

4 JULY 2018

NEW FOREST DISTRICT COUNCIL

CABINET

Minutes of a meeting of the Cabinet held in the Council Chamber, Appletree Court, Lyndhurst on Wednesday, 4 July 2018

- * Cllr B Rickman (Chairman)
- * Cllr E J Heron (Vice-Chairman)

Councillors:

- * Mrs D E Andrews
- * J E Binns
- * Mrs J L Cleary

Councillors:

- * M R Harris
- * J D Heron
- * Mrs A J Hoare

*Present

In attendance:

Councillors:

W G Andrews
P J Armstrong
G C Beck
Mrs S M Bennison
G R Blunden
Mrs F Carpenter
S J Clarke
L E Harris
D Harrison

Councillors:

Mrs M D Holding
A D O'Sullivan
N S Penman
A K Penson
L R Puttock
D N Tungate
Mrs C V Ward
M L White

Officers Attending:

R Jackson, Miss G O'Rourke, C Read, Mrs M Sandhu, Mrs H Aylett, R Beere, A Bethune, M Callaghan, Miss J Debnam, Mrs R Drummond, Mrs L Evans, Mrs S Hamilton, Mrs R Higgins, A Kinghorn, R Lane and Ms S Parry

Apologies:

None were received from any member of the Cabinet.

6 MINUTES

RESOLVED:

That the minutes of the meeting held on 6 June 2018 be signed by the Chairman as a correct record.

7 DECLARATIONS OF INTEREST

No declarations of interest were made by any member in connection with an agenda item.

8 PUBLIC PARTICIPATION

No issues were raised in the public participation period.

9 RESOURCES FOR THE DELIVERY OF FUTURE PLANNED DEVELOPMENT

The Cabinet considered the staffing resources that would be needed within the Planning and Open Spaces service areas to respond to forthcoming levels of development in the District. The current staffing resource was based on the restricted growth levels defined in the current Local Plan. The number, scale and complexity of applications to be determined would increase markedly under the new Local Plan. Members considered that it was important to be adequately resourced to ensure that applications were determined in a professional and timely fashion; and also that the developments were constructed to a high standard in order to protect the special character of the area. Planning applications would need to be assessed carefully and implementation monitored to ensure that there was no diminution in quality.

The proposed additional posts would be funded, in due course, from additional fee income, work chargeable to the Community Infrastructure Levy and increased charges to developers in respect of land transfers and the management and maintenance of that land. Fee income would be unlikely to cover the additional costs in the initial stages.

Members were advised that a report would be brought to a future meeting of the Cabinet on the level of resource that would be needed in the Legal Service to support the consequential additional workload on planning.

Members were advised that the National Park Authority had now responded to this Council's invitation to discuss ways of improving the working arrangements between the two organisations (Minute 76, 7 March 2018 refers). They did not wish to consider a single managed planning service, but welcomed the opportunity to discuss formal leadership engagement between the two organisations; working together and sharing services.

RESOLVED:

- (a) That expenditure of up to £267,000 be approved for additional staff in the Policy and Strategy and Development Control Service areas, as set out in Report Item 4 to the Cabinet, and the following additional posts be approved:

Principal Planning Delivery Officer (Team Leader)
Planning Graduate/Trainee (Policy and Plans Team)
Senior Environmental Design Officer
Landscape Architect
Planning Delivery Assistant
Site Monitoring Officer
Senior Development Management Officer
Senior Planning Enforcement Officer

- (b) That expenditure of up to £88,600 be approved for additional staff in the Open Spaces Service area, as set out in Report Item 4 to the Cabinet, and that the following additional posts be approved:

Open Space Transfer Officer
Open Space Transfer Assistant.

- (c) That the Chief Executive be authorised to hold further discussions with the National Park Authority on improving arrangements for working together with them.

10 **LITTERING ENFORCEMENT - LITTERING FROM VEHICLES OUTSIDE LONDON (KEEPERS: CIVIL PENALTIES) REGULATIONS 2018**

Members considered the new powers that were now available in respect of littering from vehicles. Action could now be taken against the keeper of a vehicle from which litter was thrown. Previously there had been problems in taking action because of the difficulty in identifying which person in a vehicle had committed the offence. These powers were in addition to the existing fixed penalty notice powers in respect of other littering offences.

It was important to develop a cohesive approach with key partner organisations to identify how to make the most effective use of the new powers in the Forest. It was therefore proposed to establish a joint officer working group, to report back to the Council as soon as possible.

New procedures would also need to be established to process civil penalty notices up to and including the appeal stage.

Members were advised that a report on the implementation of the new powers would be submitted to them in due course.

RESOLVED:

- (a) That the use of the new powers conferred by the Littering from Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 be supported;
- (b) That the following powers be delegated to the officers:

Source	Power Delegated	Delegated to
Section 88A, Environmental Protection Act 1990 and Littering From Vehicles – Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018, Part 2	To be an authorised officer and to exercise the powers conferred on the litter authority in respect of penalty notices (fixed penalties)	Executive Head, Service Manager, or Enforcement Manager, or Enforcement Team Leader, or Enforcement Supervisors, or Enforcement Officers, or Dog Warden, or Streetscene Senior Supervisor, or Streetscene Supervisor

Section 88A,
Environmental
Protection Act 1990
and Littering From
Vehicles – Littering
From Vehicles
Outside London
(Keepers: Civil
Penalties)
Regulations 2018,
Part 4

To carry out the
functions of the litter
authority following
representations and
adjudication

Executive Head, or Service
Manager, or Enforcement Manager,
or Enforcement Team Leader, or
Enforcement Supervisors

- (c) That the fees and charges set out at paragraphs 7.1 and 7.2 of Report Item 5 to the Cabinet be approved; and
- (d) That an officer working group drawn from the following organisations be established to consider the extent of the problem of littering from vehicles in the New Forest and to identify how use of the new Regulations can be supported, including enforcement options and publicity opportunities:
- Forestry Commission
 - National Park Authority
 - Verderers of the New Forest
 - Hampshire County Council
 - Any other authorities/ agencies as may be considered relevant.

11 ACQUISITION OF NEW COUNCIL HOMES - SUPPLEMENTARY BUDGET APPROVAL

The Cabinet was advised that an opportunity had arisen for the Council to acquire an additional 16 newly built housing units, with the proposed funding coming from the Housing Revenue Account's acquisition and development reserve.

Approval was sought for a supplementary budget of £4.5 million, to allow these much needed new units to be acquired and to provide scope for other potential projects. This made a total of £17.4 million being allocated for new council housing in 2018/19. Decisions on individual sites or properties would be made by the Housing Portfolio Holder.

RECOMMENDED:

That the 2018/19 Housing Capital Budget be increased by £4.5 million.

12 ANNUAL PERFORMANCE AND PROVISIONAL BUDGET OUTTURN

The Cabinet considered an overview of the Council's performance and achievements over the last 12 months and provisional details of the 2017/18 projected financial outturn positions for the General Fund, Capital Programme and Housing Revenue Account. In recognition of some of the challenges moving forward they were also advised of key strategies for implementation during 2018/19.

A summary of the budget outturn figures was attached as Appendix 3 to Report Item 7 to the Cabinet, reflecting the variations that had been reported throughout the year. Members were pleased to note an outturn position of £14.558 million on the General Fund (a saving of £2.029 million against the original budget); for the Housing Revenue Account Income the outturn was £27.965 million (an improvement of £0.05 million against the original budget of £27.919 million); and the Housing Revenue Account expenditure outturn was £26.153 million (a saving of £1.77 million against the original budget). There had been an increase in capital expenditure of £3.652 million, with the outturn figure being £24.918 million.

A summary of performance and achievements was set out in Appendix 1 to the report. Members were pleased to note that performance continued to be maintained despite continuing funding reductions.

Appendix 2 set out the key strategies in development for 2018/19 that would contribute to delivering the level of service that the local population expected, notwithstanding the continuing reductions in Government funding.

RESOLVED:

- (a) That the Council's performance and achievements, as set out in Appendix 1 to Report Item 7 to the Cabinet, be noted;
- (b) That the key delivery actions for 2018/19, as set out in Appendix 2 to Report Item 7 to the Cabinet, be noted;
- (c) That the provisional General Fund outturn position, as set out in Appendix 3 to Report Item 7 to the Cabinet, be noted;
- (d) That the provisional outturn position of the Capital Programme, as set out in Appendix 3 to Report Item 7 to the Cabinet, be noted; and
- (e) That the provisional outturn position of the Housing Revenue Account, as set out in Appendix 3 to Report Item 7 to the Cabinet, be noted.

13 ECONOMIC DEVELOPMENT STRATEGY 2018-2023

Members considered the proposed Economic Development Strategy for 2018-2023, as attached as Appendix 1 to Report Item 8 to the Cabinet. The Strategy set out a vision and related activities to tackle identified barriers to economic growth under the following 5 themes:

- Developing a skilled workforce
- Increasing growth and productivity
- Developing local infrastructure
- Facilitating vibrant towns and villages
- Promoting the unique New Forest offer

The Strategy highlighted the need to balance support for the existing base of 9000 businesses with the encouragement of appropriate new investment into the District. In addition, it recognised that sustainable economic growth must be within the context of the special characteristics of the natural landscapes of the Forest.

RECOMMENDED:

That the Economic Development Strategy 2018-2023, as attached as Appendix 1 to Report Item 8 to the Cabinet, be approved.

14 ORGANISATIONAL STRATEGY 2018-2022

Members considered the proposed Organisational Strategy for 2018-2022, which set out the Council's approach and plans for the future delivery of services, demonstrating how this would support the corporate plan. It provided the framework for discussions and decisions on future operating models. The Strategy was set out as Appendix 1 to Report Item 9 to the Cabinet. It would be delivered through accommodation, customer, human resources and ICT strategies.

RESOLVED:

That the Council's Organisational Strategy 2018-2022, as attached as Appendix 1 to Report Item 9 to the Cabinet, be approved.

15 HUMAN RESOURCES STRATEGY

The Cabinet considered the proposed Human Resources Strategy 2018-2022, as set out at Appendix 1 to Report Item 10 to the Cabinet. The Strategy set out the Council's approach and plans for the future delivery of human resources services, demonstrating how this would support the Council's Organisational Strategy.

RESOLVED:

That the Human Resources Strategy 2018-2022, as attached as Appendix 1 to Report Item 10 to the Cabinet, be approved.

16 ICT STRATEGY 2018-2022

Members considered the proposed ICT Strategy 2018-2022, which set out the Council's approach and plans for the future delivery of ICT services, demonstrating how this would support the Organisational Strategy. It would provide the framework for discussions and decisions on future ICT operational and transformational priorities over the coming years, and integrate with the human resources, customer and accommodation strategies.

RECOMMENDED:

That the ICT Strategy 2018-2022, as attached as Appendix 1 to Report Item 11 to the Cabinet, be approved.

17 PROCUREMENT STRATEGY

Members considered an updated Procurement Strategy, to cover the period 2018-2022. The new document took into account the change to a centre-led procurement model and recent changes to Contract Standing Orders. The aim of the new Procurement Strategy was to support the delivery of value for money

through planned and responsive procurement that contributed to delivering the Council's Corporate Plan and met the needs of customers and local businesses. Members were particularly pleased to note the efforts being made to encourage local businesses of all sizes to consider being a supplier to the Council. They were advised that a number of workshops had been arranged for local businesses to advise them of the opportunities that were available and these sessions had been well attended.

RESOLVED:

- (a) That the Procurement Strategy 2018-2022, as attached as Appendix 1 to Report Item 12 to the Cabinet, be approved; and
- (b) That the Service Manager (Legal) in consultation with the Executive Head of Governance and Regulation be delegated authority to make minor amendments to the Procurement Strategy 2018-2022.

18 CONTAMINATED LAND STRATEGY

The Cabinet considered an updated Contaminated Land Strategy to reflect changes in statutory and technical guidance. The emphasis in the Strategy reflected the current ethos in the legislation, favouring a voluntary approach to remediation, with the most common route being through the development control or building control processes. The Council would be taking a strategic risk based approach to the potentially contaminated sites that had been identified in the District. Should a site represent a risk to health or to ecological interests the owners of the contaminated site would be able to agree a realistic timetable of remediation with the Council; and enforcement powers would only be used as a last resort.

RECOMMENDED:

That the Contaminated Land Strategy 2018, as attached as Appendix 1 to Report Item 13 to the Cabinet, be approved.

19 OUTSIDE BODY APPOINTMENTS

RESOLVED:

That the Leisure and Wellbeing Portfolio Holder be appointed to serve as this Council's representative on the Recreation Management Strategy Steering Group; and also as this Council's representative on the Waterside Gym Management Committee (in the place of Cllr McEvoy).

CHAIRMAN