



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 2 March 2017 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 2 February 2017 (**Paper A**) and 9 February 2017 (**Paper B**) are attached to be confirmed and signed as a correct record.

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 LOCAL PLAN STEERING GROUP

To note the minutes of the meeting of 31 January 2017. **Paper C**

7 HART HEALTH AND WELLBEING BOARD

To note the minutes of the meeting of 16 February 2017. **Paper D**

8 TENDERING OF THE JOINT WASTE AND RECYCLING CONTRACT

To obtain Cabinet approval for the outline specification and terms on which tenders for the joint waste contract after October 2018 are to be invited. **Paper E**

RECOMMENDATION

- 1 That tenders are invited for a new joint Hart/ Basingstoke and Deane waste and recycling contract which will commence on 3rd October 2018.
- 2 That the outline specification for the joint waste and recycling service 2018 onwards attached at Appendix 1 is approved.
- 3 That the proposed tender evaluation and award criteria attached at Appendix 2 is approved.
- 4 That the outline waste and recycling contract performance indicators attached at Appendix 3 are approved
- 5 That a further £10,000 of match funding is allocated to the 2017/18 joint procurement budget.

9 2016-17 BUDGET MONITORING – TO END OF DECEMBER

To advise Members of the position on revenue and capital as at the end of December 2016. Overview and Scrutiny Committee will consider this report at its meeting on 21 February 2017. Any comments will be reported verbally to Cabinet. **Paper F**

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.

10 WINCHFIELD NEIGHBOURHOOD PLAN - BRINGING INTO LEGAL FORCE

Following a positive referendum result for the Winchfield Neighbourhood Plan, the purpose of this report is to seek agreement to recommend to Council to bring the Neighbourhood Plan into legal force to form part of the statutory development plan for Hart District. **Paper G**

RECOMMENDATION to Council:

That under Section 38A(4) of the Planning and Compulsory Purchase Act 2004 the Winchfield Neighbourhood Plan be 'made' (brought into legal force) to form part of the statutory Hart Development Plan with immediate effect.

11 THE HARLINGTON

To agree the Council's position as landowner, to Fleet Town's Council's consultation on three possible development options for the Harlington. The consultation runs from 25 February to 18 March. At the time of drafting this report no drawings are publicly available. Once available they will be circulated at the meeting. **Paper H**

RECOMMENDATION

1. That Hart District Council expresses concern as landowner, that potential Options 2 and 3 do not deal at the outset with any associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet.
2. That subject to agreement from FTC to pay for the professional services, that HDC establishes the potential capital or financial cost implications as a result of Options 2 or 3 being proposed by FTC
3. That Hart District Council formally responds to the letter dated 14 February 2017 to advise that, subject to the necessary legal tests, the Council seeks to secure S106 developer contributions, to support the Harlington project once a final Option has been agreed.

12 CABINET WORK PROGRAMME

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

Date of Despatch: 21 February 2017

CABINET

Date and Time: 2 February 2017 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

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

In attendance: Axam, Cockarill, Neighbour, Radley (James), Radley (Jenny), Southern

Officers:

Daryl Phillips	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
John Elson	Head of Environment and Technical Services

I05 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 5 January 2017 were confirmed and signed as a correct record.

I06 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Crampton.

I07 CHAIRMAN'S ANNOUNCEMENTS

None.

I08 DECLARATIONS OF INTEREST

None declared.

I09 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Mrs Fleming addressed Cabinet thanking officers for their support in helping to deliver the Neighbourhood Plan. She highlighted the issue of what weight should be given to Neighbourhood Plans once each stage has been passed, and referred to helpful guidance that had been issued by Cornwall Council. She also asked whether the referendum could be held as soon as possible.

The Joint Chief Executive confirmed that Hart was preparing a similar guidance note on the weight to be attributed to Neighbourhood Plans. In terms of the date for a referendum, the May date had been discussed with the Parish Council and for logistical/resource issues it was agreed that the referendum combined with the County Council elections was the most appropriate.

110 QUESTION TO CABINET

Councillor Southern asked Cabinet the following question:

“Cabinet has restricted access to Council administered SANG. This has resulted in a number of otherwise acceptable development proposals being refused planning permission because of no access to SANG. As and when suitable SANG becomes available Cabinet is asked to review its position and to allow what otherwise may be acceptable small scale development of 5 dwellings or less to have access to Council administered SANG.”

Members discussed SANG capacity and consistency of approach, and agreed it should be made clear that it was a corporate approach to the management of a Council asset rather than a planning policy. In these circumstances the priority should be to deliver Corporate Plan objectives such as affordable housing.

It was agreed that the criteria for SANG allocation would be reviewed when a report on the purchase of Bramshot Farm was completed.

111 DRAFT BUDGET 2017/18

Cabinet considered a summary of the revenue and capital budget proposals for 2017/18 enabling it to forward its recommendations on the budget and Council Tax levels to Council on 23 February 2017. The report also included the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves.

Comment was made about the risk to the Council of the loss of New Homes Bonus, and the cost of Planning Appeals. The report would be adjusted to reflect that these are risks to the Council.

RECOMMENDATION to Council

- 1 Note that there is currently a small surplus in the draft revenue budget for 2017/18.
- 2 Note the likely loss of New Homes Bonus funding should the Council fail to adopt a Local Plan by March 2018 and the risks associated with planning appeals.
- 3 Recommend a process to plan for the substantial savings likely to be required in 2018/19 should the Local Plan not be adopted by March 2018.
- 4 Recommend that Council approves the level of Council Tax for 2017/18 be increased by £5 (3.19%) and set at £161.84
- 5 Recommend to Council that the summary revenue budget for 2017/18 as set out (in Paragraph 12 of this report) be approved.
- 6 Recommend that Council approve the revised capital programme for 2016/17 and 2017/18 as detailed in Appendix 3.

- 7 Note the Section 151 Officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 13.

I 12 DRAFT TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

Members considered the draft Treasury Management Strategy Statement for 2017/18 which incorporated the Annual Investment Strategy and Prudential and Treasury Indicators.

DECISION

The report was agreed.

I 13 LITTER AND DOG FOULING ENFORCEMENT PROPOSAL

Cabinet were asked for approval to trial the issuing of Fixed Penalty Notices (FPNs) for littering and dog fouling.

Issues associated with effectiveness and costs were discussed, but a concern was raised about the proposal not to use Hart's existing body worn camera Policy and the lack of detail associated with special circumstances when under 18s can be served with FPNs.

It was confirmed that there were clear criteria about when FPNs could be served on under 18s. However, there was still a concern about the necessity of allowing automatic use of body worn cameras. The Policy was not clear and neither was it clear about how long video evidence would be held. The Portfolio Holder, Councillor Forster, responded by confirming that he would address those issues.

DECISION

- 1 Fixed Penalty Notices (FPNs) for littering and dog fouling be issued in accordance with the proposal attached at Appendix 1 for a 12 month trial period.
- 2 The Cabinet Member and Head of Environment and Technical Services be authorised to agree minor amendments to the way in which the service is operated, and to agree arrangements for accepting payment of any FPNs issued.
- 3 Litter Enforcement Officers working in Hart operate in accordance with East Hampshire's procedures and guidelines for body worn video attached at Appendix 2.
- 4 The Cabinet Member be authorised to approve special circumstances in which a FPN can be issued on someone under the age of 18.

I 14 WITHDRAWAL OF THE PARKING SMART CARD PAYMENT OPTION

Agreement not to include a smart card payment option in the Council's new parking ticket machines was sought.

The cost of removing the Smart Card option from the new ticket machines was discussed. It was also highlighted that those Smart Card users affected by the withdrawal of the Smart Cards would receive refunds.

There was a discussion about whether alternatives to enable continuing with Smart Cards had been explored. It was confirmed that other methods of payment were now seen as more popular and also the current software was not supported. In light of these changes it was considered that the Smart Card technology was now redundant.

DECISION

The smart card payment option should be removed from specification for the Post Parking Payment machines.

I 15 ODIHAM AND NORTH WARNBOROUGH NEIGHBOURHOOD PLAN: EXAMINERS REPORT

Members were informed of the outcome of the independent examination into the Odiham and North Warnborough Neighbourhood Plan, asked for their agreement to the Examiners recommended changes (and other minor modifications) and to proceed to a local referendum.

Councillors Crookes and Gorys thanked the Odiham Neighbourhood Plan team for all their hard work and congratulated them on such a successful outcome. Councillor Crookes asked if the proposed May referendum date could be brought forward. The Joint Chief Executive confirmed that it was not possible to adjust the date.

In response to the question of protection from speculative development, it was confirmed that the recent Ministerial Statement applied to the determination of planning applications and appeals.

DECISION

- 1 The changes proposed to the Odiham and North Warnborough 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'
- 2 The plan proceeds to a local referendum based on the geographic boundary of Odiham Parish consistent with the defined Neighbourhood Area.

116 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

Councillor Burchfield asked for a 5 Council's update item to be included on the Work Programme and that the June SANG Monitoring report also reviewed the need to procure additional SANG.

The meeting closed at 8.35pm

CABINET

Date and Time: 9 February 2017 at 8pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

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

In attendance: Cllrs Ambler, Axam, Cockarill, Leeson, Neighbour, Radley (Jenny)

Officers:

Patricia Hughes Joint Chief Executive
Daryl Phillips Joint Chief Executive

I 17 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Crampton.

I 18 CHAIRMAN'S ANNOUNCEMENTS

None.

I 19 DECLARATIONS OF INTEREST

None declared.

I 20 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Members of the public made statements in favour and against the Local Plan proposals (Minute 121).

Mr Turver – expressed concern at the scale of the affordable housing uplift proposed in the draft plan.

Cllr Chris Dorn (Chairman, Crondall Parish Council) – asked if Crondall specific site allocations could be determined locally through the Neighbourhood Plan process.

I 21 HART LOCAL PLAN 2011-2032 – NEW HOME TARGET AND DISTRIBUTION FOR THE PURPOSES OF DRAFT LOCAL PLAN (REGULATION 18) CONSULTATION

Members considered the proposed target for new homes and spatial supply/distribution for the Hart Local Plan 2011-2032: draft Local Plan and were asked to authorise the Portfolio Holder for Planning to agree the content of the Hart Local Plan 2011-2032 draft Local Plan for consultation, scheduled for March 2017. An adjusted report was circulated to Members and was also made available to the public.

Members discussed:

- The robustness of the Strategic Housing Market Area (SHMA)
- Brownfield land opportunities
- Housing windfall numbers
- The policy approach of any affordable housing uplift
- The merits of a new settlement approach and the choices available
- Urban extensions and the implications for current planning applications/ appeals
- New settlement master planning
- Timing for the Regulation 18 consultation
- Trajectories for housing delivery
- The need for a secondary school
- Un-met housing need from Rushmoor and Surrey Heath
- Implication of Green Belts.

DECISION

- 1 The target for new homes over the plan period 2011-32 Table A, attached as Appendix I to these minutes, and the proposed new home supply/distribution as set out Table B attached as Appendix I to these minutes, be endorsed for the purposes of a Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012 consultation on the Local Plan 2011-2032: Spatial Strategy and Sites (Preferred Approach).
- 2 The Portfolio Holder for Planning be delegated authority, after consultation with Group Leaders, to agree the content of the Local Plan 2011-2032: Spatial Strategy and Sites (Preferred Approach) and to authorise its publication for consultation purposes in accordance with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012.

The meeting closed at 9.25pm

Appendix I – Table A

Draft Local Plan New Home Numbers.

Requirement

Hart Requirement 2011-2032	8,022
Completions 2011-2016	(1,830)
Minimum Remaining Need	6,192
Flexibility	
a) Affordable Housing Rental Uplift	512
b) Rural Exception site delivery	50
c) Starter Homes/Shared Ownership	276
d) Market Housing	1,181
Commitments (up to 31 January 2017)	(3,385)
Windfalls	(260)
Total remaining need to meet	4,566

Appendix I - Table B

SHLAA Reference	Site Name	No. of new homes
BROWNFIELD SITES IN URBAN AREAS		
SHL197	Hartland Village	1,500
	Fleet Urban Area	220
	Hook Urban Area	86
SHL100	Sun Park, Guillemont	320
Total		2,126
NEW SETTLEMENTS		
Combination	Murrell Green (New Settlement)	1,800
Total		1,800
SMALLER EXTENSIONS TO EXISTING SETTLEMENTS (DISPERSAL)		
Hook		
	To be allocated through Neighbourhood Plan	90
Total		90
Crookham Village		
SHL116	Cross Farm, Crookham Village (C3 element of retirement village)	100
Total		100
Eversley		
SHL112a	Cemex A	105
SHL112b	Cemex B	19
Total		124
Yateley		
SHL273	Land between Eversley Road and Firgrove Road	88
Total		88
Odiham		
	Odiham Neighbourhood Plan allocations	119
Total		119
South Warnborough		
SHL033	Plough Meadow	18
SHL172	Granary Court	16
Total		34
Long Sutton		
SHL062	Granary Field	10
Total		10
Crandall		
	To be allocated through Neighbourhood Plan	66
Total		66
Heckfield		
SHL92	Land south of Riseley	83
Total		83

LOCAL PLAN STEERING GROUP

DRAFT MINUTES

Date: 30 January 2017

Time: 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS present:

Parker (Chairman), Ambler, Axam, Burchfield, Butler, Clarke, Cockarill, Collett, Dickens, Gorys, Kinnell, Leeson, Morris, Makepeace-Brown, Neighbour, Oliver, Radley (James), Radley (Jenny), Renshaw, Wheale, Woods,

Officers:

Daryl Phillips Joint Chief Executive

I **HART LOCAL PLAN 2011-2032 – NEW HOME TARGET AND DISTRIBUTION FOR THE PURPOSES OF DRAFT LOCAL PLAN (REGULATION 18) CONSULTATION**

Members considered the proposed target for new homes and spatial supply/distribution for the Hart Local Plan 2011-2032: draft Local Plan

Members discussed:

- The tests for soundness
- The policy approach of any affordable housing uplift
- Brownfield land opportunities
- Housing windfall numbers
- The merits of a new settlement approach and the choices available
- Urban extensions and the implications for current planning applications/appeals
- Timing for the Reg 18 consultation
- Trajectories for housing delivery
- The need for secondary school
- Un-met housing need from Rushmoor and Surrey Heath
- The merits of certain individual sites.

The meeting closed at 9.15pm



Notes of the Meeting of

16 February 2017

Council Chamber, Hart District Council

Present:

Hart District Council	Patricia Hughes, Liz Glenn (LG), Gill Chapman, Cllr Jenny Radley
North East Hants & Farnham CCG	Dr Steven Clark
North Hants CCG	Paul Davey, Jessica Berry
HCC Public Health	Jill Corbett
Frimley Health	Nicky Seargent (NS)
HVA	George Woods (Trustee), Caroline Winchurch (CW)

1 Apologies for Absence

Cllr Dr Anne Crampton, Cllr Steve Forster, Cllr Gill Butler, Cllr Makepeace-Browne, Phil Turner, CAB

2 Minutes

The minutes were agreed.

Actions/ Matters arising - LG updated

Timebanks - Hampshire County Council has commissioned Timebanking UK to develop a number of new timebanks across Hampshire. The aim is to mobilise communities in Hampshire to give and receive support within their community and this reciprocal sharing of time, skills and resources will be facilitated through a currently of time credits. LG and CW would be meeting with the Hampshire Timebanking Network Project Manager to learn more.

Breast cancer screening – the North and Mid Hampshire Breast Screening Unit is currently located in Hook. The team are exploring options for providing screening appointments in the evenings to reach women who find it difficult to attend during the day.

3 Sustainability and Transformation Plans (STPs)

Dr Steven Clark gave an update on the Frimley System STP. (Presentation circulated with minutes)

Dr Clark highlighted similarities between this and the Hampshire & IOW STP including:

- Prevention, self-care and early detection
- Redesigning urgent and emergency care
- Mental health

The presentation states that the vision of the future includes 8am-8pm GP appointments 7 days per week but Dr Clark said that in reality this was likely to be 8am-8pm 5 days per week plus appointments on Saturdays and some appointments on Sundays.

Members discussed:

- Capacity of Frimley Hospital in relation to the size of the population it serves and whether this is sufficient – Dr Clark said that Frimley Health included hospitals at Frimley, Heatherwood and Wexham, and that work was being undertaken at the latter two which would likely free up some capacity at Frimley
- Impact of the STP on A&E
- Monitoring and performance – this will come as each priority is fleshed out
- Lack of focus around children
- Mental health support for young people
- Frail elderly care and readmission to hospital following discharge if discharged too early
- Delayed discharges and the impact on the rest of the system

Paul Davey gave an update on the work relating to Hants & IOW STP. (Presentation circulated with minutes)

Members discussed:

- Bed reduction (proposed 300 less beds in the Hants & IOW system) and the need to ensure a viable alternative is in place before reducing bed numbers
- Bed occupancy - 85% target, Frimley 96% in the winter. All hospitals are struggling.
- Critical Treatment hospital proposal – more work is underway looking at patient flow and other factors. There will then be a consultation and a decision is likely around June.
- Educating the public about services and financing – the need for an open honest dialogue
- The NHS is not one organisation but a group of organisations each with their own rules and statutory regulations etc - bringing them together is complex
- E-referral implementation by 2018 between GPs and Acutes is expected to reduce inefficiencies

4 Update on transfer of adult community health services to Frimley Health

Adult community health services in the North East Hants & Farnham area have been transferred from NHS Southern Health to Frimley Health. Nicky Seargent updated members on her work at Frimley Health and the transformation and improvement of services to patients. Integration is moving in the right direction and all adult community health services have moved to FH Foundation Trust (those provided by Southern Health). There has been no negative impact on local people or staff so far since the 1 January rollout. There are now lots of opportunities coming up – bringing together different professions including primary care and consultants, to develop solutions. Things have been made possible that were not

possible or were more challenging with services being provided by two different organisations. This is a change of culture and behaviour and improved outcomes are looking promising.

Nicky also reported that the Community bed review, which sits with the CCG has been put on hold. Fleet Hospital continues as is at the moment. In the meantime they are creating more of a skill mix, defining pathways to Frimley, and improving staffing. She would ask Frimley for an update that could be shared with wider stakeholders.

Action: NS

5 Homelessness Prevention Trailblazer

This item was deferred.

6 Hart Health and Wellbeing Plan 2017-19

Liz Glenn reported on the draft Plan (circulated with minutes) and asked for further input from members before taking it to Cabinet in April.

Members discussed:

- The recognition that so many priorities are reliant on working with partners - outcomes and key dates are not set in stone as these are often beyond the control of the District Council
- The role of the District Council in supporting and promoting what partners are doing and adding value where possible
- Whether Priority 1 Health Weight & Physical Activity is sufficiently focused on children and young people
- Workforce fitness and wellbeing opportunities

LG would finalise the Plan to go to Cabinet on Thursday 6 April

Action: LG

7 Any Other Business

Caroline Winchurch reported that the Making Connections work had been running for about a year and suggested updating members at the next meeting.

8 Date of next meeting

Thursday, 11 May 2017 at 2pm.

CABINET

DATE OF MEETING: 2 MARCH 2017

TITLE OF REPORT: TENDERING OF THE JOINT WASTE AND RECYCLING CONTRACT

Report of: Head of Environment and Technical Services

Cabinet member: Councillor Steve Forster, Environment and Technical Services

1 PURPOSE OF REPORT

1.1 To obtain Cabinet approval for the outline specification and terms on which tenders for the joint waste contract after October 2018 are to be invited.

2 OFFICER RECOMMENDATION

2.1 That tenders are invited for a new joint Hart/ Basingstoke and Deane waste and recycling contract which will commence on 3rd October 2018.

2.2 That the outline specification for the joint waste and recycling service 2018 onwards attached at Appendix 1 is approved.

2.3 That the proposed tender evaluation and award criteria attached at Appendix 2 is approved.

2.4 That the outline waste and recycling contract performance indicators attached at Appendix 3 are approved

2.5 That a further £10,000 of match funding is allocated to the 2017/18 joint procurement budget.

3 BACKGROUND

3.1 In October 2011, a joint waste contract was let to Veolia to serve the districts of both Basingstoke and Deane and Hart. The joint contract delivered significant savings for both authorities and included the outsourcing of Hart's waste service. As part of the joint service it was agreed that Hart would be the administering authority for the contract, and that a joint client team should be set up to manage the contract.

3.2 The current contract term is for seven years with the option (subject to the agreement of all parties) of extending for a further seven years. The initial seven year term expires on 2nd October 2018.

3.3 In March 2016 Hart Cabinet agreed:

- That work be commenced on retendering the joint waste contract, and that this proceeds in accordance with the outline programme, subject to the Council not

receiving (prior to July 2016) much improved terms for extension of the existing contract.

- That £50k be allocated in the 16/17 waste budget to provide initial match funding for the procurement process with Basingstoke and Deane Borough Council.

3.4 As much improved terms for extension of the existing contract were not received, work on retendering the joint waste contract has progressed. Cabinet approval is now being sought for the outline specification and terms on which tenders for the service should be invited and the criteria for the contract award.

Process for development of the service specification

3.5 Since March 2016 the following work has been undertaken to develop and inform the specification and terms for the new contract:

- a) Extension of partnership - Officer meetings have been held with neighbouring authorities (including East Hampshire, Winchester, Rushmoor and Wokingham) to establish the likely interest and opportunity for extension of the current joint waste contract arrangements. Whilst there was interest in the proposal it has not been possible to agree a joint approach.
- b) Soft Market Testing - Contractors who expressed an interest in operating the service were invited to attend meetings with officers to discuss contract opportunities and identify examples of best practice that could be incorporated into a future contract.
- c) Alternative methods for delivery of the service – Consultants were appointed to evaluate and make recommendations on alternative methods for delivering the service; this included delivering the service in-house or through a joint venture.
- d) Extension of the contract to include other services – Consultants were appointed to evaluate and make recommendations on the potential for extending the joint contract to include Hart's grounds maintenance and street care services.
- e) Review of depot provision – Consultants were appointed to review and make recommendations on future depot provision.
- f) Review of alternative contract models – Officers have investigated the potential for using different contract models to promote an improved partnership approach to service delivery.

3.6 Development of the specification for the future waste contract was carried out in consultation with Hart's Overview and Scrutiny Committee. During the period September to October 2016 a panel of members from the committee met on four occasions to consider and make recommendations on the proposed specification for the contract.

3.7 Having completed the above work, the outline specification for the joint waste service, proposed tender evaluation and award criteria, and proposed waste contract performance indicators, (attached at Appendices 1, 2 and 3 respectively) have been approved by the Joint Governance Group for the Waste Service (JGG) for recommendation to Cabinet.

- 3.8** This report and its appendices will be considered by Hart’s Overview and Scrutiny Committee on 21st February 2017. The comments from this committee will be tabled at Cabinet.

Procurement programme

- 3.9** A copy of the proposed procurement timetable is attached at Appendix 4. Subject to Cabinet at both Hart and Basingstoke and Deane agreeing that the contract should be retendered, tender documents will be published in April 2017, with initial tenders being returned at the end of June 2017.
- 3.10** In September 2017, after an initial evaluation has been undertaken, a further report will be considered by Cabinet in both authorities, this confidential report will provide the range of tender values received. The reason for this second report is to provide the Cabinet at Basingstoke and Deane with the opportunity to consider whether the contract specification for their district should be evaluated on the basis of either weekly or alternate weekly residual waste collections.
- 3.11** To ensure compliance with the procurement timetable, in September 2017 Hart’s Cabinet will be asked to agree delegation of the contract award to the Joint Chief Executive in consultation with the Cabinet Member for Environment and Technical Services, the Monitoring Officer and Section 151 Officer.
- 3.12** Following a period of further evaluation and negotiation the preferred bidder will be confirmed and the contract awarded in February 2018. After which there will be a mobilisation period before the new contract commences in October 2018.

Evaluation and Award Criteria

- 3.13** To ensure the procurement delivers a good value, quality service and that there is consistency and transparency in the tender process, the tender submissions will be evaluated in accordance with the evaluation and award criteria attached at Appendix 2.
- 3.14** Each submission will need to successfully pass a series of mandatory requirement questions prior to evaluation of the weighted elements of their response. The use of these pass/fail elements within the tender will ensure all bidders can, as a minimum, meet the requirements of the contract.
- 3.15** The following headline weightings have been proposed:

- a) **QUALITY 50%** - The quality score is subdivided as follows:

Category	Weighting (%)
Contract Mobilisation and Operations	20
Customer Interface	12
Health and safety	14
Innovation	4

- b) **PRICE 50%** - The lowest fee quoted will be awarded maximum points, with all other tenders being awarded points in proportion.

4 CONSIDERATIONS

- 4.1 There is a risk that the consultants estimate of the current market value is incorrect and that any tenders received could be more in-line with Veolia's current operational costs. Whilst this is a risk, the consultants have significant experience of tendering local authority waste contracts and are confident that their estimate is an accurate reflection of the current market value. The forecasts prepared do not, however, take into account any changes to the economic environment, or subsequent changes in legislative requirements.

5 FINANCIAL IMPLICATIONS

- 5.1 The estimated annual cost of the joint waste contract to Hart in 2017/18 is approximately £1.7 million. Consultants have advised that a re-tender based on the same contract structure, should result in a similar contract cost. This being the case the new contract could be funded from within existing revenue budgets, subject to the usual financial risks around tendering.
- 5.2 Should re-tendering result in a higher than expected cost then additional ongoing budget will be required before a new contract can be agreed.
- 5.3 The procurement match funding approved in March 2016 has now been fully committed, and a further £20k has been allocated in the 2017/18 service budget to fund the remainder of the procurement process. After the 2017/18 budget was set the need for a further temporary staffing resource to assist with the management of the existing contract has been identified. This report therefore seeks Cabinet approval for a further £10k of match funding to fund this resource. Expenditure against this procurement budget is monitored and agreed by the Joint Governance Group.

6 ACTION

- 6.1 Subject this reports recommendations being approved, tenders will be invited for the Hart / Basingstoke and Deane Joint Waste Contract in April 2017.

Contact Details: John Elson – Head of Environment and Technical Services /
Extension: 4491 / **e-mail:** john.elson@hart.gov.uk

APPENDICES:

- Appendix 1 - Outline specification for the joint waste and recycling service 2018 onwards.
- Appendix 2 - Proposed tender evaluation and award criteria.
- Appendix 3 - Outline waste and recycling contract performance indicators.
- Appendix 4 - Waste and recycling contract procurement plan.

BACKGROUND PAPERS:

- TENDERING OF THE JOINT WASTE AND RECYCLING CONTRACT – Overview and Scrutiny Report – February 2017
- MANAGEMENT OF THE JOINT WASTE CONTRACT 2018 ONWARDS – Cabinet Report - February 2016
- Notes of the waste and recycling Joint Governance Group meetings between October 2011 and present.
- OPPORTUNITIES FOR INCREASING HART'S RECYCLING RATE – Cabinet Report – December 2014
- JOINT WORKING ON WASTE WITH BASINGSTOKE AND DEANE BOROUGH COUNCIL – CONTRACT AWARD REPORT – Cabinet Report - April 2011.

OUTLINE SPECIFICATION FOR THE JOINT WASTE SERVICE 2018 ONWARDS

The following are the Joint Governance Groups recommendations to Cabinet for the outline specification for the joint waste service. Subject to Cabinet approval these recommendations will be used as the basis for development of the detailed specification.

VEHICLES (Age and specification)

The Member Advisory Panel (MAP) view was that they would like to see new vehicles from day one. Also include a clause stipulating that the vehicles need to be of a good standard and are kept clean. Livery to be agreed for all vehicles.

JGG Recommendation: - New vehicles from start if possible whilst accepting this may not be possible until October 2019 in Basingstoke and Deane if Alternate Weekly Collections (AWC) are agreed. This will assist the council by contributing to lower carbon emissions and particulate matters.

FREQUENCY OF COLLECTIONS

RESIDUAL WASTE AND DRY MIXED RECYCLING COLLECTIONS.

JGG Recommendation:-

BDBC – Lot 1 - Weekly Residual and Fortnightly Dry Mixed Recycling (DMR) – as is service.

BDBC – Lot 2 – AWC providing residual collections one week and DMR collections the next.

HDC – AWC for residual and DMR collections – as is service.

GLASS COLLECTIONS

Basingstoke and Deane – MAP view – did not object to considering four weekly collections as part of the tender evaluation.

Hart – MAP view - did not object to considering four weekly collections but feel contractor should be asked to price for both and show which they feel is the most economical frequency.

JGG Recommendation:-

BDBC – Lot 1 – Include options for both fortnightly and four-weekly glass collections.

BDBC – Lot 2 – Will only include option for fortnightly glass collections.

HDC – Include options for both fortnightly and four-weekly glass collections.

CONTRACT TERM

The current contract is for 7 years plus a 7 year extension. Soft market testing identified that this could be increased to up to 10 years plus a 10 year extension.

Basingstoke and Deane Members have discussed this and would like a shorter timescale but did not object to 8 years plus an 8 year extension.

Hart - Members would like to see a slightly reduced term but would not object to 10 years if everyone agrees.

JGG Recommendation: - 8 years plus an 8 year extension. With further consideration being given to aligning the contract end date with other authorities to provide greater opportunity for extension of the partnership in future.

HARD TO REACH PROPERTIES

MAP view - require clauses to ensure collection points remain as is, unless there are Health and Safety concerns.

Hart - Members would like to see all current collection points retained unless there are Health and Safety concerns.

JGG Recommendation: Existing collection points to be retained. Reviewed only if there is a significant Health & Safety Issue.

WORKING WEEK

4 day, 5 day or 6 day options were discussed at the member panels in both Basingstoke & Deane and Hart.

MAP view - 6 day working was not supported as an option, but did not object to leaving the option open to the contractors to propose either 4 or 5 day working weeks. No collections before 7am.

Hart - 6 day working was not supported as an option, but did not object to leaving the option open to the contractors to propose either 4 or 5 day working weeks. No collections before 6:30 am.

JGG Recommendation: Contractor to price for 4 or 5 day working and to provide method statements. Basingstoke and Deane start time to be 7am, Contractor to be given the option of 6:30 or 7am in Hart.

DEPOT

Consultant's report on options to rationalise Hart and B&D depots to be considered.

Rents for existing depots - Proposed that rents will not be charged for depots.

JGG Recommendation – For the contractor to put forward proposals for either one or two depots. Both councils require more work to be undertaken on possibility of a new purpose built site.

BINS

MAP view – Did not object to replacing with existing coloured bins with standardised bin with different lid colours for different material streams.

Costings to be reviewed before final decision is taken.

Hart – Would support the most cost effective solution.

JGG Recommendation – Most cost effective solution to be implemented subject to JGG approval.

GARDEN WASTE

MAP view – Did not object to changing the current service arrangements and method of collection to include collections being provided on a 50 week rolling year, and consideration being given to increasing the charge for the service, introducing direct debit payments, and offering wheeled bins as an alternative to sacks.

Hart – Supported moving to bins only for new customers (with an exception policy for those who feel that sacks are only practical for them) existing customers will be allowed to continue to use sacks. Full promotional exercise to be undertaken and a reduced price on bins for a limited period. This will be implemented before the contract start date.

GARDEN WASTE CLUBS

Neither member group supported this option as they felt that they would lose control of fees and charges. Support for both councils to retain control of the income.

JGG Recommendation

Basingstoke and Deane – Specification to include wheeled bins as well as sacks.

Hart - to be moved to wheeled bins with some households still retaining sacks. Aim to implement before the start of the new contract.

GARDEN WASTE CLUBS – Contractors can provide prices and details for this but would need to include a method statement as to how this would work and if the council would keep the income.

OTHER MATERIALS

Proposals for the following materials to be included are:-

- Textiles
- Batteries
- WEEE

MAP view - would like to see textiles included in the new contract but not to include WEEE or Batteries as there are facilities already for these to be collected at bring sites and due to there being no recycling credit or income for either of these materials.

Hart - Would like to see textiles included in the new contract but not to include WEEE or batteries as there are facilities already for these to be collected at bring sites and due to there being no recycling credit or income for either of these materials.

JGG Recommendation – to include textiles as an additional kerbside collection but work with charities and contractor on split for funding.

CARBON REDUCTION PLAN

JGG Recommendation – Contractors should be encouraged to use hybrid vehicles and take measures to reduce carbon emissions. This will be scored highly in the evaluation. Officers will develop a plan for this and consider including a KPI and financial penalties in the contract for not achieving these.

EVALUATION MODEL

JGG Recommendation – Discussed and requested that this is apportioned 50% Price and 50% Quality. Each submission will need to have successfully passed a series of mandatory requirement questions, prior to evaluation of the weighted elements of their response. The use of these Pass/Fail elements within the tender is to ensure all bidders can, as a minimum, meet the requirements of the contract.

PENSION COSTS FOR TRANSFERRED STAFF FROM HART IN 2011

Hart staff were transferred to Veolia as part of the last contract which started in October 2011. As part of this transfer Hart staff were able to retain their LGPS Pensions as Veolia were awarded Admitted Body Status to the LGPS. This was subject to the Pension costs being passed through to Hart District Council which means Hart still pay the pension costs for these employers.

The number of staff has reduced which means the pension costs have reduced and actually currently we pay nothing as HCC as the administrators of the scheme advised that they had overpaid and nothing needed to be paid for 3 years from April 2015.

Veolia have been requested to provide the actual numbers of Hart staff still employed with them and would be subject to TUPE transfer.

JGG Recommendation – Discussed and confirmed that the pass through of these costs would still be the system for this contract.

VEHICLE FINANCING

There is an option to provide financing for the purchase of waste vehicles at preferential interest rates. This should lead to contract savings and is the preferred route for vehicle funding. Finance officers have met to discuss the option and are considering this at present. Both Council Member Panels are happy with this process and will leave it to the finance Officers/Project Team and contractor as part of the tender process.

JGG Recommendation – Finance Officers/Project Team to meet and discuss the best option for undertaking this method of financing. This will be the subject of a report in September 2017 after the tender evaluation has concluded for a decision on whether or not to provide this method of financing to the contractors and approval will be required by both authorities.

PROPOSED TENDER EVALUATION AND AWARD CRITERIA

Tenders will be evaluated in accordance with the following criteria to ensure the procurement delivers a good value, quality service and that there is consistency and transparency in the tender process:

PRICE 50%

The lowest fee quoted will be awarded maximum points with all other tenders being awarded points in proportion.

Tenderers will be asked to price for two options:

Option 1 (with prudential borrowing) – Where the Council will provide the capital funding for the purchase of the vehicles:

Option 2 (without prudential borrowing) – Where the contractor provides the purchase of the vehicles.

QUALITY 50%

The quality score is subdivided into the following areas:-

- Contract Mobilisation and Operations - total scoring = 20%
- Customer focus- total scoring = 12%
- Health & safety- total scoring = 14%
- Innovation- total scoring = 4%

These headings are then further subdivided as follows:-

- Contract Mobilisation and Operations
 - Contract mobilisation
 - Core services
 - Vehicle and staffing resources
 - Depot
 - Quality monitoring
 - Contingency management
 - Environmental responsibility
- Customer Interface
 - ICT
 - Customer satisfaction and complaints
 - Communications and reporting – Internal/External
- Health & Safety
- Innovation and added value
- Optional Services

- Textiles kerbside collection
- Healthcare waste
- Bulky waste

The table below provides a more detailed summary of the evaluation criteria.

Criteria	Overall Total	Area	Area Total	Sub-Area	Sub-Total
Price	50%	With Prudential Borrowing	50%	This is an Either / Or option	The lowest fee quoted will be awarded maximum points and all other tenders awarded points in proportion.
		Without Prudential Borrowing	50%	This is an Either / Or option	The lowest fee quoted will be awarded maximum points and all other tenders awarded points in proportion.
Quality	50%	Contract Mobilisation and Operations	20%	Of which:	
				Contract Mobilisation	5%
				Core Services	5%
				Vehicles & Staffing	4%
				Depot	1%
				Quality Monitoring	2%
				Contingency Management	1%
				Environmental Responsibility	2%
		Health & Safety	14%		
		Customer Interface	12%	Of which:	
				ICT	5%
				Customer Satisfaction and Complaints	3%
				Communications and Reporting – Internal/External	4%
		Innovation	3%		
Optional Services		Tenderers will be asked to provide method statements for these but they will be a Non Scoring Question			

Outline waste and recycling contract performance indicators.

The outline performance indicators detailed in the table below have been developed using the current contract performance indicators plus some new indicators which have been recommended by the joint client team, and the inclusion of some old national indicators.

Examples are:

Missed bins per 100,000: This is old Best Value Environmental Indicator which was abolished in 2008 but is still used by all local authorities to bench mark performance.

Missed assisted collections: This is an important local indicator which is used to monitor collections, the contractor is provided with an agreed list of qualifying collections and in normal operational circumstances we would not expect these to be missed.

All indicators are linked to the performance and default regime within the contract and are used by the many local authorities across the country to monitor contract performance.

The outline performance indicators will be used to drive continuous improvement through the contract and will be subject to final negotiation with the successful contractor and therefore maybe subject to change.

List of Outline Indicators for the Joint Waste and Recycling Contract

DESCRIPTION	Material Stream	Current target used to monitor BDBC's performance	Proposed new target to be used for both authorities.
Missed Bins per 100,000	ALL	Refuse - 55 Recycling – 55 Garden Waste - 250 Glass - 50	Refuse - 53 Recycling - 51 Garden Waste - 250 Glass - 50
Missed bins cleared within 24 hours	ALL	95%	100%
Missed Assisted Collections	ALL	5	0
Missed Assisted Collections cleared within 24 hours	ALL	95%	100%
Commencement of collections before 7am BDBC and 6.30am HDC	ALL	N/A	0
Use of slave bins	ALL	N/A	5
Bins lost/Damaged due to contractor	ALL	10	10
Bins not returned to correct location	ALL	10	5
Assisted collection - Bins not returned to correct location	ALL	0	0
Green waste sacks not secured	Garden waste	12	12
Spillages	ALL	10	10
Complaints received - 10 day turnaround	ALL	4	4
Contaminated loads – Number of loads registered as contaminated at	ALL	2	2

the MRF over the agreed specification.			
Contaminated bins per 100,000 (New)	ALL	N/A	55
Bin Deliveries – Time for delivery; 10 working days from date of notification to contractor	ALL	95%	100%
Garden Waste Sack deliveries– Time for delivery 10 working days from date of notification to contractor	ALL	95%	100%
Complaints	ALL	5	5
Non collection of waste for any reason	Non collection of waste for any reason		
Healthcare waste – Missed collections (New)	Healthcare Waste	8	8
Bulky Waste Collections – Missed Collections (New)	Bulky Waste		
Bring sites – overflowing banks on sites (New)	Bring sites	5	5
Bring sites – non clearance of spillages after collections have been undertaken (New)	Bring sites		

TIMELINE - DEADLINE DATES

ACRONYMS

OJEU	OFFICIAL JOURNAL OF THE EUROPEAN UNION
AWC	ALTERNATE WEEKLY COLLECTIONS
SQ	SELECTION QUESTIONNAIRE - PREVIOUSLY KNOWN AS PQQ PREQUALIFICATION QUESTIONNAIRE
NQD	NEGOTIATION QUESTIONS DOCUMENT
ITT	INFORMATION TO TENDERERS - ALL THE CONTRACT DOCUMENTS

START DATE	END DATE	ITEM
20 Jan 2017	20 Jan 2017	Publish PIN and SQ
20 Feb 2017	20 Feb 2017	Date for return of SQ
20 Feb 2017	10 Mar 2017	Critical friend pre-publication review
20 Feb 2017	10 Mar 2017	Evaluation of SQ
10 Mar 2017	10 Mar 2017	Complete evaluation of SQ
2 Mar 2017	2 Mar 2017	Hart Cabinet decision
13 Mar 2017	13 Mar 2017	Hart 'Call-in' period
14 Mar 2017	14 Mar 2017	BDBC Cabinet decision
17 Mar 2017	17 Mar 2017	Report SQ short-listing to JGG
21 Mar 2017	21 Mar 2017	BDBC 'Call-in' period
22 Mar 2017	22 Mar 2017	Notify SQ short-listing and issue invitation to bidders to confirm interest to participate in tender process
22 Mar 2017	22 Mar 2017	Publish procurement documents
2 Apr 2017	2 Apr 2017	10 day 'holding' period for any SQ bidders' Q&A's
7 Apr 2017	7 Apr 2017	Bidders day
10 Apr 2017	14 Apr 2017	Publish bidder day Q & A's
24 Apr 2017	24 Apr 2017	Issue ITT
24 Apr 2017	30 June 2017	Tender (ITT) preparation by bidders
30 June 2017		ITT return date
3 July 2017	25 Aug 2017	ITT evaluation
25 Aug 2017	20 Sept 2017	Prepare Lot 1-2 decision report
20 Sept 2017		Basingstoke Cabinet consider Lot 1-2 decision report
25 th Sept 2017		Notification of Lot 1-2 decision and down selection to bidders and Negotiation Questions Document (NQD) from us
26 Sept 2017	6 Oct 2017	Down selection to bidders and Negotiation Questions Document (NQD) from us
6 th Oct 2017	9 th Oct 2017	Receipt of NQD from bidders
16 Oct 2017	24 Nov 2017	Negotiation commencement
24 Nov 2017		Negotiation closure
27 Nov 2017		Best and final offer request date
	5 Jan 2018	Best and final offer return date
8 Jan 2017	2 Feb 2017	Best and final evaluation
5 Feb 2018		Selection recommendation

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5 Feb 2018	9 Feb 2018	Approval to award – portfolio holder and senior officer/s
16 Feb 2018		Notification letter publication
16 Feb 2018	26 Feb 2018	Standstill period ends on 26 Feb 2018
27 Feb 2018		Contract notification
27 Feb 2018	1 Apr 2018	Contract signing
1 Apr 2018	2 Oct 2018	Contract mobilisation period
3 Oct 2018		Contract go live

CABINET

DATE OF MEETING: 2 MARCH 2017

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

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 as at the end of December 2016. Overview and Scrutiny Committee will consider this report at its meeting on 21 February 2017. Any comments will be reported verbally to Cabinet.

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 2016 to 31 December 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 to reserves of £92k will be made. This is an improved position from that reported to Cabinet in November when an over spend of £138k was projected.

The main reasons for this change are:

- Car park income is higher than previously forecast.
- The budget for the employment of apprentices will not all be spent.
- Some saving on recruitment costs.
- Savings on grounds maintenance
- Additional recycling income

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 Centre is now due to open on April 1 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 CONCLUSION

- 7.1 The budget outturn is now projected to be an underspend of £92k against an original estimate of £117k.

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APPENDICES

- Appendix 1 Revenue Monitoring
Appendix 2 Capital Monitoring

REVENUE BUDGET OUTTURN 2016 / 2017 PERIOD 9 DECEMBER

	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	78,127	215,050	-20,000	Vacancy Saving
	<u>235,050</u>	<u>78,127</u>	<u>215,050</u>	<u>-20,000</u>	
CORPORATE SERVICES					
Civic Function & Chairman	20,300	16,428	22,276	1,976	
Corporate - Apprentices	20,500	18,186	17,150	-3,350	
Corporate Communication	126,800	62,637	121,117	-5,683	Web site saving £25k. 5 new FTE's WEF Dec 16 £15k
Leadership Team	540,580	475,145	559,742	19,162	5 Council's Staffing
Corporate Performance Team	57,770	37,292	50,959	-6,811	Unbudgeted Transparency Grant Income
External Audit	66,660	36,442	70,722	4,062	Estimated fee from B&DBC for 16/17
Non Distributed Costs	0	0	0	0	
Climate Change	12,300	-1,516	17,300	5,000	Increased 16/17 charge from Rushmoor
Business Support Unit	292,061	210,058	272,748	-19,313	Saving in Business Manager and Support Officer Post
Business Support Non Staff	165,906	140,006	166,156	250	
Hart Development	142,650	82,154	119,161	-23,489	Change in staffing Hours and SCP plus additional agency costs £32k less the saving on contractors costs, projects and contributions £55k
Neighbourhood Planning	0	11,223	0	0	
Customer Services Contract	296,700	169,347	292,280	-4,420	
IT Contract	297,810	227,230	301,845	4,035	
HR Contract	105,620	77,939	104,257	-1,363	
Internal Audit	94,940	43,922	95,140	200	
Legal Services	232,790	25,280	291,450	58,660	Estimated shortfall in Budgeted Legal Fee income
Customer Services Client	50,560	44,300	56,637	6,077	Postage Costs higher than budget.
IT Client	310,540	255,793	333,407	22,867	Unbudgeted Licence fees (£39k), PSN Remedial Work (£14k) and Telephony Infrastructure (£13k), less reduction in Microsoft Enterprise Agreement (£35k) and saving in Hardware purchases (£8k)
HR Client	59,660	22,841	58,723	-937	
Print Room & Photocopying	30,000	38,126	32,000	2,000	Higher than budgeted Printing usage
Local Land Charges	-110,447	-87,033	-110,030	417	
Planning Policy	419,880	502,999	440,821	20,941	Spend on the Local Plan in addition to the use of £300k reserves
Admin Bldgs - R & M	375,200	262,860	367,318	-7,882	
	<u>3,608,780</u>	<u>2,671,657</u>	<u>3,681,179</u>	<u>72,399</u>	

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DEMOCRATIC SERVICES

Rechargeable Elections	0	55,331	0	0	
Register Of Electors	95,720	89,595	142,567	46,847	Government support for IER is set at a lower level this year. Reviewing more elections and more correspondence than anticipated at budget setting.
Election Expenses	194,890	95,786	131,983	-62,907	Additional claim money received towards fixed costs due to elections.
Support To Elected Bodies	284,970	207,615	281,698	-3,272	
	575,580	448,327	556,248	-19,332	

FINANCE

Revs & Bens Contractor Costs	1,211,790	875,738	1,211,790	0	
Revs & Bens Client Costs	-276,290	-88,786	-255,710	20,580	Unbudgeted Civica licence fees.
Housing/Council Tax Benefits	95,000	-122,193	83,219	-11,781	DWP contribution increased as DHP applications higher than expected
Meals On Wheels	8,000	0	0	-8,000	Service adopted by HCC
Housing Act & Housing Ass. Adv.	0	0	0	0	
Bank Charges	58,000	41,333	58,000	0	
Finance Client	80,970	122,978	155,159	74,189	Head of Finance 1fte 8 months.
Finance Contract	465,750	334,891	446,340	-19,410	Saving in Contract following Leisure Outsourcing
	1,643,220	1,163,961	1,698,798	55,578	

HOUSING SERVICES

Private Sector Housing	174,500	110,195	179,560	5,060	Trading Company Consultants
Strategic Housing Services	111,960	87,204	116,373	4,413	
Housing Needs Service	516,340	386,177	502,832	-13,508	Rent Deposit Officer vacancy
Help for Single Homelessness	0	-4,290	0	0	
Domestic Abuse	0	256,025	0	0	
	802,800	835,311	798,765	-4,035	

LEISURE

Leisure Centre Maintenance	20,000	8,380	20,000	0	
Leisure Strategy	75,170	79,965	80,075	4,905	Unbudgeted Publicity Contract retained by Hart
Leisure Centre Contract	-36,150	0	7,000	43,150	Revised income projections down to reflect the opening of the new Hart Leisure Centre
Leisure Centre Client	68,477	29,919	59,850	-8,627	Reduction in staff numbers using Leisure 365 Cards
Hart Leisure Centre (Client)	33,970	-63,430	15,765	-18,205	Revised business rate projections down to reflect the opening of the new Hart Leisure Centre
Frogmore LC (Client)	7,280	-1,233	6,750	-530	
Lesiure Centres (Re-Billing)	0	-42,761	0	0	
	168,747	10,840	189,440	20,693	

ENVIRONMENTAL PROMOTION

Land Repossessions	4,480	1,283	4,480	0	
Fleet Pond	64,940	49,915	63,992	-948	2 Month vacancy saving
Commons	60,660	36,010	60,509	-151	
Odiham Common	52,800	29,390	52,388	-412	
Elvetham Heath Nature Reserve	47,460	35,475	51,743	4,283	
Parks/Play Areas Outside Fleet	0	0	0	0	
Edenbrook Country Park	62,010	38,028	50,255	-11,755	Vacancy Saving £7k and underspend on Consultants £5k
QE II Fields	9,570	7,129	7,411	-2,159	
Biodiversity	28,360	20,929	28,760	400	
Landscape & Conservation	56,810	42,787	56,627	-183	
Environmental Promotion - Stra	164,385	143,746	161,355	-3,030	
Tree Preservation Orders	126,310	84,221	127,076	766	
	677,785	488,912	664,596	-13,189	

ENVIRONMENTAL SERVICES

Dog Warden	57,270	36,820	49,463	-7,807	Court Costs awarded £3k, Staff Saving £7k
Pest Control	2,750	156	1,871	-879	
Env Health Pollution	0	-158	0	0	
Env Health Commercial	135,370	115,339	144,591	9,221	Staff realignment see Environmental Protection
Environmental Protection	189,850	125,388	178,620	-11,230	Staff realignment see EH Commercial. 0.5fte vacancy £20K less unbudgeted contractor costs £10k
Churchyards	7,000	2,510	7,900	900	
Env Health Public	0	0	0	0	
Out Of Hours Noise Service	24,910	12,671	18,165	-6,745	
Health & Safety	27,090	48,732	28,995	1,905	
Licences	-9,230	-22,200	-9,103	127	
Hackney Carriages	-26,410	-75,591	-24,758	1,652	Unbudgeted Medical Fees £10k and Equipment £5k less additional licence fee income £13k
Health & Policy	44,570	29,976	44,570	0	
	453,170	273,645	440,314	-12,856	

PLANNING

Planning Development	-144,440	-99,538	-153,891	-9,451	Staffing pressure of £103k and Supplies and Services £13 off set by Application charges higher than budget £129k.
Building Control - Fee Earning	-117,210	-82,589	-100,313	16,897	Estimated difference on the 15/16 Contract less additional application fee income
Building Control - Non-Fee	77,830	33,776	77,277	-553	
Street Naming & Numbering	-490	-4,886	-3,883	-3,393	
	-184,310	-153,237	-180,810	3,500	

TECHNICAL

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Emergency Planning	39,710	32,283	38,172	-1,538	
Waste Client Team	-698,300	-734,842	-812,077	-113,777	Staffing reduction hours saving £6k, saving on Bin Purchases and sales £51k, additional income based on latest projections, Garden Waste £20k, Glass £10, and Recycling £28k
Waste Contract Split Orders	0	-556	0	0	
Hart Drainage	80,970	62,388	81,099	129	
Waste Contract	1,579,960	860,831	1,603,604	23,644	Saving based on the latest inflation calculations of 0.6%. Budget was -0.76 for the 1st 6 months then 1.5% for the 2nd 6 months £20k. Unbudgeted increase in garden waste clinets (approx 1,500) costing £45k
Grounds Mtn Contract	352,100	185,197	321,468	-30,632	Saving against budget of SLA with Basingstoke
Street Cleaning	494,420	456,503	493,408	-1,012	Pressure of £8k for GIS Mapping of litter bins off set by a saving against budget for the Street Cleaning SLA with Basingstoke £9k
Clinical and Bulky	-6,410	-23,752	-16,830	-10,420	Income above budget for bulky household collections
Basingstoke Waste Contract	0	-402,438	0	0	
Street Furniture	8,030	3,493	6,318	-1,712	
Highways Traffic Management	35,660	19,839	44,254	8,594	Overlap of Infrastructure Manager
Highways Agency - Development	-29,310	-10,937	-23,029	6,281	Increased Contractor spend due to Planning Appeal and Staff Support
Estates/Asset Management	52,410	36,559	66,616	14,206	Spend higher than budget for Legal work Pot Bridge £6k, Moth Bailing at Hart Leisure Centre £10k and works outside the Capita Contract £11k off set by small land sale £10k and additional legal fee income on Ivy Lodge £3k.
Off Street Enforcement	-433,130	-333,425	-471,536	-38,406	2.0fte part year staff saving £21k, additional parking fee income £21k and additional Penalty Notice Income £9K less additional spend on contractors £16k
On Street Enforcement	94,080	43,173	67,982	-26,098	2.0fte part year staff saving £29k
CCTV	165,290	117,295	161,563	-3,727	
Flood repairs & Maint work	0	0	0	0	
Fair Trade	2,000	0	2,000	0	
	1,737,480	311,610	1,563,012	-174,468	
Grand Total	9,718,302	6,129,153	9,626,592	-91,710	

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	50	(22)	54	4
Housing & Customer Services	630	350	980	522	810	(170)
Leisure	0	16,817	16,817	13,127	16,846	29
Environmental Promotion	0	105	801	81	193	(608)
Technical Services	0	450	588	154	352	(236)
TOTAL CAPITAL PROGRAMME	630	17,772	19,236	13,861	18,254	(982)
Capital Resources available as at 1st April 2017						

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	(2)	50	0
	Rural Broadband	0	0	0	0	23	23
	Upgrade to IT infrastructure	0	0	0	(18)	(18)	(18)
	Civic Office Refurbishment	0	0	0	0	0	0
	Door Entry System	0	0	0	(1)	(1)	(1)
		0	50	50	(22)	54	4
Housing & Customer Services	Private Sector Renewal - Minor Works Grants(Home trust Loan	60	0	60	17	30	(30)
	Grant for 13x 4 bed dwellings.	0	350	350	280	210	(140)
	Disabled Facilities Grants	570	0	570	225	570	0
		630	350	980	522	810	(170)
Leisure	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	69	168	0
	Frogmore leisure Re-Development	0	1,485	1,485	1,470	1,514	29
	Leisure Centre Construction	0	14,822	14,822	11,560	14,822	0
	Leisure Centre Consultants & Fees	0	162	162	29	162	0
	Sports Hall	0	0	0	0	0	0
		0	16,817	16,817	13,127	16,846	29
Environmental promotion	Fleet Pond Project-Restoration	0	0	0	0	0	0
	Edenbrook Country Park (S106 SANG)	0	30	30	0	0	(30)
	Fleet pond Nature Reserve Visitor Strategy (S106)	0	8	28	11	11	(17)
	Odiham Common (S106)	0	19	19	4	19	0
	Odiham Signs	0	5	5	0	0	(5)
	S106 Leisure Parish Funded Projects	0	43	43	44	46	3
	Fleet Pond Access Track	0	0	150	0	0	(150)
	Fleet Pond Visitor Enhancements	0	0	56	0	0	(56)
	Hazeley Heath Grazing Project	0	0	80	0	0	(80)
	Hazeley Heath Notice Boards	0	0	15	0	0	(15)
	Hazeley Heath Access Improvements	0	0	80	0	3	(77)
	HW Central Common Enhancement	0	0	36	3	20	(16)
	HW Central Common Access Improvements	0	0	80	0	0	(80)
	HW QEII Fields Improvements	0	0	35	0	0	(35)
	Edenbrook CP Play Tree	0	0	30	0	0	(30)
	Edenbrook CP History Walk	0	0	20	0	0	(20)
	Cricket Hill Pond Phase 2	0	0	10	0	10	0
	Service Vehicles	0	0	65	19	65	0
	Countryside Workshop	0	0	19	0	19	0
	Bramshot Farm	0	0	0	0	0	0
		0	105	801	81	193	(608)
Technical Services	Fernhill Road, Pedestrian Facilities (S106)	0	66	66	53	66	0
	S106 NEHTS Parish	0	12	12	3	12	0
	Forgmoor Day Centre Roof Repairs	0	0	40	56	35	(5)
	Church Road (Victoria Road) Car Park - Pay on Foot	0	247	0	0	0	0
	Church Road Improvements	0	0	270	0	30	(240)
	Post Payment Parking	0	0	76	0	120	45
	Phoenix Green, Hartley Wintney	0	75	75	33	71	(4)
	Mill Corner, North Warnborough	0	50	50	9	18	(32)
	Kingsway Flood Alleviation Scheme	0	0	0	0	0	0
Refuse Vehicles	0	0	0	0	0	0	
		0	450	588	154	352	(236)
TOTAL CAPITAL PROGRAMME	630	17,772	19,236	13,861	18,254	(982)	

CABINET

DATE OF MEETING: 2 MARCH 2017

TITLE OF REPORT: WINCHFIELD NEIGHBOURHOOD PLAN – BRINGING INTO LEGAL FORCE

Report of: Corporate Strategy and Policy Development Manager

Cabinet member: Councillor Stephen Parker, Planning

I PURPOSE OF REPORT

1.1. Following a positive referendum result for the Winchfield Neighbourhood Plan, the purpose of this report is to seek agreement to recommend to Council to bring the Neighbourhood Plan into legal force to form part of the statutory development plan for Hart District.

2 RECOMMENDATION to Council:

2.1 That under Section 38A(4) of the Planning and Compulsory Purchase Act 2004 the Winchfield Neighbourhood Plan be ‘made’ (brought into legal force) to form part of the statutory Hart Development Plan with immediate effect.

3 BACKGROUND

3.1 In January 2015, the Council designated Winchfield Parish as a Neighbourhood Area for the purposes of neighbourhood planning. Winchfield Parish Council as the qualifying body, submitted the draft Winchfield Neighbourhood Plan (WNP) and supporting documents to Hart District Council on 24th June 2016.

3.2 Consultation on the submission WNP took place July – September 2016. The Council, with the consent of Winchfield PC appointed an independent examiner to review the plan and consider whether it should proceed to referendum. The Examiners Report recommended that, subject to a number of modifications required to ensure the Plan met the required basic conditions as set out in legislation, the Plan should proceed to referendum. Cabinet agreed to these modifications and to proceed to referendum in December 2016.

3.3 A local referendum was held in Winchfield Parish on 2nd February 2017. The referendum asked the following statutory question:

Do you want Hart District Council to use the neighbourhood Plan for Winchfield Parish to help it decide planning applications in the neighbourhood area?

3.4 61% of electors voted and 294 (96%) of the 305 who voted were in favour of the Plan. The results are set out in Appendix A.

4 'MAKING' OF THE WINCHFIELD NEIGHBOURHOOD PLAN

- 4.1 Paragraph 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 requires the Council to 'make' a Neighbourhood Plan if more than half of those voting in a referendum have voted in favour of the Plan being used to help decide planning applications in the area. The Council is not subject to this duty if the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).
- 4.2 More than half of those voting for the Winchfield Neighbourhood Plan voted in favour of the Plan being used to help decide planning applications. In addition, it is considered that the plan, including its preparation, does not breach and would not otherwise be incompatible with, any EU obligation or any of the Convention rights, the Plan must be 'made' by the Council.
- 4.3 The Neighbourhood Planning (General) Regulations 2012 (as amended) requires the Council to then, as soon as possible after deciding to make a Neighbourhood Development Plan, publish a statement setting out the decision and details of where and when the decision statement may be inspected. The Winchfield Neighbourhood Plan Decision Statement is attached as Appendix B.
- 4.4 The final version of the WNP can be viewed at <http://www.hart.gov.uk/winchfield> .

5 NEXT STEPS

- 5.1 The WNP will be published on the Councils website along with relevant supporting information including the Decision Statement. Notification of the decision will also be sent to Winchfield Parish Council as the Qualifying Body and to all those who have requested to be notified.
- 5.2 Once 'made', the Plan has full weight as part of the development plan for Hart District in relation to the determination of planning applications in Winchfield Parish.

Contact Details:

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

APPENDICES

Appendix A – Declaration of Result of Poll

Appendix B – Winchfield Neighbourhood Plan Adoption Decision Statement

APPENDIX A – Referendum Declaration of Poll

**Hart District Counting Area
Winchfield Neighbourhood Planning Referendum
2nd February 2017
DECLARATION OF THE RESULT OF THE POLL**

As Deputy Counting Officer for the Winchfield Neighbourhood Planning Area at the Referendum held on the 2nd February 2017, and having been authorised to do so by the Counting Officer, I hereby give notice that I have certified the following:

The number of votes cast for the question, "Do you want Hart District Council to use the Neighbourhood Plan for Winchfield to help it decide planning applications in the neighbourhood area?", was:	Votes Recorded
YES	294
NO	11
TOTAL VALID VOTES COUNTED	305
The Number of Ballot Papers rejected was as follows:	
(a) No Official Mark	0
(b) Both answers voted for	0
(c) Writing or mark by which the voter could be identified	0
(d) Unmarked or void for uncertainty	0
TOTAL SPOILT PAPERS	0

Civic Offices
Harlington Way
Fleet
Hampshire
GU51 4AE

Signed: 
A Tiffin, Deputy Counting Officer

AI OK:

Electorate: 498
0.00% 61.2%

APPENDIX B - Winchfield Neighbourhood Plan Decision Statement



**Hart District Council
Winchfield Neighbourhood Development Plan 2015- 2032
The Neighbourhood Planning (General) Regulations 2012
Neighbourhood Plan Decision Statement**

1.0 Summary

- 1.1 Following a positive referendum result, Hart District Council has made the Winchfield Neighbourhood Plan (“the Plan”) part of the Development Plan at a Council meeting on [30th March 2017].
- 1.2 This document is the Decision Statement required to be prepared under Section 38A(9) of the Planning and Compulsory Purchase Act 2004 (as amended) and Regulation 19(a) of the Neighbourhood Planning (General) Regulations 2012 (as amended). It sets out the Council’s considerations and formal decision in bringing the Winchfield Neighbourhood Plan into legal force following the successful local referendum held on 2 February 2017.

2.0 Background

- 2.1 The Winchfield Neighbourhood Plan Area, covering the entire Parish, was designated by Hart District Council on 8th January 2015, under the Neighbourhood Planning (General) Regulations (2012), which came into force on 6 April 2012.
- 2.2 The Winchfield Neighbourhood Plan was submitted to Hart District Council on 24th June 2016. The Regulation 16 consultation took place between 18th July and 2nd September 2016 whereby the Plan was publicised and comments were invited from the public and stakeholders.
- 2.3 Hart District Council appointed an Independent Examiner; Andrew Ashcroft, to review whether the Plan met the basic conditions required by legislation and whether the plan should proceed to referendum.
- 2.4 The Examiner’s Report concluded that the Plan meets the Basic Conditions, and that subject to the modifications in the examiner’s report, the plan should proceed to referendum.
- 2.5 A Referendum was held on 2nd February 2017. 96.3% of those who voted were in favour of the plan. Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act

2004 as amended requires that the Council must make the neighbourhood plan if more than half of those voting have voted in favour of the plan. The council is not subject to this duty if the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).

3.0 Decision and reasons

3.1 With the Examiner's recommended modifications the Council considers that the Plan meets the basic conditions set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990.

3.2 The referendum held on 2nd February 2017 met the requirements of the Localism Act 2011, it was held in the parish of Winchfield and posed the statutory question: 'Do you want Hart District Council to use the Neighbourhood Plan for the Winchfield area to help it decide planning applications in the neighbourhood area'.

3.3 The count took place on 2nd February 2017 and greater than 50% of those who voted were in favour of the plan being used to help decide planning applications in the Plan area.

3.4 The Council has assessed that the Plan including its preparation does not breach, and would not otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998). The Plan preparation process was compliant with legal and procedural requirements and more than half of those who voted in the referendum, voted in favour of making the Plan.

3.5 The Council decided at the [Council meeting on 30 March 2017] to make the Winchfield Neighbourhood Plan 2015-2032, part of the Development Plan for Hart District.

4. Other Information

4.1 In accordance with Regulation 19(b) of the Regulations, a copy of this Decision Statement has been sent to:

- The qualifying body, namely, Winchfield Parish Council
- The persons who asked to be notified of the decision.

4.2 The Decision Statement, the Winchfield Neighbourhood Plan and relevant documents can be viewed on the Councils website at <http://www.hart.gov.uk/winchfield> and Winchfield Parish Council website at <http://www.winchfield-pc.org.uk/community/winchfield-parish-council-7804/about-us> and in hard copy at Hart District Council Offices, Harlington Way, Fleet during normal opening hours.

Hart District Council

CABINET

DATE OF MEETING: 2 MARCH 2017

TITLE OF REPORT: THE HARLINGTON

Report of: Joint Chief Executive

Cabinet member: Councillor Mike Morris, Portfolio Holder for Town and Village Regeneration, and Councillor Burchfield, Portfolio Holder for Corporate Services

I PURPOSE OF REPORT

To agree the Council's position as landowner, to Fleet Town's Council's consultation on three possible development options for the Harlington. The consultation runs from 25 February to 18 March. At the time of drafting this report no drawings are publicly available. Once available they will be circulated at the meeting.

2 OFFICER RECOMMENDATION

1. That Hart District Council expresses concern as landowner, that potential Options 2 and 3 do not deal at the outset with any associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet.
2. That subject to agreement from FTC to pay for the professional services, that HDC establishes the potential capital or financial cost implications as a result of Options 2 or 3 being proposed by FTC
3. That Hart District Council formally responds to the letter dated 14 February 2017 to advise that, subject to the necessary legal tests, the Council seeks to secure S106 developer contributions, to support the Harlington project once a final Option has been agreed.

3 BACKGROUND

Fleet Town Council (FTC) are intending to go to consultation on three potential options for the refurbishment or redevelopment of the Harlington. They are undoubtedly ambitious proposals. Options 1 and 2 essentially involve substantial refurbishment of the existing Harlington. Option 2 is of greater scale and includes potential extensions and other external works including an extension onto the adjoining Council owned public car park to the rear. Reprovision of these parking spaces are proposed. Option 3 entails the redevelopment of the Harlington on Gurkha Square. It would result in the loss of 20 of the 51 Gurkha Square parking spaces. No details on reprovision have been given.

4 COMMENTARY

- 4.1 The Council has always lent its support to the principle of an enhanced Harlington facility. However, the Harlington and the surrounding public car parks are owned by the District Council and the footprint of the Library is owned by Hampshire County Council. FTC occupies the Harlington only - there is no formal lease. It is therefore important that the District Council gives careful consideration to the protection of both its capital assets and revenue interests.
- 4.2 **Option 1** essentially would see the current Harrington undergo substantial refurbishment. In itself it would appear to have no wider implications and therefore, subject to agreement through a formal 99 year lease, this Option should be supported in principle.
- 4.3 **Option 2** involves a more substantial refurbishment and includes extensions onto Council owned land/public parking spaces. Reprovision of these 10 public parking spaces would appear to be feasible but it is not clear how all the functional servicing arrangements for the Harlington would be provided. Whilst these are points of detail which would need to be addressed at any planning application stage, they are essential issues of principle that would need first to be addressed from a Council capital assets/revenue position before any support can be lent to this element of the project. Once the full drawings are published with the FTC consultation a more informed assessment can be made.
- 4.4 **Option 3** proposes a new Harlington on Gurkha Square. At least 20 of the existing 51 public parking spaces would be lost. The revised drawing appear to be a substantial improvement on the earlier concept plans but they have not yet been assessed in any detail.
- 4.5 The Council's position on the acceptability of development on Gurkha Square was agreed by Cabinet in July 2016. The relevant Cabinet report is attached at Appendix I but in summary:
1. There should be no adverse financial (capital and revenue) cost to the District Council or result in any new burden on the District Council's revenue account
 2. The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier). This should include making arrangements for the relocation of other occupiers of the Harlington
 3. Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

5 CONSIDERATIONS

- 5.1 The anticipated consultation covers options, which FTC have yet to demonstrate to Hart District Council meet the criteria set by Cabinet for redevelopment. These

need to be resolved before the Council can lend any further support to the project. At this stage, both Options 2 and 3 should not be considered as deliverable, because it would in many respects prematurely predetermine decisions that we have not yet agreed.

- 5.2 In terms of Gurkha Square, the capital value is estimated to be between £750k-£1.3m with the capital cost of replacing a parking space at £7k. However, the revenue benefit to the Council of the Gurkha Square car park is £100,000/annum and it is important to identify how any replacement parking would be delivered and where?
- 5.3 A further set of key issues are also highlighted in the July Cabinet report (at para 5.5). Even if Fleet Town Council were to vacate the Harlington, it may not necessarily retain its asset value because the District may end up having returned to it a seriously diminished asset that could not be redeveloped to reflect its current asset value. Therefore, it is still to be established that the site of the existing Harlington can be redeveloped to secure a financially viable redevelopment that recoups its existing £3.5m asset value. This requires further funds to be set aside to develop a feasibility study about what might be achieved through the redevelopment of the existing Harlington. The cost of this should not fall on the District Council.
- 5.4 In terms of the current tenants they are satisfactorily accommodated within the existing Harlington and therefore the only reason for them to be moved arises from FTC proposals. The District Council of course should help in the search for relocations but again the responsibility for addressing this issue must be led by FTC and the associated costs built into any of the three redevelopment opportunities.

6 FINANCIAL IMPLICATIONS

- 6.1 The Council's position is well established. There should be no adverse financial (capital and revenue) cost to the District Council or result in any new burden on the District Council's revenue account arising from this project
- 6.2 FTC has however, asked if the Council could commit some capital support to the project in their letter of 14 February 2017. At this stage the Council is already fully committed to the largest capital investment (£23m) within the District through the delivery of the new Hart Leisure Centre. It is therefore not in a position to contribute towards the Harlington project. Nevertheless, there may be alternative funding opportunities through S106 developer contributions. Provided FTC can demonstrate the following:

S106 Planning Obligation will be sought where it is:

- a) necessary to make the development acceptable in planning terms;
- b) directly related to the development; and
- c) fairly and reasonably related in scale and kind to the development,

and where evidence is provided to enable the Council to assess whether any financial contribution meets the following policy tests:

- d) there is quantified evidence of the additional demands on facilities or infrastructure which are likely to arise from the proposed development;

- e) there is up-to-date, quantified evidence of the extent to which existing facilities or infrastructure are able or unable to meet those additional demands;
- f) a clear methodology exists for calculating any financial contribution which is shown to be necessary to improve existing facilities or infrastructure, or provide new facilities or infrastructure, to meet the additional demands;
- g) details are provided of the specific facilities or infrastructure on which any financial contribution will be spent; and
- h) where the project does not conflict with the five planning permission pooling limitations as set in the CIL Regulations.

These generic tests were agreed by Cabinet on October 2016.

7 ACTION

In summary, the District Council must be cautious at this stage. It must avoid putting itself in a position whereby it commits itself to an open ended agreement that does not deal at the outset with any associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet.

Contact: Daryl Phillips, Joint Chief Executive, x4143, daryl.phillips@hart.gov.uk

APPENDICES:

Appendix I Cabinet report July 2016

CABINET

DATE OF MEETING: 7 JULY 2016

TITLE OF REPORT: HARLINGTON POTENTIAL REDEVELOPMENT OPPORTUNITY – GURKHA SQUARE

Report of: Joint Chief Executive

Cabinet member: Councillor Burchfield, Portfolio Holder for Corporate Services and Councillor Mike Morris, Portfolio Holder for Town and Village Regeneration

I PURPOSE OF REPORT

- 1.1 Fleet Town Council has embarked on an ambitious project to deliver a new Harlington to replace the existing community facility with a state-of-the-art community/entertainment venue. The purpose of this report is to establish clear principles that will form the basis of any discussions about the use of District Council owned assets to deliver the Harlington project.
- 1.2 This report does not seek to address the issue of what would be the District Council's position with regard to the potential alternative option of refurbishing the current Harlington building to create a much improved community/entertainment venue. That would be subject to a separate report if such a proposal is put to the District Council.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet resolves that in any discussion with Fleet Town Council (or other developers) that the following principles are clearly set out:

In terms of any option that involves the provision of a new Harlington facility on Council owned land the only District Council asset under consideration is Gurkha Square and any agreement would be subject to:

- i) There should be no adverse financial (capital and revenue) cost to the District Council or result in any new burden on the District Council's revenue account
- ii) The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier). This should include making arrangements for the relocation of other occupiers of the Harlington
- iii) Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement for the lost car parking.

3 BACKGROUND

- 3.1 The Harlington is a community facility owned by Hart District Council. It remained in the ownership and management of the District Council until the creation of Fleet Town Council (as well as the Parishes of Elvetham Heath and Church Crookham). At this point, a variety of assets were transferred to the new Town and Parish Councils, in particular parks and play grounds. The management of the Harlington was also transferred to Fleet Town Council but its freehold remains with the District Council. The reason why the transfer of the freehold of the Harlington to the then newly formed Fleet Town Council was withheld was because it was recognised that there are potential wider development issues where common ownership of all the affected sites may be important.
- 3.2 There is no formal agreement or lease arrangement between Hart District Council and Fleet Town Council governing the occupation of the Harlington. It operates under an informal arrangement. This will need to be resolved in due course.
- 3.3 Hart District Council also owns the Gurkha Square car park, which provides the Councils with a long term income stream and forms part of the broader car parking provision for the residents and retail offer of the town. It contains 51 spaces and provided over £100K income last year.
- 3.4 Fleet Town Council has aspiration for a state-of-the-art entertainment facility in Fleet. The options being considered are refurbishment of the existing Harlington or the construction of a new facility elsewhere. This could include utilising land at Gurkha Square either in isolation or as part of a joint development with Hampshire County Council (HCC) utilising part of Gurkha Square and the site of Fleet Library. HCC itself has aspirations for improved library facilities in its recently adopted Hampshire Library Service Transformation Strategy to 2020 but have given an early indication that the current building is in good condition with relatively low maintenance costs. The Town Council is still at feasibility stage and has made no firm decision to pursue any particular option.

4 THE ISSUES

- 4.1 The Council would clearly want to support Fleet Town Council's ambition to deliver a state-of-the-art entertainment facility. Its benefit to the community would undoubtedly be immense. Nevertheless, the Council has an obligation to protect its own assets and it also needs to protect any income streams. It cannot afford to give away income generating assets and the Council's revenue account cannot take on any new burdens.
- 4.2 Under Section 123 of the Local Government Act 1972, public bodies may dispose of land 'in any manner they wish' but not for less than the "best that can reasonably be obtained". According to the most recent valuation carried out by Capita Property and Infrastructure on behalf of Hart District Council the valuation of the assets around the civic centre are:

The Harlington	£3.1million
Gurkha Square car park	£234,000

These values are taken from the annual assets valuations, which are based on the existing values as a community centre and a car park – this is not the market value of these facilities which would take account of potential alternative uses in the market place.

- 4.3 If the Council wishes to dispose of land for less than best consideration, the Council can resolve to do so. However, where the gap between value and offer is £2 million, it would require the formal consent of the Secretary of State.
- 4.4 Hampshire County Council are also subject to the same legal principles and have confirmed that the value of the Library is £3.6 million.
- 4.5 Councils must also ensure that all disposals comply with the European Commission's State aid rules. When disposing of land at less than best consideration authorities are providing a subsidy to the owner, developer and/or the occupier of the land and property, depending on the nature of the development. Where this occurs authorities must ensure that the nature and amount of subsidy complies with the State aid rules, particularly if there is no element of competition in the sale process. Failure to comply with the rules means that the aid is unlawful, and may result in the benefit being recovered with interest from the recipient.

5 CONSIDERATIONS

- 5.1 Fleet Town Council has commissioned a range of specialist and professional expertise to help progress the feasibility of refurbishment or redevelopment of the Harlington. To help Fleet Town Council and their commissioned partners in considering options for the future, it is important that Hart District Council is completely clear on the availability of land and upon what principles such land would be available.
- 5.2 In terms of any option that involves the provision of a new facility on Council owned land the only District Council asset under consideration is Gurkha Square. Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement of any loss in car parking. In this regard it is important to note that recently there has been a strong District and Town Council desire to resist any net loss in public parking within Fleet and indeed the preference is to increase parking provision to facilitate future growth.
- 5.3 The guiding principle must also be that there is to be no adverse financial (capital and revenue) cost to the District Council. Again, in terms of any option that involves the provision of a new facility any agreement should be subject to:
- i) The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier);

- ii) Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

- 5.4 A further key issue however, is even were Fleet Town Council to vacate the Harlington, it may not necessarily retain its asset value because the District may end up having returned to it a seriously diminished asset that could not be redeveloped to reflect its current asset value. There is also the question of what happens to the various short term tenancies (some of which occupy under Tenancy at Wills) because to realise any development opportunity these will also need to be terminated and if necessary these occupiers relocated.
- 5.5 The principle of these issues will need to be addressed and agreed at an early stage Otherwise the District Council may inherit a compromised site that comprises a redundant community building This obviously may have implications for any financial costs associated with any redevelopment scheme and could delay the opportunity for the District Council to realise any existing Harlington site value. That requires further funds to be set aside to develop a feasibility study about what might be achieved through the redevelopment of the existing Harlington (both with or without the Library). The question therefore is who should pay for this additional work?

6 FINANCIAL IMPLICATIONS

- 6.1 The District Council cannot enter into any open ended agreement and accept at the outset the loss of Gurkha Square with the associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet without it first being accounted for. The Council's revenue account cannot take on any new burdens. Indeed, against a back drop of a £1.2 million gap in financing for 2017/18 as reported in the Medium Term Financial Forecast in October 2015, to do so at this point would demonstrably be to the detriment of the residents of Hart and so would not be in the District Councils interest.

7 ACTION

- 7.1 In summary, our objective should be to support the new entertainment venture but there is to be no adverse financial cost to the District Council. The only Hart District Council asset which Fleet Town Council can consider for a new building is Gurkha Square. There would be a market value cost to the Fleet Town Council in securing access to Gurkha Square and there also needs to be a mechanism put in place to address and re-provide car parking provision.
- 7.2 How this is to be addressed is open for discussion but the redevelopment of the existing Harlington site, subject to feasibility and viability, may be the appropriate vehicle to address any loss of existing assets value.

Contact Details: Patricia Hughes/01252 774450/patricia.hughes@hart.gov.uk

APPENDICES :

None

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

March 2017

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)
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Mar 17 Sept 17 Nov 17			KC	F
Waste Retender	Aug 16	Approval of the procurement	Feb 17	Mar 17		SF	TS&EM
Making of Winchfield Neighbourhood Plan	April 16	Recommendation to Council	Dec 16	Mar 17		SP	PP
The Harlington	Feb 17	To agree to Fleet Town Council's consultation on three possible development options	Mar 17			MM/BB	JCX
Blue Badge	Feb 16	Report on issues of blue badge charging	July 16	Apr 17	Y	MM	TS&EM
Hart Health and Wellbeing Action Plan 2017-2019	Jan 17	For approval	April 17			AC	CW
Hart Leisure Centre	Jan 17	Update/seek approval on lease agreement (old) Hart Leisure Centre	April 17		Y	KC	F
Service Plans	Annual	Service Plans 2017/18	April 17			BB	All

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)
S106 Funding for Education Provision	Jan 17	Protocol with Hampshire County Council for collection and distribution of S106 funding for education provision	April 17			KC	JCX
Update on Local Trading Company	Aug 16	To seek approval for a new delivery and financial model to enable an early start-up	Jan 17	Apr 17		SG	H
5 Councils	Feb 17	Monitoring update	April 17	May 17		BB	JCX
On Street Parking	Aug 16	Consideration of on-street parking issues	Jan 17	Jun 17	Y	SF	TS&EM
Food Safety Service Plan	Annual	For approval	June 17			JK	RS
Suitable Alternative Natural Green Space (Sang)	May 16	Annual Monitoring report to include SANG procurement	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 2016/17.	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
Treasury Management Strategy	Nov 16	Half Year Review 2017/18	Dec 17			KC	CCS
Treasury Management Strategy	Annual	Update	Feb 18			KC	F

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)
2018/19 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 18			KC	F
Local Plan Submission Plan	June 16	Consideration of Submission plan	TBC			SP	PP
Devolution	Mar 16	Hampshire Devolution - progress/ approval	TBC			SP	JCX
Swan Inn, North Warnborough	Dec 16	Update	TBC			KC	JCX
Cross Barn, Odiham	Jan 17	Consideration of a change to S52 agreement	TBC			KC	F

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: Thursday, 2 March 2017 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

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

In attendance: Axam, Cockerill, Neighbour, Radley (Jenny)

Officers:

Daryl Phillips	Joint Chief Executive
Patricia Hughes	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
John Elson	Head of Environment and Technical Services

I22 MINUTES OF PREVIOUS MEETING

The Minutes of the meetings of 2 February 2017 and 9 February 2017 were confirmed and signed as a correct record.

I23 APOLOGIES FOR ABSENCE

None received.

I24 CHAIRMAN'S ANNOUNCEMENTS

None.

I25 DECLARATIONS OF INTEREST

None declared.

I26 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Councillor Schofield of Fleet Town Council made a statement regarding FTC's plans for the Harlington. He highlighted the discussions with Hart, and that they are proposing an innovative opportunity and believe that it will provide improved services for Fleet and Hart. In moving forward Fleet Town Council would need a lease with a 1 year break clause.

A member of the Working Party noted that Fleet Town Council had spent considerable funds on the building and asked that Hart District Council look sympathetically on charging costs to the residents of Fleet.

127 LOCAL PLAN STEERING GROUP

The minutes of the meeting of 31 January 2017 were noted.

128 HART HEALTH AND WELLBEING BOARD

The minutes of the meeting of 16 February 2017 were noted.

129 TENDERING OF THE JOINT WASTE AND RECYCLING CONTRACT

Cabinet approval was sought for the outline specification and terms on which tenders for the joint waste contract after October 2018 are to be invited. Members were updated with comments from the Overview and Scrutiny Committee of 21 February 2017.

Members discussed the break clause and the financial implications of a variety of different factors, which are currently unknown such as currency movements or the potential of Basingstoke and Deane moving to alternate weekly collection.

DECISION

- 1 That tenders would be invited for a new joint Hart/ Basingstoke and Deane waste and recycling contract which will commence on 3rd October 2018.
- 2 That the outline specification for the joint waste and recycling service 2018 onwards, attached at Appendix 1 of the report, be approved.
- 3 That the proposed tender evaluation and award criteria, attached at Appendix 2 of the report, be approved.
- 4 That the outline waste and recycling contract performance indicators, attached at Appendix 3 of the report, be approved
- 5 That a further £10,000 of match funding be allocated to the 2017/18 joint procurement budget.

130 2016-17 BUDGET MONITORING – TO END OF DECEMBER

Members were advised of the position on revenue and capital as at the end of December 2016. Members were updated verbally with comments from the Overview and Scrutiny Committee of 21 February 2017.

Members commented on the uplift in costs on the spend on External Audit and shared Climate Change shared service.

Members considered the revised projections and the current spending position.

DECISION

That the report be noted.

131 WINCHFIELD NEIGHBOURHOOD PLAN - BRINGING INTO LEGAL FORCE

Following a positive referendum result for the Winchfield Neighbourhood Plan, Cabinet were asked to recommend to Council that the Neighbourhood Plan be brought into legal force to form part of the statutory development plan for Hart District.

Members noted the very high turn out of electors and the size of the majority for the plan.

RECOMMENDATION to Council

That under Section 38A(4) of the Planning and Compulsory Purchase Act 2004 the Winchfield Neighbourhood Plan be 'made' (brought into legal force) to form part of the statutory Hart Development Plan with immediate effect.

The Meeting was adjourned at 7.20pm to enable Members to consider information relating to the next item, that was available in hard copy at the meeting.

The Meeting was reconvened at 7.25pm

132 THE HARLINGTON

Cabinet were asked to agree the Council's position as landowner, to Fleet Town's Council's consultation on three possible development options for the Harlington. The consultation would run from 25 February to 18 March. Drawings were circulated to Members.

Members referenced a Cabinet paper in February 2009 on the actions that Hart District Council took, at significant cost, to reduce costs before it was passed to the embryonic Fleet Town Council.

Members:

- Discussed providing a lease to Fleet Town Council in relation to Option 1, but agreed that any consideration of a lease should be deferred until it is known this was the option to be taken, as set out in paragraph 4.2
- Sought to understand what assumptions had been made by Fleet Town Council on the value of the land, required for Option 2 and 3 [A Fleet Town Council representative noted that this information could be provided after the meeting.]
- Asked that Hart District Council gets further understanding of the potential asset loss, from the options presented.
- Asked Fleet Town Council through the Chair whether it would be better for Fleet Town Council to abandon the idea and pass the liability of the Harlington, back Hart District Council. [A Fleet Town Council representative noted that, the business case references there will always need to be a subsidy from residents for the building.]
- Considered the costs associated with professional services

Councillor Crookes offered to work with Fleet Town Council.

DECISION

1. As landowner, that potential Options 2 and 3 did not deal at the outset with any associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet.
2. The District Council will allocate £10,000 budget to pay for professional services, to enable Hart District Council to establish the potential capital or financial cost implications as a result of Options 2 or 3 being proposed by FTC.
3. The response to the letter dated 14 February 2017, would advise that, subject to the necessary legal tests, the Council would seek to secure S106 developer contributions, to support the Harlington project once a final Option had been agreed.

I33 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 8.25pm