



## NOTICE OF MEETING

<b>Meeting:</b>	<b>Overview and Scrutiny Committee</b>
<b>Date and Time:</b>	<b>Tuesday, 15 October 2013 at 7.00 pm</b>
<b>Place:</b>	<b>Council Chamber, Civic Offices, Fleet</b>
<b>Telephone Enquiries to:</b>	<b>01252 774141 (Mrs G Chapman)</b> <a href="mailto:gill.chapman@hart.gov.uk">gill.chapman@hart.gov.uk</a>
<b>Members:</b>	<b>Ambler, Axam, Bailey, Collett (Chairman), Gani, Gorys, Harward, Lewis, Oliver, Simmons, Southern</b>

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 17 September 2013 are attached to be confirmed and signed as a correct record. **Paper A**

### **2 APOLOGIES FOR ABSENCE**

### **3 CHAIRMAN'S ANNOUNCEMENTS**

#### **4 DECLARATIONS OF INTEREST**

To declare disclosable pecuniary, and any other, interests.

#### **5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**

Anyone wishing to put a question or statement to the Committee should contact the Committee Services Officer by phone or email (see front page of this Agenda) at least two clear working days prior to the meeting. Further information can be found at [http://www.hart.gov.uk/public\\_participation\\_leaflet\\_-\\_201314.pdf](http://www.hart.gov.uk/public_participation_leaflet_-_201314.pdf)

#### **6 CABINET UPDATE**

Councillor Burchfield will attend to talk about his Cabinet portfolio,

#### **7 SERVICE BOARD UPDATES**

Members to update the Committee on progress at Service Boards.

#### **8 HART LOCAL PLAN AND COMMUNITY INFRASTRUCTURE LEVEL (CIL)**

Further to Members' request for clarification of the involvement of Overview and Scrutiny Committee (O&S), the purpose of this report is to advise Committee on the nature of O&S Member involvement in the future Hart Local Plan, and the process that is being followed for scrutiny of the Hart CIL Infrastructure Schedule. **Paper B**

#### **RECOMMENDATION**

- 1 That Members of Overview and Scrutiny ensure that they participate in the work of the Local Plan Steering Group
- 2 That any draft Infrastructure Schedule that is prepared pursuant to the implementation of the Community Infrastructure Level (CIL) is considered by Overview and Scrutiny Committee before any spending priorities are agreed.

#### **9 HOUSING ALLOCATIONS POLICY REVIEW**

To follow. **Paper C**

#### **10 CABINET WORK PROGRAMME**

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

#### **11 OVERVIEW AND SCRUTINY WORK PROGRAMME**

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

**Date of Despatch: 1 October 2013**

## OVERVIEW AND SCRUTINY COMMITTEE

**DATE OF MEETING:** 15 OCTOBER 2013

**TITLE OF REPORT:** HART LOCAL PLAN AND COMMUNITY INFRASTRUCTURE LEVEL (CIL)

**Report of:** Corporate Director

**Cabinet member:** Councillor Stephen Parker, Planning

### **I PURPOSE OF REPORT**

- 1.1 Further to Members request for clarification of the involvement of Overview & Scrutiny Committee (O&S), the purpose of this report is to advise Committee on the nature of O&S Member involvement in the future Hart Local Plan, and the process that is being followed for scrutiny of the Hart CIL Infrastructure Schedule.

### **2 OFFICER RECOMMENDATION**

- 2.1 Members of Overview and Scrutiny ensure that they participate in the work of the Local Plan Steering Group
- 2.2 Any draft Infrastructure Schedule that is prepared pursuant to the implementation of the Community Infrastructure Level (CIL) is considered by Overview and Scrutiny Committee before any spending priorities are agreed.

### **3 BACKGROUND**

- 3.1 Both the Hart Local Plan and also the Infrastructure Schedule that will be prepared for the implementation of the Community Infrastructure Levy (CIL) are documents that will be decided by Full Council. Whilst it is a function of Cabinet to prepare the background to these documents it falls to Council to agree them. Therefore, any Cabinet decision will take the form of a recommendation to Council.

### **4 CONSIDERATIONS**

#### **4.1 Hart Local Plan**

It is too early at this stage to comment on what form or policy approach any future Hart Local Plan will follow. Nevertheless, there is an existing structure in place - the Local Plan Steering Group - which has worked well in the past to advise on policy development. The Steering Group is inclusive in that it is open to all Members and has a formal constitution that includes membership of all Group Leaders. There is therefore, no need to duplicate this arrangement as all Members of O&S can fully participate at any stage and feedback thoughts to Cabinet, O&S Committee or to Council itself.

**4.2 Community Infrastructure Level (CIL) – Infrastructure Schedule**

The Infrastructure Schedule that is needed to underpin any CIL charging regime has not yet been prepared. In part this is due to the absence of a Local Plan against which infrastructure requirements can be tested. Nevertheless, the Government has indicated that the introduction of CIL can be delayed for another 12 months (until April 2015) which means that there is time to develop future growth options through the Local Plan process against which a potential Infrastructure Schedule can be advanced.

4.3 Work on developing a CIL Infrastructure Schedule is therefore likely to start in earnest in the Summer of 2014 once potential Local Plan growth options have been identified. It is intended that any potential Schedule should be the subject of consultation both internally and externally as it will require input from all infrastructure partners such as local Parish Councils, Hampshire County Council (Children Services, Highways, Social Services etc), Highways Agency, Network Rail, Utility providers, and also possibly adjoining local authorities (in accordance with the duty to co-operate) to name but a few organisations.

4.4 Overview and Scrutiny Committee will have a role in scrutinising the many bids that will inevitably be made to be included within any proposed Infrastructure Schedule and also it is intended that Committee will have a role in advising Cabinet in terms of any recommendations to Council on possible spending priorities. This is likely to be in the Autumn/Winter of 2014 so that both the Schedule and spending priorities can be agreed and put in place from April 2015.

**5 FINANCIAL IMPLICATIONS**

5.1 There are no immediate financial implications but once implemented, CIL has the potential to generate over £100 million pounds of revenue to support infrastructure development over the next 15 years.

**6 ACTION**

6.1 No further action is required at the moment.

**Contact Details: Daryl Phillips / Ext 4492 / [daryl.phillips@hgart.gov.uk](mailto:daryl.phillips@hgart.gov.uk)**

## CABINET

### KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

**October 2013**

Cabinet is required to publish its Key Decisions and forward work programme to inform the public of issues on which it intends to make policy or decisions. The Overview and Scrutiny Committee also notes the Programme, which is subject to regular revision.

Report Title	Ref (Note 1)	Outline/Reason for Report/Comments	Original Due Date	Revised Due Date	Key Decision Y/?	Cabinet Member (Note 2)	Service (Note 3)
Replacement of Hart Leisure Centre	July 13	Update	Oct 13			SK	L&EP
Medium Term Financial Strategy	Sept 13	Update	Oct 13			KC	F
Fleet Pond Visitor Strategy	July 13	For approval	Nov 13		Y	SK	L&EP
Housing Allocations Policy	Jan 13	Review proposals	June 13	Nov 13	Y	AC	HS
Treasury Management Progress	Twice Yearly	Outturn and Report	Nov 13 June 14			KC	F
Economic Development	Twice Yearly	Progress Report	Nov 13 June 14			KC	CX
IT Strategy Working Party	Jan 12	Progress report	Nov 13			BB	CX
Apprenticeship Scheme	June 13	Update	Nov 13			KC	CD
CCTV – Upgrade/Replacement of Cameras	July 13	Proposal	Nov 13			JK	CS
Discretionary Housing Payments	Sept 13	Report	Nov 13			AC	H
Scrap Metal Dealers Act	Sept 13	Report	Nov 13			JK	EH
Car Parking Enforcement Policy	Sept 13	Report	Nov 13			JG	TS&EM
Surveillance and use of CCTV Cameras	Sept 13	Report	Nov 13			JK	CS

<b>Report Title</b>	<b>Ref (Note 1)</b>	<b>Outline/Reason for Report/Comments</b>	<b>Original Due Date</b>	<b>Revised Due Date</b>	<b>Key Decision Y/?</b>	<b>Cabinet Member (Note 2)</b>	<b>Service (Note 3)</b>
ECO Green Deal	Sept 13	Proposal	Nov 13			JG	CD
Quarterly Budget Monitoring	Quarterly	Quarterly monitoring	Nov 13 March 14 Aug 14			KC	F
Setting the Council Tax Base	Annual	Report	Jan 14		Y	KC	F
Treasury Management Strategy	Annual	Update	Feb 14			KC	F
2014/15 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 14			KC	F
Edenbrook Country Park Management Plan	Sept 13	For approval	Feb 14			SK	L&EP
Food Safety Service Plan	Annual	For approval	March 14			JK	EH
Service Plans	Annual	Service Plans 2014/15	April 14				All
Revenue and Capital Outturn 2012/13	Annual	Report on outturn	June 14			KC	F
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 14			KC	CX
Green Lane Car Park	July 11	Report on future options	Oct 11	TBD		AC	HS

Notes:

1 Date added to Programme

2 Cabinet Members:

KC	Crookes	BB	Burchfield	AC	Crampton	GE	Evans
JG	Glen	JK	Kennett	SK	Kinnell	SP	Parker

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	Monitoring Officer	EH	Environmental Health

## EXECUTIVE DECISIONS

10/9/13	Cllr Glen	Transfer of S106 transport contributions to HCC for works at Eversley and Church Crookham.	Not called in.
---------	-----------	--	----------------

**OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – OCTOBER 2013**

<b>Issue and Description of Topic</b>	<b>Current Position Objective</b>	<b>Original Due Date</b>	<b>Revised Due Date</b>	<b>Resources Required</b>	<b>Contact</b>
<b>Planning Infrastructure and CIL</b>	Report	Oct 13		Report	Corporate Director
<b>Housing Allocations</b>	Pre-Cabinet review	Oct 13		Report	Head of Housing
<b>RIPA</b>	Quarterly Update	Nov 13 Jan 14 April 14 July 14		Report	Monitoring Officer
<b>Quarterly Budget Monitoring</b>	Quarterly update	Nov 13 Aug 14		Report	Head of Finance
<b>Individual Voter Registration</b>	Introduction to new system.	Nov 13		Presentation	Elections Manager
<b>Surveillance Camera Code of Practice</b>	Use of surveillance cameras for dog fouling and possible parking enforcement	Nov 13		Report	Corporate Director
<b>Council Tax Base</b>	Report on setting the Council Tax Base.	Annual	Dec 13	Report	Head of Finance
<b>Performance Information to include Revenue Budget Monitoring</b>	Quarterly highlight reports.	Dec 13 Feb 14 Aug 14		Report	Corporate Director
<b>Replacement of Hart Leisure Centre</b>	Review of proposals	Dec 13		Report	Corporate Director
<b>Affordable Housing</b>		Jan 13		Report	Head of Housing



**OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – OCTOBER 2013**

<b>Issue and Description of Topic</b>	<b>Current Position Objective</b>	<b>Original Due Date</b>	<b>Revised Due Date</b>	<b>Resources Required</b>	<b>Contact</b>
<b>Treasury Management Strategy</b>	Report setting out the treasury management strategy for the council	Annual	Jan 14	Report	Head of Finance
<b>Flooding</b>	Notes from January/July meeting of Agencies	Feb 14 Aug 14		Minutes	Technical & Environmental Maintenance
<b>Service Plans</b>	Draft Service Plans 2013/14	Mar 14		Report	Corporate Director
<b>Crime and Disorder Scrutiny</b>	Annual meeting	Mar 14			Corporate Director
<b>Outside Bodies</b>	Reports from Representatives on Outside Bodies	Apr 14		Report	Corporate Director
<b>2013/14 Performance Information – Annual Outturn</b>	Annual update	June 14		Report	Performance and Innovation Officer
<b>Nominations to Service Boards</b>	Member nominations	June 14			Chairman O&S Committee
<b>Replacement of Hart Leisure Centre</b>		TBC		Report	Head of Leisure and Environmental Promotions Services

## **OVERVIEW AND SCRUTINY COMMITTEE**

**Date and Time:** 15 October 2013

**Place:** Council Chamber, Civic Offices, Fleet

**Present:**

### **COUNCILLORS**

Collett (Chairman)

Ambler, Axam, Bailey, Lewis, Oliver

**In attendance:** Councillor Burchfield

**Officers:**

Patricia Hughes	Corporate Director
Daryl Phillips	Corporate Director
Phil Turner	Head of Housing
Kelly Watts	Housing Needs Manager

## **39 MINUTES**

The minutes of the meeting of 17 September 2013 were confirmed and signed as a correct record. Under Minute 33, Capita Contact Centre had confirmed that the garden waste database is identical to the Veolia database.

## **40 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillors Gorys, Gani, Harward, Simmons and Southern.

## **41 CHAIRMAN'S ANNOUNCEMENTS**

None.

## **42 DECLARATIONS OF INTEREST**

Councillors Axam and Collett recorded an interest with regards to Paper C as Councillor Axam has a relative on the housing waiting list, Councillor Collett has a relative who owns a house that is rented out.

## **43 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)**

None.

#### **44 CABINET UPDATE**

Councillor Burchfield talked about his Cabinet portfolio, including procurement and IT functions.

#### **45 SERVICE BOARD UPDATES**

No update from Environment

Housing Service Board – welcomed the proactive approach moving forward and did discuss the opportunities for efficiency savings for next year.

Leisure Service Board – coming in £1K under budget for this year but discussions around efficiency savings will be held next month. Separate working party on the new leisure centre.

Community Safety, Licensing and Environmental Health – all measures for Environmental Health is managed extremely well and discussed some of the issues in finding efficiencies. Community Safety were not able to discuss budget setting going forward, it is complex due to the partnership approach. The Service Board have asked for further feedback on the resources provided to Hart.

Planning – was postponed and rescheduled to convene next week. Some issues around resources and management of workload and potential solutions offered by the new IDOX system.

#### **46 HART LOCAL PLAN AND COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Further to Members' request for clarification of the involvement of Overview and Scrutiny Committee (O&S), Committee were advised on the nature of O&S Member involvement in the future Hart Local Plan, and the process that is being followed for scrutiny of the Hart CIL Infrastructure Schedule.

#### **RESOLVED**

- 1 That Members of Overview and Scrutiny ensure that they participate in the work of the Local Plan Steering Group
- 2 That any draft Infrastructure Schedule prepared pursuant to the implementation of the Community Infrastructure Level (CIL) is considered by Overview and Scrutiny Committee before any spending priorities are agreed.

#### **47 HOUSING ALLOCATIONS POLICY REVIEW**

The Committee considered the report on the results of the consultation regarding major changes to the Allocations Policy prior to its consideration at Cabinet.

#### **RESOLVED**

That the following comment be considered by Cabinet:

- Remove the section in paragraph 11.1 which states conviction for illegal or immoral purpose as this is adequately covered elsewhere.

**48 CABINET WORK PROGRAMME**

The Cabinet Work Programme was considered.

**49 OVERVIEW AND SCRUTINY WORK PROGRAMME**

The Overview and Scrutiny Work Programme was considered and car parking enforcement policy was added.

The meeting closed at 21.06