



NOTICE OF MEETING

Meeting:	'Virtual' Overview and Scrutiny Committee
Date and Time:	Tuesday, 15 September 2020 at 7pm
Place:	Council Chamber, Civic Offices, Fleet
Telephone Enquiries to:	01252 774141 committeeservices@hart.gov.uk
Members:	Axam, Davies, Dorn, Drage, Farmer, Lamb, Makepeace-Browne, Smith, Wildsmith, Wright, Worlock (Chairman)

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

This meeting is being administered under the provisioning of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 The provision made in this regulation applies notwithstanding any prohibition or other restriction contained in the standing orders or any other rules of the Council governing the meeting and any such prohibition or restriction has no effect.

This Agenda and associated appendices are provided in electronic form only and are published at <https://www.hart.gov.uk/council-meetings>

1. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 18 August 2020 are attached to be confirmed and signed as a correct record. **Paper A**

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members*.

***Note:** Members are asked to email [Committee Services](#) in advance of the meeting as soon as they become aware they will be absent.

3. DECLARATIONS OF INTEREST

To declare disclosable, pecuniary and any other interests*.

***Note:** Members are asked to email [Committee Services](#) in advance of the meeting as soon as they become aware they may have an interest to declare..

4. PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

Anyone wishing to make a statement to the Committee should contact [Committee Services](#) at least two clear working days prior to the meeting. Further information can be found at https://www.hart.gov.uk/sites/default/files/4_The_Council/Council_meetings/Public%20Participation%20leaflet%202020%20A4.pdf

5. CHAIRMAN'S ANNOUNCEMENTS

6. REVISED DRAFT BUDGET 2020/2021 AND OUTTURN PERIODS 1-4

This report provides a summary of the revised revenue proposals for 2020/2021 to enable Overview and Scrutiny Committee to forward its comments on the proposed draft revised budget and Council Tax levels to Cabinet. **Paper B**

7. FUTURE PROVISION OF CCTV SERVICE

Following review of the Council's CCTV service and the associated costs required to operate and maintain it, this report outlines the options for and makes recommendations on future CCTV service delivery. **Paper C**

8. 5 COUNCILS (5Cs) CONTRACT

This report invites Overview and Scrutiny to consider the principles of alterations to the contract for Corporate Services, known as the Five Councils' Partnership, that are being recommended to Cabinet at its meeting in October. The report also confirms that the recent transfer of Finance and Human Resources (HR) out of the Five Councils' contract has been successful. **Paper D**

9. OVERVIEW & SCRUTINY WORK PROGRAMME

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

Date of Despatch: 7 September 2020

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 18 August 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Davies, Dorn, Farmer, Harward (substitute Drage), Lamb, Makepeace-Browne, Smith, Wildsmith, Worlock (Chairman)

In Attendance: Crookes, Quarterman, Forster, Radley

Officers:

Daryl Phillips	Joint Chief Executive
Emma Foy	Head of Corporate Services and S151 Officer
Martina Duffin	Committee Services
Helen Vincent	Committee Services

19 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 14 July 2020 were confirmed as a correct record.

Councillor Farmer reminded the Chairman that in accordance with minute 18 there should have been two items; Car Park Charges and Waste Management Contract added to the work programme which he would bring up again during Item 30 of this agenda.

20 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Drage who was substituted by Councillor Harward.

21 DECLARATIONS OF INTEREST

None received.

22 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

23 CHAIRMAN'S ANNOUNCEMENTS

The Chairman recommended two events that may be of interest to members:
a) The Centre for Public Scrutiny is holding its annual conference for Local Government Scrutineers on 9/12/2020 at Cavendish Square, London.

- b) There is an LGA webinar on the topic of the consultation on the new draft model Code of Conduct for Members on 26 August 2020.

24 OMBUDSMAN ANNUAL REVIEW LETTER

Members considered the Annual Review letter from the Ombudsman and noted that no complaints against the Council had been upheld. Members were encouraged to look at the Ombudsman website where previous national complaints cases can be reviewed for reference.

25 INTRODUCTION FROM S151 OFFICER

Emma Foy introduced herself to members and explained her career background.

26 2019/20 REVENUE AND CAPITAL OUTTURN

The Committee were advised that this report is not in the same format that the budget was agreed as there has been a restructure of the organisation since the budget had been agreed. The Committee were advised of the position on revenue and expenditure and a reconciliation will be provided to Members of the Committee in advance of the report being considered by Cabinet.

Cabinet would consider this report at its meeting on 3 September 2020.

Members discussed the information and variances, raising questions around information behind the figures.

DECISION

The 2019/2020 outturn position of an underspend of £847K after transfers and accounting adjustments for the General Fund Revenue Account be noted.

- a) It be recommended to Cabinet that the £847K be used to increase General Fund Reserve be agreed.
- b) The 2019/2020 outturn position for Capital expenditure be noted.
- c) It be recommended to Cabinet that the carry forward of the unspent revenue budgets as detailed in paragraph 6.1 be supported be agreed pending written responses from the S151 Officer to both the questions raised and reconciliation between the original budget and budget per the restructured organisation..

27 TREASURY MANAGEMENT OUTTURN 2019/20

The Committee considered the Council's Treasury Management activities during the 2019/2020 financial year prior to consideration at Cabinet on 3 September 2020.

Members raised questions with regards to different investment vehicles and better ways increasing investment income whilst mitigating risk wherever possible.

Members discussed and welcomed the idea of creating working groups and working parties to provide constructive discussions about changing strategies.

DECISION

The comments of the Committee be forwarded to Cabinet for consideration at its meeting on 3 September 2020 be recommended.

28 QUARTER 1 PERFORMANCE INFORMATION – 2020/2021

The Committee was updated on the Council's performance indicator results for the first quarter of 2020/21 (1 April 2020 – 30 June 2020)

Members in considering the information were concerned about the following:

- Fly tipping being under reported.
- The possibility of voluntary organisations being under resourced. They will be invited to come and present so that a discussion can be had in respect of the recovery phase of Covid-19.

29 THE ESTABLISHMENT OF A CORPORATE VEHICLE FOR PROPERTY HOLDING PURPOSES

Members were asked to consider a report by the Joint Chief Executive recommending in principle the creation of a local authority company to allow commercial trading in property.

Members discussed the report and welcomed the proposal and agreed that they had no objections in principle. Committee did feel however, that more detailed consideration should be given to weighing the various governance arrangements for the Company.

DECISION

The recommendation is to support the following proposed officer recommendation to Cabinet be supported:

- a) Cabinet agrees in principle to the establishment of a company which will be limited by shares and owned wholly by the Council.

- b) Cabinet agrees to a further report to be brought forward at the earliest opportunity outlining proposed governance and board membership arrangements, and articles of association for the company before any trading activity commences.

30 OVERVIEW & SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered.

As per the minutes from July, the Waste Contract and Car Park Charges need to be added.

Meeting closed at 8.04pm

Date of next meeting: 15 September 2020

OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING: 15 SEPTEMBER 2020

TITLE OF REPORT: REVISED DRAFT BUDGET 2020/2021 AND OUTTURN PERIODS 1-4

Report of: Head of Corporate Services

Cabinet Member: Councillor James Radley, Deputy Leader and Finance

1 PURPOSE OF REPORT

- 1.1 This report provides a summary of the revised revenue proposals for 2020/2021 to enable Overview and Scrutiny Committee to forward its comments on the proposed draft revised budget and Council Tax levels to Cabinet.
- 1.2 This revised budget is necessary due to the unforeseen COVID-19 pandemic.
- 1.3 The original budget was agreed by Council on the 27th February 2020.
- 1.4 This revised budget takes into account both lost income from fees and charges and also includes calculations made that we will receive funding from Central Government to compensate income lost.
- 1.5 Expenditure for the expenditure periods to date is provided in **Appendix One** which is to follow.

2 OFFICER RECOMMENDATION

- 2.1 That the Committee forwards to Cabinet any comments it has on the approach adopted to preparing the draft revised budget.
- 2.2 That the Committee considers any recommendations it wishes to make to Cabinet in regard funding any shortfall in lost income due to Covid-19 from the the General Fund after all Central Government funding schemes have been fully engaged with.

3 BACKGROUND INFORMATION

- 3.1 The Government postponed the Spending Review due in 2019 and instead published a short-term (one-year) Spending Round. In doing so it has:
 - waived the potential for negative RSG for 2020/2021
 - postponed any decision to localise Business Rates until 2021/2022 but it has promised wider changes to the Business Rates system
 - postponed until 2021/2022 any Fair Funding Review that would revise the methodology for distributing Rate Support Grant (RSG) and business rates across the county

- Committed itself to reviewing New Homes Bonus (NHB) after consultation in Spring 2020.

Of the above proposals we currently have minimal assurance that the above proposals have remained on track and therefore there remains a large amount of uncertainty for 2021/22 onwards. This means we currently have to review the draft budget as a stand-alone year and cannot consider any future funding to cross-subsidise this year's expenditure pressures.

- 3.2 The Government has however launched a scheme to compensate authorities for lost fees and charges which have been driven by the Covid-19 pandemic. The income-loss scheme will involve a 5% deductible rate whereby Councils will absorb losses of 5% of planned sales, fees and charges income with the government compensating them for 75 pence in every £1 after this lost.

4 CONSIDERATIONS APPLIED TO THE REVISED BUDGET

- 4.1 The COVID-19 pandemic coincided with the start of the 2020-21 financial year. The Council has a social duty to respond to the needs of the community and consequently some regular services were suspended, and others introduced. Consequently, the previously agreed budget has been re-cast reflecting the new situation.

- 4.2 The original 2020-21 budget was built using an incremental approach. It included areas where resources could be saved as well as opportunities to secure new sources of income. The timing and nature of the COVID-19 pandemic has limited our opportunities in increasing income.

- 4.3 The following areas represent some of the more significant and ongoing pressures:

- Fall in income due to suspension of parking fees
- Fall in income due to change in law forcing the Leisure Centres to close
- Contract changes & inflation increases
- IT infrastructure investment for remote working
- Modifications to the Civic Offices to ensure Covid-safety.
- Reduction in income for licenses and inspections.
- Reduction in income from planning fees.

- 4.4 The below table shows the anticipated pressures and losses set against the expected Covid funding from Central Government.

Area	Estimated value £'000
Leisure	1100
Parking	500
Other	60
Additional Expenditure	310
Total	1970
Est Government Contribution inc grants	(1696)
Net loss	274

5 BUDGET APPROVED vs. REVISED BUDGET

5.1 The table below summarises the revised draft budget for 2020/2021 compared to the approved 2020/2021 budget

	202	2020/2021	
	Budget	Draft	
	£0	£0	
Net Service Budget	9,448	9,174	3% reduction on average across budgets
SANG Expenditure	258	258	Funded from allocated S106 receipts
Cost of Service	9,706	9,432	
Debt Interest	12	12	
MRP	445	469	
New Homes Bonus	-2,377	-2,377	Revised for actuals
Pressures	944	1,218	Initial plus 4.4 total
Net Expenditure	8,754	8,754	
Financed by			
Council Tax	-7,269	--7,269	Agreed Council Tax
Business Rates Retained	-1,297	-1,297	Local Government Settlement
Collection Fund – CT Surplus	-31	-31	Collection Fund estimate
Collection Fund – NNDR Deficit	154	154	Collection Fund estimate
S106 receipts	-53	-53	Allocation as per approved expenditure
SANG receipts	-258	-258	Allocation as per approved expenditure
Total Financing	-8754	-8,754	
Transfer to Reserves	0	0	

- 5.2 Line by line review of all budgets has been taken into consideration which overall leads to a reduction in net expenditure of 3%. Should this not be achievable then a further report will be brought to Full Council seeking draw-down from reserves.
- 5.3 The revised budget anticipates we will be successful in our claims to Central Government for lost income. Should this not be the case then a further report will be brought to Council seeking draw-down from reserves.
- 5.4 Any subsequent costs relating to the delivery of the Corporate Services Contract will need to be approved separately by Members and funded from General Fund Reserve.
- 5.5 The major revenue funding issues looking beyond 2020/21 are:
- Spending Review 2020 – may reduce the totality of local government funding
 - Fair Funding Review – risk of losing further central government funding as it is distributed elsewhere
 - Changes to New Homes Bonus
 - 75% business rates retention from 2021/2022
 - General delays and uncertainty on future funding caused by Covid-19

CONTACT: Emma Foy, Head of Corporate Services x4207, email: emma.foy@hart.gov.uk

APPENDICES

Appendix One – Expenditure

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Description:
Financial Year:
Period:

Function	Actuals April to July	Current Period Variance
Corporate Services	1,425,743.02	-220,396.65
Community Services	-564,653.63	225,748.04
Place Services	477,870.76	-229,062.57
Technical & Environmental Services	1,613,877.88	603,728.88
Total	2,952,838.03	380,017.70

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Function	Actual April to July	Current Period Variance
Corporate Services	374,767	-492,951
Corporate Services Contracts	106,057	-580,376
Democratic Services	382,533	167,481
Elections	185,345	-58,042
Finance	249,276	108,086
Leisure	17,099	455,306
Revenue and Benefits	110,666	180,099
Corporate Services	1,425,743	-220,397
Community Safety	3,605	-55,671
Private Sector Hsg	78,798	31,308
Strategic Housing	44,114	2,758
Homelessness	-459,810	330,640
Social Inclusion	-231,361	-83,287
Community Services	-564,654	225,748
Licences	-18,551	-7,771
Environmental Health	120,454	-18,136
Business Support	490,897	-49,641
Regulatory Services	37,739	19,959
Planning	-152,668	-173,473
Place	477,871	-229,063
Countryside and Ecology	261,236	-135,181
Waste & Recycling	857,591	675,344
Infrastructure	48,811	-32,514
Parking	225,724	351,677
Tech Serv	220,516	-255,597
Env and Tech Services	1,613,878	603,729
Grand Total Revenue	2,952,838	380,018

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Cost Centre	Months 1-4 Budgets	Months 1-4 Actuals	Difference	Narrative
Apprentices	15,810.00	4,419.76	-11,390.24	No apprentices hired due to Covid 19 (Saving £11k).
Commercialisation	25,046.67	24,463.68	-582.99	
Communications	67,600.00	59,532.99	-8,067.01	Reduced Printing and postage costs
Covid19	0.00	0.00	0.00	
Digitalisation	24,773.33	24,182.20	-591.13	
Human Resources	24,573.33	742.60	-23,830.73	Invoice from HR Solution not as yet received. Timing Difference (Saving £24k). Not a true saving.
Information Technology	128,246.67	264,497.75	136,251.08	Covid Related costs and pushed forward digitalisation strategy (Cost £136k). To be moved to HACVID so not a true cost.
Legal Services	114,493.33	-225,544.75	-340,038.08	Timing difference in receiving invoices from Basingstoke (Saving £340k). Not a true saving.
Hart Lottery	0.00	-13,635.96	-13,635.96	Timing differences in receiving invoices (£14k Saving), Not a true Saving.
Neighbourhood Planning	0.00	-42,090.00	-42,090.00	Grant received £40k, not forecast in original budget (Saving £42k).
Non Distributed Costs	52,582.67	77,786.34	25,203.67	First half year of the payment has been made. The second half is due to come out in September. Timing Difference (Cost £25k). Not a true cost.
Corporate Performance Team	22,575.33	24,643.70	2,068.37	Increase in Salary cost due to additional management responsibility (Cost £2k).
Planning Policy	138,713.33	107,549.34	-31,163.99	Decrease in salary related costs as no additional staff hired (Saving £17k). Additional cost recovery (Saving £10k). Timing delay in costs to other local Authorities (Saving £4k).
Customer Services Contracts	67,570.00	2,762.04	-64,807.96	Timing delay in invoices being received from Basingstoke (Saving £54k) and Jade Cash Collection (Saving £7k). Salary related savings (Saving £4k) from reduced working hours.
New Settlement	166,666.67	65,456.84	-101,209.83	£500k was originally put in this budget for 2020/2021. The Council will be bidding to the Government for funding to sustain this effort, however this budget was created to 'bridge the gap' should there be any delays in bidding rounds coming forward. As a result this budget has not yet been called upon).
Council Policy & Strategy	0.00	0.00	0.00	No spend has occurred (Saving £10k).
External Audit	19,066.67	0.00	-19,066.67	Timing delay in invoices being received from Ernst and Young (Saving £19k).
Corporate Services Totals	867,718.00	374,766.53	-492,951.47	
5 Council Capita Contract	686,433.33	106,057.27	-580,376.06	Delay in receiving invoices from South and Vale for Capita. (Saving £580k).

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Corporate Services Contracts Totals	686,433.33	106,057.27	-580,376.06	
Civic Function and Chairman	3,356.67	0.00	-3,356.67	No spend has occurred to date (Saving £3k).
Hart Development	10,900.00	11,736.96	836.96	
Leadership Team	200,795.00	370,795.95	170,000.95	Recruitment Costs of £10k. £114k of timing differences to charities grants - CAB, Inclusion Hampshire, and Fleet Phoenix. Grants are paid in full in April. Covid related costs to be moved (Cost £46k)
Democratic Totals	215,051.67	382,532.91	167,481.24	
Hart Election Costs	71,996.67	33,929.41	-38,067.26	No elections to occur in 2020/2021 and so £38k saving.
Support to Elected Bodies	127,006.67	122,710.64	-4,296.03	Fewer expenses received due to Covid lockdown (saving £4k).
Rechargeable Elections	0.00	10,322.90	10,322.90	Election costs incurred prior to lockdown (Cost £10k).
Register of Electors	44,383.33	18,382.18	-26,001.15	£10k saving of employee related costs after 1 officer left the council and not replaced. £10k of printing saved due to lockdown delaying activities. £6k of grant received so a timing saving currently.
Elections Totals	243,386.67	185,345.13	-58,041.54	
Corporate Finance	104,763.33	222,336.52	117,573.19	£112k of additional cost in insurance premiums as not yet moved across the council (timing only). Covid related costs to be moved £5k.
Internal Audit	36,426.67	26,939.39	-9,487.28	Timing delay in receiving invoices £9k saved.
Finance Totals	141,190.00	249,275.91	108,085.91	
Frogmore Leisure Centre	0.00	0.00	0.00	
Leisure Centres	-438,206.67	17,099.16	455,305.83	No income received from leisure centres due to lockdown (Cost £455k).
Leisure Totals	-438,206.67	17,099.16	455,305.83	
Housing/ Council Tax Benefits	46,800.00	233,164.03	186,364.03	Timing delay between HB allowances paid out and subsidy being paid £186k cost.
Revenues & Benefits Contract	-116,233.33	-122,497.92	-6,264.59	£3k of additional grant (Saving £3k) plus £3k of reduced court fees due to Covid lockdown (Saving £3k).
Revenues and Benefits Totals	-69,433.33	110,666.11	180,099.44	
Community Safety	59,275.67	3,604.68	-55,670.99	Timing delay in receiving the first quarter's bill for the service. Saving £56k.
Community Safety Totals	59,275.67	3,604.68	-55,670.99	
Private Sector Housing	47,490.00	78,798.15	31,308.15	£13k of additional cost relating to Providence House to be funded from reserves at the end of the year. £18k of additional salary related costs due to officers working within Disabled Facilities Grant's shown in here rather than in the capital code. Will be moved at the year end once Covid related costs are resolved and then the

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				capitalisation of salaries can be calculated.
Private Sector Housing Totals	47,490.00	78,798.15	31,308.15	
Strategic Housing	41,356.67	44,114.35	2,757.68	£3k of additional cost in overtime that is Covid related.
Strategic Housing Totals	41,356.67	44,114.35	2,757.68	
Domestic Abuse	-969,583.33	-504,426.52	465,156.81	Grants paid out from the grant money received Cost £465k. Grant spend not budgeted for.
Housing Needs Service	179,133.33	141,816.61	-37,316.72	£23k saving on homelessness costs caused by timing delay in invoice receipt. Plus also £14k of additional income (Saving £14k).
PRS Access Fund	0.00	-97,200.00	-97,200.00	£97k due to be paid to Basingstoke but delay in receiving their invoice. Timing difference only.
Homelessness Totals	-790,450.00	-459,809.91	330,640.09	
Social Inclusion and Partnerships	-148,074.00	-231,360.90	-83,286.90	Saving on one officer leaving the council and not replaced until July (Saving £4k). Offset by one officer acting up when Head of Service was due to leave £4k cost. £1k saving on staff expenses due to lockdown. £81k of additional grant received that is due to be moved (saving £81k).
Social Inclusion Totals	-148,074.00	-231,360.90	-83,286.90	
Licences	-1,389.67	13,478.64	14,868.31	Waiting for £11k of invoices for the service for Qtr 1 from Basingstoke (Saving £11k). Offset by waiting for the income from Basingstoke for the renewal costs of licences (£25k cost). Basingstoke have extended licences for a lot of people due to Covid lockdown and to allow people to continue to operate. The financial impact of the decision is not as yet known.
Taxi	-9,390.00	-32,029.65	-22,639.65	£41k saved from not having received invoices from Basingstoke to date. Offset by £19k of missing income (Cost £19k). Taxi licences have also been extended by Basingstoke to allow operations to continue. Financial Impact of the extensions is not as yet known.
Licences Totals	-10,779.67	-18,551.01	-7,771.34	
Environmental Health Commercial	55,506.67	53,374.47	-2,132.20	£7k cost of lost income during Covid lockdown (Cost £7k). Licences extended during the lockdown. Offset against £3k saving on agency staff. £1k of timing difference on staff travel savings and £3k savings from un-invoiced legal services from Basingstoke.
Environmental Protection	73,933.33	60,842.06	-13,091.27	£8k of staff savings from officer vacancies. £1k of savings caused by

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				timing differences in staff travel and training. Also £4k of additional income (saving £4k).
Out of Hours Noise Service	9,216.67	5,074.02	-4,142.65	£3k of overtime savings which is both a timing issue and as a result of Covid. £1k of National insurance and pension savings for the same reason.
Pest Control	-66.67	1,163.57	1,230.24	£1k of lost income (£1k cost) due to delay in receiving income from the supplier and lockdown.
Environmental Health Totals	138,590.00	120,454.12	-18,135.88	
Buildings Repairs & Maintenance	233,364.67	213,351.36	-20,013.31	£27k saving against buildings repairs and maintenance which is a timing thing caused by lockdown. £15k saving on utility bills due to profiling problems (e.g. more cost in winter). £5k saving on building cleaning as a result of lockdown and closing of the offices. £3k of savings from vending machine supplies and catering as a result of the lockdown of the building. Offset by £24k of Covid related spend. £6k of reduced income as a result of renegotiation of ACAS rental agreement (£6k Cost).
Business Support	293,740.00	274,446.73	-19,293.27	£1k of salary savings from employing younger staff with reduced National insurance payments and less starting salary. £16k of reduced printing and postage costs due to lockdown of offices. £2k of saving on staff training and associated travel which is a timing issue.
Print Room & Photocopying	13,433.33	3,098.80	-10,334.53	£10k of printing costs due to office lockdown.
Business Support Totals	540,538.00	490,896.89	-49,641.11	
Dog Warden	18,706.67	17,925.09	-781.58	
Economic Development	0.00	10,549.30	10,549.30	No budget was put in for economic development as it had been included in HACOMM (£11k cost).
Health & Safety	22,130.00	19,866.56	-2,263.44	a further £1k saving on purchase of equipment which is potentially also a timing issue as opposed to a lockdown result.
Local Land Charges	-48,566.67	-31,129.76	17,436.91	£10k saving against land charge costs to county. Partially due to profiling of the costs which are higher in the summer months but also due to lockdown - people unable to move house. Offset against £27k of additional cost as a result of lost income. This is again due to profiling of the income as well as lockdown meaning that people could not move.
Churchyards	2,500.00	2,560.20	60.20	
Health and Wellbeing	23,010.00	17,967.85	-5,042.15	£5k of salary saving from not having additional secondment from CCG
Regulatory Services Totals	17,780.00	37,739.24	19,959.24	

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Building Control - Fee Income	-30,689.33	-173,780.81	-143,091.48	£130k saving from not having received the first quarters invoice from Rushmoor. Also £13k of additional income (£13k saving).
Building Control Non Fee	34,497.67	-21,356.15	-55,853.82	£56k saving from not having received the first quarters invoice from Rushmoor.
Street Naming and Numbering	-1,030.00	-4,521.88	-3,491.88	£3k of additional income (£3k saving)
Planning Development Management	18,026.67	46,990.36	28,963.69	£39k of saving against salary related costs. £11k savings against consultants. Offset against £9k subscriptions (£9k cost) and £70k of lost income (£70k cost).
Planning Totals	20,805.00	-152,668.48	-173,473.48	
Biodiversity	20,103.33	17,480.05	-2,623.28	£3k saving from purchase of equipment and sub-contracted work. This was due to a timing issue and lockdown. The work to be done will occur later on in the year.
Bramshot Farm Revenue	21,840.00	34,959.06	13,119.06	Additional cost of £13k which is salary related as capital salaries have been put in here whilst Covid costs are removed and capitalisation of salaries costs are determined. Costs will move into the capital code at the year end.
Hartley Wintney Commons	14,523.33	1,286.23	-13,237.10	£12k saving against consultants costs and sub-contracted work as a timing issue. Work cannot begin there at this time. £1k saving on vehicle insurance is again a timing issue as the journal has not been processed to move the money to the correct places.
Landscape and Conservation	20,126.67	18,606.04	-1,520.63	£2k saving mainly on salary related costs as not all salary costs are in this budget as yet. Journal will occur at year end and so is a timing issue.
Elvetham Heath Nature Reserve	6,223.33	170.00	-6,053.33	£6k of timing related savings - water bills £1k saving, sub contracted works £2k saving, £1k vehicle insurance and salary costs £2k saving to be moved at the year end.
Edenbrook Country Park	35,480.00	11,390.46	-24,089.54	£12k saving on salary related costs which are timing related due moving salaries at the year end. £12k saving on timing issues of supplies and services that have not as yet been purchased. The profile of the spend was 1/12 per month but spend occurs in one lump.
Environmental Promotion	160,620.00	100,733.82	-59,886.18	£53k saving on salary related costs as there are vacancies in the team. £6k saving on timing issues within equipment purchase and employee training that will be incurred later in the year.
Odiham Common	12,383.33	3.28	-12,380.05	Saving of £1k on vehicle insurance (timing issue), £2k of savings against sub-contracted work that will occur later in the year. £10k of savings against salary costs to be moved at the year end.

APPENDIX ONE

Fleet Pond	23,656.67	18,561.67	-5,095.00	£5k of savings in salary related costs due to the movement of salaries not occurring monthly but will be journalled at the year end. Saving of £4k on buildings repairs and maintenance as work has not yet occurred. £4k of additional cost from Business Rates again a timing issue.
Land Repossessions	1,493.33	0.00	-1,493.33	£1k of savings which is again timing on costs associated with land repossession. No issues have occurred to date but are more likely to occur later in the summer but could be at any point.
Small SANG Sites	20,663.33	8,781.95	-11,881.38	£10k of savings in salary related costs. This is a timing issue as year end journals will be done to move actual salary costs. £2k of savings for sub-contracted work that has not yet been undertaken. Costs will occur in lump sums later on in the financial year.
Tree Preservation orders	59,303.33	49,262.95	-10,040.38	£2k savings on grounds maintenance costs to date as we are waiting for another invoice to be submitted to bring the costs up to date. £2k savings on purchase of equipment. No equipment has been required as yet, but it will be spent as we go through the year. £6k savings on sub-contracted works and consultant costs are again a timing issue. Work has been undertaken but no invoices received as yet.
Countryside & Ecology Totals	396,416.67	261,235.51	-135,181.16	
Clinical and Bulky Waste	-8,703.33	-14,720.15	-6,016.82	£10k of savings against land search charges while we wait for invoices to be received. Offset against £4k of additional cost from reduction in income. This is partially Covid related but also timing related.
Basingstoke Waste Contract	0.00	896,348.37	896,348.37	£896k of additional costs but these are timing related as they need to be invoiced to Basingstoke. There has been a delay in creating those invoices due to officers required to shield.
Waste Client Team	-386,998.33	-387,920.04	-921.71	
Waste Education and Communications	14,100.00	-1,823.61	-15,923.61	£12k of savings against printing whilst we wait for the invoices to arrive from Basingstoke. £4k of advertising costs again is a timing issue whilst waiting for invoices to arrive.
Waste Contract	563,849.00	365,706.46	-198,142.54	£186k saved on fees and hired services, £17k saved on sub-contracted works while invoices are waiting to be received. Offset by £5k reduction of income in recovery of costs (£5k cost).
Waste Totals	182,247.33	857,591.03	675,343.70	
Hart Drainage	54,540.00	22,222.25	-32,317.75	£7k of salary related savings as a result of drop in officer hours and split of officer costs. £25k of savings in sub-

APPENDIX ONE

				contracted work. Work is underway but has not as yet been invoiced up to date.
Emergency Plan	10,973.33	3,693.23	-7,280.10	£7k of savings due to profiling issue in contributions to voluntary organisations. Invoice will come in for Hampshire County in one lump.
Highways Traffic Management	15,811.67	22,895.86	7,084.19	£2k of additional salary related costs from change in split of officer time. £2k of savings in purchase of equipment that will be spent later in the year. £4k of savings in purchase of equipment which will again be spent in the coming months. £4k of savings in advertising costs which is lockdown delayed. The work will occur later on in the year. £3k cost of reduced income. This is again lockdown related and will occur later on in the year. £12k of additional cost as a result of the Fleet Road Pedestrianisation project to be moved into a capital code.
Infrastructure Totals	81,325.00	48,811.34	-32,513.66	
Off Street Parking	-156,150.00	189,728.09	345,878.09	£21k of staff savings by not recruiting to vacancies. £83k of cost in business rates caused by profile timing. Business rates are invoiced at the start of the year. £30k of cost in ticket machines where invoices have not been split out correctly. £4k saving on notice boards as due to lockdown, the boards have not as yet been updated with revised prices. £4k saving in software purchases as no invoice has as yet been received. This is purely a timing issue and will occur. £11k saving in sub contracted works as invoices have not as yet been received. £273k of lost income (£273k cost) as a result of lockdown and the decision to give free parking for a period of time.
On Street Parking	30,196.67	35,995.77	5,799.10	£21k of staff savings by not recruiting to vacancies. £1k of savings as a result of not journaling the car insurance yet. £5k overspend on ticket machines. £7k saved on software purchases and printing costs which is due to timing. £3k saving on collection of cash which is another timing to receive invoices and less income to collect due to council decisions for free parking. £33k cost of lost income as a result of lockdown and the free parking decision.
Parking Totals	-125,953.33	225,723.86	351,677.19	
CCTV	59,133.33	10,091.26	-49,042.07	Saving of £49k in fees and hired services while we await the first quarters invoice from Rushmoor BC. £4k of additional cost in sub contracted work which is a timing issue as the cost has been received in advance. £4k of additional cost recovery (saving £4k).

APPENDIX ONE

Climate Change	16,600.00	4,319.39	-12,280.61	£12k of salary related lines saving as no recruitment occurred for the full time post of climate change officer.
Estates/ Asset Management	23,913.33	3,980.63	-19,932.70	£2k of salary related savings due to officer reduction in working hours. £17k of savings in consultants and sub contracted work where invoices are waiting to be received delay in sending due to lockdown.
Street Furniture	2,786.67	899.75	-1,886.92	£2k saving in equipment purchase which will occur later in the year so a timing issue.
Grounds Maintenance	133,296.67	41,002.33	-92,294.34	£60k saving in fees and hired services due to invoice not being received as yet. £2k savings in sub contracted works for the same reason. £3k in salary related savings as the journal to move the costs in to the budget will occur at year end. £27k of additional income in reimbursements from County Council as monery received in advance.
Street Cleaning	238,716.67	160,222.78	-78,493.89	£66k saving in fees and hired services due to invoice not being received as yet. £14k saving in payments to other local authorities again for the same reason. £3k in salary related savings as the journal to move the costs in to the budget will occur at year end. £5k cost for loss of income. The income from the prior year to date has not as yet been received.
Fair Trade	1,666.67	0.00	-1,666.67	No fair trade payment was made in the last financial year and is not expected to be spent in the current year. Saving to date £2k.
Technical Services Totals	476,113.33	220,516.14	-255,597.19	
Total For Council	2,572,820.33	2,952,838.03	380,017.70	

OVERVIEW & SCRUTINY

DATE OF MEETING:	15 SEPTEMBER 2020
TITLE OF REPORT:	FUTURE PROVISION OF CCTV SERVICE
Report of:	Head of Environment and Technical Services
Cabinet member:	Councillor James Radley, Deputy Leader and Finance

1 PURPOSE OF REPORT

- 1.1 Following review of the Council's CCTV service and the associated costs required to operate and maintain it, this report outlines the options for and makes recommendations on future CCTV service delivery.

2 OFFICER RECOMMENDATION

- 2.1 Committee is asked to support the following recommendation to Cabinet:

Cabinet are RECOMMENDED to approve: –

- (i) the termination of the shared service agreement with Rushmoor Borough council for the monitoring of Hart's CCTV cameras.
- (ii) the establishment of a legal agreement with Runnymede Borough Council for the monitoring of Hart's CCTV cameras as outlined in the below report;
- (iii) the commencement of all necessary technical feasibility and other preliminary works to affect the proposed new service agreement;
- (iv) subject to approval of the above termination of existing shared service agreements with Rushmoor Borough Council
- (v) an additional revenue budget of £20,000 to meet the costs of these works is allocated for the financial year 2020/21;
- (vi) That a budget of £15k per annum is allocated to the Council's capital programme for 3-year period commencing in 2021/22 to fund a rolling replacement of the Councils CCTV camera stock.

3 INTRODUCTION

- 3.1 Against a backdrop of aging CCTV equipment, within the CCTV room Rushmoor Borough Council commissioned a consultant to consider future options, recommendations and research on alternative service provision. As a consequence, in July 2020 Rushmoor's Cabinet agreed to outsource the future delivery of their CCTV service to Runnymede Borough Council. The impact of this decision for Hart is the termination of the shared service arrangement for the monitoring of Hart's CCTV cameras.

4 BACKGROUND

4.1 CCTV Service Overview

There is no statutory duty requiring the provision and management of CCTV by local Councils. However, the Crime & Disorder Act 1998 (CDA98) requires each authority to exercise its functions to prevent crime and disorder; and the Council has, in part fulfilment of this, operated a CCTV service covering Fleet, Hook and Blackwater and has cameras mounted in all of its off street car parks. Some Parish Councils operate their own local CCTV arrangements.

4.2 The Council operates a joint CCTV service in conjunction with Rushmoor Borough Council (Rushmoor). The purpose of the joint service is to ***'help deter and prevent crime and disorder and reduce the fear of crime'*** with the overarching objective to ***'help make Hart and Rushmoor safer areas in which to live'***.

4.3 The joint service comprises a dedicated control centre located within Rushmoor's Offices. It is staffed by six staff (6.38 FTE) who monitor it between 07:00 and 01:00 Sundays to Wednesdays and between 07:00 and 04:00 Thursdays to Saturdays on a shift rota basis. A number of these posts are currently vacant and covered by other Council staff. A total of 116 mixed analogue and digital cameras are monitored and record 365 days per year 24 hours a day.

4.4 Save for a hosting charge and the specific camera maintenance and transmission costs of each authority, the overall costs of the joint service are split 55:45 between Rushmoor and Hart respectively. This split was established on the basis of the number of CCTV cameras monitored in each area at the time of its launch and is embedded in a 10-year deed of operation between the two Council's which is subject to 12 months' notice of termination (we are currently in year 6 of this agreement). The costs and work of the shared CCTV service is overseen by a Joint Governance Group (JGG), made up of representatives from Rushmoor and Hart in accordance with this deed.

4.5 The 2020/21 budget for the CCTV service is £133,324 which includes direct service costs and overheads such as support service costs and accounting charges. The service budget includes a payment of £141,200 to Rushmoor for management and monitoring of Harts cameras. This is offset by an income of £5,464 from some Parish Councils for the management and monitoring of their cameras and an internal recharge of £62,060 for the monitoring of some Hart assets including the Civic Offices and all of its car parks. A breakdown of the current service budget is shown in the table below:

CCTV Service	20/21 Budget (£)
Employees	7,711
Contribution to Rushmoor BC	141,200
BT line rental charges	26,031
Internal recharges	3,222
Depreciation	22,684
Income from Parish Council's	(5,464)
Internal recharge to services	(62,060)

Net total cost	133,324
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4.6 Whilst unable to effectively quantify its deterrence effect, for Hart the activity generate by the operation of CCTV can be broken down as 559 incidents, leading to a known 22 arrests, 178 ancillary transactions, and 232 out of hours calls in 2019/2020. Incidents included the monitoring of suspicious individuals or groups, road traffic incidents, shoplifters and night-time economy venues etc. The CCTV Control Room and Police are in direct contact and share intelligence on a daily basis. The CCTV service also acts as the primary reception and co-ordination point for all out of hours calls for both Councils.

4.7 **CCTV Service issues and current situation**

Despite the above, and following comprehensive service review, the following issues and risks have been identified with the joint CCTV service provision and arrangements. Whilst some of these issues are circumstantial, historic and/or arise from when the service was first established, some are interdependent and create a degree of complexity to the considerations now required on the future of the service. These include -

- a) **Compliance with CCTV Standards** – Following audit, the CCTV Service is not fully compliant with the Surveillance Camera Commissioner’s Code of Practice. Issues surrounding privacy impact assessments and auto-redaction of associated privacy zones require both hard and software upgrades and associated configuration(s). Upgrading the control room and cameras to be compliant with these requirements will come with significant capital cost expenditure.
- b) **CCTV Maintenance arrangements** - The CCTV Service is currently out of maintenance contract and is on an interim pay as you go maintenance arrangement. Whilst this has not proved expensive so far, maintenance arrangements require appropriate procurement in accordance with contract standing orders. As equipment becomes older, costs and associated equipment failure risks are also likely to increase.
- c) **Control Room infrastructure** – Much of the control room infrastructure is also at end of life and/or experiencing increasing faults and failure. These increasingly have an impact on the costs and delivery of the service; and can affect both Hart and Rushmoor coverage. For example, a recent Network Video Recorder (NVR) failure resulted in a number of a Rushmoor cameras not being being able to record for over four weeks with knock on effects for the rest of the system. A spare Network Video Recorder has since been acquired to mitigate future failures.

5 **PROPOSAL(S)**

5.1 **Proposal background and context**

In view of these complex and interdependent issues, RBC engaged SGW Consulting in 2018 in order to assess the joint CCTV Service and advise on the costs of refreshing the control room, cameras and related infrastructure. SGW are

security consultant specialists with significant experience in advising local authorities on their CCTV requirements and have been in the market since 2003.

- 5.2 SGW produced a full specification for a new CCTV control room, cameras and infrastructure. This estimates the cost of refitting the current control room at approximately £300,000. This includes reconfiguration of the room to a more appropriate layout, as well as replacement of end of life equipment and a new video management system. Under the shared service agreement, the expectation is that Hart would have to contribute £135K in capital cost for the continuation of this service.
- 5.3 Given the high capital expenditure required for this project, alternative delivery models including outsourcing of the control room and monitoring arrangements were also explored.
- 5.4 Accordingly, a number of public and private sector companies were consulted on a 'soft market testing' basis regarding alternatives for provision of a CCTV control room and monitoring services. As an exemption from full EU Procurement rules it is open to the Council to enter into arrangements with another local authority in the provision of public services to achieve common objectives in the public interest. In light of this more detailed exploration of potential costs was subsequently explored with interested local authorities. Of those, Runnymede Borough Council proffered an enhanced service provision with the most significant cost saving opportunities as outlined below.

Preferred Option

In provision of outsourced control room and monitoring services, Runnymede quote projected costs of approximately £120,000 per annum. Costs associated with CCTV equipment maintenance, data transmissions and support service costs are estimated at £36,000 giving a Total Net costs of the preferred option of £156,000.

- 5.5 Runnymede offer a modern, up to date and compliant service, with monitoring 24 hours a day – an enhancement on our current monitoring. There are opportunities to further modernise working practices, with Runnymede able to provide remote access to footage to both Hart and Police colleagues – negating any impact from the control room being based out of the district. Runnymede also provide a Careline service for their local area and have confirmed they will cover out of hours calls within the costs quoted.
- 5.6 Relocation of the CCTV control room to Runnymede provides a financial benefit to Hart when compared with the cost of the existing service arrangement with Rushmoor.
- 5.7 There will be a need for contract monitoring and management should the council opt to continue to setup its own in-house service. Accordingly, given the enhanced service offered and the financial benefits over existing outlined above, it is recommended that Hart outsource its control room and monitoring services to Runnymede Borough Council.

6 ALTERNATIVE OPTIONS

6.1 The alternative options outlined below have also been considered, and are presented for information and discussion, with some commentary thereon.

6.2 (a) Cease provision of the service

The Council could decide to halt this service, particularly mindful of the evolving financial impact of Covid-19 on the council's medium term financial strategy. CCTV is not a statutory service. This would result in an annual saving of £161,767 within a district that has a very low rate of recorded crime within the areas covered by CCTV.

6.3 (b) Retaining the existing shared service

Whilst Hart has in the past few years invested in its camera infrastructure, the Rushmoor Control Room has not seen such recent expenditure. To bring it up to a standard now required would cost £300,000 of which Hart would be expected to pay £135,000.

6.4 (c) Seeking of external contributions to service

Given the positive impact that service provision has on local Policing, an approach was made to the Office of the Police and Crime Commissioner and Chief Constable to enquire as to whether a contribution to service costs would be possible. Both have confirmed that due to current and ongoing financial constraints this would not be possible.

7 CONSULTATION ON PROPOSALS

7.1 Joint Governance Group

The Joint Governance Group (JGG) responsible for overseeing the shared service on behalf of Hart and Rushmoor have been informed of the outcome of this review albeit we are aware that outsourcing of the service to Runnymede would also be Rushmoor's preferred option too.

8 IMPLICATIONS

8.1 Legal Implications

The Council is under no statutory obligation to provide a public space surveillance system.

8.2 However, to ensure compliance with Data Protection legislation and the Surveillance Camera Commissioner's code of practice, upgrades to the Control Room are required to facilitate privacy impact assessment and redaction of identified privacy impact zones. Should the Council fail to carry out these upgrades, there is risk of breaching legislation and associated codes.

8.3 Whilst separate quotes for provision of an outsourced service have been provided to both Hart and Rushmoor and outsourcing can be pursued separately as necessary, this has obvious implications for the existing shared service agreement (under deed) which will need to be terminated if outsourcing is to be progressed.

8.4 Should Cabinet approve this process the Council will enter into an appropriate agreement with Runnymede Borough Council.

8.5 Financial and Resource Implications

(a) Capital spend

8.6 The Council has not in the past made any capital budget provision for the refurbishment of the shared Control Room.

8.7 Given the impact of Covid-19 on the Council's finances, it is important that members consider the revenue implications of any additional capital expenditure.

8.8 Should the Council choose to retain the existing CCTV service in-house the necessary upgrade of the Control Room will require approximately £135,000 capital expenditure. By working with another Council with an up to date control room, a large portion of this capital spend can be negated, with only a proportion of the costs for decommissioning of the old Control Room.

8.9 (d) Decommissioning of control room equipment

If Hart (and Rushmoor) choose to cease the current service altogether or outsource to Runnymede there will be costs associated with the decommissioning of current control room equipment and returning the room to normal office space. These costs are estimated to be £75,000 of which Hart's contribution would be £34,000.

8.10 Equalities Impact Implications

There are no known equalities impact implications arising from the proposed recommendations.

8.11 Crime and Disorder Implications

Should the Council choose to continue the service as it currently is whether in-house or outsourced, there should be no implications and the service should be able to continue to help deter and prevent crime and disorder.

8.12 Should the Council choose to cease the service altogether, there may be implications impacting the Police, their ability to resolve incidents that would have otherwise been evidenced by our existing CCTV arrangements and subsequent arrests. There would be impacts to intelligence gathered and shared across the District. The impact on Policing locally cannot at present be completely understood. Local Police representatives have indicated a desire for the service to continue, however as noted in paragraph 6.10 that neither the Office of the Police and Crime Commissioner nor the Chief Constable felt able to contribute to this service.

9. CONCLUSIONS

- 9.1 The CCTV Control Room which serves Hart (based in Rushmoor) needs refurbishment and replacement. This will require a significant capital spend of £300,000 of which Hart would need to contribute £135,000. In order to mitigate some of this and other issues, several future service delivery options have been analysed and considered. In consequence of this, it is recommended that the control room and monitoring services be outsourced to Runnymede Borough Council. This will save much of the capital expenditure as well as create a reduction in future revenue budget required, whilst providing for an enhanced service. Any saving would be reported by the Head of Service during future budget monitoring once service alterations had been carried out.
- 9.2 The current CCTV service is a joint service run under a 10-year deed in conjunction with Rushmoor Borough Council. Any outsourcing will necessitate the termination of the existing shared service agreement.
- 9.3 The preferred option will reduce the level of capital expenditure required to provide the CCTV service.

BACKGROUND DOCUMENTS: None

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john.elson@hart.gov.uk

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – Sep 2020						
Issue and Description of Topic	Current Position Objective	Original Due Date	Revised Due Date	Resources Required	Contact	*This item may contain Exempt Information
Revised Draft Budgets 2021 and Outturn Periods 1 - 4	To provides an update of the revised revenue proposals for 2020/2021 to enable Overview and Scrutiny Committee to forward its comments on the proposed draft revised budget and Council Tax levels to Cabinet.	Aug 20	Sep 20	Report	Head of Corporate Services	
CCTV Contract with Rushmoor	To consider the options for and make recommendations on future CCTV service delivery.	Sep 20		Report	Head of Environment & Technical	
5 Councils (5Cs) Contract	To consider the principles of alterations to the 5Cs contract that are being recommended to Cabinet at its meeting in October. To include also a comment on the success of the transfer of Finance (Accountancy) and HR out of the contact.	Sep 20		Report	Joint Chief Executive	
Corporate Risk Management Report	Half-yearly update on corporate risk profile.	Sep 20	Oct 20	Report	Audit Manager	

Flooding	Update from twice yearly meeting of Agencies and Parish Flood Forums.	Oct 20		Minutes of meeting only	Head of Environment & Technical	
Commercialisation Strategy – review of improving efficiency of services, decreasing current or future costs	Review the current position about improving efficiency of services and decreasing current or future costs e.g. through digitalisation and demand reduction. To include also an update on the implementation of Modern.Gov. (Portfolio Holder for Digitalisation to be invited to attend).	Oct 20		Presentation	Change and Digital Manager	
Planning Development Management Peer Review	To consider the draft Action Plan for Planning Development Management improvement	Nov 20		Report	Head of Place	
Service Plans 2020/2021	To make recommendations on final 2020/2021 Service Plans once Council's COVID-19 budget position is established.	Sep 20	Nov 20	Report	Joint Chief Executive	
Medium Term Financial Strategy	Annual report setting out the Council's Medium-Term Financial Strategy position, prior to consideration by Cabinet.	Nov 20		Report	Head of Corporate	
Treasury Management 2020/21	To consider a Half Year review report on Treasury Management Strategy 2020/21 prior to consideration by Cabinet.	Nov 20		Report	Head of Corporate	

Quarterly Budget Monitoring	Quarterly update on budget position.	Nov 20 Feb 21		Report	Head of Corporate Services	
Car Parking Charges	The Portfolio Holder for Technical Services to be invited to update Committee on progress to agree with parish and town councils any localisation of car park charges	Jan 21		Oral update	Portfolio Holder	
Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan	To comment on the annual report setting out the future Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan, prior to consideration by Cabinet.	Annual	Jan 21	Report	Head of Corporate	
Draft Budget	To make comments on the draft 2021/22 Budget prior to consideration by Cabinet.	Annual	Jan 21	Report	Head of Corporate	
Service Plans	To make recommendations to draft 2021/22 Service Plans prior to consideration by Cabinet.	Annual	Mar 21	Report	Joint Chief Executive	
Chairman’s Annual Review of the Work of the Committee.	To consider the Chairman’s draft report to Annual Council on a review of the work carried out in the past year by Overview and Scrutiny Committee.	Annual	April 21	Report	Chairman of Overview & Scrutiny Committee.	
Waste Management Contract	To seek Committee’s input if material changes to the contract are brought forward for decision.	TBC		Report	Portfolio Holder	

Heads of Service Attendance	Once a quarter the respective Heads of Service (in rotation) each be invited to attend Committee to update on performance, targets, and delivery against Service Plans. Sep – Head of Environmental & Technical Oct – Head of Community Nov - Head of Place Dec – Head of Corporate				Heads of Service	
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OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 15 September 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Davies, Dorn, Drage, Farmer, Makepeace-Browne, Wildsmith, Wright, Worlock (Chairman)

In Attendance: Crookes, Forster, Radley, Southern

Officers:

Patricia Hughes	Joint Chief Executive
John Elson	Head of Environment & Technical Services
Emma Foy	Head of Corporate Services and S151 Officer
Martina Duffin	Committee Services
Helen Vincent	Committee Services

31 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 18 August 2020 were confirmed as a correct record.

32 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Axam and Councillor Smith.

33 DECLARATIONS OF INTEREST

None received.

34 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

35 CHAIRMAN'S ANNOUNCEMENTS

The Chairman introduced the Head of Environment and Technical Services who gave a departmental update to Members on services delivered during Covid-19. Members were informed of how the process and service provision that were delivered during lockdown required several sections being redeployed to other projects. Members were also updated briefly on staff resourcing during lockdown and were updated on the Fleet Road Project.

The Climate Change Action Plan will be in focus moving forwards. Peter Summersill has been appointed to post of Sustainability Office permanently to progress various Countryside projects.

Members questions surrounding this presentation included cost of time resources spent on Fleet Road.

36 REVISED DRAFT BUDGET 2020/2021 AND OUTTURN PERIODS 1-4

Members considered the revised revenue proposals for 2020/2021 taking into account loss of income due to Covid-19.

The S151 Officer explained the figures to Members and talked about the Central Government Funding contribution.

Members posed questions following the report around a possible reduction in the amount received from the Government, when it is expected to be received and any impact that may have.

Members noted that the loss in income quoted in this paper was different from those the JCX previously reported. It was confirmed by Cllr Radley that what was previously reported were costs to date and were advised that these numbers project fees and losses for the whole year up to March 2021.

A query on 5.2 resulted in Members being assured that no policies have been changed relating to individual departmental expenditure.

37 FUTURE PROVISION OF CCTV SERVICE

The Head of Environment and Technical Services introduced and explained a report on the future provision of the CCTV services. This paper sought Members views on Runnymede Borough Council monitoring CCTV on behalf of Hart District Council in the future.

Members discussed the paper and asked questions on the costs, potential job losses, removal of local knowledge and feasibility of various recommendations.

Following discussion, the Chairman isolated point 6.2a or the move to Runnymede Borough Council as being the two best options to be considered. Members agreed that the costs of moving cameras and any early contract termination costs should be agenda items for a future date.

DECISION

Members cannot support Officer recommendations as set out in the report points (ii) – (vi) without further information. It was agreed that further information would be circulated, and that Councillor Radley would ensure that this information, together with this Committee's concerns, be addressed at Cabinet.

38 5 COUNCILS (5Cs) CONTRACT

Members discussed the alterations to the contract for Corporate Services.

NB This report was Exempt.

EXCLUSION OF THE PUBLIC

Members decided that the public interest in maintaining an 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.

Members discussed the services to date and considered the positives of bringing them back inhouse including access to and ownership of data. JCX advised that a negotiation team made up of representative of all 5 Councils had arrived at a number of which the above amount is the portion for which Hart District Council is responsible.

DECISION

Members agreed the recommendation as it stands but that a further appendix be provided to Members with costed options included.

39 OVERVIEW & SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and noted that the Car Parking Charges should be a full report and that the Waste Management Contract had been added.

The Chairman suggested it would be useful to add an update from the Climate Change Working Group and an update on Pedestrianisation of Fleet Road.

Members agreed.

Meeting closed at 8.50pm

Date of next meeting: 20 October 2020