



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 7 March 2019 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs Gill Chapman) committeeservices@hart.gov.uk
Members:	Ambler, Bailey, Cockarill, Kinnell, Neighbour (Chairman), Oliver, Radley

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**

- 1 At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- 2 The Chairman will announce that this meeting may be recorded and that anyone remaining at the meeting has provided their consent to any such recording – please see our protocol on [Attending and Reporting Meetings](#)**

1 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 7 February 2019 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 HART HEALTH AND WELLBEING PARTNERSHIP BOARD

To note the minutes of the meeting of 14 February 2019. **Paper B**

7 2018-19 BUDGET MONITORING – TO END OF DECEMBER 2018

To advise Members of the position on revenue and capital expenditure at the end of December. Overview and Scrutiny Committee considered this report at its meeting on 19 February 2019. **Paper C**

RECOMMENDATION

That the revised projections and reasons for the main variations shown in Appendix 1 and Paragraph 4 below be noted, and that the current spending position on the Capital Programme shown in Appendix 2 be also noted.

8 LOCAL DISCRETIONARY BUSINESS RATE RELIEF SCHEME 2018/19

To determine the Local Discretionary Relief Scheme for 2018/19. This report has been considered at the Overview and Scrutiny Committee on 19 February 2019. **Paper D**

RECOMMENDATION

That the Local Discretionary Relief Scheme for 2018/19 as set out in Appendix 2 be approved.

9 PURCHASE OF AGRICULTURAL MACHINERY

To seek approval for the release of £86,500 capital funding held in reserves for the purchase of agricultural machinery for Bramshot Farm SANG. **Paper E**

RECOMMENDATION

That the release £86,500 from Bramshot Farm SANG Capital Reserves for the purchase of agricultural machinery be agreed.

10 CABINET WORK PROGRAMME

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

Date of Despatch: 26 February 2019

CABINET

Date and Time: Thursday, 7 February 2019 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Bailey, Cockarill, Kinnell, Neighbour (Chairman), Oliver, Radley

Officers:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
John Elson	Head of Technical and Environmental Services
Lisa Cowdery	Senior Business Partner - Capita Local Government Business Services

88 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 3 January 2019 were confirmed and signed as a correct record.

89 APOLOGIES FOR ABSENCE

None received.

90 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that there was an intention to make an application for the second phase of the Future High Street Fund

91 DECLARATIONS OF INTEREST

None declared.

92 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Item 94: Tracey Shrimpton from Fleet Business Improvement District stated that Fleet BID opposed the imposition of on street parking charges. However, Fleet BID would look forward to working with Hampshire County Council and with the businesses to ensure that any approach does not impact on the local economy and businesses.

Item 94: Councillor Bob Schofield from Fleet Town Council noted that the threat of new areas of on street parking enforcement remained, under either option for future delivery of traffic management agency but Fleet Town Council would object to the imposition of parking meters

Item 94: A member of the public commented that other areas beyond Fleet could be impacted by the imposition of on-street parking meters.

93 HART AND SKY OCEAN RESCUE

Cabinet considered the implementation of a joint initiative to work with Sky Ocean Rescue to eliminate single use plastic in Hart.

DECISION

- 1 That Hart enters into pilot initiative with Sky Ocean Rescue to eliminate single use plastic in Hart on the basis of the proposal set out under option 3 of the report.
- 2 That the pilot is operated on an initial 12 month trial, with its continued operation being considered as part of the 2020/21 budget process.
- 3 That funding of £25k is identified in the Council budgets for 2019/20 to fund staff time and advertising for the pilot initiative.

94 CIVIL PARKING ENFORCEMENT AND TRAFFIC MANAGEMENT AGENCY UPDATE

Approval was sought to renew the agency agreements for Civil Parking Enforcement and Traffic Management.

Cabinet discussed the timescale for reaching full cost recovery, and noted that it may require a reduction in the costs associated with enforcement or require substantial increases in income.

It was further discussed that the Council would not want to enter into the agreement if HCC held any expectation that HDC would make payment to HCC in lieu of 'full cost recovery'.

It was clarified that the break clause or notice period if Hart entered into the agreement, and ultimately felt it should leave the agreement, was a period of eighteen months.

Cabinet further noted an important element in favour of the retention of the traffic management agreement would be the continuation of patrolling of parking issues associated with Hart schools, particularly in light of recent decisions to reduce bus transport to these schools. However, it was felt that this benefit would not outweigh other considerations, such as the issues associated with 'full cost recovery'.

DECISION

- 1 That new agency agreements with Hampshire County Council be entered into for Civil Parking Enforcement and Traffic Management with effect from 1 April 2020 on the basis of the terms outlined in the report.

- 2 That Hart works with Hampshire County Council with the long term aim of delivering the agency agreements for Civil Parking Enforcement and Traffic Management on a full cost recovery basis.
- 3 That the Head of Technical Services, in consultation with the Joint Chief Executive and Cabinet Member for Technical Services, be delegated authority to agree the details of the new agency agreements, subject to these being in line with terms set out in this report.

95 BUDGET 2019/2020

Cabinet was provided with a summary of the proposed revenue and capital budget proposals for 2019/2020. The report also included the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves. The report had previously been considered by Overview and Scrutiny Committee.

A key issue highlighted for future years would be the potential cessation of New Homes Bonus and the potential alternatives.

Cabinet noted that there would need to be an adjustment to the proposed budget proposal to reflect the increases in fees for on street parking permits, and the decision regarding the Sky Ocean Rescue project, which would need to be captured for the report to Council.

RECOMMENDATION to Council

Subject to the draft budget 2019/2020 being adjusted to reflect potential increases in on street parking permits and to reflect the cost of the Sky Ocean Rescue project, it be recommended to Council.

- 1 That it be noted there is currently a balanced draft revenue budget for 2019/20.
- 2 That the level of Council Tax for 2019/2020 be increased by £5 (3.00%) and set at £171.84.
- 3 That the summary revenue budget for 2019/2020, as set out in Paragraph 12 of the report, be approved.
- 4 That the revised capital programme for 2018/2019 and 2019/2020 as detailed in Appendix 2 be approved.
- 5 That no changes be made to the Council Tax Support Scheme for 2019/2020.
- 6 That the Section 151 Officer's statutory report regarding the robustness of the estimates and the adequacy of reserves, detailed in paragraph 13, be noted.

96 TREASURY MANAGEMENT STRATEGY– HALF YEAR REVIEW 2018/19

Cabinet considered the Council’s treasury management activities and performance during the first half of the 2018/19 financial year (April-September 2018). The report had previously been considered by Overview and Scrutiny Committee.

DECISION

That the information be noted.

97 CAPITAL STRATEGY, TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

Members considered the Capital Strategy, and the Treasury Management Strategy Statement for 2019/20, which incorporated the Annual Investment Strategy and Prudential and Treasury Indicators. The report had previously been considered by Overview and Scrutiny Committee.

RECOMMENDATION to Council

- 1 That the Capital Strategy be approved.
- 2 That the Treasury Management Strategy Statement 2019/20 be approved.

98 SHARED SERVICES REVIEW AT HART

Cabinet were asked to agree a ‘strategic business case’ for progressing a shared service review as part of its Commercialisation Strategy as set out in July 2018 and the proposed scope of the shared service review, including key principles to help future proof the Council with regards to both the commercialisation and digital agendas. The report had previously been considered by Overview and Scrutiny Committee, who commented that £20k might not be sufficient to fund this.

Members suggested identifying specific services to prioritise analysis.

DECISION

That the draft request for quotation be agreed for the purposes of carrying out a strategic review of the Council’s shared service.

99 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended. Consideration of the potential funding application to the Future High Street Fund was added as an item, date TBA.

The meeting closed at 8.32pm



Minutes

Hart Health and Wellbeing Partnership Board Meeting

14 February 2018 at 2.00 pm

Present:

Councillor Ambler	Chairman
Councillor Makepeace-Browne	HDC
Liz Glenn (LG)	HDC
Brian Bridger	HDC Trailblazers
Tanith Perridge	HDC Housing
Lucy Russell-White	HDC Countryside Services
Gill Chapman	HDC
Kim Francis	Andover Mind
Nikki Jenkins	Andover Mind
Paul Davey	NHCCG
Jane Rumsam	CAB
Ailsa Kempthorne	CAB
Janet Kelly	Odiham Cottage Hospital
Jenny Radley	Church Crookham PC
Dr Steven Clarke (SC)	Branksomewood Surgery
Cleon Hutton	Vivid
Vickie Ibbott	FHFT Community Services
Stephen La Pensee	NEH&F & FMC Patients
Jo Lockhart	HCC Public Health
Natalie Austin	Everyone Active
Carly Pearson	Everyone Active

		Actions
1	Apologies for Absence	
	Apologies had been received from: Councillors Crampton, Butler, and Forster, Sally Plank (CAB), David Lipscombe (Safer NH).	
2	Minutes of the Previous Meeting (15 November 2018) and Matters Arising	
	The minutes were agreed.	

	LG updated the meeting on the queries about planning and developer contributions to health infrastructure – briefing to be circulated	
	<p>The group discussed how different agencies would like S106 monies used. North East Hampshire & Farnham CCG are undertaking a piece of work with other CCGs around interpreting S106 rules and are drawing up a set of principles around bidding for S106 monies for health infrastructure. SC to inform LG once this is ready to share.</p> <p>The group discussed the importance of ensuring that S106 monies allocated for health infrastructure are spent within the allocated time frame.</p>	
	The interface between hospital and primary care, and the impact of Data Protection on information sharing, was further discussed. Vickie Ibbott explained that Frimley Health Community team has a presence in A & E and on wards at Frimley Hospital to help ensure a smooth discharge. Stephen La Pensee requested to meet with Vickie.	
	<p>The group discussed the importance of Hampshire County Council consultations being publicised widely so that people have an opportunity to respond. The outcome of the recent passenger transport review was discussed and details can be found in a report on the County Council website</p> <p>https://democracy.hants.gov.uk/ieListDocuments.aspx?CId=170&MID=4195</p>	
2	Hart and Rushmoor Well-being Service update – Kim Francis and Nikki Jenkins, Andover Mind	
	<p>Presentation emailed out</p> <p>The group discussed:</p> <ul style="list-style-type: none"> • The role of the service in supporting the transition between young people's and adults' services • Promotion of the service to young people coming up to the age of 18 • Support for people with a mental health condition and substance misuse issues – the service will support these individuals and will encourage them to access Inclusion Recovery Hampshire • Potential for further outreach support to be established in Hart in addition to the outreach at Hart District Council offices 	
3	VIVID Wellbeing Workers – Cleon Hutton, Partnerships Manager, VIVID	
	Cleon updated the meeting on the work of Vivid:	
	<ul style="list-style-type: none"> • Vivid has a tenancy support service including: Homelessness prevention service, Older persons team, Community development 	

	<p>based around new developments and S106, debt advice, employment & training, digital inclusion</p> <ul style="list-style-type: none"> • Wellbeing workers are the latest function added • Information, advice, guidance to Vivid tenants – putting in that bridge between health and social care workers and housing • Developing action plans to help people to address their challenges • Mental health - Housing can have a negative impact • Wellbeing workers link in with social prescribing services • Any agency can refer someone to the Wellbeing Workers. <p>Action: Cleon to share referral form and details of tenancy support via LG</p> <ul style="list-style-type: none"> • Impact will be measured over the trial period 	<p>LG</p>
	<p>The group considered:</p> <ul style="list-style-type: none"> • Signposting (finding the right service fast) needs to work quickly – North East Hants and Farnham CCG are developing a new website to help people navigate mental health support • Mental health crisis – people may not recognise that they are experiencing a crisis or may not want to access support • Some services are not always local or within a short bus ride • SC explained that a new mental health worker was now working within the Fleet Integrated Care Team (this approach is already in place in Yateley) 	
	<p>4 Draft Hampshire Health and Wellbeing Board Strategy</p>	
	<p>The Strategy was considered. The question was asked if the group wanted to feed back as a partnership, or individually (personally or each agency) through the website. SC reported that the CCG would be responding</p>	
	<p>Discussions were around:</p> <ul style="list-style-type: none"> • How to deliver the aspirations in it? • LG reported that she is working with other District Councils specifically around the Healthier Communities section • How the current strategy is being delivered – through sub groups including Hampshire healthy weight strategy steering group, starting well group, ageing well group • Opportunities for greater collaboration with primary care clusters around prevention issues and how to align cluster prevention priorities with county level strategies • Reducing inequalities - unlikely that this area would benefit as resources would be redirected to other parts of the system where levels of inequality greater/higher needs 	
	<p>It was agreed that individual members/organisations would submit responses online if they wished to</p>	

5	June Stakeholder Engagement Event	
	The draft outline/plan and its aims and objectives, and projected outcomes, was discussed. LG circulated a list of potential groups/services to engage in the event and asked for feedback. In order to make the programme as useful as possible LG asked for volunteers to help put the event together.	LG
	It was suggested that a supporting booklet be produced prior to the event listing the groups/organisations attending with useful information to include contact details, short explanation of the group/service/organisation, etc.	
6	Date of Meetings	
	2019 Meetings had been scheduled for: Thursday 13 June 1.30pm – 4pm or 4.30pm (stakeholder engagement event) Thursday 17 October 2pm	

CABINET

DATE OF MEETING: 7 MARCH 2019

TITLE OF REPORT: 2018-19 BUDGET MONITORING – TO END OF DECEMBER 2018

Report of: Head of Corporate Services

Cabinet Member: Councillor David Neighbour, Leader and Finance

I PURPOSE OF REPORT

1.1 To advise Members of the position on revenue and capital expenditure at the end of December. Overview and Scrutiny Committee considered this report at its meeting on 19 February 2019.

2 OFFICER RECOMMENDATION

2.1 That the revised projections and reasons for the main variations shown in Appendix I and Paragraph 4 below be noted, and that the current spending position on the Capital Programme shown in Appendix 2 be also noted.

3 COMMENTARY

3.1 It is important that regular monitoring of budgets is undertaken to ensure financial targets being set by the Council are being met and to make any necessary changes to approved budgets.

4 REVENUE BUDGET MONITORING

4.1 The revenue budget for 2018/19 was approved allowing for a contribution to reserves of £27k. Based on the figures currently available it is possible that a contribution to reserves of £391k will be made.

The main reasons for the current financial position are:

- Waste contract savings and additional income -£446k
- Car Parking Vacancies -£80k
- Additional DWP grant -£38k
- Appointment of a Data Protection Officer +£41k

5 CAPITAL EXPENDITURE MONITORING

5.1 There has been capital expenditure of £3.173m by 31 December.

6 MANAGEMENT OF RISK

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

7 ACTION

- 7.1 At this stage no further action is required as it is still early in the budget monitoring process.

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

APPENDICES

- Appendix 1 Revenue Monitoring
Appendix 2 Capital Monitoring

PAPER C
Appendix A

REVENUE BUDGET OUTTURN 2018/2019 PERIOD 09 DECEMBER					
	Full Year Budget	Year to Date Actuals	Full Year Forecast Outturn	Year End Variance	Forecast Commentary
CORPORATE SERVICES					
Civic Function & Chairman	8,990	6,432	9,054	64	
Corporate - Apprentices	43,470	41,974	54,887	11,417	Budget for 3.5fte, actual 4.0fte
Corporate Communication	180,540	136,038	173,647	-6,893	Saving due to the printing dates of Hart News being changed (£11k). Superannuation saving as opted out of pension (£3k). Open University Degree £7k.
Leadership Team	621,400	447,451	597,721	-23,679	New Post General Data Protection Register £41k. Training £2k. Project Manager Saving (£47k). Consultancy Saving (£20k).
Corporate Performance Team	60,940	42,753	57,312	-3,628	
External Audit	66,660	20,734	70,000	3,340	
Non Distributed Costs	0	0	0	0	
Hart Development	45,850	41,502	56,235	10,385	Scanning Projects - Funded from EMR
New Settlement	50,000	51,494	67,419	17,419	Staffing as detailed at November Cabinet £17k
Neighbourhood Planning	0	1,800	0	0	
Strategy & Policy	27,850	20,603	27,561	-289	
Hart Lottery	0	-9,509	0	0	
Customer Services Contract	192,950	84,149	195,031	2,081	
IT Contract	0	0	0	0	
HR Contract	0	-53,550	0	0	
Internal Audit	100,540	61,948	102,712	2,172	
Legal Services	303,870	128,096	305,131	1,261	Estimated SLA Recharge from BDBC £5k. Legal Fee Income income to date higher (£3k).
Customer Services Client	57,910	34,671	48,489	-9,421	Direct Postage Costs to date are lower than budget (£9k)
IT Client	180,170	212,210	260,198	80,028	Unbudgeted additional works for Office 365 and GDPR £5k. Unbudgeted licence fees from the delay of the IT Refresh project £69k. Accrual differences for Capita Contract £11k. Saving in Hardware and mobile purchases (£5k).
HR Client	28,940	8,654	13,688	-15,252	Corporate Training Delivery saving (£15k).
5 Council Contract - Lot 1	2,416,000	936,668	2,423,090	7,090	Estimated refund of licence fees extended after delays in the IT Refresh (£25k). Professional Fees for 5C's revised percentage baselines £30k.
5 Council Contract - Lot 2	0	-252,150	0	0	
Planning Policy	695,100	328,518	664,171	-30,929	One off Self Build and Custom Build Grant (£30k)
	5,081,180	2,290,486	5,126,346	45,166	
Rechargeable Elections	0	-5,917	-4,888	-4,888	Accrual difference for HCC Elections 17/18
Register Of Electors	111,640	120,561	140,764	29,124	Postage £12k, new tablets used for Converting £26k and Converting costs £12K off set by a saving in Printing (£9k).
Election Expenses	200,920	188,501	218,237	17,317	Printing 7K, Postage saving (£17k) and Election Expenses £26k.
Support To Elected Bodies	327,320	242,069	324,868	-2,452	
	639,880	545,214	678,981	39,101	
Revs & Bens Contractor Costs	0	-4,896	0	0	
Revs & Bens Client Costs	-287,560	-209,057	-357,610	-70,050	Unbudgeted Income Recharges to Capita (£22k). Estimated additional DWP Grant receipts in year (£38k). Court Costs saving (£9k).
Housing/Council Tax Benefits	-40,000	622,504	-112,000	-72,000	Savings in Sundry Debtor Overpayments (£50k) and Rent Rebates (£22k).
Meals On Wheels	0	0	0	0	
Housing Act & Housing Ass. Adv.	0	0	0	0	
Bank Charges	53,000	48,178	68,000	15,000	Budget income from Credit Card Charges no longer due to changes in the law £7k. Capita Service Charge Contract increased not budget for £8k.
Finance Client	115,610	97,698	129,810	14,200	Unbudgeted charges for Asset Valuations £8k. Sale of Annual Leave £3k.
Finance Contract	0	0	0	0	
	-158,950	554,427	-271,800	-112,850	
Leisure Centre Contract	-789,750	-616,341	-821,790	-32,040	Additional RPI owing on the EA Contract Fee Income (£32k).
Leisure Centre Client	56,490	38,934	54,296	-2,194	
Leisure Centre Buildings	1,266,530	1,135,529	1,276,734	10,204	Additional Utilities due as Demolition of the Old Leisure Centre has been delayed £7k. Property Insurance increase £5k. Contractor saving (£3k).
	533,270	558,122	509,240	-24,030	
COMMUNITY SERVICES					
Community Safety - Shared Service	164,810	46,243	169,731	4,921	
Private Sector Housing	148,610	99,223	131,805	-16,805	Agency staff funded from Housing Initiatives £4k. Supplies and Services (£2k). Additional Income due after legal changes to HMO Licence's (£17k). Travel & Subsistence (£2k).
Strategic Housing Services	150,790	101,099	133,333	-17,457	Vacancy Saving and return to contracted hours saving (£17k).
Housing Needs Service	491,150	318,025	467,910	-23,240	Agency staff funded from Housing Initiatives (£4k). Vacancy Saving Homelessness Officer (£7k). Rent Deposit & rental income recovery higher than budget (£51k). Increased usage of B&B after legislation changes £14k. Abritas Licence fee higher than budget £2k. Bad Debts written off £20k.
Help for Single Homelessness	0	12,000	0	0	
Domestic Abuse	0	-453,727	0	0	
Homelessness Trailblazer	150,510	70,530	150,510	0	
Flexible Homelessness	0	-128,278	0	0	
	1,105,870	65,116	1,053,289	-52,581	
REGULATORY SERVICES					
Dog Warden	47,890	35,633	50,389	2,499	
Pest Control	910	3,534	4,385	3,475	
Env Health Pollution	0	0	0	0	

PAPER C
Appendix A

REVENUE BUDGET OUTTURN 2018/2019 PERIOD 09 DECEMBER					
	Full Year Budget	Year to Date Actuals	Full Year Forecast Outturn	Year End Variance	Forecast Commentary
Env Health Commercial	151,160	124,542	158,618	7,458	Use of Agency to cover change in hours £4k. Licence & Software Charges £3k)
Environmental Protection	161,340	148,245	167,827	6,487	Use of Agency to cover busy spring period £5k. Vacancy Advertising £2k. Consultants (£2k).
Churchyards	7,500	-3,394	7,500	0	
Out Of Hours Noise Service	23,580	12,466	16,153	-7,427	Estimated saving from Callouts (£7k).
Health & Safety	29,220	46,120	28,488	-732	
Licences	-6,750	46,686	-6,740	10	
Hackney Carriages	-19,220	-77,660	-18,988	232	
Health & Policy	51,080	38,651	53,739	2,659	
Business Support Unit	384,990	262,387	343,830	-41,160	Vacancy saving and contract changes to working hours saving (£25k). Printing and stationery saving of (£18k).
Business Support Non Staff	188,640	247,582	247,582	58,942	Pressure due to disputed overpayment with Idox and set up costs of Arcus.
Print Room & Photocopying	40,300	33,564	41,484	1,184	
Local Land Charges	-159,000	-159,961	-152,464	6,536	Actuals lower than budget on NLIS-HUB Charges (£12k). Reduction in income as charges have been reduced from (approx £160 reducing to £105) £18k
Admin Bldgs - R & M	410,460	273,397	408,443	-2,017	Variance from unbudgeted rental income for the Civic Offices (£17k). Staff changes in pension contributions £6k. Unbudgeted Fleet Bid levy payments £8k.
	1,312,100	1,031,790	1,350,246	38,146	
Planning Development	-358,890	-190,466	-114,032	244,858	Estimated vacancy saving for staffing (£20k). Reduction in Planning Applications, S106 monitoring fee income and Pre Application Charges £250k. Staff training pressure £10k. Court Costs awarded £4k.
Building Control - Fee Earning	-93,490	-131,749	-93,474	16	
Building Control - Non-Fee	97,860	49,807	98,076	216	
Street Naming & Numbering	-2,890	-6,651	-3,568	-678	
	-357,410	-279,059	-112,998	244,412	
TECHNICAL & ENVIRONMENTAL MAINT.					
Emergency Planning	41,510	34,564	39,723	-1,787	
Waste Client Team	-748,950	-799,349	-1,116,014	-367,064	Bin purchases included in Core Contract (£13k). Increased estimated sale of containers due to increased GW Clients (£27k). Garden Waste Collection fee income above budget as customers now exceed 11,600 and many now have more than 1 subcription (£107k). Recycling credit additional income estimate & accrual variance (£178k). Additional payment, recognition of waste contract works £5k. Additional Agency and staffing support for 6 weeks £41k. Additional Client Income contribution from BDBC for their share of extra mobilisation costs (£50k). Sale of bin stocks to SERCO (£30k).
Waste Contract Split Orders	0	116,169	0	0	
Hart Drainage	84,670	48,452	81,072	-3,598	Saving from the Ad-hoc drainage works budget (£4k).
Waste Contract	1,754,640	1,232,354	1,692,934	-61,706	Estimated Saving against Budget for the new waste contract commencing with Serco in October 2018 (£61k).
Waste Education & Comms	27,300	5,975	27,300	0	
Grounds Mtn Contract	292,990	198,677	295,090	2,100	
Street Cleaning	573,470	394,629	529,170	-44,300	Vacancy saving highlighted in the revised estimates provided by BDBC for the Street Cleaning SLA (£44k).
Clinical and Bulky	-7,730	-15,945	-24,823	-17,093	Estimated Saving against Budget for the new waste contract commencing with Serco in October 2018 (£5k) and increased usage of the service (£14k).
Basingstoke Waste Contract	0	199,733	0	0	
Street Furniture	10,810	4,887	6,751	-4,059	Street Signage (£2k). Street furniture licence income (£2k).
Highways Traffic Management	32,600	12,139	27,516	-5,084	Pressure from HCC Agency Agreement confirmation for 18/19 lower than budget £15k. Year to date saving on TM Consultants (£7k). Road closure advertising income (£6k). Use of consultants (£5k).
Highways Agency - Development	19,620	15,163	18,908	-712	
Estates/Asset Management	62,100	12,075	66,494	4,394	Anticipated income from small land sale Hornbeam Close (£11k). Additional fee for the Professional Property Service Contract agreed £5k. Civic Office Works 3rd Floor £10k
Off Street Enforcement	-492,190	-357,490	-514,946	-22,756	Allocation of licence fees for parking £4k. Car park and ticket machine maintenance £21k. Shortfall in Penalty Notice Income £14k. Off Street fee income (£25k). Year to date vacancy saving realised (£38k). Fleet Bid Levy £2k.
On Street Enforcement	100,880	17,056	44,085	-56,795	Allocation of licence fees for parking (£9k). Year to date vacancy saving realised (£42k). Additional Penalty Notice Income (£7k) Contractor saving on street lining (£5k). Ticket Machine Maintenance £4k.
CCTV	176,940	91,419	174,446	-2,494	
Climate Change	15,370	10,025	15,370	0	
Fair Trade	5,000	0	5,000	0	
	1,949,030	1,220,533	1,368,076	-580,954	
Land Repossessions	4,480	2,345	4,480	0	
Fleet Pond	22,870	14,938	21,282	-1,588	
Commons	18,850	7,857	18,562	-288	
Odiham Common	7,470	8,777	14,018	6,548	Additional common works falling due now after previous years delays.
Elvetham Heath Nature Reserve	11,140	9,796	12,355	1,215	
Edenbrook Country Park	31,410	9,673	2,728	-28,682	Maintenance and equipment saving as site not yet adopted (£28k).
QE II Fields	5,040	386	6,022	982	
Biodiversity	27,480	42,941	29,931	2,451	Biodiversity funded from EMR SANG's
Bramshot Farm	0	0	0	0	
Landscape & Conservation	1,340	261	1,233	-107	

PAPER C
Appendix A

REVENUE BUDGET OUTTURN 2018/2019 PERIOD 09 DECEMBER					
	Full Year Budget	Year to Date Actuals	Full Year Forecast Outturn	Year End Variance	Forecast Commentary
Environmental Promotion - Stra	388,770	216,443	364,657	-24,113	Vacancy saving Wildlife Range and Trainee (£19k). Contractor spend lower than budget (£3k). Training saving due to vacancies (£2k).
Tree Preservation Orders	149,890	99,553	155,641	5,751	Unbudgeted essential tree works £11k part funded in savings in Equipment (£4k).
	668,740	412,971	630,909	-37,831	
ACCOUNTING TREATMENT					
Parish Council Precepts	2,969,040	3,108,595	3,108,590	139,550	Contract Parish Precepts
Other Operating Costs - Income	212,330	52,238	212,330	0	
Grants And Taxes	-13,086,170	-13,883,365	-13,225,720	-139,550	Contract Parish Precepts
MIRS Appropriations	0	0	0	0	
MIRS Capital & Pensions	0	0	0	0	
MIRS Transfers From Reserves	-1,725,090	255,499	-1,666,921	58,169	Transfer to reserve, historic drawdowns for Small SANG's
Interest	-101,360	-136,180	-232,652	-131,292	Increased estimate for interest earned on investments
	-11,731,250	-10,603,213	-11,804,373	-73,123	
Total excluding Accounting Treatment	10,773,710	6,399,600	10,332,289	-441,421	
Grand Total	-957,540	-4,203,613	-1,472,084	-514,544	
NON CONTROLLABLE COSTS					
Support Service Recharges	0	18	0	0	
Depreciation	0	0	0	0	
Annual/Flexi Costs/MIRS	0	42,380	45,829	45,829	Interest Reserve added to S106
Capital & Pensions	539,920	617,172	617,172	77,252	
Grants & Taxes	0	0	0	0	
Collection Fund Surplus Deficit	390,010	761,898	390,010	0	
	929,930	1,421,469	1,053,011	123,081	
Grand Total	-27,610	-2,782,144	-419,073	-391,463	

PAPER C
Appendix B

				Capital Programme Budget Monitoring 2018/19						
				Original Budget 2018/19	Carried Forward 2017/18	In Year Budget Additions 2018/19	Current Available Budget 2018/19	Actual To Date 2018/19	Forecast Expenditure 2018/19	Variance 2018/19
Capital resources available as at 1st April 2018										
Receipts in year										
Corporate Services	Capital Code	Revenue Code		0	534	0	534	1	37	(497)
Regulatory				0	0	0	0	0	0	0
Housing & Customer Services				530	0	360	890	600	1,106	216
Leisure				0	238	0	238	21	14	(224)
Environmental Promotion				161	2,068	293	2,522	479	366	(2,156)
Technical Services				872	1,780	0	2,652	2,072	2,302	(350)
TOTAL CAPITAL PROGRAMME				1,563	4,620	653	6,836	3,173	3,824	(3,012)
Capital Resources available as at 1st April 2019										
Service Area	Scheme			Original Budget 2018/19	Carried Forward 2017/18	In Year Budget Additions 2018/19	Current Available Budget	Actual To Date	Forecast Expenditure	Variance
Corporate Services	CCTV-Rushmoor	YY16	A419	0	34	0	34	(2)	34	0
	Upgrade to IT infrastructure	YT07	C781	0	500	0	500	3	3	(497)
				0	534	0	534	1	37	(497)
Regulatory	Dog Warden Van			0	0	0	0	0	0	0
Housing & Customer Services	Private Sector Renewal - Minor Works Grants(Home trust)	YR03	H612	30	0	0	30	3	6	(24)
	Grants for Social Rent Dwellings	YR04	H611	0	0	360	360	0	360	0
	Disabled Facilities Grants	YR05	H612	500	0	0	500	597	740	240
				530	0	360	890	600	1,106	216
	Leisure Centre SCAPE project appraisal	YL34	L308	0	0	0	0	0	0	0
	Strategic Leisure	YL35	L308	0	0	0	0	0	0	0
	Leisure Centre Pre Construction Stage	YL47	L308	0	35	0	35	9	3	(32)
	Frogmore leisure Re-Development	YL30	L310	0	5	0	5	4	4	(1)
	Leisure Centre Construction	YL52	L308	0	160	0	160	7	7	(153)
	Leisure Centre Consultants & Fees	YL53	L308	0	38	0	38	0	0	(38)
	Sports Hall - <i>Transfer to revenue</i>	YL68	L301	0	0	0	0	0	0	0
					0	238	0	238	21	14
	Fleet pond Nature Reserve Visitor Strategy (S106)	YL29	L302	0	12	0	12	0	0	(12)
	Odiham Common (S106)	YL32	L304	5	1	0	6	0	0	(6)
	S106 Leisure Parish Funded Projects	YF09	L301	0	2	258	260	272	2	(258)
	Fleet Pond Access Track	YL54	L302	0	141	0	141	0	0	(141)
	Fleet Pond Visitor Enhancements	YL55	L302	106	(39)	0	67	0	0	(67)
	Hazeley Heath Grazing Project	YL56	L303	0	80	0	80	0	0	(80)
	Hazeley Heath Notice Boards	YL57	L303	0	15	0	15	0	0	(15)
	Hazeley Heath Access Improvements	YL58	L303	0	77	0	77	0	0	(77)
	HW Central Common Enhancement	YL59	L303	0	17	0	17	0	0	(17)
	HW Central Common Access Improvements	YL60	L303	0	80	0	80	0	0	(80)
	HW QEII Fields Improvements	YL61	L326	0	35	0	35	0	0	(35)
	Edenbrook CP Play Tree	YL62	L325	30	0	0	30	0	0	(30)
	Edenbrook CP History Walk	YL63	L325	20	0	0	20	0	0	(20)
	Cricket Hill Pond Phase 2	YL64	L301	0	8	0	8	4	8	0
	Service Vehicles	YL65	25% E	0	72	0	72	0	72	0
	Bramshot Farm	YL67	L328	0	1,567	0	1,567	203	249	(1,318)
	Edenbrook CP - Skate/Bike Park	YL69	L325	0	0	0	0	0	0	0
	Edenbrook CP - Teen Health	YL70	L325	0	0	0	0	0	0	0
	Edenbrook CP - Visitor Improvements	YL71	L325	0	0	0	0	0	0	0
Fleet Pond Fencing	YL72	L302	0	0	35	35	0	35	0	
				161	2,068	293	2,522	479	366	(2,156)
	S106 NEHTS Parish	YT14	T416	0	3	0	3	0	3	0
	Church Road Improvements	YT18	T501	0	333	0	333	297	337	4
	Post Payment Parking	YT19	T501	0	0	0	0	0	0	0
	Phoenix Green, Hartley Wintney	YT10	T117	0	22	0	22	7	12	(10)
	Mill Corner, North Warnborough	YT11	T117	13	22	0	35	0	0	(35)
	Kingsway Flood Alleviation Scheme	YT20	T117	99	0	0	99	26	26	(73)
	Refuse Vehicles	YT21	T200	760	1,400	0	2,160	1,742	1,924	(236)
					872	1,780	0	2,652	2,072	2,302
TOTAL CAPITAL PROGRAMME				1,563	4,620	653	6,836	3,173	3,824	(3,012)
Capital Funding										
Disabled Facilities Grant				500	0	0	500	597	740	240
Environment Agency				112	44	0	156	33	38	(118)
S106 Receipts Housing				0	0	360	360	0	360	0
S106 Receipts Leisure District/Parish				161	429	258	848	276	10	(838)
S106 Receipts Leisure Centre				0	0	0	0	0	0	0
S106 Receipts NHTS				0	3	0	3	0	3	0
SANG				0	0	0	0	0	0	0
Capital Receipts Housing				30	0	0	30	3	6	(24)
Internal Borrowing				760	4,144	35	4,939	2,264	2,667	(2,272)
TOTAL CAPITAL PROGRAMME				1,563	4,620	653	6,836	3,173	3,824	(3,012)

CABINET

DATE OF MEETING: 7 MARCH 2019

TITLE OF REPORT: LOCAL DISCRETIONARY BUSINESS RATE RELIEF SCHEME 2018/19

Report of: Head of Corporate Services

Cabinet Member: Councillor David Neighbour, Leader and Finance

I PURPOSE OF REPORT

- 1.1 To determine the Local Discretionary Relief Scheme for 2018/19. This report has been considered at the Overview and Scrutiny Committee on 19 February 2019.

2 OFFICER RECOMMENDATION

- 2.1 That the Local Discretionary Relief Scheme for 2018/19 as set out in Appendix 2 be approved.

3 BACKGROUND

- 3.1 In the Spring Budget on 8 March 2017 the Chancellor announced that the Government would establish three schemes to assist businesses following the 2017 business rates revaluation: the £1000 pubs discount; the Supporting Small Businesses Scheme; and the £300m discretionary relief scheme.

4 SUPPORT FOR PUBS

- 4.1 Under the scheme pubs that had a rateable value of below £100,000 received a mandatory discount of £1000 on the rates for 2017/18 only.
- 4.2 A total of 49 application forms were issued w/c 14 August 2017 and discounts were awarded in September 2017 to the qualifying pubs and revised bills issued at this time.
- 4.3 Payments were funded by Section 31 Grant and claimed via the NNDR3 form.

5 SUPPORTING SMALL BUSINESSES SCHEME

- 5.1 This scheme helps those ratepayers who as a result in the change of their rateable value at the 2017 revaluation lost some or all of their small business or rural rate relief and as a result faced large increases in their bills. For 2017/18 this scheme ensured that all ratepayers losing some or all of their small business rate relief or rural rate relief saw the increase in their bill capped at £600.00 (£50.00 per month).
- 5.2 In Hart the number of affected businesses was 19 and these cases have had their monthly instalments reduced by £50.00.
- 5.3 This scheme will last for up to 5 years.

5.4 Payments are funded by Section 31 Grant and claimed via the NNDR3 form.

6 LOCAL DISCRETIONARY RELIEF SCHEME

6.1 The government announced the establishment of a £300m discretionary fund over four years from 2017/18 to support businesses facing the steepest increases in their business rates bills following revaluation.

6.2 Section 31 of the Local Government Act 2003 allows the Government to pay Local Authorities a grant for all sorts of purposes. In this case it is being used to allow extra funding to meet the costs of effectively new burdens - extra mandatory rate reliefs granted by the government months after the Local Government Finance settlement. So the two mandatory reliefs are fully reimbursed by the Government. The discretionary relief element however, will only be funded for a limited transitional period reducing significantly each year. The allocation to Hart from this £300m pot over the four years to enable relief is:

- £202,000 in 2017/18
- £98,000 in 2018/19
- £40,000 in 2019/20
- £6,000 in 2020/21

7 LOCAL DISCRETIONARY RELIEF SCHEME 2017/18

7.1 Cabinet agreed the local discretionary relief scheme for 2017/18 in September 2017. This is attached as **Appendix 1**.

7.2 Eligibility criteria are set out in the appendix and were drawn up in line with government guidance.

7.3 Relief was initially granted on a first come, first served basis to eligible businesses whose applications met the required criteria, up to the maximum funding provided by the government.

7.4 Relief was banded as follows:

- 15% for RVs below £20k
- 10% for RVs from £20k to £50k
- 5% for RVs from £50k to £100k

7.5 However, in order to distribute as much of the relief as possible, in line with Government expectations, it has proved possible to automatically award the relief to all qualifying businesses. To date, over £192k of the maximum £202k available for 2017/18 has been awarded.

8 PROPOSED LOCAL DISCRETIONARY RELIEF SCHEME 2018/19

8.1 The Capita Business Rates team have now been able to calculate the most effective distribution of relief for 2018/19 based on experience from the previous year and current occupancy and RV statistics. The proposed local discretionary relief scheme for 2018/19 is attached as **Appendix 2**.

- 8.2 Eligibility criteria are set out in the appendix and have been drawn up in line with government guidance. They are similar to 2017/18 but include:
- Property must have been continuously occupied by the same ratepayer since 1st April 2017
 - Property is in receipt of transitional relief for 2018/19 (i.e. is subject to the biggest increases in liability from 2017/18)
 - Property is occupied
 - Properties excluded where there has been no increase in liability for 2018/19 from 2017/18 (i.e. no detriment)
 - Property has an RV of less than £100k
 - No Supporting Small Business Relief awarded for 2018/19
- 8.3 As transitional increases for 2018/19 are fewer in number but greater in size, the relief percentages can be increased. Relief is banded as follows:
- 20% for RVs below £20k
 - 15% for RVs from £20k to £50k
 - 10% for RVs from £50k to £100k
- 8.4 It is likely that these criteria would initially enable 79 businesses to receive around £80k. The remaining £18k may be distributed by relaxing some of the exclusion criteria, subject to a further Cabinet report in due course.
- 8.5 This proposed scheme targets available funds at those businesses facing the biggest proportional increases.
- 8.6 Fewer properties are eligible each year as properties phase out of transition.

9 FUTURE YEARS

- 9.1 A further report will be brought to Cabinet for schemes for 2019/20 and 2020/21, reflecting the reduced funding available and experience of operating the scheme in 2018/19.

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

Hart District Council

Agreed Local Discretionary Relief Scheme 2017/18

- 1** This document sets out the Council's proposals for a local discretionary business rate relief scheme for the financial year 1 April 2017 to 31 March 2018.
- 2** All qualifying businesses will need to complete an application form in order for the Council to confirm their eligibility to the conditions shown below. An application form will be sent to all occupier properties with a RV of less than £100,000, and publicity will take place in the local press and through the Council's business support manager.
- 3** Under the scheme relief will only be provided where a qualifying ratepayer's bill has increased due to the 2017 revaluation.
- 4** The total amount of assistance the Council is able to offer under the scheme will be limited to the funding provided by the Government, which is £202,000 in 2017/18.
- 5** Where a qualifying ratepayer's 2017/18 and/or 2016/17 rates bill is reduced for any of the following reasons, the amount of their relief will be reduced or removed accordingly:
 - a reduction in rateable value in the 2010 and, or 2017 rating lists
 - the provision of a certificated value for the 2010 rating list or historical change
 - the application of any additional rate relief or exemption
 - vacation and re-occupation of the property
 - any other reason
- 6** Ratepayers who may benefit from the Scheme will be in occupation of a property with a rateable value of less than £100,000 and will fall into one of the categories listed below:
 - Shops (such as: florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licenses, chemists, newsagents, hardware stores, supermarkets)
 - Charity shops
 - Opticians
 - Post offices
 - Furnishing shops/ display rooms (such as: carpet shops, double glazing, garage doors)
 - Car/ caravan show rooms
 - Second hand car lots
 - Markets
 - Petrol stations
 - Garden centres
 - Art galleries (where art is for sale/hire)
 - Shoe repairs/ key cutting
 - Travel agents

- Ticket offices e.g. for theatre
- Dry cleaners
- Launderettes
- PC/ TV/ domestic appliance repair
- Funeral directors
- Photo processing
- DVD/ video rentals
- Tool hire
- Hair and beauty services
- Restaurants
- Takeaways
- Sandwich shops
- Coffee shops
- Pubs
- Bars

7 The following types of uses are not eligible for local discretionary business rate relief:

Properties that are being used for the provision of the following services to visiting members of the public:

- Financial services (e.g. banks, building societies, cash points, bureau de change, payday lenders, betting shops, amusement arcades, pawn brokers)
- Other services (e.g. estate agents, letting agents, employment agencies, showhouses)
- Professional Services (e.g. solicitors, accountants, insurance agents/financial advisers, tutors)
- Post office sorting office

Further Exclusions - For properties where any of the following apply, the ratepayer will not be eligible for local discretionary business rate relief:

- Properties that are operated by the same organisation/business (this includes franchises). This applies where the business runs three or more properties in the U.K or in the U.K and overseas.
- Ratepayers in receipt of re-occupation relief in 2016/17 and / or 2017/18.
- Ratepayers in receipt of small business rate relief support which limits increases on small properties caused by the loss of small business rates relief to £600.
- Ratepayers occupying properties after 1 April 2017 unless they occupied those properties for a period of one month or more during 2016/17.
- Properties which were not on the rating list at 1 April 2017. (Relief will not apply where properties are entered into the list retrospectively).
- Properties which are unoccupied.
- Where the award of relief would not comply with EU law on State Aid.
- The application form requires confirmation that they have not received any other State Aid that exceeds in total €200,000, including any other rates relief (other than exemptions, transitional or mandatory reliefs) you are being granted for premises other than the one to which this declaration and letter relates, under the De Minimis Regulations EC 1407/2013.

8 How the proposed Local Discretionary Business Rate Relief is Calculated:

Local discretionary business rate relief is calculated after any or all of the following have been applied:

- Exemptions and other Reliefs
- Transitional Relief or Premium

and before the application of the Business Rates Supplement. Local discretionary business rates relief does not apply to the supplement.

In accordance with the terms of the Government grant for local discretionary business rate relief, all ratepayers are subject to a two percent inflationary increase on their bill to which the relief will not apply.

The maximum percentages of local discretionary business rate relief available on the net rates bill after the reliefs and exemptions described above and before the business rates supplement are shown below and are **subject to the total not exceeding the total relief supported by government funding** of £202,000 2017/18, £98,000 2018/19, £40,000 2018/20 & £6,000 2020/21.

9 Proposed Reliefs 2017/18

Potential qualifying properties = 379 properties

Distributed as follows:

Property with RVs up to £20k – 15% relief
 Property with RVs £20k to £50k – 10% relief
 Property with RVs £50k to £100k – 5% relief

Hart District Council

Proposed Local Discretionary Relief Scheme 2018/19

- 1 This document sets out the Council's proposals for a local discretionary business rate relief scheme for the financial year 1 April 2018 to 31 March 2019.
- 2 All qualifying businesses will automatically receive the relief due.
- 3 Under the scheme relief will only be provided where a qualifying ratepayer's bill has increased due to the 2017 revaluation.
- 4 The assistance the Council is able to offer under the scheme will be limited to the funding provided by the Government, which will fund relief of £98,000 in 2018/19.
- 5 Where a qualifying ratepayer's 2018/19 and/or 2016/17 rates bill is reduced for any of the following reasons, the amount of their relief will be reduced or removed accordingly:
 - a reduction in rateable value in the 2010 and, or 2017 rating lists
 - the provision of a certificated value for the 2010 rating list or historical change
 - the application of any additional rate relief or exemption
 - vacation and re-occupation of the property
 - any other reason
- 6 Ratepayers who may benefit from the Scheme will be in occupation of a property with a rateable value of up to £100,000 and will fall into one of the categories listed below:
 - Shops (such as: florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off licence, chemists, newsagents, hardware stores, supermarkets)
 - Charity shops
 - Opticians
 - Post offices
 - Furnishing shops/ display rooms (such as: carpet shops, double glazing, garage doors)
 - Car/ caravan show rooms
 - Second hand car lots
 - Markets
 - Petrol stations
 - Garden centres
 - Art galleries (where art is for sale/hire)
 - Shoe repairs/ key cutting
 - Travel agents
 - Ticket offices e.g. for theatre
 - Dry cleaners
 - Launderettes

- PC/ TV/ domestic appliance repair
- Funeral directors
- Photo processing
- DVD/ video rentals
- Tool hire
- Hair and beauty services
- Restaurants
- Takeaways
- Sandwich shops
- Coffee shops
- Pubs
- Bars

7 The following types of uses are not eligible for local discretionary business rate relief:

Properties that are being used for the provision of the following services to visiting members of the public:

- Financial services (e.g. banks, building societies, cash points, bureau de change, payday lenders, betting shops, amusement arcades, pawn brokers)
- Other services (e.g. estate agents, letting agents, employment agencies, showhouses)
- Professional Services (e.g. solicitors, accountants, insurance agents/financial advisers, tutors)
- Post office sorting office

Further Exclusions - For properties where any of the following apply, the ratepayer will not be eligible for local discretionary business rate relief:

- Properties that are operated by the same organisation / business. This applies where the business runs three or more properties in the U.K or in the U.K and overseas.
- Ratepayers in receipt of re-occupation relief in 2016/17 and / or 2018/19.
- Ratepayers in receipt of small business rate relief support which limits increases on small properties caused by the loss of small business rates relief to £600.
- Ratepayers newly occupying properties after 1 April 2017 unless they occupied those properties for a period of one month or more during 2016/17.
- Properties which were not on the rating list at 1 April 2017. (Relief will not apply where properties are entered into the list retrospectively).
- Properties which are unoccupied.
- Where the award of relief would not comply with EU law on State Aid.
- The application form requires confirmation that they have not received any other State Aid that exceeds in total €200,000, including any other rates relief (other than exemptions, transitional or mandatory reliefs) you are being granted for premises other than the one to which this declaration and letter relates, under the De Minimis Regulations EC 1407/2013.

8 How the proposed Local Discretionary Business Rate Relief is Calculated:

Local discretionary business rate relief is calculated after any or all of the following have been applied:

- Exemptions and other Reliefs
- Transitional Relief or Premium

and before the application of the Business Rates Supplement. Local discretionary business rates relief does not apply to the supplement.

In accordance with the terms of the Government grant for local discretionary business rate relief, all ratepayers are subject to an inflationary increase on their bill to which the relief will not apply.

The maximum percentages of local discretionary business rate relief available on the net rates bill after the reliefs and exemptions described above and before the business rates supplement are shown below and are **subject to the total not exceeding the total relief supported by government funding** of £202,000 2017/18, £98,000 2018/19, £40,000 2019/20 & £6,000 2020/21.

9 Proposed Reliefs 2018/19

Potential qualifying properties = 79 properties

Distributed as follows:

Property with RVs up to £20k – 20% relief
Property with RVs £20k to £50k – 15% relief
Property with RVs £50k to £100k – 10% relief

CABINET

DATE OF MEETING: 7 MARCH 2019

TITLE OF REPORT: PURCHASE OF AGRICULTURAL MACHINERY

Report of: Head of Environment and Technical Services

Cabinet member: Councillor David Neighbour, Finance & Corporate Services

1 PURPOSE OF REPORT

1.1 To seek approval for the release of £86,500 capital funding held in reserves for the purchase of agricultural machinery for Bramshot Farm SANG.

2 OFFICER RECOMMENDATION

2.1 That the release £86,500 from Bramshot Farm SANG Capital Reserves for the purchase of agricultural machinery be agreed.

3 BACKGROUND

3.1 Due to the adoption of Bramshot Farm SANG, the Countryside Service has a need to enhance its current grass cutting machinery to a standard capable of cutting fields, and purchase a larger tractor capable of powering them. (See Appendix I for breakdown.) This will also include secure container storage at a cost of £12k that will be sited either at Bramshot Farm SANG or the Springwell Lane Depot.

3.2 The proposal was considered at Project Board in their January meeting and recommended to Cabinet for consideration for approval.

4 CONSIDERATIONS

4.1 The grass cutting for Bramshot Farm SANG is currently provided by a rental tractor at a cost of £6k per annum for 6 months hire period. We do not own agricultural machinery that is both able to meet the physical demands of a farm or that will be able to meet the tight deadlines during the high demand summer grass cutting season.

4.2 It is expected that there will be “all year round” need for the tractor and that it will also enhance the Council’s ability to deliver the emergency Snow Plan. As a more powerful unit, it will be able to use larger salt spreaders and snow ploughs if required.

4.3 Lease cost and purchase cost were considered over the periods of their contract length or depreciation periods. Appendix I shows that there is a saving of almost 50% the annual costs by choosing the purchase option. This is due to the longer depreciation length for purchase (when compared to a 5 year lease) and the residual value in forward sales for those items purchased.

Subject to approval, this would complete the acquisition of machinery necessary to manage Bramshot Farm SANG.

5 FINANCIAL IMPLICATIONS

- 5.1 The provision of equipment is identified in the capital reserves for Bramshot Farm SANG. This currently stands at £95k available for the purchase of machinery. Subject to approval, this purchase would leave £8.5k remaining in reserves.
- 5.2 The Finance Officer has been appraised of the various options and supports the purchase of the vehicles over the lease option as the most cost effective.

6 ACTION

- 6.1 Subject to Cabinet approval, the funding will be released to purchase the equipment listed in Appendix I

Contact Details: Adam Green – Countryside Manager
adam.green@hart.gov.uk extension number: 4083

APPENDICES

Appendix I – Comparison of Procurement Options

BACKGROUND PAPERS:

None

Comparison of Procurement Options

Purchase breakdown

Item	Purchase cost	Lifespan	Depreciation per annum	Resale Value	Annual adjusted value
Tractor	£ 40,000.00	15	£2,666.67	£10,000.00	£2,000.00
Area Mower	£ 15,000.00	5	£3,000.00	£5,000.00	£2,000.00
Hedge Flail	£ 8,000.00	5	£1,600.00	£1,000.00	£1,400.00
Tipping Trailer	£ 6,500.00	10	£650.00	£1,000.00	£550.00
Topper	£ 5,000.00	10	£500.00	£1,000.00	£400.00

Lease cost over 5 years

Item	Total cost	Cost per year
Tractor	£32,160.00	£6,432.00
Area Mower	£12,360.00	£2,472.00
Hedge Flail	£17,760.00	£3,552.00
Tipping Trailer	£4,320.00	£864.00
Topper	£2,760.00	£552.00

Total annual cost	
Purchase Option	£6,350.00
Lease Option	£ 13,872.00

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

March 2019

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)
Countryside Services	Jan 19	To agree purchase of tractor and maintenance equipment	Mar 19		Y	DN	TS
Budget Monitoring	Quarterly	Report on Quarterly Budget Monitoring	Mar 19 Sept 19 Dec 19			DN	F
Local Discretionary Business Rate Relief Scheme 2018/29	Feb 19	Post consideration by Overview & Scrutiny Committee, to consider the proposed Local Discretionary Business Rate Relief Scheme for 2018/19	Mar 19			DN	F
Bring Site Review	July 18	Post consideration by Overview & Scrutiny Committee, review and agree policy for future management and provision of bring banks	Dec 18	April 19		AO	TS
Public Space Protection Order - dog fouling		To ensure the consistent enforcement and control of dog fouling and anti-social behaviour associated with dogs. Post consideration by Overview and Scrutiny Committee.	Nov 18	April 19		SK	RS

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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)
Commercialisation Strategy: Strand B (Digitalisation)	Sept 18	Post consideration by Overview & Scrutiny Committee, to consider a draft strategy for the Council's approach to the development of a digital infrastructure to enable the Council to become more efficient and respond to the public's needs.	Nov 18	April 19		DN	JCX
Service Plans	Annual	Post consideration by Overview & Scrutiny Committee, agree Service Plans 2019/20	April 19			DN	All
Food and Health and Safety Service Plan	Annual	Recommend to Council that the annual Food Safety Plan be approved	June 19			SK	RS
Progress Report on Peer Review Action Plan	Dec 18	Post consideration by Overview and Scrutiny - to consider the progress the Council has made on the key findings of the LGA Peer Review	June 19 Jan 20			DN	JCX
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 19			DN	JCX
Dogmersfield Neighbourhood Plan	Feb 19	To agree the examiners modifications and agree to go to referendum	June 19			GC	RS
Fleet Neighbourhood Plan	Feb 19	To agree the examiners modifications and agree to go to referendum	June 19			GC	RS
Hartley Wintney Neighbourhood Plan	Feb 19	To agree the examiners modifications and agree to go to referendum	June 19			GC	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)
Peer Review - Action Plan	Annual	Post consideration by Overview & Scrutiny Committee, to consider a monitoring report on the implementation of the Peer Review Action Plan.	July 19			DN	JCX
Revenue and Capital Outturn 2018/19	Annual	Annual report on outturn.	Aug 19			DN	F
Treasury Management 2018/19	Annual	Annual report on Treasury Management Activities 2018/19	Aug 19			DN	F
Medium Term Financial Strategy	Annual	Post Consideration by Overview and Scrutiny	Dec 19			DN	F
Treasury Management 2019/20	Annual	Half Year review report on Treasury Management Strategy 2018/19	Dec 19			DN	F
2020/21 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval post consideration by Overview and Scrutiny. Recommendation to Council.	Feb 20			DN	F
Capital Strategy	Annual	To present the draft Capital Strategy and the Treasury Management Strategy Statement for 2020/21	Feb 20			DN	F
The Long Term Vision for Hart	Sept 18	Post consideration by Overview & Scrutiny Committee, consideration of the Vision further to public consultation	TBA			DN	JCX
Future of Harlington	Nov 18	To consider next steps	TBA			DN	F
Future High Street Fund	Feb 19	Consideration of a potential funding application to the Future High Street Fund.	TBA			DN	F

Notes:

1 Cabinet Members

DN	Leader and Finance	SA	Partnerships	GC	Planning Services	SB	Community
SK	Regulatory Services	AO	Technical Services	JR	Contracts & Community Safety		

2 Service:

JCX	Joint Chief Executive	CS	Corporate Services	RS	Regulatory Services
CSF	Community Safety	PP	Planning Policy	TS	Environmental & Technical Services
F	Finance	H	Community Services		
SLS	Shared Legal Services	MO	Monitoring Officer		

EXECUTIVE DECISIONS -

11/2/19 Cllr Ambler Release of S106 Funding towards a pond dipping platform at the Village Pond, Eversley Not called in

CABINET

Date and Time: Thursday, 7 March 2019 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Bailey, Cockarill, Neighbour (Chairman), Oliver

In attendance: Councillors Forster, Parker

Officers:

Patricia Hughes	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
Adam Green	Ecology and Countryside Manager
Steve Lyons	Countryside Operations Manager

I00 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 7 February 2019 were confirmed and signed as a correct record.

I01 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Radley and Kinnell.

I02 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members that there would be a special Cabinet meeting next Thursday to discuss the response to the Planning Inspectors recent letter.

I03 DECLARATIONS OF INTEREST

None declared.

I04 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

I05 HART HEALTH AND WELLBEING PARTNERSHIP BOARD

The minutes of the meeting of 14 February 2019 were noted. The Portfolio Holder highlighted the stakeholder engagement event which was planned for 13th June at the Council Offices, details of which would be made available on the Hart website in due course.

106 2018-19 BUDGET MONITORING – TO END OF DECEMBER 2018

Members were advised of the position on revenue and capital expenditure at the end of December. Overview and Scrutiny Committee had considered this report at its meeting on 19 February 2019.

A written response would be provided regarding the forecast outturn, versus actuals to date, for apprentices.

DECISION

That the revised projections and reasons for the main variations be noted, and that the current spending position on the Capital Programme also be noted.

107 LOCAL DISCRETIONARY BUSINESS RATE RELIEF SCHEME 2018/19

Cabinet were asked to determine the Local Discretionary Relief Scheme for 2018/19. This report had been considered at the Overview and Scrutiny Committee on 19 February 2019.

DECISION

That the Local Discretionary Relief Scheme for 2018/19 be approved.

108 PURCHASE OF AGRICULTURAL MACHINERY

Cabinet was asked to approve the release of £86,500 capital funding held in reserves for the purchase of agricultural machinery for Bramshot Farm SANG.

Members sought clarification on

- How the assets under discussion would be utilised.
- The useful life span of the equipment under consideration and the resale value evidence received.
- The application of trackers to the equipment to prevent loss

DECISION

That the release of £86,500 from Bramshot Farm SANG Capital Reserves, for the purchase of agricultural machinery be agreed.

109 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended to consider:

- Inclusion of next week's Cabinet meeting as highlighted by the Chairman under his announcements.
- Inclusion of a report on Foodbanks for next month.

The meeting closed at 7.40pm