

Report to Council 14/12/11

Cllr Briggs – Leader of the Council

Finance

Service Managers have submitted their draft budgets for 2012/13 and a report was considered at informal Cabinet this morning. There will be budget presentations on the 19th and 21st December to outline some of the key points from the budget. Whilst the budget position going forward is challenging, we are committed to ensuring that the Council remains innovative in how we use our resources.

Corporate Strategy

A Corporate Strategy has been drafted. This has been considered by informal Cabinet. The Corporate Strategy is an important document that will set out our priorities for the future and will be used to focus our resources on our priorities.

Partnerships

Joint working with EHDC and HBC

The new Services Managers have now started their new roles.

Leadership Conference held on 29th November. Well attended, focusing on matters such as – being an effective leadership team, promoting good communication and feedback, tactical planning and decision making.

Joint SE Policy and Partnership Board – Last meeting - 4th November considered options for IT provision with Hampshire across HBC and EHDC and the possibility of Revenues & Benefits and Customer Services being delivered through the South Coast Framework at EHDC. Further reports presented to JMT on 6th December, to feed into next Board meeting on 14th December

A joint scrutiny panel of the two authorities has been set up to scrutinise the work of the Joint Board.

Report to Council 14 December 2011

By: Cllr David Guest, Planning & Development Portfolio Holder, Design & Heritage Champion

Development Management

Locally set planning application fees

New National Fee Regulations which would allow Local Planning Authorities to set their own planning application fees, and in doing so recover more of their development management costs, are still awaited. At the present time it remains unclear as to when any changes – and the scope of them – will come into effect. The situation is being monitored but in the meantime the Planning team have been carrying out detailed work to establish the full cost of processing different types of application following a comprehensive time recording exercise that was carried out earlier in the year.

Charges for pre-application advice

The Planning and Built Environment Panel reported to the Scrutiny Board meeting held on 22 November on their work on the review of Pre-Application Fees. They had examined the operation of East Hampshire District Council's pre-application advice service and are recommending that additional charges be introduced. A full review of the scale and scope of charging for pre-application advice is proposed to be carried out.

Major proposals

The reserved matters application for Hampshire Farm, Emsworth, which detailed the design, layout and landscaping of the proposed housing development, was approved by the Development Management Committee at the meeting held on 27 October.

A Development Consultation Forum is planned for 20 December to consider proposals for the Purbrook Park site. The prospective developer, Barratts, will be presenting their proposals for the site, and have contributed towards the cost of the event.

The Development Consultation Forum is regarded as a valuable resource. This facility does however give rise to additional costs to the Council. Costs are being collated for full recovery from benefiting developers in future.

All Councillors are urged to attend DCF events to provide real value to development proposals and to support the work carried out by officers. If a DCF is not in your ward, remember that it is in the Borough and that you may need similar support when a development is to be considered in your ward.

Building Control

Building Control is currently undergoing a service review, the results of which are expected shortly.

Coastal Engineering

- **Coastal Partnership**

A new Coastal Partnership Agreement between HBC, PCC, GBC & FBC is being drafted. Signing has experienced a slight delay due to the need for PCC Cabinet to consider and make a decision in December.

- Eastoke Point Coastal Defence Works**

The detailed design is continuing to progress. On the morning of the 4th October the Coastal Defence Panel and Hayling Ward Councillors met on site and were shown the problems with the current defences and the outline scheme design which includes access and drainage points on to the beach and improved disabled access to the promenade. The proposed designs will shortly be assessed for wave overtopping volumes using numerical modelling.

The preferred scheme design has been submitted to HBC planners for their screening/scoping opinion and in parallel with this an application to the Marine Management Organisation (MMO) has been made to seek their approval. Assuming the design passes the overtopping test a Steering Group meeting will be held in early January. Following the Steering Group meeting, public consultation and exhibitions on the scheme will commence; it is our aim to apply for planning permission in February 2012. Once the design is finalised, we will submit an application to the EA for a grant to fund the scheme construction.
- Eastoke Beach Recycling**

Tender documents for the 2011/12 Beach Recycling are currently being prepared. The works are funded externally by the Environment Agency who has confirmed that the full approved budget of £151k can be used to complete the operation which is planned to proceed in March.
- South Hayling Beach Management Plan: Eastoke Beach Recycling**

The current capital grant funding for the Eastoke Beach Recycling finishes at the end of this financial year. In order to continue this activity and secure future capital grant funding for the next 5 years, a Beach Management Plan must be produced and approved by the Environment Agency (EA). An application to the Environment Agency has been made and approved for the sum of £75k (£50k 2011/12 & £25k 2012/13), this will meet the estimated "in house" staffing fees to complete the drafting of the plan.
- Maintenance to Coastal Assets**

An increasing number of repairs are being required to the sloping timber breastwork west of Inn on the Beach. Repairs are being undertaken to the breastwork in accordance with the agreed West Beach Sloping Timber Breastwork Structural Failure Response Diagram.
- Coastal Monitoring & Analysis**

We have completed all 2011 topographic regional monitoring surveys and have invoiced for works complete. The hydrographical survey is approx 2/3rds complete and we aim to finish by the end of Nov (weather permitting).

Transport & Implementation Team

Eastoke Access and Disabled Parking

Design work has started on the new permanent disabled parking area, the steps from the pedestrian crossing to be miniature railway terminus and improvements to the performance area by the Plaza. Work is programmed to start on site in late January for completion by Easter.

Waterlooville Town Centre

The contract start was delayed by Portsmouth Water who has been renewing a water main in the precinct since September. Rocon Contractors started on site at the end of October and they are employing a local apprentice according to the condition of the PUSH funding. The raised beds have now been removed and the area levelled ready for repaving. The Christmas stoppage time has been reduced to catch up some of the time lost due to the Portsmouth Water's work. The disruptive excavation work will stop on 2 December for four weeks, but repaving of central areas away from the shop accesses will continue until 16 December.

Active Travel Strategy/Study

Over 300 responses – from individuals and organisations - were received as a result of the consultation carried out in the autumn on our new Walking and Cycling Strategies. The vast majority of comments give warm and strong support to the aims of the document. Following detailed consideration and taking advice from colleagues it was decided that, since the document raised no new issues of policy, it should be immediately released under the banner of the Active Travel Study. The walking and cycling elements of the document remain as self contained sections and now more accurately reflect the policies of the Local Transport Plan and the Local Development Framework Core Strategy. The completed document now forms the evidence base against which the walking and cycling networks can now be developed.

HCC Section 106 Funded Projects

Petersfield Road / Middle Park Way corridor Phase 3

Design work through to implementation will start in April 12 on the cycle route completing the Middle Park Way cycle route. The route will be on road with high lighting the route across junctions in red anti-skid surfacing, signing and lining.

New Lane Cycleway Pre Design Investigation

Councillors have met with officers and have agreed away forward with regard to the scheme. TRO is in the process of being advertised. Results will be known in January 2012. Work will start in the New Year on the design. Once the principals have been set the project will then need to go through HCC Gateway project approval procedures. If all goes to plan it is hoped that works should start on site September 2012.

Hayling Billy Trail: Phase 4

Design is continuing on a new section of shared route extending the off-road Trail from its present terminus opposite The Ship Inn towards the Langstone Bridge. Funding is available to take the route as far as the Langstone Sailing Club access road by widening the existing footway in Langstone Road, and construction is expected to be under way in the spring. Funding is jointly provided by HBC and Sustrans.

At the south end of the Bridge, an environment Agency flood defence and erosion protection scheme is being designed, and as part of the design a section of shared route will be created extending the Billy Trail (Island section) northwards from its present terminus, through the car park opposite the Texaco garage, and northwards towards the Bridge by widening the footway. Design is still being confirmed but again construction of this scheme is expected in the spring following EA confirmation of funding.

Leigh Park Community Centre, Dunsbury Way

3 tree pits have been dug outside the community centre in Dunsbury Way. It is intended to plant the trees and fix the grills before the end of December.

Planning Policy

The Localism Bill became an Act on 16. A plain English guide is available through the CLG website that sets out the changes that the Act brings. The changes in the Act will come into effect at different times though the Government is aiming for the majority to take effect by April 2012. Consideration is being given to the implication of the Act for planning and the Council as a whole.

Work on the Allocations Plan is progressing alongside the work on CIL. An introductory seminar was held on CIL which was well attended by councillors. A technical consultation on the viability testing of the CIL will take place in December and January. A further workshop on the Allocations Plan will be held on 12 December to introduce the options for the site selection process. Stakeholder workshops on the Allocations Plan will take place in January, with formal public consultation in late summer 2012. The Allocations and CIL work is likely to generate significant community interest in the future planning of the Borough and councillors will be kept up to date as a priority.

A consultation from Hampshire CC on their Waste and Minerals Plan is currently underway and proposals are being considered by the team relative to the Borough.

Portfolio Holder Briefing – Council 14 December 2011

Cllr Branson - Governance and Logistics

I attended part of the interview process for the new Executive Head of Governance and Logistics at EHDC (East Hants District Council). A further interview will take place before the council meeting and I will report back

We are looking into ways savings can be made in procurement also across both councils. Members and officers met with a consultant and he will report back.

As part of my portfolio I am responsible for Democratic Services support and in future I will be responsible for member training. I would welcome members input into this.

Report on Councillors Allowances

This has now been circulated to all members and a scrutiny panel will now meet to discuss it and make recommendations to the Cabinet. It will then come to Council next year ready for any changes ,if any, to be implemented in the next municipal year.

Legal Service

The legal service has been working hard on the multi million pound S. 106 Agreement with the County Council, Winchester City Council, HBC and Granger for the Waterlooville MDA. The service is supporting the Council in all its changes offering strategic advice to the Council as the partnership with East Hampshire develops. Work on the Constitution has begun with an officer working group being set up. In the New Year Portfolio Holders will be meeting to have input into the structure and content of the new constitution. The aim is to reduce as much bureaucracy as possible so the Council's decision making whilst remaining transparent and robust enables decisions to be made promptly.

Following concerns at the last Council meeting about the delay in issuing enforcement notices consideration has been given to the process which has resulted in changes so that the legal team are instructed at a much earlier stage in the process. This will mean that land ownership details can be sought prior to the Council making a decision to issue an enforcement notice. It was waiting for land ownership details that delayed the last enforcement notice from being served.

The Council is subject to a public inquiry in January 2012 in respect of a planning decision in respect of land at Scratchface Lane. The legal service will be supporting this Inquiry

The service is preparing for the introduction of the Localism Act and will be presenting to councillors and officers at seminars on the 23rd January at 5pm at the Plaza and 31st January at 6.30pm at East Hampshire's offices in Petersfield on the implications of the Act and detailing where possible when each part of the Act will come into force.

Income Collection

- Council Tax collection as at the end of October was 66.97% which is 0.10% down on the same period last year. However, this is a slight improvement on the figure reported in the last briefing. The position is expected to be recovered gradually and the end of year target of 97.4% met.
- Business Rates - collection at the end of October 2011 was 70.66% compared with 70.48% for the same time last year. This shows good performance considering the current economic climate faced by all businesses in general.

- Since the cash desk closure the number of cash, credit/debit card transactions and cheque payments have decreased significantly; however, telephone, internet and direct debit payments have all increased in comparison with the same period last year.

Revenues and Benefits

- Benefits caseload – has increased over the last few months to just under 12,200
- Benefits Performance – processing times remain very good, although there is a high volume of changes being reported from the Department for Work & Pensions and customers which is reflected in the increase in the benefits caseload
- Welfare reform - changes were made to the Local Housing Allowance scheme from 1 April 2011. These changes abolished the £15 weekly excess top-up and the 5 bedroom rate and made reductions to the Local Housing Allowance rates. Existing customers were protected from these changes for a maximum of 9 months from the anniversary of their claims. This means a lower rate of Housing Benefit will start to come into effect from January 2012 and then staggered over the following months. Reminders have been sent to customers who are affected by the changes and will have a decrease in Housing Benefit in January 2012. Reminders will continue to be sent to customers prior to the anniversary of their claims to ensure that they are informed in advance of the change in their Housing Benefit.
- **Universal Credit - Housing Benefit - Local Delivery**

The Government's welfare reform proposals include the introduction of the Universal Credit scheme which would replace Job Seekers Allowance, Income Support, Tax Credits and the Housing Benefit scheme that we currently administer. The proposals favour the approach that Universal Credit would be administered centrally by the Department for Work & Pensions with potentially only a very limited role for Local Authorities.

Although the Council supports the principles that underpin the proposals; simplifying the system, reducing bureaucracy, making work pay and encouraging less dependency on the state; there is much concern about the potential for the loss of flexible, locally based services which we believe would be detrimental to our residents.

We have, therefore, written to the Head of Housing Policy at the Department for Work & Pensions expressing our concerns and supporting the recent recommendation made by the Communities and Local Government Parliamentary Select Committee in its report on Localisation Issues in Welfare Reform that Councils should retain responsibility for the administration of support for housing costs.

Portfolio Holder Briefing – Council 14 December 2011

Cllr Fairhurst – Economy & Communities

ECONOMIC DEVELOPMENT

Peer 1 data centre at Langstone Technology Park has opened after a £15 mill investment. The 50000 sq ft facility provides data storage services to 700 firms. 15 staff are employed at this US owned facility.

More than 140 representatives from the area's businesses, schools and colleges gathered at the Langstone Hotel for the Education Business Partnership's annual ceremony and gala dinner. Havant businesses that won awards include: Fasset, Pfizer, Portsmouth Water Company, Verisona Solicitors and Langstone Hotel. Year 11 students from Purbrook Park School collected an Ultimate Challenge.

All business areas listed in the Employment Land Review have now been surveyed. All firms have been contacted and detailed records have been collated about number of staff employed, vacant units and types of industries. This is the first major survey of sites since 2002.

Business start up grants

Since the programme re-opened in April 2011 65 new businesses have been accepted onto the grant programme. We have funding for a total of 80 start ups this financial year. The following types of firms have been awarded £500 start up grants after trading successfully for at least 6 months: Handyman, care agency, cleaning firm, pharmaceutical containment systems, acupuncture.

Inward Investment

A depot storing 8,000 tons of salt that will be used to grit icy roads is to be built in Havant. HCC is planning to build two salt barns off Harts Farm Way. Southern Site Services have taken a lease on 1 acre of land at the former depot site in Harts Farm Way. This site, which is owned by HCA, will be used for the storage of containers and the sale and rental of site offices.

Local Enterprise Partnerships

The Solent LEP has successfully bid to the Regional Growth Fund (RGF) for £2.1m to help create jobs and boost South Hampshire economy. 'Bridging the Gap', backed by The News, will offer financial support to new and growth businesses. Early in the new year, they will be launching a competition for SMEs to create new or safeguard old jobs. The money will be allocated to Portsmouth 50%, Gosport 40%, Havant 10%. About half will be for start-ups, half for existing businesses that may need finance/cash flow assistance. There will be particular support for businesses affected by MOD changes (492 bids were submitted to RGF of which 119 were successful).

Havant Learning Skills Partnership

The Havant Skills and Employability Partnership annual conference was held on 24 Nov 2011 at Langstone Technology Park. 124 delegates booked to attend this event (25% up from last year). Keynote speakers included: Debra Humphris (chairman of PUSH Employment and Skills board), Julia Taylor (Principal Havant Academy), Jonathan Cheshire (Chief Executive, Wheatsheaf Trust), and Anne-Marie Mountfield, (CE of PUSH). Many interesting ideas were

discussed and it was heartening to see a universal intent to take positive action to improve skills and employability in our area.

Tourism

Hayling Island Holiday Park have won a major UK tourism award for the second year running. Parkdean is 2011 Best UK Holiday Park Operator at this year's British Travel Awards.

Leigh Park Shopping Centre

The opening of several new shops in Leigh Park by the Mayor of Havant attracted more positive media coverage. 2 more units are expected to open soon in Park Parade, Leigh Park., after they have recently been purchased at auction by a local developer.

The retail regeneration of Leigh Park can be attributed to a number of factors;

- 1) Empty properties now have to pay business rates. This may have resulted in a number of properties which had been empty for some years suddenly coming on to the market at auction
- 2) Prices of commercial properties have fallen enabling developers to buy at very competitive prices
- 3) Some of these properties have flats above which are let. The rental income from the flats will should give developers a good return on capital - the shops rental is a bonus.
- 4) Developers are letting these shops at very low rents (about 50% of previous market rent) This makes them attractive to small businesses.

COMMUNITIES

Community Planning

Waterlooville - Activity continues on increasing community participation in the Waterlooville area prior to a formal launch of community planning. A list of some seventy potential partner groups including, Police, Schools, Businesses, Commercial sector and groups representing a range of community interests has been compiled..

Hayling Island - An event was held on October 22nd to consider the future of the Community Board. All groups and partners working on the Island were invited, and a presentation was given by a Community Development Officer on the process, purpose and applications of a Community Plan. It was agreed that a forum should continue to meet and that Community Planning would be taken forward. Work has now started on consulting with residents on the Island to identify needs and priorities and this will carry on until Christmas.

Havant & Bedhampton - The Community Board are focussing on becoming an independent body, with a short term priority given to identifying new members and raising awareness of its work. Their aim between now and the New Year is to stabilise the group and to move towards developing a Community Plan in the New Year by hosting an inclusive Community Event.

Leigh Park - Leigh Park Community Board is soon to become the Leigh Park Community Forum and the Warren Park Residents Panel hope to merge with it. e subject at one of their meetings in early 2012.

Emsworth - Engagement continues with the Emsworth Residents Association, with the Council offering assistance in the implementation of their initiatives. The Residents Association is currently planning events for the Diamond Jubilee in 2012.

Arts & Culture

Cultural events - The south-east regional Olympic cultural project, the Boat Project (being run out of Emsworth), is planning its launch day on the 7th May 2012. The Havant borough Arts Trail 2012 is now being delivered independently of the council, with three committees being created to ensure the project reaches all parts of the borough: Havant town & Waterlooville (12 and 13 May 2012), Hayling Island (19 & 20 May 2012) and Emsworth (5, 6, 7, 12 and 13 May 2012).

Cultural projects - An application has been submitted to the Heritage Lottery Fund for a Heritage Trail project which aims to engage young people in Havant's heritage by inviting them to create a podcast of the existing Heritage Trail. The Council's Cultural Officer is investigating how to showcase Havant's creative talents through a Festival of Creativity. The Festival of Creativity aims to celebrate Havant's creative talents over 2-3 days in March 2012 and will be showcased using some of our town centre's empty shops. Making Space has successfully recruited an Heritage Officer to work on their Heritage Lottery Fund's project. 'On the Street where you Live' which is being launched on the 28th November.

Health and Wellbeing

Physical Activity Promotion - Under the borough Walking for Health programme, there are currently 12 organised walks in the Borough with a further five beginning in the Autumn. HBC has ensured that there are sufficient trained Walk Leaders to enable this popular programme to continue. The Hampshire Health & Wellbeing Partnership Board met in September, looking at how to best ensure the districts, county and other partners work together on improving the health and wellbeing of the community. The Board emphasised that the district and borough councils have a vital role to play, but what this role is remains unclear.

Sports Development

The Olympic torch relay route will be skirting the borough as an event will be staged in Petersfield on Monday 16th July 2012. Havant Borough Council officers will be working with East Hampshire District Council officers to ensure our residents have the maximum opportunity to participate in any Olympic torch related activities.

Young People

A new youth initiative has been started in the North of Emsworth. Emsworth Junior Club runs out of the SYRCH Community Centre in Spencers Field. The club has been set up in response to the need identified by local residents

HOUSING

Completions to date

In the second quarter of the year there have been a total of 11 completions, with a cumulative total to date of 30 properties handed over for occupation.

Hampshire Home Choice

Numbers on the Hampshire Home Choice register continue to rise with there now being a total of 5357 households registered for housing in the Havant area. A Hampshire Home Choice (HHC) Manager has now been recruited and is managing the shared team across the 4 local authorities.

Homelessness Prevention and Housing Advice

The team has completed 133 successful prevention interviews over the past quarter which is slightly lower than anticipated due to a lack of available 2 and 3 bedroom properties in the Supported Tenancy Scheme. Officers have been active in raising the profile of the scheme in order to get more landlords coming forward, and this is beginning to bear fruit with a number of properties coming forward for letting in the past 2 weeks. In line with national trends there has also been a slight increase in homelessness

Individual Developments

Tyler Court - Following the completion by Guinness Hermitage of Tyler House in September 2010, an Impact Assessment has been carried out. We were able to comment that we had been consulted at the very early stages of planning and had been able to offer suggestions to make the development more sustainable - including the provision of 2 three bedroom homes and some mobility units, and that all ground floor homes should have private outside amenity space. HBC worked very closely with Guinness prior to the first occupations to ensure that the Community Lettings Plan gave the development the best chance of success at the first letting stage. Tenants who were questioned all said that they were enjoying their new surroundings.

Parchment Place - Petersfield Housing Association is in the process of purchasing 4 properties in this Bellway development. These properties will be let as Intermediate Rent (80% of market levels) and on Assured Shorthold tenancies. Prospective tenants will be permitted to remain registered on Hampshire Home Choice. These are additional to the level of affordable housing originally agreed with the developer.

Ranelagh Road - This development will provide 15 two and three bedroom homes in a very desirable part of our borough. All will be social rented units and have been advertised through Hampshire Home Choice where the demand for these homes has been considerable. A Community Lettings Plan has been in place which has enabled HBC and Guinness to allocate the properties in order to help create a sustainable community.

Guinness Hermitage are scheduled for phased handover of these properties from the developer on the 13th and 15th December with the first tenants due to move in on the 16th December.

Portfolio Holder Briefing – Council 14 December 2011

Cllr Cheshire – Marketing & Development

MARKETING & CUSTOMER RELATIONS

Communications & Marketing Strategy

Work is ongoing on developing a comprehensive Marketing Strategy and separate Customer Relations Strategy for 2012/13.

Progress has been made in the following areas:

Communications

- Internal Communications – an insight picture of our staff has been developed using Mosaic and we have identified preferences for internal communications. This has facilitated the beginnings of our Internal Communications plan.
- Communications Planning – each Service Manager within the organisation has been asked to plan the 2012 communications campaigns and to alert the Communications team as to what support they will require and when they will require it next year. This will help the Communications team plan their resource.
- Insight work to inform us as to who our customers are and how we may reach them – there has been a lot of planning work around the Customer Access Strategy and this work will have great influence on the Communications delivery in 2012.

Marketing

Within the context of building a business plan, formal marketing work has begun to price out the Conference Centre. This work so far has included:

- a draft pricing plan at Market prices
- a mini-project plan to deliver the Conferencing Suite to market
- arrangements for promotional photography

Other Marketing ventures include looking at the corporate requirements to gain Partners or businesses into the available space at the Plaza and to begin to help with a prospectus for these spaces.

Communications (Media Relations)

The working relationship with the Local Media remains strong and positive press articles were received about the Plaza launch.

The communications team were finalists in the CIPR Awards for their excellent work on the 2011 Census Campaign - PR on a Shoestring category.

Website/Intranet/Social Media

The Website Project Proposal documents have been drafted but require further work before they can be submitted. Progress has been limited while the Service Manager – new to the organisation – learns the build and technical arrangements of the current set up and looks into suitable replacement arrangements.

The Marketing & Development Scrutiny Panel are looking at Social Media and hopefully will provide recommendations.

Customer relations

The service received from Capita has met all contract requirements.

STRATEGIC DEVELOPMENT

Audit

Internal Audit are currently well on target to deliver 100% of the Annual Audit Plan for 2011/12 by 31 March 2012. Internal Audit are due to present a report on progress to the Standards Committee (acting Audit Committee) on 13 December.

Internal Audit have recently produced a draft Anti-Bribery Policy to support compliance with the Bribery Act 2010 which came into force in July 2011 and an updated Anti-Fraud and Corruption and Whistle-blowing Policy. These are currently under review by the Council's Corporate Governance group.

Customer Service Excellence (CSE) accreditation was a corporate project for Winchester City Council. Winchester City Council's Financial Services (including Internal Audit) recently became successfully CSE accredited. The Internal Audit Partnership because it has the same systems and procedures across the three audit teams is able to share in the accreditation. This has meant that it has been possible to include reference to the Customer Service Excellence accreditation in the Audit Charters currently being produced for Havant Borough Council and Test Valley Borough Council and further demonstrates how best practice can be shared through working in partnership.

The CSE Standard provides us with assurance that we are committed to delivering an excellent level of customer service which we are continually striving to improve.

A review is currently taking place of the options for the future provision of Internal Audit Services for the existing Audit Partnership between Havant Borough Council, Test Valley Borough Council and Winchester City Council. Several of the options consider how East Hampshire District Council could join the partnership in the future.

Corporate Planning

Over October and November Cabinet and senior officers have been developing a new Corporate Strategy. This is an important document as it will sets out the priorities for the future and will guide the Council's actions in the future. At the same

time Cabinet have also been discussing budget priorities for the future and Service Managers have been compiling budget submissions for 2012/13.

Performance Management

The information that the Council uses to monitor and improve its performance has recently been updated. The first quarter information has been considered and reviewed by Joint Management Team, informal Cabinet and Overview and Scrutiny who all thought that the information was a lot clearer and an improvement on the previous information and shows that the Council is making good progress in achieving its plans. The second quarter information is currently being considered and reviewed.

HUMAN RESOURCES

Councillor Development

Councillors have had the opportunity to attend a number of training courses recently including IT training tailored to individual needs, the implications of the Community Infrastructure Levy, Traffic Regulation Prioritisation, Chairing Skills and Effective Questioning for O&S Members. Members are asked for feedback on the IT training given thus far.

Coming forward in January is a Health and Safety course and a seminar on the implications of the Localism Act which contains major changes for the way in which some of the Council's services are to be delivered in the future. This will be a seminar held at both Havant and East Hampshire and will be open to all Councillors wishing to attend.

Looking forward to the next financial year the Council will be working towards a strategic review of training with a view to providing a comprehensive training programme for Councillors benefit. Your input into your training needs would be much appreciated so that the Councillor training can be tailored properly.

Learning & Development

Attendance on individual training courses and the use of the e learning zone continues in support of performance plans. Planning is complete for a Leadership conference on 29th November supporting our development programme for shared management. We have continued to make use of the HIOWLA partnership approach by HBC staff attending shared courses, most recently 'complaints' training run by Eastleigh BC. The HIOWLA workforce development group work continues as per the last briefing note.

BUSINESS IMPROVEMENT

Business Transformation

The team continue to support numerous projects and programmes including joint working agenda across both Councils. Currently resources have been made

available to support the development of the next phase of the PSV including FM and the development of a prospectus to bring in additional partners. The main focus of the future work programme will be to support the development of the partnership between EH and HBC. Consideration of the future organisation of this service has commenced as part of the service review for Business Improvement.

Achievements since last update:

Agreed and implemented the separate arrangements for face to face customers visiting for registrar services (live from 12th October) and the CAB (live from 15th November).

What is planned over the next two months:

Refresher training on the customer facing procedures in Planning Policy and Urban Design. Management review with Environmental Services of the process for renewing garden waste licenses.

Priority issues:

Review of the management information available concerning face to face visitors to the Plaza.

Information Technology (IT)

As previously mentioned, Member level briefing sessions have been arranged to support colleagues in understanding more about how they can use the IT service, and to provide some more information about SPAM and the use of other equipment such as I-PADs. The first session was well attended, and a second is planned for 1st December. We intend to hold other briefings on a variety of subjects in the future. Alongside this has been the issue of the new IT newsletter "Double Click".

Partnership Development & Shared Services (Sue Parker)

Meanwhile, negotiations are underway between Hampshire County, Havant Borough and East Hants on a 3 way partnership approach to ICT Service delivery delivered by a single ICT Team. Hampshire have indicated that this approach to partnership working will offer potential savings of around £200,000 a year across Havant & East Hants when compared to current costs. An options appraisal will be taken to Joint Management Team on 6th December and subsequently to the Joint Policy & Partnership Board on the 14th December.

Also, Service Managers have started to consider the future arrangements for their service areas. Business Improvement will be working with JMT to use this information to develop a work programme aligned also to the emerging corporate strategy. Ideas surrounding shared services and joint working benefits will brought together early in the new year.

Equalities

Staff profiling by income, disability, ethnicity, age and sex is almost complete. A paper is being prepared at present and will be shared with Councillors and JMT one of the aims is to assess the impact of changes in the workforce profile between April

and October 2011. We are doing this to comply with the Public Sector Equality Duty placed upon us. The Duty requires public bodies to properly consider how their activities as an employer affect people with different protected characteristics.

Havant Multi Cultural Forum (supported by HBC) held a successful event celebrating black history on Sunday 13th Nov with the Mayor of Havant present.

(Corporate) Integrated Impact Assessments have been updated to include ensuring policies/strategies/services etc do not disadvantage current or former armed service personnel, their families or veterans.

Work in partnership with Carillion has been undertaken regarding the Digital switchover in March next year to ensure harder to reach customers are aware of what is available to them.

Havant Area Disability Access Group will hold its first AGM at the Acorn Centre on December 7th.

Safer Havant Partnership

[See also Cllr Collins brief](#)

The work of the Havant Borough Council Community Safety Team in leading/co-ordinating the Safer Havant Partnership "problem solving" response to tackling anti-social behaviour and to improve the quality of residents has been recognised by 2011 Tilley Awards.

The team have won the National award under the category "projects led by non police agencies" for their work in West Leigh.

An award ceremony will be held at the Houses of Parliament on 13th December to recognise the achievements of national finalists and to announce the overall top three entries received in this year's competition.

Portfolio Holder Briefing – Council 14 December 2011

Cllr Collins - Environment & Neighbourhood Quality

Operational Services

We have been advised that we should expect snow during the winter months and as such we will prepare accordingly. We do have sufficient salt/grit supplies for use on HBC areas and have been advised by HCC that its contractors have more than they would expect to need. Should our services be interrupted then we will utilise our team members by undertaking other activities i.e. snow clearance as instructed by HCC.

Open Spaces

Following on from the successful opening of the Leigh Park Outdoor Gym at St. Clares open space, improvements to the Bedhampton Road entrance to Bidbury Mead have recently been completed. This was a community-lead project by the Bidbury Mead Friends group who raised the money from external sources and drew on the help of local volunteers. The once dark and uninviting entrance has now been transformed with improved lighting, fencing, hard surfacing and entrance arch. Informative signing and interpretation boards have also been added. The works have coincided with improvements to the road junction and completely transformed the entrance to this important park in an area of the borough rich in local history.

On a similar note, phase two of the rejuvenation of the outdoor play facilities in Hollybank recreation ground is almost complete. Lead by SPRIG the local community group formed for the purpose, over £100,000 of external funding has been drawn in to provide a superb facility. Although controversial with some immediate neighbours it is proving extremely popular with local children, their parents, grand-parents and carers.

All the projects mentioned here are further proof that successful improvement and enhancement of local facilities is more than ever dependent on the formation of friends groups to raise external funds and on the initiative and support of local people.

Waste Strategy and Recycling

Annual rubbish and recycling calendars in 'Serving You'

For the first time ever residents of Havant Borough Council can look forward to receiving their 2012 Rubbish and Recycling Calendars, and revised Christmas collection dates in 'Serving You' which is being distributed from Monday 28th November 2011.

This unique 'page pull out and keep' section of the magazine includes information on changes to bin collections over the Christmas period, what you can and can't recycle as well as information on Garden Waste collections. But most importantly residents will find a map together with a calendar informing them of which week to put out their Rubbish wheeled bin or their Recycling wheeled bin throughout 2012.

In previous years information packs have been hand delivered to each household by operatives, this will not only save money and staff resources, but reduces the amount of materials used to produce the packs. Information will also appear on the Council's web site and Plaza information boards.

Garden Waste

Garden Waste Licences for wheeled bins are still being sold, this is possibly due to the unusually warm climate we are still having. During September and October a further 117 licences were taken on (at full price) for half of the year. Letters for the renewal of garden waste licences are due to go out to all existing Customers in early January 2012 offering an early bird price again to get existing residents to sign back up for the service.

EHDC

Members of staff from the waste and resources policy team have been assisting EHDC colleagues, this month with the implementation of their new waste collection contract - answering telephone enquires from Customers.

Litter/Fly tipping/Graffiti Enforcement (Gary Morton)

The team continues to patrol littering and dog fouling hotspots and to this end the following fixed penalty notices have been issued since 1st April 2011.

10 littering, 1 failure to produce waste documents and 1 failure to remove dog faeces

Some of these are as a direct result of information received from front line Operations Teams.

Witness statements have also been taken from a waste management crew regarding fly-tipping in bulk bins in the Leigh Park area with a view to prosecution of the offender.

With the new arrangements in place for waste collection at Portsmouth City Council flats and maisonettes, this work may increase as PCC staff work with Havant Enforcement staff to clamp down on those taking advantage of the bin areas to dispose of their excess waste.

The ranger team have also been busy spreading the 'don't drop litter' and 'clean up after your dog' message to Year 6 pupils from across the Borough at the 'Junior Citizen' event at Fort Purbrook.

Environmental Health (Les Glass)

Whilst the National Food Hygiene Rating Scheme was only launched in the Borough in June this year, anecdotal evidence suggests that this is already pushing up food hygiene standards as businesses strive to achieve higher scores by which they can be judged by the public.

The mild wet weather in late summer/autumn has provided ideal breeding conditions for mosquitoes on Hayling Island. As a consequence, the normal weekly surveys and spray treatments carried out during the summer months have had to be continued to prevent a public health problem. As a consequence, complaints from the public remain at a low level.

Procedures are being put in place to change the licensing of hackney carriages and private hire vehicles from an annual basis on the 1st April each year to the anniversary of the date of first application for a licence. This will have a significant effect of spreading the workload and thus improving efficiency.

Parking and Traffic (Michelle Green)

We now have a date to go live on the Decriminalised parking in EHDC. The date is April 16th 2012. This is later than was first expected but a press release has gone out in Petersfield and Alton. The shared service is under way and both Michelle and Sean are working across EHDC and HBC already with the rest of the team due to commence in February.

There will be 'A day in the life of' for the Civil Enforcement Officer in the next Serving You.

Traffic Regulation Orders

Phase 1 of West Street will be advertised 02 December 2011

Parkhouse Farm Way will be advertised 02 December 2011

St Mary's Road will be advertised 02 December 2011

Elm Park Road will have finished the advertising period on 25 November and there are currently no objections to this.

To date the traffic team have implemented 12 TROs this financial year.

Neighbourhoods Development (Tim Pointer)

The Stakes Directory informing residents of activities by HBC and other agencies in the area of Springwood Community centre.

Community Safety including CCTV (Tim Pointer)

The work of the Havant Borough Council Community Safety Team in leading co-ordinating the Safer Havant Partnership "problem solving" response to tackling anti-social behaviour and to improve the quality of residents has been recognised by 2011 Tilley Awards.

The team have won the National award under the category "projects led by non-police agencies" for their work in West Leigh.

An award ceremony will be held at the Houses of Parliament on 13th December to recognise the achievements of national finalists and to announce the overall top three entries received in this year's competition. (See also Cllr Cheshire brief)

Junior Citizen

The Annual Junior Citizen event took place at Fort Purbrook between 14th and 15th November and over 1,150 young people from across the Borough would have benefitted from the many and varied scenarios presented to them to help them become better citizens and to prepare them for the crucial transition to secondary school.

CCTV

The CCTV staffing and maintenance contracts are both due for renewal in June 2012. Officers are currently working on the principle of best value by letting the contracts utilising a framework developed by Hampshire County Council.

Sustainability and Climate Change (Pennie Brown)

Insulate Hampshire

The Insulate Hampshire project continues. There have been 1,717 assessments completed to date across Hampshire. This has resulted in:

- 285 cavity wall installations
- 198 loft over 60mm insulations
- 47 Loft under 60mm insulations
- 65 DIY loft insulation referrals
- 1 PV systems has been installed/booked to install (296 referrals)

These figures will increase dramatically once the targeted marketing begins.

Further details about Insulate Hampshire and residents can register interest on:

Website: <http://www.insulatehampshire.co.uk/>

Phone number: 0800 952 0037

Feed in tariffs Scheme: Consultation on comprehensive Review Phase 1 – tariffs for Solar PV

The UK Government is proposing to reduce Feed-in Tariffs (FITs) for new solar photovoltaic (PV) installations as part of their comprehensive review consultation. If you install solar PV and your FITs application is received by your FIT supplier (also known as FIT Licensee) on or after 12 December 2011, you could be affected by the proposals.

It is recommended that residents should use the new figures in the consultation if they are planning to install after 12 December 2011. Only solar PV systems are covered by the UK Government's current FITs consultation.

Other FIT-eligible technologies will be considered as part of the second phase of the comprehensive review due to be published shortly.

Summary of proposals (Please note that these proposals are currently under consultation and are therefore not final)

The UK Government proposals which affect householders most are:

- A reduced rate of 21p/kWh (from 43.3 p/kWh) for solar PV installations <4kW - tariffs will be introduced from 1 April 2012 and will affect all installations with an eligibility date on or after 12 December 2011. This tariff rate is designed to provide householders with a rate of return of around 4.5%.
- New domestic energy efficiency requirements - from 1 April 2012. Where a domestic property does not meet these energy efficiency requirements, the Solar PV installation may receive the lower tariff of 9p/kWh. The UK Government is consulting on two alternative proposals:

(i) that the owner or occupier should bring the property up to an Energy Performance Certificate (EPC) rating of level C or above; or

(ii) that the owner or occupier of a building should undertake all the measures that are identified on an EPC as potentially eligible for Green Deal finance, with no additional finance required.

Residents wanting free, independent and local energy saving advice on how the proposals may affect them should contact the Energy Saving Trust at the following website www.energysavingtrust.org.uk or on the following number free telephone number 0800 512 012.

Transport & Implementation Team

Bus Services

The route and timetable for bus services 30 and 31 (Havant to Hayling Island) will be changing from 1st January. The route along the south of the Island reverts to its 'old' form, that is buses running Havant - Beachlands - Sea Front - Eastoke Corner - Eastoke - Eastoke Corner - Mengham - Havant (or reverse) rather than in a loop, passing through Mengham twice. In Eastoke the buses will no longer run via Treloar Road but will run Southwood Road - Bosmere Road - Sandy Point Road - Creek Road. The intention with these two changes is to ensure the service is more reliable; the reduced route length means that the running time is more likely to be accurate. On Mondays to Fridays the last two journeys from Havant, supported by Hampshire County Council, are to be withdrawn (the last departure from Havant will thus be 2045) but these two journeys will be retained on Saturday nights which was not originally expected in the HCC bus service review.

Bus Stops Easy Access Kerbs

Swanmore Road bus stops works are substantially complete. New flags and timetables still need to be erected which will be on site shortly.

Shipwrights Way Feasibility Study Queen Elizabeth Country Park (QECP) linking to Havant and possibly Portsmouth

HCC Countryside and Access Team are consulting HBC offices on a preferred route.

Sustrans Links to Schools Projects:-

London Road, Cowplain.

Works have restarted along London Road moving BT poles, Banner flag pole, street lights, signs etc on the route. Further works are planned to be carried out at the junction of Padnell Road.

Hermitage Stream Project.

Phase 1 - Barncroft Schools Link. Works still need to be carried out to complete the crossing point at Priorsdean Crescent.

Phase 3 - Middle Park Way Toucan

Works are now substantially complete.

Phase 5 – St Clares Avenue. There has been a slight under spend on the Project and it has been agreed with Sustrans that they will pay for an on road route link between Woolston Road and the off road cycle path that crosses St Clares Avenue.

Safe Routes to School

These schemes are being progressed on behalf of HCC.

Park Community School and Warren Park Primary School – Works are now complete. Awaiting HCC to reinstate the yellow 'School Keep Clear' marking after resurfacing the road outside Park Community School.

Chawton (near Alton) – Improve road markings and signage outside school. Briefing meeting was carried out with school representative and EHDC officer so to understand extents of works. Works will be completed by March 2011.

Horndean College, Horndean – HCC Safe Routes to School Team have informed HBC to progress with Bartons Cross as the preferred project. This scheme will now be pushed forward as an off road shared pedestrian / cycle route to school.

Petersfield Road / Middle Park Way corridor Phase 1 & 2

Work is being carried out in two phases to provide shared facilities along this important route which links to Havant Academy. The first phase, an improved crossing of Petersfield Road north of the Wakefords Way junction, was carried out in September / October taking advantage of the road closure of the B2149 at Rowlands Castle. The second phase, widening the western footway of Petersfield Road north of Middle Park Way, and providing three uncontrolled crossings between Petersfield Road and High Lawn Way, is under construction at present and is expected to be completed by Christmas. Together with a small signing project along the western part of Middle Park Way, this will complete a Safe Routes to School scheme, funded by Hampshire County Council, providing an east-west route across the 'top' of Leigh Park.

Eastoke Access and Disabled Parking

Design work has started on the new permanent disabled parking area, the steps from the pedestrian crossing to the miniature railway terminus and improvements to the performance area by the Plaza. Work is programmed to start on site in late January for completion by Easter.

Waterlooville Town Centre

The contract start was delayed by Portsmouth Water who has been renewing a water main in the precinct since September. Rocon Contractors started on site at the end of October and they are employing a local apprentice according to the condition of the PUSH funding.

The raised beds have now been removed and the area levelled ready for repaving. The Christmas stoppage time has been reduced to catch up some of the time lost due to Portsmouth Water's work. The disruptive excavation work will stop on 2 December for four weeks, but repaving of central areas away from the shop accesses will continue until 16 December.