



NOTICE OF MEETING

Meeting:	Overview and Scrutiny Committee
Date and Time:	Tuesday, 17 October 2017 at 7.00 pm
Place:	Committee Room 1, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Axam, Burchfield, Clarke, Crisp, Crookes (Chairman), Gray, Harward, Leeson, Makepeace-Browne, Morris, Wheale

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

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AND BRAILLE ON REQUEST**

1 MINUTES

The minutes of the meeting of 19 September 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, and any other, interests.

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Anyone wishing to put a question or statement to the Committee should contact the Committee Services Officer by phone or email (see front page of this Agenda) at least two clear working days prior to the meeting. Further information can be found at https://www.hart.gov.uk/sites/default/files/4_The_Council/Council_meetings/Public%20Participation%20leaflet%202017%20A4.pdf

6 FEEDBACK FROM SERVICE BOARDS

7 PORTFOLIO HOLDERS

Councillors Ambler and Cockarill to attend.

8 MULTI AGENCY FLOODING MEETING

To note the minutes of the meeting of 25 September 2017. **Paper B**

9 CHURCH ROAD CAR PARK ENHANCEMENTS AND ESSENTIAL MAINTENANCE

To update members on progress to date with delivery of the essential maintenance works and enhancements for Church Road Car Park, and seek this Committee's views on the recommendation to Cabinet that the funding allocated for these works is increased. **Paper C**

RECOMMENDATION

That Overview and Scrutiny Committee considers and comments on the following recommendations to Cabinet.

1. That the funding allocated in the Council's Capital programme for the Church Road Car Park improvements be increased to £390k
2. That tenders are invited for the car park improvement works proposed in option 3 and shown on the layout plan attached at Appendix 2.

10 CABINET WORK PROGRAMME

The Cabinet Work Programme is attached for information. **Paper D**

11 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme is attached for consideration and amendment. **Paper E**

Date of Despatch: 10 October 2017

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: 19 September 2017 at 7pm

Place: Committee Room 1, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Burchfield, Clarke, Crisp, Crookes (Chairman), Harward, Leeson, Makepeace-Browne, Morris, Wheale

In attendance: Cllrs Forster, Neighbour and Parker

Officers:

Patricia Hughes	Joint Chief Executive
John Elson	Head of Technical and Environmental Services
Sarah Robinson	Waste and Recycling Manager
Adam Green	Ecology and Countryside Manager

Apologies were received from: Cllr Sara Kinnell

36 MINUTES

The minutes of the meeting of 15 August 2017 were confirmed and signed as a correct record.

37 APOLOGIES FOR ABSENCE

None.

38 CHAIRMAN'S ANNOUNCEMENTS

None.

39 DECLARATIONS OF INTEREST

None declared.

40 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

41 FEEDBACK FROM SERVICE BOARDS

Councillors discussed the following:

- Regulatory Services - discussion of the challenges currently faced, including a number of planning appeals that may occur as well as retaining key staff with the appropriate skill sets.

- Members requested an updated list of Service Boards Members and electronic invitations for the core members, with all other Members invited as optional.
- Members requested a rearrangement of the Community Services Service Board.

Members resolved

A clarification of the terms of reference to include that each Service Board should continue in the presence of 1 Cabinet Member, 2 Overview and Scrutiny Members and 1 Officer.

42 PORTFOLIO HOLDERS

Councillor Neighbour reported that:-

- We have a range of working groups including the Budget Working Group and Local Plan Working Group which are cross party; we have also have had task and finish groups on the Corporate Plan and Commercialisation, which were considered at Cabinet this month.
- Work continues on projects such as the 5 Councils, which has benefited from the collaborative approach the Members have taken in a cross political approach over time, so the current position has benefited from this.
- The Leader continues to meet other Leaders, East Hampshire last week, Surrey Heath next week, Rushmoor and Basingstoke in due course.
- Hart have received an award from the Federation of Small Businesses for our Economic Development teams work.
- Two major challenges for the remainder of the year, is putting in place a framework for a sustainable financial future for the Council and the Local Plan.
- We have the next Budget meeting at the end of October which will scenario test a range of potential risks to the Council.
- We have meetings in the diary at the beginning of January, in advance of going to Regulation 19 Consultation.

Overview and Scrutiny requested that the report on the performance on the commercial strategy is added to the work programme

43 SANGS (SUITABLE ACCESSIBLE NATURAL GREENSPACE)

Adam Green gave a presentation to members in relation to how the Council's SANGs are managed including reference to a new website to promote these spaces, coverage in the Hart News as well as covering biodiversity off-setting.

44 JOINT WASTE AND RECYCLING TENDER

Members considered the Joint Waste and Recycling Tender and discussed:-

- The implications that Basingstoke and Deane moving to alternative weekly collection could have on the contract value for Hart.
- That there is an income from recyclables.
- Textiles would still be collected by charities, from their own bring banks. For the kerb side, the collection would be via a carrier bag.

- Under these proposals, there is an option for the contents of paper/cardboard bring banks to be collected as part of this contract, which will increase the level of collection from these banks.
- Current bulky waste collections are available only one day week, these new proposals seeks to get the contractor work with a furniture charity to help ensure these are reused.
- The evaluation process is based on the total cost price, it does not identify costs to each authority until a final contractor is selected.
- The options can be chosen separately, although it is preferable to go together.

EXCLUSION OF THE PUBLIC

Subsequent discussions considered exempt information. In order to discuss any exempt information members considered whether the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

RESOLVED

That in accordance with Section 100A of the Local Government Act 1972, the public be excluded during the discussion of these matters, on the grounds that it involved the likely disclosure of exempt information, as defined in the respective paragraph of Part I of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

DECISION

That this Committee considers and comments on the following Cabinet recommendations:

1. That Cabinet approve the service options recommended in confidential Appendix I of this report for inclusion in the specification of the Joint Waste Contract for negotiation with the preferred bidders provided that this can be contained within Hart's approved budget provision for the waste and recycling service.
2. That Cabinet approve that the Cabinet Member for Contracts and the Joint Chief Executive are jointly delegated authority to approve the final award of the Joint Waste Contract, subject to;
 - a. The decision being made within the decision making framework set out for evaluation previously approved by Cabinet.
 - b. The costs for the contract being in accordance with current budget provision.
 - c. The specification being aligned to the service delivery options approved by Cabinet in October 2017.

45 ECONOMIC DEVELOPMENT STRATEGY

Members noted the results of the Economic Development Action Plan consultation which had run from the 10 July to the 9 August 2017, together with the final Economic Development Strategy Action Plan.

Members commented on;

- The resources available, 1.5 FTE in the Economic Development recognising that others (the Portfolio Holder and Senior Managers) are also involved as appropriate.
- Continued support for the Inspire Business Award.
- Encouraging further businesses into the area and it was noted that the Council was investigating an 'incubator' space in the Council Offices.

DECISION

- 1 To note the outcome of consultation on the Economic Development Strategy Action Plan; and
- 2 To note the revised Economic Development Strategy Action Plan attached as Appendix 1.

46 TASK AND FINISH GROUP – MARKETS ACROSS HART

Members discussed the following:-

- That this does not need pursuing at this moment in time.

47 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and noted.

48 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and noted.

Members requested a report on fly tipping and initiatives to assist in reducing the problem, in due course.

The meeting closed at 9.20 pm.

**MEETING OF THAMES WATER, ENVIRONMENT AGENCY AND
HAMPSHIRE COUNTY COUNCIL WITH MEMBERS OF
HART DISTRICT COUNCIL**

25 September 2017 at 2pm

Present:

Hart Councillors: Crookes (Chairman), Collett, Forster (+ HCC), Parker, Makepeace-Browne, Morris, Southern, Wheale

Hampshire County Council (HCC): Councillor Bennison, James Holt (JH), Highways

Thames Water Utilities (TW): Paul Bowring (PB)

Hart District Council (HDC): Susanna Hope (SH) Flood Risk Infrastructure Engineer, Gill Chapman

Councillor Jeff Smith Fleet Town Council
Councillor Adrian McNeil Eversley Parish Council

I APOLOGIES

Apologies had been received from Councillors Glen (HCC), Axam, Billings, Burchfield, Gorys, Jenny Radley (HDC), Cyril Mitkov (TW) Vicki Westall (HCC) and Neil Landricombe (EA)

Concern was expressed that there was no presence from HCC Flooding, with no representation at the previous meeting, this meant no input from the lead authority in over a year. Councillor Crookes would write to express that concern and ask that Hampshire ensure a presence at the next meeting.

Action: KC

2 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 20 March 2017 were agreed.

SH circulated a list of Meeting actions and their status. Members asked that this be updated every other month and circulated. (List attached.)

3 STATUS UPDATES

EA projects: In the absence of representation from the EA, SH will asked for a written report to be circulated. (To include all action items from previous minutes as well as items on this agenda.)

Action: SH / EA

HDC Projects:

Kingsway (Blackwater) Flood Study– surface water and foul flooding. A strong case has been put forward, but funding from EA still to be confirmed. SH has paid for phase I of the study

upfront which consists of an assessment of the existing data which is now complete. However the next stage (modelling) cannot begin until funding has been received from the EA. SH/TWU/EA have a meeting on the 29th of September to talk about funding and working together. SH has inspected Hawley Balancing Pond (TW asset) believe that this is a promising option to consider in the study.

Mill Corner FAS – A steering group has been set up with the parish and HIWWT (landowner). This has identified a promising tag on option to the main scheme. Due to the present of a badger set, an ecological survey has been undertaken. The report is expected imminently.

Pheonix Green FAS- HDC has now received delegated powers from HCC and formal notice has been served on the land owner to enable access for survey purposes. The ecological survey is being undertaken at the end of September, the topographical survey in mid-October and the ground investigation is currently being arranged. Once these have been completed, the modelling can be updated and the viability of this site for flood storage assessed.

HCC Section 19 report (Fleet):

2015 flooding in Fleet - Under the act the leading local flood authority are required to investigate significant flooding and determine who might have ongoing actions etc. The HCC report is nearly ready to publish. EA has asked HCC to contribute to a potential piece of work in Fleet, and the report will be published after discussions with the EA. SH has seen an early draft and commented, and will let Fleet Councillors know when its published.

Action HCC/SH

Tudor and Cricket Hill -EA

EA consultants have been updating the existing flood model, which will be used to inform options for the scheme. The EA will need to undertake threshold surveys so this can feed into the model to understand the standard of protection and the numbers of properties that could benefit from the scheme.

EA would like to meet with councillors so that we can provide a detailed update on this project and to discuss options for the scheme. The EA would like to develop the stakeholder engagement plan with the council. We will speak with Susanna about arranging a meeting at the earliest opportunity. **Action EA/SH**

Fleet Brook and Sandy Lane Ditch (Fleet and Church Crookham)- EA

The EA have undertaken an initial assessment for both the Fleet and Sandy Lane Ditch projects. The EA have completed channel survey on the Fleet Brook and Sandy Lane Ditch watercourses. The EA are currently speaking with partners about modelling approach as we feel that surface water flood risk should be represented in the modelling. We met Hart District Council and Thames Water in September and we intend to meet with Hampshire County Council in October.

The EA would like to meet with councillors to provide an update and capture councillor's knowledge of flooding, and discuss engagement with residents. We hope a date can be arranged early November. Following this meeting, we would like to set up a separate engagement event with residents - a flood surgery type event to capture local knowledge of the flood risk mechanisms in the area and provide an update. Action to provide a date.

Action EA/ SH

Griffin Stream, Hook -EA

The EA have added all three main rivers in Hook to our modelling programme. The EA intend to model the Griffin Stream, Dorchester Stream, and Great Sheldons Stream. This is programmed to be delivered next financial year.

Frogmore- EA

The Cypress Stream, Sandhurst Stream and Yateley Common Stream are programmed to be modelled this financial year. EA anticipate this modelling to be completed Spring/ Summer 2018.

North Yateley- EA

The EA intend to align the North Yateley appraisal with Hampshire County Council's project Chandler's Lane so we have moved this scheme back on the appraisal package. The EA will provide the Council with proposed delivery dates in the next update. If there is an opportunity to bring the scheme forward the EA would look to do this.

Action EA

4 Eversley Ditches (HCC & Highways)

HCC have started hydraulic modelling around Webbs Corner and a report will be produced, to address the claims that work to the ditches was causing the flooding at Webbs Corner. The modelling will show the cause of the flooding, and any other pinch points. This will enable HCC to take action against landowners if they are contributing to flooding.

Members were very concerned at the lack of communication with Hampshire and the time being taken to make the report available. See item 1 action.

5 St Michael Close Enforcement/ 132 Aldershot Road (EA)

Main River - riverbank has collapsed blocking the watercourse and a neighbouring garden (132 Aldershot Road) was submerged because the watercourse was blocked. The management company of the block of flats are saying that developer never passed on the rights. SH to liaise with EA and circulate.

Action: SH /EA

EA Update post meeting

The obstructing material is still within the channel despite a deadline to the landowners to remove it.

The EA checked the site on 2 October and took photos. The EA is now entering the next phase of enforcement action. The EA are in direct correspondence with the residents of 132 Aldershot Road to keep them abreast of the situation.

6 Speed table opposite 5 Tweseldown Road, Fleet (Highways)

HCC Highways reported that the resident had water from the highway in their garage. On first inspection the gully outside appears free and flowing. CCTV camera will go down there and report will come back. JH to report back to Cllr Jenny Radley.

Action: JH

7 Fry's Lane, Yateley manhole unsealing (TW)

TWU are intending to go out and seal the manhole and look at the pumping station information in order to get a better idea. Other properties had reported foul water in their gardens, but this had not happened for 18 months or so. TWU will be looking to find out the root cause. PB to report to SH with an update for circulation.

Update: TWU have asked for the dates of the Fry's Lane has flooding so that they can check whether any alarms went off at the pumping station.

Action: TWU/SH

8 Award Road, Fleet manhole flooding (TW)

Manhole in front of Sentinel properties - with intense rain the manhole is coming up and foul water is getting into the property numerous times last year. A resident has put a 1 tonne bag on top of the manhole. HDC and TWU are monitoring this. If effective and doesn't move flooding elsewhere TWU will screw the manhole cover down. HDC reported no internal flooding, with a dry winter there was only one report of it lifting, but not enough to get into the properties. PB to report back.

TWU confirmed that the winter was too dry to test the impact of the 1 tonne bag so wants to monitor the situation for a further 6 months. The effectiveness will be reviewed post winter.

Action: TWU/SH

Members discussed whether the Planning process was adequate in taking account of potential overloading of the system from new developments. SH explained that where she is consulted and is aware of problems she already looked at these issues. SH agreed to try to alert Planning re specific problems at certain locations, so that Planning have the opportunity to ask TWU to take another look. Councillor Crookes would also talk to the Head of Regulatory Services regarding options to help this particular problem.

Action: KC /SH

9 Manhole (7402) subsidence in Cove Road (TW)

After investigation, SH could see no seeing potential problems.

10 Any Other Business

Members discussed whether TWU and other agencies could give/be given completion dates for problems. Some issues went on far longer than was necessary.

SH reported on starting a 'Parish forum for all parishes' – SH has put together how it might work, which has been sent to the various partners. EA appeared keen, HCC LLFA not so, TWU had not replied. HCC Highways indicated they were happy to attend. Further liaison was needed as without the partners buy-in it would not work. PB agreed to discuss further with Cyril Mitkov.

Action: TWU

Avondale pumping station – sewage going into Fleet Pond. TWU would investigate. SH would get an update from Steve Lyons.

Action: TWU / SH

Flooding on A323 underneath M3 - repeated flooding reported. Highways to investigate.

Action: JH

Holt Lane, Hook – Cllr Morris reported that there was now fly tipping to the watercourse, which was affecting one resident as yet but had potential for more. The resident had been removing items himself and taking them to the dump. Members agreed that some means to resolve this issue was needed. There were several riparian owners. Cllr Morris was encouraging the building of a maintenance plan about what needs doing and who is going to do it. SH reported that HDC had powers against fly tipping on our land, eg motion triggered camera installed, but not on private land, except to tell the landowner that it had to be cleared.

11 Date of Next Meeting

After discussion Members agreed to hold an additional meeting, bringing meetings to 3 times a year. SH would discuss this with the external agencies.

Suggested dates were:

12 February 2018

11 June 2018

15 October 2018

All meetings to start at 2pm in the Council Chamber.

MULTI AGENCY FLOODING MEETING ACTIONS- SEPTEMBER 2017

Item/Issue	Status	Who	Date Completed
Eversley ditches survey and modelling	Survey Completed Modelling Ongoing	HCC	
Steering group for Sandy Lane Ditch	Ongoing	EA	
EA Flood Alleviation Scheme project plan and time lines (end of March 2018) Action: Neil Landricombe to provide email explaining the Flood defence Grant in Aid Process.	Ongoing	EA	
Pondtail/Avondale pumping station	Ongoing	TW	
Avondale Road –subsidence, sink holes etc.	Completed	Highways	25/9/2017
Award Road foul flooding. Effectiveness of temporary measure being monitored. Once satisfied permanent measures will be installed.	Ongoing See update	HDC/TW	
East bridge farm, Crondall -failing wall on edge of pond - Riparian Land owner is responsible for repairing the wall. The land owner is current unknown. EA will only remove if this falls in the pond causing an imminent flood risk. EA to confirm outcome of land registry search.	Ongoing	EA	
Having a table of action and status so that completed and outstanding actions can be easily identified.	Completed	HDC	22/09/2017
Cllr Collett - Highways capped the utility manhole cover in Fry's Lane in Yateley to prevent sewerage flooding affecting the utility services. Is this capping still in place? Should this be removed? Highways to find out the status of the capping to project the utility manhole cover on Fry's Lane.	Ongoing See update	Highways	
Cllr Collett highlighted issues with flooding in the Blackwater Common area around Frogmore Park Drive due to a ditch surcharging. Cllr Collect believes that this may be linked to the Hawley Hill Balancing pond in Blackwater. Action: Susanna Hope to look at the Hawley Hill Balancing pond and report back	Completed	HDC	25/09/2017
South west trains are concerned about the Fleet Pond reservoir culverts under the railway Line. Susanna Hope confirmed that she was already meeting Network Rail on the 24 th of March to discuss this issue. Action: Susanna Hope to report back on outcome of meeting with Network Rail.	Completed	HDC	25/09/2017
Cllr Glen reported Redland Lane at the junction with Pankridge Street is experience gully flooding and concerned have been raised about the new development and the golf course. Action: Highways to investigate.	Ongoing	Highways	
Cllr Southern highlighted the importance of making the most of the parish's local knowledge and making sure that all possible options are investigated before settling on a final option. Action: SH to meet with Blackwater Parish	Ongoing	HDC	
Cllr Collett asked to be involved in the Kingsway FAS Baseline Model review with residents. Action: SH to invite Cllr Collett to baseline model review when this stage is reached.	Ongoing	HDC	
Fleet Section 19 Report. Cllrs expressed extreme disappointment in the fact that HCC Flood and Water Management team were not present and not update had been received from them despite their being specific items on the agenda for them. Action HCC FWM– HCC would	Ongoing See update	HDC/HCC (lead)	

be asked for a written response on progress of Section 19 report (Fleet) to be circulated (see above).			
Cllr Forster asked about the sewage treatment plant at Minley (Broomhurst - across motorway from Elvetham) when it was last upgraded and whether this treatment works has sufficient capacity for the planned growth in the area. Residents have been saying that Sewerage Treatment works hasn't had a major upgrade since 1968 and is apparently at or near capacity. Action: TW to investigate and feedback.	Ongoing	TW	
Concern was expressed that there was no presence from HCC Flooding, with no representation at the previous meeting, this meant no input from the lead authority in over a year. Councillor Crookes would write to express that concern and ask that Hampshire ensure a presence at the next meeting.	New	KC	
EA projects: In the absence of representation from the EA, SH will asked for a written report to be circulated. (To include all action items from previous minutes as well as items on this agenda.)	Completed. Included in the minutes.	HDC	09/10/2017
EA would like to meet with councillors so that we can provide a detailed update on the Tudor and Cricket Hill Stream project and to discuss options for the scheme. The EA would like to develop the stakeholder engagement plan with the council. We will speak with Susanna about arranging a meeting at the earliest opportunity.	New	EA/HDC	
The EA would like to meet with councillors to provide an update and capture councillor's knowledge of flooding from the Fleet and sandy lane ditch, and discuss engagement with residents. We hope a date can be arranged early November. Following this meeting, we would like to set up a separate engagement event with residents - a flood surgery type event to capture local knowledge of the flood risk mechanisms in the area and provide an update. Date to be arranged.	Ongoing	EA/HDC	
The EA intend to align the North Yateley appraisal with Hampshire County Council's project Chandler's Lane so we have moved this scheme back on the appraisal package. The EA will provide the Council with proposed delivery dates in the next update.	New	EA	
Main river - riverbank has collapsed blocking the watercourse and a neighbouring garden (132 Aldershot Road) was submerged because the watercourse was blocked. The management company of the block of flats are saying that developer never passed on the rights. SH to liaise with EA and circulate.	Ongoing Update in Minutes	EA/HDC	
HCC Highways reported that the resident had water from the highway in their garage. On first inspection the gully outside appears free and flowing. CCTV camera will go down there and report will come back. JH to report back to Cllr Jenny Radley.	New	Highways	
TWU have asked for the dates of the Frys Lane has flooding so that they can check whether any alarms went off at the pumping station.	New	TWU/HDC	

PAPER B

Councillor Crookes would also talk to the Head of Regulatory Services regarding options to help ensure that the Planning process was adequate in taking account of potential overloading of the system from new developments.	New	KC/SH	
Thames Water to provide feedback on the parish Flood Forum proposals	New	TWU	
Avondale pumping station – sewage going into Fleet Pond. TWU would investigate. SH would get an update from Steve Lyons on the project to protect Fleet Pond.	New	HDC	
Flooding on A323 underneath M3 - repeated flooding reported. Highways to investigate.	New	Highways	
After discussion Members agreed to hold an additional meeting, bringing meetings to 3 times a year. SH would discuss this with the external agencies.	New	HDC/EA/T WU/ HCC/ Highways	

OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING: 17 OCTOBER 2017

TITLE OF REPORT: CHURCH ROAD CAR PARK ENHANCEMENTS
AND ESSENTIAL MAINTENANCE

Report of: Head of Environmental and Technical Services

Cabinet member: Councillor James Radley, Services

I PURPOSE OF REPORT

- 1.1** To update members on progress to date with delivery of the essential maintenance works and enhancements for Church Road Car Park, and seek this Committee's views on the recommendation to Cabinet that the funding allocated for these works is increased.

2 OFFICER RECOMMENDATION

- 2.1** That this committee considers and comments on the following recommendations to Cabinet.
1. That the funding allocated in the Council's Capital programme for the Church Road Car Park improvements is increased to £390k.
 2. That tenders are invited for the car park improvement works proposed in option 3 and shown on the layout plan attached at Appendix 2.

3 BACKGROUND

- 3.1** In August 2016 Cabinet approved £270k to fund essential maintenance works to Church Road, Car Park and approved the proposed layout attached at Appendix 1.
- 3.2** In November 2016 the Engineering Team at Havant Borough Council were commissioned to design, procure and supervise the works. This provided the benefit of Havant being part of the 5 Council contract and also having access to the Generation 3 Highways and Infrastructure framework agreement (Gen3).
- 3.3** As part of the brief Havant were asked to review the layout previously agreed by Cabinet and identify where improvements could be made. This resulted in development of an improved layout incorporating pedestrian walkways and landscaped areas, see Appendix 2.
- 3.4** The proposed programme for the works had originally envisaged tenders being invited in July 2017 with works commencing on site in the autumn. However, this would not have been the ideal time to commission the works. The decision was taken to defer tendering until January 2018 with a proposed start to construction in April/ May 2018.

3.5 A recent review of the forecast project costs has shown that these have increased, and that these now exceed the £270k previously approved.

3.6 The reason for the forecast increase in costs includes:

1. Site investigations have revealed that the required surfacing and drainage improvement works are more extensive than was originally anticipated.
2. The scope for the work has been increased to provide an improved car park layout to include pedestrian walkways, landscaped areas and energy efficient lighting.
3. The August 2016 estimate does not include design and supervision costs as it was intended that this work would be delivered in house and funded using revenue budgets.
4. The updated forecast is based on average of rates taken from the Gen 3 framework agreement. Depending on market interest at the time of tender the actual prices received could be lower than forecast.

4 OPTIONS

4.1 The following options include for demolition of toilet block and provision of a new car wash facility.

4.2 Option 1 – Car Park specification reduced to fit budget

Proposed specification - Plane off and resurface the access between Church Road and the Sainsbury delivery yard, and slurry seal the remaining areas of car park.

Budget cost of option 1 – up to £210k

Advantages	Disadvantages
Costs contained within approved funding.	Slurry seal has short term life, likely that further resurfacing work will be required in 3 – 5 years.
	Does not provide an improved recycling facility.
	Does not provide improved car park layout to include pedestrian walkways.
	Existing plastic humps are not replaced.
	No landscaping improvements.
	Existing steel barriers are not replaced.
	Drainage system is not improved further.
	No lighting improvements.

4.3 Option 2 – Resurface existing car park layout without any improvements.

Proposed specification – Complete resurfacing of the car park to provide an improved surface and minimise ongoing maintenance costs.

Budget cost of option 2 - up to £320k

Advantages	Disadvantages
Reduces long term maintenance costs.	Does not provide improved car park layout to include pedestrian walkways.
Minimises cost increase.	Does not provide an improved recycling facility.
	Existing plastic humps are not replaced.
	No landscaping improvements.
	Existing steel barriers are not replaced.
	Drainage system is not improved further.
	No lighting improvements.

4.4 Option 3 – Resurface car park with improvements.

Proposed specification – Complete resurfacing and redesign of the car park to provide pedestrian walkways, landscaping, and energy efficient lighting.

Budget cost of option 3 - up to £390k

Advantages	Disadvantages
Provides improved car park layout with designated pedestrian walkways.	Most expensive option.
Minimises long term maintenance costs, new surface anticipated to last 20-25 years, before resurfacing required.	
Provides an improved recycling facility.	
Existing plastic humps are replaced with raised paved areas.	
Landscaping and tree planting provided.	
Drainage system is improved.	
Existing lamps replaced with energy efficient energy efficient lighting.	
Existing steel barriers are replaced.	

5 CONSIDERATIONS

5.1 For the 2015/16 year, the car park generated an income of £351,055, which is 43% on the total income of £811,804 for all car parks across the district. Whilst this car park is the largest income generator it is the one in the poorest condition.

5.2 Such a programme would enable the Council to carry out more preventative maintenance, so improving the car park condition and reducing reactive maintenance costs.

6 FINANCIAL IMPLICATIONS

- 6.1** Approval of this reports recommendations will require the funding allocation in the Council's Capital programme for the Church Road Car Park works to be increased by £120k (£390k - £270k).

7 ACTION

- 7.1** Subject to Cabinet approving this report's recommendations, tenders will be sought for the essential maintenance and improvement works to Church Road Car Park, with works commencing on site in April/May 2018.

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

APPENDICES:

Appendix 1 – Church Road Car Park Layout Plan, as agreed by Cabinet in Aug 2016.
Appendix 2 – Improved Church Road Car Park Layout Plan.

BACKGROUND PAPERS:

Post Parking Payment and Church Road Car Park Improvements - Cabinet Report & Minutes
04/08/16
Church Road Car Park Essential Maintenance / Improvement – Business Case – Board
Report - Sept 2017

The existing car park has a capacity of 309 parking spaces

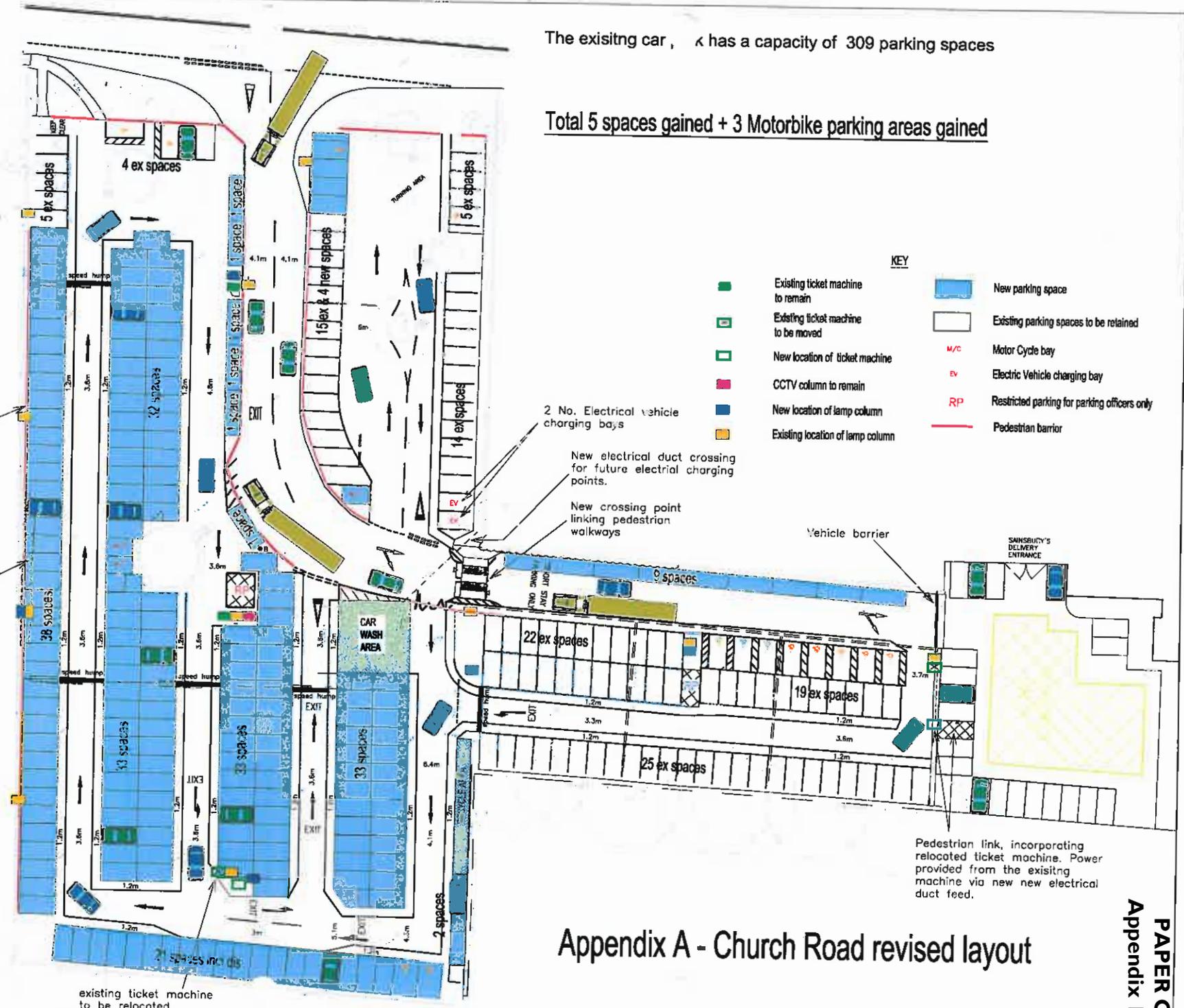
Total 5 spaces gained + 3 Motorbike parking areas gained



Barrier to be installed in grass verge to protect the existing brick wall. construction to be appropriate to prevent foundation damage.

Area of landscaping to be removed parking figures accommodate this

existing ticket machine to be relocated



- KEY**
- Existing ticket machine to remain
 - Existing ticket machine to be moved
 - New location of ticket machine
 - CCTV column to remain
 - New location of lamp column
 - Existing location of lamp column
 - New parking space
 - Existing parking spaces to be retained
 - M/C Motor Cycle bay
 - EV Electric Vehicle charging bay
 - RP Restricted parking for parking officers only
 - Pedestrian barrier

2 No. Electrical vehicle charging bays

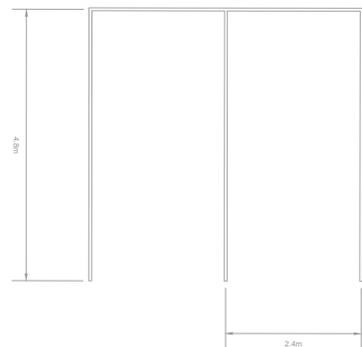
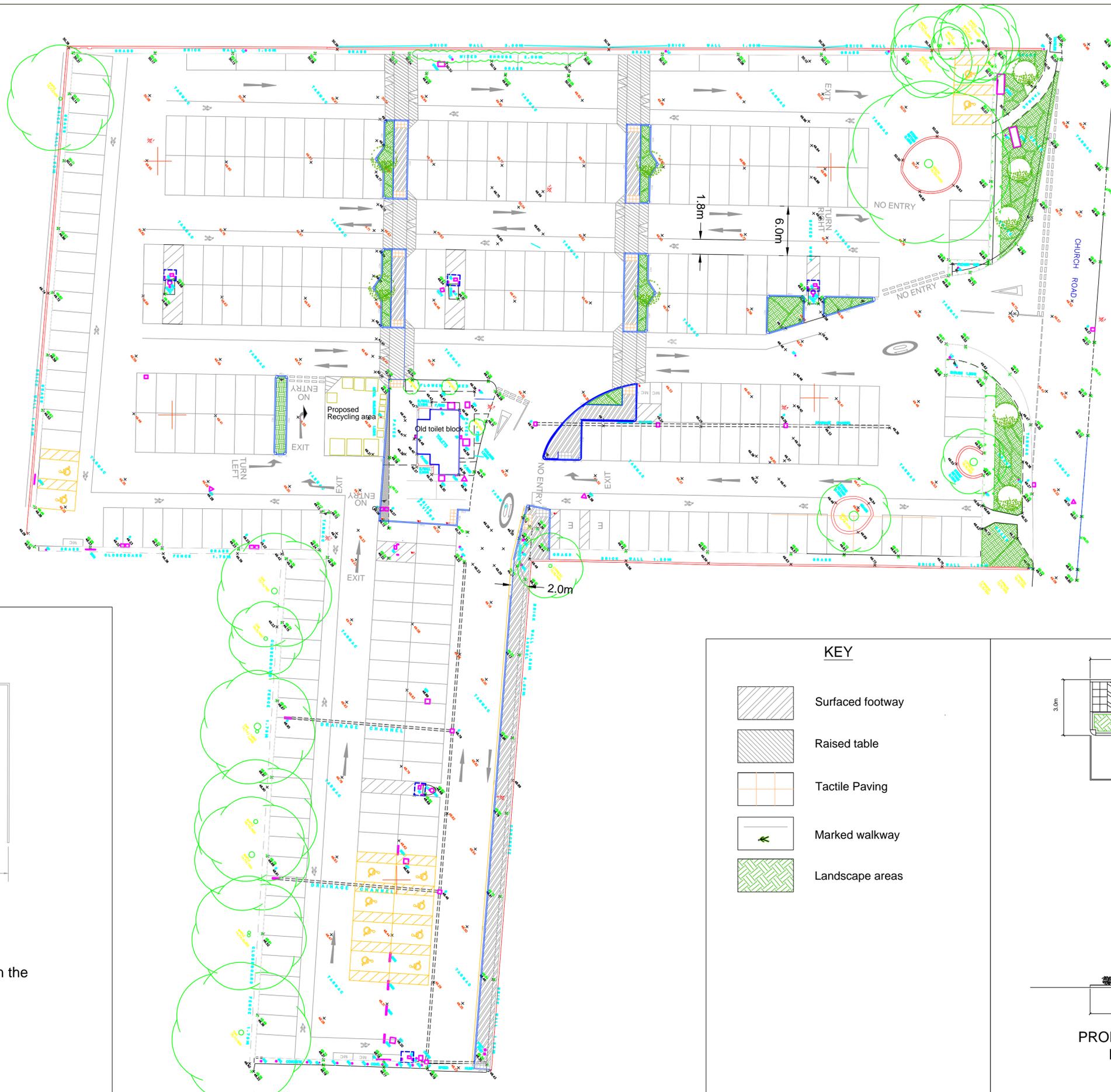
New electrical duct crossing for future electrical charging points.

New crossing point linking pedestrian walkways

Vehicle barrier

Pedestrian link, incorporating relocated ticket machine. Power provided from the existing machine via new new electrical duct feed.

Appendix A - Church Road revised layout



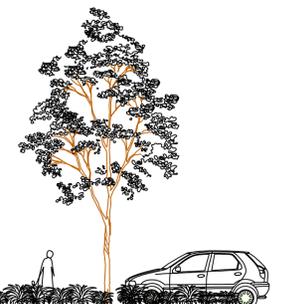
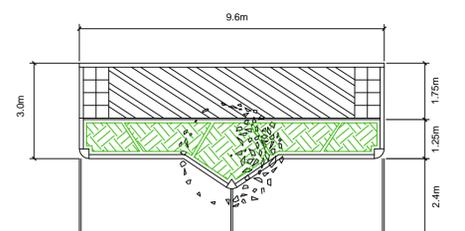
PARKING BAY SIZE

Not to scale

2.4m wide bays measured between the centreline of the bay markings (as existing)
50mm wide bay markings

KEY

-  Surfaced footway
-  Raised table
-  Tactile Paving
-  Marked walkway
-  Landscape areas



PROPOSED FOOTWAY AND LANDSCAPE AREA

Not to scale

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

November 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)
5 Councils	Feb 17	Update on current contract discussions	April 17	Nov 17		AO	JCX
Church Road Car Park Improvements	Sept 17	Options for approval.	Nov 17		Y	JR	T&EM
Homelessness Strategy	Oct 17	For approval.	Dec 17			SB	HS
Hart Corporate Plan	Sept 17	Post consultation consideration prior to consideration and approval by Council in December 17	Dec 17			L	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
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Dec 17 Mar 18 Sept 18			DN	F
Local Plan Submission Plan	June 16	Consideration of Reg 19 Consultation Special Cabinet - 3 January 2018	Jan 18			GC	PP
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
Performance Report of Commercial Strategy	Sept 17	Consideration of performance of Commercial Strategy	Mar 18			L	JCX
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
Revenue and Capital Outturn 2017/18	Annual	Annual report on outturn.	Aug 18			DN	F
Treasury Management 2017/18	Annual	Annual report on Treasury Management Activities 2017/18	Aug 18			DN	F

Notes:

1 Date added to Programme

2 Cabinet Members

DN Leader and Finance

AC Regulatory Services &

Community Safety

SA Partnerships

SK Leisure & Countryside

SB Housing

AO Contracts

GC Planning

JR Services

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

PAPER D

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – October 2017

Issue and Description of Topic	Current Position Objective	Original Due Date	Revised Due Date	Resources Required	Contact
Flooding	Notes from twice yearly meeting of Agencies	Oct 17 April 18		Minutes	Environmental & Technical Services
Church Road Car Park Improvements	Options for approval	Oct 17		Report	Environmental & Technical Services
Litter and Dog Fouling Enforcement	Monitoring/Review of pilot with East Hampshire	Oct 17	Nov 17	Report	Environment & Technical Services
Quarterly Budget Monitoring	Quarterly update on budget	Nov 17 Feb 18 Aug 18		Report	Head of Corporate Services
Medium Term Financial Forecast	Annual forecast	Nov 17		Report	Head of Finance
Hart Corporate Plan	Post consultation consideration prior to Cabinet	Nov 17		Report	Joint Chief Executive
Public Space Protection Orders	To appraise members of the issues associated with Public Protection Orders and the future of the 33 we presently have on specified areas in the district	Nov 17		Report	Community Services
Pavement and Verge Parking	Feedback from investigation and potential opportunities	Dec 17		Report	Environment & Tech Services

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – October 2017

Issue and Description of Topic	Current Position Objective	Original Due Date	Revised Due Date	Resources Required	Contact
Performance Information	Quarterly highlight reports.	Dec 17 Feb 18 Aug 18		Report	Performance and Innovation Officer
Corporate Risk Management Report	Quarterly update	Dec 17 Mar 18 June 18 Sept 18		Report	Audit Manager
Treasury Management Strategy	Annual report setting out the treasury management strategy for the council	Annual	Jan 18	Report	Head of Finance
Draft Budget 2018/19	Report	Annual	Jan 18	Report	Head of Finance
Service Plans	To make recommendations to Cabinet on the Draft Service Plans 2018/19	Annual	Mar 18	Report	Joint Chief Executive
Body Worn Video	Annual monitoring of usage	April 18		Report	Environment & Technical Services
Outside Bodies	Reports from Representatives on Outside Bodies	Annual	April 18	Report	Joint Chief Executive
RIPA	Annual monitoring of usage	Annual	April 18	Report	Monitoring Officer
Annual Review	Preparation of Chairman's end of year report from Committee to full Council on the work of the Committee 2017/18	Annual	April 18	Discussion	Committee
Performance Report of Commercial Strategy	Consideration of performance of Commercial Strategy	Apr 18		Report	Joint Chief Executive
Nominations to Service Boards	Member nominations to Service Boards	Annual	June 18		Chairman O&S Committee

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – October 2017

Issue and Description of Topic	Current Position Objective	Original Due Date	Revised Due Date	Resources Required	Contact
2017/18 Performance Information – Annual Outturn	Annual report on outturn	Annual	June 18	Report	Performance and Innovation Officer
Treasury Management Outturn	Annual report on outturn	Annual	July 18	Report	Head of Finance
2016/17 Revenue and Capital Outturn	Annual report on outturn	Annual	July 18	Report	Head of Finance
Procurement Process	Report on the process and its fitness for purpose	None	TBC		Joint Chief Executive
Local Plan Submission Plan	Consideration of Reg 19 Submission Plan	None	Special Meeting 2 Jan 18		Joint Chief Executive
Local Plan Process	Review: <ul style="list-style-type: none"> To assess whether the current arrangements for delivering the Local Plan are the most appropriate and efficient so that lessons can be learnt for the future, particularly when any adopted Plan is reviewed. 	None	TBC		Joint Chief Executive
Community Safety Partnership	To scrutinise deliver of the Community Safety Partnership's objectives at the local level	None	TBC		Community Safety
Fly Tipping	Results of camera trial with Basingstoke and Deane BC and way forward	None	TBC		Environment and Technical Services
Bramshot Farm SANG	Performance review	None	TBC		Planning
Car Park Ticket Machines	6 month review after implementation - meeting objectives, learning lessons etc	None	TBC		Environment and Technical Services

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – October 2017

Issue and Description of Topic	Current Position Objective	Original Due Date	Revised Due Date	Resources Required	Contact
Fly Tipping	Update on flytipping in the area, and initiatives to assist in reducing the problem	None	TBC		Environment and Technical Services
Portfolio Holders	Councillors: Neighbour 19 September Ambler, Cockarill 17 October Bailey, Collett, Kinnell 21 November				

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: 17 October 2017 at 7pm

Place: Committee Room 1, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Burchfield, Clarke, Crisp, Crookes (Chairman), Forster (substituting for Cllr Wheale), Gray, Leeson

In attendance: Councillor Parker

Officers:

Patricia Hughes	Joint Chief Executive
John Elson	Head of Technical and Environmental Services
Philip Sheppard	Infrastructure Team Manager

49 MINUTES

The minutes of the meeting of 19 September 2017 were confirmed and signed as a correct record.

50 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Makepeace-Browne, Morris and Wheale. Councillor Forster substituted for Councillor Wheale.

51 CHAIRMAN'S ANNOUNCEMENTS

None.

52 DECLARATIONS OF INTEREST

None declared.

53 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

54 FEEDBACK FROM SERVICE BOARDS

No Service Boards have been held since the last meeting. Regulatory Services is due on the 29th November and is looking to change the date. Members may wish to be aware that this date is subject to change.

55 PORTFOLIO HOLDERS

Councillors Ambler and Cockarill updated members on the progress within their portfolios.

Councillor Ambler provided an overview of his Portfolio and the key issues:

- This is the one Portfolio which does not directly relate to services provided by the Council. It is an outward facing role working in partnership with Parish and Town Councils, grant funded organisations and a range of other key stakeholders.
- A group recently formed was Autism Friendly Fleet, who ran introductory event and will soon be giving a presentation at Full Council. They are moving to become a registered charity.
- The Citizens Advice Bureau is the major grant funded organisation for Hart, they delivered £14.34 of benefits to individuals for every £1 invested. Universal Credit is causing issues nationally and may impact locally from July 2018. It was hoped the Chairman would be inviting them to give a presentation on the risks associated with this.
- Working with Fleet Town Council on the redevelopment of the Harlington via a liaison group, with representatives from both Hart and Fleet Town Council. The next step would be getting an update on Fleet Town Council's progress and what they want to achieve.
- Cllr Ambler would look into the current accommodation issues associated with Inclusion Hampshire.

Councillor Cockarill provided an overview of his Portfolio and the key issues:

- The Portfolio includes the Neighbourhood Plans as well as the Local Plan and any aspects associated with that.
- The key objective is to deliver a new Local Plan, the risk is quite high on non delivery due to the tight timescale. The aim is to get the plan out for submission in spring of next year. To achieve this, there will be meetings of Overview and Scrutiny, Cabinet and Council at the beginning of January. Transport and Sustainability Assessments are underway to meet this deadline.
- We now have a fully resourced team working on the Plan and are working with a Planning Inspectorate Consultancy to seek to de-risk the delivery of the plan.

56 MULTI AGENCY FLOODING MEETING

The minutes of the meeting of 25 September 2017 were noted, recognising that it would be helpful if all actions were reflected in the table of actions.

Members noted the fly tipping was alluded to in the notes and requested that this be picked up at the next Service Board.

Members noted that engagement with Parishes was important in understanding localised issues around flooding. It was recognised that Parishes could, and had, attended the Flooding Meeting previously with very positive outcomes. Therefore it was noted that Councillors should encourage their respective Parishes to put forward any particular issues in advance of the meeting, to enable the Statutory Agencies to formulate an effective response to be provided at the Flooding Meeting.

It was also noted that there is an opportunity to reconfirm the commitment of all the partners, including those with statutory roles, to attend.

57 CHURCH ROAD CAR PARK ENHANCEMENTS AND ESSENTIAL MAINTENANCE

Members were updated on progress to date with delivery of the essential maintenance works and enhancements for Church Road Car Park. Views were sought on the recommendation to Cabinet that the funding allocated for these works be increased.

Members considered:

- The costs to manage current defects. Officers would provide a written response on costs and timeframe for current defects.
- The current income on this car park, and in particular since the parking machines were updated. A written response would be provided.
- The detailing of the project plan. Officers would provide a copy of the current project plan to Cllrs Morris and Forster. It was noted the detailed construction plan would be confirmed in association with discussion with the winning contractor.
- Whether the car park can remain open during the works. However, it was noted it would be subject to potentially increased costs for managing traffic movements as well as managing health and safety risks.
- The benefit of potentially more spaces being offered. Officers agreed to provide a written response on the additional numbers of car parking spaces which the new layout will provide.
- The safety of the footpath exiting the car park and accessing to the Church, and whether this could be re-evaluated. However, it was noted that it encroached on Hampshire County Council public highway which would require further approvals.
- That the original proposals had included barriers to the goods area to the rear of Fleet Road retail units. Negotiations with the retail units is reaching its conclusion, which should enable the Traffic Management Order to cover this area.

DECISION

That Overview and Scrutiny Committee endorses the following recommendations to Cabinet.

1. That the funding allocated in the Council's Capital programme for the Church Road Car Park improvements be increased to £390k
2. That tenders be invited for the car park improvement works proposed in option 3 and shown on the layout plan attached at Appendix 2.

58 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered.

59 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and amended.

The meeting closed at 20:38