



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 3 August 2017 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Ambler, Bailey, Cockarill, Collett, Kinnell, Neighbour (Chairman), Oliver, Radley (James)

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 6 July 2017 are attached to be confirmed and signed as a correct record. **Paper A**

2 APOLOGIES FOR ABSENCE

3 CHAIRMAN'S ANNOUNCEMENTS

4 DECLARATIONS OF INTEREST

To declare disclosable pecuniary or any other interests.

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

6 LEISURE CENTRE WORKING GROUP

To note the minutes of the meeting of 27 June 2017. **Paper B**

7 HART HEALTH AND WELLBEING BOARD

To note the minutes of the meeting of 13 July. **Paper C**

8 2016/17 OUTTURN POSITION

This report contains details of the final position on the Council's accounts for 2016/17. Overview & Scrutiny Committee considered this report at their meeting on 18 July but made no specific recommendations to Cabinet. **Paper D**

RECOMMENDATION

- 1 That the 2016/17 outturn position for the General Fund Revenue account be agreed.
- 2 That the 2016/17 outturn position for Capital expenditure be agreed.
- 3 That the carry forward of the unspent revenue budgets be agreed.

9 TREASURY MANAGEMENT OUTTURN 2016/17

To report the Council's Treasury Management activities during the 2016/17 financial year. **Paper E**

RECOMMENDATION

That Cabinet note the Treasury Management activities during the financial year ended 31 March 2017.

10 SUPPORT FOR SMALL BUSINESS SATURDAY – 2 DECEMBER 2017

To seek Cabinet's agreement to support Small Business Saturday on 2 December 2017 by agreeing to waive charges for car parks owned by the District Council on that day. **Paper F**

RECOMMENDATION

That Cabinet agree to waive car parking charges in all District Council car parks on Saturday, 2 December 2017, between the hours of 8am and midnight.

11 RELEASE OF SECTION 106 DEVELOPER CONTRIBUTIONS: YATELEY TOWN COUNCIL - YATELEY GREEN PONDS

To agree to the release of £16,000 of developer contributions held for local Yateley projects so that Yateley Town Council can carry out environmental improvements to Yateley Green pond. **Paper G**

RECOMMENDATION

That £16,000 S106 developer contributions held for local parish projects in Yateley be released to fund Yateley Town Council's proposals to carry out environmental improvements to Yateley Green pond.

12 CABINET WORK PROGRAMME

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

Date of Despatch: 25 July 2017

CABINET

Date and Time: Thursday, 6 July 2017 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Bailey, Cockarill, Collett, Kinnell (entered the room at 19.17pm), Neighbour (Chairman), Oliver, Radley (James)

In attendance: Councillors Crisp, Forster, and Parker

Officers:

Daryl Phillips	Joint Chief Executive
Phil Turner	Head of Community Services
John Elson	Head of Technical and Environmental Services

12 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 1 June 2017 were confirmed and signed as a correct record.

Further additions to the list of Nominations to Outside Bodies were:
Basingstoke Canal Joint Management Committee – Councillor Jenny Radley
Enterprise M2 LEP Leaders Board – Councillor Dave Neighbour
Fleet Business Improvement District Board – Councillor Oliver

As a separate point Cabinet confirmed that the respective roles of Mental Health Champion and lead on Hart Health and Wellbeing Partnership/Aging Well would be fulfilled by Councillor Bailey.

13 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Ambler.

14 CHAIRMAN'S ANNOUNCEMENTS

None.

15 DECLARATIONS OF INTEREST

Councillors Bailey, Cockerill, and Collett declared a personal interest on Item 19 (Release of Section 106 Developer Contributions - Yateley Town Council) on the grounds that they were all members of Yateley Town Council and Councillor Bailey was specifically on the Town Council Committee that had sought the request for S106 funding.

16 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

17 HEALTH AND WELLBEING BOARD

The minutes of the Health and Wellbeing Board of 11 May 2017 were noted.

18 LEISURE CENTRE WORKING GROUP MINUTES

The minutes of the Leisure Centre Working Group of 30 May 2017 were noted.

19 RELEASE OF SECTION 106 DEVELOPER CONTRIBUTIONS - YATELEY TOWN COUNCIL

Agreement was sought to the release of £30,000 of developer contributions held for local Yateley projects so that Yateley Town Council could deliver its 'Men's Shed' project.

DECISION

That £30,000 S106 developer contributions held for local parish projects in Yateley be released to fund Yateley Town Council's 'Men's Shed' project.

Councillor Kinnell entered the room at 19.17pm during this item.

20 GRANT FUNDING TO PROVIDE SOCIAL RENTED HOMES

Cabinet were asked to approve the payment of top-up funding to guarantee the 1 and 2 bed re-designed apartments at Jean Orr Court will be provided at social rent levels in perpetuity for local people from Hart's Housing Register.

NB Appendix 1 to this paper was CONFIDENTIAL

Members discussed who would be eligible to be defined as 'local people' from the Hart Housing Register, confirmed that the new name for Sentinel Housing Association as now 'Vivid', and wanted to see protection of what was classed as 'affordable rental', and also that covenants be placed on the land to recognise and protect the Council's financial interest in the property in the event that the property was sold or that Vivid ceases to exist in its current form.

DECISION

The provision of top-up grant funding to Vivid be approved, in order for it to provide 12 apartments at social rent levels to be prioritised to local people who are unable to afford "affordable rent" levels. Details to be agreed by the Head of Community Services in consultation with the Cabinet Member for Housing to take into account the level of protection required in perpetuity.

21 BRAMSHOT FARM SANG – MEMORANDUM OF UNDERSTANDING WITH RUSHMOOR BOROUGH COUNCIL

Cabinet were asked to agree to the release of Suitable Alternative Natural Greenspace (SANG) capacity to enable Rushmoor to deliver its housing needs.

DECISION

The Joint Chief Executive be authorised to agree a Memorandum of Understanding with Rushmoor Borough Council providing for Suitable Alternative Natural Greenspace (SANG) capacity for 1,500 new homes to be allocated to developments in Rushmoor from a combination of Bramshot Farm SANG, the new Hawley Park SANG, and other appropriate SANG which come forward within the relevant catchment.

22 DRAFT SERVICE PLANS 2017/2018

To consider the draft Service Plans for 2017/2018.

DECISION

The draft Service Plans for 2017/2018 be agreed having regard to the agreed Budget for 2017/18.

23 GRASS CUTTING AGENCY AGREEMENT WITH HAMPSHIRE COUNTY COUNCIL

To review the future of grass cutting arrangements following the termination in April 2017 by Hampshire County Council of the agency agreement. It was clarified during the discussion that Hart did not subsidise the grass cutting arrangement but rather it contributed towards an enhancement over and above the level of cutting that would otherwise be achieved if the County Council only sought to deliver its statutory function to protect highway safety.

DECISION

It be confirmed to Hampshire County Council and Basingstoke and Deane Borough Council that based upon confirmation of an additional £20,000 per annum funding arrangements as proposed by Hampshire County Council for both the current financial year 2017/2018 and the subsequent 2018/2019 year, Hart will continue to carry on with the current grass cutting arrangements until the end of the financial year 2018/2019.

24 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended. Members were minded to remove future projects from the Work Programme where they were not seen to be of a strategic nature and where there was no certainty as to whether the matter would be brought to Cabinet. In this regard it was agreed to remove for the time being reference to the consideration of a change to the S52 Agreement at Cross Barn, Odiham.

The meeting closed at 20.15pm



Leisure Centre Working Group (LCWG)
Minutes
27th June 6.00pm CR3

Councillors: K Crookes, A Oliver, D Neighbour, S Kinnell - Chair,

Officers: P Hughes (PH), Paul Weavers (PW)

Apologies: Cllr Neighbour

No	Item	Note/Action
1.	Apologies: Cllr Neighbour	ALL
2.	Mins of previous meeting accepted	ALL
3.	<p>Current Issues with Everyone Active</p> <p>3.1 LCWG have agreed to a 2nd trial, licenced event – Ultra Ballroom in October (date TBC by EA) Conditions are that the ‘lessons learnt’ from the boxing are implemented, and that a purpose built, temporary dance floor is laid on top of the existing sports hall floor to protect the area to be used by the dancers. (the dancers stiletto heels, tap shoes etc – will mark the existing sports hall floor)</p> <p>LCWG were not supportive of any more boxing events</p> <p>3.2 Re-charges The Funding agreement along with the 4th quarter re-charge invoice, have now both been paid, albeit, very late.</p> <p>3.3 The earlier opening hours at both sites proved successful, and a ‘contract variation form’ has now been filled in by both parties to reflect the changes to the specification within the contract.</p> <p>3.4 Customer feedback about difficulty of getting through to HLC on the phone- PW distributed Mays monthly BDR (phone report) which highlighted that the new measures introduced</p>	<p>INFO</p> <p>INFO</p> <p>INFO</p> <p>INFO</p>

	<p>and reported on at last month's LCWG have started to improve the situation. Even with an extra 400 calls received in May, the % of calls that went un answered improved by 11%, down to 28%, still room for improvement though. The average time taken to answer a call also improved by 26 seconds, down to 62 seconds.</p> <p>3.5 Customer feedback about the difficulty of booking on GEX classes and specifically holistic style classes - PW distributed May's GEX attendance figures along with details of 8 new classes starting on the 19th June, of which 4 are either Pilates or Yoga. These classes will add a further 190spaces to the weekly GEX programme</p> <p>3.6 HSC have requested to hold several (4) weekend open swimming galas throughout the year – PW provided LCWG with attendance figures for public swimming at weekends for the months of April and May, as supplied by EA. LCWG agreed to a trial weekend open gala (date TBC by EA) provided it was held at the following times Saturday 2.00pm to 9.00pm Sunday 9.00am to 5.00pm HSC will require all 3 pools during those times. LCWG noted that EA will be expecting to recover the costs of any lost income through swimming lessons / public swim etc through the hire charge to HSC.</p>	<p>INFO</p> <p>INFO</p>
<p>4.</p>	<p>New Hart Leisure Centre</p> <p>4.1 Defects / snagging – three main errors on concern, which were escalated to WD director level at the start of June.</p> <p>4.1.1 Leaks from the Sauna / steam room area The latest repairs were completed on Tuesday 27th June. This is the third attempt at rectifying this issue. No more leaks reported to date.</p> <p>4.1.2 Intermittent drainage issues around the building – A second independent CCTV survey was commissioned by WD and completed on 27th June. Survey has revealed that there is still some builder's rubble and/or mortar in a couple of drain runs.</p> <p>4.1.3 Air conditioning in the gym. Following extensive investigations by a specialist brought in by WD, they recommended several adaptations to the system, which have been carried out, and appear to have resolved the problem.</p> <p>Recommendations for the dance studios have now also been carried out.</p>	<p>INFO</p> <p>INFO</p> <p>INFO</p>

	<p>4.2 Towards the end of the recent very hot spell, a separate unrelated defect occurred with the AHU's for the pool hall. Investigations revealed that the computer system that controls the AHUs for the pool hall had been corrupted. The system has now been replaced, as re-programming proved ineffective, with the system defaulting back to the corrupted programme each time.</p> <p>4.3 Currently there are 54 other unresolved defects. Most being of a minor nature and not affecting customers.</p> <p>4.4 Cllr Crooks commented that he had noticed several cars taking a short cut by turning right, instead of going round the roundabout when exiting the LC. Markings are on the road. LCWVG suggested that a couple of 'no exit' road signs are installed to make it clearer.</p>	<p>INFO</p> <p>INFO</p> <p>PW</p>
<p>5.</p>	<p>Former Hart Leisure Centre & New Sports Hall.</p> <p>5.1 Agreement with HCC for the construction of the new sports hall. Still not been completed and signed, even after HCC promises to have resolved by the end of May. Problem appears to be with HCC lawyers adapting/amending the principles that have already been agreed by officers. HDC are therefore still proceeding at risk and incurring costs. PH will inform cabinet next Thursday if situation has not been resolved. Project could then be put on hold. PH will update cabinet on HDC's likely liabilities to date for the project.</p> <p>5.2 PH has also instructed legal to proceed with drawing up a management agreement with the school, for use of the former HLC by the school. HDC will still be responsible for H&S, PPM and ongoing servicing. CPS will be responsible for cleaning and key holding. HDC lawyers hope to have draft version ready by 7th July</p> <p>5.3 PW distributed copies of stage 2</p> <ul style="list-style-type: none"> - Design - Pre con draft programme <ul style="list-style-type: none"> - Cost & programme report was not available at the meeting, but will go out with the minutes. 	<p>INFO/PH</p> <p>INFO/ HDC LAWYERS</p> <p>INFO</p>

<p>6.</p>	<p>AOB 6.1 Cllr Kinnell raised the need for the LCWG continuing, now that the new LC has now been completed. Portfolio holder should be dealing with operational issues, no need to bring to LCWG. 6.2 Agreed that future LCWG meetings would concentrate on the construction of the new sports hall and demolition of the former HLC 6.3 Cllr Kinnell will meet with PW to deal with operational issues revolving around EA and the new LC.</p>	<p>INFO</p>
<p>7.</p>	<p>Date of next meeting Tuesday 1st August 6.00pm CR3</p>	<p>ALL</p>



Notes of the Meeting of
13 July 2017
Council Chamber, Hart District Council

Present:

Hart District Council	Cllrs Ambler (Chairman) Butler, Makepeace-Browne, Liz Glenn (LG), Brian Bridger, Tanith Perridge, Gill Chapman
NE Hants & Farnham CCG	Dr Steven Clarke (SC), Sara Owen
North Hants CCG	Jess Berry (JB)
Frimley Health	Nicky Seargent
HCC Public Health	Jo Lockhart
HVA	Caroline Winchurch (CW)
NH&F & FMC Patients	Steven La Pensee (SL)
Carly Melton	Everyone Active

		Action
1	Introduction	
	Councillor Ambler took the Chair and introduced himself as the new Cabinet Member for Partnerships. He added that in future Councillor Bailey, Cabinet Member for Housing, would be chairing the meeting.	
2	Apologies for Absence, Minutes of the Previous Meeting and Matters Arising	
	Apologies had been received from Cllrs Dr Anne Crampton, Steve Forster and Jenny Radley, Patricia Hughes, Sally Plank, Karen Evans and Vicky Atkinson.	
	The minutes were confirmed.	
	<ul style="list-style-type: none"> LG would follow up actions attributed to Nick Parkin 	LG
	<ul style="list-style-type: none"> CW reported that she had not had a recent update from the CCG on progress in understanding how the EMIS system would be amended to improve referral to Making Connections/voluntary sector. SC reported that the CCG was exploring a generic referral hub/form. CW to follow up with the CCG. 	CW

	<ul style="list-style-type: none"> World Mental Health week would be coming forward later in the meeting 	
3	Making Connections service update	
	CW gave an update on the progress and outcomes of this social prescribing project commissioned in North East Hampshire & Farnham (presentation circulated)	
	Members discussed the following:	
	<ul style="list-style-type: none"> Short term goal setting with the patient Continuity - Always the same co-ordinator coming through the door Driven by CCG and GPs so not usually difficult to engage with GP surgeries More than enough referrals to be working on Ongoing dialogue with GPs, regular feedback and meetings Measuring outcomes - personal wellbeing outcomes (CW would circulate some information on this) Referrals do not always turn into patient engagement - probably around 80% engaged CCGs are looking to future sustainability, and for other agencies to co-fund SC suggested that Making Connections send out a reminder and some stats to practices to keep it at the forefront of their minds and encourage those who haven't previously referred patients to refer 	CW
4	Mental Health & Wellbeing – Wellbeing Centres	
	Jess Berry, NH CCG, gave a verbal update on Wellbeing Centres.	
	<ul style="list-style-type: none"> Two centres - Basingstoke and Aldershot which are going to be managed by Andover Mind after re-tendering Andover Mind will be reassessing what is needed Some services will be enhanced, eg more carers groups, evening and weekend opening, direct and walk-in access More 'in crisis' services Residents from Hart can go to either - they welcome people from all areas SafeHaven (same building in Aldershot) project extending across Surrey LG reported 222 active users of the Wellbeing Centre in Aldershot across N E Hants and Farnham area. 53 from Hart 	
	Other issues considered included:	
	<ul style="list-style-type: none"> Anxiety and support group meets in Hart on a regular basis and LG will ask Andover Mind whether this will still run There is a need for the Wellbeing Centres to outreach more in to Hart 	LG

	<ul style="list-style-type: none"> • Lack of transport links around Fleet and Yateley made access difficult • Message needs to be out about what is available • HVA Sunshine and Showers depression support groups refer in to Wellbeing Centres – CW to find out how many referrals made 	CW/LG
	<ul style="list-style-type: none"> • CW would like Wellbeing Centres to focus more on family and children of person with a mental health difficulty and link with young carers service • SL asked what link could be made with the GP carer register. Princess Royal Trust is working with practices to encourage them to register carers. SC not sure whether carer register information is used to proactively offer support to carers and more coordination is needed. LG and SL to follow up with Gillian Trippner to find out whether this is part of the carers project she is leading on • Wellbeing Centres have carer groups • Helping people to access mainstream opportunities eg leisure centres 	SL/LG
	<ul style="list-style-type: none"> • Wellbeing Centres to present at next meeting. In the meantime, LG and CW to arrange to meet with Andover Mind • JB will pass on this feedback to Andover Mind 	LG JB
5	Public Health update	
	Jo Lockhart, Hampshire County Council Public Health team, gave a verbal update on Public Health's present priorities.	
	<ul style="list-style-type: none"> • District leads within the team – Jo is Hart lead • PH Strategy was launched last year and the team are working on actions plans for each strand • Team supporting the STPs with prevention work • Working on joint strategic needs assessment refresh • HCC transformation work – Public Health working on it around prevention and demand • Jo will be supporting HDC in terms of public health input to the Local Plan and large planning applications • Jo focuses on children and young people's health <ul style="list-style-type: none"> ○ Resilience - focus on families and young people ○ Mapping going forwards for substance misuse services and to smooth transition from children's to adults support. Cllr Ambler reported that substance misuse and drug dealing had come up at a Parish Council meeting. Healthy Schools team can provide training to schools ○ Healthy weight ○ Children and young people's needs assessment underway - with extra focus on self-harm. CW 	

	<p>suggested getting data from the 5-17 youth counselling service</p> <ul style="list-style-type: none"> ○ Integration across 0-5 services commissioned by PH, CCGs and Children’s Services ○ Schools and parenting – reviewing the healthy schools programme across the County ○ A survey of schools will look for clear information on what schools are providing, what children’s needs are and pressure areas eg substance misuse, sexting 	
6	Hart DC Health & Wellbeing Plan highlight report	
	<p>Liz Glenn highlighted areas from the report (Circulated).</p> <p>Cllr Makepeace-Browne suggested adding the Autism Friendly Fleet project to the Health & Wellbeing Plan</p>	LG
7	Any Other Business	
	<p>SC reported that the CCG AGM would be held on 20 September 2017 at 6.30 in the Princes Hall, Aldershot. One of the items will be updating on developments in Primary Care.</p>	
8	Date of next meeting	
	Thursday 12 October, 2.00 – 4.00pm, Council Chamber	

CABINET

DATE OF MEETING: 3 AUGUST 2017

TITLE OF REPORT: 2016/17 OUTTURN POSITION

Report of: Head of Corporate Services & Section 151 Officer

Cabinet member: Councillor David Neighbour, Leader and Finance

1 PURPOSE OF REPORT

- 1.1 This report contains details of the final position on the Council's accounts for 2016/17. Overview & Scrutiny Committee considered this report at their meeting on 18 July but made no specific recommendations to Cabinet.

2 OFFICER RECOMMENDATION

- 2.1 That the 2016/17 outturn position for the General Fund Revenue account be agreed.
- 2.2 That the 2016/17 outturn position for Capital expenditure be agreed.
- 2.3 That the carry forward of the unspent revenue budgets be agreed.

3 TIMETABLE

- 3.1 The Head of Corporate Services has signed the provisional Statement of Accounts, which had to be presented to the external auditor by 30 June.
- 3.2 The Audit Committee will receive the audited Statement of Accounts together with the Annual Governance Report for signing and approval at its meeting on 26 September.
- 3.3 From next year this statutory timetable will be shortened, with Audit Committee approval required by the end of July 2018.

4 PROVISIONAL REVENUE POSITION

- 4.1 When the Council set its budget for 2016/17, it anticipated that the result would be a net contribution to general reserves of £117k. In the event the total underspend on services is £517k.
- 4.2 The main areas of under and over spend are detailed in the attached Appendix I.

5 CAPITAL POSITION

- 5.1 Total capital spending in 2016/17 was £20,741k, an over spend of £1,520k against the approved budget of £19,221k. The following table summarises the position by service area. Details are shown in Appendix 2.

	Approved Budget	Actual Expenditure	Variation
	£000	£000	£000
Corporate Management	50	18	-32
Housing and Customer Services	980	685	-295
Leisure and Environmental Promotion	17,603	16,632	-971
Technical Services	588	205	-383
Bramshot Farm	0	3,200	3,200
Total capital programme	19,221	20,741	1,520

- 5.2 The capital expenditure in 2016/17 has been funded as follows:

Financed By:	£'000s
Useable Capital Receipts	58
Developers' Contributions	355
External Borrowing	10,000
Internal Borrowing	6,490
Disabled Facilities Grant	384
Repayable Loan from LEP	3,200
Environment Agency	75
Other contributions	179
Total	20,741

6 REVENUE BUDGET CARRY FORWARDS

- 6.1 Officers have requested that a number of unspent budgets in 2016/17 are carried forward to the current year to allow them to complete planned expenditure programmes. The amounts requested to be carried forward are detailed below and have been included in the draft statement of accounts provided to the external auditors. The Head of Corporate Services is happy that these are justified slippages.

Type of Expenditure	Amount £'000	Reason
Health & Policy	6	Residual Grant - Food and Friendship fund.
Hartland Park Bid	52	Capacity Fund & Developer Contributions for spend on the Hartland Park Bid
Self Build & Custom Build Register	21	Grant from Government in respect of increased requirements to publish data
LA Transparency Code Set Up	8	Grant from Government in respect of increased requirements to publish data
Letting Agent Transparency Code	1	Grant from Government in respect of increased requirements to publish data

Community Housing Fund	25	Earmarked DCLG Grant
Domestic Abuse	21	Earmarked DCLG Grant
Homelessness Trailblazer	146	Earmarked DCLG Grant
New Burdens Prevent Duty	10	Home Office. Grant for Community Safety
Waste Re-Tender	25	Budget still required to continue with work on the Waste Re-tender project

7 GENERAL FUND RESERVE

7.1 Due to the higher than budgeted surplus, the General Fund Reserve at 31 March 2017 was £5.325m. This is a healthy balance and necessary because there is still much uncertainty around future financial settlements from the government.

7.2 A summary of the estimated movement on reserves is:

	£000
Balance at 31 March 2016	4,808
Underspend on service budgets transferred to reserves	517
Balance at 31 March 2017	5,325
Budgeted contribution to reserves 2017/18	61
Balance at 31 March 2018	5,386

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APPENDICES

Appendix 1 - Revenue Budget Outturn 2016/17 Period 12 March

Appendix 2 - Capital Programme Budget Monitoring 2016/17

PAPER D
Appendix I

REVENUE BUDGET OUTTURN 2016 / 2017 PERIOD 12 MARCH				
	Controlable Current Budget	Year to Date Controlable Actuals	Actual Year End Variance	Commentary
COMMUNITY SAFETY				
Community Safety - Shared Service	225,050	156,875	-68,175	Vacancy savings and saving on project expenditure
	<u>225,050</u>	<u>156,875</u>	<u>-68,175</u>	
CORPORATE SERVICES				
Civic Function & Chairman	20,300	22,642	2,342	
Corporate - Apprentices	20,500	21,112	612	
Corporate Communication	126,800	110,195	-16,605	Web site saving £22k off set by 2 new FTE's WEF Dec 16 £15k. Additional savings on Printing, Consultants, Postage and Advertising
Leadership Team	540,580	607,505	66,925	Overspend on the 5C's Procurement and Transition Costs. Info provided by Havant BC March 2017
Corporate Performance Team	49,670	51,625	1,955	
External Audit	66,660	70,722	4,062	
Non Distributed Costs	0	0	0	
Climate Change	12,300	17,870	5,570	Increased 16/17 charge from Rushmoor
Business Support Unit	292,061	268,807	-23,254	Saving in Business Manager and Support Officer Post
Business Support Non Staff	165,906	151,943	-13,963	Saving on IDOX licence fees and software.
Hart Development	142,650	107,844	-34,806	Change in staffing hours and SCP plus additional agency costs £32k less the saving on contractors costs, projects and contributions £66k
Neighbourhood Planning	22,868	22,868	0	
Customer Services Contract	296,700	286,057	-10,643	Capita contract saving, budgeted RPI higher than actual RPI
IT Contract	297,810	297,918	108	
HR Contract	105,620	104,003	-1,617	
Internal Audit	94,940	91,527	-3,413	
Legal Services	232,790	298,195	65,405	Estimated shortfall in Budgeted Legal Fee income
Customer Services Client	50,560	56,631	6,071	Postage Costs higher than budget.
IT Client	310,540	274,829	-35,711	Pressure for Unbudgeted GIS Licence fees £39k, PSN Remedial Work £14k and Telephony Infrastructure £13k, less reduction in Hardware purchases £8k, £16.5k New GIS system, project didn't start in March, as planned, started April. £10k underspend on a new server for Parking as moved to the Cloud in March 17 Chipside also charged significantly lower then estimated. £7k Core PSN Secure Mail, only 1/3 work finished by 31/3/17 the rest will now go into new year. £29k Microsoft Enterprise Agreement, came to an end, this was renegotiated lower, reduced scope in light of the 5 councils, accrual carried out at year end so highlighted the difference. Other projects on hold due to 5 council's are Server Migration and refresh, changes to infrastructure and remote access/home working £30k
HR Client	59,660	41,147	-18,513	Unspent training budget.
Print Room & Photocopying	30,000	37,639	7,639	Higher than budgeted Printing usage
Local Land Charges	-110,447	-36,524	73,923	Unbudgeted Lot 1 contract charge for 12 months
5 Council Contract - Lot 1	0	17,294	17,294	5 Councils' Staffing
5 Council Contract - Lot 2	0	0	0	
Planning Policy	719,880	753,907	34,027	Spend on the Local Plan in addition to the use of £300k reserves
Admin Bldgs - R & M	375,200	349,136	-26,064	Vacancy saving £8k, utilities saving from the installation of LED Lighting and historic gas credit £12k, various other small savings £7k
	<u>3,923,548</u>	<u>4,024,891</u>	<u>101,342</u>	
DEMOCRATIC SERVICES				
Rechargeable Elections	0	1	0	
Register Of Electors	95,720	123,742	28,022	Government support for IER is set at a lower level this year. Reviewing more elections and more correspondence than anticipated at budget setting £49k. Off set by accrual saving of £7k and printing saving of £13k
Election Expenses	194,890	120,845	-74,045	Additional claim money received towards fixed costs due to elections £59k. Accrual saving of £10k identified at year end.
Support To Elected Bodies	284,970	274,177	-10,793	General saving on Members Allowances and IT Allowances
	<u>575,580</u>	<u>518,765</u>	<u>-56,816</u>	
FINANCE				
Revs & Bens Contractor Costs	1,211,790	1,260,829	49,039	Additional rechargeable works
Revs & Bens Client Costs	-276,290	-278,495	-2,205	£34k data transfer fee. Off set by Unbudgeted New Burdens grants
Housing/Council Tax Benefits	107,590	-127,269	-234,859	DWP contribution increased as DHP applications higher than expected £75k. Year end affect of HB Overpayments created. HBOC have increased this year due to RTI and error checking, meaning HDC were able to identify more overpayments In year £160k. Bad Debt usually increased £30k but new way of providing for debts has meant a reduction in year, £40k
Meals On Wheels	8,000	-7	-8,007	Service adopted by HCC
Housing Act & Housing Ass. Adv.	0	0	0	
Bank Charges	58,000	50,181	-7,819	No Fees for Merchant Services due to the transfer of Leisure.
Finance Client	80,970	145,747	64,777	Head of Finance 1fte 8 months.
Finance Contract	465,750	431,240	-34,510	Saving in Contract following Leisure Outsourcing
	<u>1,655,810</u>	<u>1,482,224</u>	<u>-173,586</u>	

REVENUE BUDGET OUTTURN 2016 / 2017 PERIOD 12 MARCH				
	Controlable Current Budget	Year to Date Controlable Actuals	Actual Year End Variance	Commentary
HOUSING SERVICES				
Private Sector Housing	173,739	168,101	-5,638	Trading Company Consultants off set by saving on HIA service.
Strategic Housing Services	111,960	116,066	4,106	
Housing Needs Service	-77,845	-144,124	-66,279	Rent Deposit Officer vacancy £17k. Staffing costs funded from grants for running the projects £31k. £13k underspend on Housing Initiatives.
Help for Single Homelessness	26,663	26,663	0	
Domestic Abuse	294,903	294,903	0	
Homelessness Trailblazer	-145,500	-145,500	0	
	<u>383,920</u>	<u>316,108</u>	<u>-67,811</u>	
LEISURE				
Leisure Centre Maintenance	20,000	6,235	-13,765	Plan to re-surface the carpark at Frogmore LC not completed by March 2017
Leisure Strategy	75,170	78,818	3,648	Unbudgeted Publicity Contract retained by Hart
Leisure Centre Contract	-36,150	7,000	43,150	Revised income projections down to reflect the opening of the new Hart Leisure Centre
Leisure Centre Client	68,477	54,276	-14,201	Reduction in staff numbers using Leisure 365 Cards
Hart Leisure Centre (Client)	33,970	20,988	-12,982	Revised business rate projections down to reflect the opening of the new Hart Leisure Centre
Frogmore LC (Client)	7,280	8,721	1,441	
Leisure Centres (Re-Billing)	0	1	1	
	<u>168,747</u>	<u>176,040</u>	<u>7,293</u>	
ENVIRONMENTAL PROMOTION				
Land Repossessions	4,480	2,966	-1,514	
Fleet Pond	64,940	62,481	-2,459	2 Month vacancy saving
Commons	60,660	53,976	-6,684	Staff Saving - transfer to capital for Bramshot Farm
Odiham Common	52,800	53,451	651	
Elvetham Heath Nature Reserve	47,460	48,277	817	
Parks/Play Areas Outside Fleet	0	0	0	
Edenbrook Country Park	-1,723,438	-1,735,971	-12,533	Staff Saving £7k transferred to Bramshot Farm and underspend on Consultants £5k
QE II Fields	9,570	9,041	-529	
Biodiversity	28,360	25,966	-2,394	
Bramshot Farm	0	0	0	
Landscape & Conservation	56,810	56,645	-165	
Environmental Promotion - Stra	164,385	159,630	-4,755	
Tree Preservation Orders	126,310	121,064	-5,246	Arboricultural Support provided by Rushmoor.
	<u>-1,107,663</u>	<u>-1,142,473</u>	<u>-34,810</u>	
ENVIRONMENTAL SERVICES				
Dog Warden	57,270	42,808	-14,462	Court Costs awarded £3k, Staff Saving £11k
Pest Control	2,750	-232	-2,982	
Env Health Pollution	0	-158	-158	
Env Health Commercial	135,370	143,693	8,323	Staff realignment see Environmental Protection, Legal Fees HDC v Farm Catering
Environmental Protection	189,850	176,647	-13,203	Staff realignment see EH Commercial. 0.5fte vacancy £20K less unbudgeted contractor costs £10k
Churchyards	7,000	5,778	-1,222	
Env Health Public	0	0	0	
Out Of Hours Noise Service	24,910	15,840	-9,070	Staff saving on OOH Call outs
Health & Safety	27,090	32,040	4,950	
Licences	-9,230	-7,180	2,050	
Hackney Carriages	-26,410	-32,430	-6,020	Unbudgeted Medical Fees £10k and Equipment £5k less additional licence fee income £21k
Health & Policy	38,075	42,161	4,086	
	<u>446,675</u>	<u>418,968</u>	<u>-27,708</u>	
PLANNING				
Development Control	-137,790	-126,324	11,466	Pressures in Staffing £126k, Ssubscriptions £5k, Advertising £5k, Appeal Consultants and awards £94k, off set by Application charges higher than budget £233k.
Building Control - Fee Earning	-117,210	-90,711	26,499	Estimated difference on the 15/16 Contract less additional application fee income and staff saving
Building Control - Non-Fee	77,830	88,743	10,913	Estimated difference on the 15/16 Contract less additional application fee income and staff saving
Street Naming & Numbering	-490	-10,002	-9,512	
	<u>-177,660</u>	<u>-138,294</u>	<u>39,366</u>	

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Appendix I

REVENUE BUDGET OUTTURN 2016 / 2017 PERIOD 12 MARCH				
	Controlable Current Budget	Year to Date Controlable Actuals	Actual Year End Variance	Commentary
TECHNICAL				
Emergency Planning	39,710	37,376	-2,334	
Waste Client Team	-723,214	-852,058	-128,844	Staffing reduction hours saving £6k, saving on Bin Purchases and sales £43k, saving on Printing and Stationery £5k, additional income based on latest projections, Garden Waste £23k, Glass £15k, Paper £8k and Recycling £38k. All off set by a Pressure on Project Integra £10K
Waste Contract Split Orders	0	0	0	
Hart Drainage	80,970	82,568	1,598	
Waste Contract	1,579,960	1,619,240	39,280	Saving based on the latest inflation calculations of 0.95%. Budget was -0.76% for the 1st 6 months then 1.5% for the 2nd 6 months £10k. Unbudgeted increase in garden waste clinets (approx 1,500) costing £45k
Grounds Mtn Contract	352,100	272,348	-79,752	Saving against budget of SLA with Basingstoke
Street Cleaning	494,420	525,584	31,164	Pressure of £8k for GIS Mapping of litter bins. £25k year end adjustment and £11k enforcement
Clinical and Bulky	-6,410	-23,466	-17,056	Income above budget for bulky household collections
Basingstoke Waste Contract	0	8,119	8,119	
Street Furniture	8,030	5,505	-2,525	
Highways Traffic Management	35,660	32,578	-3,082	Overlap of Infrastructure Manager off set by savings in consultants £5k, equipment £3k and advertising £2k.
Highways Agency - Development	-29,310	-22,405	6,905	Increased Contractor spend due to Planning Appeal and Staff Support
Estates/Asset Management	52,410	74,937	22,527	Spend higher than budget for Legal work Pot Bridge £6k, Moth Bailing at Hart Leisure Centre £10k and works outside the Capita Contract £17k off set by small land sale £10k and additional legal fee income on Ivy Lodge £3k.
Off Street Car Parking	-433,130	-504,217	-71,087	2.0fte part year staff saving £21k, additional parking fee income £54k and additional Penalty Notice Income £9K less additional spend on contractors £10k
On Street Car Parking	94,080	52,135	-41,945	2.0fte part year staff saving £35k. £6k under on contractors and
CCTV	165,290	157,647	-7,643	Staff saving on the SAL with Rushmoor
Flood repairs & Maint work	0	0	0	
Fair Trade	2,000	1,899	-101	
	<u>1,712,566</u>	<u>1,467,790</u>	<u>-244,776</u>	
Total excluding Accounting Treatment	7,806,573	7,280,893	-525,681	
Adjustment for Accounting Treatment & Controllable Costs			8,996	Compensatory Added Yrs, Capital Adjustments, FRS17 Adjustments, Pension Interest Costs, Collection Fund
Grand Total			-516,685	

PAPER D
Appendix 2

Capital Programme Budget Monitoring 2016/17					
	Original Budget 2016/17	Carried Forward 2015/16	Current Available Budget 2016/17	Actual To Date	Variance 2016/17
Corporate Services	0	50	50	18	(32)
Housing & Customer Services	630	350	980	685	(295)
Leisure	0	16,802	16,802	16,537	(265)
Environmental Promotion	0	105	801	3,295	2,495
Technical Services	0	450	588	205	(383)
TOTAL CAPITAL PROGRAMME	630	17,757	19,221	20,741	1,520

Service Area	Scheme	Original Budget 2016/17	Carried Forward 2015/16	Current Available Budget	Actual To Date	Variance
Corporate Services	CCTV-Rushmoor	0	50	50	(2)	(52)
	Rural Broadband	0	0	0	23	23
	Upgrade to IT infrastructure	0	0	0	(18)	(18)
	Civic Office Refurbishment	0	0	0	16	16
	Door Entry System	0	0	0	(1)	(1)
		0	50	50	18	(32)
Housing & Customer Services	Private Sector Renewal - Minor Works Grants(Home trust Loan)	60	0	60	21	(39)
	Grant for 13x 4 bed dwellings.	0	350	350	280	(70)
	Disabled Facilities Grants	570	0	570	384	(186)
		630	350	980	685	(295)
Leisure	Fleet Area Football (S106)	0	180	180	0	(180)
	Leisure Centre SCAPE project appraisal	0	0	0	0	0
	Strategic Leisure	0	0	0	0	0
	Leisure Centre Pre Construction Stage	0	151	151	97	(54)
	Frogmore leisure Re-Development	0	1,485	1,485	1,472	(13)
	Leisure Centre Construction	0	14,822	14,822	14,916	94
	Leisure Centre Consultants & Fees	0	164	164	52	(112)
	Sports Hall	0	0	0	0	0
		0	16,802	16,802	16,537	(265)
Environmental promotion	Fleet Pond Project-Restoration	0	0	0	0	0
	Edenbrook Country Park (S106 SANG)	0	30	30	0	(30)
	Fleet pond Nature Reserve Visitor Strategy (S106)	0	8	28	11	(17)
	Odiham Common (S106)	0	19	19	4	(15)
	Odiham Signs	0	5	5	0	(5)
	S106 Leisure Parish Funded Projects	0	43	43	44	1
	Fleet Pond Access Track	0	0	150	0	(150)
	Fleet Pond Visitor Enhancements	0	0	56	0	(56)
	Hazeley Heath Grazing Project	0	0	80	0	(80)
	Hazeley Heath Notice Boards	0	0	15	0	(15)
	Hazeley Heath Access Improvements	0	0	80	3	(77)
	HW Central Common Enhancement	0	0	36	14	(22)
	HW Central Common Access Improvements	0	0	80	0	(80)
	HW QEII Fields Improvements	0	0	35	0	(35)
	Edenbrook CP Play Tree	0	0	30	0	(30)
	Edenbrook CP History Walk	0	0	20	0	(20)
	Cricknet Hill Pond Phase 2	0	0	10	2	(8)
	Service Vehicles	0	0	65	0	(65)
Countryside Workshop	0	0	19	19	(0)	
Bramshot Farm	0	0	0	3,200	3,200	
		0	105	801	3,295	2,495
Technical Services	Fernhill Road, Pedestrian Facilities (S106)	0	66	66	53	(13)
	S106 NEHTS Parish	0	12	12	3	(9)
	Forgmoor Day Centre Roof Repairs	0	0	40	61	21
	Church Road (Victoria Road) Car Park - Pay on Foot	0	247	0	0	0
	Church Road Improvements	0	0	270	13	(257)
	Post Payment Parking	0	0	76	0	(76)
	Phoenix Green, Hartley Wintney	0	75	75	59	(16)
	Mill Corner, North Warnborough	0	50	50	17	(33)
Kingsway Flood Alleviation Scheme	0	0	0	0	0	
		0	450	588	205	(383)
TOTAL CAPITAL PROGRAMME		630	17,757	19,221	20,741	1,520

CABINET

DATE OF MEETING: 3 AUGUST 2017

TITLE OF REPORT: TREASURY MANAGEMENT OUTTURN 2016/17

Report of: Head of Corporate Services & Section 151 Officer

Cabinet Member: Councillor David Neighbour, Leader and Finance

1. PURPOSE OF REPORT

1.1 To report the Council's Treasury Management activities during the 2016/17 financial year.

2. OFFICER RECOMMENDATION

2.1 That Cabinet note the Treasury Management activities during the financial year ended 31 March 2017.

3. BACKGROUND

3.1 This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2016/17. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

3.2 During 2016/17 the minimum reporting requirements were that the Council should receive the following reports:

- an annual treasury strategy in advance of the year (Cabinet 4 February 2016)
- a mid-year (minimum) treasury update report (Cabinet 4 August 2016)
- an annual review following the end of the year describing the activity compared to the strategy (this report)

3.3 The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

3.4 This Council also confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Cabinet before they were reported to the Council.

4. THE ECONOMY AND INTEREST RATES

- 4.1 The two major landmark events that had a significant influence on financial markets in the 2016-17 financial year were the UK EU referendum on 23 June and the election of President Trump in the USA on 9 November. The first event had an immediate impact in terms of market expectations of when the first increase in Bank Rate would happen, pushing it back from quarter 3 2018 to quarter 4 2019. At its 4 August meeting, the Monetary Policy Committee (MPC) cut Bank Rate from 0.5% to 0.25% and the Bank of England's Inflation Report produced forecasts warning of a major shock to economic activity in the UK, which would cause economic growth to fall almost to zero in the second half of 2016. The MPC also warned that it would be considering cutting Bank Rate again towards the end of 2016 in order to support growth. In addition, it restarted quantitative easing with purchases of £60bn of gilts and £10bn of corporate bonds, and also introduced the Term Funding Scheme whereby potentially £100bn of cheap financing was made available to banks.
- 4.2 In the second half of 2016, the UK economy confounded the Bank's pessimistic forecasts of August. After a disappointing quarter 1 of only +0.2% GDP growth, the three subsequent quarters of 2016 came in at +0.6%, +0.5% and +0.7% to produce an annual growth for 2016 overall, compared to 2015, of no less than 1.8%, which was very nearly the fastest rate of growth of any of the G7 countries. Needless to say, this meant that the MPC did not cut Bank Rate again after August but, since then, inflation has risen rapidly due to the effects of the sharp devaluation of sterling after the referendum.

5. OVERALL TREASURY POSITION AS AT 31 MARCH 2017

- 5.1 At the beginning and the end of 2016/17 the council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

	31 March 2016 Principal	Rate / Return	Average Life	31 March 2017 Principal	Rate / Return	Average Life
	£'000	%	Years	£'000	%	Years
Total Debt	-	-	-	9,849	2.19	25
CFR	905	-	-	17,365	-	-
Under Borrowing	(905)	-	-	(7,516)	-	-
Total Investments	13,000	0.66	<1	13,089	0.61	<1
Net Investments	13,000	-	-	3,240	-	-

6. THE STRATEGY FOR 2016/17

- 6.1 The expectation for interest rates within the treasury management strategy for 2016/17 anticipated low but rising Bank Rate, (starting in quarter 1 of 2017), and gradual rises in medium and longer term fixed borrowing rates during 2016/17. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be

dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

- 6.2 In this scenario, the treasury strategy was to postpone borrowing where possible to avoid the cost of holding higher levels of investments and to reduce counterparty risk.
- 6.3 During 2016/17 there was major volatility in PWLB rates with rates falling during quarters 1 and 2 to reach historically very low levels in July and August, before rising significantly during quarter 3, and then partially easing back towards the end of the year.

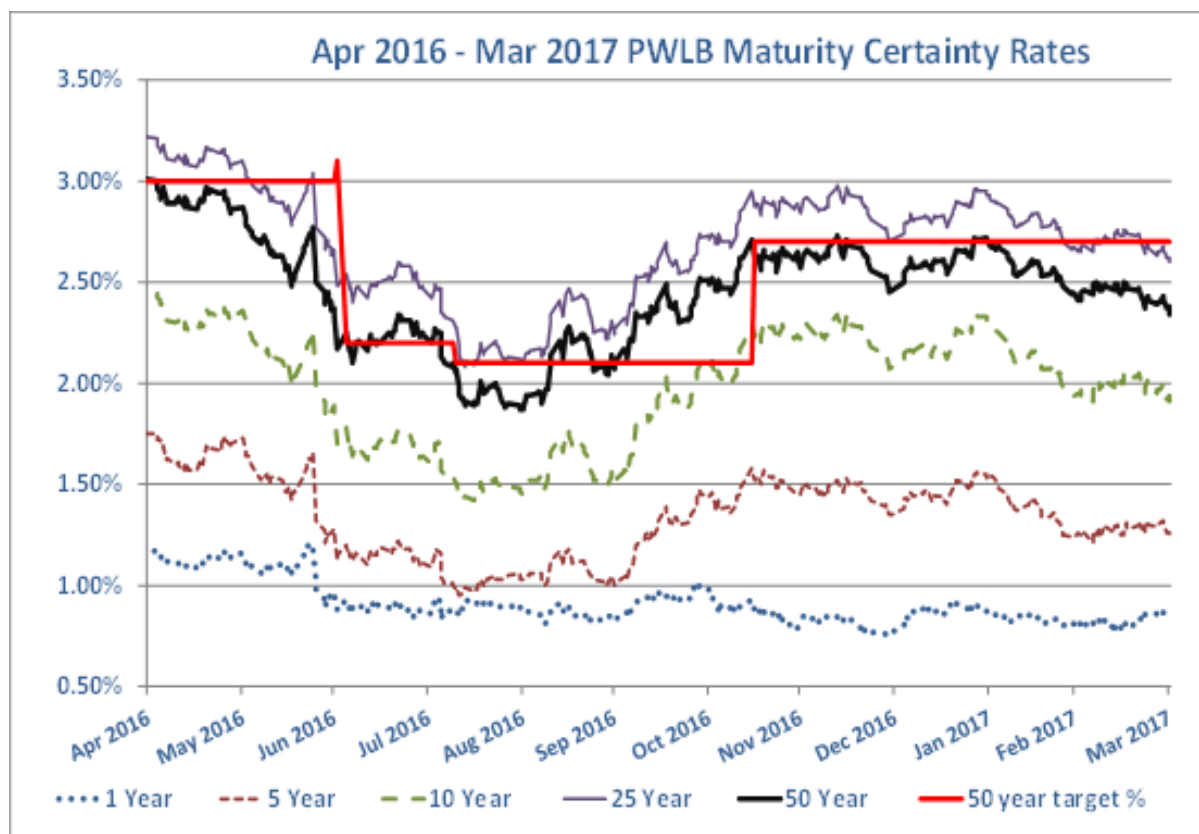
7. THE BORROWING REQUIREMENT AND DEBT

- 7.1 The council’s underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR).

	31 March 2016 Actual (£'000)	31 March 2017 Estimate (£'000)	31 March 2017 Actual (£'000)
Capital Financing Requirement	905	21,506	17,365

8. BORROWING RATES IN 2016/17

- 8.1 **PWLB certainty maturity borrowing rates** - the graph below shows how PWLB certainty rates have fallen to historically very low levels during the year.



9. BORROWING OUTTURN FOR 2016/17

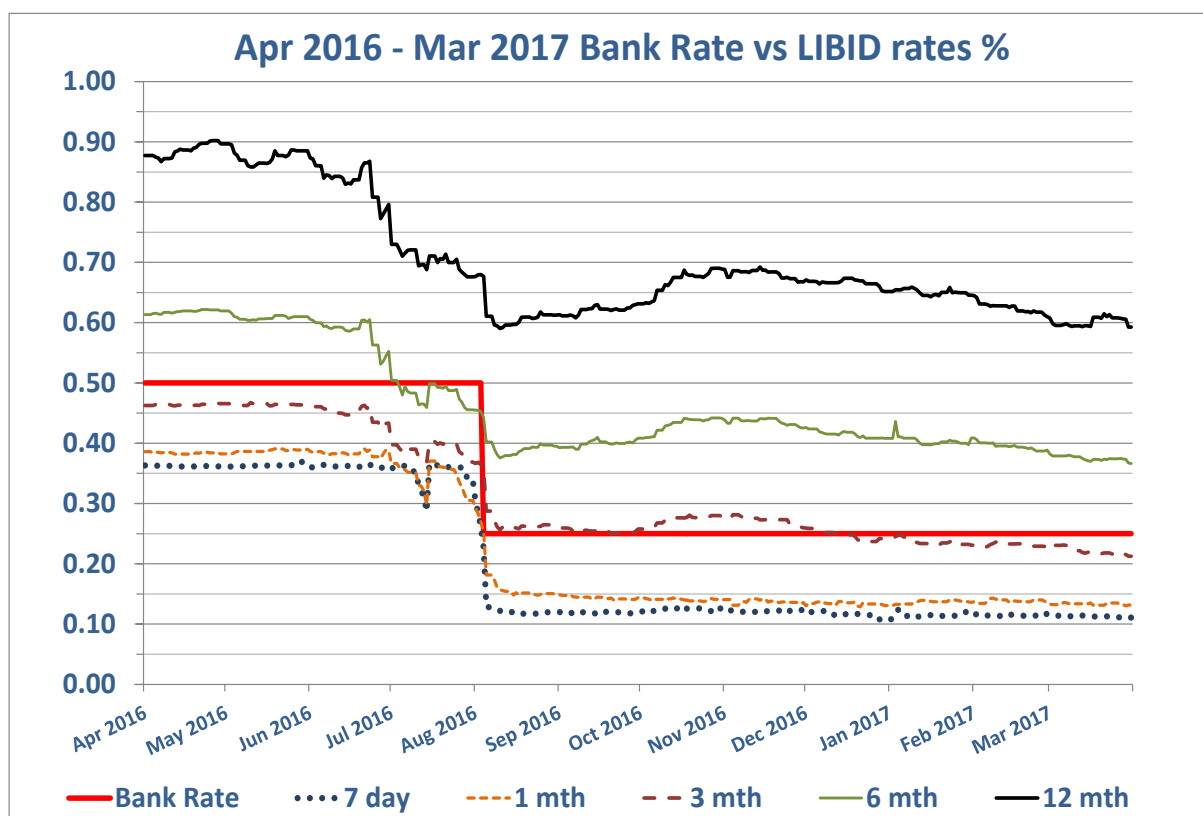
9.1 **Borrowing** – the following loans were taken during the year: -

Lender	Principal (£'000)	Type	Interest Rate (%)	Maturity (Years)
PWLB	10,000	Fixed Interest rate	2.19	25

9.2 **Repayments** – on 04/01/2017 the council started the bi-annual direct debit payments of £261,850 to repay this new PWLB loan

10. INVESTMENT RATES IN 2016/17

10.1 After the EU referendum, Bank Rate was cut from 0.5% to 0.25% on 4 August and remained at that level for the rest of the year. Market expectations as to the timing of the start of monetary tightening started the year at quarter 3 2018, but then moved back to around the end of 2019 in early August before finishing the year back at quarter 3 2018. Deposit rates continued into the start of 2016/17 at previous depressed levels but then fell during the first two quarters and fell even further after the 4 August MPC meeting resulted in a large tranche of cheap financing being made available to the banking sector by the Bank of England. Rates made a weak recovery towards the end of 2016 but then fell to fresh lows in March 2017.



II. INVESTMENT OUTTURN FOR 2016/17

II.1 **Investment Policy** – the Council’s investment policy is governed by CLG guidance, which has been implemented in the annual investment strategy approved by the

Council on 25 February 2016. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.)

11.2 The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

11.3 **Investments held by the Council** – the Council maintained an average balance of £22,224,000 of internally managed funds. The internally managed funds earned an average rate of return of 0.61%. The comparable performance indicator is the average 3-month LIBID rate was around 0.3%.

12. CONCLUSION

12.1 This report provides Members with information on the level of investment and interest earned during the last financial year and demonstrates the Council's compliance with the Treasury Management Strategy.

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BACKGROUND PAPERS:
Budget Report Council

Prudential and Treasury Indicators

During 2016/17, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

PRUDENTIAL INDICATORS	2015/16	2016/17	2016/17
	Actual	Original	Actual
	£'000	£'000	£'000
Capital Expenditure	8,895	15,615	20,741
Gross Debt	36	7	9,856
Capital Financing Requirement (CFR)			
Brought Forward 1 April	123	6,200	904
Carried Forward 31 March	904	21,506	17,365
Change in CFR	781	15,306	16,461
Ratio of financing costs to net revenue stream	-0.61%	-0.79%	0.50%
Incremental impact of capital investment decisions			
Increase in council tax (band D) per annum	£ 2.37	£ 2.06	£ 1.58

TREASURY MANAGEMENT INDICATORS	2015/16	2016/17	2016/17
	Actual	Original	Actual
	£'000	£'000	£'000
Authorised Limit for External Debt			
Borrowing	7,000	30,000	30,000
Other long term liabilities	-	-	-
Operational Boundary for External Debt			
Borrowing	5,000	25,000	25,000
Other long term liabilities	-	-	-
Actual External Debt	36	7	9,856
Upper limit for fixed interest rate exposure			
Net principal re fixed rate borrowing / investments	100%	100%	100%
Upper limit for variable interest rate exposure			
Net principal re variable rate borrowing / investments	100%	100%	100%
Upper limit for total principal sums invested for over 364 days	5,000	5,000	5,000

Maturity structure of borrowing during 2016/17	Lower %	Upper %
Under 12 months	0	50
12 months to 2 years	0	50
2 years to 5 years	0	50
5 years to 10 years	0	100
10 years to 20 years	0	100
20 years to 30 years	0	100
30 years to 40 years	0	100
40 years to 50 years	0	100

CABINET

DATE OF MEETING: 3 AUGUST 2017

**TITLE OF REPORT: SUPPORT FOR SMALL BUSINESS SATURDAY –
2 DECEMBER 2017**

Report of: Corporate Strategy and Policy Development Manager

**Cabinet Member: Councillor David Neighbour, Finance and Economic
Development**

I PURPOSE OF REPORT

- 1.1 To seek Cabinet’s agreement to support Small Business Saturday on 2 December 2017 by agreeing to waive charges for car parks owned by the District Council on that day.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet agree to waive car parking charges in all District Council car parks on Saturday, 2 December 2017, between the hours of 8am and midnight.

3 INFORMATION

- 3.1 Small Business Saturday UK is a grassroots, non-commercial campaign, which highlights small business success and encourages consumers to ‘shop local’ and support small businesses in their communities. The initiative is being promoted by the Government and the Federation of Small Businesses, and has been supported by the District Council in previous years. Support for Small Business Saturday is also one of the initiatives identified in the Council’s Economic Development Strategy Action Plan.
- 3.2 It is suggested that in Hart, as in previous years, the most appropriate support from the District Council could come by waiving charges in District Council car parks on that day, with a view to encouraging people to use Hart based businesses in the district.
- 3.3 The provision of free car parking will be advertised on the Council’s website, on social media and posters in the car parks prior to the event.

4 FINANCIAL AND RESOURCE IMPLICATIONS

- 4.1 The estimated loss of income resulting from the proposal is approximately £4,000.

5 ACTION

- 5.1 Cabinet is asked to agree the recommendation.

Contact Details: Katie Bailey, Corporate Strategy and Policy Development Manager,
Ext 4146

CABINET

DATE OF MEETING: 3 AUGUST 2017

TITLE OF REPORT: **RELEASE OF SECTION 106 DEVELOPER CONTRIBUTIONS: YATELEY TOWN COUNCIL - YATELEY GREEN POND**

Report of: Joint Chief Executive

Cabinet Member: Councillor Simon Ambler, Partnerships

1 PURPOSE OF REPORT

To agree to the release of £16,000 of developer contributions held for local Yateley projects so that Yateley Town Council can carry out environmental improvements to Yateley Green pond.

2 OFFICER RECOMMENDATION

That £16,000 S106 developer contributions held for local parish projects in Yateley be released to fund Yateley Town Council's proposals to carry out environmental improvements to Yateley Green pond.

3 BACKGROUND

The Council currently holds £69,000 of S106 developer contribution funds for local parish projects within the Parish of Yateley. At the last Cabinet meeting it was agreed to release £30,000 towards the Yateley Town Council Men's Shed project leaving residual funds of £39,000 available for allocation.

4 COMMENTARY

4.1 Yateley Green pond is in need of remedial work to reduce the build-up of silt, and additional works to enable it to be used as a junior fishing pond and wildlife area. Indicative costs for full works including fish removal, draining, silt removal, reprofiling, fishing and pond dipping platforms, signage and interpretation boards and re-stocking with fish are in the region of £17,000. The work needs to be carried out in September to minimise the impact on wildlife and fish stocks. Yateley Lions have pledged £700. The request from the Town Council is that Hart releases £16,000 of local S106 funds. The Assistant Town Clerk is, in tandem, progressing a bid to the National Lottery for £10,000 to support this work. Should the lottery bid be successful, the amount requested by Yateley Town Council will be reduced to £6,000.

5 FINANCIAL AND RESOURCE IMPLICATIONS

The Council holds £39,000 of unallocated Section 106 developer contribution funds for projects in Yateley. The release of £16,000 towards the project would therefore be totally funded by current funds. No other resource implications arise.

6 ACTION

The environmental improvement project would meet a local recreational/community need. Sufficient S106 developer contributions are held to support the project.

Contact Details: Daryl Phillips / Extension 4493 / daryl.phillips@hart.gov.uk

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

August 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)
Revenue and Capital Outturn 2016/17	Annual	Annual report on outturn.	Aug 17			DN	F
Treasury Management 2016/17	Annual	Annual report on Treasury Management Activities 2016/17	Aug 17			DN	F
Release of S106 Developer Contributions - Yateley Town Council	July 17	Agreement of release of £16,000 towards the refurbishment of Yateley Green Pond	Aug 17			AC	RS
Small Business Saturday	July 17	To seek support to waive car parking charges for Small Business Saturday on 2 December 2017	Aug 17			DN	JCX
5 Councils	Feb 17	Update on current contract discussions	April 17	Sept 17		AO	JCX
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Sept 17 Nov 17 Mar 18			DN	F
Equality Policy	May 17	Update for agreement. Deferred to September to enable consultation with partners	July 17	Sept 17		AC	RS

Report Title	Ref (Note 1)	Outline/Reason for Report/Comments	Original Due Date	Revised Due Date	Key Decision Y?	Cabinet Member (Note 2)	Service (Note 3)
Waste Contract	July 17	Report on outcome of initial evaluation and request for authorisation to proceed to next stage negotiations	Oct 17			AO	T&EM
SANG Monitoring	July 17	Update on current SANG availability and future policy	Oct 17			GC	PP
Economic Development Strategy	July 17	Post Consultation Action Plan for approval	Oct 17			DN	JCX
Medium Term Financial Plan	Annual	Annual Review	Dec 17			DN	F
Treasury Management Strategy	Nov 16	Half Year Review 2017/18	Dec 17			DN	CCS
Treasury Management Strategy	Annual	Approval of 2018/19 Strategy	Feb 18			DN	F
2018/19 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 18			DN	F
Service Plans	Annual	Agree Service Plans 2018/19	April 18			JR	All
Food Safety Service Plan	Annual	For approval	June 18			AC	RS
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 18			DN	JCX
Local Plan Submission Plan	June 16	Consideration of Reg 19 Submission plan	TBC			GC	PP
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	TBC		SB	H

Notes:

1 Date added to Programme

2 Cabinet Members

DN Leader and Finance

AC Regulatory &

Community Safety

SA Partnerships

SK Leisure & Countryside

SB Housing

AO Contracts

GC Planning

JR Services

3 Service:

JCX Joint Chief Executive

HS Housing Services

RS Regulatory Services

CS Community Safety

CCS Corporate Services

L&EP Leisure and Environmental Promotion

F Finance

PP Planning Policy

TS &EM Technical Services and Environmental Maintenance

SLS Shared Legal Services

MO Monitoring Officer

EXECUTIVE DECISIONS - None

CABINET

Date and Time: Thursday, 3 August 2017 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Cockarill, Collett, Neighbour, Oliver, Radley (James)

In attendance: Councillors Axam, Forster, Wheale

Officers:

Patricia Hughes Joint Chief Executive
Andrew Vallance Head of Corporate Services

25 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 6 July 2017 were confirmed and signed as a correct record.

26 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Bailey and Kinnell.

27 CHAIRMAN'S ANNOUNCEMENTS

Item 11 had been withdrawn and would be resubmitted.

28 DECLARATIONS OF INTEREST

Councillor Oliver declared an interest in Small Business Saturday, due to his participation in the Fleet BID. It was noted that it was not a pecuniary interest.

29 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

30 LEISURE CENTRE WORKING GROUP

Members asked for clarification on the following terms on the minutes

- Ultra Ballroom – it is a public event around dancing raising funds for charity
- GEX refers to exercise classes the specific issues being around pilates
- A question was raised regarding the delegated authority on the swimming Open Gala decisions – it was confirmed that it will be made by the Portfolio Holder

- It was confirmed that the agreement between HDC and HCC has been signed.

The minutes of the meeting of 27 June 2017 were noted, however it was requested that minutes do not include acronyms.

31 HART HEALTH AND WELLBEING BOARD

The minutes of the meeting of 13 July were noted.

32 2016/17 OUTTURN POSITION

Members received details of the final position on the Council's accounts for 2016/17. Overview & Scrutiny Committee had considered this report at their meeting on 18 July but made no specific recommendations to Cabinet.

Members sought clarification on;

- a. in light of the underspend in 2016/17 whether the budget forecast requirement for a reduction of £500,000 had now been dealt with.
 - Members were advised that whilst the underspend is good news, it was noted that the budget forecast for 2017/18 which will be reported at Cabinet next month suggests an overspend.
- b. Whilst recognising that it is common practice, Members queried the contribution from a large developer. Members asked for a briefing note to be provided to explaining the criteria and broad principles upon which such payments can be made.
- c. Members were advised that we would get a similar payment for the General Election this year (reflecting the payment for the referendum last year).
- d. Members asked whether the revenue projections for car parking in 2017/18 reflect the outturn from last year. It was confirmed that it was based on the original projections, which provide for lower income.

DECISION

- 1 That the 2016/17 outturn position for the General Fund Revenue account be agreed.
- 2 That the 2016/17 outturn position for Capital expenditure be agreed.
- 3 That the carry forward of the unspent revenue budgets be agreed.

33 TREASURY MANAGEMENT OUTTURN 2016/17

The Council's Treasury Management activities during the 2016/17 financial year were considered.

DECISION

That the Treasury Management activities during the financial year ended 31 March 2017 be noted.

34 SUPPORT FOR SMALL BUSINESS SATURDAY – 2 DECEMBER 2017

Cabinet's agreement was sought to support Small Business Saturday on 2 December 2017, by agreeing to waive charges for car parks owned by the District Council on that day.

Members queried the provision of quantitative evaluation of the benefit and whether it was achieving the aims of Small Business Saturday. They discussed the opportunities to do this through a variety of different approaches such as:

- Considering if the Fleet element of the costs may be better provided to Fleet BID for their use at the time most appropriate to the businesses in Fleet.
- Whether the scheme could offer only free parking for 2 to 3 hours, and gain data on car park usage, through requesting members of the public to take a free ticket.

It was noted that evaluation could be challenging due to:

- Fleet BID running an event on Small Business Saturday, which may impact any evaluation which takes place in Fleet
- The difference in shopping behaviours in the first week of December.

Members agreed to seek feedback from the respective organisations, across the district, post the Small Business Saturday on its effectiveness.

DECISION

That Cabinet agree to waive car parking charges in all District Council car parks on Saturday, 2 December 2017, between the hours of 8am and midnight.

35 RELEASE OF SECTION 106 DEVELOPER CONTRIBUTIONS: YATELEY TOWN COUNCIL - YATELEY GREEN POND

This item was withdrawn at the request of Yateley Town Council.

36 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 7.47pm