local authority areas that operate in Hart.

- 4.1.3 Typically, 25% of the inspections will generate at least one revisit. Those premises who repeatedly fail to comply with food safety legislation may receive numerous revisits and formal action such as formal notices, simple cautions or prosecution. A total of 105 revisits were made in 2015/16 to ensure that standards of food hygiene were being maintained.
- 4.1.4 In 2015/16 84 inspections were carried out where a new business had registered or a business had changed ownership, prompting a new premises registration visit.
- 4.1.5 The risk-based inspection approach in accordance with the FSA Food Law Code of Practice (as revised) ensures that food premises servicing vulnerable groups of society (e.g. the very young or old), or where conditions are below standard are given a priority for inspections.
- 4.1.6 The priorities for the service in the forthcoming year will be the same as last year and the focus will be on poor performers. These premises tend to be those in the high risk categories A & B with a National Food Hygiene rating between 0 and 2. All 0-2 rated premises will receive a food hygiene revisit. Where relevant the Service will carry out food or environmental sampling at 0-2 rated premises to identify non compliance with food legislation or to verify food safety management systems are being maintained.
- 4.1.8 The Service will continue to provide CIEH accredited Food Hygiene courses. Free Bite-sized training will also be provided at request dependent on staff resources.
- 4.1.9 The Service will continue to operate the Award for excellence in Food Hygiene Award.

## **4.2 Food Complaints**

- 4.2.1 An Environmental Health Standard Procedure exists for Investigation of Food Complaints. Staff members are aware of these procedures and are monitored in accordance with our monitoring procedure to ensure they are followed.
- 4.2.2 The value of investigating such complaints in identifying actual or potential hazards is recognized and a high priority given accordingly. The performance indicators for the food safety service ensure the complaint will be actioned

within either 24 hours or 3 days from receipt, depending on the nature of the complaint.

- 4.2.3 Numbers of food complaints for the last 5 years: In 2015/16 we have received 86 complaints which is the highest level of complaint in the last 5 years.

2011/12	65
2012/13	40
2013/14	61
2014/15	70
2015/16	86
<b>Average</b>	<b>64.4</b>

- 4.2.4 Where companies involved are unable to provide a satisfactory defence that they take all reasonable precautions and exercise all due diligence to prevent such a complaint arising, a range of actions will be considered in accordance with the Enforcement Policy.

#### **4.4 Advice to business**

- 4.4.1 Hart's Enforcement Policy (including the Food Safety Enforcement Policy) concentrates on achieving compliance with legal requirements by informal methods. Formal action is reserved for the most difficult cases. Giving advice to food business proprietors and staff is a mainstay of this approach, and includes the following actions:

- Advice given during programmed or other inspections
- Advice visits on request from the proprietor. E.g. onsite visits to new food businesses prior to trading or before/during refurbishment.
- Following complaints from the public
- Distribution of leaflets, newsletters or other guidance notes.
- Provision of accredited food safety training.. Including a minimum of 4 Chartered Institute of Environmental Health Level 2 Award in Food Safety in Catering Courses per annum.
- As a result of consultations from the planning or building control processes
- The Hampshire Workplace Wellbeing Charter
- Identification of new unregistered food businesses or food issues whilst in the District.
- Advisory information is provided where relevant in response to the publication of new sector specific food safety guidance or warning. For

example, the dangers of undercooking chicken livers, food safety hazards associated with vacuum packing etc.

- 4.4.2 In any one year it is likely that in excess of 50 changes in ownership for food businesses will be registered with the Council, each requiring informal advice and support together with a primary inspection within 28 days. An additional 84 new food businesses were added to the food safety service database in 2015/16.

## **4.5 Food Inspection and Sampling**

- 4.5.1 Sampling is seen by this department as a vital tool to verify the effectiveness of food safety within a food business.
- 4.5.2 Hart belongs to the Health Protection Agency Food, Water and Environmental Microbiology Services Food Sampling Group East, which comprises of representatives of Environmental Health departments from local authorities in the Hampshire region. The group co-ordinates a food-sampling programme which is then carried out by all group members. The use of swab sampling and food sampling as a means of verifying food safety practices and procedures has been increasingly used to good effect over recent years. Sampling in this manner and has identified numerous issues involving inadequate cleaning techniques and food being produced which was deemed to be unfit for consumption due to microbiological contamination. The Environmental Health department recognizes sampling as an extremely effective inspection tool.
- 4.5.3 In 2015/16 91 samples were taken. These consisted of 68 food & environmental swabs and 23 water. Of the 68 food and environmental samples, 41 of these were either borderline or unsatisfactory.

## **4.6 Control and Investigation of Outbreaks and Food Related Infectious Disease**

- 4.6.1 Food borne disease is a major cause of illness in the UK and imposes a significant burden on individuals, healthcare services and the economy. It is estimated that each year in the UK around 1 million people suffer a food related illness, which leads to 20,000 people receiving hospital treatment and 500 deaths each year from food borne disease.

The cost to the economy of food borne disease is estimated to be in the order of £1.5 billion per annum, due to loss of production, health care costs and damage to business. This does not include the costs of major incidents and food

scares.

- 4.6.2 There were 145 cases of food poisoning in the last financial year which required investigation by this department. This is a slight increase of 6 cases over the previous year. This level is always artificially low as many cases of food-borne illness remain unreported.
- 4.6.3 These incidents are given the highest priority, with a 1 day response time as our target. It is expected that all Environmental Health staff would be called upon to assist in the event of a large-scale investigation where needed. Other work would be put on hold during the investigation period.
- 4.6.4 23 complaints directly alleging food poisoning suffered following consumption of food from a premises within the district were also received. Depending on the nature of the complaint, there are varying degrees of investigations. Often the illness experienced is either not caused by the suspected premises or the link cannot be substantiated.
- 4.6.5 The service investigates notified cases of food borne illness as directed by the Consultant in Communicable Disease Control (CCDC). The Team's target is to investigate all notified cases, other than Campylobacter, within 2 working days of notification, and this is usually undertaken by telephone. Suspected cases of food borne illness are investigated as appropriate. Currently, notified cases of infectious diseases are investigated by officers, to determine their source, prevent further spread of infection and to provide advice to patients. Public Health England (PHE) have devised a "Roles and Responsibilities for Investigation of Gastrointestinal Infectious Diseases" document. The document outlines the division of responsibility between Environmental Health and the PHE in the investigation of infectious/communicable diseases. The aim of the document is to ensure a consistent approach to the investigation of infectious disease and clearly define roles.

## **5 Partnership Working**

5.1 The Service is committed to liaising with other local authorities, regional and national organisations to achieve consistency and to maintain our level of knowledge and understanding in a rapidly developing area of work. This is achieved by being actively involved in a number of Groups and Agencies including:

- Hampshire and Isle of Wight Food Liaison group (E.g. regular attendance at group meetings)
- Hampshire and Isle of Wight Food Sampling Group (E.g. regular attendance at group meetings)
- Hampshire Fire and Rescue (E.g. referral or join visits of issues identified during food related visits)
- Public Health England (E.g. regular liaison regarding gastrointestinal infection notifications, food poisoning or outbreak investigations)
- Health and Safety Executive (E.g. referral or joint working regarding health and safety issues identified during food related visits)
- Infectious disease Group meetings
- Chartered Institute of Environmental Health Branch meetings. Officers regularly attend branch meeting where feasible).
- The team regularly shares and obtain food related information with other services within the Council.

## **6. Staff Development Plans**

6.1. In accordance with the Corporate Performance and Development Review Framework. Training needs are identified and training is undertaken in accordance with an agreed training plan. Targets are set at the beginning of the financial year and throughout the year progress is monitored. At the end of the year an assessment is made.

Officer competency is essential to comply with the requirements of the National Local Authority Enforcement Code and the Food Law Code of Practice. The Head of Regulatory Services and Environmental Health Team Leader are responsible for ensuring all officers are competent and adequately trained and authorised to perform their duties. Areas of experience and expertise are linked to the schedule of authorisations.

- 6.2 Staff training and development needs are assessed on a yearly basis, through monitoring of the work, accompanied inspections, staff appraisals and individual action plans are implemented. Before officers are authorised to undertake food hygiene enforcement activities, they are now obliged to demonstrate how they comply with the Food Standards Agency Competency Standards to ensure that they hold the appropriate qualifications, have sufficient experience in food law enforcement, and are properly trained and competent. Records of qualifications, training and experience are documented and link directly to the officer authorisation procedure.

## **7. Legal status of the service:**

7.1 The Council is designated as an Enforcing Authority (EA) under the Health and Safety (Enforcing Authority) Regulations 1998, and is responsible for the enforcement of the Health and Safety at Work Act 1974 (and relevant statutory provisions) for activities which fall to the local authority sector within the district.

### **7.3 Service Objectives**

There are approximately 1514 businesses for which the Council has enforcement responsibility which is an increase of 96 over last year. The Health and Safety Executive has issued guidance that classifies businesses according to the risk that they present as a result of their work activities, with category A being the highest and C the lowest. The numbers of businesses within Hart in these risk categories are as follows:

**Table 1**

<b>Risk Category</b>	<b>Number</b>
A (High Risk)	7
B1 (Medium Risk 1)	50
B2 (Medium Risk 2)	101
C (Low Risk)	1309
Unrated premises	47
<b>TOTAL</b>	<b>1514</b>

The breakdown of risk categories by business type is as follows:

**Table 2**

<b>Premises Category</b>	<b>Number</b>
Retail	287
Wholesale	14
Offices	470
Catering, Restaurants and Bars	323
Hotels, campsites and other short stay accommodation	23
Residential Care Homes	20

Leisure and Cultural Services	41
Consumer Services	288
Other Premises (Not classified above)	48
<b>TOTAL</b>	<b>1514</b>

## 8. Health & Safety Intervention Plan 2016-17

### 8.1 Premises Inspection

8.1.1 To ensure compliance with national inspection guidance only the highest risk premises (Category A) will be routinely inspected. As in previous years inspections will concentrate on the management of health and safety in the business, known hazards and matters of evident concern. During each and every inspection we seek to improve employer and employee understanding of health & safety to bring about an improvement in standards. The service provides free advice and support to business, particularly small and micro-sized businesses during inspections and following service requests.

8.1.2 The number of planned health and safety inspections we aim to carry out in 2016-2017 is as follows:

**Table 3 Number of inspections planned for 2016-2017**

<b>Risk category of premises</b>	<b>No. of programmed health and safety inspections to be carried out</b>
<b>A (inspections every year)</b>	7
<b>New premises inspections (estimated)</b>	60
<b>Project-based interventions (estimated)</b>	150
<b>Total</b>	<b>257</b>

8.1.3 Routine inspections are automatically generated by the environmental health database. Revisits to check on compliance with schedules of work issued at routine inspections, project work and during reactive investigations are important in securing compliance with legislation and the attainment of good standards. Where serious health and safety contraventions are identified we have powers to prohibit the use of a particular working practice or piece of equipment being used, or

require remedial works by issuing an improvement notice. Where notices are served revisits are carried out to follow up compliance.

## **8.2 Unplanned interventions**

- 8.2.1 In addition to routine inspections a number of unplanned interventions will be carried out through the effective use of local knowledge about the type of business, poor performers and rogue employers. New premises and those that are known to have changed ownership will also be identified and visited to ensure they are compliant with health & safety legislation and are provided with information to assist them in ensuring the health, safety and welfare of their employees and any other person who may be affected by their business.
- 8.2.2 Since the revised guidance into priority planning was introduced, all Category B and C premises do not form part of the formal inspection programme. However, any premises may be visited as a result of planned enforcement initiatives and reactive work provided there is reasonable justification to do so. Category B premises are not normally deemed suitable for proactive inspection but other interventions should be considered. Category C premises should be dealt with using non-inspection intervention methods such as mailshots, leafleting or newsletters, unless they fall within the scope of an intervention programme due to the nature of the business or because a specific hazard (e.g. the presence of asbestos) exists.
- 8.2.3 Priority will be given to interventions that form part of locally led initiatives and national campaigns to reduce accidents, ill health and sickness absence. Other interventions that may be used include mail shot / questionnaires, accident report monitoring, telephone advice and self-inspection/assessment packs.
- 8.2.4 The key projects for 2015-16 are listed in Appendix B and are based on local and national initiatives. Local initiatives are identified using information provided by environmental health staff or other agencies in the local area or through accident and service request data informing the service of significant hazards or risks. Agreement on emerging regional issues are also discussed at a County level and included into the work plan where they are deemed relevant to Hart.

## **8.3 Health and Safety Service Requests**

- 8.3.1 On occasion we are informed of unsafe working practices, poor workplace welfare arrangements, and poor public safety arrangements. We aim to respond to all service requests within three working days. The type and level of response will be dependent upon the seriousness of the complaint.

### **Table 4 - Number of health and safety service requests received per annum**

<b>Year</b>	<b>No. of requests received</b>
2011-12	36
2012-13	30
2013-14	33
2014-15	38
2015-16	25
<b>Average</b>	<b>27</b>

#### **8.4 Investigation of Workplace Accidents, Ill-Health and Dangerous Occurrences Notifications**

8.4.1 All incidents reported to the department in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) 1995 are subjected to a standard assessment to establish whether they warrant detailed investigation.

8.4.2 The level of response will vary depending on an assessment of the seriousness of the notification but it may include:

- Provision of suitable information and advice to prevent recurrences.
- Interviewing injured parties, witnesses, other employees and employers.
- Visiting the premises concerned where the incident occurred.
- Instigating appropriate enforcement action where breaches of law are found.

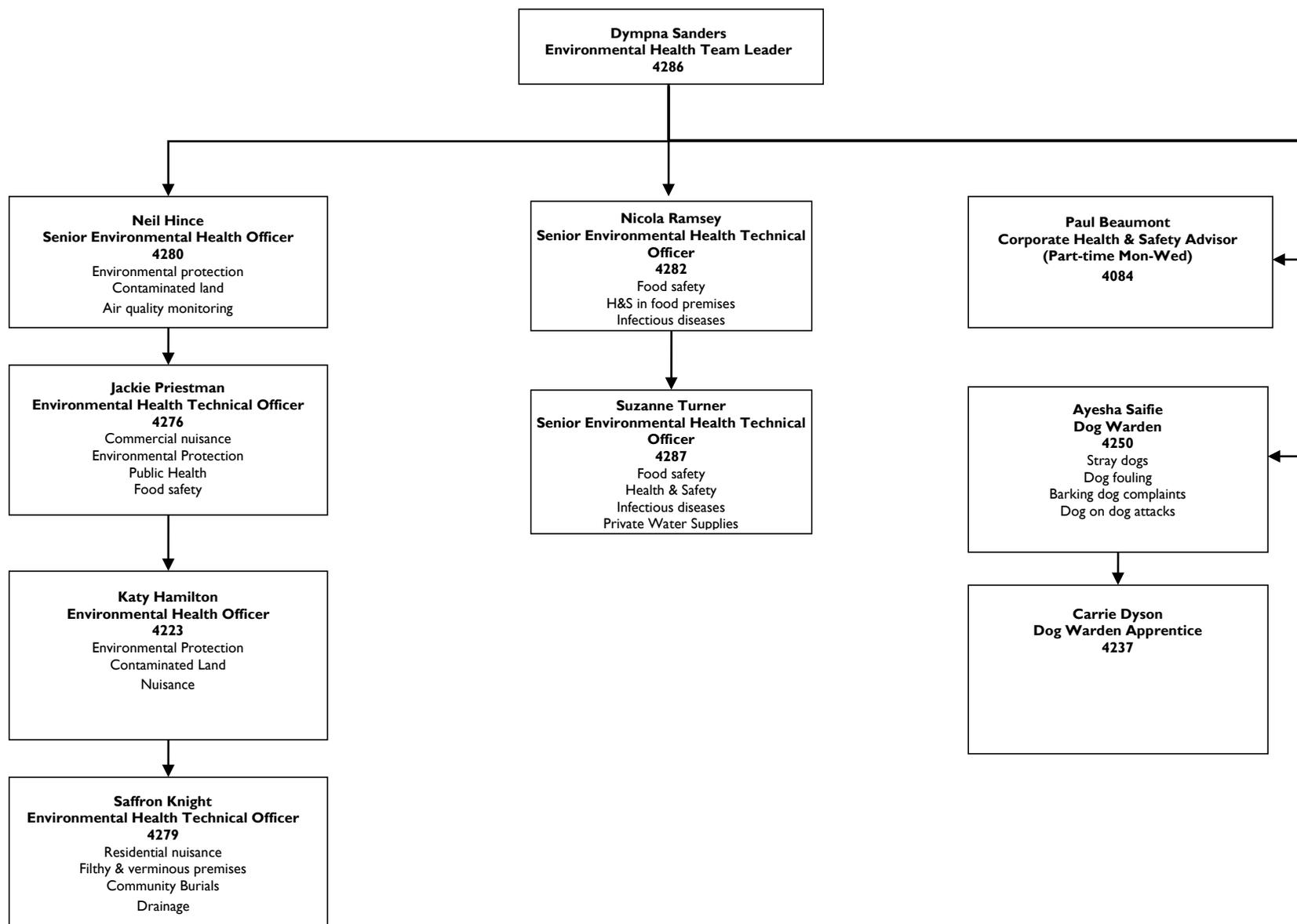
**Table 5 - Number of accidents, ill-health and dangerous occurrence notifications received per annum**

	<b>All accident, Ill-Health and Dangerous</b>	<b>Number of Major accidents</b>

	<b>Occurrence notifications</b>	
<b>2011/12</b>	69	14
<b>2012/13</b>	61	11
<b>2013/14</b>	77	4
<b>2014/15</b>	58	4
<b>2015/16</b>	45	1
<b>Average</b>	62	6.8

8.4.4 During every intervention it is the aim of the Environmental Health Department to make an improvement in standards and improve the health and safety knowledge and understanding of employees and employers.

**Environmental Health Structure Chart**



**Food and Health and Safety Action Plan 2016/17**

Hart Priority	Intervention	Target	Date	Outcome of Intervention
<b>Keep Hart Healthy and Safe</b>	Continue to Deliver Programme of Food Hygiene Inspections	100% inspection of all food hygiene inspections due in line with Food Hygiene Rating Scheme	Mar 2017	All food businesses rated according to risk and appropriate enforcement action taken in line with enforcement policy
	Manage implementation and promotion of Eat Out, Eat Well Scheme in Hart	Formally launch and publicise scheme in Hart	July 2016	Public aware of businesses that offer healthy food options
		Inspect and assess food businesses against Eat Out, Eat Well criteria	On-going	
	Develop a strategy to deal with poor performing food businesses	Devise questionnaire for businesses to determine barriers to compliance	June 2016	Improved knowledge of FH and safety issues in poor performing businesses
		Determine training needs of businesses and arrange bespoke training and/or coaching	September 2016	
		Develop an enforcement strategy to deal with poor performing businesses that still fail to comply	November 2016	
	Deliver Programme of Cookery Classes for men over the age of 55 years	Run cookery classes over 6 weeks twice annually	March 2017	To support individuals who wish to prepare food for the first time; to educate on food safety, healthy eating and affordable meal preparation

**PAPER D**  
**Appendix B**

Hart Priority	Intervention	Target	Date	Outcome of Intervention
<b>Keep Hart Healthy and Safe (cont.)</b>	Continue to Deliver Programme of Health and Safety Inspections and Interventions	100% inspection of category A premises inspected	Mar 2017	All high risk businesses rated according to risk and appropriate enforcement action taken in line with enforcement policy
	Plan and deliver a Health and Safety project focused on highest risk activities in Hart District Council	To target warehouse-type premises with a view to raising awareness of health and safety risks associated with the business operation	March 2017	Improved health and safety standards and protection of workers in highest risk businesses in District
	Continue to focus on Gas and Electrical Safety during routine inspections to Food Premises	Seek gas and electrical safety certificates from all food businesses inspected	On-going	Monitoring of maintenance of high risk catering equipment with a view to protecting health and safety of employees
<b>Help businesses to get established and grow</b>	Food Hygiene Training Courses	Deliver Level 2 food hygiene training 3 times annually	March 2017	Improved understanding of food hygiene and improved prosperity in local businesses
	Continue to promote Award of Excellence Scheme in local businesses	Consider local businesses attaining Food Hygiene Rating of 5 for an award	On-going during Food Hygiene Inspection Programme	Supporting growth of local food businesses
		Publicise businesses who are awarded on website and Facebook	Twice annually	
	Improve knowledge and understanding of key food hygiene and safety issues in local businesses	Script and deliver 2 Business Newsletters	Twice annually	

**PAPER D  
Appendix B**

<b>Hart Priority</b>	<b>Intervention</b>	<b>Target</b>	<b>Date</b>	<b>Outcome of Intervention</b>
<b>Reduce the amount of waste produced in the district</b>	Participate in National Food Safety Week Campaign	Press release and other promotional activities	Week commencing 4 July 2016	Increased awareness of food waste and distinction between “Use By” and “Best Before” dates in local population

**CABINET**

**DATE OF MEETING:** 2 JUNE 2016  
**TITLE OF REPORT:** ANNUAL SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANG) MONITORING  
**Report of:** Joint Chief Executive  
**Cabinet member:** Councillor Stephen Parker, Leader

**I PURPOSE OF REPORT**

- 1.1 To update Cabinet on the latest position with regard to Suitable Alternative Natural Green Space (SANG) capacity and to recommend adjustments to the Interim Avoidance Strategy to make more efficient use of any remaining capacity.

**2 OFFICER RECOMMENDATION**

- 2.1 The SPA Interim Avoidance Strategy be amended so that small sites of less than 10 dwellings contribute towards any SANG within the District. This should apply to future schemes.
- 2.2 Some existing permissions currently allocated to Hitches Lane SANG be reallocated to Hawley Meadows SANG, to free up capacity at Hitches Lane.
- 2.3 In future, the Council will not normally use Grampian Conditions to secure SANG provision unless exceptional circumstances can be demonstrated and a specific SANG is identified and shown to be available to meet the needs of the development proposed.
- 2.4 Where an applicant seeks to access Council administered or managed SANG this will be done through a land transaction outside of the planning process. This will be in the form of a transaction at commercial rates which must be procured by the applicant before the submission of any planning application. The fee to access Council administered or managed SANG will include a 15% transaction and administration fee.
- 2.5 Developments proposing a change of use or redevelopment of office premises to residential or for affordable homes will be given priority in any future allocation of any Council administered or managed SANG.

**3 BACKGROUND**

- 3.1 To facilitate residential development within the Thames Basin Heaths Special Protection Area (TBHSPA) 5km zone of influence the Council has adopted an Interim Avoidance Strategy (IAS). This enables developers to demonstrate the avoidance of any likely significant harm to the TBHSPA via financial contributions towards off-site SANG (Suitable Alternative Natural Greenspace) and SAMM (Strategic Access Management and Monitoring). SANG is intended to direct people away from causing habitat disturbance on the SPA. SAMM contributions are held by Hampshire County

Council on behalf of the affected local authorities and paid to Natural England to fund an agreed business plan including the employment of staff to provide consistent messages to SPA visitors and promote use of the SANGs. The SAMM project also includes a monitoring strategy which measures both visitor use (of the SPA and the SANGs) and populations of the three SPA birds (Woodlark, Nightjar, and Dartford Warbler) to ensure that the avoidance and mitigation measures are functioning effectively to avoid any adverse impact of development on the bird populations.

- 3.2 The IAS currently includes two SANGs (Suitable Alternative Natural Greenspaces); Hitches Lane Country Park (Fleet) and Hawley Meadows/Blackwater Park. Since the strategy was adopted, additional SANGs have been brought forward at Church Crookham (QEB), and at Dilly Lane, Hartley Wintney (the latter is now however, full). There are also two SANGs in Parish Council control: Bassett’s Mead at Hook; and Swan Lakes, Yateley (the latter is also now full). These other SANGs have not yet been written into the avoidance strategy, but where they have spare capacity they offer a legitimate alternative SANG option for developers. This is particularly relevant with regard to the significant spare capacity that is available at the QEB SANG.
- 3.3 In addition, most developers that are seeking to deliver major development opportunities (North East Hook, Watery Lane, and Hawley Park Farm) will all deliver on-site SANGs. Further potential SANG opportunities may arise if development is allowed at Grove Farm or Pale Lane Farm, or if the respective appeals are allowed for developments at Moulsham Lane (Yateley) and Marsh Lane (Eversley). The details of these potential SANGs will all first need to be agreed individually in consultation with Natural England. Other potential SANG opportunities are also being explored to the east of Fleet.

#### **4 ANNUAL SANG CAPACITY MONITORING**

- 4.1 SANG capacity is updated annually. The Table below sets out the remaining capacity for SPA mitigation at SANG sites in Hart as at the end of the most recent monitoring year (31 March 2016):

**Remaining capacity of SANG land in Hart at 12<sup>th</sup> May 2016**

<b>Suitable Alternative Natural Greenspace (SANG)</b>	<b>Total SANG Capacity (persons)</b>	<b>Persons allocated to date</b>	<b>Remaining unallocated capacity (persons)</b>	<b>Approximate remaining capacity (dwellings) <u>after</u> allocating Grampian condition applications</b>
Hitches Lane	2587	2256	355	0
Hawley Meadows and Blackwater Park	367 <sup>1</sup>	193	174	51
Approximate public SANG capacity			<b>529</b>	<b>51</b>

<sup>1</sup> Hart’s original share of the capacity at Hawley Meadows and Blackwater Park SANG was 1,139 persons. On 17<sup>th</sup> July 2014 the Council agreed to release some of this share to Rushmoor BC and Surrey Heath BC – 386 persons each. This left 367 persons capacity for Hart.

Bassetts Mead (Hook Parish Council)	1113	546	567	236 <sup>2</sup>
Queen Elizabeth Barracks / Crookham Park	2050 <sup>3</sup>	477	1573	655 <sup>4</sup>
Clarks Farm / Swan Lakes Yateley	305	188	0	0 <sup>5</sup>
Dilly Lane / Queen Elizabeth II Fields, Hartley Wintney	341	341	0	0
Approximate private SANG capacity			<b>2140</b>	<b>891</b>
<b>Total public and private SANG capacity</b>			<b>2669</b>	<b>942</b>

- 4.2 There is still therefore, significant SANG capacity within Hart albeit that there is no spare Hart managed capacity at Hitches Lane and limited capacity left at Hawley Meadows/Blackwater Park. However, the Council has no privilege in the delivery of SANGs and it has no obligation to be the sole provider. Therefore, until additional capacity comes on line at North East Hook, Watery Lane, or Hawley Farm Park, those who wish to deliver development that requires SPA avoidance measures will need to rely for the time being upon the SANG capacity provided by alternative providers.
- 4.3 There is however, an option to ease the pressure on securing public SANG to give some short term assistance to developers who cannot secure SANG from alternative providers. The IAS currently directs small sites in the north of Hart to Hawley Meadows SANG, and small sites elsewhere to Hitches Lane SANG. This made sense when there were two SANGs operating so that developers know which SANG to pay into, and to avoid the cheapest being used up first.
- 4.4 However, now that Hitches Lane is full, Cabinet may consider that small sites that would have otherwise paid into Hitches Lane SANG could now be able to pay into the Hawley Meadows SANG (until it is full). This would accord with NRM6 and the TBH Delivery Framework which says that developments of small sites (less than 10 dwellings net) can pay into any SANG, provided there is spare capacity. In other words they do not need to be within the catchment of any particular SANG. It has recently been confirmed by Natural England that this is the case for small sites even it means new residents crossing the SPA to get to the SANG.
- 4.5 The recommendation therefore, is that the IAS should be amended so that small sites anywhere in the district can contribute towards Hawley Meadows SANG until such time as it is full.

<sup>2</sup> Due to management issues, Bassetts Mead SANG is not currently available for allocation

<sup>3</sup> This was provided to a standard of 12ha / 1000 population

<sup>4</sup> Privately owned SANG. Mitigation would need to be secured through the owner/developer.

<sup>5</sup> Yateley Town Council SANG - Remaining capacity given to Surrey Heath BC

- 4.6 If it is agreed that this change can be made, it raises a secondary issue or ‘option’. If small sites are allowed anywhere within Hart to access Hawley Meadows SANG then there is scope to look at what the Council can do with small sites currently permitted with a Grampian condition and earmarked for Hitches Lane SANG but not yet paid up. Some of these could in practice be ‘redirected’ to Hawley Meadows SANG, freeing up some space at Hitches Lane SANG. This would benefit schemes of 10 or more dwellings in the Hitches Lane catchment that would otherwise have no SANG.
- 4.7 The monitoring ‘Position B’ shows that in theory we could redirect enough small sites to Hawley Meadows SANG so that the capacity situation is reversed, i.e. Hitches Lane SANG is back up to 51 dwellings capacity, with Hawley SANG at zero capacity. This would be an extreme position – but it shows that there is scope to bring some capacity back into Hitches Lane SANG.

**Position B – Potential SANG monitoring scenario if some small sites are redirected from Hitches Lane SANG to Hawley Meadows/Blackwater Park SANG**

Suitable Alternative Natural Greenspace (SANG)	Total SANG Capacity (persons)	Persons allocated to date	Remaining capacity (persons) after allocating Grampian condition applications	Remaining capacity (persons) after transferring small sites to Hawley Meadows
Hitches Lane	2587	2256	0	<b>123</b>
Hawley Meadows and Blackwater Park	367 <sup>6</sup>	193	123	<b>0</b>
Approximate public SANG capacity			123	<b>123</b>
Bassetts Mead (Hook Parish Council)	1113	546	567 <sup>7</sup>	<b>567</b>
Queen Elizabeth Barracks / Crookham Park	2050 <sup>8</sup>	477	1573 <sup>9</sup>	<b>1573</b>
Clarks Farm / Swan Lakes Yateley	305	188	0 <sup>10</sup>	<b>0</b>

<sup>6</sup> Hart’s original share of the capacity at Hawley Meadows and Blackwater Park SANG was 1,139 persons. On 17<sup>th</sup> July 2014 the Council agreed to release some of this share to Rushmoor BC and Surrey Heath BC – 386 persons each. This left 367 persons capacity for Hart.

<sup>7</sup> Due to management issues, Bassetts Mead SANG is not currently available for allocation

<sup>8</sup> This was provided to a standard of 12ha / 1000 population

<sup>9</sup> Privately owned SANG. Mitigation would need to be secured through the owner/developer.

<sup>10</sup> Yateley Town Council SANG - Remaining capacity given to Surrey Heath

Dilly Lane / Queen Elizabeth II Fields, Hartley Wintney	341	341	0	0
Approximate private SANG capacity			2140	<b>2140</b>
Total public and private SANG capacity			2263	<b>2263</b>

4.8 The final column of the above table demonstrates a scenario whereby some Grampian condition applications for small sites contribute to the Hawley Meadows and Blackwater Park SANG instead of Hitches Lane. These applications are for less than 10 dwellings and do not need to be within a specified distance of a SANG in order to contribute mitigation monies (as set out by paragraph 5.12 of the Thames Basin Heath Special Protection Area Delivery Framework<sup>11</sup>).

4.9 A full list of unpaid applications with a Grampian condition is reproduced at Appendix I.

## 5 SECURING SANG PROVISION

5.1 In the past an allocation of SANG was secured in the form of a pooled financial contribution, in accordance with the IAS which goes towards the provision and management of SANG as well as a contribution towards Strategic Access Management and Monitoring (SAMM). The usual method is to secure the relevant financial contributions either through a Planning Obligation or else through the Community Infrastructure Levy (CIL). The latter is not applicable as the Council does not have such a regime in place and in any event it is not the Council's intention to secure SANG or SAMM through future CIL.

5.2 Regulation 122 of the CIL Regulations (2010) introduced statutory tests, which include whether obligations are necessary to make the development acceptable in planning terms. In the case of SANG and SAMM the contributions are required to avoid the adverse effects arising from the additional dwellings and thus comply with the requirements of the Habitat Regulations and development plan policies, including saved Local Plan Policy CON1 and saved Policy NRM6 in the otherwise revoked South East Plan. However, under CIL Regulation 123 a planning obligation may not be taken into account if it would fund an infrastructure project or type of infrastructure for which there are already five or more obligations.

5.3 The SAMM element of the avoidance measures, which would fund wardens or staff to manage the SPA, would not fall within the definition of “infrastructure”. The financial contribution could therefore be secured through a Planning Obligation. However, in itself the provision of funding towards the SAMM project would not be sufficient to demonstrate that any likely significant effect on the TBHSPA can be avoided.

<sup>11</sup> Thames Basin Heath Special Protection Area Delivery Framework - [http://www.hart.gov.uk/sites/default/files/4\\_The\\_Council/Policies\\_and\\_published\\_documents/Planning\\_policy/TBHSPA\\_Delivery\\_Framework%20-%20February\\_2009.pdf](http://www.hart.gov.uk/sites/default/files/4_The_Council/Policies_and_published_documents/Planning_policy/TBHSPA_Delivery_Framework%20-%20February_2009.pdf)

- 5.4 There are however, five or more planning obligations that have already been entered into for SANGs within Hart and, under the provisions of the CIL Regulations, further planning obligations cannot be used to allow the grant of planning permission.
- 5.5 As an alternative approach the Council has in the past sought to rely upon the use of a "Grampian" style planning condition. Such a condition requires a scheme of SPA mitigation to be submitted and approved by the Council. For larger developments, it is envisaged that this would be via direct provision of SANG on site. However, on smaller sites, the mechanism would involve the payment of money towards the provision of avoidance measures.
- 5.6 National Planning Policy guidance notes that it is only in exceptional circumstances that a negatively worded condition can be used to secure a financial contribution by requiring a planning obligation or other agreement to be entered into at a later date. Such exceptional circumstances may be for cases of a more complex nature or development of strategic importance. However, in a number of recent planning appeal decisions, the Planning Inspectorate has held that small scale developments proposal are neither complex nor strategic. A site's location near to a SPA is not considered by the Inspectorate to be exceptional justification either, because the IAS places a 5km buffer around SPAs and therefore the circumstances surrounding SPA mitigation will arise in many locations. As a result, no Planning Inspector is accepting that there are exceptional circumstances to justify the condition as advocated by the Council.
- 5.7 In the absence of a possibility to use a Planning Obligation or an appropriately worded planning condition, there is no mechanism which can be taken into account for securing the necessary SPA avoidance measures. Therefore, in the absence of such measures, it has to be concluded that development that requires SPA mitigation within the 5km SPA zone of influence would be likely to have a significant adverse effect, either alone or in combination with other developments, upon the integrity of the SPA. Consequently, it would conflict with saved Policies CON1 and CON2 of the Local Plan and Policy NRM6 of the South East Plan, which state that development which would adversely affect a SPA will not be permitted.

## **6 ALTERNATIVE MEANS TO DELIVER SANG**

- 6.1 Given that the Council has no privilege in the delivery of SANG and that SANG can be delivered by alternative providers, when further public capacity is available there is the potential for developers to procure SANG mitigation from the Council through a land transaction outside of the planning process. This would be in the form of a transaction at commercial rates for a developer to procure in advance of a planning application space at a Council managed SANG.

## **7 ALLOCATION OF SANG CAPACITY**

- 7.1 It is important for the Council to have appropriate criteria for the allocation of the SANG capacity which is at its disposal in order to ensure that it results in the delivery of housing at the earliest opportunity. SANG capacity is limited and therefore the Council should follow the approach set out below to the allocation of SANG capacity within its ownership or control.

- a. The allocation of SANG capacity will be at the discretion of the Head of Environmental and Technical Services in response to a written request from developers. In considering any request for the allocation of capacity, the first criterion for consideration will be whether the scheme is policy compliant (it should be in compliance with the Local Plan or approved policy of the Council) and in this regard the greatest priority is to allocate public SANG to development that delivers development on previously developed land such as the conversion or development of offices to residential or for development that delivers affordable homes.
- b. Proposals which are unlikely to be implemented due to complex land ownership or tenancy issues or which are submitted as part of a valuation exercise will not be accepted or allowed to prevent the delivery of housing by locking up SANG capacity for extended periods.
- c. The allocation should reflect the life of the planning permission (one year). If the planning permission expires without being implemented, any contribution received will be refunded and the mitigation opportunity would be reallocated and there could be no assumption that mitigation capacity would automatically be made available in the event of an application being received to renew an unimplemented planning permission.

## **8 ACTION**

8.1 Subject to agreement to this Report, officers will:

- update the Interim Avoidance Strategy to reflect the changes in this Report;
- set up the practical arrangements for securing SANG capacity through a land transaction; and,
- continue to explore options for additional SANG.

**Contact Details** Daryl Phillips, Joint Chief Executive, [daryl.phillips@hart.gov.uk](mailto:daryl.phillips@hart.gov.uk)

## **APPENDICES**

Appendix I - Applications with Grampian Conditions permitted between 31<sup>st</sup> May 2015 and 12<sup>th</sup> May 2016

## Appendix I

Applications with Grampian Conditions permitted between 31<sup>st</sup> May 2015 and 12<sup>th</sup> May 2016:

Application Ref.	Address	Date of Permission	Net number of dwellings	Population equivalent to number of dwellings	Expiry Date	SANG
15/00944/FUL	Millets, 158 Fleet Road, Fleet	10.06.15	2	2.6	10.06.18	Hitches Lane
15/00275/FUL	18 Church Road, Fleet	19.06.15	10	19.72	19.06.18	Hitches Lane
15/00764/FUL	6A Fleet Road, Fleet	23.06.15	2	2.6	23.06.18	Hitches Lane
15/00574/OUT	Winkworth Business Park, London Road, Hartley Wintney	01.07.15	3	10.5	01.07.18	Hitches Lane
15/00230/FUL	Fleet Autos, St James Road, Fleet	06.07.15	5	7.62	06.07.18	Hitches Lane
15/00876/FUL	Land adjacent Hollybush End House, Eversley	14.07.15	1	3.5	14.07.18	Hawley Meadows and Blackwater Park
14/02752/MAJOR	St. Neots Preparatory School, St. Neots Road, Eversley	24.07.15	2	5.92	24.07.18	Hawley Meadows and Blackwater Park
15/01083/FUL	Rose Court, Rye Common Lane, Crondall	10.09.15	14	33.88	10.09.18	Hitches Lane
15/01598/FUL	Robins Grove Cottage, The Green, Yateley	01.10.15	3	7.26	01.10.18	Hawley Meadows and Blackwater Park
15/01950/FUL	24 Somerville Crescent, Yateley	05.10.15	2	1.48	05.10.18	Hawley Meadows and Blackwater Park
15/01558/FUL	Central House, 2 Kings Road, Fleet	07.10.15	4	9.68	07.10.18	Hitches Lane
15/01540/FUL	Pioneer House, Unit 2 Fleetwood Park, Barley Way, Fleet	14.10.15	33	48.5	14.10.18	Hitches Lane
15/01857/FUL	Oak House, Harvest Crescent, Fleet	21.10.15	45	68.58	21.10.18	Hitches Lane
15/02090/FUL	Help the Aged 240 Fleet Road, Fleet	26.10.15	4	5.2	26.10.18	Hitches Lane
15/02131/FUL	White Hart House, London Road, Blackwater	08.01.16	13	30.34	08.01.19	Hawley Meadows and Blackwater Park
15/02225/FUL	32 Reading Road South, Fleet	12.01.16	6	7.8	12.01.17	Hitches Lane
15/02445/FUL	Millbank House, High Street, Hartley Wintney	13.01.16	1	2.42	13.01.17	Hitches Lane
15/02878/FUL	83A Aldershot Road, Fleet	26.01.16	1	2.42	26.01.17	Hitches Lane
15/02843/FUL	42 Gally Hill Road, Church Crookham, Fleet	04.02.16	1	3.5	04.02.17	Hitches Lane

Application Ref.	Address	Date of Permission	Net number of dwellings	Population equivalent to number of dwellings	Expiry Date	SANG
15/03053/FUL	111 Kings Road, Fleet	12.02.16	5	13.18	12.02.17	Hitches Lane
15/02541/FUL	Land to the rear of Acorn House, Elms Road, Hook	12.02.16	5	12.1	12.02.17	Hitches Lane
15/03108/FUL	144 Clarence Road, Fleet	17.02.16	5	12.1	17.02.17	Hitches Lane
15/02401/FUL	Land At Church Lane, Dogmersfield	26.02.16	3	10.5	26.02.17	Hitches Lane
15/02139/FUL	Hollydene, Upper Street, Fleet	04.03.16	1	3.5	04.03.17	Hitches Lane
15/02961/FUL	Land adjacent to No. 5 Alton Road, Fleet	07.03.16	1	2.42	07.03.17	Hitches Lane
15/01542/FUL	Hook House Hotel, London Road, Hook	18.03.16	4	14	18.03.19	Hitches Lane
15/02782/FUL	Little Rye Farm, Rye Common, Odiham	04.04.16	4	12.92	04.04.17	Hitches Lane
15/03096/FUL	3 Lower Common, Eversley	13.04.16	1	2.42	13.04.17	Hawley Meadows and Blackwater Park
15/02972/FUL	Lamb Hotel, High Street, Hartley Wintney	20.04.16	1	2.42	20.04.17	Hitches Lane
15/02977/FUL	Clare Park Private Retirement Residences Ltd, Clare Park, Farnham	22.04.16	7	16.94	22.04.19	Hitches Lane
16/00677/PRIOR	Londis, London Road, Hook		6	10.04		Hitches Lane
15/02845/PRIOR	Vantage House, Meridian Office Park, Osborn Way, Hook		9	18.42		Hitches Lane

**CABINET**

**DATE OF MEETING**      **2 JUNE 2016**

**TITLE OF REPORT**      **NOMINATIONS TO OUTSIDE BODIES 2016/17**

**Report of:**              **Joint Chief Executive**

**Cabinet Member:**      **Councillor Stephen Parker, Leader**

**1.      PURPOSE OF REPORT**

1.1      The purpose of this report is to seek nominations to Hart's approved list of Outside Bodies.

**2.      OFFICER RECOMMENDATION**

2.1      That the list of nominations to Hart's approved list of Outside Bodies as set out in Appendix 2, be approved.

**3.      BACKGROUND**

3.1      Annually, a specified number of representatives are nominated to sit on Hart's approved list of Outside Bodies.

3.2      At the end of each year, each representative is requested to prepare a short report outlining the role of the organisation; the benefit to the Council of providing a representative to that organisation; and how the priorities of the organisation link with the Council's corporate priorities. A summary of the reports are in Appendix 1.

3.3      These reports were considered by Overview and Scrutiny Committee at their April meeting.

3.4      A list of outside bodies, subject to Cabinet approval, requiring nominations for 2016/17 are in Appendix 2.

**4.      FINANCIAL IMPLICATIONS**

4.1      There are no financial implications.

**5.      CONCLUSIONS**

5.1      Cabinet is requested to approve the list of nominations to Hart's approved list of Outside Bodies.

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**APPENDICES**

Appendix 1 – 2015/16 Summary of Comments from Representatives

Appendix 2 – List of Outside Bodies and required nominations

**HART REPRESENTATIVES ON OUTSIDE BODIES 2015/16**

**SUMMARY OF COMMENTS FROM REPRESENTATIVES - APRIL 2016**

<b>Outline of Organisation</b>	<b>Input from Representative</b>	<b>Benefit to Council</b>	<b>Comments</b>
<p><b>Basingstoke Canal Joint Management Committee</b> Management of the canal, its facilities, upkeep and infrastructure throughout Surrey and Hampshire</p>	<p>Meets three times a year. We are part of decision making process with voting rights.</p>	<p>Representation does strengthen partnerships with other riparian authorities, the two County Councils as well as Hart Parish Councils and commercial users. The canal is important both ecologically and as a leisure facility. Much of the work either carried out directly by the Canal Authority or commissioned from third parties provides valuable information in these areas. The work is led by the two County Councils, but there is plenty of opportunity for input from member representatives who have equal voting rights at the meetings.</p>	<p>As HDC and the Hart Parishes make a significant financial contribution, it is important that we are well represented. Continue.</p>
<p><b>Blackbushe Metals Liaison Panel</b> To check environmental issues.</p>	<p>This Committee is called by HCC if and when necessary to check environment issues. It has not met this year to my knowledge.</p>		<p>Continue</p>
<p><b>Blackbushe Airport Consultative Committee</b> Looks at complaints from the public on low flying aircraft and helicopters.</p>	<p>Meets twice a year. We are informed of and consulted on decisions.</p>	<p>We make sure that complaints are looked at and a satisfactory explanation given, as well as other issues.</p>	<p>Continue</p>

<p><b>Blackwater Valley Advisory Committee for Public Transport</b> To liaise with the public transport operators on buses and trains, to oversee development, innovation and service to the community.</p>	<p>Meets 4 times a year. Informed and consulted with voting rights.</p>	<p>I have attended each meeting this year, and the progress has been good. SWT and Stagecoach buses have both attended and discussion has focused on bus improvements and station work. HCC and Surrey have also attended. Fleet Station work has nearly completed, with a number of revisions or additions added as a result of issues raised, including canopies and waiting room on London bound platform and significantly increased cycle parking. Still to be actioned are an additional London bound ticket machine, even more cycle storage (lockable), additional motorcycle parking, Smart car parking and EV charging point for taxis, all of which were raised at the last meeting. There has been discussion with Stagecoach regarding either a Frimley extension, or better interchange of timetable links, which will be looked at for the next timetable. For Fleet's buses timetables are to be revised and expected to improve punctuality significantly. Discussion about evening services to the station and to support night time economy, and for Sundays, are now being considered , though unlikely without extra funding. Focus will be given to Surrey working with Hart on cross border timetables and maps, as well as better integration of services.</p>	<p>If re-elected I will be Chairman next year and the quarterly meetings will be in Hart's offices - I hope additional members will be able to attend.</p>
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<p><b>Blackwater Valley Recreation and Countryside Management Committee</b> The organisation manages the canal, its facilities, upkeep and infrastructure throughout Surrey and Hampshire.</p>	<p>We are part of the decision making process with voting rights. Meets three times a year.</p>	<p>Representatives strengthen partnerships with other riparian authorities, Both County Councils and Hart’s parish councils and commercial users. The canal is important ecologically and as a leisure facility. The work is led by HCC although there is equal opportunity for input from member representatives. Much of the work either carried out directly by the canal authority or commissioned from third parties provides valuable facilities in these areas.</p>	<p>Continue.</p>
<p><b>Citizens Advice Hart</b> CAB helps our residents with issues that include, legal, money and other problems by providing free, independent and confidential advice and by influencing policymakers. <a href="http://www.citizensadvice.org.uk/">http://www.citizensadvice.org.uk/</a></p>	<p>Meets quarterly. Informed and consulted, no voting rights.</p>	<p>Representation strengthens the Council’s partnerships and provides Community leadership. The council learns about the issues that involve our population.</p>	<p>Hart DC is the largest grant funding supporter to Hart CAB and provides them with office space in Fleet and Yateley. Continue.</p>
<p><b>Crookham Almshouse Charity</b> The charity “provides almshouse accommodation for poor persons of good character” who are inhabitants of the district of Hart , with preference for those resident in Crookham Village, Ewshot, Church Crookham, Pondtail, Courtmoor and Fleet West.</p>	<p>Meets twice a year. The Clerk, Chairman and Treasurer undertake the bulk of the day to day running of the Almshouses, relaying their decisions via email and at committee meetings. More significant decisions are made at committee. I have voting rights. I am involved in interviewing applicants when a unit becomes vacant.</p>	<p>Representation on this body provides an important link with a well established and long standing local charity which offers a helping hand to vulnerable people in our community. It enables a group of local trustees and Hart officers to work together to provide much needed housing in this part of the district, particularly as housing is so expensive here.</p>	<p>Council input is positive and should be continued.</p>

		<p>It provides a link between the local authority and a little piece of history. On a personal level, it gives me the opportunity to be directly involved (for instance in interviewing applicants for vacant units) and to make a positive contribution to the running of the almshouses.</p>	
<p><b>Farnborough Aerodrome Consultative Committee (FACC)</b> The FACC is a body made up in thirds of representatives of; local authorities, community groups &amp; airport users (businesses that make direct use of the Aerodrome). It is designed to act as a public forum to discuss issues of concern relating to the operations at the airfield.</p>	<p>The FACC meets 3 times per year. We are involved and consulted on decisions.</p> <p>(2) An opportunity to discuss issues and be informed about airfield operations.</p>	<p>The environmental impact of operations at Farnborough have a significant impact on residents living in Hart District. The FACC is the prime body for interacting with the owner/operator of the aerodrome and ensuring that issues relating to the operation of Farnborough as a Business Aviation aerodrome are fully aired in a public forum.</p> <p>We are informed and consulted on decisions and have voting rights.</p> <p>(2) The primary purpose is to provide information and involve local representatives in relation to airfield operations that have an impact on the local community. HDC is represented along with other local authorities, community groups and airport users.</p>	<p>It is important that Hart continues to send representatives to the FACC that represent the wards most directly impacted by the activity at this aerodrome.</p> <p>(2) Effective representation is important from the wards that are directly affected by airfield operations. Issues such as environmental impacts from the airfield are discussed. Significant knowledge and experience is gained from this body.</p>

<p><b>Fleet Pond Society</b> Works in partnership with HDC to maintain and improve Fleet Pond</p>	<p>Usually meets monthly, but also other activities including working parties and educational visits. No voting rights but included on all discussions and kept informed on all issues.</p>	<p>Fleet Pond Society also funds and sponsors many of the important works on the SSI including construction, access, regeneration of plants etc. It also paid for the fish free zone to aid the clarification of the water.</p>	<p>Fleet Pond Society works together with the Environment Agency and without this partnership HDC would have difficulty maintaining the pond and nature reserve.</p>
<p><b>Hampshire Partnership</b> (formerly Hampshire Senate) The Hampshire Senate is a voluntary partnership made up of the County Council leader, leaders of most of the Hampshire district councils, the Chairmen of Hampshire Police and Fire Authorities, and the Hampshire Primary Care Trust along with the Chairman of the Hampshire Association of Local Councils and representatives of the Hampshire Economic Partnership, Hampshire's Partnership Network, Voluntary and Community Sector, the Chairmen of Hampshire's Local Economic Partnerships and the Armed Forces. <a href="http://www3.hants.gov.uk/hampshire-senate.htm">http://www3.hants.gov.uk/hampshire-senate.htm</a></p>	<p>Meets quarterly. This is mostly a consultation body; decisions are taken by constituent organisations. However, initiatives emanating from the Partnership have had some wide benefits, such as the Hampshire insulation scheme and the later energy switching scheme. No voting rights.</p>	<p>Benefits partnership, community leadership, We gain knowledge and experience and have input.</p>	<p>I recommend that membership continues.</p>

<p><b>Hampshire Police and Crime Panel</b> The PCC was set up to monitor the performance of the Police and Crime Commissioner, to agree an annual policing plan and budget and to hold confirmation hearings for any appointment of a Chief Constable or Deputy. It has no role in overseeing the Chief Constable or Police Operations.</p>	<p>The Panel has expanded its role and holds hearings into such subjects as People Trafficking or Child Protection and invites a wide range of organisations to give evidence and opinions before producing a report. The Hampshire Panel is well regarded by the Government and has a more constructive relationship with the Commissioner than others. There have been five meetings during the year. Each of these has been a double meeting with a full morning meeting covering the statutory business of the Panel and a separate afternoon meeting for hearings on a specific topic. In addition I was a member of a small sub-committee which met twice with the budget manager to scrutinise the budget before it was approved by the full panel.</p>	<p>The Panel comprises of one member from each local authority in Hampshire, including the unitary ones of Portsmouth, Southampton, IOW and HCC. All members of equal standing irrespective of the size of the authority they represent. I have been part of all decision making and in March took part in confirmation hearings for Olivia Pinkney as the new Chief Constable.</p>	<p>It is important that Hart plays an active part in the work of the Hampshire Panel. If it did not, then policing resources would tend to be directed even more to the south of the county where problems are greater. Continue.</p>
<p><b>Hart Voluntary Action</b> Provides services and support such as information, liaison, representation, development work and training for voluntary and community groups in the Hart District and surrounding areas. <a href="http://www.hartvolaction.org.uk/">http://www.hartvolaction.org.uk/</a></p>	<p>Meets approx every two months. Informed and consulted, with voting rights.</p>	<p>Representation strengthens the Council's partnerships and provides leadership. They attend a number of our other meetings such as the Health and Wellbeing partnership and Over 55 Forum where their input is invaluable.</p>	<p>Hart provides grant funding and have KPIs to work to. Office accommodation is also provided.</p>

<p><b>HARAH (Hampshire Alliance for Rural Affordable Housing)</b> Harah's aim is to build small groups of affordable homes in rural villages for local people, to enable people with strong local connections to a parish to remain or return there.</p>	<p>Quarterly. We have voting rights,</p>	<p>(2) HARAH has been instrumental in a number of local sites. Current ones due to complete shortly are Eversley and Rotherwick.</p>	<p>Representation on this body gives the Council good input into housing issues that may impact on our district and also helps to inform our local decision making process. Continue.</p>
<p><b>Inclusion Hampshire</b> Inclusion Hampshire works to support disadvantaged young people across the district. They provide alternative education, motivational clubs and apprenticeships to young people who need support outside of the education system. They have strong links with the local schools and authorities. They are committed to maintaining and strengthening the best service to our young people and their families.</p>	<p>Meets approx every two months. Informed and consulted with voting rights. Our input on decisions is appreciated.</p>	<p>It strengthens the Council's partnership especially in provided education outside of the main education system for some of our most disadvantaged young people. We have KPIs in place to monitor performance and to demonstrate their value to the Council.</p>	<p>Hart DC provides grant funding and provides space for their Apex education centre in our offices. Continue.</p>
<p><b>LGA General Assembly (Annual)</b> The LGA is a kind of trade union for local authorities, and as such lobbies on our behalf with government and others. It also runs briefing sessions and training which can benefit this council.</p>	<p>This is an annual event which met last year in Bournemouth; the 2015 event is in Harrogate. The LGA also run periodic (about bimonthly) Councillor Forums which keep members up to date with LGA activity.</p>	<p>The annual event is an opportunity for acquisition of greater and deeper knowledge, and is an opportunity to network with peer authorities, ministers and opposition spokesmen and others. The rest of the year it represents our interests in many areas, such as responding to legislation in progress through Parliament. A key example of the</p>	<p>This is possibly the most important body on which we need to be represented. Recent year benefits have included the lobbying of Government on the proposed changes to the New Homes Bonus,</p>

	<p>We have voting rights for the officers, and can nominate members for the various boards. I have this year been appointed a substitute member of the LGA Economy, Environment, Housing and Transport board which has met three times so far this LGA year (runs September to August).</p>	<p>tangible benefit to Hart is the changes to the government Settlement between consultation draft and final resulting in financial benefits totalling more than £400k in addition to the additional CT to £5 per band D.</p>	<p>and other legislation such as the Planning and Housing Bill. Membership of this body also provides other tangible benefits. It offers training opportunities for members and officers, and also offers the facilities of the Planning Advisory Service, which is assisting with Hart's Local Plan I recommend that Hart continues membership.</p>
<p><b>Local Government Association (HIOWLA)</b> An association of local government bodies in Hampshire and the Isle of Wight. <a href="http://www.local.gov.uk/">http://www.local.gov.uk/</a></p>	<p>Normally about quarterly. The representative has a vote for the Chairman, and the Association discussed matters of common interest and hears guest speakers. HIOWLGA has been active in promoting the Devolution agenda in Hampshire , important for Hart going forward.</p>	<p>It facilitates working together with other authorities in a wide variety of matters, and was instrumental in starting the process which led to the current waste collection contract.</p>	<p>Recommend that membership continues.</p>

<p><b>District Councils' Network</b> The District Councils' Network is a subset of the LGA concentrating on the needs of District Councils. It ensures that districts are not lost in the noise of counties and unitaries. <a href="http://districtcouncils.info/">http://districtcouncils.info/</a></p>	<p>Approximately quarterly. We have voting rights for the Chairman and officers. Meetings discuss proposals but most decisions are taken by officers of the Network. I have been appointed to the Executive Committee of DCN (now renamed the Members Board), and as a result we are informed, engaged and consulted on decisions and are part of the decision making process.</p>	<p>It gives us a say in the part of the LGS dedicated to districts. Benefits partnership, community leadership. We gain knowledge and experience and have input. A key example of the tangible benefit to Hart is the changes to the government Settlement between consultation draft and final resulting in financial benefits totalling more than £400k in addition to the additional CT to £5 per band D.</p>	<p>Recommend that membership continues.</p>
<p><b>North East Hampshire CPRE</b> The CPRE seeks to use its national profile to 'enable people to recognise and enjoy the diverse natural environment by protecting exceptional countryside assets'. NE Hants branch is strongly represented in the Hartley Wintney and Winchfield areas.</p>	<p>The exec committee meets every 2 months (evenings) and planning sub-committee every month (daytime). The HDC representative is officially an Observer without voting rights. I am copied minutes of meetings via email.</p>	<p>HDC representation enables us to gauge and consider NE Hants CPRE committee opinion about issues affecting natural assets through our district - from fracking to Winchfield to Devolution. It also gives an opportunity to clarify the HDC position and actions in fuller context.</p>	<p>Representation from Hart is appreciated. There is no attendance from Rushmoor. Recommendation to continue.</p>
<p><b>North Hampshire Road Safety Council</b> Promoting and encouraging road safety through campaigns and education</p>	<p>Meets quarterly. We are informed and consulted on decisions and have voting rights.</p>		<p>Continue</p>

<p><b>Project Integra Strategy Board</b> Working in partnership with all the local councils in Hampshire to ensure a positive, combined approach to recycling (marketing, education and innovation).</p>	<p>Meets 4 times a year. There has been good attendance at all meetings. Informed and consulted with voting rights.</p>	<p>The group shared info on additional ways to improve recycling and add extra areas of recycling but agreed that at present no viable route for either PT Trays or Food waste was available without compromising current services. Also there a significant pressure on costs due to a collapse in glass pricing and others. For tetra pack cartons there is no viable outlet. The aim therefore is to increase current recycling through encouraging homeowners to use blue bins more - and discourage use of black bins for this.</p> <p>No major changes are planned to the overall approach for refuse. There is pressure on meeting recycling targets (Hart us one if the better performers in part thanks to AWBC). There is a HWRC focus on cost reduction including the current consultation, and potential for site closures and opening hours revisions. This could lead to site closures (HW) although that would be bad for Hart. Better could be extended weekend hours and possibly some weekday closing. Discussion on one joint working approach with Basingstoke and Deane for our contract re-tender (we have not yet announced our current contract renewal due to confidentiality). This could then be offered to other districts (as with our joint</p>	<p>Continue.</p>
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		<p>procurement project) to yield further cost savings.</p> <p>There is a focus on getting changes to bottom ash numbers (the element of waste left over after it has been burnt for energy recovery) - inclusion if the waste weight is being pursued through MRS as this would increase our recycling number, as done elsewhere in Europe, but thus needs government approval.</p>	
<p><b>Sentinel Housing Association</b> A major provider of Hart's affordable housing. It provides and manages most of our affordable housing.</p>	<p>Quarterly meetings. No voting rights but informed and consulted on decisions and part of the decision making process.</p>	<p>I have not been able to attend meetings as they are typically held when we have Council meetings. Phil Turner attends on behalf of the Council. Membership enables us to influence decisions. It promotes a strong partnership between Hart and Sentinel which has developed over many years.</p>	<p>Sentinel are undergoing a board change and are seeking to remove Council input from their board. We are resisting this but at the same time are trying to forge stronger links outside of formal board meetings.</p>
<p><b>South East England Councils (SEEC)</b> SEEC was established in April 2009 to promote the views and interests of local government in our area. <a href="http://www.secouncils.gov.uk/">http://www.secouncils.gov.uk/</a></p>	<p>Meets quarterly. I have been appointed to the Executive Committee of SEEC, and as a result we are informed, engaged and consulted on decisions and are part of the decision making process.</p>	<p>Benefits partnership, community leadership. We gain knowledge and experience and have input.</p>	<p>This is a key channel of influence in cooperation with sister authorities. Recommend that membership continues.</p>
<p><b>Thames Basin Heaths – Joint Strategic Partnership</b></p>	<p>There have been two meetings this municipal year (both were very useful). There have also</p>	<p>Working with other local authorities to find a common solution to a shared problem is a very effective form of</p>	<p>This is a very important body and the Council should continue to send</p>

<p>Body made up of representatives from 13 Local Authorities whose potential for housing development is affected by proximity to the TBH Special Protection Area (SPA). Purpose is to co-ordinate a joint approach to the provision of SANGs and habitats monitoring.</p>	<p>been a number of working party meetings relating to how the JSPB should conduct surveys to determine the efficiency of SANGs in which I have been active.</p>	<p>partnership working. We are able to influence the policies towards the SPA and in particular in relation to SANG provision. I feel able to contribute significantly to the work of the JSP and am proud to have played a part in what the JSP has able to achieve. (2) The SPA has a huge impact on this Council particularly in Planning. We need to ensure that all opportunities to influence how the SPA develops are grasped.</p>	<p>a committed representative who will actively partake in the business of the JSP.</p>
<p><b>Thames Basin Heaths – Strategic Access Management and Monitoring Board</b> This is the body tasked with monitoring the use made by communities of SPA land which may have a deleterious effect on the ecology.</p>		<p>The SPA has a huge impact on this council particularly in Planning. We need to ensure that all opportunities to influence how the SPA develops are grasped.</p>	<p>Recommendation to continue.</p>
<p><b>The Vine Day Centre</b> The Vine Day Centre is a charity which provides shelter and learning facilities to those over 25 years old in the District (across Rushmoor as well).</p>	<p>I am a Board Trustee and help to define the strategy for the organisation. We meet as a Board of Trustees minimum of every two months. We are informed and consulted on decisions and have voting rights.</p>	<p>The Vine Day Centre is the only charity which provides shelter and learning facilities to those over 25 years old in the District (across Rushmoor as well).</p>	<p>We as a Council contributed funds to the Vine (as does Rushmoor) to provide these services.</p>

(2) Indicates second or reserve member's comments

**HART REPRESENTATIVES ON OUTSIDE BODIES 2016/17**

<b>Outside Bodies</b>	<b>No. of Representatives</b>	<b>Nominee(s)</b>
Basingstoke Canal Joint Management Committee	2 Councillor	1. 2.
Blackbushe Airport Consultative Committee	2 Councillor 1 Reserve	1. 2. Reserve:
Blackbushe Metals Liaison Panel	2 Councillor	1. 2
Blackwater Valley Advisory Committee for Public Transport	2 Councillors 1 Reserve Councillor	1. 2. Reserve:
Blackwater Valley Recreation & Countryside Management Committee	2 Councillors (1xCabinet Member)	1. 2.
Citizens Advice Hart	1 Councillor (1xCabinet Member)	
Crookham Almshouse Charity (Trustee)	1. Councillor	
Farnborough Aerodrome Consultative Committee (FACC)	2 Councillors 1 Reserve Councillor	1. 2. Reserve:
Fleet Pond Society	1 Councillor 1 Reserve Councillor	1. Reserve:
Hampshire Partnership	1 Councillor, 1 Reserve (Leader & Deputy Leader)	1. Reserve:
Hampshire Police and Crime Panel	1 Councillor	
Hart Voluntary Action	1 Councillor (1xCabinet Member)	
HARAH (Hampshire Alliance for Rural Affordable Housing)	2 x Cabinet Members	1. 2.
Inclusion Hampshire	1 Councillor	
LGA General Assembly (Annual Event)	1 Councillor (Leader or Deputy Leader)	P
Local Government Association HIOW and District Councils Network	1 Councillor 1 Reserve (Leader & Deputy Leader)	1. Reserve:
North East Hampshire CPRE	1 Councillor (Observer)	
North Hampshire Road Safety Council	1 Councillor	
Project Integra Strategy Board	1 Councillor 1 Reserve Councillor (2xCabinet Members)	1. Reserve:
Sentinel Housing Association	1 Councillor	1. Reserve:

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**Appendix 2**

South East England Councils (SEEC)	I Councillor I Reserve Councillor	I. Reserve:
Thames Basin Heaths – Joint Strategic Partnership	I Councillor I Reserve Councillor	I. Reserve:
Thames Basin Heaths – Strategic Access Management and Monitoring Project Board	I Councillor I Reserve Councillor	I. Reserve:
The Vine Day Centre	I Councillor	

## CABINET

### KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

#### June 2016

Cabinet is required to publish its Key Decisions and forward work programme to inform the public of issues on which it intends to make policy or decisions. The Overview and Scrutiny Committee also notes the Programme, which is subject to regular revision.

Report Title	Ref (Note 1)	Outline/Reason for Report/Comments	Original Due Date	Revised Due Date	Key Decision Y?	Cabinet Member (Note 2)	Service (Note 3)
Food Safety Service Plan	Annual	For approval	June 16			JK	RS
Suitable Alternative Natural Green Space (Sang)	May 16	Annual Monitoring report	June 16			L	PP
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 16			L	CX
Parking Proposals	May 15	Report from Task and Finish Group with recommendations.	July 15	July 16	Y	MM	TS&EM
Ecology and Countryside Capital Works Programme 2016-2019	Oct 16	For approval	Jan 16	July 16	Y	AC	L&EP
Establishment of a Local Housing Company	Oct 15	Update on the formation of a local housing company.	Feb 16	July 16		SG	H
Concessions and Grants	Mar 16	Review of policies on support provided by the Council for voluntary/charitable groups	July 16			L	CX
Council Tax Reduction Scheme	Feb 16	To consider the continuation of the scheme and options for the scheme to inform 2017/18 budget setting	July 16		Y	KC	F
Medium Term Financial Forecast	Feb 16	Updated for consideration. To include scenario testing.	July 16	Aug 16		KC	F

<b>Report Title</b>	<b>Ref (Note 1)</b>	<b>Outline/Reason for Report/Comments</b>	<b>Original Due Date</b>	<b>Revised Due Date</b>	<b>Key Decision Y?</b>	<b>Cabinet Member (Note 2)</b>	<b>Service (Note 3)</b>
Revenue and Capital Outturn 2015/16	Annual	Report on outturn.	Aug 16			KC	F
Treasury Management Outturn	Annual	Report on outturn.	Aug 16			KC	F
SANG: Identifying Provision and Priorities	Dec 15	Report for consideration	Feb 16	Aug 16		SP	PP
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Sept 16			KC	F
Car Parking Maintenance Review	Dec 15	Overview of how we are maintaining our car parks and how we effectively make use of our resources	Mar 16	Sept 16		MM	TS&EM
Disabled Blue Badges	Feb 16	Report on issues of blue badge charging	July 16	Sept 16		MM	TS&EM
On Street Parking	Mar 16	Review of residents parking and on street parking.	Sept 16			MM	TS&EM
Treasury Management Strategy	Annual	Update	Feb 17			KC	F
2016/17 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 17			KC	F
Service Plans	Annual	Service Plans 2017/18	April 17			BB	All
Odiham Neighbourhood Plan	Nov 15	Response to submission documents	TBC			SP	PP
Rotherwick Neighbourhood Plan	April 16	Response to submission documents	TBC			SP	PP
Winchfield Neighbourhood Plan	April 16	Response to submission documents	TBC			SP	PP
Local Plan	Mar 16	Approval of Draft Local Plan for consultation	TBC			SP	PP
Public Transport	Mar 16	Opportunities for increasing public transport	TBC (End 17)			SF	TS&EM
Devolution	Mar 16	Hampshire Devolution - progress/ approval	TBC			L	CX

Notes:

- 1 Date added to Programme
- 2 Cabinet Members
  - L – Leader & Planning Policy (SP)
  - KC Economic Development
- 3 Service:
  - JCX Joint Chief Executive
  - CS Community Safety
  - F Finance
  - SLS Shared Legal Services
  - BB Corporate Services
  - SG Housing
  - HS Housing Services
  - CCS Corporate Services
  - PP Planning Policy
  - MO Monitoring Officer
  - AC Community Wellbeing
  - JK Regulatory Services
  - RS Regulatory Services
  - L&EP Leisure and Environmental Promotion
  - TS &EM Technical Services and Environmental Maintenance
  - SF Environment
  - MM Town Regeneration

**EXECUTIVE DECISIONS**

- 23/5/16 Cllr Forster Release of S106 funding to provide facilities for Mattingley PC – sum of £9000 towards enhancements to countryside access for able bodies and disabled users. Call in ends 31/5/16
- 24/5/16 Cllr Crampton Release of S106 funding to provide facilities for Mattingley PC – sum of £6684 towards the environmental improvement of Hounds Green SINC. Call in ends 1/6/16

## **CABINET**

**Date and Time:** 2 June 2016 at 7pm

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

**Present:**

## **COUNCILLORS**

Crampton, Crookes, Gorys, Kennett, Morris, Parker (Chairman)

**In attendance:** Councillors Neighbour, Cockarill, Axam, Radley JE

### **Officers:**

Patricia Hughes	Joint Chief Executive
Nick Steevens	Head of Regulatory Services
Katie Bailey	Corporate Strategy & Policy Development Manager

## **1 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of 7 April 2016 were confirmed and signed as a correct record.

## **2 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor Burchfield.

## **3 CHAIRMAN'S ANNOUNCEMENTS**

None.

## **4 DECLARATIONS OF INTEREST**

None declared.

## **5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**

A member of the public made a statement including the following points:

“During recent outsourcing of leisure centres, regarding transfer of block bookings. Rather than remedy the situation, the Council has sought to bluff their way through this, and have I believe, unreasonably cancelled my contract.

My complaints appear not to have been responded to and I cannot understand why complaints at stage 3 have not been dealt with.

Strange that the public cannot see the contract between the two respective organisations and what has been committed to.”

Councillor Parker responded to say that he was aware that the member of the public had already spoken to Councillor Crampton, the Portfolio Holder, and that a meeting was planned. Further to this the Council would always make information available to members of the public, where it was not subject to commercial confidentiality.

The Joint Chief Executive explained that stage 3 complaints were a review of the appropriateness of the way in which the Council had managed any complaints at level 2, therefore where new issues were arising, they would need to be considered at levels 1 or 2 before being escalated.

## **6 HEALTH AND WELLBEING PARTNERSHIP**

The minutes of the Hart Health and Wellbeing Partnership meeting of 15 April 2016 were noted.

## **7 LEISURE CENTRE WORKING GROUP**

The minutes of the Leisure Centre Working Group meeting of 19 April 2016 were noted.

## **8 FOOD HEALTH AND SAFETY SERVICE PLAN**

The Council is obliged to produce both Food Safety and Health & Safety Service Plans. The report detailed the plan for the current financial year which required formal adoption by Council.

### **RECOMMENDATION to Council**

That the Food and Health & Safety Service Plan 2016-17 (FHSSP) be approved.

## **9 ANNUAL SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANG) MONITORING**

Cabinet were updated on the latest position with regard to Suitable Alternative Natural Green Space (SANG) capacity, and adjustments were recommended to the Interim Avoidance Strategy to make more efficient use of any remaining capacity.

### **DECISION**

- 1 The 2010 Interim Avoidance Strategy for the Thames Basin Heaths Special Protection Area be amended so that small sites of less than 10 dwellings contribute towards any Suitable Alternative Natural Green Space (SANG) within the District. This should apply to future schemes.
- 2 Some existing permissions currently allocated to Hitches Lane SANG be reallocated to Hawley Meadows SANG, to free up capacity at Hitches Lane.
- 3 In future, the Council will not normally use Grampian Conditions to secure SANG provision unless exceptional circumstances can be demonstrated and a specific SANG is identified and confirmed by the body responsible for the

administration and management of that SANG as being authorised and available to meet the needs of the development proposed.

- 4 Where an applicant seeks to access Council administered or managed SANG this will be done through a land transaction outside of the planning process. This will be in the form of a transaction at commercial rates which must be procured by the applicant before the submission of any planning application. The fee to access Council administered or managed SANG will include a 15% transaction and administration fee.
- 5 The interim priority for the future allocation of any Council administered or managed SANG will be in the following order:
  - (i) developments that deliver rural affordable housing (i.e. rural exception sites).
  - (ii) redevelopment of previously developed land where the development delivers 40% affordable housing.
  - (iii) conversion of office premises to residential use.

No priority for the allocation of Council administered or managed SANG will be given to any development that does not meet these criteria.

In all instances the development must be policy compliant in that it must be in accordance with adopted policy of the Council.

## **10 DEVOLUTION**

The Joint Chief Executive briefed Cabinet orally on the current position with regard to Hampshire and presented a briefing paper (Appendix 1 attached)/. The Leader mentioned some of the political aspects of the potential for devolution or local government reorganisation and highlighted the collaborative work that will be done by the Councils via a consultancy.

### **DECISION**

Cabinet noted the update and endorsed the actions proposed to be taken as set out in the update including the use of £20k from reserves to commission an options analysis for future delivery of local government services within Hampshire.

## **11 NOMINATIONS TO OUTSIDE BODIES 2016/17**

Nominations to Hart's approved list of Outside Bodies were sought.

After consideration the list of nominations was updated. (Appendix 2 attached)

### **DECISION**

That the list of nominations to Hart's approved list of Outside Bodies (attached as Appendix II to these minutes) be approved.

## **12 CABINET WORK PROGRAMME**

The Cabinet Work Programme was considered and amended.

The meeting closed at 8.00pm

### **APPENDICES**

Appendix 1 – Devolution Briefing Paper

Appendix 2 – Outside Bodies Nominations list

### Update on Devolution

#### Background

The Government is driving forward a devolution agenda for local government, linked to an original model in Greater Manchester. This is about transferring powers from central to local government, through groups of local authorities which form Combined Authorities as the vehicle for devolution.

In September 2015, a proposal for a devolution deal with a Combined Authority (CA) was put forward by the Hampshire and Isle of Wight (HIOW) authorities, including the County Council, the three unitaries and the eleven Hampshire districts (alongside LEPs and other statutory partners). This stalled in February 2016 when the Government made clear that all such proposals needed to include a directly elected mayor.

Subsequently a proposal was put forward and supported (in principle) by Government for a CA including the unitary authorities and five south Hampshire districts (The Solent bid). Government and Solent partners are keen for the County Council to join the CA. In response, Hart and the remaining Hampshire districts (Rushmoor, Basingstoke & Deane, Test Valley, Winchester, and New Forest) established a separate partnership towards a proposal for a 'Heart of Hampshire' CA. The County Council was an active participant in those discussions.

In May the Leader of Hampshire County Council however, announced an alternative approach. The County Council itself would carry out a consultation on future options for local government in Hampshire. The County Council had commissioned Deloitte to complete an analysis of options for alternative governance arrangements in the form of unitary local government. The conclusion of the County Council commissioned report is that a new authority based on a single unitary Hampshire county wide authority is the best serving option. Unfortunately, this report was commissioned without reference to or the prior knowledge of any of the other Hampshire partners and at a time when the County was an active participant in the Heart of Hampshire discussions.

In the meantime, the Leader of Hampshire County Council has confirmed that the original concept of a HIOW Combined Authority has fallen by the wayside and cannot be revived.

#### The current position

The County Council is maintaining its position that it cannot agree to two combined authorities that in effect 'split' Hampshire. Under the terms of the current legislation it can for the time being block any Heart of Hampshire bid for CA status and in the short term it can frustrate the separate Solent bid albeit there is a possible way forward, subject to Government agreement, to create a Solent CA based upon the three existing unitary authorities (Portsmouth, Southampton, and Isle of Wight) which, once established, would allow the associated District Councils to join without County Council approval.

In the meantime however, the County Council wish to consult with Hampshire residents about what is the best form of future governance. Unfortunately, if based on the recent Deloitte report that the County Council commissioned it offers only very limited options

other than ones based upon the financial merits of alternative Unitary status options. It does not deal with the merits of combined authorities or look at the quality of service delivery, or offer views on the value of current democratic structures to local residents. It is also silent on the issue of devolution itself. Seeking unitary status does not secure devolved powers from government but is an entirely separate matter associated more with changing existing local authority governance. It is important therefore that the merits of the devolution agenda should not be obscured by the quite separate issue associated with fundamental local government reorganisation.

### **The next stages**

The actions of a number of partners outside the Heart of Hampshire grouping has been less than open or transparent. This has created a high degree of mistrust as to the motives of other parties. There is also a sense that some of the moves that have taken place are centred more on self-preservation rather than a genuine discussion of what is right in terms of the future governance of Hampshire and the Isle of Wight.

It is not however, in Hart's long term interest to isolate itself from the debate. All the Hampshire District Council leaders have expressed a desire to work with the County Council to ensure we are engaged in framing the consultation and in particular the questions posed.

The County Council itself is to consider its position and the way forward at a special Cabinet on 6 June. Whilst there must be reservations about some aspects of the officer report to the County Council's Cabinet, the tone of the report is generally positive in that it proposes a range of options including CAs with mayors and a county unitary. The Cabinet report rightly suggests that no irrevocable decisions on either CA or unitary status should be taken until the consultation is complete.

### **Action**

It is important that Hart's Cabinet gives the Leader a firm mandate to engage with the County Council and to reiterate Hart's offer to engage and participate in the County Council's initiative to consult with the residents of Hampshire. We should acknowledge the value of the Deloitte accountants report as evaluating the purely financial and organisational elements of unitarisation, but highlight that significant work is required to look at the merits of such an approach based on impacts on our residents, not covered by the accountants report. Once such information is available, a valid and robust consultation may become possible.

In the meantime, to inform any further discussions, the Leaders of the Heart of Hampshire grouping have agreed to commission an options analysis for future delivery of local government services. This will take the form of an independent analysis of the possible options. It is envisaged that these could range from:

- a 'simple' Combined Authority (CA) model where groups of authorities (eg. Solent and Heart of Hampshire) form CAs under an Elected Mayor and in which relevant services continue to be delivered (at least on an interim basis) pursuant to a two tier structure to
- a unitarised model in which single, or groups of, (new and/or existing) Unitary Authorities form a CA.

## **Financial Implications**

To commission the options analysis will incur a cost to the Council of approximately £20k which cannot be funded through current budgets. Cabinet therefore, is requested to approve this expenditure from reserve

**HART REPRESENTATIVES ON OUTSIDE BODIES 2016/17**

<b>Outside Bodies</b>	<b>No. of Representatives</b>	<b>Nominee(s)</b>
Basingstoke Canal Joint Management Committee	2 Councillor	1. Ambler 2. Gorys
Blackbushe Airport Consultative Committee	2 Councillor 1 Reserve	1. Billings 2. Harward Reserve: Crisp
Blackbushe Metals Liaison Panel	2 Councillor	1. Billings 2. Harward
Blackwater Valley Advisory Committee for Public Transport	2 Councillors 1 Reserve Councillor	1. Forster 2. Burchfield Reserve: Morris
Blackwater Valley Recreation & Countryside Management Committee	2 Councillors (1xCabinet Member)	1. Crampton 2. Neighbour
Citizens Advice Hart	1 Councillor (1xCabinet Member)	Crampton
Community Safety Partnership	1 Councillor (1xCabinet Member)	Kennett
Crookham Almshouse Charity (Trustee)	1. Councillor	Butler
Farnborough Aerodrome Consultative Committee (FACC)	2 Councillors 1 Reserve Councillor	1. Radley JE 2. Ambler Reserve: Axam
Fleet Pond Society	1 Councillor 1 Reserve Councillor	1. Wheale Reserve: Parker
Hampshire Partnership	1 Councillor, 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
Hampshire Police and Crime Panel	1 Councillor	Kennett
Hart Voluntary Action	1 Councillor (1xCabinet Member)	Crampton
HARAH (Hampshire Alliance for Rural Affordable Housing)	2 x Cabinet Members	1. Gorys 2. Parker
Inclusion Hampshire	1 Councillor	Crampton
LGA General Assembly (Annual Event)	1 Councillor (Leader or Deputy Leader)	Parker
Local Government Association HIOW	1 Councillor 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
District Councils Network	1 Councillor 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
Military Covenant Group	1 Councillor	Morris
North East Hampshire CPRE	1 Councillor (Observer)	Clarke

North Hampshire Road Safety Council	1 Councillor	Crookes
Project Integra Strategy Board	1 Councillor 1 Reserve Councillor (2xCabinet Members)	I. Forster Reserve: Parker
Sentinel Housing Association	1 Councillor	I. Gorys Reserve: Phil Turner
South East England Councils (SEEC)	1 Councillor 1 Reserve Councillor	I. Parker Reserve: Burchfield
Thames Basin Heaths – Joint Strategic Partnership	1 Councillor 1 Reserve Councillor	I. Radley JE Reserve: Parker
Thames Basin Heaths – Strategic Access Management and Monitoring Project Board	1 Councillor 1 Reserve Councillor	I. Parker Reserve: Radley
The Vine Day Centre	1 Councillor	Burchfield