

NOTICE OF MEETING

Meeting: CABINET

Date and Time: WEDNESDAY, 3 MAY 2017, AT 10.00 AM*

Place: COUNCIL CHAMBER, APPLETREE COURT,
LYNDHURST

Telephone enquiries to: Lyndhurst (023) 8028 5000
023 8028 5588 - ask for Jan Debnam
Email: jan.debnam@nfdc.gov.uk

PUBLIC PARTICIPATION:

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Cabinet's terms of reference which are not on the public agenda; and/or
 - (b) on individual items on the public agenda, when the Chairman calls that item.
- Speeches may not exceed three minutes. Anyone wishing to speak should contact the name and number shown above.

Bob Jackson
Chief Executive

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This Agenda is also available on audio tape, in Braille, large print and digital format

AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meeting held on 5 April 2017 as a correct record.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

4. COMMUNITY HOUSING FUND (Pages 1 - 4)

To recommend to the Council the way in which the Community Housing Fund of £976,387, which has been allocated to this Council by the Department of Communities and Local Government, should be spent.

5. INDEPENDENT REMUNERATION PANEL (Pages 5 - 8)

To consider the appointment of a Panel to undertake a review of the Members' Allowances Scheme to apply from April 2018.

6. OUTSIDE BODY APPOINTMENT.

To appoint Cllr W G Andrews as this Council's reserve representative on the Bournemouth International Airport Consultative Committee. Cllr Dow will remain this Council's main representative.

To:

Councillors

Mrs S V Beeton
J E Binns
Mrs J L Cleary

Councillors

E J Heron (Vice-Chairman)
J D Heron
B Rickman (Chairman)

CABINET – 3 MAY 2017

**PORTFOLIO: HOUSING AND
COMMUNITIES**

COMMUNITY HOUSING FUND

1. INTRODUCTION

- 1.1 The purpose of this report is to approve spending of the Community Housing Fund of £976,387 which was allocated to New Forest District Council from the Department of Communities and Local Government (DCLG).

2. BACKGROUND

- 2.1 The Community Housing Fund (CHF) provides £60 million nationally per year of revenue and capital.
- 2.2 The purpose of the CHF is to enable and facilitate community led housing opportunities and the criteria of community led housing are:
- That the community must be integrally involved in key decisions throughout the process;
 - Community groups play a long term role in ownership, management or stewardship of the homes;
 - Benefits to the local area and/or specified community must be clearly defined and legally protected in perpetuity.
- 2.3 The first year of funding is to build capacity within local groups, such as improving technical skills, setting up support hubs to offer advice, business planning and providing staff to help review local housing needs. In the following years the funding will be used to deliver housing on the ground for local people and be awarded to schemes via direct grants from HCA (Homes and Communities Agency).
- 2.4 In the first year this is awarded to local authorities based on the percentage of second homes in the area. New Forest District Council has been awarded £976,387 of which £488,194 has already been received and the 2nd tranche has been allocated following the completion of a proforma to the DCLG on 10 March 2017 outlining an action plan for spend.

3. PROPOSALS

- 3.1 This Council has secured the second tranche of money available from the DCLG on the basis that it would use the funds as follows:
- Fund a full time (two year temporary) post to:
 - Promote and develop the CHF and initiatives to parish councils, parishes that have started in the neighbourhood plan process and other communities with an interest in community led housing

- Develop information packages, resources, guidance and training
 - Assess viability, advise on legalities and good governance
 - Upskill communities to take projects forward
 - Assist community groups to bid for the £60million funding available in years two to five to take forward their particular projects to implementation, ongoing support can be provided to assist this process
 - Develop models of community led housing (Community Land Trust (CLT), co-operative housing, co-housing, self-build)
 - Develop the self-build register, research methods of delivery including de-risking sites and making serviced plots available
 - Administer the process of allocating funding
- Provide grants/and or loans for set-up costs, events, consultation, surveys, fees and initial site finding preparation costs
 - Provide seed corn funding for community led housing initiatives and projects – to provide a legacy for ongoing projects to bid for future CHF.
 - Consider the application process, assessment and funding tiers.

3.2 The Government funding has been paid to Housing Authorities, and not to National Park Authorities. In this district some of the projects that may come forward may be within the National Park. In such circumstances close working with the National Park Authority will be important. The National Park Authority will be encourage to identify a lead officer with whom this Council can liaise to ensure that schemes are feasible from their perspective before the District Council allocate resources to them.

4. ENVIRONMENTAL IMPLICATIONS

4.1 New housing will have environmental implications especially on small rural communities. Liaison with planning officers in both the District and the National Park will be required to understand these implications.

5. FINANCIAL IMPLICATIONS

5.1 Costs will be contained within funding received from DCLG, other than management time for the Housing Development and Strategy Officer and Service Manager.

6. CRIME AND DISORDER IMPLICATIONS

6.1 None known.

7. CONSULTATIONS

7.1 Discussions and meetings have been held with neighbouring Hampshire authorities on any partnership working opportunities.

- 7.2 A community housing enabler has been consulted through the Hampshire authority meeting to discuss the allocation of funds to best meet the needs of community led housing initiatives.

8. CONSIDERATIONS

- 8.1 The proposed spending plan could make a valuable contribution towards facilitating and enabling local communities to meet local housing needs.

9. CONCLUSIONS

- 9.1 New Forest District Council's role, using the year one money, is to spread knowledge and information to the community and to make grants available to help get projects started. If we do this well, many communities could build the capacity to pursue suitable schemes using the money available to them in year's two to five.

10. PORTFOLIO HOLDER'S COMMENTS

- 10.1 The additional funding from Government, which will assist the Council in helping a wider range of local people to address their housing needs in the district, is welcomed and I support the approach recommended by officers.

11. RECOMMENDATIONS

- 11.1 That the proposals outlined in Section 3 be implemented.

For Further Information Please Contact:

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Background Papers:

None

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CABINET – 3 MAY 2017

INDEPENDENT REMUNERATION PANEL

1. INTRODUCTION

- 1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 provide that where an authority relies on an index for the annual adjustment of members' allowances, it must not do so for longer than 4 years without a recommendation from its Independent Remuneration Panel (IRP). The Panel must comprise at least three members.
- 1.2 The Council's IRP last made a recommendation in relation to the Members' Allowances scheme in 2013 (for the scheme that applied from April 2014), so it is necessary to obtain a fresh recommendation later this year for the scheme to apply from April 2018. The Panel also considers parish and town council allowances where those councils already, or wish to, pay allowances to their members.

2. CURRENT PANEL

- 2.1 The following are members of the Council's Panel, with the dates of their initial appointments:
 - Dr Declan Hall (Panel Chairman) – former lecturer at the Institute of Local Government, University of Birmingham, who specialises in Councillors' roles, remuneration reviews and support. Dr Hall has chaired the IRP for the Council several times in the past. **Appointed 2010.**
 - Mrs Christine Ames – Membership Liaison Officer of New Forest Tourism Association and former Chairman of the New Forest Business Partnership. **Appointed 2003.**
 - A representative from South East Employers (SEE) (to be nominated by them). SEE have a wealth of external knowledge, benchmarking data from across the region and considerable experience in undertaking members' allowances reviews. **Appointed 2003 (persons representing SEE have fluctuated since then – the current member, Mark Palmer, has served since 2013).**

3. PANEL TO SERVE FOR 2017/18

- 3.1 The current Panel members have built up considerable knowledge and understanding of the Authority and the roles and responsibilities of its Councillors, and all have fulfilled their roles diligently. However, the members are long-serving and the Cabinet might wish to take the opportunity to refresh the Panel by replacing one or more of its members.
- 3.2 It is, however, important that members serving on the Panel have a thorough understanding of the roles and workloads of District Councillors (which can differ across Councils depending on meeting demands and members' representational roles), an appreciation of the political arrangements under which different councils operate, and a realistic approach to the general public's view on acceptable levels of allowances.

- 3.3 Dr Hall and Mr Palmer are professionals in this field with a wealth of academic and practical knowledge on the subject, Dr Hall nationally and Mark Palmer in the South East Region. Mrs Ames could be said to fulfil the essential role of a “lay” member of the Panel, with wide knowledge of the District, its residents and how Councillors engage with their communities, both with organisations representing business and communities, and individuals.
- 3.4 If the Cabinet is minded to make changes to the Panel, expressions of interest should be sought and arrangements made for interviewing potential members. It is suggested that it be left to the Executive Head for Governance and Regulation, in consultation with the Leader of the Council and the Chairman of the Corporate Overview & Scrutiny Panel, to agree arrangements for interviewing and making recommendations to the Cabinet for appointments to the Panel.
- 3.5 The current terms of reference of the Panel (attached at Appendix 1) remain appropriate and it is recommended that these be retained.
- 3.6 Officers will ascertain from Parish and Town Councils whether they wish the Panel to make recommendations for allowances to their councillors. Any costs of the Panel sitting as a Parish Remuneration Panel must be borne by the Parish and Town Councils concerned.

4. FINANCIAL IMPLICATIONS

- 4.1 Payments to three IRP members are estimated to be in the region of £5,600. This can be met from existing budgets.

5. ENVIRONMENTAL, EQUALITIES & DIVERSITY AND CRIME & DISORDER IMPLICATIONS

- 5.1 None.

6. RECOMMENDATIONS:

- 6.1 That the Cabinet considers whether to reappoint the existing IRP, or whether it wishes one or more members to be replaced.
- 6.2 That, if the Cabinet wishes to make changes to the Panel, the Executive Head of Governance and Regulation, in consultation with the Leader of the Council and the Chairman of the Corporate Overview and Scrutiny Panel, be authorised to agree the appointments process, including interviewing potential members, and to make recommendations to the Cabinet.
- 6.3 That no changes be made to the Panel’s terms of reference.

Further information

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Or

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Background papers: Published Documents

Independent Remuneration Panel – Terms of Reference

1. To review New Forest District Council's Members' Allowances Scheme when requested by the Cabinet, but at least every four years, and to make recommendations to the Cabinet for any changes to the Scheme that the Panel considers appropriate.
2. To make recommendations for the level of any further allowances that might be referred to the Panel by the Cabinet from time to time.
3. As and when requested by the Cabinet, to sit as the Independent Remuneration Panel for Parish and Town Councils in the District, and to make appropriate recommendations to Parish and Town Councils on the level of allowances to apply to their Councillors.

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