



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday, 7 July 2016 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	Gill Chapman, 01252 774141 gill.chapman@hart.gov.uk
Members:	Burchfield, Crampton, Crookes, Forster, Gorys, Kennett, Morris, Parker (Chairman)

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 2 June 2016 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

To note the minutes of the meeting of 25 May 2016 and 23 June 2016. **Papers B and C**

7 LOCAL PLAN STEERING GROUP

To note the minutes of the meeting of 31 May 2016. **Paper D**

8 CAPITAL PROGRAMME ; ECOLOGY AND COUNTRYSIDE SECTION OF LEISURE AND ENVIRONMENTAL PROMOTION DEPARTMENT

Cabinet is asked to agree the next three years capital programme of the Ecology and Countryside section of Leisure and Environmental Promotion. **Paper E**

RECOMMENDATION

- 1 The proposed Capital Programme (£696,000) for expenditure commencing in 2016/17 Financial Year, comprising £677k S 106 receipts and £19k internal resources be approved.
- 2 The request for additional capital budget of £19k to provide a wash-down area for the HDC and Fleet Pond Society service vehicles and specialist equipment be approved.
- 3 Cabinet approve the release of future S106 funds in the sum of £480,000 as and when received and as identified in the Capital Programme.
- 4 Cabinet ensure that proper arrangements are put in place to enable proper monitoring and member scrutiny of the agreed Capital Programme to ensure that any capital spend is properly audited, accounted for, and used solely for the purpose as agreed.

9 COUNCIL TAX SUPPORT SCHEME 2017/18

At its meeting on the 4 February 2016 Cabinet asked for a report on the implementation of the Council Tax Reduction Scheme. This report updates Cabinet on the situation regarding Council Tax Support and whether consultation should take place for a possible change to the scheme for the financial year 2017/18. If consultation is to take place, Cabinet will need to consider the options that should be put to public consultation and the method of consultation. **Paper F**

RECOMMENDATION

Cabinet are requested to:

- 1 Agree that a public consultation be undertaken on options around the Council's Council Tax Support Scheme.

- 2 Endorse that the detail of the consultation paper be finally agreed by the Joint Chief Executives in consultation with the Portfolio Holder for Economic Development and Corporate Finance.
- 3 Note that a report back on the outcome of the consultation and any subsequent proposals will come back to Cabinet for consideration during autumn 2016.

10 HARLINGTON POTENTIAL REDEVELOPMENT OPPORTUNITY – GURKHA SQUARE

Fleet Town Council has embarked on an ambitious project to deliver a new Harlington to replace the existing community facility. The purpose of this report is to establish clear principles that will form the basis of any discussions about the use of District Council owned assets to deliver the Harlington project. **Paper G**

RECOMMENDATION

That Cabinet resolves that in any discussion with Fleet Town Council (or other developers) that the following principles are clearly set out:

In terms of any option that involves the provision of a new Harlington facility on Council owned land the only District Council asset under consideration is Gurkha Square and any agreement would be subject to:

- 1 The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier)
- 2 Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement for the lost car parking.

12 CABINET WORK PROGRAMME

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

Date of Despatch: 28 June 2016

CABINET

Date and Time: 2 June 2016 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Crampton, Crookes, Gorys, Kennett, Morris, Parker (Chairman)

In attendance: Councillors Neighbour, Cockarill, Axam, Radley (J.E.)

Officers:

Patricia Hughes	Joint Chief Executive
Nick Steevens	Head of Regulatory Services
Katie Bailey	Corporate Strategy & Policy Development Manager

1 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 7 April 2016 were confirmed and signed as a correct record.

2 APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Burchfield.

3 CHAIRMAN'S ANNOUNCEMENTS

Devolution update being covered later on in the agenda.

4 DECLARATIONS OF INTEREST

None declared.

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

A member of the public made a statement including the following points:

During recent outsourcing of leisure centres, regarding transfer of block bookings. Rather than remedy the situation, the Council has sought to bluff their way through this, and have I believe, unreasonably cancelled my contract.

My complaints appear not to have been responded to and I cannot understand why complaints at stage 3 have not been dealt with.

Strange that the public cannot see the contract between the two respective organisations and what has been committed to.

Cllr Parker responded to say that he was aware that Mr Gallagher had already spoken to Cllr Crampton, the Portfolio Holder and that a meeting was planned. Further to this the Council would always make information available to members of the public, where it was not subject to commercial confidentiality.

The Joint Chief Executive explained that stage 3 complaints were a review of the appropriateness of the way in which the Council had managed any complaints at level 2, therefore where new issues were arising, they would need to be considered at level 1 or 2 before being escalated.

6 HEALTH AND WELLBEING PARTNERSHIP

The minutes of the Hart Health and Wellbeing Partnership meeting of 15 April 2016 were noted.

7 LEISURE CENTRE WORKING GROUP

The minutes of the Leisure Centre Working Group meeting of 19 April 2016 were noted.

8 FOOD HEALTH AND SAFETY SERVICE PLAN

The Council is obliged to produce both Food Safety and Health & Safety Service Plans. The report detailed the plan for the current financial year which requires formal adoption by Council. Members were also asked to agree that any subsequent FHSSP be delegated to the portfolio holder for Regulatory Services for approval.

RECOMMENDATION to Council

2.1 That the Food and Health & Safety Service Plan 2016-17 (FHSSP) be approved.

9 ANNUAL SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANG) MONITORING

Cabinet were updated on the latest position with regard to Suitable Alternative Natural Green Space (SANG) capacity, and adjustments were recommended to the Interim Avoidance Strategy to make more efficient use of any remaining capacity.

RECOMMENDATION

- 2.1 The SPA Interim Avoidance Strategy be amended so that small sites of less than 10 dwellings contribute towards any SANG within the District. This should apply to future schemes.
- 2.2 Some existing permissions currently allocated to Hitches Lane SANG be reallocated to Hawley Meadows SANG, to free up capacity at Hitches Lane.
- 2.3 In future, the Council will not normally use Grampian Conditions to secure SANG provision unless exceptional circumstances can be demonstrated and a specific SANG is identified and confirmed by the body responsible for the administration and

management of that SANG as being authorised and available to meet the needs of the development proposed.

- 2.4 Where an applicant seeks to access Council administered or managed SANG this will be done through a land transaction outside of the planning process. This will be in the form of a transaction at commercial rates which must be procured by the applicant before the submission of any planning application. The fee to access Council administered or managed SANG will include a 15% transaction and administration fee.
- 2.5 The interim priority for the future allocation of any Council administered or managed SANG will be in the following order:
- (i) developments that deliver rural affordable housing (i.e. rural exception sites).
 - (ii) redevelopment of previously developed land where the development delivers 40% affordable housing.
 - (iii) conversion of office premises to residential use.

No priority for the allocation of Council administered or managed SANG will be given to any development that does not meet these criteria.

In all instances the development must be policy compliant in that it must be in accordance with adopted policy of the Council.

10 DEVOLUTION

The Joint Chief Executive briefed Cabinet orally on the current position with regard to Hampshire and presented a briefing paper. The Leader mentioned some of the political aspects of the potential for devolution or local government reorganisation and highlighted the collaborative work that will be done by the Councils via a consultancy - see Appendix I.

11 NOMINATIONS TO OUTSIDE BODIES 2016/17

Nominations to Hart's approved list of Outside Bodies were sought.

After consideration the list of nominations was updated. Appendix II

RECOMMENDATION

That the list of nominations to Hart's approved list of Outside Bodies (attached as Appendix II to these minutes) be approved.

12 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended.

The meeting closed at 8.00pm

Appendix I – Devolution Briefing Paper
Appendix II – Nominations list

Update on Devolution

Background

The Government is driving forward a devolution agenda for local government, linked to an original model in Greater Manchester. This is about transferring powers from central to local government, through groups of local authorities which form Combined Authorities as the vehicle for devolution.

In September 2015, a proposal for a devolution deal with a Combined Authority (CA) was put forward by the Hampshire and Isle of Wight (HIOW) authorities, including the County Council, the three unitaries and the eleven Hampshire districts (alongside LEPs and other statutory partners). This stalled in February 2016 when the Government made clear that all such proposals needed to include a directly elected mayor.

Subsequently a proposal was put forward and supported (in principle) by Government for a CA including the unitary authorities and five south Hampshire districts (The Solent bid). Government and Solent partners are keen for the County Council to join the CA. In response, Hart and the remaining Hampshire districts (Rushmoor, Basingstoke & Deane, Test Valley, Winchester, and New Forest) established a separate partnership towards a proposal for a 'Heart of Hampshire' CA. The County Council was an active participant in those discussions.

In May the Leader of Hampshire County Council however, announced an alternative approach. The County Council itself would carry out a consultation on future options for local government in Hampshire. The County Council had commissioned Deloitte to complete an analysis of options for alternative governance arrangements in the form of unitary local government. The conclusion of the County Council commissioned report is that a new authority based on a single unitary Hampshire county wide authority is the best serving option. Unfortunately, this report was commissioned without reference to or the prior knowledge of any of the other Hampshire partners and at a time when the County was an active participant in the Heart of Hampshire discussions.

In the meantime, the Leader of Hampshire County Council has confirmed that the original concept of a HIOW Combined Authority has fallen by the wayside and cannot be revived.

The current position

The County Council is maintaining its position that it cannot agree to two combined authorities that in effect 'split' Hampshire. Under the terms of the current legislation it can for the time being block any Heart of Hampshire bid for CA status and in the short term it can frustrate the separate Solent bid albeit there is a possible way forward, subject to Government agreement, to create a Solent CA based upon the three existing unitary authorities (Portsmouth, Southampton, and Isle of Wight) which, once established, would allow the associated District Councils to join without County Council approval.

In the meantime however, the County Council wish to consult with Hampshire residents about what is the best form of future governance. Unfortunately, if based on the recent Deloitte report that the County Council commissioned it offers only very limited options

other than ones based upon the financial merits of alternative Unitary status options. It does not deal with the merits of combined authorities or look at the quality of service delivery, or offer views on the value of current democratic structures to local residents. It is also silent on the issue of devolution itself. Seeking unitary status does not secure devolved powers from government but is an entirely separate matter associated more with changing existing local authority governance. It is important therefore that the merits of the devolution agenda should not be obscured by the quite separate issue associated with fundamental local government reorganisation.

The next stages

The actions of a number of partners outside the Heart of Hampshire grouping has been less than open or transparent. This has created a high degree of mistrust as to the motives of other parties. There is also a sense that some of the moves that have taken place are centred more on self-preservation rather than a genuine discussion of what is right in terms of the future governance of Hampshire and the Isle of Wight.

It is not however, in Hart's long term interest to isolate itself from the debate. All the Hampshire District Council leaders have expressed a desire to work with the County Council to ensure we are engaged in framing the consultation and in particular the questions posed.

The County Council itself is to consider its position and the way forward at a special Cabinet on 6 June. Whilst there must be reservations about some aspects of the officer report to the County Council's Cabinet, the tone of the report is generally positive in that it proposes a range of options including CAs with mayors and a county unitary. The Cabinet report rightly suggests that no irrevocable decisions on either CA or unitary status should be taken until the consultation is complete.

Action

It is important that Hart's Cabinet gives the Leader a firm mandate to engage with the County Council and to reiterate Hart's offer to engage and participate in the County Council's initiative to consult with the residents of Hampshire. We should acknowledge the value of the Deloitte accountants report as evaluating the purely financial and organisational elements of unitarisation, but highlight that significant work is required to look at the merits of such an approach based on impacts on our residents, not covered by the accountants report. Once such information is available, a valid and robust consultation may become possible.

In the meantime, to inform any further discussions, the Leaders of the Heart of Hampshire grouping have agreed to commission an options analysis for future delivery of local government services. This will take the form of an independent analysis of the possible options. It is envisaged that these could range from:

- a 'simple' Combined Authority (CA) model where groups of authorities (eg. Solent and Heart of Hampshire) form CAs under an Elected Mayor and in which relevant services continue to be delivered (at least on an interim basis) pursuant to a two tier structure to
- a unitarised model in which single, or groups of, (new and/or existing) Unitary Authorities form a CA.

Financial Implications

To commission the options analysis will incur a cost to the Council of approximately £20k which cannot be funded through current budgets. Cabinet therefore, is requested to approve this expenditure from reserve

HART REPRESENTATIVES ON OUTSIDE BODIES 2016/17

Outside Bodies	No. of Representatives	Nominee(s)
Basingstoke Canal Joint Management Committee	2 Councillor	1. Ambler 2. Gorys
Blackbushe Airport Consultative Committee	2 Councillor 1 Reserve	1. Billings 2. Harward Reserve: Crisp
Blackbushe Metals Liaison Panel	2 Councillor	1. Billings 2. Harward
Blackwater Valley Advisory Committee for Public Transport	2 Councillors 1 Reserve Councillor	1. Forster 2. Burchfield Reserve: Morris
Blackwater Valley Recreation & Countryside Management Committee	2 Councillors (1xCabinet Member)	1. Crampton 2. Neighbour
Citizens Advice Hart	1 Councillor (1xCabinet Member)	Crampton
Community Safety Partnership	1 Councillor (1xCabinet Member)	Kennett
Crookham Almshouse Charity (Trustee)	1. Councillor	Butler
Farnborough Aerodrome Consultative Committee (FACC)	2 Councillors 1 Reserve Councillor	1. Radley JE 2. Ambler Reserve: Axam
Fleet Pond Society	1 Councillor 1 Reserve Councillor	1. Wheale Reserve: Parker
Hampshire Partnership	1 Councillor, 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
Hampshire Police and Crime Panel	1 Councillor	Kennett
Hart Voluntary Action	1 Councillor (1xCabinet Member)	Crampton
HARAH (Hampshire Alliance for Rural Affordable Housing)	2 x Cabinet Members	1. Gorys 2. Parker
Inclusion Hampshire	1 Councillor	Crampton
LGA General Assembly (Annual Event)	1 Councillor (Leader or Deputy Leader)	Parker
Local Government Association HIOW	1 Councillor 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
District Councils Network	1 Councillor 1 Reserve (Leader & Deputy Leader)	1. Parker Reserve: Burchfield
Military Covenant Group	1 Councillor	Morris
North East Hampshire CPRE	1 Councillor (Observer)	Clarke

North Hampshire Road Safety Council	1 Councillor	Crookes
Project Integra Strategy Board	1 Councillor 1 Reserve Councillor (2xCabinet Members)	I. Forster Reserve: Parker
Sentinel Housing Association	1 Councillor	I. Gorys Reserve: Phil Turner
South East England Councils (SEEC)	1 Councillor 1 Reserve Councillor	I. Parker Reserve: Burchfield
Thames Basin Heaths – Joint Strategic Partnership	1 Councillor 1 Reserve Councillor	I. Radley JE Reserve: Parker
Thames Basin Heaths – Strategic Access Management and Monitoring Project Board	1 Councillor 1 Reserve Councillor	I. Parker Reserve: Radley
The Vine Day Centre	1 Councillor	Burchfield



Leisure Centre Working Group (LCWG)

Minutes

25th May 2016 @ 6.00pm – CR 3

Councillors: Crookes - Chairman, Crampton, Oliver,

Officers: Carl A Westby (CAW), Paul Weavers (PW)

No	Item	Note/Action
1	Apologies; Cllr D Neighbour, Cllr S Parker, P Hughes (JCEO)	ALL
2	Mins of previous meeting accepted	ALL
3	<p>The redevelopment of Frogmore Leisure Centre</p> <p>3.1 PW reported against the April 2016 Highlight Report. Development work is on schedule despite a problem with some engineering works. Redevelopment is due to be completed on 19th Aug 2016</p> <p>Operational Issues</p> <p>3.2 CAW confirmed that the stakeholder issues relating to the signing of leases and contracts had all been resolved. However the under lease from Hants CC to HDC in relation to Hart LC is still unsigned. The HCC lawyer has confirmed to the HDC lawyer that this is purely administrative and not indicative of anything else.</p> <p>The Pension Admission Agreement has yet to be signed by EA who have apologised for the delay due to a fault with the IT Bat Head Office. The S151 Officer has been informed</p>	ALL
4	<p>Construction of the new Hart Leisure Centre</p> <p>4.1 As reported in the April Highlight Report progress is three weeks behind the original schedule. A revised schedule has been accepted by Artelia (HDC Project Managers and Quantity Surveyors). Willmott Dixon Construction (WDC)</p>	ALL

	<p>believe that the time line can be brought back to the original completion date and have produced a revised schedule of works aimed at doing so. To date HDC has not authorised any additional expenditure on labour but CAW has agreed to a variation of the schedule of works in the hope that this will reduce the existing time lag.</p> <p>WDC views this project as their most commercially important and the Operations Director has confirmed that WDC intends to do all in its powers to complete the project on time.</p> <p>4.2 PH had explained the financial situation at the previous meeting and Artelia have now drafted a likely financial position should the project be “prolongated” by three weeks .Cllr Crampton reiterated the reasoning for the delay and CAW confirmed that Artelia believe that the responsibility for the delay sits with HDC. EA believe that this is the case also as it was HDC who offered the change to the Drowning Detection System. The change resulted in a reduction in capital expenditure and a reduction in risk to HDC’s reputation. Officers are due to discuss the financial options in readiness for the next LCWG meeting</p> <p>NB. Use of contingency funds is contained in the Highlight Report. CAW will provide a verbal update at the next LCWG</p>	<p>ALL</p>
<p>5</p>	<p>Topping Out Ceremony. 13th July 2.00pm</p> <p>General discussion about the work to date. The Topping Out date is now confirmed and invitations have been sent out. The Chairman of HDC has confirmed that he will attend, Further visitor details will be available approx 10 day before the event.</p> <p>An idea relating to the ceremonial raising of a tree will be discussed with WDC</p> <p>A suggestion that the Leader of Hants CC be invited will be discussed with the JCEO</p>	<p>ALL</p> <p>CAW</p> <p>CAW</p>
<p>6</p>	<p>Existing Hart Leisure Centre; the future</p> <p>P Hughes is due to meet her HCC counterpart in mid-June. Officers have commenced a study of the likely “mothballing” options and associated costs</p>	<p>ALL</p>
<p>7</p>	<p>Official Opening of the new Hart Leisure Centre</p> <p>EA wish to separate the civic element from the marketing opportunity by the holding of two distinct events. i.e.</p>	

	<ol style="list-style-type: none">1. Day 1. EA managed general open day featuring a series of fun themed free events and activities and no formalities.2. Day 3/4/5 An HDC managed civic event and ceremonial ribbon cutting/ plaque unveiling. <p>Members agreed in principle subject to more detailed discussions in Autumn 2016 and the confirmation of the actual opening date of the new Hart LC</p>	PW
8	AOB: None	
9	Date of next meeting 23rd June 2016 @ 6.00pm. CR3	ALL



Leisure Centre Working Group (LCWG)

Minutes

23 June 2016 @ 6.00pm – CR 3

Councillors: K Crookes - Chairman, Crampton, Neighbour, Oliver,

Officers: P Hughes (PH), Carl A Westby (CAW), Paul Weavers (PW)

Observers: Cllr S Parker, J Kennett

No	Item	Note/Action
1	Apologies; Cllrs D Neighbour, A Crampton	ALL
2	Mins of previous meeting accepted	ALL
3	<p>The redevelopment of Frogmore Leisure Centre</p> <p>3.1 PW reported against the May 2016 Highlight Report. Redevelopment is still on track and is due to be completed on 19th Aug 2016.</p> <p>3.2 The previously reported engineering difficulties have been resolved. However additional asbestos has been discovered in some ceiling to roof spaces and will necessitate the removal of it and the contaminated light fittings/wiring plus the possible revision of the services in those spaces. In addition this has also exposed electrical systems/equipment that no longer comply with modern legislation. None of these items had been identified during the original project appraisal some two years ago and cannot be contained in the contingency sum so the effect will be in an estimated overspend.</p> <p>NB. Post meeting note; this figure is still the subject of review and could rise to a figure in the region of £23K</p> <p>3.3 Members were informed that during the latter design stages of the new Hart Leisure Centre a decision was taken in response to requests from a particular user group to enhance the standard disabled customer signage. Members agreed that this same approach should be adopted at apply to Frogmore Leisure Centre. As this had not been foreseen and cannot be</p>	ALL

	<p>contained in the contingency sum it will result in an estimated overspend of approx. £3K.</p> <p>3.4 As a result of 3.2 / 3.3 above the estimated project expenditure has been revised to £1,500,026 - i.e. an increase of up to £26K on the original estimate.</p>	
<p>4.</p>	<p>Construction of the new Hart Leisure Centre</p> <p>4.1 As reported in the May Highlight Report progress is still three weeks behind the original schedule. Willmott Dixon Construction (WDC) still believe that the time line can be brought back to the original completion date and will report back on this at the Project Progress meeting on 28th June 2016.</p> <p>4.2 PH confirmed that a decision on the final completion date is required by Everyone Active by no later than the September Project Progress meeting. A failure to agree a date would not be in the interests of HDC and CAW will reiterate this to the Project Manager. NB. As previously reported a three week delay in completion would result in additional payments to WDC of approx. £125k. Still further delays could result in a requirement to make default payments to Everyone Active.</p> <p>4.3. CAW confirmed that the disagreement over the pathway materials to be used around the artificial sports pitches has been resolved. HDC will fund £15K from its contingency budget and the balance of up to £45K will be met by WDC as a good will gesture.</p> <p>4.4 CAW verbally reported on construction progress and confirmed that integrity testing of the three swimming pools has almost been completed. No faults have been discovered to date.</p> <p>4.5 PH confirmed the project expenditure to date as approx. £10m and that an exact figure will be included in the June Highlight report</p>	<p>ALL</p>
<p>5</p>	<p>Topping Out Ceremony. 13th July 2.00pm</p> <p>5.1 Further visitor details will be available approx 10 day before the event. Members requested that a number of named individuals be invited</p> <p>An idea relating to the ceremonial raising of a tree had been discussed previously by Members. CAW confirmed that although this element of the ceremony remains a possibility it is contingent on certain items of plant-hire being available and that cannot be guaranteed. Members should note the agreed date</p>	<p>ALL</p> <p>CAW</p>

	and time and the suggestion from EDC that an engraved trowel be presented to the Chairman of the council.	
6	<p>Existing Hart Leisure Centre; the future</p> <p>6.1 P Hughes was due to meet her HCC counterpart in mid-June and this meeting has now been delayed to allow further background work to be completed. As previously reported Officers have commenced a study of the likely “mothballing” options and associated costs.</p>	ALL
7	<p>Official Opening of the new Hart Leisure Centre</p> <p>7.1 As previously reported EA is keen to separate the civic event from the physical opening of the centre to the public as they anticipate a 100% utilisation on the first day of operation. Members understand this and are also keen to hold a civic reception. Officers will hold further discussions with EA to determine the best outcome for all concerned. NB. The ceremony dates are linked to para 4.2 above</p>	PW
8	AOB: None	
9	<p>Date of next meeting</p> <p>20th July 2016 @ 6.00pm. CR3</p>	ALL

LOCAL PLAN STEERING GROUP

DRAFT MINUTES

Date: 31 May 2016

Time: 7pm

Venue: Council Chamber, Civic Offices, Fleet

Steering Group Members

Councillors Gorys (Chairman), Ambler, Neighbour, James Radley

Councillors present:

Leeson, Crampton, Axam, Jenny Radley, Oliver, Forster, Renshaw, Morris, Clarke, Cockarill, Dickens

Officers: D Phillips

1 Apologies

1.1 Cllr Parker

2 Minutes of the last meeting (26 January 2016)

2.1 The minutes were agreed without changes.

3 Refined Housing Options Paper

3.1 Members noted the responses received from the recent housing options consultation. A summary paper had been circulated in advance and was also published on the web.

4 Local Plan Timetable

4.1 Members were updated on the proposed local plan timetable following a Project Board meeting between Stephen Parker and the East Hants Planning Team the previous Monday (23 May 2016).

4.2 In summary the programme was for a draft (Regulation 18) Plan to be agreed for consultation by Council at the end of September 2016. Prior to this there would be a special Cabinet with input from the Local Plan Steering Group. This was all dependent upon the stage reached with regard to the Transport Assessment.

4.3 The draft Plan would identify a preferred approach to meeting Hart's growth needs but would also comment on rejected approaches. The approach recommended will have been tested against the evidence base which will include a refreshed SHMA, unmet need in neighbour districts, a sustainability appraisal, transport assessment, water cycle study, Habitats Regulation Assessment, and Adams Hendry site assessment report that will also help inform suitability of sites.

- 4.4 It was anticipated that there would be a LPSG workshop in August 2016 to discuss site selection recommendations. The LPSG meetings scheduled for June and July 2016 would also take place.

5 Brownfield Land Capacity Study

- 5.1 Members were briefed on work that has been commissioned to assess brownfield land capacity in key areas of the District and explained how this related to the Local Plan.

6 Next Meeting

- 6.1 28 June 2016 in CR2.

CABINET

DATE OF MEETING: 7 JULY 2016

TITLE OF REPORT: CAPITAL PROGRAMME ; ECOLOGY AND COUNTRYSIDE SECTION OF LEISURE AND ENVIRONMENTAL PROMOTION DEPARTMENT

Report of: Head of Leisure and Environmental Promotion

Cabinet member: Councillor Dr Anne Crampton, Portfolio Holder for Community Wellbeing

I PURPOSE OF REPORT

1.1 Cabinet is asked to agree the next three years capital programme of the Ecology and Countryside section of Leisure and Environmental Promotion

2 OFFICER RECOMMENDATION

- 2.1
- A. The proposed Capital Programme (£696,000) for expenditure commencing in 2016/17 Financial Year, comprising £677k S106 receipts and £19k internal resources be approved.
 - B. The request for additional capital budget of £19k to provide a wash-down area for the HDC and Fleet Pond Society service vehicles and specialist equipment be approved.
 - C. Cabinet approve the release of future S106 funds in the sum of £480,000 as and when received and as identified in the Capital Programme.
 - D. The Joint Chief Executives put in place robust arrangements, to be agreed in consultation with the Portfolio Holders for Finance and Community Wellbeing, to enable proper monitoring and member scrutiny of the agreed Capital Programme to ensure that any capital spend is properly audited, accounted for, and used solely for the purpose as agreed.

3 BACKGROUND

- 3.1 Hart is a rural area with much to offer in terms of its wildlife, its natural beauty and its health related opportunities. In order to underpin its commitment to the local community the Council has over a number of years approved a series of management plans and strategies aimed at unifying the management of its countryside sites. These documents have identified a variety of actions required to provide access to the countryside, meet the needs of visitors, develop a biodiversity plan, achieve Green Flag Award accreditation, and to comply with legislative requirements relating to the management of Commons, SSSI's and sensitive wildlife sites: i.e.
- Non statutory nature reserves e.g. Cricket Hill Pond in Yateley
 - Local Nature Reserves e.g. Elvetham Heath

- Sites of importance for Nature Conservation. e.g. Ashwells Copse in Hook
- Common Land e.g. Odiham Common
- Suitable Alternative Natural Green Space e.g. Edenbrook Country Park
- Sites of Special Scientific Interest e.g. Fleet Pond
- European Directive Special Protection Areas/Sites .e.g. Hazeley Heath

3.2 Cabinet is asked to note the financial table at Appendix I. It refers to;

- 3.2.1 Those projects which have already been approved as projects against which S106 developer contributions have been collected and now require authority to be carried out.
- 3.2.2 Those projects which have been approved in principle subject to funding from developer contributions (or alternative funds) and now require authority to be carried out.
- 3.2.3 Those projects not previously put before Cabinet but which officers believe should be included in this three year investment programme.

3.3 The following developer contributions have been collected for leisure purposes:

- 3.3.1 £300,000 (£225,000 of which can only be spent on the identified projects) towards new leisure projects contained in the proposed programme and requiring approval to expend.
- 3.3.2 £326,000 (£162,000 of which can only be spend on identified projects) towards HDC leisure projects which have already been approved in principle and are subject to a report to Cabinet to agree the release of the funds. These projects have been incorporated into the proposed programme for 2016/17.
- 3.3.3 £51,000 S106 funds identified and earmarked for specific use at Hartley Wintney Commons.
- 3.3.4 £19,000 towards HDC general leisure projects to be funded from a new Capital budget.

3.4 The Edenbrook Country Park was due to be adopted in September 2015. However following the submission of a subsequently successful planning application by the owner/developer the adoption has been postponed pending revisionary landscape works contained within the planning conditions associated with the approval. A management plan is in existence and is now being revised to take account of the likely changes to the site.

4 CONSIDERATIONS

4.1 The list of projects at Appendix I has been produced to take account of those projects that are required to be completed by a particular date or are considered a priority. In some cases the scheduling reflects a required completion date at a specific site; in other cases it reflects the need to await the completion of related projects.

- 4.2 The opportunities for grant funding have been explored but the conclusion is that this is an unlikely option. However, in the case of the History Walk at Edenbrook Country Park discussions are taking place with two potential funders and it is hoped that this project can be extended beyond the original objective. If any of these projects attract external grant aid so for ease the estimated cost to HDC of each project has been included. If subsequent additional funding is forthcoming then this will be reported where appropriate.

5 FINANCIAL IMPLICATIONS

- 5.1 There is a funding gap of £480,000 within the proposed programme value of £1,208,000. A further £70,000 worth of developer contribution invoices will be issued this financial year for immediate payment towards projects associated with Fleet Pond and as contained as a condition within a S106 Agreement. This anticipated income will therefore reduce the present funding gap to £410,000.
- 5.2 Developer contributions (S106) towards development and enhancement of the countryside and open spaces have been collected for a number of years now with the intention of collecting sufficient sums to carry out the coordinated delivery of interlinked projects. Collection of developer contributions will continue into the future as part of any major housing developments. It is anticipated that by 2018/19 there will be sufficient additional developer contributions to meet the £410,000 funding shortfall identified in paragraph above.
- 5.3 To finance the total amount of £696k expenditure proposed in 2016/17, an additional capital budget of £19k will be required, to be met from the Council's reserves.

6. CONSULTATIONS

- 6.1 Overview and Scrutiny Committee considered the Capital Programme at its meeting on 21 June 2016 and agreed to support the Capital Programme subject to the inclusion of Recommendation 4 above.

7 ACTION

- 7.1 Members are requested to support the recommendation

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APPENDICES:

Appendix I E & C Programme details

BACKGROUND PAPERS:

Nil

HDC S106, CIL and Capital Reserve Projects as at June 2016

Underline = Funding as yet to be identified *Italic* = Funding identified and awaiting approval **Bold** = Funding secured

ITEM	Value	Total Funding Required	2016/17	2017/18	2018/19	Approved
Odiham Common - Access Improvements	<ul style="list-style-type: none"> Enhance visitor's ability to access the site in a safe and controlled manner by installing ground reinforcement mesh, improve site drainage and up grading bridges. 	£25k £25k carry forward from 15/16FY	£0			Approved Management Plan Cab, 5 September 2013 Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014
Fleet Pond - Visitor Strategy – Access Track Access track refurbishment as presently the track is constructed of a mixed surface including concrete and gravel which is prone to sink in wet weather and cause pot holing and limits the vehicle that can access the car park.	<ul style="list-style-type: none"> Safe visitor access to Fleet Pond Nature Reserve Creates less of a need to maintain the area which will lead to a reduction of the rangers maintenance programme. Will also improve car parking area by changing the gravelled surface of the car park to a more suitable surface. The project will also include disabled parking spaces (currently not presently provided). 	<i>£150k</i>	<i>£150k</i>			Cab, 7 November 2013. Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014
Fleet Pond - Visitor Strategy – Visitor Enhancements Improve visitor experience for mobility impaired and young families. Provision of circular walk and children's discovery trail.	<ul style="list-style-type: none"> Provide an inspirational and educational nature trail for visitors of all ages. Provide accessible routes for able body and wheeled users, including those with disabilities and young children. Currently it is difficult to access a complete circular walk for wheeled users and others with mobility issues. Create a new floating view point extending into the pond as an inclusive visitor attraction and destination point 	<i>£165k</i>	<i>£56k</i>	<i>£70k</i>	<i>£39k</i>	Cab, 7 November 2013. Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014
Fleet Pond - Visitor Strategy - Welcoming features, Notice boards and way markers.	<ul style="list-style-type: none"> Provide a suite of educational material and public information. Provide information to help visitors negotiate the Reserve safely 	<i>£27k</i> £7k carry forward from 15/16FY	<i>£20k</i>			Cab, 7 November 2013. Planning Obligations Report of the Joint CEO's, Cab, 7 August 2014
Hazeley Heath – Grazing project Phase 1 – Design, consultations and site preparation Phase 2- Implementation	<ul style="list-style-type: none"> Provide sustainable management in the most appropriate and cost effective manner for our part of the Special Protection Area. Consider the financial and social issues of the various options. SSSI Target for “Favourable Condition” not achievable through mechanical methods. 	<i>£80k</i> <i>(Specified for District Leisure in HW)</i>	<i>£80k</i>			Approved Management Plan Service Plan target Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014
Hazeley Heath – Installation of educational notice board	<ul style="list-style-type: none"> Educate visitors on issues relating to the SPA and be artistic and distinctive in its setting. Provide information and educational material as requested by Natural England 	£15k (specified for this use)	£15k			S106 requirement which is identified for this specific project
Hazeley Heath – Access improvements	<ul style="list-style-type: none"> Enhance the visitor's ability to access the site in a safe and controlled manner including those with mobility issues and those requiring safe equestrian / cycle access where appropriate. 	<i>£80k</i>	<i>£80k</i>			
Hartley Wintney Central Common – Enhancements	<ul style="list-style-type: none"> Enhance the existing heritage and wildlife ambiance of this historical woodland. Enhancements to the local historic ponds and provide new visitor attractions 	£36k (specified for the use)	£36k			S106 requirement to be spent on the Commons. Approved site management plan.
Hartley Wintney Central Common – Access Improvement	<ul style="list-style-type: none"> Enhance visitor's ability to access the site in a safe and controlled manner. Meet national standards (Green Flag) as required in the EP Service Plan Enhance for mobility issues and those requiring safe equestrian / cycle access where appropriate 	<i>£80k</i>	<i>£80k</i>			Service Plan objective

ITEM	Value	Total Funding Required	2016/17	2017/18	2018/19	Approved
Hartley Wintney QEII Fields – Enhancements Including seating and picnic table improvements, and welcoming signage.	<ul style="list-style-type: none"> Provision of informal picnic benches Provision of corporate welcoming signage and site educational material To install a small car parking facility to facilitate access for the wider community. 	£35k	£35k			
Edenbrook CP - Play Tree	<ul style="list-style-type: none"> Adventure/ play experience for 6-10 year olds Public art will be included in design to inspire young minds. Tactile sensory play for people with limited vision 	£30k	£30k			Earmarked subject to Approval (SANGS Project)
Edenbrook CP – Visitor improvements; Including seating and picnic table improvements, barbeque areas and welcoming place access control/entrance feature	<ul style="list-style-type: none"> Create a family area of distinction that will enhance the visitors experience to the country park. Provide central information and meeting place. 	£86k		£35k	£51k	Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014 Visitor Strategy – Cab 7 March 2013
Edenbrook CP- History Walk; Part-funded in association from external partners, including restoration project with associated history trail	<ul style="list-style-type: none"> For the restoration of the pill boxes to provide an authentic experience of how these were used during WW2. Provide a contemporary educational walk, utilising modern “virtual reality” interpretation mechanisms. 	£20k	£20k			Visitor Strategy – Cab 7 March 2013
Edenbrook CP- Skate / Bike Park; For teen fit and hangout areas. To include facilities for disabilities	<ul style="list-style-type: none"> Provide a strategic facility for teenagers as a “hang out” area in an area where the population is still expanding, as identified within Hart Open Space research. Provide an alternative area to the “indoor” sports offered at the new leisure centre. 	£220k		£100k	£120k	Planning Obligations / Report of the Joint CEO's / Cab / 7 August 2014 Visitor Strategy – Cab 7 March 2013
Edenbrook CP – Teen Health To help with obesity and mental health issues Buy providing a challenging play experience that will be attractive to children 12 and above.	<ul style="list-style-type: none"> Provide an area for “teen health” and act as a meaningful diversion from unsocial activities and general unhealthy activities. 	£65k			£65k	Visitor Strategy – Cab 7 March 2013
Cricket Hill Pond – Phase 2 Enhancement / biodiversity project to prevent flooding, enhance local wildlife value and encourage outdoor social interaction from the elderly and infirm.	<ul style="list-style-type: none"> Remedial works / Phase 2 of project (<i>in response to positive community feedback</i>) 	£10k	£10k			
Service Vehicles Replace the 3 countryside vehicles; Replace Land Rover (Re:2000) – with a similar alternative Replace Ford Rangers (Reg:2007) Note: We will identify suitable electric alternatives if appropriate.	<ul style="list-style-type: none"> All approaching end of usable life Provide improved fuel economy Release value in assets before they depreciate to a nominal level. Main source of transportation for the Countryside Service and part of the council's “Snow Plan” support vehicles Reduce carbon footprint 	£65k	£65k			
Countryside Workshop – Water reclamation system Note; project does not meet the criteria for use of S106 funding.	<ul style="list-style-type: none"> To provide a wash-down area for the HDC and Fleet Pond Society service vehicles and specialist equipment. To meet with current regulation in the safe disposal of contaminated water. To prevent damage to Fleet Ponds SSSI from contaminated water 	£19k	£19k			Funded from Capital Reserves

		£000's
FINANCED BY	CARRIED FORWARD FROM 2015/2016	32
	FUNDING AVAILIBLE REQUIRING APPROVAL	677
	FUNDING STILL TO BE COLLECTED	480
	NEW CAPITAL BUDGET REQUIRED	19
	TOTAL	1,208

Total £1,208k

CABINET

DATE OF MEETING: 7 JULY 2016

TITLE OF REPORT: COUNCIL TAX SUPPORT SCHEME 2017/18

Report of: Head of Finance

Cabinet Member: Councillor Ken Crookes, Economic Development and Corporate Finance

1. PURPOSE OF REPORT

1.1 The purpose of this report is to seek Cabinet approval to undertake a public consultation in respect of the possible implementation of a change to Local Council Tax Support Scheme for the 2017/18 financial year.

2. OFFICER RECOMMENDATION

2.1 Cabinet are requested to:

- a) Agree that a public consultation be undertaken on options around the Council's Council Tax Support Scheme.
- b) Endorse that the detail of the consultation paper be finally agreed by the Joint Chief Executives in consultation with the Portfolio Holder for Economic Development and Corporate Finance.
- c) Note that a report back on the outcome of the consultation and any subsequent proposals will come back to Cabinet for consideration during autumn 2016.

3. BACKGROUND

3.1 Since 1st April 2013, local authorities have been required to develop their own Local Council Tax Support Scheme (CTS) to replace the previous national Council Tax Benefit Regulations, which had supported those in need to meet their Council Tax costs.

3.2 CTS is a means-tested discount to help people of working age on low incomes pay their Council Tax. It replaced the national system of the Council Tax Benefit (CTB) which ensured that the poorest households did not have to pay council tax.

3.3 In the first year of CTS the funding available from central government was 10% less than that available under the former system of CTB (which central government funded in full). This government funding for CTS has now been combined with the general grant that local authorities receive and is subject to the same cuts.

3.4 Whilst local authorities have the freedom to set their own local schemes based on local circumstances and needs, all local authorities are required to provide pensioners with the same level of support received under the previous national CTB arrangements.

- 3.5 Consequently, most local authorities now have hybrid schemes, whereby those of pensionable age receive up to 100% of their Council Tax bill in support, whilst the maximum level of support for working age customers is typically lower and a range of other local adjustments have been made.

4. THE NEED TO CONSIDER SCHEME CHANGE

- 4.1 In the July 2015 budget announcement, the Chancellor set out further plans to extend the government's Welfare Reform programme. In the Chancellor's proposals he set out a number of plans to freeze annual uprating for some welfare and to change the basis of some of the technical calculations in other welfares, as well as some more radical plans to fundamentally reshape the Tax Credit arrangements alongside a gradual introduction of a more generous national living wage.
- 4.2 The longer term impact of the Government's changes have potentially significant implications for residents at an individual level as well as the Council at a financial level but at this stage it cannot yet be quantified with any degree of accuracy. If the Council were to take no steps to reconsider its CTS arrangements, the likely impact of the broader changes in the Welfare Reform programme is that our local costs of CTS would go up. If the Council wishes to reconsider its CTS in light of the broader welfare changes proposed, there needs to be some public consultation around options, which are transparent and seen as underpinning any subsequent choices made.

5. HOW CTS WORKS

- 5.1 Under CTS, all billing authorities responsible for collecting council tax are under a statutory duty to design and agree a CTS scheme. Schemes for an upcoming financial year must be agreed upon by January 31st each year. If any changes are suggested, councils must run a consultation with stakeholders, including residents. Any changes to schemes come into effect on the first day of April.
- 5.2 Councils must run CTS schemes within certain parameters, as set by Government. The main parameter is that all councils must provide support for all eligible pensioners at the same level of support they would have received under CTB. This means all councils must cover up to 100% of a council tax bill that is issued to all pensioners receiving CTS.

Changes over the past four years

- 5.3 From April 2016, only 41 councils (out of 326) are continuing to provide the levels of support available under the former Council Tax Benefit (CTB) system. Hart is currently one of those 41 Councils.

Minimum payments

- 5.4 The most common change that local authorities made from the former CTB system was to introduce a "minimum payment" which requires everyone to pay at least some council tax regardless of income.

- 5.5 A minimum payment can be administered in a range of ways. Most local authorities with a minimum payment require all residents to pay a proportion of their council tax, and they are only entitled to council tax support for the remaining share. For example, a resident must pay 20% of their council tax liability but can apply for Council Tax Support to help pay for the remaining 80%.

Some Other Options for change

- 5.6 Along with a minimum payment, councils can make other changes to CTS. Some local authorities introduced more than one new measure (for example reducing the second adult rebate and introducing a band cap).
- 198 councils have reduced or removed the second adult rebate (the benefit homeowners not on a low income are entitled to if they share their home with someone on a low income),
 - 85 councils have introduced a band cap which involves limiting the amount of benefit received in higher value properties to the amount provided to those in lower value properties. The most common band cap applied is D.
 - 84 councils have lowered the maximum savings limit (the savings limit over which one is no longer eligible for Council Tax Benefit), Most reduced the threshold to £6,000.
 - 52 councils have introduced a minimum CTS entitlement. A minimum CTS entitlement of £5 per week would mean that claimants entitled to less than this would receive nothing. 22 councils changed the income taper (the amount by which support is withdrawn as income increases) from the CTB rate of 20p per £1.

Possible Options for Hart

- 5.7 Having regard to the position as set out in paragraph 5.6 above, the Council could consult its residents on the following options to reduce the cost of its CTS:
- 5.7.1 Minimum payment. If the calculation of Council Tax Support was based on only 80% liability, this would mean that someone living in a Band D property would be billed around **£300 per year** if they previously had full benefit. For those not on full benefit, the extra amount to pay for someone in a Band D property would be in the region of **£150 - £200 per annum**.
- 5.7.2 Band Cap. If Council Tax Support were restricted to the Level of Band D charge, this would typically mean an extra **£344 per annum** to pay for someone living in a Band E property and **£681** for someone in Band F.
- 5.7.3 Savings Limit change from £16,000 to £6000. This would typically increase someone's bill who was affected by this change by **£150 per annum**.
- 5.7.4 Minimum entitlement. A resident who may have been receiving £4pw support would face an increase in their bill of **£208 per annum**.

In addition other revisions could be considered such as the removal of family premium in the calculation or reducing the number of months that a claim could be back-dated.

The number of residents within Hart who may be affected in any change to a local CTS.

- 5.8 There are currently 2,955 residents within Hart claiming Council Tax Support; 1,345 are pensioners who are protected under the legislation and receive Council Tax Support as prescribed by Government (broadly similar to the level of Council Tax Benefit). It is the 1,610 working age (but not necessarily in work) claimants where a local scheme can be determined which can change the level of Support provided.
- 5.9 An analysis of the current working-age caseload at Hart is shown in the table below:

Claimant Information	No. of cases
Families with children up to the age of 18	400
Couples	65
Lone parents	795
Single person	350
Total	1,610

- 5.10 Appendix I shows the situation in respect of Council Tax Support at neighbouring Local Authorities.

Hardship Fund

- 5.11 Should the Council be minded to introduce changes to the scheme in Hart, the Council may also wish to review the rules relating to the granting of discretionary hardship relief. Hardship relief could comprise a fund to provide financial assistance to people who can show that they really need extra help with paying their Council Tax. It would be intended to help in cases of extreme financial hardship and not support a lifestyle. The principle objectives could be along the following lines:

- Allow a short period of time for someone to adjust to unforeseen short-term circumstances and to enable them to “bridge the gap” during this time.
- Support people in managing their finances
- Help claimants through personal crises and difficult events that affect their finance
- Aim to help prevent exceptional hardship
- Support vulnerable young people in the transition to adult life
- Helping those who are trying to help themselves financially
- Alleviate poverty
- Sustain tenancies and prevention of homelessness.
- Keep families together
- Encourage and support people to obtain and sustain employment
- Give support to those who are financially vulnerable

The Hardship Fund should be seen as a short-term emergency fund, awarded whilst the claimant seeks alternative solutions.

Consultation

- 5.12 If the Council is minded to change the current scheme, the Council would need first to determine the options on which to consult and then carry out a consultation exercise. It is recommended that the consultation would involve:
- existing claimants,
 - other interested parties (such as the RSLs, CAB etc.) and
 - a random selection of the wider public

The consultation would also be promoted through Facebook and Twitter. In addition, there could also be an article in Hart News and coverage in the local media.

- 5.13 Ideally the Council would need to consult over an 8 week period. Subject to the result of that consultation, a final proposal would be brought before Cabinet in the autumn, with a view to a **Full Council decision on any final scheme**. There is some urgency in this matter because if the Council is minded to change the current CTS scheme it will need to first procure the necessary software to enable its implementation.
- 5.14 One of the options in the consultation would be to keep the scheme the same. It is possible for the Council to carry out consultation in the summer and then in October decide not to change the scheme. Furthermore, following a court ruling, the consultation would also need to canvas views on alternative options for achieving the same level of savings.

6. OVERVIEW AND SCRUTINY

- 6.1 Overview and Scrutiny considered the potential consultation on a change to the CTS and decided to recommend to Cabinet that it should:
- a) Consult on all four options as outlined in para 5.7 of the Report
 - b) Ensure that any consultation to be carried out is meaningful, targeted at a relevant audience, and was capable of objectively informing any outcome. The view was that the opinion of support organisations such as CAB etc should be sought.
 - c) Seek the advice and experience of other local authorities that had implemented similar schemes to draw upon experiences learnt about how such schemes worked and also explore with other Capita operated Councils to assess any Council Tax collection software issues/costs.

7. FINANCIAL IMPLICATIONS

- 7.1 The financial year 2016/17 is the fourth year of operating the basic Government set Council Tax Support scheme with Hart's criteria being aligned to the old Council Tax Benefit scheme, so that working age benefit claimants do not have their level of support reduced (known as the default scheme). In Hart approximately 800 working age claimants receive 100% support towards their Council Tax. In operating the existing scheme at Hart, it is estimated that the Council has to contribute an

additional £40K per annum when compared on a like for like basis with the funding arrangements prior to 2013/14. (Government funding for the scheme was reduced by around 10% at the time of the transfer of responsibility and has subsequently been wrapped up in the formula funding regime and Business Rate Retention Scheme). The changes resulting from the July 2015 Budget Statement will make the position significantly worse overtime but at this stage cannot be qualified.

- 7.2 The following table gives current estimates of the savings to the Council due to a reduction in the level of Council Tax Support for working age claimants by use of various measures. (Note that if a combination of measures were used the savings would not necessarily be an aggregate of the figures shown as there may be an element of double-counting). Whilst this amount may not be significant, future budget pressures may require further savings in the Council’s overall budget.

Measure	Estimated saving to Hart DC
Support for working age claimants based on 80% of the charge (no support available for the first 20%)	£32,000
Minimum Award of CTS Figure Set at £5pw	£1,000
Band Cap (to Band D)	£1,000
Savings Limit reduced to £6,000	£3,000

- 7.3 If a local scheme reducing the level of support were to be adopted, the Council would need to engage in software testing, changing form and letter templates, dealing with customer enquiries and actively publicising the changes. There would be some one-off costs involved in this as well as postage cost if a mail shot to residents is employed.

8. ACTION

- 8.1 If Cabinet agree to retain the current scheme, there will be no need for there to be consultation during the summer and the existing scheme will be formally adopted at full Council later in the year for the scheme to be in place for 2017/18. If Members are minded to change the current scheme, Members will need to consider the areas that will be the subject of public consultation and the method of consultation to be used.

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APPENDICES:

Appendix I: Local schemes operating in the surrounding area

Council Tax Support Schemes Operating in the Surrounding Area

	Change from CTB default scheme	Minimum Payment	Minimum Payment Level	Savings Limit	Band Restriction		Minimum CTS Payment
Rushmoor	Yes	Yes	10%	£6000	Yes	D	0.00
Waverley	Yes	No	0.0%	£16000	Yes	D	£5.00pw
East Hampshire	No	No	0.0%	£16000	No	n/a	0.00
Basingstoke	No	No	0.0%	£16000	No	n/a	0.00
West Berks	Yes	Yes	25%*	£16000	Yes	D	0.00
Wokingham	Yes	Yes	10%	£16000	Yes	D	0.00
Bracknell Forest	Yes	Yes	8.5%	£16000	No	n/a	0.00
Surrey Heath	Yes	Yes	30%	£6000	Yes	D	£5.00pw

*25% minimum payment does not apply for certain protected groups e.g. in receipt of DLA/PIP, ESA.

CABINET**DATE OF MEETING: 7 JULY 2016****TITLE OF REPORT: HARLINGTON POTENTIAL REDEVELOPMENT OPPORTUNITY – GURKHA SQUARE****Report of: Joint Chief Executive****Cabinet member: Councillor Burchfield, Portfolio Holder for Corporate Services and Councillor Mike Morris, Portfolio Holder for Town and Village Regeneration****I PURPOSE OF REPORT**

- 1.1 Fleet Town Council has embarked on an ambitious project to deliver a new Harlington to replace the existing community facility with a state-of-the-art community/entertainment venue. The purpose of this report is to establish clear principles that will form the basis of any discussions about the use of District Council owned assets to deliver the Harlington project.
- 1.2 This report does not seek to address the issue of what would be the District Council's position with regard to the potential alternative option of refurbishing the current Harlington building to create a much improved community/entertainment venue. That would be subject to a separate report if such a proposal is put to the District Council.

2 OFFICER RECOMMENDATION

- 2.1 That Cabinet resolves that in any discussion with Fleet Town Council (or other developers) that the following principles are clearly set out:

In terms of any option that involves the provision of a new Harlington facility on Council owned land the only District Council asset under consideration is Gurkha Square and any agreement would be subject to:

- i) There should be no adverse financial (capital and revenue) cost to the District Council or result in any new burden on the District Council's revenue account
- ii) The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier). This should include making arrangements for the relocation of other occupiers of the Harlington
- iii) Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement for the lost car parking.

3 BACKGROUND

- 3.1 The Harlington is a community facility owned by Hart District Council. It remained in the ownership and management of the District Council until the creation of Fleet Town Council (as well as the Parishes of Elvetham Heath and Church Crookham). At this point, a variety of assets were transferred to the new Town and Parish Councils, in particular parks and play grounds. The management of the Harlington was also transferred to Fleet Town Council but its freehold remains with the District Council. The reason why the transfer of the freehold of the Harlington to the then newly formed Fleet Town Council was withheld was because it was recognised that there are potential wider development issues where common ownership of all the affected sites may be important.
- 3.2 There is no formal agreement or lease arrangement between Hart District Council and Fleet Town Council governing the occupation of the Harlington. It operates under an informal arrangement. This will need to be resolved in due course.
- 3.3 Hart District Council also owns the Gurkha Square car park, which provides the Councils with a long term income stream and forms part of the broader car parking provision for the residents and retail offer of the town. It contains 51 spaces and provided over £100K income last year.
- 3.4 Fleet Town Council has aspiration for a state-of-the-art entertainment facility in Fleet. The options being consider are refurbishment of the existing Harlington or the construction of a new facility elsewhere. This could include utilising land at Gurkha Square either in isolation or as part of a joint development with Hampshire County Council (HCC) utilising part of Gurkha Square and the site of Fleet Library. HCC itself has aspirations for improved library facilities in its recently adopted Hampshire Library Service Transformation Strategy to 2020 but have given an early indication that the current building is in good condition with relatively low maintenance costs. The Town Council is still at feasibility stage and has made no firm decision to pursue any particular option.

4 THE ISSUES

- 4.1 The Council would clearly want to support Fleet Town Council's ambition to deliver a state-of-the-art entertainment facility. Its benefit to the community would undoubtedly be immense. Nevertheless, the Council has an obligation to protect its own assets and it also needs to protect any income streams. It cannot afford to give away income generating assets and the Council's revenue account cannot take on any new burdens.
- 4.2 Under Section 123 of the Local Government Act 1972, public bodies may dispose of land 'in any manner they wish' but not for less than the "best that can reasonably be obtained". According to the most recent valuation carried out by Capita Property and Infrastructure on behalf of Hart District Council the valuation of the assets around the civic centre are:

The Harlington	£3.1 million
Gurkha Square car park	£234,000

These values are taken from the annual assets valuations, which are based on the existing values as a community centre and a car park – this is not the market value of these facilities which would take account of potential alternative uses in the market place.

- 4.3 If the Council wishes to dispose of land for less than best consideration, the Council can resolve to do so. However, where the gap between value and offer is £2 million, it would require the formal consent of the Secretary of State.
- 4.4 Hampshire County Council are also subject to the same legal principles and have confirmed that the value of the Library is £3.6 million.
- 4.5 Councils must also ensure that all disposals comply with the European Commission's State aid rules. When disposing of land at less than best consideration authorities are providing a subsidy to the owner, developer and/or the occupier of the land and property, depending on the nature of the development. Where this occurs authorities must ensure that the nature and amount of subsidy complies with the State aid rules, particularly if there is no element of competition in the sale process. Failure to comply with the rules means that the aid is unlawful, and may result in the benefit being recovered with interest from the recipient.

5 CONSIDERATIONS

- 5.1 Fleet Town Council has commissioned a range of specialist and professional expertise to help progress the feasibility of refurbishment or redevelopment of the Harlington. To help Fleet Town Council and their commissioned partners in considering options for the future, it is important that Hart District Council is completely clear on the availability of land and upon what principles such land would be available.
- 5.2 In terms of any option that involves the provision of a new facility on Council owned land the only District Council asset under consideration is Gurkha Square. Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement of any loss in car parking. In this regard it is important to note that recently there has been a strong District and Town Council desire to resist any net loss in public parking within Fleet and indeed the preference is to increase parking provision to facilitate future growth.
- 5.3 The guiding principle must also be that there is to be no adverse financial (capital and revenue) cost to the District Council. Again, in terms of any option that involves the provision of a new facility any agreement should be subject to:
 - i) The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier);
 - ii) Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.
- 5.4 A further key issue however, is even were Fleet Town Council to vacate the Harlington, it may not necessarily retain its asset value because the District may end up having returned to it a seriously diminished asset that could not be redeveloped

to reflect its current asset value. There is also the question of what happens to the various short term tenancies (some of which occupy under Tenancy at Wills) because to realise any development opportunity these will also need to be terminated and if necessary these occupiers relocated.

- 5.5 The principle of these issues will need to be addressed and agreed at an early stage. Otherwise the District Council may inherit a compromised site that comprises a redundant community building. This obviously may have implications for any financial costs associated with any redevelopment scheme and could delay the opportunity for the District Council to realise any existing Harlington site value. That requires further funds to be set aside to develop a feasibility study about what might be achieved through the redevelopment of the existing Harlington (both with or without the Library). The question therefore is who should pay for this additional work?

6 FINANCIAL IMPLICATIONS

- 6.1 The District Council cannot enter into any open ended agreement and accept at the outset the loss of Gurkha Square with the associated long term loss of land value, financial loss of income, and overall loss of parking to Fleet without it first being accounted for. The Council's revenue account cannot take on any new burdens. Indeed, against a back drop of a £1.2 million gap in financing for 2017/18 as reported in the Medium Term Financial Forecast in October 2015, to do so at this point would demonstrably be to the detriment of the residents of Hart and so would not be in the District Council's interest.

7 ACTION

- 7.1 In summary, our objective should be to support the new entertainment venture but there is to be no adverse financial cost to the District Council. The only Hart District Council asset which Fleet Town Council can consider for a new building is Gurkha Square. There would be a market value cost to the Fleet Town Council in securing access to Gurkha Square and there also needs to be a mechanism put in place to address and re-provide car parking provision.
- 7.2 How this is to be addressed is open for discussion but the redevelopment of the existing Harlington site, subject to feasibility and viability, may be the appropriate vehicle to address any loss of existing assets value.

Contact Details: Patricia Hughes/01 252 774450/patricia.hughes@hart.gov.uk

APPENDICES / CONFIDENTIAL APPENDICES

None

CABINET

KEY DECISIONS/ WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

July 2016

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)
Ecology and Countryside Capital Works Programme 2016-2019	Oct 16	For approval	Jan 16	July 16	Y	AC	L&EP
Harlington Centre	June 16	Consideration of assets	July 16			BB	CX
Council Tax Reduction Scheme	Feb 16	To consider the continuation of the scheme and options for the scheme to inform 2017/18 budget setting	July 16			KC	F
Parking Proposals	May 15	Church Road Fleet - Report from Task and Finish Group with recommendations	July 15	Aug 16	Y	MM	TS&EM
Medium Term Financial Forecast	Feb 16	Updated for consideration. To include scenario testing.	July 16	Aug 16		KC	F
Revenue and Capital Outturn 2015/16	Annual	Report on outturn.	Aug 16			KC	F
Treasury Management Outturn	Annual	Report on outturn.	Aug 16			KC	F
Concessions and Grants	Mar 16	Review of policies on support provided by the Council for voluntary/charitable groups	July 16	Aug 16		SP	CX
Establishment of a Local Housing Company	Oct 15	Update on the formation of a local housing company.	Feb 16	Sept 16		SG	H
Budget Monitoring	Quarterly	Quarterly Budget Monitoring	Sept 16			KC	F

PAPER H

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)
Car Parking Maintenance Review	Dec 15	Overview of how we are maintaining our car parks and how we effectively make use of our resources	Mar 16	Sept 16		MM	TS&EM
Disabled Blue Badges	Feb 16	Report on issues of blue badge charging	July 16	Sept 16		MM	TS&EM
On Street Parking	Mar 16	Review of residents parking and on street parking.	Sept 16			SF	TS&EM
Treasury Management Strategy	Annual	Update	Feb 17			KC	F
2016/17 Revenue Budget, Capital Programme and Council Tax Proposals	Annual	Approval. Recommendation to Council.	Feb 17			KC	F
Service Plans	Annual	Service Plans 2017/18	April 17			BB	All
Food Safety Service Plan	Annual	For approval	June 17			JK	RS
Suitable Alternative Natural Green Space (Sang)	May 16	Annual Monitoring report	June 17			SP	PP
Outside Bodies	Annual	To confirm representatives on Outside Bodies	June 17			SP	CX
Odiham Neighbourhood Plan	Nov 15	Response to submission documents	TBC			SP	PP
Rotherwick Neighbourhood Plan	April 16	Response to submission documents	TBC			SP	PP
Winchfield Neighbourhood Plan	April 16	Response to submission documents	TBC			SP	PP
Local Plan	Mar 16	Approval of Draft Local Plan for consultation	Sept/ Oct 16			SP	PP
Local Plan Submission Plan	June 16	Consideration of Submission plan	TBC			SP	PP
Community Transport	Mar 16	Opportunities for increasing community transport	TBC (End 17)			SF	TS&EM
Devolution	Mar 16	Hampshire Devolution - progress/ approval	TBC			SP	CX

Notes:

- 1 Date added to Programme
- 2 Cabinet Members
 - SP – Leader & Planning Policy
 - KC Economic Development
- 3 Service:
 - JCX Joint Chief Executive
 - CS Community Safety
 - F Finance
 - SLS Shared Legal Services
 - BB Corporate Services
 - SG Housing
 - HS Housing Services
 - CCS Corporate Services
 - PP Planning Policy
 - MO Monitoring Officer
 - AC Community Wellbeing
 - JK Regulatory Services
 - RS Regulatory Services
 - L&EP Leisure and Environmental Promotion
 - TS &EM Technical Services and Environmental Maintenance
 - SF Environment
 - MM Town Regeneration

EXECUTIVE DECISIONS

- 23/5/16 Cllr Forster Release of S106 funding to provide facilities for Mattingley PC – sum of £9000 towards enhancements to countryside access for able bodies and disabled users. Not called in
- 24/5/16 Cllr Crampton Release of S106 funding to provide facilities for Mattingley PC – sum of £6684 towards the environmental improvement of Hounds Green SINC. Not called in

CABINET

DATE OF MEETING: 7 JULY 2016

TITLE OF REPORT: PROCUREMENT OF SUITABLE ALTERNATIVE GREEN SPACE (SANG) LAND

Report of: Joint Chief Executive

Cabinet Member: Councillor Stephen Parker, Leader

URGENT ITEM

1 PURPOSE OF REPORT

- 1.1 Following consultation with the Leader it has been agreed that an urgent item relating to the procurement of Bramshot Farm to deliver a strategic SANG should be added to the Agenda.
- 1.2 In view of the commercial confidentiality of this information it is suggested that the public be excluded from these discussions.

2 EXCLUSION OF THE PUBLIC

- 2.1 The following contains exempt information under Paragraph 3 of Part 1, Schedule 12A of the Local Government Act 1972 – Information relating to the financial or business affairs of any particular person (including the authority holding the information).
- 2.2 Should Cabinet wish to discuss any exempt information Cabinet should first decide whether the public interest in maintaining an exemption outweighs the public interest in disclosing the information.
- 2.3 If it is decided that the public interest in maintaining the exemption outweighs the public interest in disclosing it, it is recommended the Cabinet agrees to exclude the press and public from the meeting in accordance with paragraph 1 of Schedule 12A of the Local Government Act 1972 (as amended) in order to consider that business.

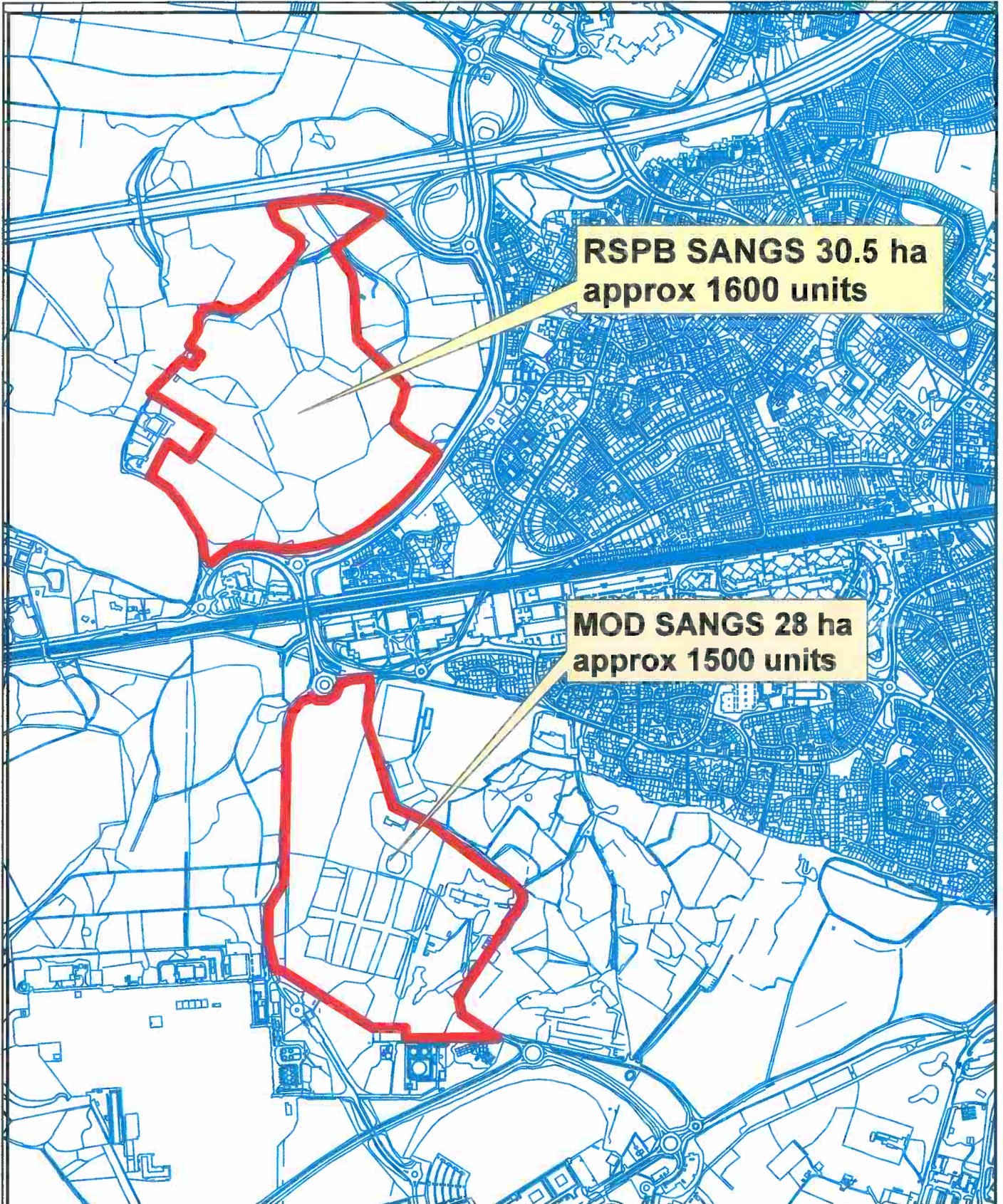
3 OFFICER RECOMMENDATION

To authorise the Joint Chief Executive:

- 3.1 To secure an interest free loan from the LEP to cover the cost of procuring Bramshot Farm to set up and administer a Strategic SANG
- 3.2 Subject to securing an interest free loan from the LEP to complete the purchase of Bramshot Farm for the purposes of delivering a SANG.
- 3.3 To invite the developers of Sun Park to contribute towards the procurement and setting out of Bramshot Farm as SPA mitigation for their potential residential development at Sun Park.

Page 2 of this document is considered Confidential and is not available for publication.

New SANGs Provision



1:8,440 03060 120 Meters

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CABINET

Date and Time: 7 July 2016 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Crampton, Crookes, Gorys, Forster, Kennett, Morris, Parker (Chairman)

In attendance: Councillors Cockerill and Neighbour

Officers:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Tony Higgins	Head of Finance
Carl Westby	Head of Leisure and Environmental Promotion
Adam Green	Ecology and Countryside Manager

13 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 2 June 2016 were confirmed and signed as a correct record.

14 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Burchfield.

15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he had been to the LGA conference and picked up many interesting documents which he would be circulating to the respective Portfolio Holders to review.

The Chairman also announced that an Urgent Item would be considered at the end of the agenda.

Councillor Crampton had been appointed as the District Council representative at the Hampshire Health and Wellbeing Board.

16 DECLARATIONS OF INTEREST

None declared.

17 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Councillor Schofield of Fleet Town Council spoke on item 22 and appraised Members of progress on the Harlington project to appoint a lead architect on the basis of a refurbishment and new build development.

A refurbishment would essentially be of the same footprint as existing, but based on three storeys. Public Consultation is planned by the end of the year with sufficient detail with plans and costs. Opportunities to work with Hampshire County Council regarding the Library are continuing but are unlikely to progress substantively due to identified capital costs.

18 LEISURE CENTRE WORKING GROUP

The minutes of the meetings of 25 May 2016 and 23 June 2016 were noted.

19 LOCAL PLAN STEERING GROUP

The minutes of the meeting of 31 May 2016 were noted.

20 CAPITAL PROGRAMME ; ECOLOGY AND COUNTRYSIDE SECTION OF LEISURE AND ENVIRONMENTAL PROMOTION DEPARTMENT

Members considered the proposal for the next three years capital programme of the Ecology and Countryside section of Leisure and Environmental Promotion.

Members asked a range of questions including seeking clarification around opportunities for further project funding for further improvements to sites.

DECISION

- 1 The proposed Capital Programme (£696,000), for expenditure commencing in 2016/17 Financial Year, comprising £677k S106 receipts and £19k internal resources, be approved.
- 2 The request for additional capital budget of £19k to provide a wash-down area for the HDC and Fleet Pond Society service vehicles and specialist equipment be approved.
- 3 The release of future S106 funds in the sum of £480,000 as and when received and as identified in the Capital Programme, be approved.
- 4 Proper arrangements are put in place to enable proper monitoring and member scrutiny of the agreed Capital Programme to ensure that any capital spend is properly audited, accounted for, and used solely for the purpose as agreed.

21 COUNCIL TAX SUPPORT SCHEME 2017/18

At its meeting on the 4 February 2016 Cabinet asked for a report on the implementation of the Council Tax Reduction Scheme. Cabinet were updated on the situation regarding Council Tax Support and whether consultation should take place for a possible change to the scheme for the financial year 2017/18. If consultation was to take place, Cabinet would need to consider the options that should be put to public consultation and the method of consultation.

Queries were raised around the costs of consultation and implementation, the mechanism of consultation, and how we could best use social media to engage with those who would be affected. It was agreed to defer the decision for further information.

DECISION

That the decision be postponed until August to enable a further dialogue with the Citizens Advice Bureau on the potential impact of the implementation of such a scheme.

22 HARLINGTON POTENTIAL REDEVELOPMENT OPPORTUNITY – GURKHA SQUARE

Fleet Town Council had embarked on an ambitious project to deliver a new Harlington to replace the existing community facility. Cabinet were asked to consider the establishment of clear principles that would form the basis of any discussions about the use of District Council owned assets to deliver the Harlington project.

Members sought clarification regarding

- responsibility for relocation of the charitable organisations within the Harlington, and
- what the impact of a new Harlington on Gurkha Square would have on the existing building and its ability then to redevelop the building, which would impact on the value of the building.

The Joint Chief Executive reassured Members that the relocation of any charitable organisation would be a partnership approach between Hart and Fleet Town Councils.

DECISION

That in any discussion with Fleet Town Council (or other developers) the following principles are clearly set out:

In terms of any option that involves the provision of a new Harlington facility on Council owned land the only District Council asset under consideration is Gurkha Square and any agreement would be subject to:

- 1 There should be no adverse financial (capital and revenue) cost to the District Council or result in any new burden on the District Council's revenue account
- 2 The return of the existing Harlington site with vacant and unencumbered possession to the District Council on first occupation/use or practical completion of the new Harlington (whichever is the earlier). This should include making arrangements for the relocation of other occupiers of the Harlington

- 3 Adequate replacement public parking is secured at no cost to the District Council to replace any loss of public parking that may arise from development.

Land at Church Road or Victoria Road car parks is not in scope for redevelopment and will not be made available for a replacement Harlington albeit they may ultimately be needed to deliver the replacement for the lost car parking.

23 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and amended with the Council Tax Reduction Scheme now added to the Cabinet programme for August.

24 EXCLUSION OF THE PUBLIC

After consideration, Members agreed that the public be excluded during the discussion of the Urgent report, Procurement of Suitable Alternative Green Space (SANG) Land, on the grounds that it involved the likely disclosure of exempt information, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

DECISION

That in accordance with Section 100A of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the item below, on the grounds that it involved the likely disclosure of exempt information, as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

25 PROCUREMENT OF SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANG) LAND

Members were asked to consider the opportunities to deliver SANGs at Bramshot Farm and land to the north of Pyestock (Hartland Park).

DECISION

That the Joint Chief Executive be authorised:

- 1 To secure an interest free loan from the LEP to cover the cost of procuring Bramshot Farm to set up and administer a Strategic SANG.
- 2 Subject to securing an interest free loan from the LEP to complete the purchase of Bramshot Farm for the purposes of delivering a SANG.
- 3 To invite the developers of Sun Park to contribute towards the procurement and setting out of Bramshot Farm as SPA mitigation for their potential residential development at Sun Park.

- 4 To facilitate the procurement of land to the north of Pyestock (Hartland Park) at no cost to the Council to provide SANG mitigation for the potential Pyestock/Hartland Park development opportunity.

The meeting closed at 8.10 pm