



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 8 January 2015 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 (Mrs G Chapman) gill.chapman@hart.gov.uk
Members:	Parker (Chairman), Collett, Crampton, Crookes, Neighbour, Oliver, Radley JE

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

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AND BRAILLE ON REQUEST**

I MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 December 2014 are attached to be confirmed and signed as a correct record. **Paper A**

2 APOLOGIES FOR ABSENCE

3 CHAIRMAN'S ANNOUNCEMENTS

4 DECLARATIONS OF INTEREST

To declare disclosable pecuniary or any other interests.

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

6 LEISURE CENTRE WORKING GROUP MINUTES

To note the minutes of the meeting of 5 November 2014. **Paper B**

7 HEALTH AND WELLBEING PARTNERSHIP MINUTES

To note the minutes of the meeting of 5 December 2014. **Paper C**

8 LOCAL PLAN STEERING GROUP MINUTES

To note the minutes of the meeting of 18 December 2014. **Paper D**

9 SETTING THE COUNCIL TAX BASE AND COUNCIL TAX SUPPORT SCHEME GRANT

To set the Council Tax Base for 2015/16. **Paper E**

RECOMMENDATION

That Cabinet approves a Council Tax Base of 37,901.69 for 2015/16, as set out in Appendix I.

10 DISCRETIONARY HOUSING PAYMENTS

This report seeks approval to an increase in the budget for Discretionary Housing Payment (DHP) in 2014/15. **Paper F**

RECOMMENDATION

That Members note the projected spend of DHP funds as set out in paragraph 5.1 and approve an additional budget of £40,000.

11 LIFTING OF RESTRICTIVE COVENANT AND TRANSFER OF SMALL AREA OF LAND, IVY LODGE, HOOK

To consider the offer and accept the terms for the lifting of the restrictive covenant and transfer of a small area of land at Ivy Lodge, Hook. **Paper G**

NB Appendix C is marked as Confidential.

RECOMMENDATION

That the offer detailed at confidential appendix C is accepted for the lifting of the covenant and the transfer of the small area of land to the owner of Ivy Lodge, Hook.

12 NEIGHBOURHOOD PLANS - AREA DESIGNATION - WINCHFIELD

Winchfield Parish Council has applied to have the parish designated as a Neighbourhood Planning Area. The purpose of this report is to recommend that the application is approved. **Paper H**

RECOMMENDATION

That Winchfield Neighbourhood Area be designated in accordance with the Neighbourhood Planning (General) Regulations 2012.

13 CHANGES IN NATIONAL POLICY REGARDING SECTION 106 PLANNING OBLIGATIONS

To set out recent changes to Government planning policy relating to Section 106 contributions from small sites. This report recommends the adoption of a low site size threshold in rural areas below which S106 contributions can no longer be sought. **Paper I**

RECOMMENDATION

That for the purposes of implementing new Government policy on Section 106 obligations, the Council adopts the threshold of 5 or fewer units in the Designated Rural Areas, ie the Parishes of: Crondall, Crookham Village, Dogmersfield, Eversley, Ewshot, Greywell, Hartley Wintney, Heckfield, Hook, Long Sutton, and Mattingley.

14 TESTING OF LOCAL PLAN NEW SETTLEMENT AND STRATEGIC URBAN EXTENSION OPTIONS

To agree the basis of the approach to the testing of the Local Plan options for a new settlement and/or strategic urban extensions. **Paper J**

RECOMMENDATION

That the testing principles as set out in paragraphs 4.1 – 4.5 of the report be agreed.

15 CABINET WORK PROGRAMME

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

Date of Despatch: 23 December 2014

CABINET

Date and Time: Thursday, 4 December 2014

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Parker (Chairman)

Collett, Crampton, Neighbour, Oliver, Radley JE

In attendance:

Officers:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Nick Steevens	Head of Regulatory Services
Phil Turner	Head of Housing
John Elson	Head of Environment and Technical Services
Carl Westby	Head of Leisure and Environmental Promotion
David Love	Sports and Leisure Manager

74 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 6 November 2014 were confirmed and signed as a correct record.

75 APOLOGIES FOR ABSENCE

None received.

76 CHAIRMAN'S ANNOUNCEMENTS

Councillor Parker welcomed the Cabinet in his role as Deputy Leader in advance of the election of a new Leader next week.

77 DECLARATIONS OF INTEREST

None declared.

78 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

79 CORPORATE PLAN (2014-2016) PERFORMANCE IN THE FIRST YEAR

Cabinet were updated on the Council's performance on the Corporate Plan, as adopted.

RESOLVED

- 1 The performance of the Corporate Plan for the period 2014-16 be noted.
- 2 The suggested updates to the Corporate Plan as set out in Appendix B be recommended to Council subject to:
 - a. amendment of the explanation of CP04 to reflect that work continues on gaining agreement on the weed control with Hampshire County Council
 - b. retaining the existing ASB/violence around the night time economy objective so the impact of the HMIC report on the way in which crimes are recorded, can be identified.
 - c. corporate plan to be amended to reflect that an action plan will be created to improve energy efficiency and reduce fuel poverty, by December 2015.
- 3 Any further suggestions for service improvements be considered by Portfolio Holders and Service Boards for possible inclusion in the relevant Service Plans for next year (2015/2016)

80 FROGMORE LEISURE CENTRE – IN PRINCIPLE APPROVAL OF INVESTMENT UP TO A MAXIMUM OF £1.5M

Members were updated on the work of the Leisure Centre Working Group and make a recommendation relating to financial investment in the Frogmore Leisure Centre.

RESOLVED

That Cabinet to approve (subject to a further report) that either:

- a. as part of the outsourcing negotiations relating to Frogmore Leisure Centre, the Council will invest up to £1.5m in customer facing services within the first two years of the contract predicated on the operator agreeing to enter into a full repairing lease, or
- b. that the council agree the principle of the investment and upgrade should the service remain in-house.

81 PRINCIPLES OF JOINT PROCUREMENT OF SERVICES CURRENTLY OUTSOURCED

Members were updated on the first phase of the corporate services project, summarising the research undertaken and recommending the actions needed to

successfully market test and procure the services in order to significantly improve value for money to our residents.

RESOLVED

- 1 That the market testing of a range of services as outlined in appendix 1 be approved with delegated authority to the Joint Chief Executive in consultation with the Portfolio Holder to finalise the detailed approach subject to the following amendments:
 - a. Cabinet did not agree to the outsourcing of drainage.
- 2 That the proposed procurement strategy approach for the market testing of the services as set out in appendix 2 be approved, and authority be delegated to the Joint Chief Executive and Portfolio Holder to finalise the detailed approach requirements.
- 3 That the principles of governance structures necessary for a multi-council joint procurement of services and ongoing management of these going forward as set out in appendix 3 be approved subject to the following amendment to (iv) the addition of the following words “Excluding withdrawal due to material breach of contract”
- 4 That a contribution towards to the procurement costs of £25K per annum 2014/15 – 2016/17, including the residual costs for the procurement consultant and specialist legal advice, be agreed.

82 OPPORTUNITIES FOR INCREASING HART’S RECYCLING RATE

Approval to implement initiatives which will help increase Hart’s recycling rate was sought.

RESOLVED

- 1 That Hart works with the charities listed to extend the number of textile banks on Hart owned land, and introduces new sites particularly at schools.
- 2 That the principle of charging charities a subsidy (based on the levels of textiles collected) to locate textile banks on Hart owned land be agreed. If there were any residual funding not used for the location, promotion etc. of the textile banks, this would be ring fenced and used for other charitable purposes.
- 3 That the proposed policy and procedure attached at appendix 4, for removing recyclable material from residual waste bins, be approved in subject to delegation to the Head of Environmental Services and Portfolio Holder for some amendment of the appendix 4, the details of which will be circulated to Members for comments, prior to final approval.

83 SHARED BUILDING CONTROL SERVICES

Cabinet were asked for an in principle approval for a Shared Building Control Service with Rushmoor Borough Council.

RESOLVED

That the establishment of a joint Building Control Service between Hart District Council and Rushmoor Borough Council be APPROVED in principle and that the Leader, Portfolio Holder for Regulatory Services and the Head of Regulatory Services be delegated authority to agree a business case and implementation of the shared service.

84 HOUSING STRATEGY 2015-2020

Cabinet's approval was sought for the recommending the Housing Strategy 2015-2020 to Council.

RECOMMENDATION to Council

That Cabinet recommends the new District Housing Strategy 2015-2020 be approved by Council.

85 MOBILE HOMES ACT 2013 LICENSING FEE POLICY

Cabinet were informed of the new licensing requirements included in the Mobile Homes Act 2013 and asked to approve a proposed fee structure for the Council to support the licensing of specified classes of residential park home sites in the district from 1st April 2015.

RESOLVED

That the fees policy (noting that VAT is not applicable) for residential park homes and the associated fee structure (Appendix 1) be approved.

86 CHURCH ROAD CAR PARK

Cabinet were advised of an approach received to redevelop the Church Road Car park and adjoining land with a replacement decked car park and the erection of approximately 42 dwellings (including 17 Affordable units).

Members were concerned about the significant loss of parking space, and did not consider that it would be practical or viable to reinstate the number of spaces lost.

RESOLVED

That the recommendation be withdrawn.

Councillor Neighbour did not support the recommendation that this recommendation be withdrawn, and asked that this be recorded.

87 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 9.16 pm



Hart District Council

Leisure Centre Working Group (LCWG)

Minutes of meeting 5 Nov 2014 @ 7.00pm

In attendance

Councillors: Crookes (KC) - Chairman, Oliver, Crampton

Apologies received from Councillor Ive

Officers: Hughes (PH), Love (DL), Westby (CAW)

Observers; Councillors Bennison and Parker

No	Item	Action
1	Minutes of previous meeting.	Agreed
2.	<p>2.1 It was agreed that the operator be required to provide a "Grab n Go" style menu which incorporates fair trade and healthy eating options.</p> <p>2.2 Members received a progress report on operator procurement . The CEO agreed to circulate a further update in mid December relating to the applications received and the subsequent invitations to tender.</p> <p>2.3 The reserved matters application will be submitted in January 2015. <i>NB. subsequent to this meeting the Construction body (Willmott Dixon) decided to delay this to February 2015 in order to carry out further detailed work . This delay will not impact on the overall project timetable.</i></p> <p>2.4 Confirmation of the transfer of the "Blue Line " leisure site in April 2015 has been received from the developer owner subject to planning approval</p>	<p>CAW</p> <p>PH</p> <p>All to note</p> <p>All to note</p>
3.	Confirmation that GT Architects / Willmott Dixon will make a presentation on the proposed scheme to full Council on 27 th November 2015	All to note

4.	<p>Frogmore Leisure Centre</p> <p>4.1 Members discussed the report on usage and future options for the development of FLC and agreed in principle to the involvement of the successful operator (internal or external) in the redesign of the FLC.</p> <p>4.2 Members agreed to support the forthcoming report to Cabinet recommending expenditure of approx £1.5m on improvements to FLC.</p> <p>4.3 Members agreed in principle and subject to a subsequent Cabinet report to the ring fencing of up to £2m to fund major infrastructure works over the ten year contract period if the proposal for a full repairing lease is not adopted.</p>	All to note
5.	<p>Next Stages</p> <p>It is anticipated that a progress report on the appointment of an operator will be available for the January meeting.</p>	All to note
6	<p>Dates of next meetings to be 17th December 2014 and 13th January 2015</p> <p><i>NB Post meeting note - the December meeting was cancelled.</i></p>	All to note



05 December 2014 10.00 am
 Committee Room 1 – HDC Civic Offices
 Hart Health & Wellbeing Partnership Board Meeting

Attendees: Councillor Dr Anne Crampton (Chairman), Councillor Gill Butler, Patricia Hughes (HDC), Nick Steevens (HDC), Phil Turner (Head of Housing) Martine Fullbrook (HDC), Sam Knowles (Health Development Officer for Health & Fitness (HDC), Sharon Hatherley, Sarah Jewell (HDC), Anne Phillips (North Hants CCG) Caroline Winchurch (HVA), Nicky Seargent (Area Director North & North East Hants), Gillian Trippner Sophie Jevons, Jenny Taylor (Practice Manager Yateley) Charlotte Keeble

Item	Subject	Actions
1	<p>Apologies:</p> <p>Councillor Jenny Radley, Donald Hepburn(PPG), Dr Steven Clarke (Farnham and North East Hampshire CCG), Jill Corbett, Carl Westby (HDC) Alison Wyld (Head teacher All Saints school)</p>	
2	<p>Welcome to Sarah Jewell, Health Policy and Projects Officer</p> <p>After asking the group to introduce themselves, Councillor Crampton welcomed Sarah to the meeting and asked her to briefly explain her role.</p> <p>SJ explained that she would be working on the priorities that are in the Health & Wellbeing Action plan. She would be continuing the work on Dementia, Social Isolation and Risk Drinking and would be looking into ways to reduce hip fractures and falls, obesity and ways to increase physical activity.</p>	
3	<p>Minutes of previous meeting and matters arising</p> <p>The Minutes of the meeting held on 03 October 2014 were agreed.</p> <p>Matters arising</p> <p>Item 10 – AOB</p> <p>AP & GT will meet with Carl Westby to discuss re-launching the</p>	

	programme to make it clear that the NICE guidelines are not what the CCGs are recommending.	AP/GT/C W
4	<p>HDC Stayin' Alive programme – exercise for the Stayin' alive generation – Sam Knowles</p> <p>SK gave a presentation on the Stayin' Alive programme. (Hart District Council's new activity programme for people who grew up in the 70's.</p> <p>The programme includes a wide range of accessible activities to help retired and older people to stay active and healthier for longer. Most of the activities are subsidised and full details can be found on the 365 website</p> <p>http://www.threesixfive.org.uk/component/content/article/11-announcements/259-stayin-alive</p> <p>SK explained that the GP referral scheme had been redesigned with more flexibility to encourage clients to be able to exercise on their own at the end of the 10 weeks. A self referral scheme had also been launched. He then referred to several case studies which showed how the exercise classes have been able to help individuals.</p> <p>A new "Move it or Lose it" class was also being introduced with the focus being on long term health/fitness solutions for clients.</p> <p>The group discussed the possibility of classes being run in the community as some people don't like going to the gym. SH commented that Sharon was the only instructor available to run some of the classes, and there were always first aiders and other fitness instructors available in the leisure centre as well as a defibrillator, should a client experience difficulties and that this support would not be available in a community building.</p> <p>Sophie Jevons responded that no issues had been reported with the Steady and Strong classes that were being run in the community. More classes were needed and more instructors were required to run them. HCC looking at running the less expensive Otago courses for trainers.</p> <p>CW added that on behalf of the Ageing Well in Hart group, a bid for funding had been submitted, to train people and the U3A could provide volunteers to be trained.</p> <p>Transport was also discussed as access was an issue for many people. PH pointed out that The Hartley Wintney Rosie bus was currently underused so could bring the 2 together. The group agreed that this issue was part of a bigger project.</p> <p>Please see the full Stayin' Alive presentation attached with the minutes</p>	

5	<p>Activity levels in Hampshire – Report from Public Health, Hampshire –</p> <p>This item was deferred for the next meeting</p>	
6	<p>CCG update on the Better Care Fund - Charlotte Keeble</p> <p>Charlotte gave a presentation on a new model of integrated health & social care for the NE Hampshire & Farnham CCG, the objectives of which were to</p> <ul style="list-style-type: none"> Enable people to stay well Enable people to stay in their own homes and Enable people to return home sooner from hospital <p>She explained the proposals for 6 joint schemes of work, and 7 enabling projects, the full details of which can be seen in the attached presentation.</p> <p>As the CCG covers NE Hampshire and Farnham, there are 2 Better Care Fund plans, 1 for Hampshire County Council and 1 for Surrey County Council. The total better Fund allocation for the CCG is £11.5 million:</p> <p>£2.million will go on the Farnham (Surrey) plan and £8.5 million on the North East Hampshire plan.</p> <p>For the Hampshire plan the service model for integration is currently under development. It will focus on the top 5% of the population who are utilising the most health and care resource, so not just those in crisis (top 2%)</p> <p>Physical and Mental health will be joined up with the service providers working more in collaboration, including working with the voluntary sector.</p> <p>Charlotte concluded that this was an exciting piece of work, focussing on how to develop and improve local services , looking at what is already in place, what services are required and then identifying any gaps This would involve working with the Voluntary Sector at a strategic level as they have a key role in this. This work will be monitored through weekly task group meetings.</p> <p>Yateley has been chosen as a pilot scheme because it has a population of approximately 30,000 (the population recommended to roll out integrated teams). Jennie Taylor confirmed that the clinicians at the 3 practices in Yateley were looking at how they could work together rather than in isolation as they have previously.</p> <p>PH and PT asked what capacity there was for the Housing Team to be involved in the integration process. CK replied that the Housing team</p>	

	<p>would be very much involved in the future, but as this was such a vast piece of work it would need to be carried out in manageable sized chunks which would take time. The focus in the first phase of integration is to develop the integration model with health and social care organisations.</p> <p>PH added that half the population of Hart falls under the NE Hants & Farnham CCG and the other half falls under the N Hants CCG, so it was difficult to identify what this means for the residents of Hart. CK responded that data is collected at a local level and offered to attend a future meeting to discuss the specifics for Hart. In order to do this, CK would need clarity on what types of information and data the Partnership require.</p> <p>PT asked if there was a single contact for both CCGs that the County could work with.</p> <p>AC asked about social prescribing and what the local structures were in place for wider strategies. For example as a GP she could deal with the medical issues caused by alcohol but if the person was homeless how would that be dealt with, what other services could she link into ?</p> <p>CK suggested that there would be a hub and care coordinators (not necessarily a health role) who could support individuals.</p> <p>It was pointed out that MORI polls showed that people take more notice of what their GP says than of anyone else:</p> <p style="padding-left: 40px;">57% listen to GPs 18% listen to NHS 9% listen to caregivers</p> <p>This shows the significance of advice given by GPs</p> <p>The group agreed that the model in the presentation was a good starting point and something to build on, and required further discussion and thoughts.</p> <p>CW added that the Hart Access to Advice directory was now available and could be a useful tool for care coordinators and for social prescribing. The directory facilitates searching for services by type, area and user so personalised short lists of services can be produced for individuals. http://www.hartaccessstoAdvice.org.uk/ . To make this as effective as possible, it was proposed that each agency consider what information they could upload</p>	<p>PH/SJ/C K to liaise</p> <p>ALL</p>
<p>7</p> <p>1</p>	<p>Action Plan updates - PH</p> <p>PH passed on an update from Bruce White, who is just about to introduce his very first volunteer Community Agent in Blackwater and is following up a</p>	

2	<p>possible lead in Hawley.</p> <p>The First stage report on Gypsies & Travellers has been received. There are some interesting comparisons across the 3 authorities:</p> <p>Most respondents are happy with their home</p> <p>A majority of respondents said they were 'happy' with their home (52%), while a further 21 respondents (13%) said they were 'very happy'. Thirty-three respondents (21%) said they were 'neither' happy nor unhappy.</p> <p>High level of exclusion from the labour market</p> <p>The majority of respondents fall into one of two categories: either self-employed (29%, 48 respondents) or a 'homemaker' (27%, 44 respondents).</p> <p>Variable access to services</p> <p>Research identified variable levels of access to services across the three council areas. When asked whether and which health services they had accessed in the preceding twelve months:</p> <ul style="list-style-type: none"> • 65% of respondents in New Forest used the Hospital (inpatient/outpatient), compared to 29% of respondents from Hart and 56% from East Hampshire. • Similarly, 71% of respondents in New Forest and 73% in East Hampshire had used A&E, compared to 48% in Hart. • Fifty percent of New Forest respondents used the dentist, compared to 33% of respondents from Hart and 44% of those in East Hampshire. • All (100%) of the respondents aged 50 plus from New Forest had used the GP, compared to 90% of those from Hart and 81% from East Hampshire. <p>The report was based on answers from a huge questionnaire. The door to door survey was carried out by the Gypsy community and the group agreed that they had achieved an incredible participation rate. The full report is attached with the minutes and the interventions will be considered and discussed at the next meeting.</p>	
8	<p>Any Other Business</p> <p>Sophie Jevons advised the group of the following</p> <p>1. Hitting the Cold spots was being launched again, and could help with:</p> <p>Support with alternative heating measures such as electric oil filled radiators for someone who is without heating.</p> <p>Access to small grant support to help people cope with winter fuel emergencies</p>	

	<p>For more information please see http://www3.hants.gov.uk/cold-spots</p> <p>2. Availability of Function Fitness MOT's.</p> <p>Sophie explained that the tool was created to highlight the different components of fitness necessary for older people to maintain independent living. Research led by Professor in Ageing and Health, Dawn Skelton, had helped highlight the importance of physical and mental health and raised awareness of the 2011 UK Chief Medical Officer's physical activity guidelines for older adults (65+ years). The tool was a good way of talking to people about the importance of exercise. Sophie offered to attend group meetings to carry out the MOTs and suggested that Sharon Hatherley could also be trained to do this.</p> <p>Please contact Sophie if you would like her to attend a meeting</p> <p>Please see website for further information http://www.laterlifetraining.co.uk/wp-content/uploads/2014/08/Functional-Fitness-MOT-impact-assessment_GCU_LL_T_BHFNCPAH_2014.pdf</p> <p>NS advised the group of the following:</p> <p>1. Hampshire Workplace Wellbeing Charter was being replaced by the recently launched Public Health England (PHE) Charter for England. The scheme is an updated version of the Hampshire scheme which was devised by Health@Work on behalf of PHE. Uptake in the Hampshire scheme had been very low with only 3 successful Charter applications received over the year and it is hoped that joining the national scheme will boost interest.</p> <p>2. The Eat Out, Eat Well Award to be launched across Hampshire</p> <p>This is similar to the scheme being run in Surrey and has been developed to reward caterers throughout who make it easier for their customers to make healthy choices when eating out. There are three levels – Bronze, Silver, and Gold, and is symbolised by an apple logo in the shape of a heart. The level of award is based on a scoring system that takes into account the type of food on offer, cooking methods, and how the meals are promoted to customers. This scheme benefits both caterers by promoting their businesses and consumers by helping them make healthier choices when eating out.</p>	
	<p>Date of Next Meeting</p> <p>Thursday 19 February 2015 14:00 – 16:00 - Council Chamber</p>	

LOCAL PLAN STEERING GROUP
DRAFT MINUTES

Date: 18th December 2014

Time: 7.00pm

Venue: Council Chamber

Present:

Councillors: Parker (Chairman), Radley JE, Neighbour, Crookes, Radley JR, Crampton, Axam, Bennison, Clarke, Leeson, Wheale, Cockarill, Gorys, Ambler

Officers: D. Phillips, D. Hawes, R. Bryant, K. Atter

1. Apologies for absence

1.1 None

2. Minutes of the last meeting (28th October 2014)

2.1 The minutes were agreed without changes.

3. Testing Winchfield and other Strategic Urban Extension Options

3.1 DP explained some of the issues that would be explored through the testing process, for example:

Site Assessment (Suitability, Availability and Achievability)

A exercise using constraint data, and site promoter's submissions. The work would:

- provide a Site Assessment of deliverability (i.e. availability, suitability and achievability), specifically:
 - Confirming site availability with owner/promoters – this will require written confirmation from owners confirming ownership and availability of the land being promoted.
 - Reviewing policy and development constraints to confirm suitability in principle (key issues being Flood risk, Statutory environmental designations, Non-statutory environmental designations, Heritage designations, Agricultural land etc)
 - Mini market review to illustrate market appetite for delivery through more than one developer
- produce a broad land use budget including an estimate of the capacity of the location. This includes a review of infrastructure provision, such as SPA mitigation, open space and education, and the consideration of development mix and density in light of the market for delivery for example.

- 3.2 The intention behind Part 1 is that it would establish baseline information, to inform the Council's choice of a final Preferred Approach.

Infrastructure Requirements and Service Providers Consultation

Part 2 would build on the baseline assessment by considering the infrastructure requirements and the viability. Part 2 will specifically undertake the following:

- Consultation with infrastructure stakeholders such as utilities, transport, education, health, SPA mitigation, open space, health, and emergency services to establish the infrastructure requirements including costs
- Recommendations on which infrastructure items might be best delivered through planning obligations either on site or S106 and could potentially be funded through Community Infrastructure Levy (CIL)
- Verification that the affordable housing and policy targets are compatible with any identified S106 obligations.

- 3.3 Plan objectives are needed to test how different options, including the Winchfield option, perform. It was agreed that draft plan objectives would be brought to the next meeting in January 2015.

- 3.4 Members also discussed how the testing process would look, how alternatives would be considered, and how it could be done in a way that is open and transparent with interested parties kept informed.

- 3.5 Members did not feel that it was necessary to arrange a bespoke review group to overview the testing of the strategic new settlement or strategic urban extension options. The preferred approach was to keep local parish councils informed through regular briefing notes.

4. Community Infrastructure Levy update and recent changes to Government policy on s106 planning obligations

- 4.1 DP brought members up to date on progress with CIL and some of the challenges that Government policy creates in securing adequate infrastructure contributions.

- a) The Council will continue to progress CIL at the earliest opportunity pending the outcome of High Court case;
- b) The Council must ensure that it complies with the Government's requirements. Specific infrastructure can be defined which meets the CIL tests to make the development acceptable in planning terms for developments with 10 or less dwellings, but this will depend on their being clearly identifiable, costed schemes available in response from the "scoping" process, which would then still have to meet the CIL tests. These tests are:

- that they are necessary to make the development acceptable in planning terms,
- directly related to the development, and

- . fairly and reasonably related in scale and kind.
- c) For sites where the NPPG thresholds applied, planning obligations must not be sought to contribute to pooled funding 'pots' intended to fund the provision of general infrastructure in the wider area.
- d) The current S106 Parish/District project list needs to be immediately refreshed to ensure compliance with the CIL rules and the recent NPPG policy update.
- e) Officers should seek to use wherever possible "Grampian" style planning conditions to secure infrastructure delivery as an alternative to S106 planning obligations. Any use of Grampian planning conditions would need to comply also with the respective NPPF and NPPG advice on the use of planning conditions.

5. Any Other Business

- 5.1 The updated 5 year land supply (as at 15th December 2014) was briefly discussed, noting that it now included a windfall allowance and that the periods were housing requirement and housing supply have now been aligned. The Council has a 5 year supply with a 5% buffer, and even with a 20% buffer added to the 5 year housing requirement.

6. Date of next meeting: 27th January 2015

CABINET

DATE OF MEETING: 8 JANUARY 2015

TITLE OF REPORT: SETTING THE COUNCIL TAX BASE AND
COUNCIL TAX SUPPORT SCHEME GRANT

Report of: Head of Finance

Cabinet Member: Councillor Ken Crookes, Finance

1. PURPOSE OF REPORT

1.1 To set the Council Tax Base for 2015/16.

2. OFFICER RECOMMENDATION

2.1 That Cabinet approves a Council Tax Base of 37,901.69 for 2015/16, as set out in Appendix 1 to this report.

3. BACKGROUND INFORMATION

3.1 Each year the Council is required to formally set the Council Tax Base and advise the appropriate precepting bodies. The tax base has to be set and notified to precepting bodies by 31st January each year.

3.2 The Council's tax base is the number of dwellings in an area for each valuation band, as determined by the Valuation Office Agency, modified to take account of exemptions, discounts and reductions for disability relief. Weightings for different property bands are then applied to the number of dwellings in each band to provide a number of Band D equivalents. The Band D equivalent is then adjusted to take account of the proportion of the Council Tax that the Council expects to collect.

3.3 The tax base also establishes the basis upon which the local and major precepting authorities calculate their demands on each taxpayer. The major precepting authorities are Hampshire County Council, Hampshire and Isle of Wight Police Authority and the Hampshire Fire and Rescue Service; the local precepting authorities being Hart's individual parish and town councils.

3.4 The District Council will also use the tax base to calculate its own demand on the taxpayer.

4. COUNCIL TAX SUPPORT SCHEME AND COUNCIL TAX BASES

4.1 Cabinet will be aware that the government previously made various changes to the council tax system, including changes to the support given to those members of the public who find difficulty in paying their council tax.

4.2 One impact of the government's changes was to reduce the tax base so that the income generated by any given level of council tax will be reduced. This means that

to produce any given level of income, councils needed to increase their council tax level to compensate for the reduced tax base. The government recognised this as a consequence of the new system, and paid additional grant to County, Police, Fire and District Councils in 2013/14 to partially offset the change.

- 4.3 In 2013/14 the government also identified a specific amount which was available for districts to pay to parishes to compensate for some of the impact of these changes. That was no longer be the case in 2014/15, and Cabinet agreed at its meeting on 7 November 2013 to reduce the grant paid to parishes to 66% of the amount paid in 2013/14, reducing to 33% in 2015/16 and NIL thereafter. A schedule of payments for 2015/16 is attached as Appendix 2. All parishes have already been advised of this change.

5. COLLECTION RATE

- 5.1 The collection rate used to determine the Tax Base is reviewed each year and for 2015/16 has been increased to 98.7%, given that Hart achieves consistently high collection figures.

6. MANAGEMENT OF RISK

- 6.1 The risk in setting the Tax Base is that the actual collection does not match the assumed percentage collection rate. However, this has always proved to be more than sufficient in the past. In the event that the collection rates are not meeting targets during the year, a report will be submitted to Cabinet with any appropriate recommendations.

7. CONCLUSIONS

- 7.1 The Local Government Act 2003 requires the Council to set the Council Tax Base annually by 31 January 2015.

CONTACT: Tony Higgins, Head of Finance, x4207, tony.higgins@hart.gov.uk

APPENDICES:

Appendix 1 Council Tax Base 2015/16

Appendix 2 Council Tax Support Grant Payable to Parishes in 2015/16

HART DISTRICT COUNCIL

COUNCIL TAX BASE - 2015/16

Based on records as at 30/11/2014

PARISH	Tax Base 2015/16
Bramshill	97.90
Church Crookham	3,465.80
Crandall	821.89
Crookham Village	1,739.99
Dogmersfield	169.91
Elvetham Heath	1991.44
Eversley	746.80
Ewshot	369.98
Fleet	9,873.75
Greywell	116.65
Hartley Wintney	2,431.94
Blackwater and Hawley	1,784.03
Heckfield	159.89
Hook	3,255.12
Long Sutton	225.86
Mattingley	311.46
Odiham	2,108.68
Rotherwick	266.23
South Warnborough	303.72
Winchfield	307.79
Yateley	7,432.21
Total	37,981.04

HART DISTRICT COUNCIL

COUNCIL TAX Support grant payable to parishes in 2015/16

PARISH	
	£
Bramshill	68.90
Church Crookham	2,640.28
Crandall	896.52
Crookham Village	1,212.29
Dogmersfield	56.84
Elvetham Heath	1,178.72
Eversley	694.83
Ewshot	117.35
Fleet	8,334.64
Greywell	147.69
Hartley Wintney	3,571.60
Blackwater and Hawley	1,609.49
Heckfield	152.55
Hook	3,472.34
Long Sutton	177.91
Mattingley	182.84
Odiham	2,207.64
Rotherwick	53.04
South Warnborough	236.39
Winchfield	143.89
Yateley	8,139.42
Total	35,295.17

CABINET**DATE OF MEETING** 8 JANUARY 2015**TITLE OF REPORT** DISCRETIONARY HOUSING PAYMENTS

Report of: Head of Housing

Cabinet Member: Councillor David Neighbour, Housing

1 PURPOSE OF REPORT

- 1.1 This report seeks approval to an increase in the budget for Discretionary Housing Payment (DHP) in 2014/15.

2 OFFICER RECOMMENDATION

- 2.1 That Members note the projected spend of DHP funds as set out in paragraph 5.1 and approve an additional budget of £40,000.

3 BACKGROUND

- 3.1 Housing Benefit is a national scheme managed by the Council on behalf of the Department for Work and Pensions (DWP). A discretionary housing payment scheme is available to allow the Council some flexibility to “top up” benefits payments to those claimants who would have considerable difficulty in paying their housing costs, even after housing benefit has been awarded.
- 3.2 DWP allocates an amount of money to the Council, originally based on the previous years’ DHP payments. Due to the significant changes made to the Benefit Scheme in 2013, the DWP recognised the potential increased call on this funding and had, as a result, increased the funding for discretionary housing payments to £72K in 2013/14. (In 2012/13 it was £33k.) However this amount reduced to £66,063 in the current year to which the Council added a further £30k from the Preventing Homelessness Budget (Cabinet 7 November 2013).
- 3.3 Councils may contribute up to 150% from Council funds to bolster the DHP funding, and the Council’s DHP policy (copy attached) allows for such an eventuality.

4 CONSIDERATIONS

- 4.1 As of 31 October £79,019 has either been paid or has been committed to be paid before 31 March 2015. This leaves £15,182 to be allocated for future claims before 31 March 2015.
- 4.2 In 2013/14 the total number of claims awarded a DHP was 105, and to date in 2014/15, 107 claims have been awarded a DHP.
- 4.3 The table below shows a summary of the claims received to 31 October 2014 (7 months)

Applications rec'd	Total applications granted	Granted - but affected by the spare room subsidy (bedroom tax)	Awaiting further information	Sentinel property	Withdrawn /Refused	Average weekly award	Number of agreed rent arrears	Average arrears award
156	107	53	20	45	29	£30.13	35	£1046

4.4 The monthly average of received claims was 17-18 per month; however in October, 28 new claims were received. There has been a rise in the number and value of claims to clear rent arrears particularly from Sentinel tenants. At the end of September last year the average award for rent arrears was £609.38 (25 claims); it is now £1045.9 (35 claims) with a total spend for one off rent arrears payments of £36,607. Of the 35 claims 23 are from Sentinel tenants.

4.5 It is predicted that DHP applications will continue to be received for the next 3 months at the same rate or greater as people struggle to find the shortfall in their rent caused by the loss of the Spare Room Subsidy or benefit cap and then, following last year's trend, this will fall off for the latter part of 2014/15. If a further 60 applications are awarded DHP in 2014/15 with an average award of £30.13 per week and 15 applications for arrears payment of £1045.9 were approved, then £51,844.5 will be required to make the payments for the remaining 5 months of the year.

4.6 As there is currently only £15,182 of unallocated monies left in the budget this leaves a potential shortfall of £36,662.5.

4.7 As a particular aim of the DHP is to prevent homelessness and sustain tenancies, it is proposed that the Council agree an additional budget of £40,000 in 2014/15.

5 FINANCIAL IMPLICATIONS

5.1 £30,000 exists in the Preventing Homelessness budget for 2014/15 and the additional £10,000, if required, will have to be met from Council reserves.

5.2 By necessity, this can only be a temporary arrangement; at present there is no confirmation of continued funding for DHP in 2015/16. Historically, the DWP has provided DHP allocations that reflected individual local authorities' actual spend during the previous financial year but this cannot be guaranteed in the future. Should the DWP continue with its historic approach to allocating these funds, any additional contributions to DHP agreed by the Council should be reflected in future awards.

6 FUTURE OUTLOOK

6.1 The uncertainty around future government grant means that additional pressure will be placed on Council budgets if the demand for DHP continues to grow. Discussions have been had with Sentinel, the main social housing provider in the Hart District, to agree steps to restrict the number of potential claims for DHP. These include the following:

- Renewals from DHP granted to offset the cost of the loss of the Spare Room Subsidy will be reduced from 14% to 7% of rent where claimants cannot demonstrate they have actively sought employment (where they are out of work) or more appropriate accommodation. Further reductions may follow if the tenant takes no positive action to seek employment or more suitable accommodation.
- Where tenants cannot be provided with a smaller property that attracts full housing benefit, Sentinel will help them get appropriate advice from Hart's Housing Services so that steps leading to possible eviction can be avoided at an early stage.
- The Council's Revenues & Benefits Department will work with the Housing Options Service to encourage out of work claimants to access education, training and employment to help ameliorate any shortfalls in Housing Benefit to meet rental costs.
- Monthly meetings have been agreed with Sentinel so that proactive action can be taken early.

7 ACTIONS

- 7.1 That a further budget of £40k be approved in 2014/15 to fund DHP applications.
- 7.2 The Council reviews the amount available for 2015/16 once relevant government grant details are known.

Contact Details: Phil Turner, phil.turner@hart.gov.uk, 01252 774488

Appendix 1 – Discretionary Housing Payment Policy



Discretionary
Housing Payment
Policy

<i>Date created</i>	February 2013	<i>Department</i>	Finance
<i>Review date</i>	February 2015	<i>Version</i>	1.0
<i>Effective date</i>	1 st April 2013		
<i>Equality Impact Assessment: (EIA)</i>	Date undertaken:	14 December 2012	
	Issues (if any):	None	

Discretionary Housing Payment Policy of Hart District Council (HDC)

1. Background

- 1.1 On 2 July 2001 a new scheme was introduced which granted all Local Authorities new powers to make a discretionary award to top up the statutory scheme Housing Benefit and the former scheme Council Tax Benefit. This is called Discretionary Housing Payment (DHP).
- 1.2 The statutory Council Tax Benefit scheme has been abolished from 1st April 2013 with a local Council Tax Support Scheme. Therefore, help with Council Tax will no longer be available through DHP.
- 1.3 The legislation governing DHP's can be found in the Discretionary Financial Assistance Regulations 2001 (S1 001 / 1167).
- 1.4 The scheme provides further financial assistance for housing costs for those entitled to Housing Benefit, where payments under the statutory scheme are insufficient.
- 1.5 Broadly speaking housing costs means rent, rent deposits, rent in advance and other lump sums associated with housing need such as removal costs.

2. Purpose of policy

- 2.1 The purpose of the policy is to explain how Hart District Council will operate the scheme and to indicate some of the factors that will be considered when deciding if a DHP can be made.
- 2.2 Each case will be treated strictly on its merits.
- 2.3 All claimants will be treated equally and fairly.
- 2.4 The Council is committed to working with the local voluntary sector, social landlords and other interested parties to maximise entitlement to all available state benefits and this will be reflected in the administration of the DHP scheme. Where the evidence provided in support of a DHP indicates that the customer is not claiming another state benefit they may be entitled to, the Council will advise them to make such a claim and provide details of other agencies who may be able to help with such a claim.

3. Budget

- 3.1 Every year the Government allocates a limited contribution for the Local Authority to spend and a cap on the total amount that can be spent by each authority which is 2 ½ times the cash contribution.

4. Objectives for award

- 4.1
- Alleviate poverty;
 - Encourage Hart District residents to obtain and sustain employment;
 - Prevent homelessness and tenancy sustainment;
 - Safeguard Hart District residents in their homes;
 - Help those who are trying to help themselves;
 - Keep families together;
 - Promote good educational outcomes for children and young people;
 - Support the vulnerable or the elderly in Hart District;
 - Support vulnerable young people in the transition to adult life;
 - Support those in transition to make relevant changes because they are affected by the under-occupancy rules in social housing properties;
 - In line with Government expectations to target those affected by the under-occupancy rules in social housing properties where the property has been substantially adapted for a member of the family's disability needs or they are a foster carer;
 - Help customers through personal crises and difficult events;
 - Alleviate short term crisis.
- 4.2 The Council considers that the DHP scheme should be seen as a short time emergency fund, until a long term solution is found for the claimant.

5. Features of scheme

- 5.1 DHP payments are discretionary.
- 5.2 Claimants do not have a statutory right to payment.
- 5.3 Payments are made from a cash-limited fund.
- 5.4 The scheme is administered by the Revenues and Benefits Service
- 5.5 DHPs are not a payment of Housing Benefit.
- 5.6 Housing Benefit must be in payment in the benefit week that a DHP is awarded for.

6. What DHPs can be paid for

- 6.1 A shortfall between rent and Housing Benefit, providing the rent element is not excluded under the scheme.

This may be due to:

- The rent is more than the Local Housing Allowance, Local Reference Rent or Shared Room Rate;
- Income tapers;
- Non-dependant deductions;
- Reductions in Housing Benefit entitlement following changes to Local Housing Allowance rates.
- Reductions in Housing Benefit entitlement following changes in social housing where the home has too many bedrooms.

6.2 Rent deposits, rent in advance and lump sum costs associated with a housing need such as removal costs, providing you receive Housing Benefit from Hart District Council, for your present home. Such payments do not need to be in respect of a property within Hart District. We will normally make rent deposits and rent in advance payments to the new landlord.

7. What DHPs cannot cover

7.1 Ineligible service charges.

7.2 Increases in rent due to outstanding rent arrears.

7.3 Reductions in Housing Benefit due to sanctions or overpayments.

7.4 Claims where Housing Benefit has been suspended.

8. Awarding a DHP

8.1 The Benefits Department will decide whether or not to award a DHP and how much any award might be.

8.2 When making this decision the Benefits Department will take into account:

- The shortfall between Housing Benefit and the liability;
- Any steps taken by the customer to reduce a rental liability or move to a smaller home;
- The financial and medical circumstances (including ill health and disabilities) of the customer, their partner and any other members of their household including dependants and any other occupants of the customer's home;
- Any income disregarded in the Housing Benefit calculation, which is not committed for the provision of care etc;
- Any savings or capital that might be held by the customer or their family;
- Unavoidable high costs such as fares to work or for therapeutic costs;
- The level of indebtedness of the customer and their family (loans and finance agreements, credit and store card repayments, bank charges, financial commitments etc);
- The nature of the customer and their family's circumstances, bearing in mind there is no need to show that the

- circumstances are exceptional before awarding a DHP;
- The possible impact on the Council of not making such an award, e.g. the pressure on priority homeless accommodation;
- There are special circumstances which prevent the customer moving to cheaper or smaller accommodation;
- The amount available in the DHP budget at the time of the application.

This list is not exhaustive and any other relevant factors or special circumstances will be taken into account.

8.3 From 1 April 2013 working age claimants will receive less Housing Benefit if they live in a social housing property with too many bedrooms for their needs. The Government expect priority for DHP to be given to two specific groups:

- Disabled people living in accommodation substantially adapted for their needs (including new builds) and
- Foster Carers (including in-between placements)

In the event that the above is not applicable consideration will be given as detailed in 8.2.

8.4 Some examples of claimants we want to assist are:

- Families with children at a critical point in their education;
- Young people leaving local authority care;
- Foster carers and Staying Put Carers with children in care and care leavers respectively;
- Families with kinship care arrangements;
- Families with a social service intervention;
- People fleeing domestic violence;
- Ex-homeless people being supported to settle in the community;
- People threatened with homelessness;
- People with health or medical problems, particularly where they need to access medical services or support not available elsewhere;
- People with disabilities who have adapted properties or who receive informal care which would not be available in a new area;
- Elderly and frail people who have lived in their home for a long time and would find it difficult to establish support networks in a new area;
- People who live near their jobs because they work unsocial hours/split shifts/inadequate public transport;
- People who as a consequence of a move have additional travel to work costs;
- People who need to move to cheaper accommodation and need help with a rent deposit and/or rent in advance for their new home;
- People who are affected by changes to Local Housing

Allowance rates and need additional time to find cheaper accommodation.

- People in transition to make relevant changes because they are affected by the under-occupancy rules in social housing properties.
- In line with Government expectations, people affected by the under-occupancy rules in social housing properties where the property has been substantially adapted for their disability needs or they are a foster carer will receive priority

8.5 The Benefits Department will decide how much to award based on all of the circumstances. This may be an amount equal to or below the difference between the liability and the payment of Housing Benefit.

8.6 An award of a DHP does not guarantee that a further award will be made at a later date even if the customer's circumstances have not changed.

9. Period of award

9.1 In all cases, the Benefits Department will decide the length of time for which a DHP will be awarded on the basis of the evidence supplied and the facts known.

9.2 The start date of an award will normally be the Monday after the written claim for a DHP is received by the Benefits Department; or the date on which entitlement to Housing Benefit commenced (providing the application for DHP is received within one calendar month of the claim for Housing Benefit being decided) whichever is the earlier, or the most appropriate.

9.3 The DHP will normally be paid for a minimum of one week.

9.4 The maximum length of award will usually not exceed 12 months.

9.5 Any reasonable request for backdating an award of a DHP will be considered but such consideration will usually be limited to the current financial year. A DHP cannot be awarded for any period outside an existing Housing Benefit period granted under the statutory scheme.

10. Changes of circumstances

10.1 The Benefits Department may revise an award of a DHP where the customer's circumstances have materially changed.

10.2 A claimant is required to notify the Benefits Department in writing of any changes of circumstances relevant to the continuation of DHP.

11. Claiming a DHP

- 11.1 A claim must be made on a DHP application form and help can be provided to those who require extra support by phoning the Revenues and Benefits Service on 01252 774444.
- 11.2 A claim from some one acting on behalf of the claimant, such as an appointee, will be accepted where we consider it reasonable to do so.
- 11.3 The Benefits Department may request any reasonable evidence in support of an application for DHP.
- 11.4 If evidence is not provided or is unavailable, the Benefits Department will still consider the application and will in any event take into account any other available evidence including that held on the Benefit records.
- 11.5 The Benefits Department reserves the right to verify any information or evidence provided in appropriate circumstances.

12. Decision making

- 12.1 Decisions will be made by the Revenues and Benefits Manager or a senior designated officer.
- 12.2 In the case of rent deposits or rent in advance payments the decision will be made in conjunction with a Housing Options Officer to ensure all options, services and advice Hart District Council can provide are explored.

13. Method of Payment

- 13.1 The Benefits Department will decide the most appropriate person to pay based upon the circumstances of each case.
- 13.2 This may include:
 - The claimant
 - Their partner
 - An appointee
 - The landlord (or agent of the landlord)
 - Any third party to whom it might be most appropriate to make payment
- 13.3 The Benefits Department will pay an award of DHP by the most appropriate means in each case.
- 13.4 This could include payment:
 - To a bank account
 - Crediting the claimant's account
 - Payment direct to the landlord

- 13.5 Payment frequency will be in line with how Housing Benefit is paid.
14. **Notifying decisions on DHP**
- 14.1 The Benefits Department will inform the claimant in writing of the outcome of their application normally within 14 days of receipt, unless further information is required to make the decision.
- 14.2 The notification will set out the reasons for the decision and explain how to appeal.
- 14.3 The notification will advise, where appropriate:
- The amount of DHP;
 - When it will be paid;
 - The period of award;
 - How and to whom it will be paid;
 - The requirement to report a change in circumstances;
 - Information on who to contact for further help or advice.
15. **Disputes procedure**
- 15.1 DHPs are not payments of benefit and are therefore not subject to the statutory appeals process.
- 15.2 A claimant can disagree with the DHP decision. This may be made in writing or electronically.
- 15.3 Disagreements will be dealt with by an independent person, not involved with the original decision, namely the Portfolio Holder for Housing. They will give full written reasons of their decision, which will be final and binding, this may only be challenged via the judicial review process or by a complaint to the Local Government Ombudsman.
16. **Overpayments**
- 16.1 The Benefits Department will seek to recover any overpaid DHP.
- 16.2 An invoice will be sent to the claimant or person to whom the award was paid.
- 16.3 Overpayments of DHP cannot be recovered from ongoing entitlement of Housing Benefit.
- 16.4 A letter will be sent to the person due to repay the invoice detailing the overpayment, why it occurred and what to do if they disagree.
17. **Fraud**
- 17.1 The Council is committed to the fight against fraud in all its forms. A

claimant who tries to fraudulently claim a DHP by falsely declaring their circumstances, providing a false statement or evidence in support of their application, may have committed an offence under the Theft Act 1968 or the Fraud Act.

- 17.2 Where the Council suspects that such a fraud may have occurred, the matter will be investigated as appropriate and this may lead to criminal proceedings being instigated.

18. **Publicity**

- 18.1 The Council will publicise the scheme and will work with all interested parties to achieve this. A copy of this policy statement will be made available for inspection and will be posted on the Council's web site. Information about the amount spent will not normally be made available except at the end of the financial year.

CABINET

DATE OF MEETING: 8 JANUARY 2015

TITLE OF REPORT: LIFTING OF RESTRICTIVE COVENANT AND
TRANSFER OF SMALL AREA OF LAND, IVY
LODGE, HOOK

Report of: Head of Technical Services and Environmental
Maintenance

Cabinet member: Councillor Alan Oliver, Environment & Technical
Services

1 PURPOSE OF REPORT

1.1 To consider the offer and accept the terms for the lifting of the restrictive covenant and transfer of a small area of land at Ivy Lodge, Hook.

2 OFFICER RECOMMENDATION

2.1 That the offer detailed at confidential appendix C is accepted for the lifting of the covenant and the transfer of the small area of land to the owner of Ivy Lodge, Hook.

3 BACKGROUND

3.1 Hart District Council (HDC) has the benefit of a restrictive covenant on land at Ivy Lodge, Hook where the land is restricted to garden use.

3.2 In August 2010 the council agreed to release the covenant on Ivy Lodge but the then owner did not implement this. Instead the site was acquired by the adjacent owners of Acorn House, who approached the Council to purchase the public conveniences and part of Crossways Manor Car Park. This offer was rejected by Cabinet in August 2014.

3.3 The current owner of Ivy Lodge has now reapplied to HDC for release of the covenant so that the part of the site that is subject to the covenant can be redeveloped. The land covered by the covenant is shown coloured red and annotated HP107007 on the plan at appendix A. As can be seen the covenant does not cover the entire site and it would be possible for the majority of Ivy Lodge to be redeveloped without the need to release the covenant.

3.4 In addition to the covenant, Ivy Lodge shares a boundary with Crossways Manor Car Park (see plan at appendix B). When the car park and toilet building which adjoins Ivy Lodge were built in the 1980s, a 2m high close boarded fence was erected along the boundary. This fence was erected at the back of the kerb line of the new car park and not on the title boundary, as a consequence Ivy Lodge has, for over 30 years, had the benefit of the use of a small area of Hart owned land. The land concerned (25 sq m approx) is shown hatched on the plan attached at appendix B, whilst Hart's title is shown in red.

- 3.5 Whilst seeking release of the covenant the owner of Ivy Lodge has requested that the title is amended to align with the boundary fence.

4 CONSIDERATIONS

- 4.1 Hart will benefit from a financial receipt for the lifting of the covenant and the transfer of the land. Valuation advice and recommendation of the offer has been provided by Capita and is detailed at confidential Appendix C.
- 4.2 The physical boundary between Ivy Lodge and Crossways car park will remain unchanged under the proposals.
- 4.3 The offer is recommended for acceptance subject to the owner of Ivy Lodge erecting and maintaining a new 2m close boarded fence (or equivalent) in the same location as the current fence.
- 4.4 Whilst the council have previously agreed to release the covenant on Ivy Lodge the existing owner is seeking amended terms valued on the revised redevelopment proposals.

5 FINANCIAL IMPLICATIONS

- 5.1 As detailed in confidential appendix C.

6 ACTION

- 6.1 If the recommendations of this report are agreed, then the shared legal service will be instructed to document and complete the lifting of the restrictive covenant and to transfer the title for the area of land shown at appendix B to the owners of Ivy Lodge, Hook.

Contact Details: John Elson, Head of Technical Services and Environmental Maintenance, x4491, john.elson@hart.gov.uk

APPENDICES

Appendix A – Title plan HP29344

Appendix B – Hart's title

CONFIDENTIAL APPENDICES

Appendix C – Valuation advice

Background Papers:

Executive Decision – Release of restrictive covenant from land at Ivy Lodge – August 2010.

Feasibility Study - Hook Car Park Development Opportunities – September 2013

Cabinet Report – Sale of part of Crossways Manor Car Park and the public conveniences at Reading Road, Hook – August 2014.

H. M. LAND REGISTRY

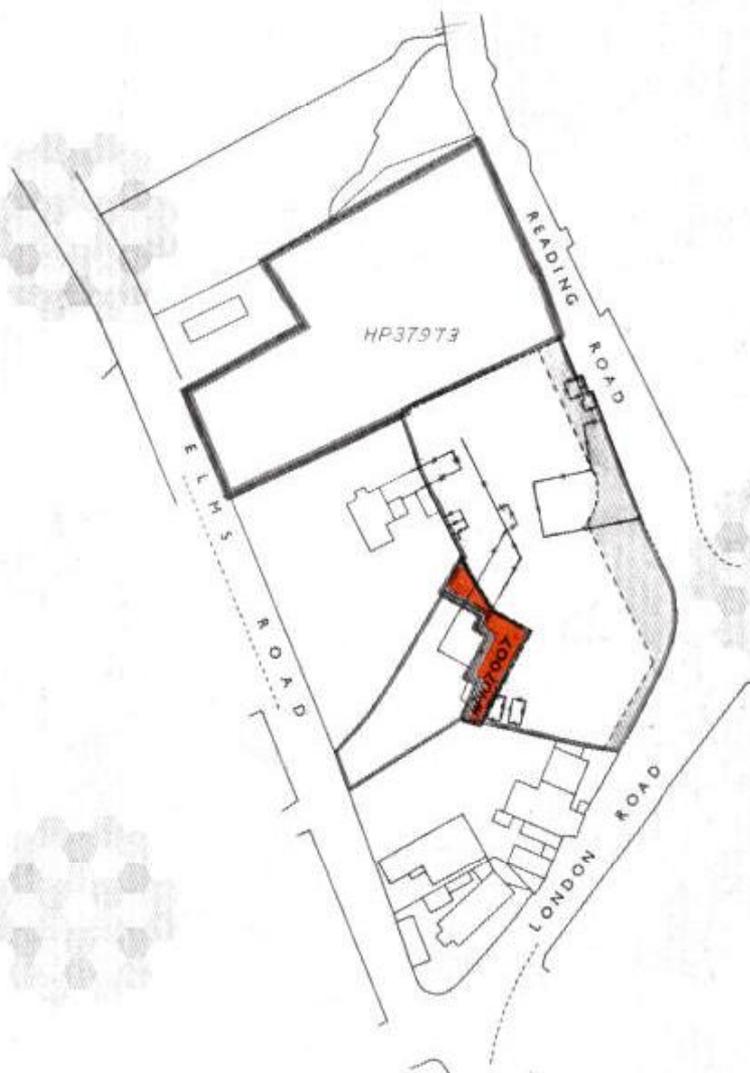
HAMPSHIRE SHEET XIX 3

Scale 1/1250

Enlarged from 1/2500

HOOK PARISH

The boundaries shown by dotted lines have been plotted from the plan of the site and are subject to revision on survey after the erection of fences.



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Filed Plan of Title No. **HP 29344**

SITE PLAN



1:1,000

0 2.5 5 10 15 20 25
Metres



Hart District Council
Civic Offices
Harlington Way
Fleet, Hampshire
GU51 4AE

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CABINET

DATE OF MEETING: 8 JANUARY 2015

TITLE OF REPORT: NEIGHBOURHOOD PLANS - AREA DESIGNATION - WINCHFIELD

Report of: Joint Chief Executive

Portfolio Holder: Councillor Stephen Parker, Leader

1 PURPOSE OF REPORT

Winchfield Parish Council has applied to have the parish designated as a Neighbourhood Planning Area. The purpose of this report is to recommend that the application is approved.

2 OFFICER RECOMMENDATION

- 2.1 That Winchfield Neighbourhood Area be designated in accordance with the Neighbourhood Planning (General) Regulations 2012.

3 BACKGROUND**3.1 What is neighbourhood planning:**

Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They are able to choose where they want new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and grant planning permission for the new buildings they want to see go ahead. Neighbourhood planning provides a powerful set of tools for local people to ensure that they get the right types of development for their community where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.

3.2 Neighbourhood Area Designation

The first stage in the process of preparing a Neighbourhood Plan is to identify the relevant area to be covered by the Plan. This is done by a 'relevant body' submitting an application to the local planning authority for designation of a neighbourhood area. In Hart, due to the district being a parished area, the 'relevant body' will be a parish or town council. Each application must include a statement explaining why the proposed neighbourhood area is an appropriate area.

In a parished area a local planning authority is required to have regard to the desirability of designating the whole of the area of a parish or town council as a neighbourhood area. At the same time the local planning authority must also consider whether the area should be designated as a business area but this designation would only occur if it was considered that the area is wholly or

predominately business in nature.

- 3.3 A local planning authority must designate a neighbourhood area if it receives a valid application. In doing so it should take into account the relevant body's statement explaining why the area applied for is considered appropriate to be designated as such and should aim to designate the area applied for. However, a local planning authority can refuse to designate the area applied for if it considers the area is not appropriate. Where it does so, the local planning authority must give reasons.
- 3.4 When a neighbourhood area is designated, a local planning authority should avoid pre-judging what a qualifying body may subsequently decide to put in its draft neighbourhood plan. It should not make assumptions about the neighbourhood plan that will emerge from developing, testing and consulting on the draft neighbourhood plan when designating a neighbourhood area.

4 FINANCIAL IMPLICATIONS

- 4.1 The District has a statutory obligation to provide advice or assistance to a parish council that is producing a neighbourhood plan and this is also a Corporate Plan objective. There is however, no legal requirement for this to be financial support, but the District Council is under a duty to fund the independent Examination of any Neighbourhood Plan and any subsequent referendum prior to adoption. In the meantime, to help encourage individual parish or town councils to get the neighbourhood planning process underway the District Council has been offering start up grants of £2,000 whilst parish and town councils can themselves seek grants of up to £7,000 from the Department for Communities and Local Government (DCLG).
- 4.2 DCLG have made provision in financial year 2014/2015 for local planning authorities to claim a payment of £5,000 following designation of a neighbourhood area recognising officer time supporting and advising the community in taking forward a neighbourhood plan

5 ACTION

- 5.1 Winchfield Parish Council has applied to have the parish of Winchfield designated as a Neighbourhood Area. In accordance with the regulations the application has been publicised and neighbouring parishes notified.
- 5.2 The proposed area for designation includes the whole of the parish area. The area is coherent, consistent and appropriate in planning terms and is an 'appropriate area to be designated as a neighbourhood area'. The area is not wholly or predominately business in nature and therefore it would be inappropriate to designate it as a business area.
- 5.3 Where an application is in accordance with the Neighbourhood Planning (General) Regulations 2012 the local planning authority is obliged to designate the Neighbourhood Area. The Neighbourhood Area application received for Winchfield Parish Council is in accordance with the Regulations.

CONTACT: Daryl Phillips, Joint Chief Executive, x4492, daryl.phillips@hart.gov.uk

CABINET

DATE OF MEETING: 8 JANUARY 2015

TITLE OF REPORT: **CHANGES IN NATIONAL POLICY REGARDING SECTION 106 PLANNING OBLIGATIONS**

Report of: Joint Chief Executive

Portfolio Holder: Councillor Stephen Parker, Leader

1 PURPOSE OF REPORT

- 1.1 To set out recent changes to Government planning policy relating to Section 106 contributions from small sites. This report recommends the adoption of a low site size threshold in rural areas below which S106 contributions can no longer be sought.

2 OFFICER RECOMMENDATION

- 2.1 That for the purposes of implementing new Government policy on Section 106 obligations, the Council adopts the threshold of 5 or fewer units in the Designated Rural Areas, ie the Parishes of: Bramshill, Crondall, Crookham Village¹, Dogmersfield, Eversley, Ewshot², Greywell, Hartley Wintney, Heckfield, Hook³, Long Sutton, and Mattingley, Odiham, Rotherwick, South Warnborough, and Winchfield.

3 BACKGROUND

- 3.1 On 28 November 2014 the Government introduced changes to planning policy and guidance aimed at boosting development on small sites. These are:
- Contributions should not be sought from developments of 10-units or less, and which have a maximum combined gross floorspace of no more than 1000sqm.
 - In designated rural areas, local planning authorities may choose to apply a lower threshold of 5-units or less. No affordable housing or tariff-style contributions should then be sought from these developments. In addition, in a rural area where the lower 5-unit or less threshold is applied, affordable housing and tariff style contributions should be sought from developments of between 6 and 10-units in the form of cash payments which are commuted until after completion of units within the development.

¹ Note that for the purposes of Policy ALTGEN13 (Affordable Housing) sites within the Parish of Crookham Village which also fall within the settlement of Fleet/Church Crookham are unaffected by the rural area designation because the affordable housing site size threshold is 15 units / 0.5 hectares or larger.

² Although not listed in the legislation, Ewshot was part of Crondall Parish at the time the rural areas were designated.

³ Note that for the purposes of Policy ALTGEN13 (Affordable Housing), sites in the settlement of Hook are unaffected by the rural area designation because the affordable housing site size threshold is 15 units / 0.5 hectares or larger.

- These changes in national planning policy will not apply to Rural Exception Sites which, subject to the local area demonstrating sufficient need, remain available to support the delivery of affordable homes for local people. However, affordable housing and tariff style contributions should not be sought in relation to residential annexes and extensions.

A further change is that:

- A financial credit, equivalent to the existing gross floorspace of any vacant buildings brought back into any lawful use or demolished for re-development, should be deducted from the calculation of any affordable housing contributions sought from relevant development schemes. This will not however apply to vacant buildings which have been abandoned.

4 CONSIDERATIONS

- 4.1 The Government has deliberately introduced the option to implement the lower 5 unit threshold in rural areas, recognising the disproportionate negative impact that a 10 unit threshold would have in those areas. This report enables a formal decision to be made adopting the lower threshold to be made at the earliest opportunity.
- 4.2 This is a separate issue from the Community Infrastructure Levy and the Government policy that from 1 April 2015 it will not be possible to pool S106 contributions from more than 5 schemes (of any size) towards any particular infrastructure type or scheme.

5 FINANCIAL IMPLICATIONS

- 5.1 The effect of these changes is that receipts from S106 infrastructure contributions from small sites will fall. The extent to which they fall will depend on the success of other measures currently being explored to secure infrastructure contributions from small sites where they are necessary for the development to proceed and can be justified.

6 ACTION

- 6.1 To update the Council's planning guidance to clarify what the Government site size thresholds mean in practice in Hart for section 106 obligations for infrastructure and affordable housing.

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CABINET

DATE OF MEETING: 8 JANUARY 2015

TITLE OF REPORT: TESTING OF LOCAL PLAN NEW SETTLEMENT AND STRATEGIC URBAN EXTENSION OPTIONS

Report of: Planning Policy Manager

Cabinet member: Councillor Stephen Parker, Leader

1 PURPOSE OF REPORT

- 1.1 To agree the basis of the approach to the testing of the Local Plan options for a new settlement and/or strategic urban extensions.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet agrees to the testing principles as set out in paragraphs 4.1 – 4.5 of this report.

3 BACKGROUND

- 3.1 The Council is preparing a new Local Plan. To meet Hart's needs the new Local Plan will need to provide a further 4,000 new homes up until 2032.

The Council has agreed that this may require provision of a sustainable urban extension and/or a new settlement. The options being considered include a combination of the following: a new settlement centred on Winchfield (or any other reasonable alternatives should they be identified), and/or urban extensions on land either to the west, or north west, or north east of Hook, Pale Lane (west of Elvetham Heath), or Hitches Lane, Church Crookham (Grove Farm/Pilcot Farm).

- 3.2 This will require testing of feasibility and suitability and also the ability to deliver infrastructure required to support the development (therefore viability). Ultimately it should build upon the principles established through a garden cities approach, but at this stage it must first identify key principles and objectives. This work will help inform the decision-making and provide evidence to assist in the consideration of a possible new settlement or strategic urban extensions.

4 CONSIDERATIONS

- 4.1 The testing proposed will inevitably be at a relatively high level. It will include:
- The "deliverability" of a new settlement and/or urban extension (ie suitability, availability and achievability) including the identification of any barriers to development and potential means to resolve them;
 - The identification and indicative costing of the major infrastructure items needed to support development in that location.

4.2 **Part 1 – Site Assessment (Suitability, Availability and Achievability)**

An exercise using constraint data, and site promoter's submissions. The work would:

- provide a Site Assessment of deliverability (ie availability, suitability and achievability), specifically:
 - Confirming site availability with owner/promoters
 - Reviewing policy and development constraints to confirm suitability in principle (key issues being flood risk, statutory environmental designations, non-statutory environmental designations, heritage designations, agricultural land classification etc.)
 - Mini market review to illustrate market appetite for delivery through more than one developer
- produce a broad land use budget including an estimate of the capacity of the location. This includes a review of infrastructure provision, such as SPA mitigation, open space and education, and the consideration of development mix and density in light of the market for delivery for example.

4.3 The intention behind Part 1 is that it would establish baseline information, to inform the Council's choice of a final Preferred Approach.

4.4 **Part 2 – Infrastructure Requirements and Service Providers Consultation**

Part 2 would build on the baseline assessment by considering the infrastructure requirements and the viability. Part 2 will specifically undertake the following:

- Consultation with infrastructure stakeholders such as utilities, transport, education, health, SPA mitigation, open space, health, and emergency services to establish the infrastructure requirements including costs
- Recommendations on which infrastructure items might be best delivered through planning obligations either on site or S106 and could potentially be funded through Community Infrastructure Levy (CIL)
- Verification that the affordable housing and policy targets are compatible with any identified S106 obligations.

4.5 Part 2 focuses on the infrastructure requirements of sites to identify likely infrastructure impacts, subsequent costs and potential funding sources. The work will build on the Infrastructure Delivery Plan (IDP) work already being undertaken by the Council in consultation with infrastructure service providers.

5 **FINANCIAL IMPLICATIONS**

5.1 The testing will be carried out within current budget provision.

6 ACTION

- 6.1 The testing will require the active involvement of Members and representatives of the community with all being genuinely committed to seeing if this option can truly be delivered. It must be open and transparent. It is envisaged that the Parish Council would be an integral part of this process. This will be achieved through briefing sessions and ongoing meetings.

Contact Details: Daniel Hawes, Planning Policy Manager Ext 4120

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

January 2015

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)
Winchfield Neighbourhood Plan	Nov 14	Designation order for approval	Jan15			L	RS
Discretionary Housing Payments	Nov 14	For Approval	Jan 15		Y	DN	H
Setting the Council Tax Base	Annual	Report	Jan 15		Y	L	F
New Settlement Testing Options	Dec14	Proposals for the testing of new settlement options	Jan 15			SP	PP
Lifting of restrictive covenant and transfer of a small area of land at Ivy Lodge, Hook.	Dec 14	For approval	Jan 15			AO	TS&EM
Changes in national policy regarding section 106 planning obligations	Dec 14	Approval for implementation of government policy	Jan 15			L	PP
Treasury Management Strategy	Annual	Update	Feb 15			KC	F
Task and Finish Group - car parking charges structure for Fleet	Oct 14	Report for approval	Feb 15			AO	TS&EM
2014/15 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 15			KC	F
Grant Funding for 4 Bedroom homes	Dec 14	Approval.	Feb 15			DN	H

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Church Road Car Park Toilet Proposals	Dec 14	Proposals for alternative uses for the space currently occupied by the toilets	March 15			AO	TS &EM
New Leisure Centre Operation	July 14	For approval of recommendation to Council. Decision on the operator of the new leisure centre.	April/May 15			KC	L&EP
Food Safety Service Plan	Annual	For approval	April 15			ACO	RS
Service Plans	Annual	Service Plans 2014/15	April 15			JER	All
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 15			L	CX
Revenue and Capital Outturn 2014/15	Annual	Report on outturn	July 15			KC	F
New Leisure Centre Construction	Dec 14	For approval of recommendations to Council.				KC	L&EP
Sale of Hook Car Park	Jun 14	Deferred from July - for Approval	Aug 15			AO	TS&EM
Local Plan next stages	Dec 14	For consideration of the outcomes of the testing of the new settlement and other options	Aug/Sept 15			L	PP
Frogmore Leisure Centre	Dec 14	Detailed report on anticipated upgrade	Sept 15			KC	L&EP
Medium Term Financial Outlook	Annual	To consider the medium term financial position	Sept 15			KC	F
Review of Implementation of the Corporate Plan	July 14	For approval	Dec 15			L	CX

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Notes:

- 1 Date added to Programme
 - 2 Cabinet Members
- L - Leader
AO Oliver

ACO Collett
KC Crookes

ACR Crampton
JER Radley JE

DN Neighbour

3 Service:

JCX	Joint Chief Executive	HS	Housing Services	RS	Regulatory Services
CS	Community Safety	CCS	Corporate & Customer Services	L&EP	Leisure and Environmental Promotion
F	Finance	PP	Planning Policy	TS &EM	Technical Services and Environmental Maintenance
SLS	Shared Legal Services	MO	Monitoring Officer		

EXECUTIVE DECISIONS

18/12/14 Cllr Oliver Transfer of recreational land at Church Lane, Broomhill to Ewshot Parish Council

CABINET

Date and Time: Thursday, 8 January 2015 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Collett, Crampton, Crookes, Neighbour, Oliver, Radley JE

In attendance: Axam, Radley JR, Wheale, Foster S

Officers:

Daryl Hughes	Joint Chief Executive
Phil Turner	Head of Housing Services
John Elson	Head of Environment and Technical Services
Daniel Hawes	Planning Policy Manager

88 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 4 December 2014 were confirmed and signed as a correct record.

89 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Parker and Radley JE.

90 CHAIRMAN'S ANNOUNCEMENTS

None.

91 DECLARATIONS OF INTEREST

Councillor Collett declared a financial interest in Item 10: Discretionary Housing Payments.

92 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

93 LEISURE CENTRE WORKING GROUP MINUTES

The minutes of the meeting of 5 November 2014 were noted.

94 HEALTH AND WELLBEING PARTNERSHIP MINUTES

The minutes of the meeting of 5 December 2014 were noted.

95 LOCAL PLAN STEERING GROUP MINUTES

The minutes of the meeting of 18 December 2014 were noted.

96 SETTING THE COUNCIL TAX BASE AND COUNCIL TAX SUPPORT SCHEME GRANT

Cabinet considered the setting of the Council Tax Base for 2015/16. It was indicated that in future the intention was that the approval of the setting of the Council Tax base would be carried out by the S151 Officer in consultation with the Portfolio Holder for Finance but that Members would be kept informed of how and when the Tax Base was to be agreed.

RESOLVED

1. That a Council Tax Base of 37,981.04 for 2015/16, as set out in Appendix 1, be approved.
2. That the Joint Chief Executive enter into a dialogue with the town and parish councils at the next meeting of the Hart Association of Parish and Town Council on Tuesday, 13 January 2015 with regard to the support grant as set out in Appendix 2 payable to parishes in 2015/16.

97 DISCRETIONARY HOUSING PAYMENTS

Councillor Collett left the room for the duration of the discussion and vote of this item.

Cabinet was asked to approve an increase in the budget for Discretionary Housing Payment (DHP) in 2014/15. Members noted the projected spend of DHP funds as set out in paragraph 5.1.

RESOLVED

That an additional budget of £40,000 to DHP funds be approved.

98 LIFTING OF RESTRICTIVE COVENANT AND TRANSFER OF SMALL AREA OF LAND, IVY LODGE, HOOK

Members considered the offer and terms for the lifting of the restrictive covenant and transfer of a small area of land at Ivy Lodge, Hook. It was noted that Appendix C was marked as Confidential.

RESOLVED

That the offer detailed at Confidential Appendix C be accepted for the lifting of the covenant and the transfer of the small area of land to the owner of Ivy Lodge, Hook.

99 NEIGHBOURHOOD PLANS - AREA DESIGNATION - WINCHFIELD

Winchfield Parish Council had applied to have the parish designated as a Neighbourhood Planning Area. Members considered the recommendation that the application be approved.

RESOLVED

That Winchfield Neighbourhood Area be designated in accordance with the Neighbourhood Planning (General) Regulations 2012.

100 CHANGES IN NATIONAL POLICY REGARDING SECTION 106 PLANNING OBLIGATIONS

Cabinet considered the recent changes to Government planning policy relating to Section 106 contributions from small sites, and the recommendation of the adoption of a low site size threshold in rural areas below which S106 contributions could no longer be sought.

RESOLVED

1. That, for the purposes of implementing new Government policy on Section 106 obligations, the Council adopts the threshold of 5 or fewer units in the Designated Rural Areas, ie the Parishes of: Bramshill, Crondall, Crookham Village, Dogmersfield, Eversley, Ewshot, Greywell, Hartley Wintney, Heckfield, Hook, Long Sutton, Mattingley, Odiham, Rotherwick, South Warnborough, and Winchfield
2. That, once the way forward and timetable for the future implementation of the Community Infrastructure Levy (CIL) had been clarified, a briefing seminar be arranged for Members and parish and town councils to explain the implications of CIL.

101 TESTING OF LOCAL PLAN NEW SETTLEMENT AND STRATEGIC URBAN EXTENSION OPTIONS

Cabinet were asked to agree the basis of the approach to the testing of the Local Plan options for a new settlement and/or strategic urban extensions. It was noted that a new large SHLAA site at Murrell Green had recently been submitted and that testing would be carried out on this as other similar sites where they can reasonably be seen to represent strategic development opportunities.

RESOLVED

1. That the testing principles, as set out in paragraphs 4.1 – 4.5 of the report, be agreed (but that the suggested mini market review be moved from Stage 1 to Stage 2).
2. That the testing should include any new strategic development opportunities that may be submitted through the SHLAA process.

3. That the Joint Chief Executive ensure that the Council engages constructively, actively and on an ongoing basis, with local parish councils on the testing of the new settlement and strategic development options.
4. That an update report be brought to Cabinet in March to brief Members on the outcome of the Stage I testing.

I02 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended to include:

1. An update report on the testing of be brought to Cabinet in March to brief Members on the outcome of the Stage I testing of the Local Plan new settlement and strategic development opportunities
2. A reference be made to a future update report on the implementation of Community Infrastructure Levy.

The meeting closed at 9.30pm