



NOTICE OF MEETING

Meeting:	Overview and Scrutiny Committee
Date and Time:	Tuesday, 17 August 2010 at 7.00 pm
Place:	Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Neighbour (Chairman), Axaam, Barrell, Davies, Healey, Hunt, Murr, Radley JE, Southern, Street and Wheale

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

The minutes of the meeting of 20 July 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 FEEDBACK FROM SERVICE BOARDS

Oral feedback from Members.

7 FEEDBACK FROM CAPITAL BOARD

Oral feedback from Councillor Healey on S106 issues from the Capital Board meeting of 12 August 2010.

8 FLOODING – MEETING WITH AGENCIES

To receive the notes of the meeting held on 26 July 2010 with Environment Agency, Thames Water and Hampshire Highways. **Paper B**

9 2010-11 FIRST QUARTER BUDGET MONITORING

To provide the Overview and Scrutiny Committee the opportunity to comment on the first quarter (to 30 June 2010) budget monitoring report that was considered by Cabinet on 5 August 2010. **Paper C**

RECOMMENDATION

That Overview and Scrutiny Committee note the contents of the budget monitoring report.

10 TRANSFER OF RESPONSIBILITY FOR CONCESSIONARY FARES FROM DISTRICT COUNCILS TO HAMPSHIRE COUNTY COUNCIL

Responsibility for the National Concessionary Travel Scheme will pass from the district council to Hampshire County Council on 1 April 2010. This paper seeks Overview and Scrutiny Committee's views on the County Council's transfer proposals. The Committee's views will be reported to Cabinet who will finalise the district council's response. **Paper D**

RECOMMENDATION

1 That the county council be advised that if funding is available to enhance the scheme then the following additions should be provided:

- Travel outside of the statutory times, i.e. "anytime travel",
- Companion Bus Passes for severely disabled pass holders, and
- The acceptance of Bus Passes on Community Transport.

2 That the county council be advised that if funding is available it should introduce a "taxi token" scheme in Hart.

11 CORPORATE PLAN IMPLEMENTATION PROGRAMME 2010/11

To present the revised Corporate Plan Implementation Programme, agreed by Cabinet on 1 July 2010, to the Overview and Scrutiny Committee. **Paper E**

RECOMMENDATION

That Overview and Scrutiny Committee note the contents of the Corporate Plan Implementation Programme, attached as Appendix A.

12 CABINET WORK PROGRAMME

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

13 OVERVIEW AND SCRUTINY WORK PROGRAMME

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

Date of Despatch: 10 August 2010

**MINUTES OF THE MEETING OF THAMES WATER,
ENVIRONMENT AGENCY AND HAMPSHIRE CC WITH
MEMBERS OF HART DISTRICT COUNCIL**

26 July 2010

Present: Cllrs Axam, Davies, Butler C, Healey (Chairman), Radley JR, Simpson,
Southern, Wheale
John Elson, Ian Plummer, Gill Chapman, Robert Thain (HDC)
Doug Bradley, Eversley Parish Council
Len Moore, Thames Water (TW)
Hugh Edwards, Thames Water
Steve Pellatt, HCC Highways (HCC)
James Holt, HCC Highways
Brian Roberts, Environment Agency

1 Apologies

Cllrs Appleton, Barrell, Kennett, Kinnell, Parker, Neighbour, Robert Jackson, Joe Fulbrook, Cllr Collett (HCC)

2 Minutes of the Previous Meeting

The minutes of the meeting of 26 January 2010 were agreed.

3 Planning Issues

Robert Thain confirmed there were no issues to report.

4 Reports on Flooding

See Appendices A and B.

The Chairman agreed to Councillor Davies' request that, as he had to leave early, some items be brought forward.

5 Any Other Business

Doug Bradley asked that the problems in Eversley be items on Appendix A. IP agreed to include Eversley in future to ensure that actions agreed were followed up.

Councillor Simpson reported that there had been a legal case against a local council because flooding had allegedly caused a road accident. All agencies agreed that this was a risk, but assured members that as long as the agencies could be seen to be acting reasonably, ie within a reasonable timescale etc, risks could be mitigated.

Supporting the community was shown in action in noting that Yateley Town Council had been clearing some ditches.

Councillor Wheale announced that HCC Scrutiny Committee would be doing an in depth study on flooding, and asked for contributions from members, agencies and the public. It was noted that a self help guide to flooding being produced, with the acknowledgement that local councils did not always have the knowledge.

HCC reported that work on surface water management plans was going forward identifying areas of risk and ideas for mitigation. Money has been allocated to Rushmoor and Basingstoke and some money will be allocated to Hart. Clearing leaves in autumn could sort out some areas, and they could affect some flooding hot spots in the leaf clearance of gullies.

Len Moore announced that his role within Thames Water had changed and he would not be attending any further meetings. He agreed with members that it was important that any new attendee had local knowledge of the network, and would keep Ian Plummer informed of new contact names and numbers. Members thanked Len for his input.

6 Date of Next Meeting

The next meeting was scheduled for 17 January 2011 at 2pm in the Council Chamber.

Appendix A Rev July 10
Hart flooding sites



Priority
L=Low
M=Medium
H = High

Address	Hart Issue	Status
1. Albany Close, Fleet	Surface water flooding.	
<p align="center">Action Taken/Proposed</p> <p>Sentinel - Watercourse checked by Sentinel's contractor (Lotus) - Nov 08 and found satisfactory. EA - To update by reporting on survey work. EA - maintenance ongoing Cllr Healey would like update EA - To inspect next month and report back. Will remind residents of their riparian responsibilities. EA - Met Cllr Healey on site. EA to confirm with HCC if highway gullies can be redirected away from stream to surface water sewer. Maintenance reminder to be sent to residents EA - Will inspect watercourse, Maintenance is landowners responsibility. Cllr Healey has inspected and request gullies draining to watercourse be moved to catch water more effectively EA have looked at this issue and discussed with HCC HCC will look into this resiting gullies EA continue with their regular inspections HCC no intention to resite gullies - the pipe is shallow because the watercourse is shallow</p>		
2. Avondale Road / Brookly Gardens / Kenilworth Road, Fleet	Combination of problems. Drains seemed ok. Watercourse starts in Beacon Hill and runs through Albany Road / Close, Kenilworth / Avondale – overflows / major problem.	
<p align="center">Action Taken/Proposed</p> <p>EA - Action required for removal of silt from open watercourse downstream of Avondale Road, to be followed by further investigation and clearance by HCC if found necessary. TWU - No further action proposed required EA - Utility searches and design underway. Cllr Healy would like updates HCC - Difficult to survey at present due to level of silt. EA - Will remove silt and liaise with HCC. EA meeting with contractor imminent. EA - Silt removal is out to tender through framework contractor. CCTV inspection is on programme, will check with HCC if this will clash with their programme. EA - on programme of works, to be undertaken very soon. CCTV has been completed report to be submitted to B Roberts of EA EA completed work where level should be reduced and HCC will now survey it</p>		
3. Basingstoke Canal/Sandy Lane Ditch	Foul and surface water flooding (Including Greenways, Fern Drive & Crookham Road)	
<p align="center">Action Taken/Proposed</p> <p>A meeting was held in the Civic Offices on 28/11/08 attended by Anne Houlihan/Len Moore - TWU, David van Beesten - EA, Steve Pellatt/Robert Hopkins - HCC and David Goddard/Ian Plummer - HDC to discuss the flooding problems between Greenways and Crookham Road including the Basingstoke Canal/Sandy Lane Ditch crossing and Fern Drive. TWU - Have carried out high pressure water jetting and CCTV survey of the public foul sewer from Greenways to Fern Drive. Where the pipework is in cast iron it is heavily scaled and a further contractor will be needed to complete the work and TW will continue work until the problem is resolved. TW will check for any hydraulic problem with their modelling group. It was agreed that it was likely that the public foul sewer being positioned in the culvert under the canal would have been agreed between Fleet Urban District Council and the canal owner. It was also agreed that the ponds adjacent to the canal and the Sandy Lane Ditch were originally fish ponds and not a designed flow balancing system. EA consider that they are unable to serve notice for the removal of brickwork chamber upstream of the canal, as a result of the length of time it has been in place. EA will arrange for the culvert under the canal to be jetted and CCTV'd. EA are not aware of a problem of the Sandy Lane Ditch flooding in the vicinity of the canal but it will write to TW and ask for a concrete wall adjacent to the manhole to be moved if considered necessary (HDC to be copied in). Letter sent by EA 1/12/08 which confirmed removal of foul sewer from culvert under canal and upstream manhole or widening of channel. TW to provide information to HDC on total length of sewers to be jetted in the Greenways to Crookham Road section Regarding flooding at 99a/101a Crookham Road HCC has jetted silt and minor debris and cleared silt from the culvert under Crookham Road and cleared silt for a short distance downstream of the culvert outlet. EA has indicated that the culvert appears to be of sufficient size and that they do not consider there is any justification for modelling this section of the ditch. Both HDC and HCC supported this view but it was agreed that the area should be monitored and reviewed in the light of any further evidence. HCC confirmed that all gullies and drains to the watercourse had been cleared twice since the July 2007 storm. HCC also confirmed an additional road gully was not needed but the situation would be monitored regarding future storm flows. EA to monitor the standard of maintenance carried out by residents downstream of Crookham Road. TWU_ Flow modelling confirmed 2 sewers at peak capacity and therefore reluctant to move EA would like to see Manhole removed Cllr Axam - Speedier solution to problem required, and would like updates as they occur. TWU- will improve flow by cleaning. Greenways to beyond Fern Drive. TW agree the pipes a risk under storm conditions. Possible land drainage issues. Problem of EA wanting pipe removed. TW to update DG on obstruction in foul sewer HCC - Cllr Appleton feels the culvert under Crookham Road is undersized. EA - Has attended, No evidence to suggest it is sub standard. HCC - Do not have any evidence of sub standard culvert EA - have not agreed to date that the culvert under the canal is overloaded because of the sewer pipe in it. Flood zone modelling to be undertaken in Sandy Lane Ditch this year. BR will let DG know when this undertaken. TWU - For 1 in 30yr storm the sewer currently overflows. Cleaning may resolve this. 14 Fern Drive and 99a crookham road have flooded from sewer. TW to assess the risk of further flooding, decision on priority will depend on OFWAT formula. TWU - Sewer through culvert has been descaled and cleaned. All TW sewers between Greenways and Crookham road have been cleaned. Cleaned. Non Culvert sewer can take more flow, cost estimate for works in progress. EA - No further action Cllr Axam - Not aware of any problems following recent heavy rainfall. TWU - Have completed sewer jetting.</p>		

Ongoing
LP

Ongoing
HP

Ongoing

**Appendix A Rev July10
Hart flooding sites**



Priority
L=Low
M=Medium
H = High

Address	Hart Issue		Status
<p>Cllr Bennison - Is this part of TWU's maintenance regime? TWU - Will investigate options for regular maintenance. Cllr Axam - What is the condition of the of the watercourse downstream of Crookham Road? EA - Reported condition of stream is ok. Maintenance is down to land owners one of which is a farmer in Dogmersfield, EA will remind those concerned or their maintenance responsibilities, by letter. TWU - Sewer cleaning completed. Also reported possible hydraulic issue with section of sewer under the canal. 99a also has possible hydraulic issue. Will update after TWU site staff report on laterals drains. If flooding is more than 1 in 10 year occurrence will look into further as part of Fleet Area Drainage plan review. HCC - Re 101/991 Crookham road, Will raise kerb line and upsize 30 No gullies. EA - Downstream of Crookham Road has been inspected and found to be in fairly good condition. The issue of unconsented work in Lea Springs has been passed to EA enforcement team. Cllr Appleton/Cllr Davies very concerned about culvert capacity and vegetation restricting flow. EA explained their responsibilities - There are not enough properties affected to justify running a computer model at this location Cllr Parker asked for confirmation of criteria for running a model, EA to confirm. Cllr Appleton confirmed 2 properties in Fern Drive had flooded in the past Cllr Simpson asked EA to monitor any landowner maintenance as this will affect the capacity of Sandy Lane Ditch. EA - Will place on priority list for further investigations Cllr Appleton feels that the culvert is of insufficient capacity. The houses on either side of the stream were both flooded relatively recently and the houses are now uninsurable. HCC - in 2009 there was a flood warning event and the engineer went to look at the culvert, there was no evidence of flooding. EA - only 3 properties would benefit work, which is not enough to be viable, any work undertaken would have to be justified. The culvert is adequate for normal events. This watercourse is checked regularly to make sure it is well maintained. All the residents downstream have been written to to remind them of their responsibilities. The EA has powers to do work but not a duty. TWU - Sycamore Road end extensively cleaned.</p>			
<p>4. Adjacent the Borough, Crondall.</p>	<p>Pond needs clearing out</p>		
<p align="center">Action Taken/Proposed</p> <p>HCC - Survey of pipework in HATs report. High water level in pond HDC - DG to search for minutes of meeting held in ground floor meeting room. EA - Have cleaned in the past without prejudice. EA to inspect, land ownership not known. HDC - Minutes not found, HCC may have a copy. EA - Vegetation cleared twice a year. Cllr Bennison - Works definitely needed at this location. EA - Will look into clearing pond. EA - No report EA - Will remove vegetation and silt Cllr Radley enquired when this will be undertaken, EA responded very soon. EA - no further work planned.</p>			
<p>5. Calthorpe Road School Fleet</p>	<p>Floods, Ditch round school needs inspecting. Manhole blocked under old hitches lane?</p>	<p>Cllr Appleton</p>	
<p align="center">Action Taken/Proposed</p> <p>HDC to investigate HDC still to investigate.</p>			
<p>6. Crondall area / Pankridge St, Crondall</p>	<p>Internal foul flooding July 07</p>		
<p align="center">Action Taken/Proposed</p> <p>TWU - Will resolve the flooding problem in the highway as a gesture of goodwill. TWU - have cleared roots/debris and rubble from a long length of drain. Further work currently underway including works around Rose Cottage. HCC - Hope to complete works in financial year TWU - Will remove roots. TWU - Cleared branch inlet length to outfall and repaired dropped pipe which has improved flow. Pipe section with unknown ownership no update at present. Cllr Bennison - very concerned about future flooding if no further action taken. TWU - Will review risks monthly. HDC - Highlighted the fact that this pipe takes all the effluent from the TWU sewage treatment works. HCC - For information - Will be repairing Highway drainage in Pankridge Street. Larger (gully) sumps will be included. HCC - Stopped works at present due public utility service issues. TWU - to investigate linking to culvert in road. TWU & HCC to investigate options on a 50/50 basis regarding responsibility. Possible site meeting HCC - Works on site currently stopped due to public utility clashes, investigating further works. TWU to review in May. No works planned HCC - high risk area with more impact. Has to be done over a couple of years. More detail at the next meeting.</p>			
<p>7. Elvetham Road, Fleet (22)</p>	<p>Surface water flooding - Network rail owned sewer possibly undersized</p>		
<p align="center">Action Taken/Proposed</p> <p>TWU - To write to Network Rail as effective diameter of NR pipework is reduced (below 600mm dia) by the use of a "liner" TWU- Are in contact with Network Rail/drainage and structures. TWU - Still trying to progress with the "right" NR contact person TWU - seeking contact with Network Rail HDC - Will TWU "take over" responsibility for this sewer? TWU to confirm. TWU - Will arrange meeting with Network rail in 2-3 weeks NR to remove the obstruction. TW to continue to remind NR of their responsibilities. IP - arrange meeting with interested parties</p>			

**Appendix A Rev July10
Hart flooding sites**



Priority
L=Low
M=Medium
H = High

Address	Hart Issue	Status
8. Various sites Eversley	Sewage and sewerage issues.	
These sites to be shown separately		
Action Taken/Proposed		
Eversley Parish Council - Separate report produced by EPC EPC gave overview of sewage flooding in the Parish and requested ongoing dialogue TWU regarding these issues. It was widely agreed the various sites specific issues and complexity of the individual issues required a separate meeting to address Eversley PC's concerns. HDC to arrange with input from HDC planning Dept.		
Eversley PC Doug Bradley - meeting went well and various actions agreed. Some flooding extending across B3272 - issues with surface water and sewage. TW - very diluted sewage, health risks are remote.		
9. Gables Road, Fleet	Ponding in Carriageway.	
Cllr Radley - Reported surface water ponding after heavy rain. HCC - Understand this is caused by poorly maintained ditches in the area, not allowing water to flow away. HDC - To investigate, Land owner is a housing association. HDC - Have written to Thames Valley Housing Ltd - no reply/acknowledgement received		
No progress with Thames Valley Housing - IP to chase.		
10. Hares Lane, Hartley Wintney.	Ditch in filled by residents resulting in highway flooding and No 10 has reported flooding.	
Action Taken/Proposed		
HDC - Letter to residents to clear watercourse where in filled. HCC - To ensure highway drainage system is working satisfactorily. HCC/HDC - Progressing 20/01/09 HCC - To jet clean gully and lead opp No 10 to end of pipe. Ditch to be excavated for 75m past prefabricated garage Jun/July. HCC - 75m ditch now completed to culvert crossing under Hares lane, which will be jetted in the near future. HCC responsible to highway boundary. Looking at further works in the future.		
HCC - Have jet cleaned culvert under road and update further. HDC/HCC to lipase further HCC - Outfall pipe to No 10 cannot be found. Propose to install new pipe to existing ditch. HCC - easement waiting to be signed then the pipe will go in across the private land.		
11. Hitches Lane, Fleet / Grove Farm PS	Sewage flooding	
Action Taken/Proposed		
TWU - The modelling previously carried out has been revisited and it has been found that the Grove Farm pumping station can accommodate the additional flows from the Hitches Lane development. TWU - 1/03/09 Flooded due to extreme weather, questionnaire sent to residents. Cllr Davies feels there were more complaints than TWU recorded. HDC EH have found blockage on private system after a number flooding incidents reported to them 19/01/09. These were reported to TWU. TWU - Service crossing found in manhole to be drill tested. Sensors in Pumping Station have been repositioned. TWU - To excavate further along road as cannot drill test pipe due to Health and Safety regs. Possible old rising main for Hitches lane pumping station. Also reported the pumping station now runs two pumps in storm conditions, only ran one pump previously due to faulty sensor. TWU - To monitor. Possible capacity issue as dry weather flow high. Have also removed redundant utility crossings which were a restriction to flow. Update at next meeting.		
Cllr Appleton/Davies concerned about lack of action, sewage flooding on average 3-4times year and consider this to be an OFWAT issue TWU - Customer Care have reviewed this issue, possible hydraulic issue. TWU Asset planning to consult their modelling group to confirm modelling in the past. TWU are progressing this matter. Further meeting proposed between HDC/TWU. Cllr Appleton very concerned regarding the affect of future development on this network. Link with Tavistock Road (No 21)		
12. Holt Lane/ Pantile Drive, Bow Field Balancing Pond, Hook	Flooding to Evergreens, Holt Lane and 1a Pantile Drive and adjoining properties.	
Action Taken/Proposed		
EA - Have cleaned silt from inverted siphon which carries the Griffin Stream under the River Whitewater. EA to check for any other siphons on the system. TWU - Have questioned the ownership of the balancing ponds at Bowfield, Hook. HDC to check ownership. EA - Siphons checked and cleared HDC - Bowfield balancing pond is in their ownership. HCC - Evergreens very sensitive to flooding, however no further action proposed. Will monitor for future meetings. EA - No other siphons are involved HCC - Not aware of any flooding since last meeting. EA - Will continue maintenance as per programme. HDC - Do own balancing ponds, and have cleared TWU grilles in the past. TWU - No works undertaken at this site at present. HDC - Will continue to investigate. HDC - Gave overview of their understanding of this issue. Will confirm via email to TWU TWU - Will be responding to issue of transfer of ownership TW - still awaiting transfer of ownership.		
13. Ibworth Lane, Elvetham Heath, Fleet	Private pumping station surcharging above ground level.	
Action Taken/Proposed		
HDC EH - Developer concerned is addressing problems, HDC EH to monitor. HDC Environmental Health consulting with developers to get further works done before adopted by TW.		

**Appendix A Rev July10
Hart flooding sites**



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Address	Hart Issue	Status
No apparent incentive for developer to comply. Request for Robert Jackson to attend the next meeting for discussion on options for forcing the developer to comply. EA have served notice - EA to investigate whether a notice or warning letter. IP to follow up with EA and HDC Environmental Health.		
14. Kingsway / Rosemary Lane PS	Surface water and sewage flooding to 30 properties (60-118 even nos.)	
<p align="center">Action Taken/Proposed</p> BFBC - Work has been carried out by Bracknell Forest Borough Council with assistance and approval of the EA and English Nature to clear a build up of silt over 80m of watercourse. The section lies downstream of Kingsway and Christchurch Drive and is due to be taken over by the EA as Main River in April 2009, when it will be become known as Kingsway Ditch. At a meeting of HDC/EA/TW/HCC staff on 28/11/08 TW were informed that this work had been completed and that they could now arrange the desilting of surface water sewer system serving the Kingsway area. TW were also asked to liaise with Network Rail for the desilting of pipework under railway land as it is believed that they have no direct access for their land and may need access from the TW system. From HDC analysis of EA River Blackwater levels for a 1 in 5 year storm and a 1 in 50 year storms and TW cover and invert levels concerns were raised regarding river water entering the TW public surface water sewer and the Network Rail drainage ditches. DvB explained that as a result of the delay in the river responding to rainfall, any storm flows should enter the drainage system and flow away before the rise in river levels takes effect. EA - To advise possible differences in EA/TWU datum levels TWU - Bracknell Forest have cleared silt form tributary TWU - Have meeting with Nrail on 22/01/09 re jetting works required. Cllr Collett - Reported fallen tree in the river. Houses in EA flood zone? EA stated current works will not change this. EA can send out letter to owners TWU - to jet clean surface and foul water sewers Network Rail - Have cleaned culvert under railway. TWU - Have programmed sewer cleaning in June. EA - Confirmed previous level information supplied is above newlyn datum TWU - Sewer cleaning to be undertaken within next 2 weeks. Cllr Collet - Network Rail to remove all debris in future. Also very concerned about possible 4th flood in the future. HDC - Asked if flap valves can be installed. EA - To study, look at possible solutions and report back. TWU - Further sewer cleaning programmed HDC - Date Network Rail cleaned culvert required. TWU - 1070m of sewer has been cleaned in this area		
15. Malthouse Cottages, The Street N. Warnborough	Surface water flooding.	
<p align="center">Action Taken/Proposed</p> HCC - Have Identified repair works to pipework, and footway adjustment in Laurel Close with work programmed in January 2009. Groundwater levels HCC - Laurel Close works near completion, works imminent in The Street HDC - Ground water levels not believed to contribute to the flooding. HCC - £25k Carrier drain upsizing scheme currently in progress. No further works proposed. HCC - Have replaced old highway drainage system between cottages and Tunnel Lane. Further pipework uncovered as part of these works which will be HCC - No further flooding to date, will continue to monitor. Will continue to investigate who is responsible for the pipes between 2 of the cottages. HCC - have jet cleaned to Brent House, home owner also to undertake clearance as requested by HCC Archive once confirmation received from HCC that owner has undertaken clearance as requested.		
16. Mill Corner, N. Warnborough	Low lying area of Mill Corner prone to flooding	
<p align="center">Action Taken/Proposed</p> TWU - Bolted down covers on the public foul sewer appear to have prevented the system from being flooded with storm water. Further visit needed by EA/HDC following additional information provided by local resident to EA. Cllr Glen and Crookes to be informed of HDC officer/EA site visit HCC - To provide plans of Highway drains EA - To locate 2001 report. TWU - There is a bolt down cover on island in middle of the pond. Properties that flood are called Playford and Sandridge. TW will also check regards EA - To check report status and report back HCC - To send HDC drawing of known highway drainage in this area. HCC - Have supplied drawing to HDC. HDC confirmed this. HDC - Still waiting for EA Mill corner report HDC - Confirmed ongoing investigation in consultation with residents/EA/HCC regarding further works required. HCC reviewing - will investigate the section near Mill Corner, adopt a phased approach and start phase 1 late 2010. EA reviewing - decision by Jan 2011.		
17. Pale Lane/Station Road Winchfield	Surface Water Flooding in Road and opposite field entrance. Culvert blocked	Cllr Davies
<p align="center">Action Taken/Proposed</p> HCC to Investigate HCC to investigate		
18. Priory Ln/Phoenix Terrace, Hartley	Properties flooding internally and in gardens	
<p align="center">Action Taken/Proposed</p> HDC - Needs investigation by survey of residents and existing pipework to identify solution following infilling/piping of watercourse by residents over a lengthy period. HCC - Details of Highway Drainage required, draining into system. Sentinel - Owner of a number of properties in Priory Lane. TWU - Foul Sewer in Priory Lane overflowed in July 2007.		

Ongoing
HP

Jul-10

Ongoing
MP


**Appendix A Rev July10
Hart flooding sites**




Priority
L=Low
M=Medium
H = High


Address	Hart Issue	Status
<p>HDC - currently investigating. HDC EH offered assistance EA - Provided details of possible funds available for investigation works. HDC to liaise with EA HDC - Have submitted £35k bid for funding to the EA, for feasibility study to identify flood mitigation measures. EA - Results of HDC submission to be made available in Oct 09. If successful study to commence Apr 2010. HDC - To hear from EA result of HDC application EA - HDC application currently with EA regional team. HDC - Outlined current situation regarding the application which did not receive funding from the EA. EA confirmed the submission was very good but the funding available is awarded on benefit/cost basis and other areas of the England had higher priority and scored higher in the decision process. HDC to rebid when next round of funding is announced</p>		be set?
Further bid made, response in October. HW Parish Council in discussions with Planning for options.		
19. 152 Reading Road South, Fleet	Ownership of pipe in footway, causing flooding	
<p>HCC - need to determine ownership to resolve problem. HCC/HDC to investigate, possible planning issue. HCC to confirm issue</p>		
HCC had no reports of flooding. Serves residents well though not an adopted highway trench system.		
20. No 20 Sandhurst Road Yateley	Surface water flooding from highway and main river	
Action Taken/Proposed		
<p>HCC - To investigate flooding from highway. HDC - Have send sandbags to protect from flooding (8/8/08) EA - To investigate if flooded from Tudor Stream (Sandhurst Road) or if affected by Cricket Hill Stream. HCC - Believes the flooding was a one off incident HDC EH - reported ongoing problem over previous 18 months, will confirm details to HCC via email. Believes outfall to EA Main River blocked? HDC EH /HCC to arrange meeting. HDC EH /HCC to arrange meeting. HCC/ HDC Environmental Health to arrange meeting.</p>		Ongoing MP
Meeting still to be arranged. HDC EH to arrange meeting - HCC to attend, invitation to Adrian Collett.		
21. Tavistock Road, Fleet	Flooding to garage and gardens	
Action Taken/Proposed		
<p>HDC - Flooding to garage and gardens requires further investigation from Dukes Mead to Sandy Lane Ditch to determine extent of flooding and cause including CCTV survey. HCC - Responsibility for pipework under highway. HDC - jetting/CCTV works ongoing. HDC - To undertake further works. HDC - currently speaking to residents for access to watercourse. HCC - Looking to adjust gullies and install chamber</p>		Ongoing
HDC - trying to gain access to private rear garden to inspect watercourse, Resident not responding to enquiries. CLLr concern re development at No2 affecting watercourse and culverts downstream. HDC to continue investigations.		
TW- No sewer leaks known of. External flooding not a priority. Garage not attached to house, no priority. Obstructions have been removed further down and a flow monitor to go in before the winter. Know more in January.		
Further to meeting of Cllr's/HDC/TWU/EA/HCC/ staff on 26/07/10, the following were added.		
Fugelmere Road, Fleet	Flooding and sewage	
Action Taken/Proposed		
Councillor Wheale to email details to IP to pass on to TW.		
Bracknell Lane, Hartley Wintney	Flooding.	
Action Taken/Proposed		
HCC investigating		
The Crescent, Crookham Village	Flooding.	
Action Taken/Proposed		
HCC to investigate.		

Appendix B July 10 Archived flooding sites		Date Archived
Address	Hart Issue	Status
1. Albert Street, Fleet	Surface water flooding.	
<p style="text-align: center;">Action Taken/Proposed</p> TW - Deferred AMP5 project. Options have been identified. Design and works from 2010. 4/5 properties affected. HCC - No further works proposed. Residents are progressing their own proposal to build their own protective garden wall. TWU - None AMP5 project TWU - gave overview of AMP5 process. Cllr request that this item remain on list and be reviewed July 2010.		Jul-10
2. Aldershot Rd (38-40 & 47-55) / Regent St	Surface water and sewage flooding - manhole cover surcharging and flooding adjacent properties	
<p style="text-align: center;">Action Taken/Proposed</p> TW - Have identified "non-return valves" fitted to private connections in Aldershot Road. LM (TWU) to speak to TWU modelling group regarding EA - Will look at watercourse. (Regent Street Brook) HCC - Have already root cut pipework in Holland Gardens. TWU - Modelling group confirm sewer is surcharged but ok EA - Will continue to monitor HCC - Root cutting undertaken no problems since HDC EH - Monitoring pitch fibre pipe in Holland gardens HCC Have jetted pipework in Holland gardens. HCC - Confirmed jetting has been completed. TWU to take over responsibility 2010.		Jul-09
3. Applegarth, Hook Road, Rotherwick.	Risk of flooding resulting from resident piping roadside ditch with an undersize pipe. (Reported by Cllr Glen/HCC).	
<p style="text-align: center;">Action Taken/Proposed</p> EA - Have taken action to ensure either pipework is removed or upsized. EA - Considerer the pipe size to be ok. Cllr Glen would like EA/HCC to liaise on this and similar issues. EA BR to report back. HCC - Have upsized pipework. HCC - Resident has paid for remedial works.		Jul-09
4. Avondale Road junction with Fleet Road, Fleet	Surface water flooding of highway at junction on Fleet Road. Road gully at junction with Kings Road, blocked outlet ? This is not as a result of leaves blocking the road gully (which residents keep clear). Length affected to Pinewood Hill.	
HCC - Extra road gullies have resolved problem, situation to be monitored.		Jan-09
5. Avondale PS	20th July rain caused problems with electricity supply / contact no. not supplied on gates	
<p style="text-align: center;">Status</p> TWU - Will continue to monitor the operation of the pumping station.		Jan-09
6. Branksonewood Road/Fleet Road	Surface water flooding to 2 shops	
<p style="text-align: center;">Action Taken/Proposed</p> Agreed that meeting is required, early in November 08 between HCC and TWU to enable alterations to the local drainage system so that any private drainage connections to the pipework in Branksonewood Road are removed after which it will be maintained as a highway drain. (2 commercial properties affected) HCC - Property owners believed to be willing to install non return valve. Status of pipe in road still being discussed TW/HCC. HCC have replaced HCC - Have cleaned and CCTV'd pipe by Clinton Cards. HCC - Not aware of any problems since last meeting. All - Not aware of further issues		Jan-10
7. Chestnut Grove, Fleet	Surface water still standing on road, may possibly be damaged pipework.	
<p style="text-align: center;">Action Taken/Proposed</p> Highway flooding resolved. HCC - Recent flooding, HCC to jet clean main drain HCC - Have jetted end to end, and commented the ditches are in poor condition, drowning the outfall. HCC - Outfall still drowned. HDC Parks - Outfall drowned due to level of Fleet pond, therefore not easy to resolve. A number of ditches in this area are soakaway ditches. Fleet Pond Society - Grilles have been removed on Brookley Stream. Problem also caused by tree debris in stream causing water level to rise. HDC Parks - Fleet Pond Management Team to be resurrected, they will look into this problem, careful thought required. Pond silting is a separate issue.		Jul-09
8. Dares Lane Farm Ewshot	Blocked Culvert HCC issue. Resident approached to install trash screen. HCC attempted jetting and pulled out bricks	Cllr J Radley
<p style="text-align: center;">Action Taken/Proposed</p> HCC to Investigate HCC wrote to owner to inform him of his responsibilities and track grids have been provided.		Jul-10
9. Dinorben Avenue, Fleet	Sewer surcharging in private garden.	
TWU - Have jet cleaned, now on annual programme.		Jan-10
10. Dudley Court (7 & 8), Award Road, Fleet	Internal surface water flooding	
<p style="text-align: center;">Action Taken/Proposed</p> TWU - To add an assumed route of their public surface water sewer to the public sewer records . HCC - Have checked the highway drainage system and have found it to be satisfactory. Sentinel - To carry out building improvements December 08 to make the building more watertight. TWU - update of sewer record SH - Building work completed HCC - Drainage is sufficient if gully gratings are kept clear of leaves HDC EH - Have route of the missing section of TWU surface water sewer Separate item on agenda as non flooding HDC EH - To send GIS info to TWU re missing surface water sewer.		Jul-09

Appendix B July 10 Archived flooding sites		 Date Archived
Address	Hart Issue	Status
11. Elvetham Heath, Fleet	Odour problems from Fleet STW	
Action Taken/Proposed		Jul-09
TWU - Odour problem, not flooding related HDC EH - Aware of problems from 1/01/09 to 4/01/09 TWU to provide update. TWU - No further problems		
12. Fire Station + Architects Practice Harding's Lane, Hartley Witney.	Surface water flooding	
Action Taken/Proposed		Jul-10
TWU - Are aware of deformed surface water drainage system which overflows in periods of heavy rainfall and have carried out temporary works pending a permanent solution in April 2009. TWU - Brick sewer partially collapsed, temporary pipe in place pending final sewer construction May 2009 TWU - Construction on site now Aug/Sept TWU - Further design review in progress, may proceed as early AMP 5 project. (High Street Foul sewer problems raised within this item - discussion on this moved to "New areas of concern") TWU - Works to commence Jan 2010 TWU - Residents are aware of proposals. CACTI survey to be completed March 2010. Remaining works delayed due to weather.		
13. Fleet Station to Fleet Road, Fleet	Floods Avondale Road junction.	
Status		Jan-09
HCC - has installed additional road gullies and jetted system and will continue to monitor.		
14. Frenchmans Creek Zebon Copse Fleet	Surface water flooding.	
Action Taken/Proposed		Jul-10
Cllr Radley reported the SPAR shop has flooded in the past. HCC - Not adopted, private matter HCC - Same position as last meeting Cllr Radley - HDC have cleared in the past. HDC - DG/AG - To investigate. HDC - To check HDC land ownership records HDC - Investigations have revealed land is owned by Martin Grant Homes who own the land and lease the shops affected Land owner to address problem		
15. Frogmore Road,	Sewage flooding July 07	
Status		Jan-09
TWU - Since flooding in July 2007 TW have root cut the public sewer and jetted it to remove fat and will continue to monitor.		
16. Handford Lane / Tudor Drive / Hall Lane (adjacent to 57) Yateley	Surface water flooding to roads. Manhole surcharged in footway (no public surface water sewers in this area of Hall Lane).	
Status		Jan-09
HCC - Have completed works to reduce the risk of highway flooding. EA - To continue to monitor the Tudor Stream (Main River)		
17. High Street, Hartley Wintney.	Foul Sewer blockage.	
Status		Jul-10
TWU - Are reviewing options following ongoing foul sewer issues at this location, a non return valve has been installed at Deva Antiques. Cllr Band - Very concerned if further works affect residents and shop owners. TWU - Will undertake further surveys on High Street to Hares Lane foul sewer network		
18. Leawood Road, Fleet	Reported sewer flooding	
Status		Jan-09
TWU - Reported that the public foul sewer is inspected every 6 months, the flow model has been checked and the system found to be satisfactory. Root cutting has recently been carried out and the sewer is programmed to be jetted out every 3 years.		
19. The Lea, Fleet	Additional grille proposed.	
Status		Jan-09
EA - To advise on suggestion put forward by Cllr Appleton for a second grille to be installed on the Sandy Lane Ditch (main river) upstream of the existing Sentinel grille EA - Additional grille not to the liking of the EA. Grille needs to be bigger than cross section of ditch. DvB to approve?		
20. Ives Close / Moulsham Copse Lane	surface water flooding, lots of debris left after the flooding.	
Action Taken/Proposed		Jul-09
HCC - Have programmed works to repair concrete bag wall in 2008/9 and work has been ordered. HCC - Works currently underway HCC - Works complete.		
Action Taken/Proposed		Jul-09
TWU - Aware of a "dip" in a length of pitch fibre pipework and works are to be undertaken to remove the problem. TWU - reported clash with Gas pipe is cause of dip in sewer, trying to resolve will add to annual sewer clean TWU - Now on an annual clean programme. Scottish Gas to be consulted re service crossing. TWU - Have spoken to gas utility who do not have a problem so no further action on this aspect. Further blockage March 09 downstream of No 301 but		
21. Pale Lane, Winchfield	Highway flooding	
Action Taken/Proposed		Jan-10
Cllr Davies - Flooded after road resurfaced, land owner not maintaining ditches in this area. HCC - No residents flooded, therefore low priority. Road has been closed due to ice in the past. Elvetham estate appears to be source of water. Ditches HCC - Currently investigating scheme to place pipe crossing under the road and raise level of the carriageway. HCC - Investigating options.		

Appendix B July 10 Archived flooding sites		 Hart <small>DISTRICT COUNCIL</small>	Date Archived
Address	Hart Issue		Status
HCC - new culvert installed, will continue to monitor.			

Appendix B July 10 Archived flooding sites		Date Archived
Address	Hart Issue	Status
22. Rasset Mead /Browning Rd / Brandon Rd C.Crookham	20th July balancing pond overflowed	
<p align="center">Action Taken/Proposed</p> TWU - Report no further problems since container obstructing outlet removed. TWU to level bund to remove dip. TWU - to check on works completed to date regarding stability and reports of children playing on reinstated bund Cllr Parker is concerned the right section of bund has been addressed Cllr Radley reported no further problems since blockage clearance.		Jul-09
23. Rectory Road, Hook	Surface water flooding	
<p align="center">Action Taken/Proposed</p> TWU - Are continuing to liaise with Network Rail on the route of the drainage system after it enters Railway land. Sentinel - Update required on any further flooding problems on the south west side of the estate. TWU- are liaising with Nrail and promised copy of record. SH satisfied that flooding has been resolved Cllr Glen requires summary of work carried out to date. TWU - provided mapping details, surface water outfall in Network Rail land.		Jul-09
24. Shed on Sandy Lane Ditch, Lea Springs.	Shed over watercourse.	To be merged with site 4
<p align="center">Action Taken/Proposed</p> EA - To determine if location of garden shed is acceptable. EA - Consent required, EA inspector to visit and report for the next meeting. EA - Site visited no shed found EA - Have investigated further, some residents in Lea Springs have built structures (decking etc) over the stream. EA enforcement team investigating. EA - Inspected and found garden extended over water course, Currently with EA enforcement.		Jul-10
25. 17/19 Sandhurst Lane Blackwater		
<p align="center">Action Taken/Proposed</p> HDC EH reported surface water flooding. HCC to investigate. HCC - Have jet cleaned, highways network ok. Groundwater flooding? HCC - To add manhole chamber for HCC highway maintenance purposes. HCC will update at next meeting. HCC- Access Kerbs have been raised, work completed, will monitor situation.		Jul-10
26. Station Road nr Hurst Farm Winchfield	Highway flooding	
<p align="center">Action Taken/Proposed</p> Cllr Davies reported surface water flooding in the road to a depth of 125mm Further details required. Officers not aware of flooding at this location. HCC - To add culvert to jetting list. HCC - to confirm jetting completed. Cllr Davies suggested ditches required cleaning out , HCC confirmed this is the adjacent farmers responsibility. HCC to confirm further jetting works.		Ongoing
27. Wellington Avenue, Fleet	Highway flooding.	
<p align="center">Action Taken/Proposed</p> Highway flooding is believed to have been resolved as a result of ditch clearance by HDC Countryside rangers. Cllr Wheale - some clearance work undertaken DG/ Cllr Parker to discuss HDC - Reported the road levels were similar to the pond levels. Not aware of any recent problems. Cllr Healy reported on Cllr Wheale's behalf: drainage system is working but needs to be checked.		Jul-09
28. Well Road, Crondall	Foul Sewer blockage.	
TWU - Have found roots in the sewer which will be removed. Also reported fat and grease. Pub not affected. TWU will also check for structural damage on the 150mm dia pipe. TWU - To inspect regularly and have spoken to landlord re disposing fat down drain.		Jul-10
29. Weybridge Mead / Frys Lane PS, Yateley	Sewage flooding	
<p align="center">Action Taken/Proposed</p> TWU - To report on latest situation with regard to sewerage flooding which has occurred over many years. Recent incidents reported (HCC Cllr Collett) November 2006 and January 2007. TWU - to carry out drop test to see if this impacts on work undertaken by modelling group, by end of week TWU - Have recorded flooding in Aug 08 and Feb 09. Cllr Collett - No recent instances of flooding. TWU - Will monitor situation. Looking to archive as no further flooding reported		Jan-10
30. Winchfield Hurst PS	Tarmac very muddy / new pumps needed	
<p align="center">Status</p> TWU - Operational problems reported by TW, have been resolved by one pump being refurbished and the second replaced.		Jan-09
31. Wood Lane, Fleet	Sewers surcharged, manhole covers displaced	
<p align="center">Action Taken/Proposed</p> TWU - Have carried out CCTV survey of local sewers and found to be "all clear". TWU - In view of 5 No additional properties is system close to capacity? TWU - To undertake checks TWU - To check regarding additional property connections Looking to archive as no further flooding reported		Jul-10

Appendix B July 10 Archived flooding sites		 Date Archived
Address	Hart Issue	Status
TWU - Proposed planning site will not have significant impact on sewer flow Cllr Heally has photos of sewer surcharging which indicates a problem?		

OVERVIEW AND SCRUTINY

DATE OF MEETING: 17 AUGUST 2010

TITLE OF REPORT: 2010 – 11 FIRST QUARTER BUDGET MONITORING

Report of: S151 Officer and Corporate Director

Cabinet Member: Councillor Ken Crookes, Leader of the Council

1 PURPOSE OF REPORT

- 1.1 To provide the Overview and Scrutiny Committee the opportunity to comment on the first quarter budget monitoring report that was considered by Cabinet on 5 August 2010.
- 1.2 The Cabinet report is attached as Appendix I.

2 OFFICER RECOMMENDATION

- 2.1 That Overview and Scrutiny Committee note the contents of the budget monitoring report.

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CABINET

DATE OF MEETING: 5 AUGUST 2010

TITLE OF REPORT: 2010 – 11 FIRST QUARTER BUDGET MONITORING

Report of: S151 Officer and Corporate Director

Cabinet Member: Councillor Ken Crookes, Leader of the Council

1. PURPOSE OF REPORT

- 1.1 To advise Members of the position on Revenue and Capital spending in the current financial year and to ask Members to note the write offs approved under delegated powers.

2 OFFICER RECOMMENDATION

- 2.1 To note the revised projections and reasons for the main variations shown in Appendix A
- 2.2 To note the write-offs approved under delegated powers shown at Appendix B
- 2.3 To note the current spending position on the Capital Programme shown at Appendix C

3 REVENUE BUDGET MONITORING

- 3.1 Appendix A shows the first quarter budget monitoring exercise for the revenue account. The original budget is shown plus any virements and adjustments that have been made since the budget was approved. This year there have been several adjustments necessary as a result of budgets initially being included in the incorrect service. The result is shown as the current budget – the one that service officers are now working with. Members will note that the effect of the virements and adjustments is to move budgets from one service to another – the overall total remains the same.
- 3.2 The remainder of the report shows the budget and actual for the year to date and a forecast of the outturn position – i.e. the final position for the year. Variances are given between the forecast outturn and current budget and for the movement between the current and previous month's forecast.
- 3.3 Overall the outturn is forecast to be £344k above budget. The major reasons (variances over £25k) for this are:

Reductions in net expenditure

- Housing & Council Tax benefits - £34k reduction due to change to in-house monitoring of contract and out of hours contract ceasing.
- Leisure Strategy – salary savings due to vacant posts £34.5k
- Planning – increased income and salary savings £50k

- Refuse collection – expected expenditure on contractors less than budget £35k

Increases in net expenditure

- Housing needs service – budgeted reduction in bad debt provision not now thought to be achievable £30k
- Open spaces – loss of income contribution from developer £69k
- Planning – £70k budgeted income from Housing & Planning Delivery Grant will not be received, due to in year cuts made by the Government
- Car Parking – car park income below estimate £58k
- Accounting - Reduction in interest from investments £55k
- Loss of grants due to in-year cuts announced by the Government; Local Performance Service Agreement (LPSA) £123k and Local Authority Business Grant Incentive (LABGI) £40k

3.4 The major variances within each service area are shown in Appendix A. These variations have been the subject of detailed scrutiny in recent weeks and will continue to be kept under review as the year progresses. Managers are aware that the budget is cash limited and they are expected to manage within it. The in year cuts made by the government, totalling £233k have made that task significantly harder.

4. WRITE OFFS/WRITE ONS

4.1 Under delegated powers, a total of £10,451.52 has been written off for Council Tax debts and £6,853.86 for sundry debts. Write ons totalling £4,801.87 have been made for Council Tax. A summary of these write ons/offers is provided at Appendix B for information purposes.

5 CAPITAL EXPENDITURE MONITORING

5.1 A summary of Capital expenditure against budget is attached at Appendix C. The summary shows an overall spending position as at 30th June of £91k, and forecast expenditure for the year of £869k. The Capital Board is regularly monitoring the situation and will continue to do so for the remainder of the year.

6. FINANCIAL IMPLICATIONS

6.1 The financial implications are contained within this report.

7. MANAGEMENT OF RISK

7.1 The monthly budget monitoring process examines all income and expenditure against budgets in order that significant variances are highlighted immediately and to identify areas where expenditure is being incurred but where insufficient or no budgetary provision exists. This allows officers to take corrective action to maintain overall expenditure within budgets. Page 1 of Appendix A identifies the impact on balances should this not be achieved.

8. CONCLUSION

- 8.1 Managers are projecting an overspend of £344k in the current financial year although this will be subject to continued scrutiny and monitoring as the financial year progresses.

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BACKGROUND PAPERS:

Budget report to Cabinet/Council February 2010

APPENDICES:

Appendix A Revenue budget summary

Appendix B Write-off summary

Appendix C Capital monitoring

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
OVERALL SUMMARY									
Community and Partnership	1,250.9	28.4	1,279.4	236.7	281.1	1,238.8	(40.5)	(65.3)	24.8
Corporate Management	824.3	(5.3)	819.0	527.6	525.5	875.0	56.0	62.8	(6.8)
Democratic Services	724.6	5.3	729.9	152.9	197.9	722.1	(7.8)	(9.1)	1.3
Finance	1,030.6	0.0	1,030.6	2,576.2	(880.6)	1,020.2	(10.4)	(18.6)	8.2
Housing	1,297.4	(211.7)	1,085.6	205.7	114.1	1,118.1	32.5	23.7	8.8
Leisure	1,991.7	(0.0)	1,991.7	515.8	242.6	2,018.7	27.0	3.3	23.7
Planning	1,151.0	6.7	1,157.7	184.0	185.5	1,174.9	17.2	(89.0)	106.2
Regulatory Service	560.5	250.4	810.9	161.8	131.4	836.3	25.5	15.0	10.5
Technical	2,758.0	30.0	2,788.0	837.8	1,012.9	2,837.5	49.5	63.1	(13.6)
Operating Costs	11,588.9	103.8	11,692.6	5,398.5	1,810.3	11,841.8	149.1	(14.1)	163.2
Accounting Treatment	(11,616.4)	(103.8)	(11,720.2)	(2,313.9)	68.1	(11,524.9)	195.3	165.4	29.9
Withdrawal/(Contribution) to General Reserve	(27.5)	0.0	(27.5)	3,084.6	1,878.5	316.9	344.4	151.3	193.1

HART DISTRICT COUNCIL - GENERAL FUND BALANCES SUMMARY 2010/11

General Reserve Statement

Balances b/fwd at 1st April 2010	(1,246.0)	(2,045.0)	(2,045.0)
Use of Balances	(27.5)	(27.5)	316.9
Projected Balances at 31st March 2011	<u>(1,273.5)</u>	<u>(2,072.5)</u>	<u>(1,728.1)</u>
Recommended Minimum Level of Balances	(950.0)	(950.0)	(950.0)
Excess General Fund Balance above minimum requirement	<u>(323.5)</u>	<u>(1,122.5)</u>	<u>(778.1)</u>

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
COMMUNITY (Manager - Caroline Ryan)									
Partnership Support	387.5	0.0	387.5	151.2	126.0	346.6	(40.9)	(46.9)	6.0
Licenses	103.0	0.0	103.0	6.5	11.5	103.0	(0.1)	(0.1)	0.0
P Fleet Town Centre	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0
Hackney Carriages	39.4	0.0	39.4	(8.6)	(10.0)	39.4	0.0	0.0	0.0
CCTV	361.1	0.0	361.1	61.1	93.8	367.6	6.5	6.5	0.0
LSP	3.4	0.0	3.4	0.0	(9.9)	(6.5)	(9.9)	(9.9)	(0.0)
ABG	126.6	28.4	155.0	(21.8)	28.1	155.0	(0.0)	(18.7)	18.7
Community and Safety	230.0	0.0	230.0	48.3	41.2	233.8	3.8	3.8	0.0
	1,250.9	28.4	1,279.4	236.7	281.1	1,238.8	(40.5)	(65.3)	24.8

TOP FORECAST VARIANCE INFORMATION FOR COMMUNITY & PARTNERSHIPS

£'000

1	Partnership Support- £40k salary saving due to loss of Community & Partnerships Manager post. This was budgeted in Corporate which is showing the overspend	(40.0)
2	CCTV overtime running over budget	6.5
3	LSP - £10K contribution received in 2010/11 for 2009/10	(10.0)
4	Community and Safety - Acting up allowance for deputy	3.8
	Miscellaneous	(0.8)
		(40.5)

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CORPORATE MANAGEMENT (Manager - Emma Broom)									
Representing Local Interests	90.9	(5.3)	85.7	7.2	18.3	86.5	0.8	0.0	0.8
Corporate Communication	54.5	0.0	54.5	16.3	5.0	55.5	1.0	0.0	1.0
Corporate Policy Making	417.9	0.0	417.9	74.6	132.4	466.0	48.1	36.3	11.8
Corporate Performance	79.9	0.0	79.9	22.7	20.5	88.8	8.9	8.1	0.8
External Audit & Inspection	168.4	0.0	168.4	41.3	0.8	168.4	0.0	0.0	0.0
Proportion of External Audit Fee Charged to Fleet and Church Crookham	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Special Expenses									
Climate Change	12.7	0.0	12.7	0.2	15.3	17.0	4.3	4.3	0.0
Customer Services Contract - Expenditure	301.7	0.0	301.7	64.5	49.0	301.7	0.0	0.0	0.0
Customer Services Contract - Income	(301.7)	0.0	(301.7)	0.0	0.0	(301.7)	0.0	0.0	0.0
IT Contract - Expenditure	437.9	0.0	437.9	92.1	71.9	458.4	20.5	20.5	0.0
IT Contract - Income	(437.9)	0.0	(437.9)	0.0	0.0	(458.4)	(20.5)	(20.5)	(0.0)
HR Contract - Expenditure	238.1	0.0	238.1	49.2	28.2	238.2	0.1	0.0	0.1
HR Contract - Income	(238.1)	0.0	(238.1)	0.0	(0.5)	(238.1)	0.0	0.0	0.0
Internal Audit - Expenditure	182.4	0.0	182.4	32.1	32.4	160.6	(21.8)	0.0	(21.8)
Internal Audit - Income	(182.4)	0.0	(182.4)	0.0	0.0	(182.4)	0.0	0.0	0.0
Legal Services - Expenditure	428.2	0.0	428.2	24.0	27.4	430.0	1.8	1.7	0.1
Legal Services - Income	(428.2)	0.0	(428.2)	(12.6)	(12.3)	(428.1)	0.1	0.1	0.0
Customer Services Client - Expenditure	47.7	0.0	47.7	9.1	6.6	48.7	1.0	17.0	(16.0)
Customer Services Client - Income	(47.7)	0.0	(47.7)	(0.5)	(0.6)	(47.7)	0.0	(17.0)	17.0
IT Client - Expenditure	268.0	0.0	268.0	76.1	93.9	281.1	13.1	13.2	(0.1)
IT Client - Income	(268.0)	0.0	(268.0)	0.0	(0.1)	(268.1)	(0.0)	0.0	(0.0)
HR client - Expenditure	171.5	0.0	171.5	31.5	37.3	170.2	(1.3)	(0.9)	(0.4)
HR client - Income	(171.5)	0.0	(171.5)	0.0	0.0	(171.5)	0.0	0.0	0.0
	824.3	(5.3)	819.0	527.6	525.5	875.0	56.0	62.8	(6.8)

TOP FORECAST VARIANCE INFORMATION FOR CORPORATE

£'000

1	Corporate Policy Making - Overspend on budgeted redundancy. Saving shown in Partnership Support	48.0
2	Corporate Performance - Senior Performance & Improvement post saving not fully achieved	8.0
3	Climate Change - No budget for Contribution to Local Area Agreement theme, climate change vision for Hampshire	4.3
4	Internal Audit - salary saving due to restructure	(21.8)
5	IT Client - Increase in salary due to job evaluation	5.0
6	IT Client - Increased costs for fees and licenses	8.0
	Miscellaneous	4.5
		56.0

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DEMOCRATIC SERVICES (Manager - Andy Tiffin)									
Register of Electors	79.3	0.0	79.3	25.9	17.4	79.3	0.0	0.0	0.0
Rechargeable Elections	0.0	0.0	0.0	0.0	48.9	1.0	1.0	0.0	1.0
Elections	129.3	0.0	129.3	26.8	40.1	129.3	0.0	0.0	0.0
Parish Petition	13.4	0.0	13.4	0.0	0.0	9.6	(3.8)	(3.8)	0.0
Setting up New Parish	0.0	0.0	0.0	0.0	0.5	0.5	0.5	0.3	0.2
Members Allowances	271.4	0.0	271.4	56.8	53.4	271.4	0.0	0.0	0.0
Democratic Services	231.2	5.3	236.4	30.0	29.5	241.7	5.2	5.2	0.0
Print Room - Expenditure	101.5	0.0	101.5	13.8	8.1	90.7	(10.8)	(10.8)	(0.0)
Print Room - Income	(101.5)	0.0	(101.5)	(0.3)	0.0	(101.5)	0.0	0.0	0.0
	724.6	5.3	729.9	152.9	197.9	722.1	(7.8)	(9.1)	1.3

TOP FORECAST VARIANCE INFORMATION FOR DEMOCRATIC

£'000

1	Parish Petition - Saving on professional fees	(3.8)
2	Democratic Services - Vacancy saving in Committee services will probably not be met.	5.2
3	Print room - Expected printing charges to be less than budget.	(10.0)
	Miscellaneous	0.8
		(7.8)

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
FINANCE (Manager - Jo Laurie)									
Revenues & Benefits Contractor Costs - Expenditure	1,077.4	0.0	1,077.4	179.4	209.0	1,117.7	40.3	12.2	28.1
Revenues & Benefits Contractor Costs - Income	(1,077.4)	0.0	(1,077.4)	0.0	(12.2)	(1,117.7)	(40.3)	(12.2)	(28.1)
Revenues & Benefits Client Costs - Expenditure	418.2	0.0	418.2	34.2	65.4	395.2	(23.0)	31.2	(54.2)
Revenues & Benefits Client Costs - Income	(418.2)	0.0	(418.2)	(128.3)	(99.0)	(395.2)	23.0	(31.2)	54.2
Housing/Council Tax Benefits	1,014.7	0.0	1,014.7	2,357.0	(1,139.8)	980.5	(34.3)	(28.6)	(5.7)
Meals on Wheels	13.1	0.0	13.1	0.2	(4.2)	13.1	0.0	0.0	0.0
Housing Act Advances	2.8	0.0	2.8	(0.2)	0.1	3.3	0.5	0.5	0.0
Finance Client - Expenditure	156.1	0.0	156.1	33.7	35.0	179.4	23.3	9.5	13.8
Finance Client - Income	(156.1)	0.0	(156.1)	(1.2)	(1.3)	(156.1)	0.0	0.0	0.0
Finance Contractor - Expenditure	407.4	0.0	407.4	101.4	70.6	412.1	4.8	4.2	0.6
Finance Contractor - Income	(407.4)	0.0	(407.4)	0.0	(4.2)	(412.1)	(4.8)	(4.2)	(0.6)
	1,030.6	0.0	1,030.6	2,576.2	(880.6)	1,020.2	(10.4)	(18.6)	8.2

TOP FORECAST VARIANCE INFORMATION FOR FINANCE

£'000

1	Housing and Council tax benefit - Havant contract to manage Revenues & Benefits will cease in Aug 2010, replaced in-house. Out of hours contract ceasing.	(34.0)
2	Finance Misc - S151 costs	23.0
	Miscellaneous	0.6
		(10.4)

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
HOUSING (Manager - Nigel Preston)									
Dog Warden	62.0	(62.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pest Control	51.8	(51.8)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Private Sector Housing	420.8	(121.5)	299.3	46.9	39.1	294.6	(4.8)	0.1	(4.9)
Strategic Housing	260.8	0.0	260.8	32.0	42.1	255.2	(5.6)	0.0	(5.6)
Housing Needs Service	501.9	38.7	540.5	80.1	(32.9)	534.1	(6.5)	(25.8)	19.3
Contact Centre	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Photocopying	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Postal	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Housing & Customer Services Support - Expenditure	289.1	(15.1)	274.1	46.8	65.7	323.5	49.4	49.4	(0.0)
Housing & Customer Services Support - Income	(289.1)	0.0	(289.1)	0.0	0.0	(289.1)	0.0	0.0	0.0
	1,297.4	(211.7)	1,085.6	205.7	114.1	1,118.1	32.5	23.7	8.8

TOP FORECAST VARIANCE INFORMATION FOR HOUSING

£'000

1	Housing needs service - Homelessness grant is £114K greater than budget, offset by associated costs (In Period 2 this was £74k, an increase of £40k. This increase is due to the inclusion of the 2009/10 grant.	(6.0)
2	Housing needs service - Bad debt provision saving not achievable as reviewed in 2009/10.	30.0
3	Housing needs service - Grant funding to cover salary spend in Housing and Customer Svc Support	(30.0)
4	Housing and Customer svc support - Reflects salary costs that are funded by grant funding currently within Housing needs	47.0
	Miscellaneous	(8.5)
		32.5

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
LEISURE (Manager - Carl Westby)									
Land Repossession	7.5	0.0	7.5	0.0	0.0	7.5	0.0	0.0	0.0
Leisure Strategy	260.9	0.0	260.9	61.4	49.6	226.3	(34.6)	(23.2)	(11.4)
Fleet Pond	100.8	0.0	100.8	14.5	16.7	103.7	3.0	1.6	1.4
Commons	101.8	0.0	101.8	20.2	11.9	139.7	37.8	36.7	1.1
Odiham Common	68.7	0.0	68.7	13.7	16.3	70.0	1.4	0.0	1.4
Elvetham Heath Nature Reserve	36.7	0.0	36.7	8.3	12.3	40.0	3.4	2.0	1.4
Hart Leisure Centre	443.9	0.0	443.9	161.4	58.2	440.9	(3.0)	(10.6)	7.6
HLC Catering	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Frogmore Leisure Centre	304.6	0.0	304.6	37.2	8.9	301.9	(2.6)	(20.1)	17.5
Outdoor Sports-Southwood	0.0	27.2	27.2	0.0	0.6	27.2	0.0	0.0	0.0
Velmead Outdoor Sports	0.0	0.0	0.0	0.0	0.5	0.5	0.5	0.0	0.5
P Peter Driver Outdoor Sports	0.0	0.0	0.0	0.0	(1.1)	0.0	0.0	0.0	0.0
Basingbourne Outdoor Sports	0.0	0.0	0.0	0.0	(1.0)	0.0	0.0	0.0	0.0
Calthorpe Outside sports	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Oakley Park Outdoor Sports	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0
P Elvetham Heath Outdoor Sports	0.0	0.0	0.0	0.0	(0.1)	0.0	0.0	0.0	0.0
P Parks and Play areas(Fleet and CC)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Parks & Play Areas (Outside Fleet)	83.5	0.0	83.5	57.0	19.5	83.7	0.2	0.2	0.0
P Harlington Centre	115.0	0.0	115.0	0.0	(10.7)	115.0	0.0	0.0	0.0
P Harlington Centre-Catering	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Velmead Community Centre	21.5	0.0	21.5	10.2	7.6	18.5	(3.0)	(7.4)	4.4
P Elvetham Heath Community Centre	0.0	0.0	0.0	0.0	0.5	0.0	0.0	0.0	0.0
Open Spaces	446.9	(27.2)	419.7	29.6	20.6	491.4	71.8	71.8	(0.0)
Grounds Maintenance - Expenditure	517.4	0.0	517.4	120.0	45.2	594.0	76.6	76.6	0.0
Grounds Maintenance - Income	(517.4)	0.0	(517.4)	(17.6)	(13.4)	(641.7)	(124.3)	(124.3)	(0.0)
	1,991.7	(0.0)	1,991.7	515.8	242.6	2,018.7	27.0	3.3	23.7

TOP FORECAST VARIANCE INFORMATION FOR LEISURE

£'000

1	Leisure Strategy -Salary saving due to vacant position that will not be filled, Sporting lifestyles post filled Oct-March	(34.5)
2	Fleet Pond, Commons and Nature Reserve overspends recovered in Grounds Maintenance	(2.0)
3	Open spaces income insufficient due to loss of Developers income contribution.	69.0
4	Hart Leisure centre - loss of free swimming grant	52.1
5	Hart Leisure Centre - increase in income resulting from charging for swims as result of loss of grant (£36k); staff savings (£8k)	(53.0)
	Miscellaneous	(4.6)
		27.0

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
PLANNING (Manager - Daryl Phillips)									
Local Land Charges	(48.6)	0.0	(48.6)	(25.5)	(26.9)	(48.5)	0.1	0.0	0.1
Development Control	359.4	0.0	359.4	(3.7)	39.9	390.9	31.5	(2.6)	34.1
Planning Delivery Grant	241.5	0.0	241.5	55.8	42.9	225.0	(16.5)	(16.5)	(0.0)
Building Control (Fee)	(80.6)	0.0	(80.6)	1.9	(29.0)	(96.9)	(16.3)	(68.9)	52.6
Building Control (Non-Fee)	110.0	0.0	110.0	(0.4)	(4.9)	107.3	(2.6)	(2.6)	(0.0)
Landscape and Conservation	210.7	6.7	217.4	33.8	32.6	215.3	(2.1)	5.1	(7.2)
Planning Policy	358.6	0.0	358.6	59.3	54.4	381.8	23.2	(3.5)	26.7
Planning Support - Expenditure	369.1	0.0	369.1	62.9	76.4	387.1	18.0	17.9	0.1
Planning Support - Income	(369.1)	0.0	(369.1)	0.0	0.0	(387.1)	(18.0)	(17.9)	(0.1)
	1,151.0	6.7	1,157.7	184.0	185.5	1,174.9	17.2	(89.0)	106.2

TOP FORECAST VARIANCE INFORMATION FOR PLANNING

£'000

1	Development Control - Government decision not to advertise in local papers was made in 2009/10 but then reinstated in 2010/11, no budget for these costs	24.0
2	Development Control - income increased based on year to date actuals (£40k) and salary savings (£10k)	(50.0)
3	Development Control - Loss of 2010/11 Planning delivery grant, proportion of which accounted for here	58.0
4	Planning Del grant - Balance carried forward from 2009/10 - no grant for 2010/11 expected	(17.0)
5	Building Control - salary savings, increased income projection less additional costs on contractors and agency staff.	(16.0)
6	Planning policy - loss of planning delivery grant	23.0
	Miscellaneous	(4.8)
		17.2

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
REGULATORY SERVICES - (Nick Steevens)									
Dog Warden	0.0	62.0	62.0	8.4	15.0	73.1	11.1	11.8	(0.7)
Pest Control	0.0	51.8	51.8	0.6	8.3	52.0	0.1	0.1	0.0
Environmental Health (Pollution)	125.0	112.7	237.6	47.5	20.3	238.0	0.4	(15.0)	15.4
Environmental Health (Commercial)	324.1	15.1	339.2	57.8	48.3	353.0	13.8	13.8	(0.0)
Churchyards	8.1	0.0	8.1	0.5	1.9	8.1	0.0	0.0	0.0
Environmental Health (Public)	87.1	8.8	95.9	25.5	26.0	94.3	(1.6)	2.6	(4.2)
Out of Hours Noise Service	16.2	0.0	16.2	3.2	0.6	17.9	1.7	1.7	(0.0)
Health & Safety - Expenditure	92.0	0.0	92.0	18.2	11.1	92.0	0.0	0.0	0.0
Health & Safety - Income	(91.9)	0.0	(91.9)	0.0	0.0	(91.9)	0.0	0.0	0.0
	560.5	250.4	810.9	161.8	131.4	836.3	25.5	15.0	10.5

TOP FORECAST VARIANCE INFORMATION FOR REGULATORY

£'000

1	Dog Warden - Service incorrectly budgeted for bringing back in house	12.0
2	Env Health Commercial - Salary saving not met and contractor costs greater than budgeted.	13.0
	Miscellaneous	0.5
		25.5

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
TECHNICAL (Manager - John Elson)									
Emergency Planning	60.3	0.0	60.3	24.3	10.3	60.3	0.0	0.0	0.0
Refuse Collection	1,732.3	10.0	1,742.3	285.2	327.3	1,707.8	(34.5)	28.3	(62.8)
Green Waste Collection	(35.0)	0.0	(35.0)	(37.8)	21.1	(35.2)	(0.2)	0.1	(0.3)
Glass Waste Collection	264.1	0.0	264.1	28.3	52.6	274.5	10.4	10.4	(0.0)
Public Conveniences	18.0	0.0	18.0	(0.0)	11.8	18.0	0.0	0.0	0.0
Amenity Cleaning	677.8	59.0	736.7	155.0	190.8	737.5	0.7	(33.8)	34.5
Waste Management & Recycling	(48.9)	(39.0)	(87.9)	18.9	(0.1)	(105.2)	(17.3)	(10.3)	(7.0)
Hart Drainage	132.8	0.0	132.8	19.8	17.0	133.4	0.6	1.2	(0.6)
Street Furniture	18.9	0.0	18.9	2.2	(0.6)	18.7	(0.3)	0.0	(0.3)
Highways Traffic Management	87.6	0.0	87.6	27.4	36.8	87.4	(0.2)	(0.2)	(0.0)
HCC Development Control	(25.1)	0.0	(25.1)	12.7	(4.1)	(25.0)	0.1	0.0	0.1
Community Buildings	75.9	0.0	75.9	1.4	(1.8)	83.7	7.8	7.8	(0.0)
Corporate Buildings Maintenance - Expenditure	258.1	0.0	258.1	50.6	37.3	258.1	0.0	0.0	0.0
Corporate Buildings Maintenance - Income	(258.1)	0.0	(258.1)	0.0	0.0	(258.1)	0.0	0.0	0.0
Car Park Management	(691.5)	15.3	(676.2)	(62.7)	(9.1)	(619.5)	56.7	44.7	12.0
DPE	186.7	(33.4)	153.3	(3.7)	6.4	163.0	9.7	(15.0)	24.7
Concessionary Travel	301.3	0.0	301.3	70.6	86.1	293.6	(7.6)	(7.9)	0.3
Community Transport	2.9	0.0	2.9	0.0	0.0	2.9	0.0	0.0	0.0
Administrative Buildings - Expenditure	763.6	18.0	781.6	221.6	214.8	810.0	28.3	38.3	(10.0)
Administrative Buildings - Income	(763.6)	0.0	(763.6)	(12.4)	(10.8)	(764.2)	(0.6)	(0.5)	(0.1)
Hartley Wintney Depot - Expenditure	112.8	0.0	112.8	27.1	23.5	114.3	1.5	5.5	(4.0)
Hartley Wintney Depot - Income	(112.8)	0.0	(112.8)	0.0	0.0	(118.3)	(5.5)	(5.5)	0.0
Office Services (Procurement) - Expenditure	63.2	0.0	63.2	9.3	3.7	63.2	0.0	0.0	0.0
Office Services (Procurement) - Income	(63.2)	0.0	(63.2)	0.0	0.0	(63.2)	0.0	0.0	0.0
	2,758.0	30.0	2,788.0	837.8	1,012.9	2,837.5	49.5	63.1	(13.6)

TOP FORECAST VARIANCE INFORMATION FOR TECHNICAL

£'000

1	Refuse Collection - Projeted underspend on contractors	(35.0)
2	Glass Waste Collection - Budgeted saving on Vehicle Mtn costs not achievable	10.0
3	Waste Management - Recycling credits greater than budget	(17.0)
4	Community Buildings - New estates management contract	7.0
5	Car Park Management Fees - Actual car park income below budget profile, £10k overspend in salaries due to budget error.	58.0
6	On street Car Parking - Reduced income from Penalty charge notices	10.0
7	Concessionary Travel - Forecast reduction in token claims to reflect 09/10 actual.	(9.0)
8	Admin Buildings - Forecast is over budget - work is ongoing to identify savings	18.0
9	Admin Buildings - Forecast is over budget - work is ongoing to identify savings	10.0
	Miscellaneous	(2.5)
		49.5

HART DISTRICT COUNCIL - REVENUE BUDGET MONITORING STATEMENT 2010/11 - Period 3 (1st quarter)

	Original Budget	Virements & Adjustments	Current Budget	YTD Budget	Actual To Date	Forecast Outturn	Forecast Variance to Current Budget	Prev Month Variance	Forecast movement
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
ACCOUNTING TREATMENT (Manager - Jo Laurie)									
Accounting Adjustments	(13,591.4)	12,037.4	(1,554.0)	20.0	64.5	(1,552.4)	1.5	(11,902.8)	11,904.3
Parish Precepts	2,218.6	0.0	2,218.6	1,109.3	1,127.0	2,218.6	0.0	0.0	0.0
Interest Income	(243.6)	0.0	(243.6)	(60.9)	217.4	(190.0)	53.6	53.6	0.0
Grants and taxes	0.0	(12,037.4)	(12,037.4)	(3,356.4)	(1,237.0)	(11,897.2)	140.2	12,014.6	(11,874.4)
Reserve Transfers	0.0	(103.8)	(103.8)	(25.9)	(103.8)	(103.8)	0.0	0.0	0.0
	(11,616.4)	(103.8)	(11,720.2)	(2,313.9)	68.1	(11,524.9)	195.3	165.4	29.9

TOP FORECAST VARIANCE INFORMATION FOR ACCOUNTING TREATMENT		£'000
1	Finance Misc - Reduction in interest income from investments	55.0
2	Finance Misc - LPSA2/LABGI grant will not be received. Area based grant £22k was not in budget	140.2
	Miscellaneous	0.1
		195.3

Council Tax and NNDR Write Off/On Summary 2010/11

First quarter April - June 2010

COUNCIL TAX

Year	Number	£	Average
2008	1	847.78	847.78

Aged

Year	Number	£	Average
2004	2	1908.64	954.32
2006	2	3758.94	1879.47
2007	2	3936.16	1968.08
TOTAL	6	9603.74	1600.62

NNDR

Year	Number	£	Average
none done			

WRITE ONS

Council Tax

Year	Number	£	Average
2004	1	-954.32	-954.32
2006	1	-1879.47	-1879.47
2007	1	-1968.08	-1968.08
2008	0	0.00	
2009	0	0.00	
TOTAL	3	-4801.87	-1600.62

NNDR

Year	Number	£	Average
none done	0	0.00	0.00

COUNCIL TAX

	Number	£	Average
First Quarter Total Write Offs	7	10451.52	1493.07
First Quarter Total Write Ons	3	-4801.87	-1600.62

NNDR

First Quarter Total Write Offs	0	0	0.00
First Quarter Total Write Ons	0	0.00	0.00

Housing and Council Tax Benefit Write-Offs

Q1 - 2009/10	Housing Benefit		Council Tax Benefit	
	No	£	No	£
Apr	none done			
May				
June				
Total	0	0.00	0	0.00

Sundry Debtors Write-Offs

Q1 - 2009/10	Sundry Debtors		
	Number	£	Average
Apr	0	0.00	
May	1	749.69	749.69
June	9	6,104.17	678.24
Total	10	6,853.86	685.39

CAPITAL FUNDING STATEMENT 2010/11

	Capital receipts		External contribution £'k	S106					TOTAL £'k
	Capital Receipts general £'k	Capital receipts housing £'k		Housing £'k	Leisure £'k	NEHTS £k	Education £k	SPA £'k	
Capital resources available as at 1st April 2010	(1,872)	(1,894)	0	(557)	(777)	0	(82)	(88)	(5,270)
Funding used to Finance Capital programme	207	610	18		34				869
Social Housing Easement - Odiham Byways	(50)	50							0
External contributions (Monteagle Lane)			(18)						(18)
Capital Resources available as at 1st April 2011	(1,715)	(1,234)	0	(557)	(743)	0	(82)	(88)	(4,419)

Capital Programme 2010/11

	Budget	Brought forward from 2009/10	New schemes approved in year	Current Budget	Actual	Forecast Expenditure	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Corporate Management	22	24	0	46	5	46	0
Community & Partnerships	30	0	0	30	0	30	0
Housing & Customer Services	500	0	191	691	74	610	81
Leisure & Environmental Promotion	669	7	0	676	4	145	531
Planning & Environmental Regulation	0	0	0	0	0	0	0
Technical Services	112	30	0	142	8	38	104
Capital Programme provisions	255	0	(191)	64	0	0	64
TOTAL CAPITAL PROGRAMME	1,588	61	0	1,649	91	869	780

Service Area	Scheme	Budget	Brought forward from 2009/10	New schemes approved in year	Current Budget	Actual	Forecast Expenditure	Variance	Reason for variance
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Corporate Management	IT Equipment Replacement (Desktop Refresh)	22			22	0	22	0	
	Future of Fleet Town Centre		24		24	5	24	0	
Community & Partnerships	Provision to support Parish Schemes	30			30		30	0	
		30	0	0	30	0	30	0	
Housing	Private Sector Renewal	60			60	0	60	0	
	Social Housing - Step by Step			50	50	50	50	0	
	Social Housing - HCC-Contribution to empty houses			31	31	0	0	31	Awaiting confirmation from NP that this will be spent in year
	Social Housing - I Green Lane			30	30	0	30	0	
	Social Housing - Odiham Byways			50	50			50	Awaiting confirmation from NP that this will be spent in year
	Social Housing - Ewshot Land Sale			30	30	0	30	0	
	Disabled Facilities Grants	440			440	24	440	0	
		500	0	191	691	74	610	81	
Leisure & Environmental Promotion	C/Side Workshop	16			16		0	16	Carried from 2009/10, waiting for confirmation from CW if
	Public Art		5		5		0	5	Carried from 2009/10, waiting for confirmation from CW if
	Velmead Coms		0		0	4	4	(4)	No budget was carried forward for Velmead, £4 will be the
	Calthorpe Park		2		2		2	0	
	Harlington Centre - Planned Maintenance	60			60			60	Waiting for confirmation about the MTFs and grant aid
	Frogmore Leisure Centre	35		(35)	0			0	Waiting for confirmation about the MTFs and grant aid
	Extend and upgrade Fire Alarm			13	13		13	0	
	Install heating to outer changing area			15	15		15	0	
	Hart Leisure Centre	523		(69)	454			454	Waiting for confirmation about the MTFs and grant aid
	UpGradeFire Escape			5	5		5	0	
Paths to Hall Nos1&2 for fire escape to meet regs			35	35		35	0		

Service Area	Scheme	Budget	Brought forward from 2009/10	New schemes approved in year	Current Budget	Actual	Forecast Expenditure	Variance	Reason for variance
	UpGradeFire Alarm System The Workshop - Fleet Pond Staff/shower and ventilation	35		11 25	11 60		11 60	0 0	
		669	7	0	676	4	145	531	
Technical Services	Disability Discrimination Act Car Park Improvements - Monteagle Lane, Yateley Depot Improvements Car Parking Civic Offices - Planned Maintenance	86			86			86	Waiting for confirmation about the MTFS and grant aid
			30		30		30	0	£18k funded from external sources
					0	3	3	(3)	No budget was carried forward for The Depot, £3K will be
					0	5	5	(5)	No budget was carried forward for Car Parking, £5K will be
		26			26			26	Waiting for confirmation about the MTFS and grant aid
		112	30	0	142	8	38	104	
Capital Programme Provisions	Social Housing initiatives Hart Leisure Centre	195 60		(191)	4 60			4 60	See above allocation
		255	0	(191)	64	0		64	
	TOTAL CAPITAL PROGRAMME	1,588	61	0	1,649	91	869	780	

OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING: 17 AUGUST 2010

TITLE OF REPORT: TRANSFER OF RESPONSIBILITY FOR CONCESSIONARY FARES FROM DISTRICT COUNCILS TO HAMPSHIRE COUNTY COUNCIL

Report of: Head of Technical Services & Environmental Maintenance

Cabinet member: Councillor Stephen Parker, Environment

I PURPOSE OF REPORT

1.1 Responsibility for the National Concessionary Travel Scheme will pass from the district council to Hampshire County Council on 1 April 2010. This paper seeks Overview and Scrutiny Committee's views on the County Council's transfer proposals. The Committee's views will be reported to Cabinet who will finalise the district council's response.

2 OFFICER RECOMMENDATION

2.1 That the county council be advised that if funding is available to enhance the scheme then the following additions should be provided:

- Travel outside of the statutory times, i.e. "anytime travel",
- Companion Bus Passes for severely disabled pass holders, and
- The acceptance of Bus Passes on Community Transport.

2.2 That the county council be advised that if funding is available it should introduce a "taxi token" scheme in Hart.

3 BACKGROUND

3.1 Members will be aware that since April 2008 there has been a national free bus travel scheme for the over 60s and the disabled. For the purposes of concessionary travel Hart is known as the Transport Concession Authority (TCA) and is responsible for the administration of the bus pass scheme in this district.

3.2 The statutory English National Concessionary Travel Scheme allows free local bus travel between 9.30am and 11pm Monday to Friday and at all times at weekends and on Bank Holidays to people of eligible retirement age and eligible people with disabilities over five years of age.

3.3 In addition to the statutory minimum Hart enhances the scheme for its residents by offering:

- All day travel
- Companion free travel (for disabled pass holders)

Half fare on Community Transport to bus pass holders

- 3.4** Hart also provides “taxi tokens” instead of the National Bus Pass to eligible elderly or disabled residents under its discretionary powers as a TCA. From April 2011 Hart will no longer be able to do this.
- 3.5** Hart works in partnership with the County Council and the other borough and district councils using a specialist contractor, MCL, to manage the central administration of the scheme and undertake the negotiations with the bus operators on the level of reimbursements.
- 3.6** Responsibility for concessionary travel is being transferred to county councils from 1st April 2011. The government believe that the change in administrative responsibilities will bring with it many benefits including efficiencies of scale, reducing the number of negotiations with bus operators, more accurate funding and assisting with the widespread implementation of smart ticketing.
- 3.7** As a result funding of the scheme will also be moved from districts to counties.
- 3.8** Funding levels from the Government for the new scheme are not yet known and are unlikely to be available before the County Council has to decide what its scheme will be.
- 3.9** Hampshire County Council is consulting with district councils and with residents through various forums. Residents have been asked to make their views known by 31st August 2010. Following this consultation, details of a new scheme will be agreed by Hampshire County Council's Cabinet at a meeting in October.
- 3.10** The consultation reflects the situation that the scheme must be universal and affordable and that due to Government funding uncertainty, only the statutory scheme can be taken as a given.
- 3.11** Hampshire County Council is seeking views on the implications of this and has asked us to prioritise any possible discretionary enhancements should sufficient funding be made available from Government.

4 CONSIDERATIONS

- 4.1** The County Council are proposing to provide the statutory English National Concessionary Travel Scheme only – ie free local bus travel between 9.30am and 11pm Monday to Friday and at all times at weekends and on Bank Holidays to people of eligible retirement age and eligible people with disabilities over five years of age.
- 4.2** The county council have invited views on what priorities should be considered as additional discretionary enhancements if sufficient funding is available.
- 4.3** There will be no need to change the actual pass or re-issue the pass on the 1st April. However, any alteration to the scheme will have an effect on the users.
- 4.4** There are approximately 14,000 Hart residents with a bus pass. The number of

users benefiting from the enhancement of all day travel is not known although 8% of journeys are made outside of the statutory times.

- 4.5** Hart District Council currently reimburses the Call & Go service approximately £4,500 for accepting bus passes for half fare.
- 4.6** In addition there are approximately 1,000 Hart residents who receive taxi tokens. Recipients tend to be older and less able to make use of a bus and find taxi travel more convenient than a bus journey. These residents waive their right to a bus pass. This discretionary benefit costs Hart around £55,000 each year.
- 4.7** Taxi tokens are accepted by all of Hart’s licensed taxis, community transport and voluntary car schemes.
- 4.8** Should the level of Government funding be insufficient to cover the cost of anything but the statutory minimum then those residents of Hart who receive taxi tokens will lose this benefit.
- 4.9** Section 2 of the Local Government Act 2000 (the ‘2000 Act’) allows principal local authorities in England and Wales to do anything they consider likely to promote the economic, social and environmental well-being of their area unless explicitly prohibited elsewhere in legislation. This Power (‘the Well-Being Power’) is intended to be all-embracing and in practice, the three objectives of economic, social or environmental well-being have been interpreted by local authorities to encompass cultural well-being and the promotion or improvement of the health of residents and visitors.
- 4.10** The Government is keen to encourage more local authorities to consider the potential that this Power has to transform their role, support service improvement and improve outcomes for local people.
- 4.11** If Hampshire County Council is unable to provide a “taxi-token” scheme, then under these Well-Being Powers, Hart would be able to introduce such a scheme if it is felt desirable and funding is available. Any funding would have to be provided by Hart.
- 4.12** Should members wish to provide a “taxi-token” scheme under these Well-Being Powers then further work would need to be undertaken to investigate the implication of the scheme and estimated costs.

5 POLICY IMPLICATIONS

- 5.1** One of Hart’s commitments within the Equality and Diversity Commitment is “To maintain and enhance Hart as a place to live including access to facilities and services”
- 5.2** The loss of taxi tokens will have an impact on some of Hart’s more vulnerable residents who may find access to essential services, e.g.; doctor surgery, post office severely limited.
- 5.3** Hart’s Disability Equality Scheme seeks to ensure that residents with disabilities are

not restricted in their activities.

6 FINANCIAL IMPLICATIONS

- 6.1** The transfer of responsibility will result in a loss of income to Hart from Central Government through the Revenue Support Grant. It is estimated that this loss will be in the region of £280,000 but could be as high as £875,000 depending upon the Comprehensive Spending Review. (Details contained in Medium Term Financial Strategy.)
- 6.2** Hart will still be responsible for any outstanding appeals from bus operators, some dating back to 2007/08, with a risk of potential cost of £35,000.

7 CONCLUSION

- 7.1** Hampshire County Council is proposing to provide the statutory minimum. The vast majority of Hart's residents over sixty will be unaffected by this change. It is those residents who receive taxi tokens who are likely to be most effected. It is unlikely that Hampshire County Council will introduce a taxi token scheme but the provision of these should be considered. Therefore in order to help those residents losing this benefit it is felt that Community Transport can provide an alternative to the tokens in the majority of cases. Should additional funding be available then the provision of all day travel would benefit many pass holders. Companion passes and the ability to use passes on Community Transport would also help those disadvantaged by the removal of taxi tokens.

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OVERVIEW AND SCRUTINY

DATE OF MEETING: 17 AUGUST 2010

TITLE OF REPORT: CORPORATE PLAN IMPLEMENTATION
PROGRAMME 2010/11

Report of: Chief Executive

Cabinet member: Councillor Ken Crookes, Leader

1 PURPOSE OF REPORT

1.1 To present the revised Corporate Plan Implementation Programme, agreed by Cabinet on 1 July 2010, to the Overview and Scrutiny Committee.

2 OFFICER RECOMMENDATION

2.1 That Overview and Scrutiny Committee note the contents of the Corporate Plan Implementation Programme, attached as Appendix A.

3 BACKGROUND INFORMATION

3.1 For the last three years the Council has adopted an Implementation Programme for achieving the Corporate Plan. An item elsewhere on the agenda shows progress in achieving last year's programme.

3.2 The programme for 2010/11 is attached as an Appendix to this report.

3.3 The Overview and Scrutiny Committee will receive regular updates of progress with the plan.

4 FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising from this report, although the individual items of work within the Implementation Programme are likely to carry financial implications. These will be reported to Cabinet and other Committees of the Council as appropriate in due course.

CONTACT: Geoff Bonner, Chief Executive

EXTENSION: 4108

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Date: 21 June 2010

APPENDIX: Corporate Plan Implementation Programme

**HART DISTRICT COUNCIL
CORPORATE PLAN – IMPLEMENTATION PROGRAMME 2010/11**

	ACTION	TIMESCALE	PROGRESS	RESPONSIBILITY
Corporate Plan Key Priority 1 - Enhancing the Environment				
The Natural Environment	<ol style="list-style-type: none"> 1. Production of Hart Sports and Country Park Business and Management Plan 2. Achieve Green Flag Green Flag status or Central Commons in Hartley Wintney 3. Leisure development officers to work with Town and Parish Councils to promote outdoor sports 4. Retender of Grounds Maintenance or development of Shared Service with Basingstoke & Deane: <ul style="list-style-type: none"> • Complete negotiations with B & D • Complete business case by end • Commence implementation via cabinet report. 	<p>Sept 2010</p> <p>Sept 2010</p> <p>July 2010</p> <p>July 2010 Aug 2010 Oct 2010</p>		<p>HL +EP</p> <p>HL +EP</p> <p>HL +EP</p> <p>HL +EP</p>
Environment & Planning	<ol style="list-style-type: none"> 1. LDF Core Strategy:- <ol style="list-style-type: none"> a. Prepare Consultation draft of Core Strategy Preferred Approach b. Carry out consultation on Preferred Approach c. Confirm Housing Need/Numbers d. Identify Preferred Strategic Housing Growth Options e. Identify other Infrastructure Needs/Provision f. Prepare Final Core Strategy for submission to Secretary of State 2. Fleet Town Centre Vision:- <ul style="list-style-type: none"> • Incorporate Vision in consultation draft of LDF core strategy • Identify implementation/development route • Vision implementation starts 3. Optimise outcome of QEB development for community 	<p>Dec 2010 Spring 2011 Dec 2010 Dec 2010 Spring 2011 Autumn 2011</p> <p>Dec 2010 Summer 2011 To be determined</p> <p>Ongoing</p>		<p>HP</p> <p>HP HP/HH HP HP HP</p> <p>CX/HP CX/HP CX/HP</p> <p>CX/HP</p>

Environmental Management	1. Reduce carbon omissions from the Council's operations by 5% April 2010 – April 2011	September 2010		CD
	2. Develop a plan that will prepare the Council to adapt its services to allow for Climate Change	October 2010		CD
	3. Work with key partners to develop and deliver a plan to reduce carbon omission across the District	October 2010		CD
Safe and Clean Streets and Public Spaces	1. Street Cleaning <ul style="list-style-type: none"> • Produce business case for joint in-house service with Basingstoke and Deane versus outsourcing and implement best option • In interim, enhance value of service by reducing cost and improving standards by reorganising teams and workloads • Maximise use resources and deliver higher stands by improved working with Community Safety, Grounds Maintenance and Parish Councils • Set service level which keeps Hart's streets in top quartile in country 	October 2011		CD/HE & TS
		July 2010		CD/HE & TS
		July 2010		CD/HE & TS
		Ongoing		HE & TS
	2. Implement CNEA agreed activities <ul style="list-style-type: none"> • Fly tipping • Graffiti • Flyposting • Business Litter 	Autumn 2010		HE + TS
3. CCTV:- <ul style="list-style-type: none"> • Develop Scheme to renew/upgrade CCTV system, including possible shared control room with Rushmoor Borough Council • Implement Scheme 	Summer 2010		CSM	
	Spring 2011		CSM	
Waste	1. Council to take active role in Project Integra Review to ensure that Hart receives optimum service for refuse disposal and recycling opportunities	January 2011		CD
	2. Hart continue will provide kerbside collection of recyclables, residual and glass as a direct service until 2011. In the meantime: <ul style="list-style-type: none"> • Costs will be contained at current levels per household • Service reliability will be better than 0.2% missed bins 	Ongoing Ongoing		HE + TS HE + TS

Corporate Plan Key Priority 2 – Affordable Housing				
Housing Strategy	1. Prepare a 2011-2014 Housing Strategy to be approved by Cabinet	March 2011		HH
	2. Update the Strategic Housing Market Assessment for Hart DC to inform the Local Investment Plan for North Hampshire and the M3 Corridor	September 2010		HH/HP
Meeting Diverse Needs	1. Complete at least 100 Disabled Facilities Grants at a total value of at least £800k	April 2011		HH
	2. Agree timetable for updating Gypsy and Traveller Accommodation Assessment (GTAA) with other Hampshire authorities	April 2011		HH/HP
	3. Complete an Older Persons' Housing Strategy	December 2010		HH
	4. Agree lettings plans for older persons housing to ensure best use of stock	April 2011		HH
New Housing	1. Deliver 60 new affordable homes in 2010/11 to meet identified need	April 2011		HH/HP
	2. Achieve 40% affordable housing on schemes of 15 units or more	April 2011		HH/HP
	3. Provide at least 15 new tenancies per year by means other than new homes on S106 sites.	April 2011		HH
	4. Contribute to emerging planning policies for housing	April 2011		HH/HP
Best Use of Existing Housing	1. Bring at least 5 empty properties back into use in 2010/11	April 2011		HH
	2. Review the allocation scheme for letting social rented homes in Hart	December 2010		HH
	3. Increase the take-up of Home Trust Loans for low income home-owners to fund repairs and maintenance work	April 2011		HH
	4. Review the need to provide temporary accommodation in the district	December 2010		HH
	5. Introduce a Landlord Accreditation Scheme to improve the private rented sector	December 2010		HH
	6. Increase the use of rent bonds as an alternative to rent deposits for private landlords	April 2011		HH
	7. Improve the energy efficiency of at least 500 homes	April 2011		HH
Rural Housing	Deliver on average one new Rural Exception Site per year, providing approx. ten new affordable homes.	April 2011		HH/HP

Corporate Plan – Maximum Efficiency & Effectiveness				
Manage our Finances	1. Develop new Medium Term Financial Strategy in light of new government/changing legislation/financial situation	August 2010		CE/CD/S151
	2. Produce accurate and timely budget monitoring to ensure spend and income is within 2010/11 budget	Ongoing		Capita/MT
	3. Set a legal and deliverable Budget for 2011/12	February 2011		CE/CD/S151/MT
	4. Fully implement and optimise the Cedar system to maximum efficiency within accountancy and budget monitoring	September 2010		CD/Capita
	5. Implement E procurement across the Council, reducing the cost of procurement and deliver cashable savings on what is purchased	September 2010		CD/Capita
Improve our Performance	1. Ensure effective use of Service Boards through the year to challenge and rectify poor performance	Ongoing		CD
	2. Continue to develop Customer Engagement Policy:- <ul style="list-style-type: none"> • Consult on draft policy • Revise policy and implement action plan • Continue to support Hampshire Insight Project 	Summer 2010 Autumn 2010 Ongoing		CX CX/MT CX/HH
	3. Continue to develop council's "Influencing Role" with partner organisations such as County Council, PCT, Police, etc over issues including education provision, health provision and transport infrastructure	Ongoing		CX/CD
	4. Consider move to four-yearly elections from 2015	Autumn 2010		CX
Foster Innovation in Service Delivery	1. Expand the services currently provided by contact centre, reducing costs and improving services	September 2010		CD/Capita
	2. Implement the findings of the Parking Review - providing a more effective parking management service, at a reduced cost	September 2010		HE + TS
	3. Resolve funding of improvements and future management of leisure centres, in light of budget situation and development contributions	Spring 2011		CX/HL/HP
Information Technology	1. Rationalise and Stabilise IT infrastructure : <ul style="list-style-type: none"> • Complete Business Case • Provide a more robust server environment • Replace Lotus Notes 	Autumn 2010 Summer 2011 Summer 2011		CD/Capita

Manage Physical Assets	1. Develop options for council's future office accommodation as part of Fleet Town Centre Vision (see above)	Summer 2011		CX
	2. Ensure that both of the Councils Leisure centres generate enough income to cover their costs	On-going		HL+ EP
	3. Develop Capita Partnership to deliver an effective estates and valuations service for the Council	On-going		HE+TS
	4. Vacate Springwell lane depot	November 2011		HE+TS
Develop Employees	1. Implement Workforce Strategy Action Plan proposals:- <ul style="list-style-type: none"> • Flexibility • Attractiveness • Developing skills and abilities • Building Partnerships/shared services • Tackling poor performance • Engaging and involving staff • Fairness, equality, openness, honesty 	By Dec 2010 By Dec 2010 April 2011 Ongoing By Oct 2010 Ongoing By Oct 2010		CD/Capita CD/Capita CD/Capita CD CD/Capita CX/CD CD
	2. Review pay progression process for all staff, including those on top of scale, moving towards rewarding performance	November 2011		CX/CD
	3. Produce an annual development plan for all employees	April – March 2011		CD/Capita
	4. Retain Investors in People (IIP) accreditation	September 2010		CX/CD
Town & Parish Councils	1. Continue to develop effective working relations with parish councils	Ongoing		CX
	2. Set up traffic partnerships for Fleet, Yateley, Hook, Hartley Wintney in addition to existing one for Odiham	By Dec 2010		CX/HE + TS
	3. Set up regular liaison meetings with Fleet, Yateley, Hook, Hartley Wintney, & Odiham parish councils	By Dec 2010		CX
Sharing Service Provision with neighbouring councils	1. Tender join waste contract with B&D and plan for joint Client Team	Feb 2011		CD/HE+TS
	2. Pursue joint Building Control Service across the Blackwater Valley	April 2011		CD/HP
	3. Investigate feasibility of a shared Licensing Service with B&D	Autumn 2010		CD/CSM
Community Organisations	1. Agree revised Service Level Agreements as necessary	Ongoing		CX

KEY TO ABBREVIATIONS:-

CX	Chief Executive	CD	Corporate Director
CSM	Community Safety Manager	S151	Head of Finance/Section 151 Officer
Dem Services Mgr	Democratic Services Manager	HH	Head of Housing
HE + TS	Head of Environment & Technical Services	HL + EP	Head of Leisure & Environmental Promotion
MT	Management Team	HP	Head of Planning

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

September 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)
Fleet Vision	Aug 10	Update on project	Sept 10			RA	P&ER
Concessionary Travel	Aug 10	Response to change of responsibility for scheme to Hampshire County Council	Sept 10			SP	TS&EM
Building Control Fee Regulation 2010	Aug 10		Sept 10			RA	P&ER
Social Housing Priority	Aug 10	Proposals to amend the scheme of social housing priority	Nov 10			CB	HS
2010/11 Quarterly Budget Monitoring	Quarterly	Quarterly Monitoring	Nov 10 Feb 11 Aug 11			KC	F
2011/12 Outline Budget Report	Annual	Update on current position	Jan 11			KC	F
Setting the Council Tax Base	Annual	Approval	Jan 11			KC	F
2011/12 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval	Feb 11			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		CB	HS

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)
LDF Core Strategy	Mar 09	Preferred option document for consultation	June 10	TBD		RA	P&ER
Environmental Maintenance Service Enforcement Policy and Procedures	Oct 09	To comply with the Clean Neighbourhoods and Environment Act	Dec 09	TBD		SP	TS&EM
Natural Greenspace Proposal	Jun 10	Proposal for Suitable Alternative Natural Greenspace at Hawley Meadows and Blackwater Park	Aug 10	TBD		RA	P&ER

Notes:

1 Date added to Programme

2 Cabinet Members:

KC Crookes

RA Appleton

CB Butler C

SK Kinnell

SP Parker

NS Singh

3 Service:

CX Chief Executive

CD Corporate Director

P&ER Planning and Environmental Regulation

CS Community Safety

HS Housing and Customer Services

L&EP Leisure and Environmental Promotion

F Finance

DS Democratic Services

TS &EM Technical Services and Environmental Maintenance

SLS Shared Legal Services

MO Chief Solicitor & Monitoring Officer

EH Environmental Health

EXECUTIVE DECISIONS

None

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – Aug 2010

Issue and Description of Topic	Current Position Objectives	Date to Committee	Resources Required	Contact
Corporate Plan	Implementation Programme 2010/11	Aug 10	Report	Corporate Director
S106 Feedback from Capital Board		Aug 10	Oral Report	Councillor Healey
Flooding	Notes from July meeting	Aug 10		Technical & Environmental Maintenance
Concessionary Travel	Response to change of responsibility for scheme to Hampshire County Council	Aug 10		Technical & Environmental Maintenance
Performance Information to include Revenue Budget Monitoring (Quarterly)	Committee receives quarterly highlight reports.	Sept 10 Nov 10 Feb 11	Report	Performance and Innovation Officer
Snow Plan		Sept 10	Report	Technical & Environmental Maintenance
Meeting with South West Trains & Network Rail		Sept 10 Apr 10	Presentation	Corporate Director
Capita Performance	Report on performance	Sept 10	Report	Corporate Director
Working Group – Business Continuity	Feedback	Oct 10		Corporate Director
Medium Term Financial Strategy	Update	Nov 10	Report	S151 Officer
Budget Proposals 2011/12 (Annual)	Draft Budget to be presented for referral back to Cabinet.	Dec 10 Jan 11	Report	Corporate Director/S151

Progress Report on 2010/11 Service Plans		Feb 11	Report	Corporate Director
Crime & Disorder Scrutiny		Mar 11		Corporate Director
2009/10 Performance Information – Annual Outturn		Jun 11	Report	Performance and Innovation Officer
Housing Associations	Report from Housing Services on perceived lack of service (Sentinel, Thames Valley Housing and Hyde Housing)	tba		
Flooding	Updates	Twice a year		

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 17 August 2010 at 7pm

Place: Committee Room 1, Civic Offices, Fleet

Present:

COUNCILLORS –

Neighbour – Chairman

Axam, Davies, Healey, Southern, Wheale

In attendance : Crookes, Kennett

Officers Present:

Geoff Bonner	Chief Executive
Emma Broom	Corporate Director
John Foggo	Senior Engineer

25 MINUTES

The minutes of the meeting of 20 July 2010 were confirmed and signed as a correct record.

26 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Barrell, Radley and Street.

27 CHAIRMAN'S ANNOUNCEMENTS

The Corporate Director updated members on the joint working waste procurement process.

28 DECLARATIONS OF INTEREST (PERSONAL AND PERSONAL AND PREJUDICIAL)

None.

29 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

30 FEEDBACK FROM SERVICE BOARDS

Members reported on the issues highlighted at meetings of the Service Boards.

30 FEEDBACK FROM CAPITAL BOARD

Councillor Healey reported on S106 issues from the Capital Board meeting of 12 August 2010.

A number of members raised issues about S106 contributions. It was agreed that the Head of Planning will make a presentation to the Committee at the next meeting.

32 FLOODING – MEETING WITH AGENCIES

Members noted the actions from the meeting held on 26 July 2010 with Environment Agency, Thames Water and Hampshire Highways.

Notes of the meeting were discussed and Cllr Davies stated that this was a much better way of doing things.

33 TRANSFER OF RESPONSIBILITY FOR CONCESSIONARY FARES FROM DISTRICT COUNCILS TO HAMPSHIRE COUNTY COUNCIL

Members considered the County Council's transfer proposals for when responsibility for the National Concessionary Travel Scheme passes from the district council to Hampshire County Council on 1 April 2011.

RECOMMENDATION to CABINET

The County Council be advised that if funding is available to enhance the scheme then top priority be given to the additions of Companion Bus Passes for severely disabled pass holders and a taxi token scheme.

The acceptance of Bus Passes on Community Transport was also viewed as a priority. Lower priority to be given to "anytime travel"

In terms of the administration of the scheme, the Committee stressed that the Council needs to be pragmatic and ensure that our residents are not disadvantaged. However, we need to be clear of the cost and staffing implications that are involved.

34 2010-11 FIRST QUARTER BUDGET MONITORING

Members considered the first quarter (to 30 June 2010) budget monitoring report considered by Cabinet on 5 August 2010.

RESOLVED

That Overview and Scrutiny Committee note the contents of the budget monitoring report.

35 CORPORATE PLAN IMPLEMENTATION PROGRAMME 2010/11

The revised Corporate Plan Implementation Programme, agreed by Cabinet on 1 July 2010, was discussed.

RESOLVED

The contents of the Corporate Plan Implementation Programme, attached as Appendix A, be noted.

36 CABINET WORK PROGRAMME

The Cabinet Work Programme was noted.

37 OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and amended.

The meeting closed at 9.40 pm.