



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 1 September 2016 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Burchfield, Crampton, Crookes, Forster, Gorys, Kennett, Morris, Parker (Chairman)

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

**COPIES OF THIS AGENDA ARE AVAILABLE IN LARGE PRINT
AND BRAILLE ON REQUEST**

I MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 August 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 LEISURE CENTRE WORKING GROUP

To note the minutes of the meeting of 28 July 2016. **Paper B**

7 2016-17 BUDGET MONITORING – TO END OF JUNE

To advise Members of the position on revenue and capital expenditure at the end of June. Overview and Scrutiny will consider this report at their meeting on 20 September 2016 as the August meeting was cancelled. **Paper C**

RECOMMENDATION

- 1 To comment on the revised projections and reasons for the main variations shown in Appendix 1 and Paragraph 4 below.
- 2 To comment on the current spending position on the Capital Programme shown in Appendix 2.

8 LOCAL AUTHORITY MENTAL HEALTH CHALLENGE

To seek Cabinet approval for the Council to sign up to the Local Authority Mental Health Challenge. **Paper D**

RECOMMENDATION

- 1 That Cabinet approves the proposal for the Council to join the Local Authority Mental Health Challenge and makes a recommendation to Full Council.
- 2 That Cabinet agrees to appoint a Councillor as the elected member ‘mental health champion’ across the Council.

9 UPDATE ON THE CREATION OF HART TRADING COMPANY

To update members on progress towards establishing a local housing trading company. **Paper E**

RECOMMENDATION

That Cabinet delegates authority to the Leader of the Council to sign on behalf of the Council as representative of the Council’s shareholding, for the purposes of incorporation.

10 MAINTAINING FAIRTRADE STATUS FOR HART

To highlight the risk that Hart could lose its hard won Fairtrade District Status granted by the Fairtrade Foundation due to inactivity on Fairtrade locally since 2014.

The report also proposes a programme to address the above and requests a small budget to fund marketing and events. **Paper F**

RECOMMENDATION

That Cabinet approves an annual budget of £2k to fund the proposed Fairtrade initiatives identified in paragraph 6.1.

11 NEIGHBOURHOOD PLANS - AREA DESIGNATION - CRONDALL

Crondall has applied to have the parish designated as a Neighbourhood Planning Area. The purpose of this report is to recommend that the parish be so designated. **Paper G**

RECOMMENDATION

That Crondall Parish be designated as a Neighbourhood Area for the whole of the civil parish of Crondall in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended).

12 REQUEST TO SERVE ARTICLE 4 DIRECTION

To inform Cabinet of urgent action authorised by the Joint Chief Executive, under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision, following consultation with the Leader of the Council. The matter related to the serving of Article 4 Directions to remove permitted development rights under the Town and Country Planning (General Permitted Development) Order 1995 (as amended). **Paper H**

RECOMMENDATION

Cabinet **note** the action taken by the Joint Chief Executive under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision with respect to the authorisation to serve Article 4 directions in relation to land at Palace Gate House, 168 High Street, Odiham and also at land at Mill Corner, North Warnborough, following consultation with the Leader of the Council.

RECOMMENDATION to Council:

- 1 The Hart District Council Constitution Delegation to Individual Cabinet Members be adjusted to read “To make Directions under Article 4 of the Town and County Planning General Development Order (or any Order revoking or re-enacting the Order).
- 2 The Monitoring Officer, in consultation with the Group Leaders, be authorised to make adjustments to the Constitution which are necessitated by decisions taken by the Council; which remove inconsistency or ambiguity; which are minor; or to effect changes in the law.

13 CABINET WORK PROGRAMME

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

Date of Despatch: 23 August 2016

CABINET

Date and Time: 4 August 2016 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

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

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

Officers:

Patricia Hughes	Joint Chief Executive
Tony Higgins	Head of Finance
Andrew Vallance	Head of Corporate Services
John Elson	Head of Environment and Technical Services

26 MINUTES OF PREVIOUS MEETING

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

27 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Burchfield.

28 CHAIRMAN'S ANNOUNCEMENTS

None.

29 DECLARATIONS OF INTEREST

None declared.

30 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

A Member of the public raised the following questions on Item 32:

When cash is used to pay for pay and display, no change is given. If you overpay on the existing system, a credit, in terms of time, is provided. Under the new system, would a credit still be provided? Confirmation was given that this question had been raised with the operator concerned who had advised that a credit would be given.

Post meeting note: In Fleet car parks the machines will be able to provide extra time, however the current charging structure will not allow for overpayment.

If you park for two hours in Church Road car park, the car park is not transferable to another car park, could this be reconsidered? It was confirmed that this could be varied only through a change to the car parking order and would be considered as part of any future car park order.

31 HART HEALTH AND WELLBEING PARTNERSHIP

The minutes of the meeting of 14 July 2016 were noted.

32 POST PAYMENT PARKING AND CHURCH ROAD CAR PARK IMPROVEMENTS

Members were asked to approve amendments to the recommendations previously agreed by Cabinet for the installation of Pay on Exit Parking in Church Road Car Park, Fleet.

Members sought clarification around contributions, use of ANPR and enforcement.

DECISION

- 1 That the previous Cabinet decision to install barrier controlled pay on exit parking in Church Road Car Park, Fleet, not be implemented.
- 2 That subject to Fleet Town Council confirming that they will fund 50% of the cost of upgrading the ticket machines in the Fleet car parks, all of the ticket machines in Hart's car parks be upgraded to provide Post Payment Parking.
- 3 That the capital budget previously approved by Cabinet for the installation of Pay On Exit Parking and improvements to Church Road Car Park be increased by £152.5k and reallocated to fund the installation of post payment parking and improvements to Church Road Car Park.

33 2015/16 OUTTURN POSITION

Members considered the final position on the Council's accounts for 2015/16.

Members sought clarification regarding how the outturn was built into the Medium Term Outlook, and how underspends could be managed when considering potential reductions in budgets for next year. Members also sought clarification on the spend on Discretionary Housing Payments.

DECISION

- 1 That the 2015/16 outturn position for the General Fund Revenue account be agreed.
- 2 That the 2015/16 outturn position for Capital expenditure be agreed.
- 3 That the carry forward of the unspent revenue budgets be agreed.

34 TREASURY MANAGEMENT OUTTURN 2015/16

Members considered the Council's Treasury Management activities during the 2015/16 financial year.

DECISION

That the Treasury Management activities during the 2015/16 financial year be noted.

35 MEDIUM TERM FINANCIAL OUTLOOK 2016/17 TO 2020/21

Cabinet received a report at its meeting on 5 November 2015 outlining the expected financial position of the authority until 2018/19. The report updated the figures in that report and extended the period until 2020/21.

Members noted the difficulty in predicting future income bearing in mind the unknowns around New Homes Bonus and Business Rates.

DECISION

That the Medium Term Financial Outlook 2016/17 to 2020/21 be noted.

36 COUNCIL TAX SUPPORT SCHEME

Cabinet considered a report on the Council Tax Support Scheme at its July meeting and a number of recommendations from the Overview and Scrutiny Committee. It was agreed to postpone a decision to enable further dialogue with the Citizens Advice Bureau (CAB) on the potential impact of such a scheme. Cabinet considered a new recommendation on how to proceed.

Members raised questions around the scheme proposed, the feedback from the CAB, how we would reach those most 'hard to reach' (including any groups or bodies who represent such residents) and the inclusion of a no change option in any consultation.

DECISION

That a public consultation take place on introducing a Council Tax Support Scheme which requires those covered by the scheme to pay a minimum of 20% of their Council Tax liability.

37 ROTHERWICK NEIGHBOURHOOD PLAN: EXAMINERS REPORT

Cabinet considered the outcome of the independent examination into the Rotherwick Neighbourhood Plan, the Examiner's recommended changes, and other minor modifications, and considered the recommendation to proceed to a local referendum.

DECISION

- 1 That the changes proposed to the Rotherwick Neighbourhood Plan, as set out in the “Decision Statement” in Appendix I be agreed, and that subject to those changes the Plan meets the ‘basic conditions’; and,
- 2 That the plan proceed to a local referendum based on the geographic boundary of Rotherwick Parish.

38 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

39 EXCLUSION OF THE PUBLIC

The following item contained exempt information. Members considered whether the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

Cabinet agreed to exclude the press and public from the meeting in accordance with paragraph 1 of Schedule 12A of the Local Government Act 1972 (as amended), in order to consider that business.

40 FUTURE OF SITE OF EXISTING HART LEISURE

Cabinet considered the Council’s position in any discussions with Hampshire County Council over the future of the existing Hart Leisure Centre site.

DECISION

- 1 Hart District confirmed that it wishes to release at the earliest possible opportunity the site of the existing Hart Leisure Centre to Hampshire County Council and agreed that the Joint Chief Executives, in consultation with the Portfolio Holder for Finance and Economic Development, be authorised to agree a suitable financial arrangement with the County Council to facilitate the transfer of the land to the County Council;
- 2 In the event that no suitable financial arrangement could be agreed with the County Council, the Joint Chief Executives were authorised to secure the “mothballing” of the leisure centre and its adaptation to enable access to the site only in accordance with the current lease obligations. All capital works associated with any works necessary to be funded by S106 developer contribution funds held by the Hart District Council.

The meeting closed at 8.20pm



Leisure Centre Working Group (LCWG)

Minutes

28th July 2016 @ 6.00pm – CR 3

Councillors: K Crookes - Chairman, A Crampton, A Oliver,

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

Apologies: Cllr D Neighbour

Observers: Cllr S Parker

No	Item	Note/Action
1	Apologies; Cllr D Neighbour	ALL
2	Minutes of previous meeting accepted	ALL
3	Redevelopment of Frogmore Leisure Centre	
3.1	PW reported against the June 2016 Highlight Report. Redevelopment is still on track and is due to be completed on 19th Aug 2016. With all new and refurbished areas open to customers as from Monday 22 nd August 2016.	
3.2	<p>At the previous LCWG meeting on the 23rd June, members were informed of the need for remedial works which could have taken the estimated overspend to approx. £17K. Subsequent to that further issues have arisen in the form of an old floor under the existing Mezzanine room floor, an existing flue in the boiler house not being compliant, and finally some wiring found in the false ceiling in the gym not being compliant. These issues could take overall overspend up to £31k.</p> <p>Artelia, acting on behalf of the Council, have challenged these costs and have subsequently confirmed that the wiring in the gym ceiling was concealed and so could not have been foreseen. The other 2 issues are still unresolved . Artelia feel Vincent Stokes should still be liable for 100% of the costs at this stage.</p>	INFO

3.3	As a result of 3.2 the estimated project expenditure may, subject to final resolution of outstanding matters, be revised to show an increase of £31K on the original estimate.	INFO
4	Construction of the new Hart Leisure Centre	
4.1	As reported in the June Highlight Report progress is still three weeks behind the original schedule. Willmott Dixon Construction (WDC), state that they will be finished on time. This was confirmed by their managing director in his speech at the topping out ceremony. They intend to achieve this by weekend working. Artelia are awaiting for evidence that the programme is coming back on line before changing their PC date.	INFO
4.2	PH confirmed that a decision on the final completion date is required by Everyone Active by no later than the September Project Progress meeting. (28 th September) NB. As previously reported a three week delay in completion would result in additional payments to WDC.	INFO
4.3	Expecting the building to be water tight by the end of September / start of October.	INFO
4.4	A red risk has been identified in relation to the AGP. Due to a very wet June, the ground has not yet meet the minimum weight bearing tests in order to enable construction of the AGP to commence. Re testing is due to take place on Friday 29 th July, and following a long hot dry period in July we are hopeful it will now meet the minimum standard. If it fails, options will be put forward. The risk sits with HDC and hence any costs. Should know outcome by time of next meeting.	INFO
4.5	CAW explained issues with pool size and how it was being resolved.	INFO
5	Transfer	
5.1	Pension Admission Agreement – This has now been signed by EA. Now back with David Burrell.	INFO
5.2	Licence to under let the Hart Leisure Centre– no progress. CEO is aware.	INFO
6	Existing Hart Leisure Centre; the future	
6.1	P Hughes was due to meet her HCC counterpart in mid-June and this meeting has now been delayed to allow further background work to be completed.	INFO

	As previously reported Officers have commenced a study of the likely “mothballing” options and associated costs.	
6.2	PH explained that a confidential report to Cabinet explains HDC position, any solution reached with HCC has to be affordable to HDC, and if not, HDC’s fall back position is to moth ball HLC with the use of S106 monies.	INFO
6.3	CPS have only made bookings with EA for the existing HLC up to the 10 th Feb, and none for the new LC.	INFO
6.4	Reasons why CPS are not booking any swimming lessons with the current HLC was explained. EA could not accommodate all their requests, so they decided not to have any. The requests that EA could not fit in, were extras to the previous year, and would have meant cancelling another school who had had that slot for the last 10 years.	INFO
7	Official Opening of the new Hart Leisure Centre	
7.1	As previously reported EA is keen to separate the civic event from the physical opening of the centre to the public as they anticipate a 100% utilisation on the first day of operation. Members understand this and are also keen to hold a civic reception. Officers will hold further discussions with EA to determine the best outcome for all concerned. NB. The ceremony dates are linked to para 4.2 above	PH/PW
8	Any Other Business	
8.1	Frogmore Leisure Centre Price Rises CAW explained that price rises are normally just ratified by Cllr Crampton / Leisure Service board. On this occasion it was felt more appropriate to also bring to LCWG 8.1.1 Group exercise classes going up as a new package price. Pay n play only make up 7% of usage. 8.1.2 Price of Pilates and Yoga raised, PW to raise with EA for further explanation. 8.1.3 Price for Badminton/squash changing from per person to per court, needs to be highlighted, PW to raise with EA. 8.1.4 Racket hire costs not clear, PW to raise with EA 8.1.5 Concessions improved 8.1.6 Confirmation ‘price for life memberships’ are protected.	INFO INFO PW PW PW INFO INFO

	8.1.7 HDC and EA to send out press releases in advance of 1 st September to explain rationale behind price changes.	PH/PW
8.2	<p>Frogmore Leisure centre re-development completion ceremony</p> <p>Date confirmed as Friday 9th September, 12.00noon, Tour of new and refurbished areas, drink and some nibbles.</p> <p>Invites to be sent out Tuesday 2nd August 2016.</p>	<p>INFO</p> <p>PW</p>
9	<p>Date of next meeting</p> <p>1st September @ 6.00pm. CR3</p>	ALL

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: 2016-17 BUDGET MONITORING – TO END OF JUNE

Report of: Head of Corporate Services

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

1 PURPOSE OF REPORT

- 1.1 To advise Members of the position on revenue and capital expenditure at the end of June. Overview and Scrutiny will consider this report at their meeting on 20 September 2016 as the August meeting was cancelled.

2 OFFICER RECOMMENDATION

- 2.1 To comment on the revised projections and reasons for the main variations shown in Appendix 1 and Paragraph 4 below.
- 2.2 To comment on the current spending position on the Capital Programme shown in Appendix 2.

3 BACKGROUND

- 3.1 This report covers the period from 1 April to 30 June 2016.
- 3.2 It is important that regular monitoring of budgets is undertaken to ensure financial targets being set by the Council are being met and to make any necessary changes to approved budgets.

4 REVENUE BUDGET MONITORING

- 4.1 The revenue budget for 2016/17 was approved allowing for a contribution to reserves of £117k. Based on the figures currently available it is projected a contribution from reserves of £160k will be needed. However, it is very early in the financial year to predict the final outturn position. The main reasons for the current overspend are:

- Costs of the management restructure as approved by Cabinet in April 2016.
- A shortfall in budgeted legal fee income, as section 106 monies had been incorrectly coded to legal income
- Additional costs of the shared building control service with Rushmoor BC, due to the employment of contracted staff. Rushmoor has now recruited permanent employees to fill these positions.

5 CAPITAL EXPENDITURE MONITORING

- 5.1 The Capital budget attached is largely dominated by the provision for the new Leisure Centre and the refurbishment at Frogmore Leisure centre. In the case of the new building the timetable is being met and expenditure is very much in line with expected cashflows.

6 MANAGEMENT OF RISK

- 6.1 The monthly budget monitoring process examines all income and expenditure against budgets in order that significant variances are highlighted immediately and to identify areas where expenditure is being incurred but where insufficient or no budgetary provision exists. This allows officers to take corrective action to maintain overall expenditure within budgets.

7. BUDGET PREPARATION 2017/18

- 7.1 In order to ensure that the Council budgets reflect needs as closely as possible, a “zero based” budgeting exercise was undertaken for the current year’s budget. This process will continue for 2017/18 as the Council works towards making its budget as lean as possible.

8 CONCLUSION

- 8.1 The budget remains on course to achieve the Council’s financial objectives in 2016/17.

Contact Details: Andrew Vallance, email: Andrew.Vallance@Hart.gov.uk

APPENDICES

- Appendix 1 Revenue Monitoring
Appendix 2 Capital Monitoring

REVENUE BUDGET OUTFURN 2016 / 2017 PERIOD 3 JUNE

	Controlable Current Budget	Year to Date Controlable Actuals	Controlable Full Year Forecast Outturn	Forecast Year End Variance	Commentary
COMMUNITY SAFETY					
Community Safety - Shared Service	235,050	-0	235,050	0	
	<u>235,050</u>	<u>-0</u>	<u>235,050</u>	<u>0</u>	
CORPORATE SERVICES					
Civic Function & Chairman	20,300	12,095	20,300	0	
Corporate - Apprentices	20,500	4,751	20,490	-10	
Corporate Communication	126,800	26,193	128,140	1,340	
Leadership Team	540,580	226,243	558,392	17,812	5 Council's Staffing
Corporate Performance Team	57,770	13,479	57,740	-30	
External Audit	66,660	0	66,660	0	
Non Distributed Costs	0	0	0	0	
Climate Change	12,300	-1,516	18,490	6,190	Increased 16/17 charge from Rushmoor
Business Support Unit	282,350	65,324	274,654	-7,696	Saving in Support Officer Post
Business Support Non Staff	150,000	128,945	150,000	0	
Hart Development	142,650	39,257	150,230	7,580	Change in staffing Hours and SCP
Neighbourhood Planning	0	2,250	0	0	
Customer Services Contract	296,700	16,477	296,700	0	
IT Contract	297,810	49,845	298,345	535	
HR Contract	105,620	17,122	105,620	0	
Internal Audit	89,840	13,595	89,840	0	
Legal Services	232,790	-4,308	271,416	38,626	Estimated shortfall in Budgeted Legal Fee income
Customer Services Client	50,560	12,940	50,583	23	
IT Client	310,540	124,088	312,990	2,450	
HR Client	59,660	5,604	60,210	550	
Print Room & Photocopying	40,500	14,032	40,500	0	
Local Land Charges	-84,830	-19,415	-86,370	-1,540	
Planning Policy	409,880	10,002	409,880	0	
Admin Bldgs - R & M	375,200	197,281	371,569	-3,631	
	<u>3,604,180</u>	<u>954,284</u>	<u>3,666,379</u>	<u>62,199</u>	
DEMOCRATIC SERVICES					
Rechargeable Elections	0	12,074	0	0	
Register Of Electors	95,720	18,994	104,370	8,650	Staffing pressure from 2 polling events in 2016/17
Election Expenses	194,890	11,622	194,890	0	
Support To Elected Bodies	284,970	67,613	284,970	0	
	<u>575,580</u>	<u>110,303</u>	<u>584,230</u>	<u>8,650</u>	
FINANCE					
Revs & Bens Contractor Costs	1,211,790	181,222	1,211,790	0	
Council Tax / NNDR	-271,190	-50,631	-271,690	-500	

Housing/Council Tax Benefits	95,000	154,303	105,000	10,000	DHP applications higher than budget
Meals On Wheels	8,000	0	8,000	0	
Housing Act & Housing Ass. Adv.	0	0	0	0	
Bank Charges	58,000	12,175	58,000	0	
Finance Client	80,970	147,250	136,729	55,759	Head of Finance 1fte 8 months.
Finance Contract	465,750	74,289	446,340	-19,410	Saving in Contract following Leisure Outsourcing
	<u>1,648,320</u>	<u>518,608</u>	<u>1,694,169</u>	<u>45,849</u>	

HOUSING SERVICES

Private Sector Housing	174,500	35,200	174,500	0	
Strategic Housing Services	111,960	33,521	112,149	189	
Housing Needs Service	516,340	108,082	509,480	-6,860	Rent Deposit Officer vacancy
Help for Single Homelessness	0	-2,190	0	0	
Domestic Abuse	0	197,547	0	0	
	<u>802,800</u>	<u>372,160</u>	<u>796,129</u>	<u>-6,671</u>	

LEISURE & ENV PROMOTION

Land Repossessions	4,480	977	4,480	0	
Leisure Centre Maintenance	20,000	5,480	20,000	0	
Leisure Strategy	37,170	26,482	49,693	12,523	Unbudgeted Publicity Contract retained by Hart
Leisure Centre Contract	-36,150	0	-36,150	0	
Leisure Centre Client	97,230	10,866	98,430	1,200	
Fleet Pond	64,940	10,746	58,939	-6,001	2 Month vacancy saving
Commons	60,660	15,841	59,377	-1,283	
Odiham Common	52,800	1,278	51,707	-1,093	
Elvetham Heath Nature Reserve	47,460	9,336	47,460	0	
Hart Leisure Centre (Client)	43,217	-70,790	39,155	-4,062	
Frogmore LC (Client)	7,280	754	7,218	-62	
Lesiure Centres (Re-Billing)	0	16,595	0	0	
Parks/Play Areas Outside Fleet	0	0	0	0	
Edenbrook Country Park	61,260	12,232	57,260	-4,000	
QE II Fields	9,570	594	9,570	0	
Biodiversity	28,360	2,807	28,360	0	
Landscape & Conservation	56,810	13,811	56,810	0	
Environmental Promotion - Stra	147,660	12,682	150,133	2,473	
Tree Preservation Orders	126,310	20,215	126,354	44	
	<u>829,057</u>	<u>89,908</u>	<u>828,796</u>	<u>-261</u>	

ENVIRONMENTAL SERVICES

Dog Warden	57,270	11,499	49,400	-7,870	Court Costs awarded £4k, Staff Saving £4k
Pest Control	2,750	-378	2,750	0	
Env Health Pollution	0	-82	0	0	
Env Health Commercial	135,370	37,220	143,395	8,025	Staff realignment see Environmental Protection
Environmental Protection	189,850	38,994	165,671	-24,179	Staff realignment see EH Commercial. 0.5fte vacancy
Churchyards	7,000	0	7,222	222	
Env Health Public	0	0	0	0	

Out Of Hours Noise Service	24,910	5,034	24,910	0	
Health & Safety	27,090	17,403	27,090	0	
Licences	-9,230	-33,610	-9,230	0	
Hackney Carriages	-26,410	-22,998	-16,410	10,000	Unbudgeted Fees
Health & Policy	44,570	1,475	44,570	0	
	<u>453,170</u>	<u>54,556</u>	<u>439,368</u>	<u>-13,802</u>	

PLANNING

Planning Development	-144,440	-122,723	-140,806	3,634	
Building Control - Fee Earning	-117,210	-112,365	-68,760	48,450	Estimated difference on the 15/16 Contract.
Building Control - Non-Fee	77,830	-14,625	77,830	0	
Street Naming & Numbering	-490	-236	1,284	1,774	
	<u>-184,310</u>	<u>-249,949</u>	<u>-130,452</u>	<u>53,858</u>	

TECHNICAL

Emergency Planning	39,710	3,342	39,710	0	
Waste Income	-698,300	-438,825	-709,060	-10,760	Staffing reduction hours and additional waste income
Waste Contract Split Orders	0	23,726	0	0	
Hart Drainage	80,970	17,977	80,970	0	
Waste Contract	1,579,960	205,633	1,584,428	4,468	
Grounds Mtn Contract	352,100	18,419	352,100	0	
Street Cleaning	494,420	199,875	502,420	8,000	GIS Mapping of litter bins
Clinical and Bulky	-6,410	-14,789	-6,410	0	
Basingstoke Waste Contract	0	-237,304	0	0	
Street Furniture	8,030	256	8,350	320	
Highways Traffic Management	35,660	29,413	46,118	10,458	Overlap of Infrastructure Manager
Highways Agency - Development	-29,310	-893	-26,777	2,533	
Estates/Asset Management	52,410	756	52,128	-282	
Off Street Enforcement	-433,130	-26,754	-433,400	-270	
On Street Enforcement	94,080	16,656	94,080	0	
CCTV	165,290	75,820	161,583	-3,707	
Flood repairs & Maint work	0	0	0	0	
	<u>1,735,480</u>	<u>-126,688</u>	<u>1,746,240</u>	<u>10,760</u>	

Grand Total	9,699,327	1,723,183	9,859,909	160,582	
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PAPER C
Appendix 2

Capital Programme Budget Monitoring 2016/17						
	Original Budget 2016/17	Carried Forward 2015/16	Current Available Budget 2016/17	Actual To Date	Forecast Expenditure 2016/17	Variance 2016/17
Capital resources available as at 1st April 2016						
Receipts in year						
Corporate Services	0	50	100	(126)	100	0
Housing & Customer Services	630	350	980	287	980	0
Leisure & Environmental Promotion	0	16,914	17,610	2,703	17,610	0
Technical Services	0	313	313	0	313	0
TOTAL CAPITAL PROGRAMME	630	17,627	19,003	2,864	19,003	0
Capital Resources available as at 1st April 2016						

Service Area	Scheme	Original Budget 2016/17	Carried Forward 2015/16	Current Available Budget	Actual To Date	Forecast Expenditure	Variance
Corporate Services	CCTV-Rushmoor	0	50	50	(76)	50	0
	Rural Broadband	0	0	0	0	0	0
	Upgrade to IT infrastructure	0	0	0	(21)	0	0
	Civic Office Refurbishment	0	0	50	0	50	0
	Door Entry System	0	0	0	(29)	0	0
		0	50	100	(126)	100	0
Housing & Customer Services	Private Sector Renewal - Minor Works Grants(Home trust	60	0	60	6	60	0
	Grant for 13x 4 bed dwellings.	0	350	350	210	350	0
	Disabled Facilities Grants	570	0	570	71	570	0
		630	350	980	287	980	0
Leisure and Environmental promotion	Fleet Pond Project-Restoration	0	0	696	0	696	0
	Edenbrook Country Park (S106 SANG)	0	30	30	0	30	0
	Fleet pond Nature Reserve Visitor Strategy (S106)	0	8	8	7	8	0
	Odiham Common (S106)	0	19	19	2	19	0
	Fleet Area Football (S106)	0	180	180	0	180	0
	Leisure Centre SCAPE project appraisal	0	0	0	0	0	0
	Strategic Leisure	0	0	0	0	0	0
	Leisure Centre Pre Construction Stage	0	168	168	24	168	0
	Odiham Signs	0	5	5	0	5	0
	S106 Leisure Parish Funded Projects	0	35	35	4	35	0
	Frogmore leisure Re-Development	0	1,485	1,485	683	1,485	0
	Leisure Centre Construction	0	14,822	14,822	1,984	14,822	0
	Leisure Centre Consultants & Fees	0	162	162	0	162	0
		0	16,914	17,610	2,703	17,610	0
Technical Services	Fernhill Road, Pedestrian Facilities (S106)	0	66	66	0	66	0
	S106 NEHTS Parish	0	0	0	0	0	0
	Church Road (Victoria Road) Car Park - Pay on Foot	0	247	247	0	247	0
	Phoenix Green, Hartley Wintney	0	0	0	0	0	0
	Mill Corner, North Warnborough	0	0	0	0	0	0
		0	313	313	0	313	0
TOTAL CAPITAL PROGRAMME		630	17,627	19,003	2,864	19,003	0

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: LOCAL AUTHORITY MENTAL HEALTH CHALLENGE

Report of: Health and Policy Project Officer

Cabinet Member: Councillor Anne Crampton, Community Wellbeing

1. PURPOSE OF REPORT

1.1 To seek Cabinet approval for the Council to sign up to the Local Authority Mental Health Challenge.

2. OFFICER RECOMMENDATION

2.1 That Cabinet agrees to appoint a Councillor as the elected member 'mental health champion' across the Council.

2.2 That Cabinet approves the proposal for the Council to join the Local Authority Mental Health Challenge.

2.3 RECOMMENDATION to Council

That Cabinet approval for the Council to join the Local Authority Mental Health Challenge be endorsed.

3. BACKGROUND

3.1 The Local Authority Mental Health Challenge is a national initiative, launched by a partnership of charities and The Royal College of Psychiatrists. The Challenge encourages and supports councils to promote better mental health in their area.

3.2 Mental health is defined as a state of wellbeing in which every individual realizes his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community.

3.3 Mental health is not simply the opposite of mental illness. It is possible for someone to have a mental health problem and high levels of wellbeing. It is also possible for someone to have low levels of wellbeing without having a mental health problem.

3.4 Poor mental health affects people of all ages. 1 in 4 people will experience a mental health problem in any given year and mental ill health costs some £105 billion each year in England alone. People with a severe mental illness die up to 20 years younger than their peers in the UK.

- 3.5 According to research conducted on behalf of the national Time to Change campaign led by the charities Mind and Rethink Mental Illness, 9 out of 10 people with mental health problems experience stigma and discrimination.
- 3.6 The Government's mental health strategy, No Health Without Mental Health, sets out a commitment to ensuring 'parity of esteem' between physical and mental health. With effective promotion, prevention and early intervention, the impact of poor mental health can be reduced dramatically.
- 3.7 There is often a circular relationship between mental health and factors such as housing, employment, social and support networks, leisure, and access to green spaces.

4. CONSIDERATIONS

- 4.1 Local authorities have a key role in implementing the mental health strategy and improving mental health in their communities by ensuring strategies, commissioning decisions and directly provided services support and improve mental health and wellbeing. Mental health should be a priority across all the local authority's areas of responsibility, including housing, community safety and planning. Councils can also raise the profile of mental health and address stigma among their staff and within communities.
- 4.2 All councillors, whether members of the Executive or Scrutiny and in their community and casework roles, can play a positive role in championing mental health on an individual and strategic basis.
- 4.3 In signing up to the Local Authority Mental Health Challenge the Council would be committing to:
- i Appoint an elected member as 'mental health champion' across the council. Councillor Steve Forster has offered to take on this role. Councillor Forster would work closely with the Cabinet Member for Community Wellbeing to ensure alignment with the wider health and wellbeing agenda.
 - ii Identify a member of staff within the council to act as 'lead officer' for mental health.
 - iii Support positive mental health in their community, including in local schools, neighbourhoods and workplaces.
 - iv Work to reduce inequalities in mental health in their community.
 - v Work with local partners to improve outcomes for people with mental health needs.
 - vi Tackle discrimination on the grounds of mental health in our community.
 - vii Proactively listen to people of all ages and backgrounds about what they need for better mental health.
 - viii Sign up to the Time to Change pledge
The Time to Change Pledge is an aspirational statement with meaning, indicating to employees, service users and the public that an organisation wants to take action to tackle the stigma and discrimination around mental health, focusing on the workplace in particular. The pledge isn't a quality mark, accreditation or endorsement. You don't have to pass a test or submit a lengthy application.

Instead, each pledge commitment is backed by an organisation-specific action plan, detailing the tangible activity you will deliver to demonstrate your commitment.

- 4.4 The role of champion would be to work with the lead officer to:
- i Advocate for mental health issues in council meetings and policy development
 - ii Reach out to the local community (eg via schools, businesses, faith groups) to raise awareness and challenge stigma
 - iii Listen to people with personal experience of mental ill health to get their perspectives on local needs and priorities
 - iv Scrutinise the work of local services that have an impact on mental health: eg health, social care, housing and police.
 - v Work with the Hart Health and Wellbeing Board to identify at least one priority each year for focused work and foster local partnerships between agencies to deliver this.
 - vi Encourage the council to support the mental health of its own workforce.
- 4.5 The champion would work closely with the Cabinet Member for Community Wellbeing to ensure alignment with the Hart Health and Wellbeing Action Plan.
- 4.6 It is proposed that the Council's Health and Policy Project Officer take on the role of lead officer for mental health to ensure alignment with the Hart Health and Wellbeing Board and Health and Wellbeing Action Plan. The lead officer would provide information and advice to the member champion on current issues and priorities, liaise with partners and stakeholders, and support implementation of actions to address the identified priorities.

5. POLICY IMPLICATIONS

- 5.1 Good mental health underpins good physical health and enables people to maximise their own capacity and potential. By signing up to the Local Authority Mental Health Challenge the Council will be furthering its commitment to work with partners to keep Hart healthy and safe.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications identified within the recommendation made in this paper.

7. ACTION

- 7.1 It is requested that Cabinet note the contents of this paper and approve the Officer recommendation set out in section 2 above.

Contact Details: Liz Glenn liz.glenn@hart.gov.uk Ext 4228

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: UPDATE ON THE CREATION OF HART TRADING COMPANY

Report of: Head of Housing Services

Cabinet Member: Councillor Stephen Gorys, Housing

1. PURPOSE OF REPORT

1.1 To update members on progress towards establishing a local housing trading company.

2. OFFICER RECOMMENDATION

2.1 That Cabinet delegates authority to the Leader of the Council to sign on behalf of the Council as representative of the Council's shareholding, for the purposes of incorporation.

3. BACKGROUND

3.1 In October 2015, Cabinet approved the principle of utilising investment to develop a portfolio of properties through a housing company that will be wholly owned by the Council and limited by shares. Cabinet agreed to set aside a sum of £50k from reserves to cover costs associated with setting up the company, project management, as well as the legal and financial advice required to establish a sound Business Plan.

3.2 Following Cabinet approval work has been undertaken to develop a trading company, including researching similar models in other areas, preparing the background to register the company in a basic form with Companies House, engaging preliminary legal advice, and developing the detail of a proposed model for Hart.

4. CONSIDERATIONS

4.1 To develop the Company model further expert advice has been sought from consultants - Savills in partnership with Trowers & Hamblins. This partnership has been involved in supporting a number of other Councils to develop similar models successfully. This arrangement would provide additional support in the implementation phase of the project. There are also anticipated costs associated with members of the Board receiving training on their duties and obligations as company directors, and these may also be met within the agreed budget.

4.2 Savills are tasked with setting out an initial report by 31st August. Officers will now focus on working through it. Matters arising will be discussed with Savills and Trowers & Hamblins at a meeting scheduled for 16th September.

- 4.3 The development process will be iterative as we hone the model. The Head of Community Services has listened to feedback associated with delivery timescales and has set out what remains a challenging, yet realistic, project plan.
- 4.4 For the purpose of this update, a skeletal version of the plan is included at Appendix I. This demonstrates the overall timescales and how they fit with the Council's decision making processes. In light of the level of investment the Council is seeking to make, it is also intended to ensure appropriate time is available to officers who will undertake the necessary work, while ensuring the Council can consider the delivery of the Trading Company in alignment with the budget cycle.
- 4.5 Finally, to incorporate the company, the Council must approve a signatory to sign on behalf of the shareholder. This could be an elected member or an officer. It is recommended that Members decide if this should be either the Leader of the Council or the Head of Corporate Services through given delegated authority to act as signatory for the Council's shareholding.

5. POLICY IMPLICATIONS

- 5.1 The proposed trading company represents a departure from the way the Council has traditionally operated, although it remains in the scope of the Corporate Plan and Housing Strategy. It does, however, adopt similar principles to previous Existing Satisfactory Purchase programmes that have been grant funded in the past.
- 5.2 The delivery of a trading company, and the experience of setting one up and trading, may provide further opportunities to consider commercial avenues that could be pursued in the interests of Hart residents.
- 5.3 Whilst there is a range of opportunities associated with this proposal, clearly there are also risks and sensitivities. These will be reviewed and worked through with assistance from Savills and Trowers & Hamblins.

6. FINANCIAL IMPLICATIONS

- 6.1 £50k budget has already been approved to cover costs of specialist advice.
- 6.2 While the Council can invest in the company through the Housing Capital Fund, it will also need to lend money to the company to support it to trade. The Head of Community Services will work with the Head of Corporate Services and relevant Cabinet Members to establish the best options for Hart.
- 6.3 The next step will be to understand the financial implications in more detail as part of drafting a detailed business plan for Cabinet to consider. This will enable Cabinet to reach informed decisions about how to move forward and how the financial model will operate in practice.

7. ACTION

- 7.1 It is requested that Cabinet note the contents of this paper and appendix, and approve the Officer recommendations set out in section 2 above.

Contact Details: Phil Turner phil.turner@hart.gov.uk ext 4488

Appendix I: Project Plan for Key Work Milestones

Appendix I: Project Plan for Key Work Milestones

- 21/07/16:** Project Brief (ITT) document drafted & sent to prospective companies
- 02/08/16:** Evaluate proposals/quotes received
- 03/08/16:** Establish approval
- 04/08/16:** Procure external support
- 09/08/16:** Inception meeting
- 31/08/16:** Initial report received
- 01/09/16:** Update report to Cabinet
- 07/09/16:** Initial Savills/Trowers report reviewed and comments/requests set out
- 16/09/16:** Meeting to look at approach
- 26/09/16:** Revised report received
- 30/09/16:** Further comments returned to Savills/Trowers
- 18/10/16:** Report to Overview and Scrutiny Committee
- 03/11/16:** Report to Cabinet setting out format and proposed financial model - Recommendation from Cabinet to Full Council for approval on signatory
- 08/11/16:** Feedback to Savills/Trowers following Cabinet
- 15/11/16:** Revised business plan received
- w/c 21/11/16:** Meeting with Savills/Trowers and Head of Corporate Services to review, including determining potential implementation support that may be required and associated costs.
- 24/11/16:** Full Council approval on signatory
- 05/12/16:** Revised business plan
- w/c 12/12/16:** Further meetings/revisions as may be required
- w/c 19/12/16:** Further meetings/revisions as may be required
- 05/01/17:** Final Business Plan to Cabinet. Recommendation from Cabinet to Report to Full Council
- 26/01/17:** Full Council to approve final Business Plan
- w/c 27/02/17:** Implementation commences

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: MAINTAINING FAIRTRADE STATUS FOR HART

Report of: Energy and Environment Manager

Cabinet Member: Councillor Steve Forster, Environment and Technical Services

1 PURPOSE OF REPORT

- 1.1 This report highlights the risk that Hart could lose its hard won Fairtrade District Status granted by the Fairtrade Foundation due to inactivity on Fairtrade locally since 2014. The report also proposes a programme to address the above and requests a small budget to fund marketing and events.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet approves an annual budget of £2k to fund the proposed Fairtrade initiatives identified in paragraph 6.1.

3 BACKGROUND

- 3.1 After an initial failed application in 2013, Hart succeeded in meeting all of the requirements to achieve Fairtrade District Status in 2014. A public event was organised to celebrate this achievement and to thank members of the community for their help.
- 3.2 Shortly after achieving Fairtrade Status, the officer responsible for administering the Hart Fairtrade Steering Group, left the council and responsibility for this work was not re-allocated. Without ongoing support from the Council, the Hart Fairtrade Steering Group has 'evaporated' and no actions have taken place since.

4 CONSIDERATIONS

- 4.1 For Hart's Fairtrade Status to be retained the Fairtrade Foundation requests evidence of activity to be submitted to them every two years. There is a minimum level of activity required in several different areas laid down by the Foundation.
- 4.2 If Hart's Fairtrade activity is not recommenced as a matter of urgency, Hart could be the first of over 600 Fairtrade Towns / Districts to lose its Fairtrade Status, which would damage the reputation of the council.

5 ESSENTIAL REQUIREMENTS TO RETAIN FAIRTRADE STATUS

- 5.1 The following are required to retain Fairtrade District Status:
- The Council to serve Fairtrade beverages at its meetings

- An active community-based cross-sectorial Fairtrade steering group
- A local organisation appointed to undertake administration of the steering group, or failing this, the Council to act as secretariat.
- Dedicated Fairtrade web pages on the Council's website
- Evidence of initiatives to generate increased support by businesses, schools, churches, etc.
- The Fairtrade campaign to be regularly reported in a range of media
- Two or three events organised a year including one larger event during Fairtrade Fortnight in early March.

6 PROPOSED INITIAL ACTIVITIES

6.1 The following initial activities were agreed with the responsible Cabinet Member:

- Produce marketing materials such as a pull-up banner to use at events and stalls, business support window stickers, steering group membership cards, a Hart Fairtrade flyer, etc.
- Create and maintain Fairtrade web pages on the Hart District Council website
- Advertise for volunteers in the community to join a relaunched steering group
- Organise the first meeting of the steering group, possibly with an 'ideas workshop' and / or guest speaker.
- Organise an initial high profile 'relaunch' Fairtrade event to attract media attention.
- Write to schools, businesses and voluntary groups to determine support and to gain their Fairtrade contact details.

7 FINANCIAL IMPLICATIONS

7.1 There is a modest financial implication to retain Fairtrade District Status. The original budget for Fairtrade was set at £6,000 per year. However, it has been estimated that the above could be achieved for £2,000 per year.

Contact Details: Les Murrell, Energy and Environment Manager, 01252 398538,
les.murrell@rushmoor.gov.uk

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: NEIGHBOURHOOD PLANS - AREA DESIGNATION - CRONDALL

Report of: Corporate Strategy and Policy Development Manager

Portfolio Holder: Councillor Stephen Parker, Planning

1 PURPOSE OF REPORT

1.1 Crondall has applied to have the parish designated as a Neighbourhood Planning Area. The purpose of this report is to recommend that the parish be so designated.

2 OFFICER RECOMMENDATION

2.1 That Crondall Parish be designated as a Neighbourhood Area for the whole of the civil parish of Crondall in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended).

3 BACKGROUND

What is neighbourhood planning

3.1 Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. It provides a powerful set of tools for local people to ensure that they get the right types of development for their community where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area. A number of Neighbourhood Plans are now being progressed across the District.

Neighbourhood Area Designation

3.2 The first stage in the process of preparing a Neighbourhood Plan is to identify the relevant area to be covered by the Plan. This is done by a 'relevant body' submitting an application to the local planning authority for designation of a neighbourhood area. In Hart, due to the district being a parished area, the 'relevant body' will be a parish or town council. Each application must include a statement explaining why the proposed neighbourhood area is an appropriate area.

3.3 In a parished area a local planning authority is required to have regard to the desirability of designating the whole of the area of a parish or town council as a neighbourhood area. At the same time the local planning authority must also consider whether the area should be designated as a business area but this designation would only occur if it was considered that the area is wholly or predominately business in nature.

- 3.4 A local planning authority must designate a neighbourhood area if it receives a valid application. In doing so it should take into account the relevant body's statement explaining why the area applied for is considered appropriate to be designated as such and should aim to designate the area applied for. However, a local planning authority can refuse to designate the area applied for if it considers the area is not appropriate. Where it does so, the local planning authority must give reasons.
- 3.5 When a neighbourhood area is designated, a local planning authority should avoid pre-judging what a qualifying body may subsequently decide to put in its draft neighbourhood plan. It should not make assumptions about the neighbourhood plan that will emerge from developing, testing and consulting on the draft neighbourhood plan when designating a neighbourhood area.
- 3.6 The Council has 8 weeks from the date of publication in which to determine whether to designate a Neighbourhood Plan area where it consists of the area of a whole Parish. Within this period there has to be a minimum of a 4 week public consultation period.
- 3.7 Crondall Parish Councils request for designation was received by the District Council on 21 June 2016 and consultation ran between 11 July 2016 and 12 August 2016.
- 3.8 No representations were received during the consultation period.

4 FINANCIAL IMPLICATIONS

- 4.1 The District has a statutory obligation to provide advice or assistance to a parish council that is producing a neighbourhood plan and this is also a Corporate Plan objective. There is however, no legal requirement for this to be financial support, but the District Council is under a duty to fund the independent Examination of any Neighbourhood Plan and any subsequent referendum prior to adoption. Parish and town councils can themselves seek grants of up to £9,000 from the Department for Communities and Local Government (DCLG).
- 4.2 DCLG have made provision in financial year 2016/2017 for local planning authorities to claim a payment of £20,000 following receipt of a successful Examiners report and agreement to a referendum date. Previous grants which were available upon designation of Neighbourhood Areas and receipt of a submission neighbourhood plan by the District Council are no longer available.

5 ACTION

- 5.1 The proposed area for designation includes the whole of the parish area. The area is coherent, consistent and appropriate in planning terms and is considered to be an 'appropriate area to be designated as a neighbourhood area'. The area is not wholly or predominately business in nature and therefore it would be likely that it would be inappropriate to designate it as a business area.

5.2 Where an application is in accordance with the Neighbourhood Planning (General) Regulations 2012 the local planning authority is obliged to designate the Neighbourhood Area. The Neighbourhood Area application received for Crondall Parish Council is in accordance with the Regulations and should be supported.

CONTACT: Katie Bailey, Corporate Strategy and Policy Development Manager,
x4146, Katie.bailey@hart.gov.uk

CABINET

DATE OF MEETING: 1 SEPTEMBER 2016

TITLE OF REPORT: REQUEST TO SERVE ARTICLE 4 DIRECTION

Report of: Daryl Phillips, Joint Chief Executive

Cabinet member: Councillor Stephen Parker, Planning

1 PURPOSE OF THE REPORT

- 1.1 To inform Cabinet of urgent action authorised by the Joint Chief Executive, under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision, following consultation with the Leader of the Council. The matter related to the serving of Article 4 Directions to remove permitted development rights under the Town and Country Planning (General Permitted Development) Order 1995 (as amended).

2 OFFICER RECOMMENDATION

- 2.1 Cabinet **note** the action taken by the Joint Chief Executive under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision with respect to the authorisation to serve Article 4 directions in relation to land at Palace Gate House, 168 High Street, Odiham and also at land at Mill Corner, North Warnborough, following consultation with the Leader of the Council.

2.2 RECOMMENDATION to Council:

- 2.2.1 The Hart District Council Constitution Delegation to Individual Cabinet Members be adjusted to read “To make Directions under Article 4 of the Town and County Planning General Development Order (or any Order revoking or re-enacting the Order).
- 2.2.2 The Monitoring Officer, in consultation with the Group Leaders, be authorised to make adjustments to the Constitution which are necessitated by decisions taken by the Council; which remove inconsistency or ambiguity; which are minor; or to effect changes in the law.

3 BACKGROUND

- 3.1 On 11 August 2016 the Joint Chief Executive under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers made an urgent decision following consultation with the Leader of the Council and exercised delegated powers to authorise the serving of two Article 4 directions. The directions were in relation to land at Palace Gate House, 168 High Street, Odiham and land at Mill Corner, North Warnborough.

- 3.2 Part 4 Class A permitted development rights (*The provision on land of buildings, moveable structures, works, plant or machinery required temporarily in connection with and for the duration of operations being or to be carried out on, in, under or over that land or on land adjoining that land*) have been removed for Palace Gate House, High Street, Odiham because of the potential adverse effect the erection of temporary buildings and structures would have upon the setting of a listed building (Cross Barn).
- 3.3 In relation to Land at Mill Corner, North Warnborough, the Council is concerned as the land is being subdivided and sold as plots that may be divided up with pegs, stakes or fences, creating an eyesore which detracts from the open appearance of countryside. Removal of permitted development under Part 2 Class A (*The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure*) will ensure the preservation of the appearance of the countryside in this area.

4 CONSTITUTION

- 4.1 The power to make an Article 4 Directions is delegated to the Cabinet Member for Planning but the exact wording in the Constitution specifically links the power to the serving of a Direction under the Town and County Planning General Development Order 1995. This order has however, been superceded by the 2015 Order and hence there is sufficient doubt that one cannot rely upon the use of the delegated powers as currently worded. To ensure that the Constitution does not require amendment in conjunction with any subsequent revision of the Town and County Planning General Development Order, it is recommended that the relevant part of the delegation to individual Cabinet Members be amended as follows:

“To make Directions under Article 4 of the Town and County Planning General Development Order ~~1995~~ (*or any Order revoking or re-enacting the Order*).”

- 4.2 Cabinet may also consider it appropriate to ask Council to authorise the Monitoring Officer, in consultation with the Group Leaders to make similar adjustments to the Constitution which are necessitated by decisions taken by the Council; which remove inconsistency or ambiguity; which are minor; or to effect changes in the law.

Contact: Daryl Phillips, daryl.phillips@hart.gvo.uk , 01252 774492

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

September 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)
Establishment of a Local Housing Company	Oct 15	Progress update on the formation of a local housing company	Feb 16	Sept 16		SG	H
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Sept 16			KC	F
Crandall Neighbourhood Plan	July 16	To approve the Crandall Neighbourhood area designation	Sept 16			SP	PP
Budget for Fairtrade	Aug 16	To seek to approve a new budget for Fairtrade	Sept 16			SF	E
Local Authority Mental Health Challenge	Aug 16	To seek Cabinet approval for the Council to sign up to the Local Authority Mental Health Challenge.	Sept 16			AC	RS
Article 4 Direction	Aug 16	Request to serve Article 4 Direction to remove permitted development rights	Sept 16			SP	P
Local Plan	Mar 16	Approval of Draft Local Plan for consultation	Sept/ Oct 16			SP	PP
Enabling Pension Arrangements for the Five Councils Procurement	July 16	To seek approval to a combined admitted body status for all five authorities	Sept 16	Oct 16		BB	JCX
Blue Badges	Feb 16	Report on issues of blue badge charging	July 16	Oct 16	Y	MM	TS&EM

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)
Hampshire Agency Reviews	Aug 16	To consider agency reviews - Grass Cutting, Development Control and Traffic Management	Oct 16		Y		
Swan Public House, North Warnborough	Aug 16	Update	Oct 16			KC	JCX
Establishment of a Local Housing Company	Oct 15	To move to form a local housing company	Feb 16	Nov 16		SG	H
Early Consideration of the budget opportunities for 2017/18	Aug 16	To seek early direction on the creation of 2017/18 budget	Nov 16			KC	F
Letting Agency Redress Scheme	July 16	To gain approval for the scheme	Nov 16			SG	H
On Street Parking	Aug 16	Consideration of badge parking	Dec 16		Y	SF	TS&EM
Rotherwick Neighbourhood Plan	April 16	To accept as part of the Local Development Plan	Dec 16			SP	PP
Finalisation of the Local Housing Company	Aug 16	To complete creation of the Local Housing Company	Jan 17			SG	H
Waste Retender	Aug 16	Approval of Tender Specification	Jan 17		Y	SF	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
Food Safety Service Plan	Annual	For approval	June 17			JK	RS

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)
Suitable Alternative Natural Green Space (Sang)	May 16	Annual Monitoring report	June 17			SP	PP
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 17			SP	JCX
Medium Term Financial Outlook	Annual	Review	Aug 17			KC	F
Revenue and Capital Outturn 2016/17	Annual	Report on outturn.	Aug 17			KC	F
Treasury Management 2016/17	Annual	Report on Treasury Management Activities 205/16.	Aug 17			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	TBC		MM	TS&EM
Crandall Conservation Area Character Appraisal	Aug 16	Adoption after public consultation	TBC			JK	RS
Odiham Neighbourhood Plan	Nov 15	Response to submission documents	TBC			SP	PP
Winchfield Neighbourhood Plan	April 16	Response to submission documents	TBC			SP	PP
Local Plan Submission Plan	June 16	Consideration of Submission plan	TBC			SP	PP
Devolution	Mar 16	Hampshire Devolution - progress/ approval	TBC			SP	JCX
Fleet Business Improvement District	Aug 16	Consideration of proposal	TBC			KC	JCX

Notes:

1 Date added to Programme

2 Cabinet Members

SP Leader & Planning Policy

KC Economic Development

BB Corporate Services

SG Housing

AC Community Wellbeing

JK Regulatory Services

SF Environment

MM Town Regeneration

3 Service:

JCX Joint Chief Executive

CS Community Safety

F Finance

SLS Shared Legal Services

HS Housing Services

CCS Corporate Services

PP Planning Policy

MO Monitoring Officer

RS Regulatory Services

L&EP Leisure and Environmental Promotion

TS &EM Technical Services and Environmental Maintenance

EXECUTIVE DECISIONS

None

CABINET

Date and Time: 1 September 2016 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Burchfield, Crampton, Crookes, Forster, Gorys, Morris, Parker (Chairman)

In attendance: Councillor Radley JE

Officers:

Patricia Hughes	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
Phil Turner	Head of Community Services

41 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 August 2016 were confirmed and signed as a correct record.

42 APOLOGIES FOR ABSENCE

Councillor Morris had indicated he may be late.

43 CHAIRMAN'S ANNOUNCEMENTS

None.

44 DECLARATIONS OF INTEREST

Item 52, Request to Serve Article 4 Direction - Councillor Crookes declared a non pecuniary interest, in that he is a trustee of the Cross Barn

45 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

46 LEISURE CENTRE WORKING GROUP

The minutes of the meeting of 28 July 2016 were noted.

It was noted that the AGP (Artificial Grass Pitch) would now be laid according to plan as the weather had been better, and that the drowning prevention scheme did lead to a three week potential delay. However, the construction company is indicating that they are working to bring this back on track and will bring this in on time.

An Olympic Gold Medallist, Alex Danson (GB Hockey team) will be helping us launch the refurbished Frogmore Leisure Centre on 10 September.

47 2016-17 BUDGET MONITORING – TO END OF JUNE

Members were advised of the position on revenue and capital expenditure at the end of June. Overview and Scrutiny would consider this report at their meeting on 20 September 2016 as the August meeting had been cancelled.

The Portfolio Holder assured Cabinet that the Council would not have overspent its budget by year end.

DECISION

That the information be noted.

48 LOCAL AUTHORITY MENTAL HEALTH CHALLENGE

Cabinet's approval was sought for the Council to sign up to the Local Authority Mental Health Challenge.

DECISION

- 1 That the Council join the Local Authority Mental Health Challenge
- 2 That Councillor Forster be appointed as the elected member 'mental health champion' across the Council and Cllr Gorys acts as Reserve on this initiative.

RECOMMENDATION to Council

That Cabinet approval for the Council to join the Local Authority Mental Health Challenge be endorsed.

49 UPDATE ON THE CREATION OF HART TRADING COMPANY

Members were updated on progress towards establishing a local housing trading company including engagement with a range of other local authorities who have already established such companies. Reassurance was provided that, based on the current plans, the funding identified for this process would not be exceeded.

DECISION

That authority be delegated to the Leader of the Council to sign on behalf of the Council as representative of the Council's shareholding, for the purposes of incorporation.

50 MAINTAINING FAIRTRADE STATUS FOR HART

This report highlighted the risk that Hart could lose its hard won Fairtrade District Status granted by the Fairtrade Foundation due to inactivity on Fairtrade locally since

2014. A programme to address the above was proposed, and a small budget to fund marketing and events requested. It was noted that Odiham has achieved Fair Trade status today.

DECISION

That an annual budget of £2k be approved to fund the proposed Fairtrade initiatives identified in paragraph 6.1.

NB Councillor Morris joined the meeting during this item.

51 NEIGHBOURHOOD PLANS - AREA DESIGNATION - CRONDALL

Cabinet were asked to approve Crondall's application to have the parish designated as a Neighbourhood Planning Area.

DECISION

That Crondall Parish be designated as a Neighbourhood Area for the whole of the civil parish of Crondall in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended).

52 REQUEST TO SERVE ARTICLE 4 DIRECTION

Cabinet were informed of urgent action authorised by the Joint Chief Executive, under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision, following consultation with the Leader of the Council. The matter related to the serving of Article 4 Directions to remove permitted development rights under the Town and Country Planning (General Permitted Development) Order 1995 (as amended).

Members were also asked to approved authorisation for the Monitoring Officer to make minor adjustments to the Constitution to reflect changes in law etc.

Members asked that it be verified that regular photographic evidence had been obtained in relation to the site under which these articles have been served.

Members sought clarification on the adjustments that can be taken outside consideration of Full Council.

DECISION

Cabinet noted the action taken by the Joint Chief Executive under Ref 263 of the Hart District Council Constitution Scheme of Delegation to Officers to make an urgent decision with respect to the authorisation to serve Article 4 directions in relation to land at Palace Gate House, 168 High Street, Odiham and also at land at Mill Corner, North Warnborough, following consultation with the Leader of the Council.

RECOMMENDATION to Council:

- 1 The Hart District Council Constitution Delegation to Individual Cabinet Members be adjusted to read “To make Directions under Article 4 of the Town and County Planning General Development Order (or any Order revoking or re-enacting the Order).
- 2 The Monitoring Officer, in consultation with the Group Leaders, be authorised to make adjustments to the Constitution which are necessitated by decisions taken by the Council; which remove inconsistency or ambiguity; which are minor; or to effect changes in the law.

53 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 19:50