



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 1 April 2010 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Crookes (Chairman), Appleton, Band, Kennett, Kinnell, Parker and Singh

G Bonner
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 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 March 2010 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 (PERSONAL AND PERSONAL AND PREJUDICIAL)

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

6 LOCAL DEVELOPMENT FRAMEWORK STEERING GROUP

To note the Minutes of the meeting of 15th March 2010 **Paper B**

7 HART HEALTH BOARD

To note the Minutes of the meeting of 18 March 2010. **Paper C**

8 HONORARY ALDERMEN

The Council may appoint Honorary Aldermen as a way of honouring people who have given exceptional service to the District. In the case of Honorary Aldermen that service must be as a past member of the authority. This report proposes the criteria and procedure by which consideration will be given to honouring someone in this way. **Paper D**

RECOMMENDATION

That the Council be recommended to agree that the criteria and procedure set out in paragraph 4 to be followed in considering whether or not to confer the title of Honorary Alderman on appropriate individuals.

9 ALLOCATION OF HOUSING CAPITAL FUND FOR A SUB-REGIONAL HOMELESS PROJECT

To ask Cabinet to approve the allocation of capital funding from the Housing Capital Fund for a sub-regional homeless project to provide accommodation and support to homeless young people. **Paper E**

RECOMMENDATION

That Cabinet approves the allocation of £50,000 from the Housing Capital Fund towards the cost of the sub-regional homeless project being developed by Step by Step.

10 PROPOSED NEW TRAVELLERS' SITE – BID FOR FUNDING

The purpose of this report is to seek approval to make a bid for Homes & Communities Agency funding for a new permanent travellers' site in Hart. **Paper F**

RECOMMENDATION

- I. That Cabinet agrees to make a bid for Homes & Communities Agency funding for a potential travellers' site on land currently in private ownership close to the M3 junction 4A at Bramshot Lane, Fleet.

2. That Cabinet notes that the proposal will be subject to full public consultation as part of the planning application process before any development of the site can proceed.

11 WORKFORCE STRATEGY

For Cabinet to formally adopt the Workforce Strategy. **Paper G**

RECOMMENDATION

It is recommended that Cabinet adopt the Strategy in Appendix A and the Action Plan in Appendix B.

12 FLEET TOWN CENTRE – RESPONSES TO CONSULTATIONS

Paper H

13 CABINET WORK PROGRAMME

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

Date of Despatch: 23 March 2010

LOCAL DEVELOPMENT FRAMEWORK STEERING GROUP MINUTES

Date: 15th March 2010

Time: 7.00 – 9.00pm

Venue: Committee Room 1, Civic Offices

Present:

Councillors: Richard Appleton (Chair), Susan Band, Ken Crookes, Graham Cockarill, David Neighbour, Tim Davies

Officers: Geoff Bonner, Daryl Phillips, Daniel Hawes, Rachel Scott, Robert Thain, Joanne Bettany, Jane Abraham

1. Apologies for Absence

- Viv Evans, James Radley

2. Minutes of last Meeting (18th January 2010)

- Minutes agreed.

3. Blackwater Valley Mass Transit Study

- Cllr Tim Davies gave an overview of the 2003 study and a request from the Blackwater Valley Advisory Committee for Public Transport to each Blackwater Valley Planning Authority to safeguard wayleaves (routes) for potential mass transit routes identified in the study.

Steer from the group

- It was agreed that there was no objection in principle to protecting wayleaves through planning policy but without detailed maps showing the affected land this cannot realistically be done.

4. Infrastructure

- A paper was tabled explaining how the infrastructure issue would be presented in the July 2010 consultation on the core strategy, and then in the subsequent 'final' version to be submitted to the Planning Inspectorate. It explained that the draft will not have a full infrastructure plan, and that the consultation would be used to gather further evidence and responses on infrastructure issues associated with the preferred strategy for growth.
- GB provided a brief overview of the Single Conversation – a process between the Homes and Communities Agency and the local authorities within the North Hampshire and M3 corridor including Hart. The output would be a Local Investment Plan for this area which draws on plans from around the area from different service providers, LDFs etc.

Steer from the group

- That infrastructure is a top priority and that the approach to infrastructure delivery must be as robust as possible.
- It was agreed that the information we do have on infrastructure should be made available during the consultation and that the preferred approach

should be underpinned by as good an understanding of the issues as we can get in the meantime.

5. Gypsies, Travellers and Travelling Showpeople

- A paper was tabled explaining that the core strategy should have a criteria based policy to assess planning applications and to steer site selection in a subsequent more detailed development plan document. The paper included a draft policy for discussion.

Steer from the group

- Agreed that the core strategy should include a criteria-based policy, and should not be the document in which to allocate sites.
- In the meantime the Council should be proactive in finding and delivering sites to meet the need identified in the South East Plan Partial Review (currently being finalised) and determine planning applications against the prevailing policy.
- Parish Councils will be asked to suggest suitable sites within their parishes. Sites presented promoted for housing through the Strategic Housing Land Availability Assessment also offer a source of information.

6. Housing the Elderly

- Hart has an ageing population and paper was tabled outlining various approaches to address this in planning policy.

Steer from the group

- The group were in favour of a Lifetime Homes policy (subject to viability considerations) so that new homes are suitable for adaption over their life to meet the needs of the elderly.
- The group did not favour concepts of retirement villages, preferring to see more mixed communities with a range of housing for a range of needs
- That protecting bungalows from redevelopment would be a dubious objective fraught with difficulty in terms of implementation.

7. Character, Density and Design

- A paper was tabled setting out some key national and regional policy drivers and how these relate to emerging evidence from the Urban Characterisation and Density Study and Strategic Housing Market Assessment.
- In places the policy drivers and local evidence create a fairly complex interplay to be considered when place shaping, taking into account accessibility and existing character.
- There are also issues presented by strategic greenfield releases in design terms and whether they should be planned as new communities with their own identity or whether they should be more integrated with the existing settlements.

Steer from the group

- Priorities are to ensure a green and suburban feel to new development and to protect and enhance that quality in existing areas.
- That design policies should not seek to impose any particular architectural style, and that the most important thing is that good quality design is achieved appropriate to context
- That new development should reinforce the variety of character that prevails in different parts of the towns and villages in the district

- With regards any new development outside or on the edge of existing settlements the Council should set the objectives in terms of whether the new community should be integrated with the existing or planned as a separate 'new' community.

8. Gaps – deferred to next meeting

9. Settlement Boundaries – deferred to next meeting

10. SPA – deferred to next meeting

11. AOB

- None raised.

12. Date of next meeting

- Next meeting: 19th April 2010, 7pm Committee Room 1



Minutes
Health Board Meeting
18 March 2010

- | | |
|--|---|
| In attendance | Councillors Band and Radley JR, Valerie Cloke, Nigel Wood, Dr Steven Clarke, Nigel Preston, Bill Chapman, Steve English, Martine Fulbrook, Susan Hird, Sue Kirkwood |
| 1 Apologies | Cllrs Crookes, Murr, Butler C, Butler G and Street, Viv Evans, Carl Westby, Nick Steevens |
| 2 Minutes of last meeting (18 February 2010) and matters arising | Minutes agreed. |
| 3 Frimley Park Hospital | <ul style="list-style-type: none">• Cllr Bill Chapman gave presentation (see attached notes – appendix A) General discussion raised the following issues:• There are issues with parking at the hospital. Changes to the road layout and visiting times may make some improvement.• Not much information is reaching the GP's regarding the shift of treatment from Acute Hospitals to GP Practices – “Do more for less” culture.• Surrey Health Overview and Scrutiny committee have the task of assuring that changes do not adversely affect patients, which is a huge task.• There are concerns over the formula used for funding – being healthy and wealthy doesn't stop people getting sick.• We need to think about opportunities to take this issue forward and put pressure on the directors (possibly by asking questions at a public meeting) |
| 4 Health and Well Being – Older People | <ul style="list-style-type: none">• Older Persons Well Being Strategy – Roadshows have been arranged in Hartley Wintney, Greywell, The Grange Estate, Hart Shopping Centre, Odiham and Yateley. A draft strategy may be ready for the next meeting. Action Agenda |

- 5 Support for Young and Old People
- Older People – LAA target is to keep people in their own homes for longer
 - Community Innovation Team is being formed (**Agenda - presentation to the May meeting planned**) and a Community Development Worker employed.
 - Website is being developed - will provide map of services – will be a useful tool for all agencies. – could also link with parishes
 - **Action - S Edwards, S Clarke, S Hird, M Fulbrook to bring details of their core business to May meeting.**
 - Young People – could do better in promoting exercise for children – use “Change for Life” campaign.
 - Children’s Centres will help
 - An early draft of the Health and Well Being Strategy to be brought to the next meeting which will show where there are gaps and what we need to do to fill them
 - Healthy Schools Programme should be developed further in Hart – **Action - SB to contact Carl Westby** and ask for comment
- 6 Healthy Workplace Award Scheme
- Nick Steevens to bring costs to next meeting. Estimated need for next year £8K will be required for next year. Urgently need to look for more funding.
 - Could involve Town Centre Manager to approach local businesses
 - **Action Agenda** – All for next meeting.
 - Date for the awards dinner should be set as soon as the budgets have been finalised
 - Could consider entering for the LGA local innovation award scheme – ask previous winners what benefits they have achieved as a result of their success. **Action - NP to register our interest**
- 7 Odiham Cottage Hospital
- Multi-agency workshop planned for the 24 March 2010.
 - The relocation and re-assessment of patients is required to ensure that the hospital will be more effective at a lower cost. (less 24hr nursing required)
 - Need to work closely with Fleet Hospital
 - Commissioning plans will be put to the PCT, hopefully by the end of April, for their agreement.
 - Clarity is required surrounding the re-ablement beds
 - There is a possibility of a new Physiotherapy unit at Odiham. Trustees should have more incentive to provide this.
- 8 Deferred Items
- Personalisation of Older Persons Service Conference – report back from Councillor Street
 - Implications of Hart DC working towards a Healthy

Workplace award

- 9 Date of Next Meeting **Please note change of date.** The next meeting is scheduled for Thursday, 22 April 2010 in Committee Room I.
Meeting closed at 15:39pm

Presentation by Councillor Bill Chapman (Surrey Heath)

FRIMLEY PARK HOSPITAL

Catchment: 350,000 people
 Employees: 3,000
 Turnover: £200 million

COUNCIL OF GOVERNORS

19 Elected by Members of the Trust
 5 Elected by Staff
 2 Patient / Carer Governors
 11 Nominated by Stakeholders:

- 3 from PCTs (inc Helen Clanchy — NHS Hampshire)
- 2 from County Councils (John Wall from Hampshire CC)
- 1 each from Adult Education, MoD. and PP Forum

2 from Backwater Valley Group of Councils (including myself).

BLACKWATER VALLEY GROUP OF COUNCILS

Local Authority	Trust Members	Elected Governors
Bracknell Forest / Wokingham	526	1
Surrey Heath	1970	5
Rushmoor	1969	6
Hart	1612	4
Guildford	442	1
Waverley	826	2

Peter Alexander, Edward Sherwell, Denis Gotel, Nicola Dodsworth

ROLE OF GOVERNORS

Hold Board of Directors to Account

- Quarterly Council Meetings

Represent Trust to Members and Stake-holders

- Web-site; Quarterly Newsletters
- Members' Constituency Meeting

Represent Members and Stake-holders to Trust

- Quarterly Council of Governor Meetings
- Andrew Morris (CEO) Presentations and Questions

SURREY HEATH AS HOST LOCAL AUTHORITY

Local Traffic Congestion and Parking Problems

Planning Applications

TRUST PERFORMANCE

Most Recent Health Commission Rating:

- Services - Good
- Finances – Excellent

Drop from 'Excellent' to 'Good' due to shortcomings on Equalities — insufficient Impact Assessments

Rated 7th Safest Acute Hospital in UK by Dr Foster

SOME CURRENT ISSUES

'Super bug' Infections

- MRSA continuous improvement and now low level
- Clostridium Difficile — best performance in South East

Shift of treatment from Acute Hospitals to GP Practices

- FPH income reducing

Planned New £20 million A&E and Day Surgery Facility

- Board Decision Expected March 2010
- Hope to Start Build in late 2010

SOME CURRENT ISSUES -2

Robotic Support to Surgery (colorectal and gynaecology)

- began July 2009

24 / 7 Primary Angioplasty (stents) for Heart Attack Victims

- began Jan 2010

Appeal in progress for £1.5 million to improve this service.

CABINET

DATE OF MEETING: 1 APRIL 2010

TITLE OF REPORT: HONORARY ALDERMEN

Report of: Monitoring Officer

Cabinet Member : Councillor Ken Crookes, Leader of the Council

1 PURPOSE OF REPORT

- 1.1 The Council may appoint Honorary Aldermen as a way of honouring people who have given exceptional service to the District. In the case of honorary alderman that service must be as a past member of the authority.
- 1.2 This report proposes the criteria and procedure by which consideration will be given to honouring someone in this way.

2 RECOMMENDATION

- 2.1 That the Council be recommended to agree that the criteria and procedure set out in paragraph 4 to be followed in considering whether or not to confer the title of honorary alderman on appropriate individuals.

3 BACKGROUND

- 3.1 There have been some informal discussions over the past year or so at Democratic Structures Working Group (DSWG) concerning the possibility of formalising a mechanism for honouring those who have given exceptional service to the local community. An honour which may be considered is that of Honorary Alderman.
- 3.2 The conferment of such a title is provided by Section 249 of the Local Government Act 1972.
- 3.3 In the case of Honorary Alderman the title may be conferred upon- “persons who have, in the opinion of the Council, rendered eminent services to the Council as past members of that Council but are not then Councillors of the Council”
- 3.4 An Honorary Alderman may attend and take part in civic events but does not have the right to attend Council or Committee meetings (except as a member of the public) or claim allowances. If a former member becomes an honorary alderman and is subsequently re-elected to the Council, he or she is not entitled to be addressed as alderman or attend any civic functions as an alderman whilst remaining a councillor.
- 3.5 The resolution to confer such title must be passed by a two-thirds majority of the Council at an Extraordinary Meeting of the Council convened specifically for that purpose.

4 PROPOSED CRITERIA AND METHOD OF NOMINATION

- 4.1 It is proposed that the following should be taken into account when deciding to

nominate someone as a candidate for the title of Honorary Alderman :

- Nominees shall be former councillors and who have served in that capacity for a significant time.
- Regard may also be given to nominees who have given service to the wider community in a role outside of their duties as a District Councillor.
- It is important not to devalue the honour by conferring it too readily. Many people provide good service both to the town and to the Council. It should not be expected that retiring Councillors of many years service would automatically receive an honour. The honour should be to reward exceptional service.

5 METHOD OF NOMINATION

5.1 Clearly it would be inappropriate for there to be any public disagreement at the Extraordinary Meeting of the Council as to whether or not an honour should be conferred on any particular individual. Therefore it would be important to ensure, as far as possible, prior to that meeting, that any nomination made would receive the full support of the whole Council.

5.2 Members who wish to nominate someone as an alderman should approach the Chairman of the Council who will then consult with the leaders of all the political groups. If the Chairman of the Council is satisfied that the person nominated is likely to receive the support of the whole Council, he or she will inform the Chief Executive and report the matter to the Cabinet who would be expected to recommend that an Extraordinary Meeting of the Council be convened for that purpose.

5.3 Before any formal arrangements are made, the Chief Executive will be responsible for approaching the person nominated to ensure that he or she would like to receive such an honour.

6 STAFFING, FINANCIAL AND LEGAL IMPLICATIONS/POWERS

6.1 The power to confer the title of Honorary Alderman is contained in Section 249 of the Local Government Act 1972. This statutory provision also empowers the Council to spend such reasonable sum as it thinks fit for the purpose of presenting an address or a casket containing an address to a person upon whom it has conferred the title. As the honour is likely to be bestowed infrequently, the modest cost of doing so will be able to be contained within existing budgets.

6.2 There may be some recently deceased persons who might otherwise have been considered for this honour, but unfortunately there is no power for the Council to confer the title posthumously. In such cases the Council may wish to consider other ways of honouring such persons such as the naming of a building, a street, or other public facility.

Contact : Roderick Hursthouse , Chief Solicitor and Monitoring Officer, Ext. 4156,
roderick.hursthouse@hart.gov.uk

CABINET

DATE OF MEETING: 1 APRIL 2010

TITLE OF REPORT: ALLOCATION OF HOUSING CAPITAL FUND FOR A SUB-REGIONAL HOMELESS PROJECT

Cabinet Member: Councillor S Band, Cabinet Member for Housing & Health

1.0 PURPOSE OF REPORT

1.1 To ask Cabinet to approve the allocation of capital funding from the Housing Capital Fund for a sub-regional homeless project to provide accommodation and support to homeless young people.

2.0 OFFICER RECOMMENDATION

2.1 That Cabinet approves the allocation of £50,000 from the Housing Capital Fund towards the cost of the sub-regional homeless project being developed by Step-by-Step.

3.0 BACKGROUND

3.1 Step-by-Step is a charity based in Aldershot that specialises in providing accommodation, support and training to 325 homeless young people, principally from Rushmoor, Hart, East Hampshire and Basingstoke.

3.2 Step-by-Step are working in partnership with Sentinel Housing Association and Rushmoor Borough Council to develop a sub-regional one-stop shop service for homeless young people, within a new purpose-built centre.

3.3 The centre will provide young people from Hart with access to specialist housing, support services and educational facilities in a neighbouring authority and meet an identified corporate priority.

3.4 Currently, young people from Hart access accommodation and support services run by Step-by-Step in Aldershot, funded by revenue from Supporting People. In 2008/09, 29 young people from Hart were referred to Step-by-Step services.

4.0 PROPOSAL

4.1 The proposal is to develop a new purpose-built four-storey centre in Crimea Road, Aldershot, to replace the existing provision which currently operates from five premises around the town.

4.2 The new centre will provide accommodation and educational facilities, including 32 single study bedrooms, a large training kitchen, shared living and dining spaces, interview and

training rooms and staff offices. Support and training schemes that will run at the centre will cover basic skills, health and fitness, finance and employment and encourage community involvement.

- 4.3 The total cost of the building will be around £3.85 million, from a variety of funding sources.

Funding source	£
Central Government funding	2,390,000
Hampshire County Council	250,000
Rushmoor Borough Council	100,000
Other public sector funding – Hart, Waverley, Surrey Heath, East Hampshire, Surrey County Council and other local authorities in the sub-region	260,000
Private finance through Sentinel Housing Association	739,000
Fundraising by Step-by-Step	285,000
	£4,024,000

- 4.4 The £50,000 capital contribution would secure nomination rights to 1 supported flat, and access to the full range of accommodation, support services and training opportunities for homeless young people from Hart, who are in need. The contribution will fund a specialist resource in an accessible location to meet the identified needs of this group.
- 4.5 The majority of revenue funding for the scheme will be coming from the local Supporting People pot for Hart and Rushmoor and other grant income streams.
- 4.6 There is currently insufficient capacity among young homeless people in Hart to justify new provision within the district. As a site has been identified in Aldershot that can be developed through a partnership approach with the local statutory authorities to meet the identified need in the sub-region, this is the preferred option for provision to achieve economies of scale and lever in the necessary funding.

5.0 CONSIDERATIONS

- 5.1 The key issues to consider are:

- The project meets the council's strategic priorities set out in the Corporate Plan, the Sustainable Community Strategy and the Housing Strategy to develop housing and support options for 16-25 year olds.
- The project provides a 'one-stop' centre, based in Rushmoor, for homeless and disadvantaged young people from across the sub-region, including Hart.

6.0 POLICY IMPLICATIONS

- 6.1 The allocation of capital funding for this project complies with the investment policy for the Housing Capital Fund considered by Capital Board and approved at Cabinet on 9 December 2009.

7.0 FINANCIAL IMPLICATIONS

- 7.1 The scheme will require a capital grant of £50,000 to contribute towards a sub-regional housing scheme for young people. .
- 7.2 The allocation will be made from the Housing Capital Fund, which is made up of £557,090 from Section 106 contributions and £2,076,000 from Right to Buy (RTB) receipts. Where possible, Section 106 contributions will be spent first.
- 7.3 A balance of £2,530,000 will remain in the 2009/10 Housing Capital Fund after this allocation has been made. Details are set out in the table below:

	2009/10 £	2010/11 £
Budget	2,633,090	
Committed expenditure:		
DFG payments	23,000	
Contribution to sale of land at Broomhill, Ewshot I Green Lane		30,000 30,000
Sub-total	23,000	60,000
Proposed expenditure:		
Step-by-Step project		50,000
Sub-total		50,000
Balance remaining	2,610,090	2,500,090

8.0 CONCLUSION

- 8.1 That Members approve the allocation of £50,000 towards the cost of the sub-regional homeless project being developed by Step-by-Step, to fund accommodation and support for homeless young people from Hart.

Contact Details: Jane Abraham jane.abraham@hart.gov.uk ext 4231
Nigel Preston nigel.preston@hart.gov.uk ext 4488

CABINET

DATE OF MEETING: 1 APRIL 2010

TITLE OF REPORT: PROPOSED NEW TRAVELLERS SITE – BID FOR FUNDING

Report of: Heads of Housing and Planning Services

Cabinet Member: Councillor Susan Band, Housing & Health

1 PURPOSE OF REPORT

- 1.1** The purpose of this report is to seek approval to make a bid for Homes & Communities Agency funding for a new permanent travellers site in Hart.

2 OFFICER RECOMMENDATIONS

- 2.1** That Cabinet agrees to make a bid for Homes & Communities Agency funding for a potential travellers site on land currently in private ownership close to the M3 Junction 4A at Bramshot Lane, Fleet.
- 2.2** That Cabinet notes that the proposal will be subject to full public consultation as part of the planning application process before any development of the site can proceed

3 BACKGROUND

- 3.1** The South East Plan requires Hart to ensure the provision of 13 additional permanent pitches for travellers before 2013, over and above the existing provision. Two of the four travellers sites currently managed by Hampshire County Council are located in Hart and each has a capacity of 20 family units. The lease on one of these sites is due to end in 2013. If that lease cannot be renewed the council will need to ensure that a further 20 pitches are made available as well.
- 3.2** The council needs to respond to these needs if it is to avoid pitches being established in an ad hoc way and granted planning permission on appeal. This issue has been discussed at length in the LDF Steering Group recently.
- 3.3** In February 2010, the Homes & Communities Agency (HCA) unexpectedly announced an extension to the grant scheme inviting bids for new and refurbished traveller site provision, with 100% of eligible works potentially being grant funded. Applications for this funding are restricted to local authorities and Registered Social Landlords only. Bids have to be submitted by the end of April, which leaves little time for working proposals up. An outline of the bidding guidance is attached as Appendix A.

- 3.4** Travellers sites can be surprisingly expensive to provide, as the costs of providing water, drainage and other services can be very high, averaging between £92,000 and £128,000 a pitch. 100% funding is therefore a very attractive option for the council, given that it needs a minimum of 13 pitches, particularly as the current outlook on public expenditure means that the offer of this level of grant is unlikely to be repeated. Officers have therefore been looking for possible sites to form the basis of a bid.
- 3.5** On 29 January 2010 the council were approached by planning consultants regarding potential uses for land at Bramshot Lane, Fleet. One of the potential uses for this site is as a travellers site.
- 3.6** This is the only site that appears to have potential to support a bid at present. It meets the criteria recently identified by the LDF Steering Group for travellers sites which are set out in Appendix B. It does however have issues regarding contaminated land and an adjoining Site of Special Scientific Interest (SSSI), which will need further investigation. A site plan is included as Appendix C.
- 3.7** In the time available there has been no opportunity to conduct public consultation on the use of this site nor to work up the proposal in detail. There has also been no opportunity for consultation with the gypsy and traveller community. Even if the bid is successful, the development could not go ahead without planning permission and the necessary public consultation to go with that. It will also be dependent on resolving any issues over land contamination and the SSSI.
- 3.8** Nevertheless, given the need for the council to increase its provision of permanent pitches, and the difficulty it will have in doing this without grant support, it is recommended that the council submit a bid by the end of April, with the necessary preparatory work taking place in parallel with the consideration of the bid by the HCA, and on the clear understanding that full public consultation will take place before any development or use of the site commences.

4 POLICY IMPLICATIONS

- 4.1** Working towards the provision of adequate facilities for the gypsy and traveller community will assist towards reducing the adverse impact of illegal encampments and so contribute positively towards the aims of our equality and diversity policies.

5 FINANCIAL IMPLICATIONS

- 5.1** There are no financial implications directly from this report; the revenue and capital issues relating to any specific proposals will need to be considered separately as such proposals are developed.
- 5.2** Failure to make a funding bid in this bid round may well mean that the council is faced with having to meet substantial costs were it necessary for the council to provide a permanent site in future.

Contact Details: Nigel Preston nigel.preston@hart.gov.uk ext 4488
Daryl Phillips daryl.phillips@hart.gov.uk ext 4492

APPENDICES / CONFIDENTIAL APPENDICES

Appendix A – Criteria for HCA Gypsy and Traveller Site Funding
Appendix B – Summary of the current planning position
Appendix C – Site location plan

Gypsy and Traveller Site Grant Guidance

The bidding guidance for the 2010/11 bid round sets out the following eligibility criteria:

1. Funding available to local authorities and RSLs only
2. Applications can be made for new provision, either permanent or transit sites
3. Schemes should have a “reasonable expectation of achieving planning permission before 31 March 2011”
4. Forecast date of completion for all schemes is 31 March 2015
5. Bids for grant for new pitches will cover up to 100% of costs
6. Permanent sites should remain in the ownership of the local authority or RSL for at least 10 years
7. Submissions should include proposed site management arrangements
8. Bidders should not include the feasibility costs prior to submission or cost of works carried out before the close of the bidding round in their bids
9. Bids can include innovation eg. self-build or low cost ownership options

Closing date for bids: 30 April 2010 at 4pm

Gypsy & Traveller Site Grant Application

An application for G&T Site Grant is expected to include:

Section 1: Summary details

- Number of new pitches to be provided – residential or transit
- Summary of grant applied for

Section 2: Background information

- Existing strategic and working arrangements: joint working with other authorities, strategy for gypsy provision, policies on enforcement, current local plan policies
- Site life: expected that sites will remain in use for up to 10 years
- Ownership: owned local authority or housing association
- Current use of the site
- Previous land use: eg. contamination
- Use and perception of site (for existing sites)
- Current condition of the site: access roads, electricity and water supply, sewerage arrangements, drainage, perimeter fencing and site security, whether a greenfield or brownfield site
- Previous receipt of Gypsy and Traveller Grant

Section 3: Project information

- Project description
- Consultation with stakeholders: local gypsy and traveller community, local residents and businesses, education, planning, social services, police and fire services, neighbouring authorities, Regional Housing Board and HCA

Section 4: Need

- Analysis of need and demand
- Aims of the scheme: how it contributes to local strategies

Section 5: Sustainability

- Proposed management, maintenance and monitoring arrangements
- Revenue funding
- Site location
- Other relevant issues: eg. SPA

Section 6: Value for Money

- Costs
- Value for money

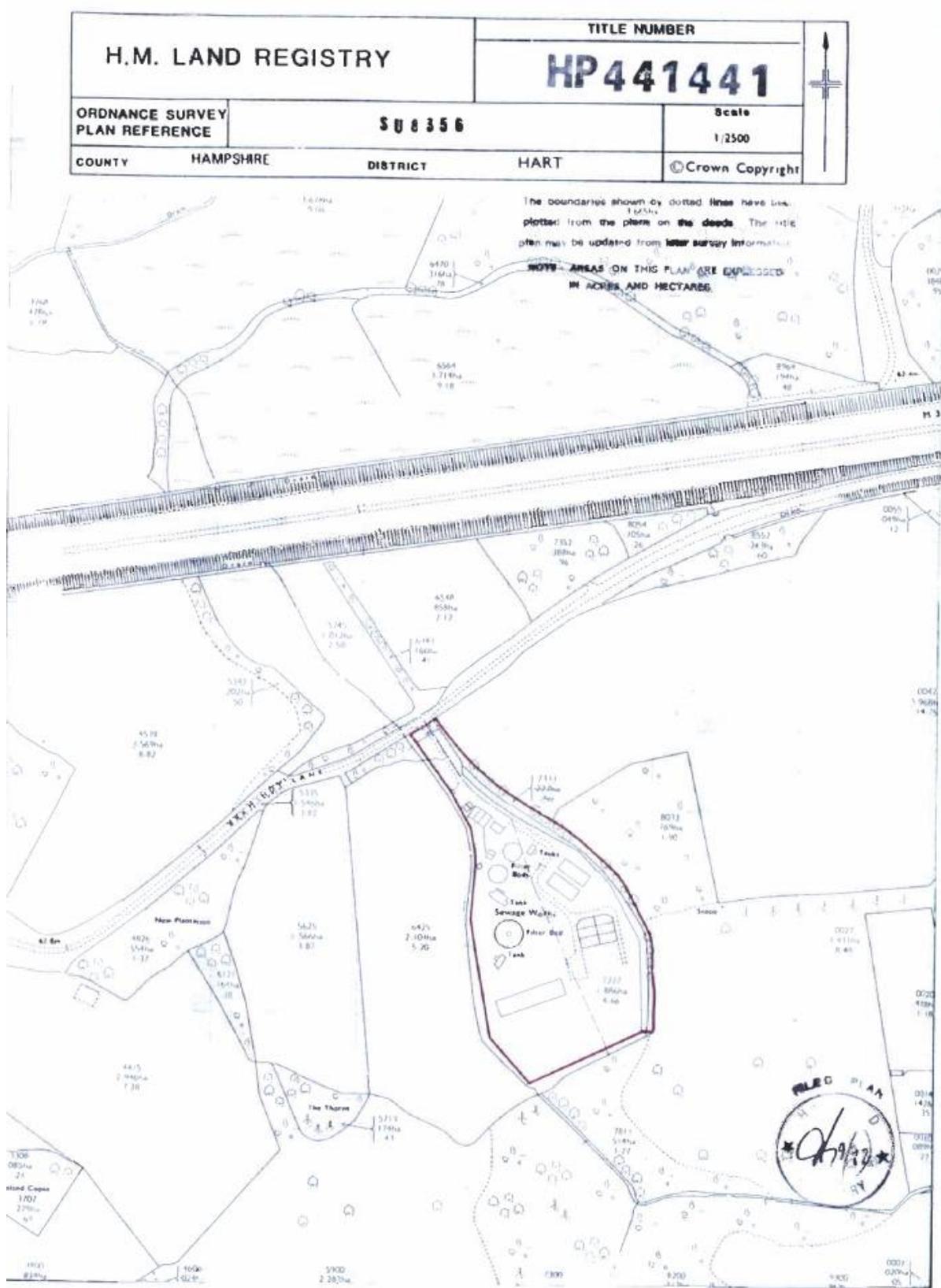
Section 7: Deliverability

- Delivery milestones
- Risks to delivery

Proposals for permanent and transit sites for Gypsies, Travellers and Travelling Showpeople, as discussed at the LDF Steering Group on 15 March 2010, will only be permitted if:

- They are necessary in order to meet the requirements of the South East Plan,
- They are located conveniently for access to schools, medical facilities and other community facilities,
- Adequate provision can be made for access, parking, turning and servicing,
- The site is capable of accommodating the number of caravans / mobile homes proposed together with any proposed equipment for business activities,
- The site can be adequately screened or landscaped to blend the site into its surroundings,
- The site is capable of being provided with essential services,
- In addition for transit sites, they are accessible to main transit routes through the District.

Land Registry Plan of Former South Hawley Sewage Works, Bramshot lane, Fleet



CABINET

DATE OF MEETING: 1 APRIL 2010

TITLE OF REPORT: WORKFORCE STRATEGY

Report of: Chief Executive

Cabinet Member: Councillor Ken Crookes, Leader of the Council

1. PURPOSE OF REPORT

1.1 For Cabinet to formally adopt the Workforce Strategy.

2. RECOMMENDATION

2.1 It is recommended that Cabinet adopt the Strategy in Appendix A and the Action Plan in Appendix B.

3. BACKGROUND

3.1 The Council has acknowledged it needs to produce an updated Workforce Strategy, setting out how it proposes to recruit and retain staff to enable it to meet its ongoing service obligations in future.

3.2 The new Workforce Strategy is attached as Appendix A. A draft was endorsed by Cabinet on 14 January and was used as a basis for consultation with the trade union, staff and Overview and Scrutiny Committee.

4. FEEDBACK FROM STAFF

4.1 The Unison Regional Branch did not have any comments on the document. However, a number of responses were received from staff. A summary is shown below:

“This seems forward thinking and could be a useful motivational tool”

“I'm keen to develop my skills and welcome the idea that different methods of training are sought”.

“Could there be the possibility of work-shadowing as a method of increasing skills?”

“I like the approach taken by the draft, it's realistic given the council's position that it aims for the 'right' rather than the say the 'best' workforce and yet is positive about looking forward”.

“I like the concept of job analysis and profiling, I think this would help visualise links where the roles people do fit with the corporate aims and focus work done on the corporate vision”

“I've benefited greatly from what I feel has been a great approach in this department towards its workforce, it has given exactly the opportunities the strategy aims for in terms of motivating, giving responsibility and flexibility, secondments and stepping stones, developing skills etc. I hope that whilst being a forward looking strategy, it will demonstrate what Hart's achieved already in this field”

“I wouldn't agree that Hart does not have the same career advancement opportunities as larger employers, I would say that there are pretty much the same opportunities here as there are at other larger, better resourced Councils. I would also say that more resources is not always better, a smaller number of employees can be an advantage and a means of attracting people. At Hart, the small team means that I have lots of opportunities to work on things that I was not able to at a larger Authority, which is what attracted me to work here”

The strategy has been adapted to take account of the comments from staff. The issues identified will also be considered as the action plan is implemented.

5. FEEDBACK FROM OVERVIEW AND SCRUTINY COMMITTEE

- 5.1 The workforce strategy was debated by the members of Overview and Scrutiny Committee. The committee welcomed the strategy but stressed the importance of delivery. In response to this, Officers will provide Overview and Scrutiny Committee with regular updates on the action plan.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no direct financial implications arising from the strategy. The action plan will be delivered in conjunction with Capita, using our allotted day for strategic HR projects. There will not be an additional cost to the Council. The projects have been put in the Capita HR work programme and will be implemented as per the timescales identified in the Action Plan, which is attached as Appendix B.

CONTACT: Geoff Bonner – Chief Executive

EXTENSION: 4108

EMAIL: geoff.bonner@hart.gov.uk

Appendix A – Workforce Strategy

Appendix B – Workforce Strategy Action Plan

HART DISTRICT COUNCIL**WORKFORCE STRATEGY – CONSULTATION DRAFT****I. INTRODUCTION**

- 1.1 People are by far the biggest single resource of Hart District Council. Our workforce delivers the services we provide to our residents, they provide our main means of communication with residents, and they translate the Council's policy objective into practical action.
- 1.2 This Workforce Strategy sets out how the Council will go about recruiting, retaining and developing the employees it needs to serve the people of the district, both now and in the future.

2. AIM, OBJECTIVES AND VALUES OF THE STRATEGY

- 2.1 The council's overriding **Aim** in this strategy is to ensure it meets its future workforce needs as efficiently and effectively as possible, in order to serve the people of the district.
- 2.2 To achieve this Aim, the council's **Objectives** are to recruit and retain:

The right people – the council will seek to employ people who:-

- have energy and enthusiasm and a passion for their work, are keen, eager to serve, wanting to improve their own skills and abilities
- look for change, actively seek improvements, put forward their own ideas and implement them
- are aware of their own performance, monitor it, actively seek improvements, and develop their own ways of improving performance
- want to know and understand the people they serve, who actively seek contact with those people and to use this information to serve them better
- see their role as helping and serving their customers and clients, not controlling or constraining them
- see their work in a broader context, who look for links and synergies with other employees, who are willing to compromise their own interests in search of the wider goal
- actively consult with other employees before taking action, and positively respond to consultation approaches from other employees, seeking win: win results
- actively seek partnerships, who welcome working with other organisations to achieve broader goals
- seek results, who recognize that achievements are more important than intentions, who don't confuse process with outcomes
- unlock their own potential and that of other employees, who develop organisational skills and abilities, and who maintain morale whilst achieving results

2.3 **With the right skills** – the council needs a range of skills, such as:-

- Professional and technical knowledge and expertise across a wide range of fields
- Managerial skills
- Skills in dealing with people, whether as citizens, customers, complainants or employees
- Skills in knowledge management and information technology

The council will help its employees develop their skills, both those directly related to their work and more generally. It will provide opportunities for training and development and the acquisition of experience.

2.4 **And the right motivation** – the council wants its employees to be well motivated and have high morale. The council and its employees face a challenging and uncertain future, with only limited resources. However, the future also offers opportunities, both to individuals and the organisation as a whole, and the council will do its best to motivate its employees to realise those opportunities. It will do this by measures such as:-

- Engaging with all employees to set clear directions and targets for their work with clear links to the council's strategic objectives
- Allowing employees flexibility in their work so that they can find their own preferred ways of meeting their work targets
- Treating employees fairly, honestly and with dignity and respect
- Helping and supporting employees in developing their careers, whether within Hart or elsewhere
- Recognising that employees have a life outside work and helping them achieve an appropriate work/life balance
- Adopting clear and fair employment practices and procedures
- Being open and honest in communication with employees
- Respecting and promoting health and safe working practices

2.5 In doing these things the council will also be true to its core **Values** of being:-

- Efficient
- Communicative and Consultative
- Honest
- Open

SUMMARY OF THE STRATEGY

AIM

To ensure the council meets its future workforce needs as efficiently and effectively as possible, in order to serve the people of the district.

OBJECTIVES

1. To recruit and retain the **right people**
2. With the **right skills**
3. And the **right motivation**

VALUES

In doing these things the council will be true to its core values of being:-

Efficient
Communicative and Consultative
Honest
Open

MAIN ELEMENTS OF STRATEGY

1. Attractiveness as an employer
2. Flexibility in employment practices
3. Developing skills and abilities
4. Building partnerships and shared service provision
5. Tackling poor performance
6. Engaging and involving employees
7. Fairness, equality, openness and honesty

3. CONTEXT

- 3.1 Meeting the objectives will not be easy. Hart is a small council, with limited resources, which can restrict our attractiveness to potential employees, and also makes it hard to retain employees for the future. We do not have the resources to pay high salaries, and cannot offer the same career advancement opportunities or scope for developing specialised skills, as a larger employer. However, working in a smaller Authority can create opportunities. As there are less people, staff do get the opportunity to work on a wider range of projects and undertake more varied tasks.
- 3.2 Our small size also makes it difficult to plan to meet our future employee needs. A large council, employing many employees with a particular professional discipline, can make reasonably reliable forecasts about how many of those employees will leave over a period of time and thus what steps they need to take to obtain replacements. In many cases, we have only one or two employees with a particular professional skill; those employees may leave us tomorrow, or may stay for 20 years. Our ability to forecast and plan our future employment needs is therefore very constrained.
- 3.3 The Council also does not always enjoy a good reputation as an employer. Hart has not generally had a high profile in local government over recent years, and is not able to point to the sorts of innovative action which often attracts potential recruits. Whilst the council intends to be innovative in future, its track record in this respect is relatively limited, which lessens its appeal to potential recruits. Similarly, with uncertainty of future employment prospects at Hart, existing employees are more likely to be tempted away by more secure and potentially more lucrative jobs elsewhere.
- 3.4 Over the last 2 or 3 years the council has undergone some major changes, with services being outsourced and financial constraints forcing economies to be made. Whilst many employees have risen well to this challenge, for others their morale and motivation has been damaged. The council needs to find ways of rebuilding both morale and motivation to make best use of the resources it still has.
- 3.5 At the same time, the council needs to tackle issues of poor performance amongst some employees. This is not always a question of lack of will or motivation by the employees themselves (although it can be); the council needs to improve its training and development activity to unlock the potential that under performing employees offer. It also needs to tackle deliberate or wilful under performance more vigorously; potentially good employees are often de-motivated when they see colleagues under performing without any corrective action being taken by the employer.
- 3.6 For some years the Council has been accredited under the Investors in People (IIP) standard. This accreditation is currently due for renewal. While IIP has been useful in focusing some of the council's human resources work, it is felt that it no longer provides the constructive challenge to this work required by the changing environment in which the council operates. The council would welcome suggestions for alternative accreditation standards it could consider to replace IIP.

4. STRATEGY

4.1 The task for the workforce strategy is therefore to find ways of meeting the council's aim and objectives, taking into account the constraints of the context in which the council is working. There are seven main elements to this strategy:

4.2 **Flexibility** – the council cannot accurately predict its future workforce needs, nor how easily it will be able to retain existing members of employees, or recruit replacements at any particular point in time. It therefore needs to be as flexible as possible in its employment practices, to ensure that as and when a workforce need arises, it can respond quickly and effectively to that need. The council will therefore adopt employment practices to give it such flexibility, including (for example) streamline procedures for filling vacant posts, the use of temporary or agency employees to fill an immediate need, encouragement to more junior employees to act up into more senior positions, the development of skills amongst the employees to enable them to help plug any gaps which may occur at short notice, the “borrowing” or secondment of employees from neighbouring councils, and so on. The emphasis here will therefore be to enable the council to continue to maintain service to the public, until more permanent arrangements can be put in place.

Actions:

- Review the Council's Recruitment and Selection policy and procedures to improve efficiency and clarity of process
- Review the Job Evaluation system to reflect the Council's flexible needs
- Undertaking internal Job analysis and profiling for a new and existing positions. Job analysis involves understanding not only the content of a job but also the job's purpose, the outputs, skills and attributes required by the job holder and how it fits into the organisation's structure. The analysis forms the basis of a job description and person specification/job profile. Part of the job profile will include what the job may lead to in terms of career development.
- Undertaking external job analysis and profiling with other Councils through the use of the HR managers network.
- For junior staff, set stretching, project or developmental objectives within the PDR process, supported by relevant learning and development

4.3 **Attractiveness** – given its difficulties in attracting and retaining employees, the council needs to do everything it can to make itself more attractive to existing and potential employees. This requires a close understanding of the needs of employees, and developing adaptable employment practices to help ensure that both the employee's and council's needs can be met. Possible means of doing this include:

- Offering flexible working hours, home working, part-time working, so that the personal or social needs of employees can be better accommodated. This might facilitate, for example, the employment of people with childcare responsibilities, or those with disabilities, who might otherwise struggle to find employment suitable to their needs.
- People seeking to develop their careers, looking to gain additional professional experience, obtain qualifications, etc. The council may be able to offer such

people a level of responsibility or developmental support that they might not gain from larger employers at this stage in their careers.

- Engaging people looking to use the council as a stepping stone in their career, gaining experience before moving on to a more senior job elsewhere. Part of Hart's attractiveness to such people could be to actively facilitate the development of their responsibility and marketable skills, making use of their energy and enthusiasm whilst recognising they will not have a long term future with the council.
- Seeking to make work as interesting and varied as possible, to attract and retain employees for whom job satisfaction and variety are important considerations. The council may be able to appeal, for example, to people who have semi retired from a more senior job, or who now have parental responsibilities, but still want to retain active employment.
- Seeking to appeal to people committed to the area, who are looking not just for employment but to contribute towards their local community.

In all these cases the council needs to recognise that the employment contract is a two way process – both the council and the employee have expectations of each other, and by explicitly seeking to meet the employee's expectations the council can improve its own attractiveness to them.

Actions:

- Review the Flexible Working policy
- Review the Remote working policy
- Produce a leaflet for the recruitment pack to sell the benefits of working for the Council including career and development opportunities and the internal communications process
- As part of job profiles identify what the individual might be expected to gain from the job in terms of future career opportunities
- Review and implement new Corporate Induction programme

4.4 Developing skills and abilities – the council should develop an expectation that it will support employees seeking to develop their own skills and abilities, and actively encourage them to do so. This may take the form of traditional “training”, but the council's resources are limited in this respect and so other, more informal ways of developing would be appropriate as well. This could include, for example, shadowing, acting up into higher roles, deliberately broadening an employee's range of experience, facilitating access to external training and development opportunities, (eg, basic literacy skills, evening classes, distance learning). Clearly there is an advantage to the council if such encouraged – for example language skills. The council should recognise that it too benefits from its employee's development and to seek to encourage and facilitate this wherever possible.

Actions:

- Conduct a skills audit
- Conduct a skills gap analysis linking to priorities of the Council
- Effectively communicate this analysis
- Produce an annual development plan (not just training)
- Implement the annual development plan
- Consider alternatives to Investors in People (IIP) accreditation

- 4.5 **Building partnerships and shared service provision** – working with other councils and partners offers opportunities to both make limited employees resources go further, but also develop better understanding with the partner organisations. For the employee, shared service provision offers access to a larger pool of work, facilitating development of specialist skills and offering potential promotion opportunities, as well as broadening experience.

Actions:

- Continue to look for opportunities for partnership and shared provision linking opportunities for individuals to the PDR process (stretching and developmental objectives)

- 4.6 **Tackling poor performance** – many managers find it difficult to actively tackle poor performance by employees. The council needs to develop its skills in this respect, for the good not just of the council as employer but for the employees themselves. Poor performance is not necessarily due to lack of ability or will; it may occur for a number of reasons to do with poor training, poor systems, low expectations, unclear instructions, etc. The council needs to develop the skills of managers in identifying and tackling poor performance, and in facilitating improved performance wherever possible.

Actions:

- Review the PDR system
- Develop skills in managers to set meaningful objectives which are weighted in importance
- Review pay progression process for all staff, including those on top of scale, moving towards rewarding performance

- 4.7 **Engagement and involvement of employees** – people respond best, and show the highest morale, when they believe that their views count and that they have some influence over their working environment. The council needs to better develop its means of engaging and involving employees in decision making, not just through the trade unions but more generally.

Actions:

- Provide staff with the opportunity to express their views and ideas and improve the visibility of the Leader/Cabinet/Chief Executive and Corporate Directors by holding a series of events;
 - Staff Conference
 - Staff Forums
 - Chief Executive Slice groups
 - Meet the Leader
 - Improve use of Intranet/interactive message board/blog
 - Leader/Chief Executive/Corporate Directors attend team meetings

- 4.8 **Fairness, equality, openness and honesty** – the council will try to ensure it always treats its employees with dignity and respect, recognising their rights and interests as people as well as employees. It will seek open and honest communication with them, encourage them to join a trade union, and seek to ensure healthy and safe working practices and environments. It will adopt employment practices that respect and promote equalities and which treat employees fairly and supportively. It will recognise their right to a life outside work, and help them to achieve the work/life balance they desire.

Actions:

- In addition to actions above, provide Equality and Diversity development

Workforce Planning: 2010 ACTION PLAN – Feb 2010

Theme	Actions	Timescales	Owner/Support
Flexibility	<ul style="list-style-type: none"> Review the Council's Recruitment and Selection policy and procedures to improve efficiency and clarity of process Review the Job Evaluation system to reflect the Council's flexible needs Undertaking internal Job analysis and profiling for a new and existing positions. Undertaking external job analysis and profiling with other Councils through the use of the HR managers network. For junior staff, set stretching, project or developmental objectives within the PDR process, supported by relevant learning and development 	<p>March</p> <p>September</p> <p>Ongoing as vacancies occur March - April 2010</p> <p>April 2010</p>	<p>CD with Support from Capita</p> <p>CD plus Capita project</p> <p>HR Client</p> <p>HR Client plus Capita</p> <p>HR Client</p>
Attractiveness	<ul style="list-style-type: none"> Produce a leaflet for the recruitment pack to sell the benefits of working for the Council including career and development opportunities and the internal communications process As part of job profiles identify what the individual might be expected to gain from the job in terms of future career opportunities Review and implement new Corporate Induction programme 	<p>April-June</p> <p>April – June</p> <p>June 2010</p>	<p>CD and HR Client</p> <p>CD and HR Client</p> <p>HR Client plus Capita support</p>
Developing skills and abilities	<ul style="list-style-type: none"> Produce annual report of workforce profile Conduct a skills audit Conduct a skills gap analysis linking to priorities of the Council 	<p>Completed</p> <p>April 2011</p>	<p>HR Client</p> <p>HR Client plus L&D support</p>

PAPER G
Appendix B

	<ul style="list-style-type: none"> • Produce an annual development plan (not just training) • Implement the annual development plan 	April to March 2011 2010 On going	from Capita HR Client CD, HR Client
Building partnerships and shared service provision	<ul style="list-style-type: none"> • Consider alternatives to Investors in People (IIP) accreditation • Continue to look for opportunities for partnership and shared provision linking opportunities for individuals to the PDR process (stretching and developmental objectives) 	Ongoing	CD, HR Client
Tackling poor performance	<ul style="list-style-type: none"> • Review the PDR system • Develop skills in managers to set meaningful objectives which are weighted in importance • Review pay progression process for all staff, including those on top of scale, moving towards rewarding performance 	April - June	HR Client plus support from Capita
Engagement and involvement of staff	<ul style="list-style-type: none"> • Provide staff with the opportunity to express their views and ideas and improve the visibility of the Leader/Cabinet/Chief Executive and Corporate Directors by holding a series of events: <ul style="list-style-type: none"> -10 Staff Conference -11 Staff Forums -12 Chief Executive Slice groups -13 Meet the Leader -14 Improve use of Intranet/interactive message board/blog -15 Leader/Chief Executive/Corporate Directors attend team meetings 	Produce timetable of events in Jan 2010 Implement throughout year	CX, CD plus HR Client and Customer Engagement Officer
Fairness, equality, openness and honesty	<ul style="list-style-type: none"> • Equality and Diversity development 	April - June	CD & Partnerships Manager

CABINET

DATE OF MEETING: 1 APRIL 2010

TITLE OF REPORT: FLEET VISION EXHIBITION – PUBLIC RESPONSE

Report of: Chief Executive

Cabinet Member: Cllr Ken Crookes, Leader of the Council

1. PURPOSE OF REPORT

1.1 To outline to Cabinet the public response to the Fleet Town Centre Vision Exhibition which was held in January 2010

2. RECOMMENDATION

2.1 That the report be noted.

3. BACKGROUND INFORMATION

3.1 Members will recall that the Council held a public exhibition about the Fleet Town Centre “Vision” proposals, during January this year.

3.2 Attached as an appendix is a report from the Council’s Consultant, Martin Pearson, outlining the results of the exhibition in terms of public responses.

3.3 Work is now in hand to develop the proposals with a view to their inclusion in the “Options” report on the Core Strategy of the Local Development Framework, due to go to public consultation in July/August of this year.

3.4 Cabinet is invited to note the report.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising from this report. As and when proposals are developed for action, full financial implications will be subject to Cabinet approval.

CONTACT: Geoff Bonner – Chief Executive

EXTENSION: 4108

EMAIL: geoff.bonner@hart.gov.uk

REPORT ON PUBLIC RESPONSE TO FLEET VISON EXHIBITION

Project Leader: Martin Pearson

Date: January 2010

1. Introduction

The bald facts are set out in the attached table and graph

The Exhibition was well attended and attracted considerable public interest. Five hundred and seventy people attended during the two days the Exhibition was displayed in the shop unit and whilst we do not have a record of the numbers of people who viewed the display material in the Harlington Centre seventy seven forms were returned in the electoral box. The total number of written representations received was one hundred and forty two. There were six hundred and forty three hits on the Vision for Fleet Council web site and a further two hundred and twenty eight hits on the Virtual Exhibition electronic display. These together generated only eleven responses.

2. Conclusions

Analysis of the one hundred and forty two written responses shows an encouraging majority of comments favouring a pro-active approach to managing change. No alternative vision was put forward although there was support for leaving Fleet Town Centre to its own devices. The inference from these responses is that Fleet will survive better than most towns and a reactive approach to change is all that is required. A majority of the responses however support the need for a managed vision and find the approach put forward acceptable. Indeed although none of the comments support a different approach the degree of support for individual components contained in the ideas put forward varies considerably.

It is possible to distill from the views expressed at the Exhibition and the written observations some particular issues:

1. Unsurprisingly it would seem that the strongest support for “no change” comes from older people whilst the strongest case for a Vision is reflected in the electronic replies.
2. The “affordability” of implementing a Vision and the impact on tax levels were of concern. These worries were reflected on the need to demolish the existing council offices and the Harlington Centre. The desirability of maintaining a central location for the council offices and the need to replace the Harlington Centre will be dependent on the revenue implications and this will require a separate study.
3. There was uncertainty over what a “discovery centre” is although the concept of a better library and more effective joint working between the councils was endorsed.
4. The views on better food shopping were coloured by a lack of clarity as to whether this meant an additional supermarket or better food shopping. The latter involving one of the existing food operators received far stronger support,

5. There was a call for more detail as to the function of the Hub with concerns over experience in adjoining towns where day centres had been closed being quoted
6. The need to distinguish the type of apartments that could form the basis of residential development was a precursor to support; higher value apartments were in general felt to be most appropriate.
7. There was a strong lobby for better management of the existing town facilities including the need to have clearer car parking policies. Shop mobility received strong support.
8. The approach to maintaining the “character” of Fleet was endorsed.
9. Car parking and access to Fleet generated the greatest amount of comment. A separate study of these issues is called for and will in any event follow on from the County Council’s Access Plan. There was a need to bring the future role of the Station and access to it, into any visionary work.
10. There were concerns regarding the future of the Hart Centre and the future of the Woolworth site.
11. Management of the “night economy” was raised as an important issue and might well benefit from a separate working party led by the new Town Council.
12. A preferred Vision would need to have a stronger focus on town facilities, particularly for young people. A cinema and bowling alley were among the ideas raised.
13. There were understandably particular worries from people who had direct interests that would be affected by the implementation of the ideas put forward.

It is now for the Council to decide how they wish to proceed. In my experience the reaction of the public to the ideas put forward does support a proactive approach to managing change but it is clear that a considerable amount of work is needed before a preferred Vision could be put forward for consultation

I would suggest that this work should include:

1. A further review of car parking policies
2. Consideration of setting up a night economy working party
3. Asking the embryonic town council to focus on improving standards of maintenance in the town centre. Much of this is about enthusiasm and not money (e.g. colour co-ordinated themes, weed clearance, putting pressure on service companies).
4. Continuing consultation with interested groups and individuals. This is happening and there will be meetings with the Voluntary Organisations, the Access Group, Church Groups and traders by the end of February.
5. Looking for quick wins e.g. Introduction of a shop mobility scheme
6. Publishing work on the economies of developing a new approach to the Council’s operations and joint working with the County Council on a replacement Harlington Centre.

The greatest support came for the Ideas for Gurkha Square and the Walks. It is clear that there is consultation fatigue and therefore if the Council is to move towards publishing a

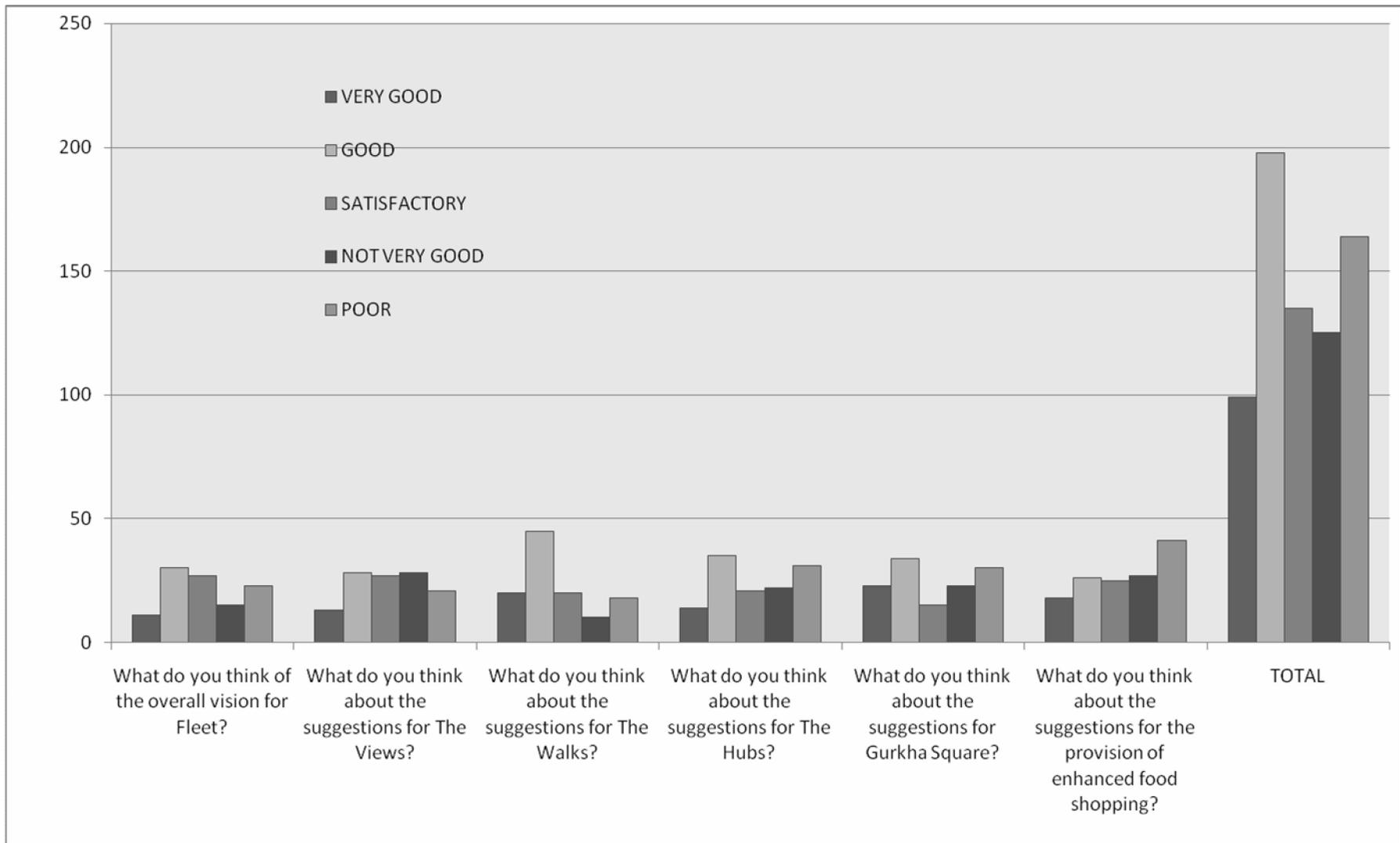
preferred Vision, say in September 2010 (to comply with the core-strategy work) an implementation plan for producing the step-change that a successful scheme would generate is an early requirement. Such a plan would address the revenue implication of the councils operations but would require a private/public sector partnership. I would suggest that this should be in place by August. This is a matter for the council officers to advise on but the involvement of the District Valuer would have the additional benefit of providing invaluable professional advice on the valuation issues implicit in the development of the preferred Vision.

Finally if the Council are minded to take this work further there is a need to keep the public involved in the work being undertaken. This will require monthly press/web statements and continued work with directly interested parties.

I am encouraged by the interest shown by the public and firmly believe that we have stimulated the public's interest. The degree of support at this early stage is also encouraging and the work I have suggested will provide a good basis for more informed debate in the coming months,

Martin Pearson
Project Leader for Denning Maile and Polisano

	SUPPORTIVE				AGAINST		
	VERY GOOD	GOOD	SATISFACTORY	TOTAL	NOT VERY GOOD	POOR	TOTAL
1. What do you think of the overall vision for Fleet?	11	30	27	68	15	23	38
2. What do you think about the suggestions for The Views?	13	28	27	68	28	21	49
3. What do you think about the suggestions for The Walks?	20	45	20	85	10	18	28
4. What do you think about the suggestions for The Hubs?	14	35	21	70	22	31	53
5. What do you think about the suggestions for Gurkha Square?	23	34	15	72	23	30	53
6. What do you think about the suggestions for the provision of enhanced food shopping?	18	26	25	69	27	41	68
7. <u>TOTAL</u>	99	198	135	432	125	164	289



CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

April 2010

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 Scrutiny Committee also notes the Programme, which is subject to regular revision. *Items in italics denote changes to a previously published Plan.* **All items are key decision unless stated otherwise.**

Report Title	Ref (Note 1)	Outline/Reason for Report/Comments	Original Due Date	Revised Due Date	Decision Deadline	Cabinet Member (Note 2)	Service (Note 3)
Workforce Strategy	Jan 10	Final Strategy for approval	Apr 10			KC	CX
Housing Banding Policy	Jan 10	Proposals to amend the Housing Allocation systems	Apr 10	June 2010		SB	HS
Service Plans 2010/11		Approval / update after budget approval	Apr 10	June 2010		KC	CX
Environmental Maintenance Service Enforcement Policy and Procedures	Oct 09	To comply with the Clean Neighbourhoods and Environment Act	Dec 09	June 2010		SP	TS&EM
Fleet Town Centre	Mar 10	Responses to public consultation	Apr 10				
Options for CCTV Provision	Feb 10	Update on proposals	Apr 10	June 10		NS	CD
Review of S106 Policy	Jul 09	Report	Sept 09	June 10		RA	P&ER
Performance Indicators 2009/10		Reporting Council's performance over 2009/10	June 10			KC	CX
LDF Core Strategy	Mar 09	Preferred option document for consultation	June 10			RA	P&ER
Future aims and objectives for Queen Elizabeth Barracks site	Aug 09	Report	Mar 10	June 10		RA	CD
Car Parking Policies	Apr 2010	Report	June 2010			SP	TS&EM
Appointments to Outside Bodies	Mar 10	Appointments of Members to Outside Bodies for the municipal year	June 10			KC	CX

Report Title	Ref (Note 1)	Outline/Reason for Report/Comments	Original Due Date	Revised Due Date	Decision Deadline	Cabinet Member (Note 2)	Service (Note 3)
Corporate Plan Implementation Programme	Oct 09	Updated plan	July 10			KC	CX
2009/10 Quarterly Budget Monitoring		Quarterly Monitoring	Aug 10 Nov 10 Feb 11			KC	F
Medium Term Financial Strategy		Update on 2010/11 Medium Term Financial Strategy	Aug 10			KC	F
Communications and Consultation Policy	Mar 08	Review	Sept 08	TBA		JK	CX
Older Persons Housing Strategy	Mar 09	Revised strategy	Jun 09	TBA		SB	HS

Notes:

1 Date added to Programme

2 Cabinet Members:

KC Crookes

SK Kinnell

RA Appleton

SP Parker

SB Band

NS Singh

JK Kennett

3 Service:

CX Chief Executive

CD Corporate Directors

CS Community Safety

DS Democratic Services

F Finance

HR Human Resources

HS Housing and Customer Services

IT Information Technology

L&EP Leisure and Environmental Promotion

MO Chief Solicitor & Monitoring Officer

P&ER Planning and Environmental Regulation

P Partnerships

SLS Shared Legal Services

TS &EM Technical Services and Environmental Maintenance

CABINET

Date and Time: Thursday, 1 April 2010 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Crookes (Chairman)

Appleton, Parker, Kinnell

In attendance: Butler C

Officers Present:

Geoff Bonner	Chief Executive
Nigel Preston	Head of Housing and Customer Services
Daryl Phillips	Head of Planning
Jane Abraham	Interim Housing Strategy and Development

I 47 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 March 2010 are attached to be confirmed and signed as a correct record.

I 48 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Band, Kennett and Singh.

I 49 CHAIRMAN'S ANNOUNCEMENTS

None.

I 50 DECLARATIONS OF INTEREST (PERSONAL AND PERSONAL AND PREJUDICIAL)

None.

I 51 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

I 52 LOCAL DEVELOPMENT FRAMEWORK STEERING GROUP

The Minutes of the meeting of 15th March 2010 were noted.

153 HART HEALTH BOARD

The Minutes of the meeting of 18 March 2010 were noted.

154 HONORARY ALDERMEN

Cabinet were asked to consider the criteria and procedure by which consideration will be given to honouring someone as an Honorary Alderman.

RECOMMENDATION to Council

That the following criteria and procedure be used in considering whether or not to confer the title of Honorary Alderman on appropriate individuals:

- Nominees shall be former councillors and who have served in that capacity for a significant time.
- Regard may also be given to nominees who have given service to the wider community in a role outside of their duties as a District Councillor.
- It is important not to devalue the honour by conferring it too readily. Many people provide good service both to the town and to the Council. It should not be expected that retiring Councillors of many years service would automatically receive an honour. The honour should be to reward exceptional service.

155 ALLOCATION OF HOUSING CAPITAL FUND FOR A SUB-REGIONAL HOMELESS PROJECT

Cabinet were asked to approve the allocation of capital funding from the Housing Capital Fund for a sub-regional homeless project to provide accommodation and support to homeless young people.

RESOLVED

That the allocation of £50,000 from the Housing Capital Fund towards the cost of the sub-regional homeless project being developed by Step by Step be approved.

156 PROPOSED NEW TRAVELLERS' SITE – BID FOR FUNDING

Approval was sought to make a bid for Homes & Communities Agency funding for a new permanent travellers' site in Hart. After discussion members voted. Councillor Parker asked that his vote against be recorded.

RESOLVED

1. That bids be made for Homes & Communities Agency funding for a potential travellers' site on land currently in private ownership close to the M3 junction 4A at Bramshot Lane, Fleet.
2. That any proposals will be subject to full public consultation as part of the planning application process before any development of the site can proceed.

158 WORKFORCE STRATEGY

Cabinet were asked to adopt the Workforce Strategy.

RESOLVED

That the Workforce Strategy (Appendix A) and the Action Plan (Appendix B) be adopted.

159 FLEET VISION EXHIBITION – PUBLIC RESPONSE

The public response to the Fleet Town Centre Vision Exhibition, held in January 2010, was outlined.

RESOLVED

That the report be noted.

160 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 8.00 pm