



New Forest
DISTRICT COUNCIL

Council Meeting Agenda

9 December 2024



SUMMONS

To All Members of the Council

You are hereby summoned to attend a meeting of the District Council to be held in the Council Chamber - Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA on Monday, 9 December 2024, at 6.30 pm.



Kate Ryan
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This agenda can be viewed online (<https://democracy.newforest.gov.uk>). It can also be made available on audio tape, in Braille and large print.

Members of the public are welcome to attend this meeting. The seating capacity of our Council Chamber public gallery is limited under fire regulations to 22.

Members of the public can watch this meeting live, or the subsequent recording, on the [Council's website](#). Live-streaming and recording of meetings is not a statutory requirement and whilst every endeavour will be made to broadcast our meetings, this cannot be guaranteed. Recordings remain available to view for a minimum of 12 months.

Anyone wishing to attend the meeting should contact the name and number shown below.

Enquiries to: Matt Wisdom
Email: democratic@nfdc.gov.uk
Tel: 023 8028 5072

AGENDA

Apologies

1. MINUTES (Pages 5 - 20)

To confirm the minutes of the meeting held on 14 October 2024 as a correct record.

2. DECLARATIONS OF INTERESTS

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

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

3. CHAIRMAN'S ANNOUNCEMENTS

4. LEADER'S ANNOUNCEMENTS

5. GAMBLING ACT 2005 POLICY REVIEW (Pages 21 - 80)

6. POLLING DISTRICT AND POLLING PLACES REVIEW 2024 (Pages 81 - 102)

7. REPORT OF CABINET - 6 NOVEMBER 2024 (Pages 103 - 120)

8. REPORT OF CABINET - 4 DECEMBER 2024 (To Follow)

Ahead of the Supplementary Council Agenda publication, which will follow the Cabinet meeting, the background Cabinet reports relating to this meeting can be viewed on the Council's website at the following link:-

[Cabinet – 4 December 2024](#)

9. OVERVIEW AND SCRUTINY SUBSTITUTIONS PROTOCOL (Pages 121 - 128)

10. ALLOCATION OF SEATS AND APPOINTMENTS TO COMMITTEES AND PANELS (Pages 129 - 134)

11. QUESTIONS (To Follow)

To ask questions under Standing Order 22. Questions received will be published ahead of the meeting. (Members are reminded that questions must be submitted to Democratic Services by no later than 12.00 noon, Wednesday 4 December 2024).

12. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

Agenda Item 1

14 OCTOBER 2024

NEW FOREST DISTRICT COUNCIL

Minutes of a meeting of the New Forest District Council held on Monday, 14 October 2024.

- * Cllr David Hawkins (Chairman)
- * Cllr John Sleep (Vice-Chairman)

Councillors:

- * Alan Alvey
- * Peter Armstrong
- * Geoffrey Blunden
- * Hilary Brand
- * Mark Clark
- * Steve Clarke
- * Jill Cleary
- * Kate Crisell
- * Sean Cullen
- Jack Davies
- * Steve Davies
- * Philip Dowd
- * Barry Dunning
- * Jacqui England
- * Allan Glass
- * David Harrison
- * Matthew Hartmann
- * John Haywood
- * Jeremy Heron
- * Nigel Linford
- * Patrick Mballa
- * Colm McCarthy
- * David Millar

Councillors:

- Neil Millington
- * Ian Murray
- Stephanie Osborne
- * Alan O'Sullivan
- * Adam Parker
- * Dave Penny
- * Neville Penman
- * Dan Poole
- * Caroline Rackham
- * Alvin Reid
- * Joe Reilly
- * Janet Richards
- * Barry Rickman
- * Steve Rippon-Swaine
- * Michael Thierry
- * Derek Tipp
- * Neil Tungate
- * Alex Wade
- * Malcolm Wade
- * Christine Ward
- * Phil Woods
- * Richard Young

*Present

Officers Attending:

Kate Ryan, Tanya Coulter, Alan Bethune, James Carpenter, Richard Knott, Chris Noble, Daniel Reynafarje and Matt Wisdom.

Apologies

Apologies for absence were received from Cllrs J Davies, Millington and Osborne.

28 MINUTES

RESOLVED:

That the minutes of the meeting held on 16 September 2024, be confirmed.

29 DECLARATIONS OF INTERESTS

There were no declarations of any disclosable pecuniary interests by Members.

30 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported on the following engagements:-

18 September

Represented the District at the Christchurch Civic Day, hosted by the Mayor of Christchurch. This included a tour of the Red House Museum and Gardens and the Regent Centre, together with a tour of Christchurch Priory.

25 September

Attended a Special Meeting of New Milton Town Council, where the Honorary Freedom of the Town was conferred upon the founder of the world famous Sammy Miller Motorcycle Museum, Samuel Hamilton Miller MBE.

2 October

His Royal Highness the Duke of Gloucester attended SPUD Works in Sway. The Chairman highlighted the fantastic work of SPUD – an arts and education charity that creates opportunities for people to engage with art, architecture, design and the environment.

5 October

The Chairman expressed his thanks to the Vice-Chairman who attended a Charity Variety Show featuring performances from local artists, hosted by the Mayor of Basingstoke and Deane, raising funds for the Mayor's Charity Appeal.

6 October

Attended the Harvest Thanksgiving Festival service at Winchester Cathedral.

13 October

Attended the High Sheriff's Law Sunday Service at Winchester Cathedral.

Meeting with NFDC Staff

Alongside the Leader and Chief Executive, the Chairman thoroughly enjoyed attending staff recognition and meet and greet events recently, welcoming new staff to the Council and recognising those that have made suggestions and obtained new qualifications.

31 LEADER'S ANNOUNCEMENTS**Solent Freeport**

The Leader reported briefly on the work of the Solent Freeport, which continued. The Freeport was in support of a number of key ambitions; for attracting private

infrastructure investment to the area, enhancing skills opportunities, and pursuing net zero ambitions.

Exxon Mobil

The specific concerns that Members had raised around the recent consultation being undertaken by Exxon Mobil on carbon capture and storage pipelines across the Solent, were acknowledged. It was noted that Exxon Mobil had now indicated that the initiative was no longer being taken forward at this time. The Leader had asked officers to work closely with Exxon Mobil to understand their future plans, and had invited representatives to attend a Waterside Steering Group meeting in support of this.

Waste Programme

As Chair of the Programme Board, the Leader reported on the significant work taking place across the programme towards the implementation of the Council's new Waste Strategy. Detailed implementation plans were coming together, including in respect of the new Hardley Depot. This would all support the first phase of new service delivery from Spring 2025, as referenced in the Cabinet papers. Staff consultation had commenced across the Council's depots to engage operational staff. Reflecting on the Council's plans in this area, the Leader considered that this service change across the District was the most significant in her time as a councillor. She requested all Members' support to the officers in planning and delivering the Council's agreed service changes, which would meet new Government requirements, modernise services and help increase recycling rates.

Transformation

The Leader reported on meeting new members of the Transformation Team, and also wider new starters who spoke positively on their experience thus far as new employees. With the staff survey results expected shortly, she continued to strive towards the Council becoming an employer of choice.

32 REPORT OF CABINET - 2 OCTOBER 2024

PART I – ITEMS RESOLVED BY CABINET

Item 1 – Waste Programme Update

One Member questioned the Council's approach for waste collection under the new service arrangements if residents declined to use wheeled bins. A further Member asked if the Council would be encouraging residents to take any excess waste to the local Household Recycling Centre, particularly in the context of any increase in side waste resulting from service changes.

The Portfolio Holder for Environment and Sustainability responded to the points raised. He highlighted that the Council's decision on the Waste Strategy and collection policy in respect of wheeled bins would be moving forward as agreed. The communications strategy was highlighted which would seek to address queries and concerns ahead of the service change and roll out of wheeled bins.

PART II – RECOMMENDATIONS TO COUNCIL**Item 7 – Medium Term Financial Plan Scene Setting**

Cllr Heron introduced the item and moved the recommendations from the Cabinet meeting. Cllr S Davies seconded the motion.

Cllr M Wade moved an amendment to recommendation 4, to freeze car parking charges in line with their current levels. Cllr Clark seconded the amendment.

Members speaking in support of the amendment highlighted the cost of living crisis being faced by residents, with local examples of towns and villages struggling to attract people into their centres. A Member spoke of the nature of the district not having a single destination, instead having a collection of unique towns and villages spread across the New Forest. Some Members spoke of the impact specifically on businesses and their viability on the high street.

Members speaking against the amendment suggested that it was unfair to ask residents who could not afford to run a car, to subsidise the cost of car parking charges across the district, through council tax. The value of a district parking clock was recognised, which allowed users to park at multiple locations across the New Forest for the cost of the single clock. Feedback suggested that this remained excellent value, inclusive of the proposed increase for 2025.

In responding to the debate on the amendment, Cllr Wade highlighted that the cost of running car parks did not dictate that prices would need to rise at the proposed rate. He suggested that the lowest paid in the district included shop workers, including for local charities, many of whom relied on a car and local car parks to get to their place of work. He encouraged Members to support the amendment.

In responding to the debate on the amendment, Cllr Heron cited the significant financial pressures faced by the Council. He highlighted that many of the issues raised by Members through the debate were part of wider changes to shopping habits, including the rise of online shopping. He pointed to the benchmarking undertaken and that the district's fees and charges in this area remained very good value for money.

A request for a discretionary recorded vote was supported by the required additional 11 Members. The amendment was therefore put to a recorded vote, the outcome of which was as follows:-

Voting for:- Cllrs Brand, Clark, Cullen, Dowd, England, Harrison, Haywood, Mballa, McCarthy, Millar, Parker, Rackham, Richards, A Wade, M Wade and Woods.

Voting against:- Cllrs Alvey, Armstrong, Blunden, Clarke, Cleary, Crisell, S Davies, Dunning, Glass, Hartmann, Hawkins, Heron, Linford, Murray, O'Sullivan, Penman, Penny, Poole, Reid, Reilly, Rickman, Rippon-Swaine, Sleep, Thierry, Tipp, Tungate, Ward and Young.

Abstaining:- None.

The amendment was lost, 16 in favour, 28 against, 0 abstaining.

Cllr Armstrong moved an amendment to recommendation 4, to increase car parking charges by inflation only, rounded to the nearest single digit. Cllr Reilly seconded the amendment.

Members speaking in support of the amendment suggested that this would lessen the burden on local motorists. Some Members who had spoken in support of Cllr M Wade's amendment highlighted that although not to the extent of freezing car parking charges, this offered some support.

Members speaking against the amendment highlighted that the proposed increases were broadly in line with the Consumer Price Index (CPI), rounded up. One Member highlighted that the change to the first hour charge had not been raised since 2018.

In responding to the amendment, Cllr Armstrong highlighted that he felt the impression had been given last year that the proposal for car parking charges from the administration would not exceed inflation.

In responding to the amendment, Cllr Heron reiterated that a balanced and sound budget was vital, and he remained comfortable with the Cabinet's proposals.

A request for a discretionary recorded vote was supported by the required additional 11 Members. The amendment was therefore put to a recorded vote, the outcome of which was as follows:-

Voting for:- Cllrs Armstrong, Brand, Clark, Cullen, England, Harrison, Haywood, Linford, Mballa, McCarthy, Millar, Parker, Rackham, Reilly, Richards, A Wade, M Wade and Woods.

Voting against:- Cllrs Alvey, Blunden, Clarke, Cleary, Crisell, S Davies, Dowd, Dunning, Glass, Hartmann, Hawkins, Heron, Murray, O'Sullivan, Penman, Penny, Poole, Reid, Rickman, Rippon-Swaine, Sleep, Thierry, Tipp, Tungate, Ward and Young.

Abstaining:- None.

The amendment was lost, 18 in favour, 26 against, 0 abstaining.

The Council then voted on the substantive motion of the Cabinet recommendations, which was carried.

RESOLVED:

1. That the revised MTFP forecasts, as outlined within the report and appendices be adopted;
2. That the options identified to close the budget gap for 2025/26 and through to 2028/29 are developed further;
3. That the reporting timeline as set out in paragraph 74 be agreed;
4. That the proposed car parking fees and charges from 1 January 2025 as referenced in paragraph 48 and detailed in appendix 5 be approved;

5. That the proposed Keyhaven river fees and charges from 1 January 2025, as amended by Cabinet, and as detailed in a revised Appendix 6 for consideration by Full Council, are approved; and
6. That the decision to enter into an agreement with other Hampshire authorities regarding the pooling of business rates is delegated to the S151 officer in consultation with the Portfolio Holder for Finance & Corporate.

Item 8 – Updates to Contract Standing Orders

Cllr Heron introduced the item and moved the recommendations from the Cabinet meeting. He endorsed the support for local businesses as part of the Council's tendering process. Cllr S Davies seconded the motion.

RESOLVED:

That Council approves the Contract Standing Orders as set out in Appendices 1 and 2.

33 QUESTIONS

Questions were put and answered under Standing Order 22, as follows:-

- From Cllr Haywood, to the Leader of the Council, Cllr Cleary, on Pension Credit.
- From Cllr Clark to the Leader of the Council, Cllr Cleary, on Solent Freeport.
- From J Davies to the Leader of the Council, Cllr Cleary, on Lymington Town Hall.
- From Cllr Millar to the Portfolio Holder for Environment and Sustainability, Cllr Blunden, on car parking.
- From Cllr M Wade to the Portfolio Holder for Finance and Corporate, Cllr Heron, on income from interest.
- From Cllr Rackham to the Portfolio Holder for Planning and Economy, Cllr Tipp, on the proposed Exxon pipeline.
- From Cllr A Wade to the Portfolio Holder for Environment and Sustainability, Cllr Blunden, on car parking.
- From Cllr McCarthy to the Portfolio Holder for Planning and Economy, Cllr Tipp, on planning enforcement.
- From Cllr Cullen to the Portfolio Holder for Environment and Sustainability, Cllr Blunden, on the Waste Strategy.
- From Cllr Haywood to the Portfolio Holder for Environment and Sustainability, Cllr Blunden, on fly tipping.

Note – a copy of the full questions and replies are attached to these minutes.

34 MEMBERSHIP OF COMMITTEES AND PANELS

There were no changes.

CHAIRMAN

Full Council – 14 October 2024 – Questions Under Standing Order 22

First Questions

Question 1

**From Cllr John Haywood to the Leader Council, Cllr Jill Cleary
(answered by the Portfolio Holder for Finance and Corporate, Cllr
Jeremy Heron)**

Members will likely have heard in the news that up to 880,000 low-income pensioners nationally are not claiming the Pension Credit to which they are entitled, something that can be worth up to £3,900 a year for some of the most vulnerable pensioners in our community. Can I ask the Leader what steps this Council is taking to ensure that the uptake of this vital benefit is increased in our area, so that our pensioners with the lowest incomes obtain the financial support that they need?

Reply:

We are always proactive in promoting and raising awareness of entitlement to state benefits, as well as other forms of support, to ensure residents get what they are entitled to. This includes Pension Credit, where we have reviewed the data we hold to write to low income households who could be entitled to this benefit. Since 2022, we have undertaken this exercise on three separate occasions, writing to over 170 households, and we know 54 are now getting Pension Credit following our contact, getting on average additional income of £53 per week, which, thanks to our intervention, makes a huge difference to these low income households and means they are entitled to other help and support.

As we know some pensioners may struggle to make their claim, we have worked with Citizens Advice New Forest and Age Concern to support these households, by including their details in the letters we send. We have monitored the response and we have contacted households by phone to encourage claiming Pension Credit where they have yet to do so. We have used social media and the residents email to promote awareness, including text directed at residents who may know someone who may be eligible to claim, as well as articles in Hometalk and promotion at Community Hubs and with our local partner organisations.

Note – in response to a supplementary question on signposting residents to additional funding streams, the Portfolio Holder highlighted the excellent work of officers in keeping abreast of the latest opportunities and legislation in support of residents.

Question 2

From Cllr Mark Clark to the Leader of the Council, Cllr Jill Cleary

With the abandonment of the Exxon Fawley Pipeline and carbon capture project, the withdrawal of the Fawley Waterside Development and the recent announcement of the reduction in jobs into the area, can we get an apology from the Leader of this Council, of leading everyone up the garden path about the magical benefits of the Solent Freeport less than two years ago in this very Chamber?

Reply:

Cllr Clark, the carbon capture project was never a freeport related activity, it wasn't taking place in one of the tax sites. However, the Exxon FASST project is taking place on a tax site, and is forecast to be finished and operational early into the new year. The Solent Gateway tax site is also progressing and once live, the retained business rates from these two sites will begin to accrue, and as far as I'm aware, the new plant will require people to operate it, as will the new activities planned for the Gateway site, ergo job creation.

Yes, the withdrawal of the Fawley planning application is unfortunate, but the prospect of there being viable commercial space within the Fawley Waterside tax site is still very real.

The view I take in my role as Leader is a long-term one, and so on the basis of the Freeport being a 25 year designation, I still look forward to the opportunities it will bring to the New Forest, including new jobs and opportunities to our residents and significant retained business rates for the area.

Rome wasn't built in a day Cllr Clark, and it's slightly disappointing that you're not able to see the bigger picture in terms of what the Freeport will bring to our area and our residents over the medium to long term.

Note – in response to a supplementary question on the timing for benefits to Freeport status, the Leader of the Council urged Members to be patient, given the project's 25 year time span.

Question 3

From Cllr Jack Davies to the Leader of the Council, Cllr Jill Cleary (answered by the Portfolio Holder for Finance and Corporate, Cllr Jeremy Heron)

The residents of Lymington and Pennington are very concerned about the future of our Town Hall in Avenue Road. The lease is up in 2027 and this Council clearly has no intention of extending it. Whilst it is early in the process, the one overwhelming desire of residents is that, if something is done with the site, it is not sold off to a developer like Churchill who will build yet another block of luxury retirement flats. Can the Leader of the Council promise me the site will not be sold off for Luxury Retirement Flats?

Reply:

Cllr Davies, it would be incredibly irresponsible of me to make such a promise. You have already been advised that Councillors will be involved and engaged in the process to determine the future of the site, and so you will have plenty of opportunity to make your thoughts known in the build-up to the council making a collective decision on this matter in this chamber.

As with any potential disposal of land, the decision will need to be in conformity with Section 123(2) of the Local Government Act 1972.

Note – in the absence of Cllr J Davies, this question was dealt with in writing.

Question 4

From Cllr David Millar to the Portfolio Holder for Environment and Sustainability, Cllr Geoffrey Blunden

Given the proposal to increase the £1 parking charge to £1.50, has the Portfolio Holder given any thought to a similar 50% increase in the number of 'free parking' days allowed in NFDC car parks? The benefits of these days are well known, and the four days currently granted by NFDC provide a welcome boost to local high streets in Fordingbridge and across the district. Would the Portfolio Holder consider allowing two further days, for a total of 6, with the extra two days able to be used outside of December? These can be promoted as a way of encouraging local shopping other than at Christmas, as an investment in keeping our high streets alive.

Reply:

The £1 parking fee for 1 hour had been in place since 2018, and it was no longer viable to retain this rate in the face of inflation in the years since. This is part of the administration's efforts to maintain balanced budgets by reasonable and proportionate reviews of all fees and charges. When benchmarked, £1.50 per hour still represents good value when compared with neighbouring authorities.

Cllr Millar will hopefully be aware that on 30th September, I approved a Portfolio Holder Decision which confirmed that for the Christmas period this year, 4 days of free parking will be available, on 7th December (small business Saturday), the last weekend before Christmas, and an additional day which can be requested by Town and Parish Councils whom wish to support local events on a day of their choosing.

This supports our town and parish partners, local businesses and residents and I am pleased to see it continue.

I am not, until now, aware of a demand for additional days. Officers, supported by a cross-party member task and finish group, are preparing a new Parking Strategy for NFDC to come forward for Council approval in the Spring. I will ensure that the pros and cons of such a proposal are considered as part of a joined up and strategic approach to parking management in the longer term.

And of course, if precepting Town and Parish Councils want to discuss how they could look to fund free parking schemes themselves, as they set their own budgets and local council tax rates, I am sure my Cabinet colleague for Finance would be happy to hear their proposals.

Question 5

From Cllr Malcolm Wade to the Portfolio Holder for Finance and Corporate, Cllr Jeremy Heron

Last year the New Forest District Council had £2.132 million of interest income over the budgeted amount. Based upon the current interest rates please can you advise how much projected interest income the Council will be receiving and how much you actually budgeted for in the first place?

Reply:

Thank you Cllr Wade, for once again giving me the opportunity to congratulate the Council on approving such a sound and robust Treasury

Management Strategy, which resulted in the Council being able to return such significant interest earnings last financial year.

Whilst I cannot guarantee the same level of return for the current financial year, due to our continued significant investment in new affordable housing, our investment in transformation, and of course the new infrastructure required to deliver our new modernised waste service, I can confirm that I am reasonably confident that we will exceed our originally budgeted target of £1.6m in the current financial year, and that this increased return will once again support other Council services requiring financial support. I am currently working with officers on the quarter 2 financial monitoring report for the November Cabinet, where the latest assumptions will be finalised and included within that report.

Note – in response to a supplementary question on the use of previous interest earnings in support of council services, the Portfolio Holder highlighted that financial monitoring reports, and the Medium Term Financial Plan were both transparent in identifying how income was used across the Council.

Question 6

From Cllr Caroline Rackham to the Portfolio Holder for Planning and Economy, Cllr Derek Tipp

At what stage did the Cabinet know that we seem to have been involved in a bidding war regarding the Exxon pipeline which ultimately went to the North of the Country and nowhere near the National Park or the Isle Of Wight? Also, how many hours of Officer and Councillor time were spent on the recent, and in the end, pointless consultation?

Reply:

My Cabinet colleagues and I were not aware at any stage of the "bidding war" you refer to. We are all aware of the government funding of £22 billion over 25 years announced for projects on CO2 capture in the North, but we do not know if any of this money could have gone to the Exxon Pipe-line project here in the New Forest.

Regarding officer and councillor time, I believe it was not pointless, but important for us to make a considered response to the Exxon consultation as, at the time, we believed that the project would proceed, and not to respond would have been to neglect our duty to our residents.

Had the project proceeded we would have required a lot more information to understand the rationale for it before we could take a view on support or otherwise.

Note – in response to a supplementary question on the difficulty of responding to technical consultations on complex issues, the Portfolio Holder highlighted the importance of responding to consultations where it provided the platform to represent the views of residents to the Government on significant issues.

Question 7

From Cllr Alex Wade to the Portfolio Holder for Environment and Sustainability, Cllr Geoffrey Blunden

Please can you provide a breakdown of how many individual parking clocks were sold for the calendar year 2024, compared to 2023, following the significant price rises agreed last year? And will there be review of provision of short stay parking provision in areas such as Calshot where it has been requested?

Reply:

In terms of individual clock sales, short stay clock sales were 22,105 in 2023 versus 20,451 in 2024. Long stay annual clocks were 4,245 in 2023 and 2,923 in 2024, and quarterly clocks (excluding the October to December quarter) were 4,179 in 2023 and 4,136 in 2024.

In total, this amounts to a reduction of less than 10% in individual clock sales, but by the end of August 2024, income from parking clocks and pay and display sales was £670,000 higher than the same period in the previous year, meaning that the changes made by this administration have made a significant contribution to our Medium Term Financial Plan.

As highlighted earlier, the Parking Strategy being developed will address our future approach to parking provision, including options around the splits between long and short stay spaces, to ensure our offer remains cost effective and convenient for residents and visitors.

Note – in response to a supplementary question on the use of internal data as part of future car parking fees and charges decision making, the Portfolio Holder agreed this could be provided.

Question 8

From Cllr Colm McCarthy to the Portfolio Holder for Planning and Economy, Cllr Derek Tipp

Does the Portfolio Holder agree that conditions placed on planning applications must be followed through and that, when conditions are not met, the Planning Committee must hold those applicants to account?

Reply:

I hope that Cllr McCarthy will agree that it is not for me as the Cabinet Member for Planning and Economy to dictate to Planning Committee how to undertake their duties.

What I do know is that enforcement is discretionary, and the Council must act proportionately. There will always be times where conditions might need to be changed, for any number of reasons, and the right course of action is for the applicant to seek the consent of the Council through the planning process.

If the Council becomes aware of a breach of a planning condition it can take actions to remedy this.

The role of planning enforcement is to investigate and resolve breaches of planning control, and to ensure that planning harm is remedied. There are a range of enforcement powers that the local authority can employ as well as specific timeframes for taking action.

Our Local Enforcement Plan adopted in April 2022 outlines our approach to encouraging compliance with our regulations and policies in a way that is in line with current government legislation and guidance.

Note – in response to a supplementary question on breaches to planning conditions, the Portfolio Holder confirmed that the planning enforcement team would deal with these issues.

Question 9

From Cllr Sean Cullen to the Portfolio Holder for Environment and Sustainability, Cllr Geoffrey Blunden

In addition to the consideration given to Residents living in flats, for the roll-out of wheelie bins. Will the same consideration be given to properties in Village and Town Centres with nowhere for storage or access for the bins? And have NFDC Officers had an opportunity to review Keep Britain Tidy's recommendations, and are there any concerns or challenges our Waste and Recycling Team have reported yet, following the property surveys?

Reply:

The Council's approved Waste Strategy and Collection Policy is clear that the vast majority of our residents, for the core service, will include two wheeled bins, one for waste and one for recycling collections. There may be some circumstances where this is not appropriate. One of criteria is a

lack of space for storage of containers. This has been independently assessed by Keep Britain tidy.

As part of our communications with residents in the run up to our service changes in 2025 and 2026, residents will be notified of the arrangements in advance for their property.

Officers' review of the Keep Britain Tidy data, suggests that alternatives to wheeled bins may be required for about 5% of households surveyed within the District.

Note – the 30 minute time limit for questions expired during the reply to this question and a supplementary question was therefore not offered to Cllr Cullen.

Second Questions

Question 10

From Cllr John Haywood to the Portfolio Holder for Environment and Sustainability, Cllr Geoffrey Blunden

Fly-tipping is a menace to our area and it is right that the perpetrators are pursued vigorously. The image of piles of fly-tipped waste blighting the green verges of our beautiful lanes is not something that our residents want. However side-waste at community recycling banks – often when those banks are full – is classified as fly-tipping and enforcement action is taken. Can the Portfolio Holder specify what percentage of fly-tipping enforcement relates to side-waste at recycling banks, rather than the kind of fly-tipping that normally springs to mind?

Reply:

I am glad that there is agreement across the Chamber that fly tipping is a scourge on our beautiful district. I made exactly that point when I wrote recently to the Leader of Hampshire County Council, affirming this Council's view that the closure of Household Waste Recycling Centres would have had a detrimental effect on the New Forest, with even more waste dumped both in the forest, and outside the clearly defined provisions of the local bring sites that we run for the recycling of excess glass and cardboard.

I am very pleased that Cllr Nick Adams King, and his Cabinet at Hampshire have listened to our views, and it has been confirmed that Somerley and Marchwood Household Waste Recycling Tips will not be closed to fund the current round of County Council savings.

Unfortunately, despite a comprehensive household waste collection service and a separate business waste service offered by the Council, a lot of items presented at bring sites are not suitable for recycling and are in fact general waste. Whether left on the floor or in a container, this is not an acceptable use of these facilities and our officers act accordingly in investigating and take action where needed.

Examples, including bags of identifiable household waste deposited in cardboard recycling, the dumping of building waste and a regular range of electrical items, none of which are appropriate or accepted at our clearly signed bring sites. Pro-active enforcement by our officers meant that 57% were for a range of business and household waste offences at bring sites, and helps ensure the bins are filled only with material that is accepted so there is capacity for genuine users.

Within this administration's Corporate Plan is an action to develop an Environmental Enforcement Policy, which will further define when, how and why we take action to tackle flytipping offences in all their forms.

In the meantime the eyes and ears of our enforcement teams, council employees and members, and our CCTV network are open as we continue to take on those who seek to misuse our facilities or damage our natural environment.

Note – this question was dealt with in writing, having fallen outside of the 30 minute time limit at the Council meeting.

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Council - 9 December 2024

Gambling Act 2005 Policy Review

Purpose	For Decision
Classification	Public
Executive Summary	<p>The Council must publish a Statement of Licensing Principles (or policy) detailing its responsibilities under the Gambling Act 2005 every three years.</p> <p>Following a consultation process, a draft revised Statement is recommended for adoption.</p>
Recommendations	That the revised Statement of Principles in relation to the Gambling Act 2005 is approved.
Reasons for recommendation	It is a legal requirement to review the Statement of Principles (Gambling Policy) every three years.
Wards	All
Portfolio Holder	Cllr Dan Poole, Community, Safety and Wellbeing
Strategic Director	Richard Knott – Strategic Director of Housing & Communities
Officer Contact	<p>Christa Ferguson Licensing Manager 023 8028 5352 Christa.ferguson@nfdc.gov.uk</p> <p>Joanne McClay Service Manager – Environmental and Regulation 02380 285325 joanne.mcclay@nfdc.gov.uk</p>

Introduction

1. The Gambling Act 2005 requires the Council to publish a Statement of Principles (Gambling Policy) setting out the matters to be considered by the Council when determining applications for licences and permits issued under the Act.
2. The current Policy was published in January 2022 and the Act requires that the Council review the Statement every three years to ensure that it remains current and reflects any changes in legislation or statutory guidance.
3. A draft revised Statement of Principles (attached as an annex to the report) was subject to public consultation between 8 July 2024 and 15 September 2024.
4. Following review of the comments received, it is recommended that the draft policy is adopted.

Background

5. The Council assumed responsibilities for the Gambling Act 2005 in January 2007 which created a new system of licensing and regulation for commercial gambling. It gave Local Authorities responsibilities for licensing premises for gambling including betting and bingo.
6. The Statement of Licensing Principles sets out the matters that will be considered when determining applications for licences, permits and registrations submitted under the Act.
7. The Policy indicates how the Licensing Authority and licence holders should promote the licensing objectives of:
 - Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime,
 - Ensuring that gambling is conducted in a fair and open way and,
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
8. The Gambling Act 2005 makes the adoption of the Gambling Act Policy a non-executive function, prior to its recommendation to full Council. This matter has therefore been considered by the General Purposes and Licensing Committee on 1 November 2024.
9. Once adopted, the Statement is effective for three years but there is nothing to prevent the Council from reviewing the Statement during this period, if required.

Review of the Statement of Principles

10. There are no substantive changes to the Statement of Principles (**Appendix 1**) as there have been no changes to statutory guidance or legislation in the past three years.
11. There has been a slight decrease to the number of gambling premises in the district, since the previous policy was published. Two betting premises and an adult gaming centre (AGC) have now closed.
12. Minor additions have been included (highlighted in red) in relation to location of premises, matters relating to planning and other legislation and gaming for alcohol licensed premises and inspections. These additions will assist applicants and aid compliance.
13. Once a new Statement is approved and adopted by the Council, a Notice will be published informing of the Council's intention to adopt the Policy to cover the period January 2025 to December 2027. (inclusive).

Corporate plan priorities

14. The adoption of the Statement of Licensing Principles is a statutory requirement and relates to the following corporate priorities.
15. **Theme:**
Empowering our residents to live healthy, connected and fulfilling lives.
16. **Corporate Plan Objective:**
Protect and improve the health and wellbeing of our communities.
17. **Service Objective:**
Adoption and implementation of the Gambling Policy.

Consultation undertaken

18. The Council is legally required to consult upon the Statement and a consultation process was undertaken between 8 July 2024 and 15 September 2024.
19. The draft document was sent to a number of organisations including the Gambling Commission, Hampshire and Isle of Wight Constabulary, Hampshire and Isle of Wight Fire and Rescue Service, neighbouring Local Authorities, trade organisations and persons representing the interests of people likely to be affected by gambling. The full list is presented in **Appendix 2**.

20. Information on the consultation process and draft Statement was also made available on the Council's website.
21. Three responses were received to the consultation in support of the policy:
 - a. Fordingbridge Town Council Clerk confirmed that the Town Council supported the NFDC Gambling Act Policy as presented, and,
 - b. Minstead Parish Clerk confirmed that Councillors had seen the proposed policy, and at the Council meeting held on Monday 12th August 2024 asked to write expressing the Council's support of the Statement of Licensing Principles (Gambling Act Policy) for the period January 2025 to December 2027 as presented.
22. A further response was received, from Gosschalks Solicitors, on behalf of the Betting and Gaming Council (BGC), stating they *"welcome the light-touch approach to the draft statement of principles, the proposed additions currently shown in red and note the reduction in licensed premises, since the last statement of principles was published"*.
23. They included the suggestion that the heading at 4.0 page 13 of *"Promoting the Licensing Objectives"* be replaced as *"The Licensing Objectives"*. (see **Appendix 3**). The rationale for this being to avoid any confusion regarding requirements and expectations, as the only entity upon which GA 2005 confers a duty to promote the licensing objectives is the Gambling Commission.

General Purposes and Licensing Committee

24. The Committee were positive in their views on the reviewed Statement of Principles following the consultation process and recommended to Council that the Gambling Policy be approved.

Options

25. As highlighted, there are no substantive changes to the policy, only minor additions of clarity, and one amendment.

Option 1

26. For Council to accept the proposed additions (highlighted in red), with the amendment received following the consultation and recommend the revised Statement of Licensing Principles for adoption.

Option 2

27. For Council to reject the proposed recommendations and not adopt the proposed revised Statement of Principles. However, the Council is legally required to consult upon and adopt a new Policy. Failure to approve and publish a Policy may leave the Council open to legal challenge when determining licence applications. This option is not recommended.

Financial and resource implications

28. There are no direct financial or resource implications as a result of this report.

Legal implications

29. The Council is required to review and adopt its Statement of Gambling Policy every three years in accordance with Section 349 of the Gambling Act 2005. Legal implications of failing to adopt the policy are set out in Option 1.

Crime and disorder implications

30. No specific implications.

Environmental/Climate and nature implications

31. No specific implications.

Equalities implications

32. The Gambling Act 2005 and its associated secondary legislation have been assessed by central government as being compliant with United Kingdom equalities and human rights legislation.

Data protection/Information governance/ICT implications

33. No specific implications.

Conclusion

34. The Council is legally required to consult upon its Statement of Licensing Principles for activities that are regulated by the Gambling Act 2005 (Gambling Policy Statement of Principles) prior to review and adoption. The very low level of responses received would indicate that there is general satisfaction with the proposed Policy.

Appendices

Appendix 1- Draft Gambling Act 2005 Policy v02

Appendix 2- List of consultees

Appendix 3-Response from Gosschalks on behalf of BGC



Gambling Act 2005

Statement of Principles 2025-2027

(GAMBLING POLICY)

This Statement of Principles will remain in force from xx January 2025 until 31 January 2027.

All references to the Gambling Commission's Guidance for local authorities refer to the Guidance published in April 2021 and updated in April 2023.

Version	Author	Date	Changes made
01	Christa Ferguson	04.07.2024	Draft Policy
02	Christa Ferguson	30.9.2024	Draft Policy with proposed amendment following consultation

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1. Executive summary

The Gambling Act 2005 ('the Act') received Royal Assent in 2005 and came fully into effect in 2007.

Under Section 349 of the Act, every three years, New Forest District Council ('the Licensing Authority') is required to prepare a statement of principles that they propose to apply in exercising their functions under the Act. This Statement of Gambling Principles ('the Policy') is prepared in accordance with this requirement. This Policy will replace all previous versions of the statement of principles.

The consultation process is laid out clearly in the Act, the Gambling Act 2005 (Authority Policy Statement) (England and Wales) Regulations 2006 and the Guidance to Licensing Authorities ('the Guidance') issued by the Gambling Commission (gamblingcommission.gov.uk)

Any decision taken by the Licensing Authority in regard to determination of licences, permits and registrations should aim to permit the use of premises for gambling in so far as it is reasonably consistent with the licensing objectives.

The principles to be applied specifically to the determination of premises licence applications include the definition of premises, location, duplication of other regulatory regimes, conditions, door supervision, layout of premises and supervision of gaming facilities. The Policy specifically mentions adult gaming centres, family entertainment centres, casinos, bingo premises, betting premises, tracks and travelling fairs.

The Licensing Authority is able to issue permits for prize gaming and unlicensed family entertainment centres. The Licensing Authority is able to specify the information it requires as part of the application process which will aid determination and this information is described in the policy.

Club gaming and club machine permits are also issued by the Licensing Authority. The process for this is described along with other processes specified in the Act, for example, temporary use notices, occasional use notices and small society lotteries.

Enforcement of the provisions of the Act is undertaken by the Licensing Authority in conjunction with the Gambling Commission. The Policy describes the Licensing Authority's enforcement principles and the principles underpinning the right of review.

2. New Forest District

The New Forest District area is in the southwest of Hampshire and is bounded by the Solent water. It is situated between Southampton to the east and Christchurch and Bournemouth to the west. One of the most striking features of the Forest is the open expanse of semi-natural vegetation at its heart which has National Park status. Much of the open forest is owned and cared for by the Forestry Commission working, in conjunction with a wide range of other statutory bodies and interest groups.

Tourism is a major part of the local economy and every year approximately 13.5 million visitors come to the area. Many people visit on a regular basis to enjoy the forest area.

There are currently ~~14~~ **11** Licensed Gambling Premises in the New Forest comprising ~~12~~ **10** betting shops and ~~2~~ **1** adult gaming centre. There are currently no bingo halls, tracks or casinos within the New Forest area.

The Licensing Authority issues a range of permits and notifications for licensed premises and club premises for the use of gaming machines on these premises and small society lottery registrations for organisations to carry out charitable raffle activities.

The Licensing Authority recognises that legal gambling in a fair and open way, with suitable protection for vulnerable persons, is an important part of the area and contributes to the local economy.

Appendix A provides a map of the area.

Public registers of the licences are provided at [Public registers of licences - New Forest District Council](#).

3. Background

The Act provides the regime for the licensing and regulation of commercial gambling in the UK. It is intended to regulate the provisions for gambling and the use of premises for gambling.

The Act defines three types of gambling:

- Gaming
- Betting and
- Participating in a lottery.

A variety of licences and permits allow for these gambling activities to take place. The task of granting the licences and permits is shared between the Gambling Commission and Licensing Authorities. The Gambling Commission approves operating and personal licences and Licensing Authorities issue premises licences and other permissions.

3.1 - Statement of licensing principles

The Act requires the Licensing Authority to publish and consult on its statement of licensing principles and revisions to it.

In reviewing the statement of principles, all necessary bodies and stakeholders were consulted including:

- The Chief Officer of Police for Hampshire
- Hampshire and Isle of Wight Fire and Rescue Service
- Representatives of businesses and residents in the district
- Licensees of businesses licensed under the Gambling Act 2005 in the area
- New Forest District Council Planning Service, Environmental & Regulation
- Safeguarding Children's Board
- Town and Parish Councils
- Gambling industry organisations and associations
- Gambling Commission
- Hampshire County Council -Adult Social Care, Public Health, Trading Standards
- HMRC
- Gambling support organisations and
- Faith groups.

In determining the weight to give to particular representations on the statement, the factors taken into account included:

- The expertise and interest of the person making the representation,
- The relevance of factors to the licensing objectives,
- Their motivation and number of similar view and
- How the representations relate to matters for the Licensing Authority to include in the statement.

The statement of principles does not override the right of the appropriate persons to make an application, make representations about an application or apply for a review of a licence, in accordance with the statutory requirements of the Act.

The contents of this document are provided as information on the policy and principles of New Forest District Council in carrying out its functions in relation to the regulation of gambling. The document is not a full and authoritative statement of the law or statutory guidance and does not constitute professional or legal advice.

3.2 - The licensing framework

The Act brought about changes to the way that gambling is administered in the UK. The Gambling Commission is the national gambling regulator and has a lead role in working with central government and local authorities to regulate activity.

The Gambling Commission issues operator and personal licences. Any operator wishing to provide gambling at a certain premises must have applied for the requisite personal licence and operator licence before they can approach the Licensing Authority for a premises licence. In this way the Gambling Commission is able to screen applicants and organisations to ensure they have the correct credentials to operate gambling premises.

The Licensing Authority's role is to ensure premises are suitable for providing gambling in line with the three licensing objectives and codes of practice issued by the Gambling Commission. The Licensing Authority also issues various permits and notices to regulate smaller scale and/or ad hoc gambling in various locations such as pubs, clubs and hotels.

The Licensing Authority does not licence large society lotteries or remote gambling through websites. These areas fall to the Gambling Commission. The national lottery is not licensed under the Act but is regulated by the Gambling Commission under the National Lottery Act 1993.

3.3 - Licensing objectives

In exercising functions under the Act, the Licensing Authority will have regard to the licensing objectives set out in section 1 of the Act.

The licensing objectives are:

- I. Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime,
- II. Ensuring that gambling is conducted in a fair and open way, and
- III. Protecting children and other vulnerable persons from being harmed or exploited by gambling.

There is an expectation that gambling operators work together with the Licensing Authority to ensure compliance with the licensing objectives.

The Licensing Authority is aware that in making decisions in accordance with the Act it should aim to permit the use of premises for gambling in so far as it is:

- In accordance with any relevant code of practice issued by the Gambling Commission,
- In accordance with any relevant guidance issued by the Gambling Commission,
- Reasonably consistent with the licensing objectives and
- In accordance with this Policy.

3.4 - Licensing Authority functions

The functions under the Act will be carried out by the General Purposes and Licensing Committee, and officers acting under the delegated authority of New Forest District Council.

Licensing Authorities are responsible for:

- The licensing of premises where gambling activities take place by issuing premises licences,
- Issuing of Provisional Statements in relation to future premises,
- Issuing Club Gaming Permits and/or Club Machine Permits to members clubs and miners welfare institutions who may wish to undertake certain gaming activities,
- Granting Permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres,
- Receiving notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of not more than two gaming machines,
- Granting Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the premises where two or more machines are required,
- Registering small society lotteries,
- Issuing Prize Gaming Permits,

- Receiving and endorsing Temporary Use Notices,
- Receiving Occasional Use Notices,
- Providing information to the Gambling Commission regarding details of licences issued,
- Maintaining registers of the permits and licences that are issued under these functions.

3.5 - Delegated powers

The General Purposes and Licensing (GP&L) Committee is responsible for discharging the majority of the powers of the Licensing Authority.

Through the Licensing Authority's scheme of delegation of powers, officers will also be responsible for making certain decisions in accordance with the Act. For the full table of delegated powers see Appendix C.

3.6 - Representations

Only Responsible Authorities and Interested Parties can make representations about licence applications or apply for a review of an existing licence.

3.7 - Responsible Authorities

The Act empowers certain agencies to act as responsible authorities so that they can employ their particular area of expertise to help promote the licensing objectives.

Responsible authorities are able to make representations about licence applications or apply for a review of an existing licence. Responsible authorities will also offer advice and guidance to applicants.

A Responsible Authority is defined in the Act as:

- A Licensing Authority in England and Wales in whose area the premises are wholly or partly situated,
- The Gambling Commission,
- The Chief Officer of Police for the police area in which the premises are wholly or partly situated,
- The Fire and Rescue Authority for an area in which the premises are wholly or partly situated,
- The local planning authority,

- An Authority which has functions by virtue of an enactment in respect of minimising or preventing the risk of pollution of the environment or of harm to human health in an area where the premises is wholly or partly situated,
- A body which is designated in writing for by the Licensing Authority for an area in which the premises are wholly or partly situated, as competent to advise the authority about the protection of children from harm,
- HM Revenue and Customs (HMRC)

Responsible Authorities will be notified of all premises licence applications by the applicant unless the application is received electronically by the Licensing Authority. Electronic applications will be forwarded to the Responsible Authorities by the Licensing Authority.

The contact details of all the Responsible Authorities for this Licensing Authority can be found at Appendix B of this Policy.

3.8 - Interested Parties

Interested parties can make representations about licence applications or apply for a review of an existing licence.

A person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the Licensing Authority, the person-

- a) lives sufficiently close to the premises to be likely to be affected by the authorised activities,
- b) has business interests that might be affected by the authorised activities, or
- c) represents persons who satisfy either of the above.

The Licensing Authority is required to state the principles it will apply in exercising its powers under the Act to determine whether a person is an interested party. The principles are:

- Each case will be determined upon its individual merits. This Licensing Authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the guidance. It will also take into account the Guidance requirement that “has business interests” should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.
- Interested parties can be persons who are democratically elected such as councillors and Members of Parliament (‘MP’). No specific evidence of being asked to represent an interested person will be required as long as the councillor or MP represents the ward likely to be affected. Likewise, parish councils likely to be affected will be considered to be interested parties.

Other than these, however, this Licensing Authority will generally require written evidence that a person/body represents someone who either lives sufficiently close to the premises to be or has a business interest likely affected by the authorised activities. A letter from one of these parties requesting the representation is sufficient.

- If individuals wish to approach councillors to ask them to represent their views, then care should be taken to ensure that the councillor is not part of the Licensing Committee dealing with the licence application. If there are any doubts, please contact the licensing department; licensing@nfdc.gov.uk

3.9 - Admissible and relevant

Representations will only be considered relevant if they relate to the licensing objectives, they raise issues under this Policy, or the Guidance or codes of practice. For example, a representation concerning public nuisance or public safety at the premises would not be considered to be relevant based on the licensing objectives but concerns over crime and disorder or the protection of children would.

3.10 - Frivolous or vexatious or likely to have no influence on a decision

This Licensing Authority will determine an application without a hearing if the representations are considered to be either frivolous or vexatious or it is considered they will certainly not influence the determination of the application.

Officers will decide whether representations are frivolous, vexatious or likely to have no influence on a decision and whether representations or applications for licence reviews should be referred to the General Purposes and Licensing Committee.

In the event of this Licensing Authority considering a representation to be frivolous or vexatious or a likely to have no influence on the decision, then the person making the representation will be informed in writing with the reasons for this decision clearly stated. There is no right of appeal against a determination that representations are not admissible.

3.11 - Exchange of information

The Licensing Authority is required to state the principles it will apply with respect to the exchange of information with the Gambling Commission and other persons listed within the Act.

The Licensing Authority will have regard to any guidance issued by the Gambling Commission as well as any relevant regulations issued by the Secretary of State under the powers provided in the Act.

The sharing of information will also comply with the Freedom of Information Act 2000, the Data Protection Act 2018 and the General Data Protection Regulation 2018.

Where required, information sharing agreements and protocols will be entered into with the relevant persons or bodies with functions under the Act.

Details of persons making representations will be forwarded to applicants in accordance with the Local Government Act 1972 in order to allow negotiation between the parties.

If a hearing is held it should be noted by all parties that their details will form part of a public document.

The Licensing Authority will maintain a register of the premises licences issued which will be available at any reasonable time to members of the public. There may be a charge for copies of entries in the register.

4. The Licensing objectives

This Licensing Authority will have regard to the licensing objectives as set out in the Act when exercising its functions. The licensing objectives are:

- i) Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.**

The Gambling Commission will take the lead role in the prevention of gambling from being a source of crime and are responsible for ensuring the suitability of an operator before issuing an operating licence.

If this Licensing Authority becomes aware of any information whilst carrying out its functions which casts doubt over the appropriateness of the applicant or licensee, it will ensure that this information is shared with the Gambling Commission.

The Guidance does however envisage that the Licensing Authority should pay attention to the proposed location of gambling premises in terms of this licensing objective.

Where an area has known high levels of organised crime this Licensing Authority will consider carefully whether the location and the proposed gambling premises is suitable and whether conditions may be suitable, such as the provision of door supervisors.

This Licensing Authority is aware of the distinction between disorder and nuisance and will consider factors such as if police assistance has been required at any time and the level of the threatening behaviour.

Issues of nuisance cannot be addressed by the provisions of the Act and problems of this nature can be addressed through other legislation as appropriate.

This Licensing Authority places a considerable importance on the prevention of crime and disorder and will encourage applicants to discuss crime prevention procedures in their premises before making a formal application.

ii) Ensuring that Gambling is conducted in a fair and open way.

This Licensing Authority has noted that the Gambling Commission states it would not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences. There is, however, more of a role with regard to tracks which is explained in more detail in the 'Tracks' section.

The Gambling Commission is primarily responsible for ensuring that not only is gambling fair in the way it is played, but also that the rules are transparent to players, and they know what to expect. It achieves this by working to ensure:

- operating and personal licences are issued only to those who are suitable to offer gambling facilities or work in the industry,
- easily understandable information is made available by operators to players about, for example: the rules of the game, the probability of losing or winning, and the terms and conditions on which business is conducted,
- the rules are fair,
- advertising is not misleading,
- the results of events and competitions on which commercial gambling takes place are public; and
- machines, equipment and software used to produce the outcome of games meet standards set by the Commission and operate as advertised.

If this Licensing Authority suspected that a gambling activity in the New Forest area was not being conducted in a fair and open way, the information would be brought to the attention of the Gambling Commission.

iii) Protecting children and other vulnerable persons from being harmed or exploited by gambling.

The Act is intended to ensure that children and vulnerable persons should not be allowed to gamble, should be prohibited from entering those premises which are adult only environments and there should be a restriction on advertising so that gambling products are not aimed at, nor are particularly attractive, to children.

The Licensing Authority will, therefore, consider, as suggested in the Guidance, whether specific measures are required at particular premises with regard to this licensing objective. Appropriate measures may include supervision of entrances, machines, segregation of areas etc.

This Licensing Authority is required to state the principles it will apply in exercising its powers to designate, in writing, a body which is competent to advise the Licensing Authority about the protection of children from harm.

This Licensing Authority will consult with the local Safeguarding Manager and the Community Safety Partnership on any application that indicates there may be concerns over access for children or vulnerable persons.

It is noted that the Gambling Commission does not offer a definition for the term “vulnerable persons” but states that “it will for the regulatory purposes assume that this group included people who gamble more than they want to; people who gamble beyond their means and people who may not be able to make informed or balanced decisions about gambling due to for example mental health, learning disability or substance misuse relating to alcohol or drugs”.

This Licensing Authority will consider on a case-by-case basis whether any further unique considerations are required in relation to protecting vulnerable persons at a particular premises. These will be balanced against the aim to permit the use of premises for gambling.

5. Premises Licences

5.1 - General principles

The Licensing Authority will issue premises licences to allow those premises to be used for certain types of gambling. Premises Licences are subject to requirements set out in the Act, the Gambling Act 2005 (Mandatory and Default Conditions) (England and Wales) Regulations 2007, the Gambling Commission Licence Conditions and Codes of Practice and Gambling Commission Guidance. Specific mandatory and default conditions must be applied to Premises Licences. This Licensing Authority may exclude default conditions and also attach others, where it believes it to be necessary and proportionate.

Applicants should also be aware that the Gambling Commission has issued Codes of Practice for each interest area, for which they must have regard.

5.2 - Definition of premises

In the Act ‘premises’ is defined as including “any place”. Section 152 of the Act, therefore, prevents more than one premises licence applying to any place. But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences where appropriate safeguards are in place.

Licensing authorities should however pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed.

The Guidance states that: “In most cases the expectation is that a single building/plot will be the subject of an application for a licence, for example, 32

High Street. But that does not mean 32 High Street cannot be the subject of separate premises licences for a basement and ground floor. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and licensing services. However, the Commission does not consider that areas of a building that are artificially separated, for example by ropes or moveable partitions, can properly be regarded as different premises.”

This Licensing Authority will consider these and other relevant factors in making its decision on whether to issue a premises licence depending on all the circumstances of the case.

5.3 - Premises

5.3.1- The Guidance

The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the Licensing Authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

If the construction of a premises is not yet complete, if the premises needs alteration or if the applicant does not yet have a right to occupy them then an application for a provisional statement should be made instead.

5.3.2 - Provisional statements

In deciding whether a premises licence can be granted, where there is outstanding construction or alteration works at premises, this Licensing Authority will determine applications on their merits, applying a two-stage consideration process:

- First, whether the premises ought to be permitted to be used for gambling; and
- Secondly, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

Applicants should note that this Licensing Authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.

Developers may wish to apply to this Licensing Authority for provisional statements before entering into a contract to buy or lease property or land to

judge whether a development is worth taking forward in light of the need to obtain a premises licence.

Section 204 of the Act provides for a person to make an application to the Licensing Authority for a provisional statement in respect of premises that they:

- Expect to be constructed,
- Expect to be altered or
- Expect to acquire a right to occupy.

The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.

In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track application) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.

The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The Licensing Authority will then be constrained in the matters it can consider when determining the premises licence application in relation to the same premises. No further representations from relevant authorities or interested parties can be taken into account unless:

- They concern matters which could not have been addressed at the provisional statement stage, or
- They reflect a change in the applicant's circumstances.

In addition, the Licensing Authority may refuse the premises licence, or grant it on terms different to those attached to the provisional statement, only by reference to matters:

- Which could not have been raised by objectors at the provisional statement stage,
- Which in the authority's opinion reflect a change in the operator's circumstances; or
- Where the premises have not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

5.4 - Location of premises

This Licensing Authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing

objectives are relevant to decision making. As per the Gambling Commission's Guidance to Licensing Authorities, this authority shall pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.

The authority will carefully consider applications for premises licences and whether there is a need for conditions to mitigate risks in respect of certain kinds of gambling located very close to a school or a centre, for those experiencing or at risk of gambling harm.

It should be noted that this policy does not preclude any application being made and each application shall be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome. The Licensing Authority expects that issues in respect of a premises location are addressed in local risk assessments, which are required for any applications for premises licences.

5.5 -Planning

The Gambling Commission Guidance to Licensing Authorities states that in determining applications, the licensing authority should not take into consideration matters that are not related to gambling and the licensing objectives. One example would be the likelihood of the applicant obtaining planning permission or building regulations approval for their proposal.

This authority will therefore not take into account irrelevant matters and in addition, notes the following extract from the Gambling Commission's Guidance:

When dealing with a premises licence application for finished buildings, the licensing authority should not take into account whether those buildings have to comply with the necessary planning or building consents. Those matters should be dealt with under relevant planning control and building regulation powers. Section 210 of the Gambling Act 2005 prevents licensing authorities taking these matters into account when considering a premises licence application. Equally the grant of a gambling premises licence does not prejudice or prevent any action that may be appropriate under the law relating to planning or building.

5.6 Other Legislation

This Licensing Authority shall seek to avoid any duplication with other statutory and regulatory systems where possible. Whilst this authority shall not consider whether a licence application is likely to be awarded planning permission or building regulations approval, it shall listen to and consider carefully any concerns about conditions which cannot be met by licensees due to any restrictions.

When dealing with a premises licence, fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning control, building and other regulations and must not form part of the consideration for the premises licence.

5.7 - Local risk assessments

It is a requirement of the Gambling Commission's Licence Conditions and Codes of Practice (LCCP), for operators to assess the local risks to the licensing objectives posed by the provision of gambling facilities at their premises.

They are required to have policies, procedures and control measures to mitigate those risks. In making risk assessments, licensees must take into account relevant matters identified in this Policy.

Licensees must review (and update as necessary) their local risk assessments:

- a) to take account of significant changes in local circumstance, including those identified in this policy,
- b) when there are significant changes at a licensee's premises that may affect their mitigation of local risks,
- c) when applying for a variation of a premises licence; and
- d) in any case, undertake a local risk assessment when applying for a new premises licence.

The Licensing Authority will expect the local risk assessment to consider the setting including:

- Whether the premises are in an area subject to high levels of crime and or disorder,
- The location of services for children such as schools, playgrounds, toy shops, leisure centres,
- Nearby gambling, drug, alcohol or mental health support facility,
- Other gambling premises in the vicinity.

The local risk assessment should show how vulnerable people, including people with gambling dependencies, are protected through:

- The training of staff to intervene when customers show signs of excessive gambling, the ability of staff to offer intervention and how the staffing of premises affects this.
- Arrangements for dealing with monitoring underage and vulnerable persons. These may include - dedicated and trained personnel, leaflets, posters, self- exclusion schemes, window displays, and advertisements not to entice passers- by.
- Window displays and advertisements designed to not entice children and vulnerable people. The provision of signage and documents relating to game rules, gambling care providers and other relevant information be provided in both English and the other prominent first language for that locality.
- An assessment of the proximity of premises that may be frequented by vulnerable people such as hospitals, residential care homes, medical

facilities, doctors' surgeries, council community hubs, addiction clinics or help centres and places where alcohol or drug dependent people may congregate.

The local risk assessment should show how children are to be protected through an assessment of:

- The proximity of institutions, places or areas where children and young people frequent such as schools, youth clubs, parks, playgrounds and entertainment venues such as bowling allies, cinemas, etc.
- The proximity of places where children congregate such as bus stops, cafes and shops.

Other matters that the assessment may include:

- Details as to the location and coverage of working CCTV cameras, and how the system will be monitored.
- The layout of the premises so that staff have an unobstructed view of people using the premises.
- The number of staff that will be available on the premises at any one time.

If at any time that number is one, confirm the supervisory and monitoring arrangements when that person is absent from the licensed area or distracted from supervising the premises and observing those people using the premises.

- Where the application is for a betting premises licence (other than in respect of a track), the location and extent of any part of the premises which will be used to provide facilities for gambling in reliance on the licence.

Such information may be used to inform the decision the Licensing Authority makes about whether to grant the licence, to grant the licence with special conditions or to refuse the application.

This Policy does not preclude any application being made and each application will be decided on its merits, with the onus being upon the applicant to show how the concerns can be overcome.

5.8 - Local Area Profiles

Each locality has its own character and challenges and to assist operators in the development of these risk assessments, local authorities can produce local areas profiles. It is for the Licensing Authority to determine if publishing a local area profile for the district is appropriate to address any local issues.

Any New Forest District Council Local Area Profile will be available on the website as a separate document and should be referred to by applicants and licensees when making an application and producing a risk assessment.

5.9 - Conditions

The Licensing Authority is aware of the Gambling Act 2005 (Mandatory and Default Conditions) (England and Wales) Regulations 2007 and the Gambling Commission Licence Conditions and Codes of Practice which imposes mandatory conditions that are necessary for the general good conduct of gambling premises. Therefore, it is unlikely that the Licensing Authority will need to include individual conditions imposing a more restricted regime in relation to matters that have already been dealt with.

Where there are specific risks or problems associated with a particular locality, or specific premises, or class of premises, the Licensing Authority will attach individual conditions to address this.

Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility,
- directly related to the premises (including the locality and any identified local risk) and the type of licence applied for,
- fairly and reasonably related to the scale and type of premises,
- reasonable in all other respects; and
- consistent with those attached to Operators' Licences.

Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures this Licensing Authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas, etc. There are specific comments made in this regard under some of the licence types below. This Licensing Authority will also expect the licence applicant to offer his/her own suggestions as to the way in which the licensing objectives can be met effectively.

Where certain measures are not already addressed by the mandatory/default conditions or by the applicant, the Licensing Authority may consider imposing licence conditions to cover issues such as:

- Proof of age schemes.
- CCTV.
- Supervision of entrances.
- Supervision of machine areas.
- A reduction in the number of betting machines (betting premises).
- The manning of premises.

- Physical separation of areas.
- Location of entrance points.
- Notices/signage.
- Specific opening hours.
- A requirement that children must be accompanied by an adult (in premises where children are allowed).
- Enhanced Disclosing Barring Service checks of the applicant and/or staff.
- Staff training in brief intervention, conflict resolution, basic knowledge of mental health, learning disabilities and addiction, including substance misuse.
- Support to people with gambling addiction, including brief intervention.
- Policies to address seasonal periods where children may more frequently attempt to gain access to premises and gamble such as pre and post school hours, half term and school holidays.
- Policies to address the problems associated with truant children who may attempt to gain access to premises and gamble.
- Obscuring windows where appropriate and labelling premises so it's clear that they are gambling premises.
- Self-exclusion schemes.
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory or exhaustive and is merely indicative of examples of certain measures which may satisfy the requirements of the Licensing Authority and the Responsible Authorities, depending on the nature and location of the premises and the gambling facilities to be provided.

This Licensing Authority will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include:

- the supervision of entrances,
- segregation of gambling from non-gambling areas frequented by children; and
- the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives.

These matters are in accordance with the Guidance.

This Licensing Authority will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance, but which does not impede the escape route from that or other areas,
- only adults are admitted to the area where these machines are located,
- access to the area where the machines are located is supervised,
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

These considerations will apply to premises including buildings where multiple premises licences are applicable.

This Licensing Authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. In accordance with the Guidance, this Authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

It is noted that there are conditions which the Licensing Authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition,
- conditions relating to gaming machine categories, numbers, or method of operation,
- conditions which provide that membership of a club or body be required; and
- conditions in relation to stakes, fees, winning or prizes.

5.10 - Types of premises

There are a number of premises which may be licensed by the Licensing Authority. This section provides a brief overview of these premises.

5.10.1- Adult Gaming Centres (AGC)

An AGC is a gambling premises for those over the age of 18 that makes available gaming machines of Category B, C and D which pay out higher jackpots. The numbers and categories of higher jackpot machines that can be placed in adult gaming centres is prescribed.

For this Licensing Authority to accept an application for an AGC, the Operator must already hold a Gaming Machines General Operating Licence (Adult Gaming Centre) with the Gambling Commission.

The Licensing Authority will need to be satisfied that there will be sufficient measures to meet the licensing objectives and comply with all mandatory conditions and the Gambling Codes of Practice. As no one under the age of 18 is permitted to enter an AGC, this Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling.

Conditions may be attached to such licences to cover, amongst other matters, issues such as:

- Proof of age schemes,
- CCTV,
- Door supervisors,
- Supervision of entrances / machine areas,
- Physical separation of areas,
- Location of entry,
- Notices / signage,
- Specific opening hours,
- Self-barring scheme,
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

5.10.2- Family Entertainment Centres (FEC) (licensed)

The Act puts FEC into two categories:

1. Licensed and
2. Unlicensed.

A licensed FEC is a premises which usually provides a range of amusements such as computer games, penny pushers and may have a separate section set aside for adult only gaming machines with higher stakes and prizes.

Licensed FEC centres are permitted to provide unlimited category C and D gaming machines whereas unlicensed family entertainment centres can only provide category D machines in reliance on a gambling machine permit.

This Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or from being exploited by gambling and will expect the applicant to satisfy the Licensing Authority that there will be sufficient measures to ensure that under 18-year-olds do not have access to the adult only gaming machine areas.

The Gambling Commission considers that it is not permissible for gaming machines which should be contained within the FEC premises to be located in corridors and walkways which form part of the larger building.

For this Licensing Authority to accept an application for an FEC, the Operator must already hold a Gaming Machine General Operating Licence (Family Entertainment Centre) with the Gambling Commission.

If category C gaming machines are made available for use on the premises of an FEC then the gaming machines must be:

- Separated from the rest of the premises by a physical barrier to prevent access other than via an entrance designed to be the entrance,
- Supervised at all times to ensure children or young persons do not enter the area; and
- Arranged so that the area can be observed by persons responsible for supervision or CCTV which is monitored.

5.10.3- Casinos

The Act states that a casino is an arrangement whereby people are given the opportunity to participate in one or more casino games. A casino game is defined as a game of chance which is not equal chance gaming.

The Licensing Authority has not passed a resolution not to issue Casino Licences under Section 166 of the Act but is aware of its power to do so.

Should, at any time, the Licensing Authority decide to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision would be made by Full Council.

5.10.4- Bingo premises

There is no official definition for bingo in the Act, however, there are two types of bingo most frequently played:

1. cash bingo; and
2. prize bingo.

The Licensing Authority acknowledges that children and young people can be allowed entry into bingo premises, however, they are not allowed to take part in bingo or use category B and C machines.

Where category B or C gaming machines are available in the premises to which children are admitted the Licensing Authority will require that:

- the category B and C gaming machines must be separated from the rest of the premises by a physical barrier which is effective to prevent access other than through a designated entrance,
- only adults are admitted to the area where the machines are located,
- access to the area where the machines are located is supervised at all times
- the area where the machines are located can be observed by staff
- the gaming machines area must also have a notice at the entrance stating that no person under the age of 18 years is permitted to enter the area.

5.10.5- Betting premises

The Act defines betting as the making or accepting of a bet on the outcome of a race, competition or other event or process, the likelihood of anything occurring or not occurring or whether anything is or is not true. A transaction may still be a bet despite the fact the race, competition or event has already taken place and one party to the transaction knows the outcome.

The most common form of betting is fixed odds betting whereby the customer bets a stake to win a fixed amount calculated by the odds available.

For this Licensing Authority to accept an application for a betting premises, the operator must hold the appropriate operating licence with the Gambling Commission.

This Licensing Authority expects betting premises to have particular regard to social responsibility and the protection of children and vulnerable persons from harm and to satisfy the Licensing Authority that there are sufficient measures to ensure under 18-year-olds do not have access to the premises.

5.10.6- Tracks

The Act defines a track as a horse racecourse, greyhound track or other premises on any part of which a race or other sporting event takes place or is intended to take place.

The Licensing Authority is aware that tracks differ greatly from other premises and may be subject to one or more Premises Licences. The track operators may not be required to hold an Operating Licence, due to the fact that the individual bookmakers at the track will be required to hold their own Operating Licences.

The Licensing Authority will especially consider the impact upon the protection of children and vulnerable persons from being harmed or exploited by gambling and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

This Licensing Authority will, therefore, expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog racing or horse racing takes place, but that they are still prevented from entering areas where gaming machines are provided other than category D.

The Licensing Authority may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances & machine areas
- Physical separation of areas
- Location of entry
- Notices & signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets & helpline numbers for organisations such as GamCare

Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines other than category D, they should be located in areas from which children are excluded.

The Licensing Authority will take into account the size of the premises and the ability of staff to monitor the use of the machines by children and vulnerable persons when considering the number nature or circumstances of betting machines an operator proposes to offer.

It may be appropriate for the applicant to provide the following to support an application:

- Proof that measures are in place to promote the third licensing objective,
- Specify what proposals have been made to administrate betting,
- Detailed plan of the track and grounds which identify any fixed betting, areas specifically used by on course operators on race days, the location of the gaming machines, temporary structures and mobile betting facilities.

Plans should be clear on what is being sought for authorisation under the track betting premises licence and what; if any; other areas are to be subject to a separate application for a different type of premises licence.

5.11 - Travelling Fairs

Travelling fairs have traditionally been able to provide various types of low stake gambling without the need for a licence or permit provided that certain conditions are met.

Travelling fairs have the right to provide an unlimited number of category D gaming machines or equal chance prize gaming without a permit, provided that the facilities for gambling amount to no more than an ancillary amusement at the fair.

This Licensing Authority will consider whether the applicant falls within the statutory definition of a travelling fair.

It is noted that the 27-day statutory maximum for the land being used as a fair applies on a calendar year basis and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. This Licensing Authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

5.12 Alcohol Licensed Premises - Gaming

The Licensing Authority recognises that low level (exempt) gaming (e.g. bingo, poker and race nights) may take place in alcohol licensed premises. Exempt gaming (being equal chance gaming) should be ancillary to the purposes of the premises.

Where bingo is permitted in alcohol-licensed premises, this must be low turnover bingo only and applicants are expected to comply with any Codes of Practice issued by the Gambling Commission.

High turnover bingo (where stakes and prizes exceed £2,000 in any 7-day period) will require a Bingo Operating Licence from the Gambling Commission.

Where the Licensing Authority is suspicious that a licensee or club exceeds the prescribed limits for gaming, the Licensing Authority will inform the Gambling Commission accordingly.

Gaming in alcohol-licensed premises should be supervised by the person in day-to-day management control of the premises (a person authorised by the Designated Premises Supervisor (DPS)).

Further information on poker and gaming in licensed premises can be found on the Gambling Commission website at <https://www.gamblingcommission.gov.uk>

7.0 Permits, notices and lotteries

The Act introduces a range of permits for gambling. Permits are required when premises provide a gambling facility but either the stakes and prizes are very low, or gambling is not the main function of the premises. The permits regulate gambling and the use of gaming machines in a specific premises.

This section of the Policy provides an overview of these permits, notices and lotteries.

Licensing Authorities may only grant or reject an application for a permit and cannot impose or attach any conditions. The permits issued by the Licensing Authority are for:

- Unlicensed family entertainment centres,
- Club gaming permits and club machine permits,
- Alcohol licensed premises gaming machine permits and
- Prize gaming permits.

7.1 - Unlicensed Family Entertainment Centres- Gaming Machine Permits (uFEC)

Where a premises does not hold a premises licence but wishes to provide gaming machines, it may apply to the Licensing Authority for a uFEC permit.

It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use.

In accordance with the Guidance, an application for a permit may only be granted if the Licensing Authority is satisfied that the premises will be used as an uFEC, and if the Chief Officer of Police has been consulted on the application.

This Licensing Authority will require applicants to demonstrate:

- A full understanding of the maximum stakes and prizes of the gambling that is permissible in uFECs;
- That they have no relevant convictions, those set out in Schedule 7 of the Act; and
- That staff are trained to have a full understanding of the maximum stakes and prizes.

Also, this Licensing Authority will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits, however, they may include appropriate measures, such as staff training, regarding suspected truant school children on the premises or dealing with unsupervised young children on the premises.

An application for a uFEC should be accompanied by a plan.

7.2 - Alcohol licensed premises - Gaming machine permits

There is an automatic entitlement for premises licensed to sell alcohol for consumption on the premises to have two machines of category C and/or D under

section 282 of the Act. The premises merely need to notify the Licensing Authority using the prescribed form and pay the fee.

It should also be noted that the holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of gaming machines.

The Licensing Authority can remove the automatic authorisation in respect of any particular premises if:

- Provision of the machines is not reasonable consistent with the pursuit of the licensing objectives,
- Gaming has taken place on the premises that breaches a condition of section 282 of the Act,
- The premises are mainly used for gaming; or
- An offence under the Act has been committed on the premises.

7.2.1 Permits: Three or more machines

If a premises wishes to have more than 2 machines, then it needs to apply for a permit. The Licensing Authority will consider that application based upon

- The requirements of the Act.
- The Licensing Objectives.
- Any guidance issued by the Gambling Commission.
- Any Code of Practice issued by the Gambling Commission Pubs and clubs toolkit.
- The principles within this Policy.
- Any other matters that the Licensing Authority considers relevant.

This Licensing Authority considers that such matters shall be decided on a case-by-case basis, but generally there shall be regard to the need to protect children and vulnerable persons from being harmed or exploited by gambling.

Where no concerns exist with an application, this will ordinarily be dealt with by officers, however in certain cases (for example applications for large numbers of machines) applications may be referred to the Council's Licensing Sub-Committee for determination. Consultation will be undertaken surrounding these applications, both with the Police and the Gambling Commission.

Applicants should satisfy the authority that there will be sufficient measures to ensure that under 18-year-olds do not have access to the adult only gaming machines. Measures which shall satisfy the authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18. Notices and signage may also be help. As regards the protection of vulnerable persons applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.

Applicants should be aware that only those premises which have a 'bar' (servery) at which alcohol is sold for consumption on the premises will be eligible for a machine in the bar area of the premises. This means that premises such as restaurants and hairdressers, which do not have a bar for serving drinks or can only sell alcoholic drinks as an ancillary to food will not automatically qualify for two machines.

The Council expects that holders of permits will comply with the Gambling Commission's Code of Practice for machines in pubs, and for staff to understand the code, and that the premises meets social responsibility requirements around the location and supervision of machines. It is also expected that there is compliance with the Gambling Commission's Code of Practice on Equal Chance Gaming in Clubs and Premises with an Alcohol Licence, where they provide bingo, poker, bridge, whilst or other equal chance gaming.

7.3 - Prize gaming permits

Gaming is defined in the Act as prize gaming if the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming. The prizes are determined by the operator before play commences.

A prize gaming permit is a permit issued by the Licensing Authority to authorise the provision of facilities for gaming with prizes on specified premises.

This Licensing Authority expects the applicant for a prize gaming permit to set out the types of gaming that they are intending to offer, and that the applicant should be able to demonstrate the following matters:

- That they understand the limits to stakes and prizes that are set out in the Gambling Act 2005 (Limits on Prize Gaming) Regulations 2009,
- That the gaming offered is within the law,
- Clear policies that outline the steps to be taken to protect children from harm.

If the premises will appeal to children and young persons, the Licensing Authority may consider it necessary to consult the Hampshire Safeguarding Children Board.

In making its decision on an application for this permit the Licensing Authority does not need to, but may, have regard to the licensing objectives but must have regard to the Guidance.

The Licensing Authority can grant or refuse an application for a permit but cannot add conditions. The permit may only be granted if the Chief Officer of Police has been consulted on the application.

Relevant considerations in making this determination includes the suitability of the applicant in terms of convictions that would make them unsuitable to operate prize gaming; and the suitability of the premises in relation to their location and any issues concerning disorder.

Conditions on such a permit must be complied with in accordance with the Act.

Relevant considerations would include the suitability of the applicant in terms of convictions that would make them unsuitable to operate prize gaming; and the suitability of the premises in relation to their location and any issues concerning disorder.

If the permit holder is convicted of a relevant offence under the Gambling Act 2005, the court may order the forfeiture of the permit.

7.4 - Club gaming and club machine permits

The Act creates a separate regime for gaming in clubs from that in other relevant alcohol licensed premises. It defines two types of clubs for the purposes of gaming:

- Members clubs and
- Commercial clubs

A members' club is a club that is not established as a commercial enterprise and is conducted for the benefit of its members. The Act states that members clubs must have at least 25 members and be established and conducted 'wholly or mainly' for purposes other than gaming unless the gaming is permitted by separate regulations. Examples include working men's clubs, branches of the Royal British Legion and clubs with political affiliations. Members' clubs may apply for a club gaming permit or a club machine permit.

A commercial club is a club established for commercial gain whether or not they are actually making a commercial gain. Examples of these include commercial snooker clubs, or clubs established as private companies. Commercial clubs can only apply for a club machine permit.

Miners' Welfare Institutes are associations established for recreational or social purposes. They are managed by representatives of miners or use premises regulated by a charitable trust which has received funds from one of a number of mining organisations. Miners' welfare institutes may also apply for club gaming permits and club machine permits.

A club gaming permit will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming and games of chance as set out in regulations.

A club machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D).

Licensing Authority may only refuse an application for a club permit on the grounds that:

- The applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore not entitled to receive this type of permit,

- The applicant's premises are used wholly or mainly by children or young persons,
- An offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities,
- A permit held by the applicant has been cancelled in the previous ten years; or
- An objection has been lodged by the Gambling Commission or the Police.

There is a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Licensing Act 2003. Under the fast-track procedure there is no opportunity for objections to be made by the Gambling Commission or Police, and the grounds upon which an authority can refuse a permit are reduced.

The grounds on which an application under this process may be refused are:

- That the club is established primarily for gaming, other than gaming prescribed by regulation under section 266 of the Act,
- That in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
- That a club permit issued to the applicant in the last 10 years has been cancelled.

There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

7.5 - Temporary Use Notice (TUN)

A TUN allows the use of premises for gambling where there is no premises licence or permit in place but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for a TUN, according to the Guidance, would include hotels, conference centres and sporting venues.

The Licensing Authority can only grant a TUN to a person or company holding a relevant operating licence.

The Gambling Act 2005 (Temporary Use Notices) Regulations 2007 prescribe what form of gambling can be authorised by a TUN.

The Regulations state that a TUN:

- Can only be used to offer gambling of a form authorised by the operator's operating licence,

- May only be made available on a maximum of 21 days in any 12-month period for any or all of a named set of premises,
- Can only be used for the provision of facilities for equal chance gaming where the gaming is intended to produce a single winner, such as a poker tournament.
- Does not permit the provision of gaming machines.

The Act also sets out the nature and form of the TUN to be given by the operator, bodies to be informed, objections and appeals information.

The holder of an operating licence must give the TUN to the Licensing Authority not less than three months and one day before the day on which the gambling event will begin. The TUN must also be copied to the prescribed consultees.

Where the premises are situated in an area covered by this Licensing Authority and another authority, the Licensing Authority will work closely with the neighbouring authority to ensure that the 21-day maximum period for the TUN is not breached.

The meaning of 'premises' will be a question of fact in the particular circumstances of each notice that is given. In considering whether 'any place' falls within the definition, the Licensing Authority needs to look at, amongst other things, the ownership or occupation and control of the premises.

This Licensing Authority expects to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises, as recommended in the Guidance.

7.6 - Occasional Use Notices (OUN)

The Act provides that where there is betting on a track on 8 days or fewer in a calendar year, betting may be permitted by an occasional use notice (OUN).

OUNs can only be relied upon for 8 days or fewer in a calendar year and therefore the Licensing Authority will keep a record of the number of OUNs served in relation to each track.

A separate OUN must be submitted for each day that betting activity will be conducted on the premises.

The Licensing Authority has very little discretion with regard to OUNs aside from ensuring that the statutory limit of 8 days per calendar year is not exceeded.

This Licensing Authority will consider the definition, as provided in the Act and the Guidance, of a 'track' and whether the applicant is permitted to give notice.

7.7 - Small society lotteries

A simple lottery is a form of gambling that has three essential elements:

- a payment is required to participate,
- one or more prizes are awarded; and
- those prizes are awarded by chance.

A complex lottery differs in that the prizes are allocated by a series of processes, and the first of those processes relies wholly on chance. There are two categories that they fall into:

1. Licensed lotteries that require an operating licence from the Gambling Commission; and
2. Exempt lotteries, including small society lotteries, which require registration with the Licensing Authority.

Small society lotteries are lotteries promoted for the benefit of a Non-Commercial Society and the total value of tickets to be put on sale per single lottery must be £20,000 or less, or the aggregate value of tickets to be put on sale for all their lotteries in a calendar year must not exceed £250,000.

This Licensing Authority will only licence small society lotteries whose principal office is located in the district.

This Licensing Authority will take account of any Guidance issued by the Gambling Commission in registering and controlling non-commercial societies. Non-commercial societies are established and conducted:

- for charitable purposes,
- for the purpose of enabling participation in, or supporting, sport, athletics or a cultural activity; or
- for any other non-commercial purpose other than private gain.

Applicants or potential applicants will be referred to the Gambling Commission's advisory documents to assist.

Applicants will need to inform the Licensing Authority the purpose in which the Society was originally established, and the Society will need to declare they represent a bona fide Non-Commercial Society and have no relevant convictions.

An application will be refused if any of the following apply,

- An applicant has held an operating licence that has been revoked in the preceding 5 years,
- they have applied for registration of an operating licence in the preceding 5 years that has been refused,

- The society in question cannot be deemed non-commercial,
- A person who will or may be connected with the promotion of the lottery has been convicted of a relevant offence, listed in Schedule 7 of the Act.
- Information provided in or with the application for registration is found to be false or misleading.

When an application is going to be refused the Society will have an opportunity to make representation against the decision. The Licensing Authority will notify the Society of the reasons for the refusal in writing.

This Licensing Authority will keep a register of all applications for Small Society Lotteries and will provide information to the Gambling Commission on all lotteries registered by the Licensing Authority.

8. Compliance and Enforcement

The main enforcement and compliance role for this Licensing Authority in terms of the Act is to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission is the enforcement body for operating and personal licences.

Concerns about manufacture, supply or repair of gaming machines will not be dealt with by the Licensing Authority but will be notified to the Gambling Commission. In circumstances where the Licensing Authority believes a premises requires a premises licence for gambling activities and no such licence is in force, the Licensing Authority will alert the Gambling Commission.

This Policy contains the principles to be applied by the Licensing Authority in exercising its powers of inspection under part 15 of the Act and instigating criminal proceedings in accordance with section 346 of the Act.

The Licensing Authority seeks to comply with statutory principles of good regulation and the Regulators' Code.

The Licensing Authority aims to promote efficient and effective regulatory approaches which improve outcomes without imposing unnecessary burdens on business during the course of exercising its enforcement powers.

This Licensing Authority will also keep itself informed of developments with regard to the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.

8.1 - Inspection

This Licensing Authority inspects premises in the New Forest to ensure compliance using a risk-based approach based on:

- The licensing objectives,

- Relevant codes of practice,
- Guidance issued by the Gambling Commission; and
- The principles set out in this Policy

Premises that are a higher risk or have a history of complaints will be inspected more frequently than those premises with lower perceived risks. However, Licensing Officers will also be permitted to use their discretion.

Inspections may be carried out on Temporary Use Notices and Occasional Use Notices to ensure that the licensing objectives are being promoted.

Joint visits may take place with Responsible Authorities or other agencies, where relevant.

In circumstances where illegal machines are being provided, the following actions may be taken by the Licensing Authority:

- **An initial visit and verbal/written warning issued to remove the machines.**
- **Removal of the gaming machines in partnership with the Commission/Police.**

8.2 - Powers of entry

Licensing Officers are authorised to inspect Gambling Premises in order to assess the premises compliance with the terms and conditions of the Premises Licence.

Authorised Officers have a number of enforcement powers, including the power to:

- Enter any gambling premises or premises where gambling is believed to be taking place,
- Use reasonable force, in certain circumstances, in order to enter the premises for inspection purposes, should it be necessary,
- Inspect any part of the premises, any machine or other thing,
- Question any person on the premises,
- Access to any written or electronic record which is kept on the premises, or require that a copy is provided,
- Remove or retain anything if they reasonably believe that it constitutes or contains evidence of the commission of an offence under the Act, or a breach of a term or condition of the premises licence.

It should be noted that it is an offence if a person, without reasonable excuse, obstructs or fails to cooperate with an Authorised Officer who is exercising powers under Part 15 the Act.

It is also an offence to provide false information without reasonable excuse to the Authorised Officer.

8.3 - Complaints

The authority will seek to robustly investigate and action any complaints received in respect of those premises licensed or holding permits etc. with the council. Similarly concerns over activities which are operating unlicensed or unregulated, which appear to require a licence or permit etc. will be similarly investigated. Members of the public wishing to make complaints of this nature should contact the Licensing Service. Alongside reacting to complaints received of illegal gambling activity, this authority endeavours to periodically monitor illegal gambling.

8.4 - Enforcement

The Licensing Authority will work closely with the responsible authorities and will aim to promote the licensing objectives by targeting known high risk premises following government guidance around better regulation.

Specifically, the Licensing Authority is subject to the Regulators' Code which provides the following six provisions which the Licensing Authority should follow in its enforcement activities, unless it concludes, on the basis of material evidence, that a specific provision of the Code is either not applicable or outweighed by another relevant consideration.

1. Regulators should carry out their activities in a way that supports those they regulate to comply and grow,
2. Regulators should provide simple and straightforward ways to engage with those they regulate and hear their views,
3. Regulators should base their regulatory activities on risk,
4. Regulators should share information about compliance and risk,
5. Regulators should ensure clear information, guidance and advice is available to help those they regulate meet their responsibilities to comply and
6. Regulators should ensure that their approach to their regulatory activities is transparent

In carrying out its enforcement duties with regards to the inspection of premises; and the powers to institute criminal proceedings in respect of certain offences under the Act the Licensing Authority will endeavour to be:

- Proportionate: regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised,
- Accountable: regulators must be able to justify decisions, and be subject to public scrutiny,
- Consistent: rules and standards must be joined up and implemented fairly,

- **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
- **Targeted:** regulation should be focused on the problem and minimise side effects.

In line with the Guidance this Licensing Authority will endeavour to avoid duplication with other regulatory regimes as far as possible.

Where there is a Primary Authority scheme in place, the Licensing Authority will seek guidance from the Primary Authority before taking any enforcement action.

8.4.1 Prosecutions

The Licensing Authority has the power to prosecute the offence of using premises for gambling without the requisite permissions.

Section 346 of the Act sets out all of the offences that the Licensing Authority may institute criminal proceedings in respect of.

In exceptional circumstances, such as repeated deliberate breaches of premises licence conditions, licensed operators or permit holders may be prosecuted without any prior regulatory action, such as warnings, cautions suspension or revocation of licence or removal of permit.

Otherwise, the Licensing Authority will follow a hierarchy of enforcement action.

The Licensing Authority will also consult with the Police as required by the Guidance where appropriate and consider if any other enforcement provisions under other legislation is appropriate.

8.5 - Review of premises licence

The review of a premises licence may be instigated by this Licensing Authority or at the request of a responsible authority or interested party. It is, however, for the Licensing Authority to decide whether the review is to be carried out.

The Licensing Authority may review any matter connected with the use made of the premises if:

- it has reason to suspect that premises licence conditions are not being observed,
- the premises is operating outside of the principles set out in the licensing authority's statement of policy,
- there is evidence to suggest that compliance with the licensing objectives is at risk; or

- for any other reason which gives them cause to believe that a review may be appropriate, such as a complaint from a third party.

The Licensing Authority will not hold a review if, in the opinion of the authority, the grounds on which a review is sought:

1. are frivolous,
2. are vexatious,
3. are substantially the same grounds cited in a previous application for a review relating to the same premises,
4. are substantially the same as representations made at the time of an application for a premises licence,
5. are not relevant to the principles that must be applied by the Licensing Authority in accordance with:
 - the licensing objectives,
 - the Commission's codes of practice
 - the Guidance, or
 - this Policy
6. 'will certainly not' cause the licensing authority to revoke or suspend a licence or to remove, amend or attach conditions on the premises licence

In the case of grounds 3 and 4 above, the Licensing Authority will take into account the time, which has passed since the earlier application.

The Licensing Authority is mindful that the decision on whether to grant an application for review by a responsible authority or an interested person must not amount to pre- judging the outcome of a review.

A review can be held in relation to a class of premises or in relation to particular premises.

The outcome of such a review may be the introduction of default conditions attached to all premises licences within that class.

8.6 - Right of Appeal and Judicial Review

The Licensing Authority will aim to provide reasons for all decisions. It will aim to:

- Give clear and comprehensive reasons for a rejection of an application where there is a requirement in the Act to do so; and
- Wherever practicable, give clear and comprehensive reasons for all decisions connected to its functions under the Act, regardless of whether there is a requirement under the Act to do so.

These reasons will reflect the extent to which the decision has been made with regard to this Policy and the Guidance.

A right of appeal exists to the applicant or any person making a relevant representation against a decision of the Licensing Authority.

An application for an appeal has to be made to the Magistrates Court within the time specified in the Act, following written notification of the decision.

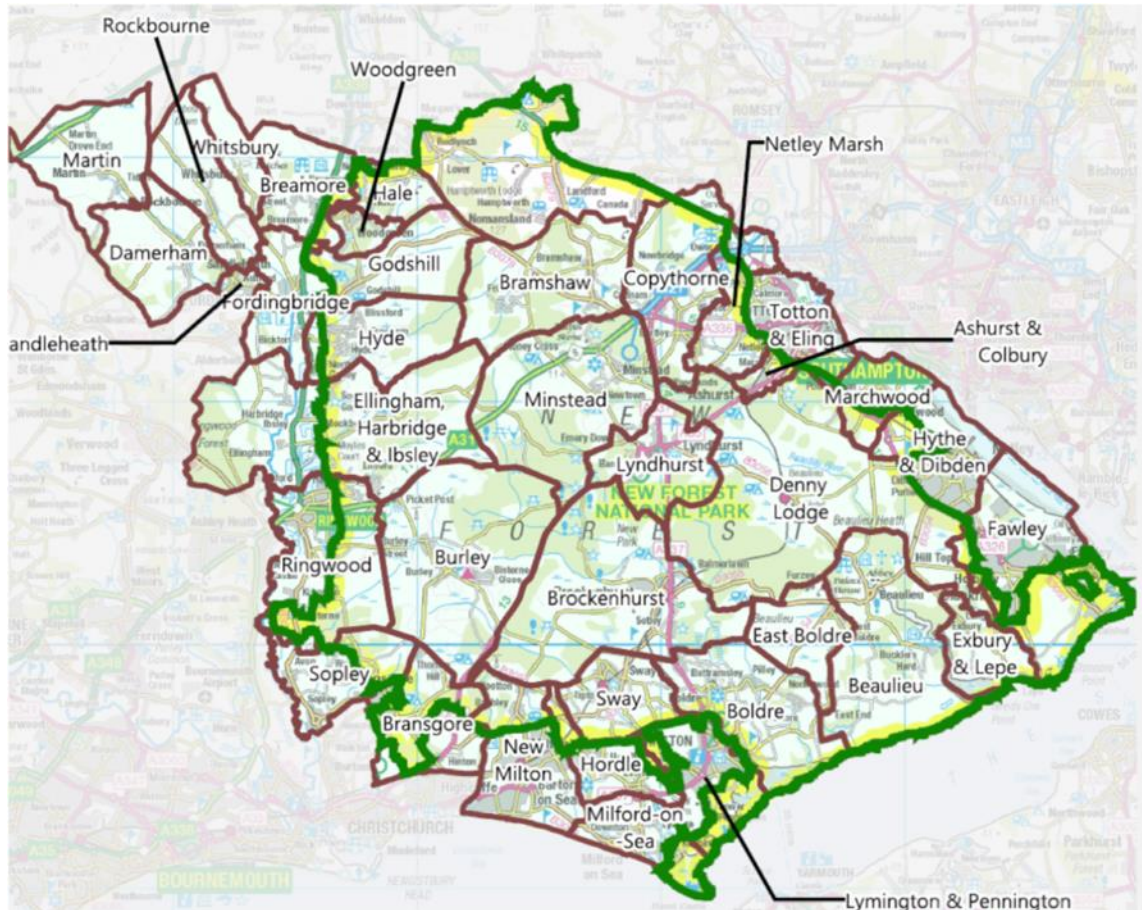
This Licensing Authority will ensure that attention is drawn to this right of appeal when decision notices are served.


9. Policy Review




This policy takes effect in January 2025 and will remain in force until December 2027. It will be subject to periodic reviews and further consultation in line with current Government guidance.


When reviewing this policy account will be taken of any additional guidance issued by the Gambling Commission and the results of any consultations received.

10. Appendix A Map of the District




New Forest
DISTRICT COUNCIL
Tel: 073 8078 5000 www.newforest.nsw.nhs.uk

-  NFDC Boundary
-  NFNP Boundary
-  NFDC Parish Boundary



11. Appendix B Responsible authorities contact details

New Forest District Council Licensing Service

Appletree Court, Lyndhurst, Hampshire. SO43 7PA

T 023 8028 5505

E licensing@nfdc.gov.uk

W www.newforest.gov.uk

New Forest District Council Environmental Health

Appletree Court, Lyndhurst, Hampshire. SO43 7PA

T 023 8028 5411

E env.prot@nfdc.gov.uk

W www.newforest.gov.uk

The Gambling Commission Gambling Commission

Victoria Square House, Victoria Square, Birmingham. B2 4BP

T 0121 230 6500

E info@gamblingcommission.gov.uk

HMRC – His Majesty’s Revenue and Customs

Operational Team, HM Revenue and Customs, National Registration Unit

Portcullis House, 21 India Street, Glasgow. G2 4PZ

Please ensure that you copy your application to the correct planning authority

New Forest District Council Planning Control

Appletree Court, Lyndhurst, Hampshire. SO43 7PA

T 023 8028 5311

E dev.control@nfdc.gov.uk

W www.newforest.gov.uk

New Forest National Park Planning Authority

Town Hall, Avenue Road, Lymington, Hampshire. SO41 9ZG

T 01590 646615

E dev.control@newforestnpa.gov.uk

W www.newforestnpa.gov.uk

Police Licensing Team (Western Area)

Southampton Police Office, Southampton City Council, Civic Centre

Southampton. SO14 7LY

T 023 8047 8373

E force.licensing@hampshire.pnn.police.uk

W www.hampshire.police.uk

Hampshire Fire and Rescue Service HQ

Business Fire Safety, Leigh Road, Eastleigh, Hampshire. SO50 9SJ

T 02392 664656

E csprotection.admin@hantsfire.gov.uk

W www.hantsfire.gov.uk

Hampshire County Council Children's Services Department Safeguarding Unit

Falcon House, Monarch Way, Winchester. SO22 5PL

T 01962 876222

E Child.protection@hants.gov.uk

12. Appendix C -Table of delegations of licensing functions under the Gambling Act 2005

Matter to be dealt with	Full Council	General Purposes and Licensing Committee	Delegated
Policy	X		
Policy not to permit casinos	X		
Application for premises licences.		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a variation to a licence.		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a transfer of a licence.		Where representations have been received from the Commission	Where no representations received from the Commission
Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Review of a premises licence.		X	
Application for club gaming /club machine permits		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Cancellation of club gaming/ club machine permits		X	
Applications for gaming machine permits			X
Applications for other permits			X
Decisions as to whether representations are frivolous, vexatious, or likely to have no Influence on a decision			X
Decisions as to whether to make representations against an application or review a premises licence.			X
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	

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List of consultees

Charities and advisory

Gamble Aware
Gamcare
Young Gamers and Gamblers Education Trust (YGAM)
Citizen Advice
Gamblers Anonymous
Stonegate Pub Company Ltd
Whitbread Group plc
NSPCC
Royal Mencap Society

Authorities/Interested parties under the Gambling Act 2005

Home Office Immigration
NFDC Planning
NFDC Environmental Health
The Chief Officer of Police for Hampshire
Hampshire and IOW Fire Rescue Service
The Gambling Commission
HM Revenue and Customs
New Forest National Park
Hampshire Safeguarding Children's Board
New Forest Community Safety Partnership
Maritime and Coastguard Agency (MCA)
Hampshire County Council Trading Standards

Gambling premises licence holders

Betfred
William Hill Plc
Ladbrokes
Admiral
Done Brothers (Cash Betting) Ltd t/a Betfred
Ladbrokes Coral Group
Bashley Park Limited
Hoburne Naish Holiday Parks
Shorefield Country Park
Betfred
Paddy Power/Betfair
Sandy Balls Holiday Centre
Gala Coral and Ladbrokes

General consultees

All NFDC Councillors
All Parish and Town Councils in the New Forest District

All County Councillors in the New Forest District
All premises licensed for Gambling in the New Forest District

Gambling machine suppliers

Crown Leisure Ltd
Red Rose Leisure Ltd
Gamestec Leisure Ltd
Dransfield Novelty Company Ltd

Legal licensing specialists

Ford and Warren Solicitors
Popleston Allen
West Hampshire Magistrates Court
Laceys Solicitors
Flint Bishop
Gosschalks
John Gaunt and Partners

Gambling related associations

Association of British Bookmakers
The British Casino Association
British Holiday & Home Parks Association (BH&HPA)
Association of British Bookmakers
BACTA
Betting and Gaming Council
The Bingo Association
National Casino Industry Forum
British Institute of Innkeeping (BII)
Lymington & District Chamber of Commerce and Industry

Alcohol licensed companies

Greene King Retailing Ltd
Mitchells and Butler Leisure Retail Ltd
Stonegate Pub Company Ltd
Whitbread Group plc

Members of Parliament

MP for New Forest East
MP for New Forest West

Religious

The Bishop of Portsmouth's Office
The Bishop of Winchester's Office

Neighbouring Hampshire Councils

Southampton City Council
BCP Council
Dorset Council
Hampshire Licensing Officers group

By Email Only
Licensing Section
New Forest District Council

Please ask for: Richard Taylor
Direct Tel: 01482 590216
Email: rjt@gosschalks.co.uk
Our ref: RJT / ADS / 123267.00004
#GS5910482
Your ref:
Date: 06/09/2024

Dear New Forest District Council,

Re: Gambling Act 2005 Statement of Principles for Gambling

We act for the Betting and Gaming Council (BGC) and are instructed to respond on behalf of the BGC to your consultation on the review of your Gambling Act 2005 Statement of Principles.

The Betting and Gaming Council

The Betting and Gaming Council (BGC) was created in 2019 as the standards body for the UK's regulated betting and gaming industry. This includes betting shops, online betting and gaming businesses, bingo and casinos. Its mission is to champion industry standards in betting and gaming to ensure an enjoyable, fair and safe betting and gaming experience for all of its members' customers.

The BGC has four objectives. These are to:

1. create a culture of safer gambling throughout the betting and gaming sector, with a particular focus on young people and those who are vulnerable.
2. ensure future changes to the regulatory regime are considered, proportionate and balanced.
3. become respected as valuable, responsible, and engaged members of the communities in which its members operate.
4. safeguard and empower the customer as the key to a thriving UK betting and gaming industry.

BGC members support 110,000 jobs, generate £4.2 billion in taxes and contribute £7.1 billion to the economy in GVA (Gross Value Added), according to a report by EY in 2022.

Betting shops alone also support 42,000 jobs on the UK's hard-pressed high streets, contributing £800 million a year in tax to the Treasury and another £60m in business rates to local councils. Further, according to ESA Retail report 89% of betting shop customers go on to spend money in other high street establishments, further cementing the important role of betting shops in the local economy.

BGC members also support the UK's hospitality, tourism and leisure industry through our casinos – there are currently 116 across the UK. Overall, we are a major component of world leading British technology, where our members have founded tech powerhouses in many cities throughout the UK.

Betting is a hugely popular British leisure activity. Each month, around 22.5 million adults in the UK have a bet - whether it's buying a lottery ticket, having a game of bingo, visiting a casino, playing online or having a wager on football, horseracing and other sports - and the overwhelming majority do so perfectly safely and responsibly.

BGC members are proud to support UK sport, from the grassroots to the elite level. The industry contributes around £350 million to racing in levy, media, and sponsorship rights each year, £40 million to the EFL (English Football League), and £12.5 million to snooker, darts, and rugby league.

Before we comment on your draft policy document, it is important that the backdrop against which the comments are made is established.

Betting and Gaming in the UK

Any consideration of gambling licensing at the local level should also be considered within the broader context.

The raft of measures recently put in place by the industry (in terms of protecting players from gambling-related harm), the Gambling Commission, and the Government (a ban on credit cards, restrictions to VIP accounts, new age and identity verification measures, and voluntary restrictions on advertising) have contributed to problem gambling rates now being lower than they were at the passage of the 2005 Gambling Act (see further details on problem gambling rates below).

In addition, a range of further measures will be implemented imminently following the Government's White Paper, published in April 2023. These include: financial risk checks for those at risk of gambling harm, changes to the way operators market to their customers, changes to online game design which will remove certain features, the introduction of a mandatory levy for research, prevention and treatment (RPT) activities, an Ombudsman to adjudicate on customer redress and the introduction of mandatory stake limits on online slots, bringing the maximum stakes online in line with land based casinos.

It should also be noted that:

- The overall number of betting shops is in decline. Industry statistics set out that the number of betting shops (as of June 2024) is 5870. This is reducing yearly and has fallen by 29% since March 2019 – equating to 2408 betting shop closures in five years.
- Planning law changes introduced in April 2015 have increased the ability of licensing authorities to review applications for new premises, as all new betting shops must now apply for planning permission.
- In April 2019, a maximum stake of £2 was applied to the operation of fixed odds betting terminals.

- Successive prevalence surveys and health surveys show that problem gambling rates in the UK are stable.

Problem Gambling

A point often lost in the debate about the future of gambling regulation is that problem gambling rates in the UK are low by international comparison.

The most recent “Gold standard” NHS (National Health Service) Health Survey found that problem gambling rates among adults are 0.4 per cent – the rate was 0.5 per cent in 2018. In comparison to other European countries, problem gambling rates in the UK are low. The problem gambling rate is 2.4 per cent in Italy, 1.4 per cent in Norway, and 1.3 per cent in France.

Both the Gambling Commission and the Government have acknowledged that problem gambling levels have not increased. However, one problem gambler is one too many, and we are working hard to improve standards further across the regulated betting and gaming industry.

In June 2020, the BGC’s largest members committed to increasing the amount they spend on RPT (Research, Prevention and Treatment) services from 0.1 per cent to 1 per cent in 2023. This was expected to raise £100 million but they have gone further and will have donated £110 million by 2024.

In the White Paper, the Government committed to introducing a statutory RPT (Research, Prevention and Treatment) levy, which would apply to all gambling licensees (excluding the national lottery). This levy is expected to raise £100m annually by 2026/2027.

The BGC also funds the £10 million Young People’s Gambling Harm Prevention Programme, delivered by leading charities YGAM and GamCare. As of March last year (2023), it has educated over 3 million children.

Advertising and Sponsorship

All betting advertising and sponsorship must comply with strict guidelines, and safer gambling messaging must be regularly and prominently displayed.

The Government has previously stated that there is “no causal link” between exposure to advertising and the development of problem gambling, as stated in a response by then Minister of State at DCMS in June 2021. The Gambling Review White Paper, in relation to advertising, restated that there was “little evidence” of a causal link with gambling harms or the development of gambling disorder.

The Seventh Industry Code for Socially Responsible Advertising, adopted by all BGC members, adds a number of further protections in particular for young people. New measures include ensuring that all social media ads must target consumers aged 25 and over unless the website proves they can be precisely targeted at over-18s. In addition to raising advertising standards for young people, this

code, which came into force on 1 December 2023, extended the previous commitment that 20% of TV and radio advertising is devoted to safer gambling messaging to digital media advertising.

Under the ‘whistle-to-whistle’ ban, ads cannot be shown from five minutes before a live sporting event until five minutes after it ends, before the 9 p.m. watershed. Research by Enders Analysis found that in its first 12 months in operation, the ban reduced the number of TV betting adverts seen by children by 97% at that time. Overall, the number of gambling adverts viewed by young people also fell by 70% over the entire duration of live sports programmes. At the same time, the ban also reduced the number of views of betting ads by 1.7 billion during its first five months in operation.

BGC members also continue to abide by the stringent measures established by advertising standards watchdogs. These measures are in stark contrast to the unsafe, unregulated black market online, which has none of the safer gambling measures offered by BGC members, including strict age-verification checks. Any withdrawal of advertising would simply level the playing field with illegal operators thus providing opportunities for those operators to peel off customers from the regulated markets.

Misleading/ambiguous premises signage

There are increasing numbers of premises (usually Adult Gaming Centres) which describe themselves on their shopfronts and external signage as casinos despite these premises not being permitted to operate as a casino.

Section 150 Gambling Act 2005 creates five separate classes of premises licences – the operation of a casino (a casino premises licence), the provision of facilities for the playing of bingo (a bingo premises licence) , making category B gaming machines available for use (an adult gaming centre premises licence), making category C gaming machines available for use (a family entertainment centre premises licence) and the provision of facilities for betting (a betting premises licence). Whilst casinos are permitted under a casino premises licence to provide bingo and betting facilities, the holder of an adult gaming centre premises licence may not offer casino facilities.

In order to avoid any ambiguity, the draft statement of principles should be clear that premises must not display signage which may suggest that the premises have a different premises licence to the one held.

Differentiation between Licensing Act 2003 and Gambling Act 2005 applications

When considering applications for premises licences, it is important to clearly distinguish between the regimes, processes, and procedures established by the Gambling Act 2005 and its regulations and those that are usually more familiar to licensing authorities—the regimes, processes, and procedures relating to the Licensing Act 2003.

Whilst Licensing Act 2003 applications require applicants to specify steps to be taken to promote the licensing objectives, which are then converted into premises licence conditions, there is no such

requirement in Gambling Act 2005 applications, where the LCCP provides a comprehensive package of conditions for all types of premises licence.

It should continue to be the case that additional conditions in the Gambling Act 2005 premises licence applications are only imposed in exceptional circumstances with clear reasons for doing so. There are already mandatory and default conditions attached to any premises licence which will ensure operation that is consistent with the licensing objectives. In most cases, these will not need to be supplemented by additional conditions.

The LCCP require that premises operate an age verification policy. The industry employs a policy called "Think 21". This policy is successful in preventing underage gambling. Independent test purchasing carried out by operators and submitted to the Gambling Commission shows that ID challenge rates are consistently around 85%. Following the publication of the Gambling Commission's response to their consultation on age verification on premises, all gambling venues will be moving to a "Think 25" policy from 30th August 2024.

Since Serve Legal began working with the gambling sector in 2009, the industry has now become the highest performing sector across all age verification testing. Across thousands of audits, there was an average pass rate of 91.4 per cent (2024 data). For casinos, there is a near perfect pass rate in the last period of 98%. When comparing Serve Legal audit data between members of the BGC and comparative age verification audit data in the Alcohol and Lottery sector we see how the gambling sector is performing between 10-15 per cent higher every year.

It should be noted that the Executive Summary of the Gambling White Paper stated that when parliamentary time allows, the Government will align the gambling licensing system with that for alcohol by introducing new powers to conduct cumulative impact assessments.

The BGC is concerned that the imposition of additional licensing conditions could become commonplace if there are no precise requirements regarding the need for evidence in the revised licensing policy statement. If additional licence conditions are more commonly applied, this would increase variation across licensing authorities and create uncertainty amongst operators regarding licensing requirements, overcomplicating the licensing process for operators and local authorities.

Working in partnership with local authorities

The BGC is fully committed to ensuring constructive working relationships between betting and gaming operators and licensing authorities and that problems can be dealt with in partnership. The exchange of clear information between councils and betting operators is a key part of this, and the opportunity to respond to this consultation is welcomed.

Considerations Specific to the Gambling Act 2005 Statement of Licensing Principles

On behalf of the BGC we welcome the light touch approach to the draft statement of principles, the proposed additions currently shown in red and note the reduction in licensed gambling premises since the last statement of principles was published.

We have only one submissions about the draft.

Paragraph 4 is headed "Promoting the Licensing Objectives." This heading should be changed, perhaps simply to "The Licensing Objectives" as whilst the promotion of the licensing objectives is central to Licensing Act 2003 applications and applicants are required to promote the licensing objectives under that Act, this is not the case with applications under Gambling Act 2005. Indeed the only entity upon which GA 2005 confers a duty to promote the licensing objectives is the Gambling Commission. The Licensing Authority's duty is to aim to permit the use of premises for gambling subject to four criteria as clearly stated in paragraph 3.3 whilst applications and operations are required to be reasonably consistent with the licensing objectives. The heading should therefore be changed to remove the reference to "promotion" and to avoid any confusion with regard to requirements and expectations.

Conclusion

On behalf of the BGC, we thank you for the opportunity to comment on your draft statement of principles and hope these comments above are helpful. The BGC will work with you to ensure that its members' operation of its premises will operate in accordance with the licensing objectives.

Yours faithfully,



GOSSCHALKS LLP

Council – 9 December 2024

Polling District and Polling Places Review 2024

Purpose	For Decision
Classification	Public
Executive Summary	<p>The Council is required to undertake a review of the polling places and districts within its area. This is a decision for the Council to make taking into account representations from the public/other interested groups, and also taking into account and giving weight to the views of the Returning Officer.</p> <p>This report sets out the process undertaken and results of the consultation.</p> <p>It should be noted that a full detailed review of polling districts and places was undertaken as part of the boundary review and changes leading up to the 2023 district elections. There are therefore very limited proposed changes to the polling places agreed at that time and no changes to the polling districts which all work well and comply with the Electoral Commission Guidance.</p> <p>The representations made, and the recommendations of the Returning Officer along with her comments are included in the Table at Appendix 1.</p>
Recommendations	<p>That Council agree:</p> <ol style="list-style-type: none"> 1. There should be no changes to the polling districts. 2. The changes to polling places as set out in the Table at Appendix 1.
Reasons for recommendations	To comply with the statutory requirements and Electoral Commission Guidance.

Wards	All
Portfolio Holder	Councillor Jill Cleary, Leader of the Council
Strategic Director	Alan Bethune – Strategic Director Corporate Resources and Transformation
Officer Contact	Tanya Coulter Assistant Director Governance 02380 285532 tanya.coulter@nfdc.gov.uk

Introduction and background

1. The Council is required by the Electoral Registration and Administration Act 2013 to undertake a compulsory review of UK Parliamentary polling districts and polling places which must be started and completed between 1 October 2023 and 31 January 2025 (inclusive).
2. A *polling district* is a geographical sub-division of an electoral area – a constituency or ward for example. A *polling place* is the building or area in which polling stations will be selected by the Returning Officer. A polling place within a polling district must be designated so that polling stations are within easy reach of all electors from across the polling district. A *polling station* is the actual area where the process of voting takes place and must be located within the designated polling place. The Returning Officer must provide a sufficient number of polling stations and allocate the electors to those polling stations in such a manner as they think is the most convenient.

Process and Responses to consultation

3. The purpose of the review is to ensure that so far as is reasonable and practicable, all electors have reasonable facilities for voting and these are accessible to electors who are disabled.
4. A Notice of Review was published on the Council’s website on 30 August 2024 along with the consultation documents which set out the current arrangements and sought responses from residents. The consultation ran until 29 September 2024.
5. Engagement with specific groups was also undertaken including disability groups, elected representatives and parish councils.

6. Information provided to the elections team during the elections in May and July 2024 - from poll clerks, presiding officers, voters and polling station inspectors – was also considered as part of the process of review.
7. There was a good response in terms of numbers to the consultation exercise with a total of 82 responses received. These responses can be broken down as follows:
 - 45 wholly positive comments about the polling station
 - 9 “other” comments including two about Religious or Pride “propaganda” being displayed
 - 1 comment that all stations need to be paperless & voting computerised
 - 1 comment that ID checks should be carried out outside to protect the vulnerable
 - 1 comment that postal voting should be encouraged for all
 - 1 comment that elector votes online
 - 1 comment regarding having to vote for Pennington even though living in Lymington
 - 1 comment that they could not access the information of the review
 - 28 negative comments across 15 venues – 8 of which are for Bashley Village Hall and 5 for Waterside Primary School, with 1 further comment against the use of schools in general.
8. The Returning Officer has considered the responses, and in particular has considered the issues raised in respect of Bashley Village Hall and Waterside School. The detailed responses, and the comments of the Returning Officer in light of those comments, are included in the Table which is at Appendix 1.

Corporate plan priorities

9. The review supports the corporate plan People priority by enabling communities to respond to the review to ensure that the arrangements for elections meet the needs of all members of the community and remove barriers to voting wherever possible.

Options appraisal

10. The options considered following representations are set out in the Table at Appendix 1. The Council has to undertake the review and is constrained as to the options available for polling places by the availability of suitable places for use as polling stations.
11. Consultation has been undertaken for a period of a month during September 2024 and responses have been possible via the Portal on the website; by email and by post or in person by appointment. Specific contact has been made with relevant groups including disability groups, local councillors and parish councils.
12. This report with Appendix 1 was considered by the General Purposes and Licensing Committee at its meeting on 1 November 2024. Members of the Committee asked questions of the Officers present and were supportive of the proposals, and the minutes of this debate can be accessed [here](#).

Financial and resource implications

12. There are no specific financial or resourcing implications arising from the proposals contained in this report.

Legal implications

13. The Electoral Commission Guidance specifies that as part of the compulsory review, the Council must consider the accessibility of potential polling stations when considering designating or reviewing a polling place. In doing so they must seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances and so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled.
14. This review has been undertaken in accordance with Guidance issued by the Electoral Commission and is required by legislation to be undertaken and completed by January 30 2025.

Risk assessment

15. Risk assessments were carried out prior to the Parliamentary Election in 2024 of all polling stations, and are reviewed on an ongoing basis following feedback from staff and voters at each election by the Council's Health and Safety team and Elections team.

Environmental / Climate and nature implications

16. The aim of the review and allocation of polling places is to ensure so far as practicable that electors are able to access their polling station on foot or by sustainable transport. This is not always possible within a large rural district however postal and proxy voting are promoted by the Elections team to assist voters who do not wish to drive to polling stations or who have difficulty with accessing the polling station.

Equalities implications

17. The review has been undertaken in accordance with the Electoral Commission Guidance as stated above to ensure that wherever possible polling stations are accessible and offer no barriers to voting.

Crime and disorder implications

18. There are no crime and disorder implications.

Data protection / Information governance / ICT implications

19. None that arise from the report.

Conclusion

20. The review is a mandatory review, undertaken relatively soon after a detailed review as part of the recent boundary changes. It was not anticipated therefore that major changes would need to be made to the polling districts or places, and the responses to the consultation confirm that in the majority of cases the polling stations used by residents are suitable and no issues are raised. In the cases where issues have been raised, the General Purposes and Licensing Committee considered the representations and the Returning Officer's comments and decided to accept the proposals of the Returning Officer and to recommend these for adoption by Full Council.

Appendices:

Appendix 1 – Table of Responses and Returning Officer proposals

Background Papers:

Feedback received during elections in May and July 2024
Risk Assessments of individual polling stations

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Table of Returning Officer's commentary and recommendations

APPENDIX 1

Ashley, Bashley and Fernhill

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's Response	Outcome
NF	Bashley Village Hall, Bashley, BH25 5RY	1,073	824	1 Walking to the polling station there is a lack of pavements. Driving and parking is very restricted at busy times	New Milton Cricket Ground where it was located previously	In light of the representations received alternatives have been considered. The Cricket Ground cannot be used as it is within another ward – it was previously used by some voters in the current ward before the boundary changes took place for the 2023 district elections. It is acknowledged that there is no pavement on the road leading to the village hall. However, the village hall is used for other purposes and functions. The parking is considered adequate, although at times during the parliamentary election was busy. There are no alternatives which would be more suitable and therefore no change is proposed.	NO CHANGE
				2 Turning out of the village hall is very difficult due to visibility of cars on road driving fast.			
				3 Good venue but road hazardous to drive out from polling station - I had a near miss last time. It makes voting difficult as I worry about driving out of venue.	New Milton Cricket Club (previous venue)		
				4 1. There is no safe walking route from my address as there is no continuous pavement along the Bashley road. 2. The car park is too small and becomes gridlocked as cars try to enter when other cars try to leave, this blocks the car park and causes a traffic jam on the main road. I witnessed an elderly driver reverse into voters leaving the hall, and he only missed them by sheer luck.	The previous place at the Fernhill cricket club was fine, or else somewhere in town with walking access.		
NJ	Bashley Village Hall, Bashley, BH25 5RY	1,538	1,176	5 Walking to the polling station there is a lack of pavements. Driving and parking is very restricted at busy times	A previous polling location of the New Milton Cricket Club which does have footpath access to it		NO CHANGE
				6 The review states that the polling place should be designated so the polling station is within easy reach of all electors across the polling district. Bashley Village Hall is really only easily accessible by car. There is no footpath at the side of the road on the B3058 from the roundabout at the junction of Fernhill Lane and Sway Road to the village hall, and the road is too narrow and dangerous to walk along. As far as I am aware there is no bus route that goes past the Bashley Village Hall either. So, I do not consider it to be within easy reach.			
				7 The hall is not easy to get to on foot - there is no pavement on the approach road which means nearly everyone has to drive; not very good for the environment.	Back where it was?		
				8 Up to a year or so ago, we could walk to our polling station. Now, after the change to Bashley hall, we have to drive. There is no pavement. This is no way to meet our net zero obligations.	Go back to the cricket ground.		
				9 This polling station is easily accessible with good parking, has plenty of inside space and is convenient	No its perfect		
NK	St Peters Church Hall, Ashley Common Road, BH25 5AR	1,593	1,341			Adequate existing arrangements as a double polling station	NO CHANGE

NL	St Peters Church Hall, Ashley Common Road, BH25 5AR	2,302	2,025		Adequate existing arrangements as a double polling station	NO CHANGE
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Ashurst, Bramshaw, Copythorne and Netley Marsh

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
BF	Fritham Free Church, Fritham, SO43 7HL	148	118			Not used at recent elections – replaced by Bramshaw Village Hall	CHANGE
AC	Colbury Memorial Hall, Main Road, SO40 7EL	1,740	1,397	1 Good accessible venue with plenty of parking and space 2 Do not change Colbury Hall as the location for the polling station it needs to be in the village so people can walk to the location, drive or go by taxi. 3 I do on-line voting	No There is no other location in the village to use as a polling station. No	Adequate existing arrangement	NO CHANGE
BE	Bramshaw Village Hall, Bramshaw, SO43 7JE	389 / 148	321			Adequate existing arrangement	NO CHANGE
CN	Copythorne Parish Hall, Pollards Moor Road, SO40 2NZ	996	837	1 Excellent site, good parking, central locally 2 Happy with arrangements at this polling station - No issues 3 Our location is perfect. Good parking, enough space to vote, well staffed. Useful times of availability. A pleasant experience.	No N/A No	Adequate existing arrangements as a double polling station	NO CHANGE
CS	Copythorne Parish Hall, Pollards Moor Road, SO40 2NZ	1,261	1,075			Adequate existing arrangements as a double polling station	NO CHANGE
NB	Netley Marsh Community Hall, Woodlands Road, SO40 7GE	1,636	1,371			Adequate existing arrangement	NO CHANGE

Ballard

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
NG	New Milton District Guide H.Q., Lake Grove Road, BH25 5LA	1,184	977	1 Our polling station used to be the Nedderman Centre which I hated because of the broken glass and rubbish everywhere so I stopped going there and voted by post, then our polling station moved to The Guide Hut on Lake Grove Road so we now vote in person, it's a far nicer location.	No	Adequate existing arrangement	NO CHANGE

NH / NI	Nedderman Centre, Marryat Road, BH25 5NY	839 / 1,126	760 / 968	1 The Centre is some distance from my house when an alternative polling station is only a few hundred yards away and is far more convenient.	Guide Hut, Lake Grove Road, New Milton	Adequate existing arrangement	NO CHANGE
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Barton and Becton

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
NC	Barton-on-Sea Methodist Church Hall, Cliffe Road, BH25 7PA	2,393	1,883	1 The room was separated in two but only one single width door was open for both entry and exit. As the majority of the population using the polling station are elderly and many having mobility issues, this lack of forethought caused a bottleneck and unnecessary queues. When I mentioned the issue to some of the volunteers it fell on deaf ears.	Open both doors at the front to allow for the two queues. Also if there is a third door which could be to exit.	Adequate existing arrangements as a double polling station	NO CHANGE
ND	Barton-on-Sea Methodist Church Hall, Cliffe Road, BH25 7PA	2,296	1,099	2 The location of the polling station is fine, the staffing of it is not. It becomes chaotic and slow-moving as people don't appear to know what they're doing. Needs to be more efficient and more user-friendly. 3 Works brilliantly		Adequate existing arrangements as a double polling station	NO CHANGE
NM	Sea Scouts Hall, Becton Lane, BH25 7AF	1,363	1,925			Adequate existing arrangement	NO CHANGE

Bransgore, Burley, Sopley, Bashley and Ringwood East

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
BH	Bransgore Village Hall, 116 Burley Road, BH23 8AY	1,575	1,289	1 There are a lot of elderly people in Thorney hill who have transport issues (and there is no bus on a Thursday to Bransgore) 2 The present system works well for us. No problems at all. Staff always helpful, polite and cheerful.	Thorney Hill Community Centre No	Adequate existing arrangements as a double polling station	NO CHANGE
BI	Bransgore Village Hall, 116 Burley Road, BH23 8AY	1,759	1,490			Adequate existing arrangements as a double polling station	NO CHANGE
BU / RI	Burley Village Hall, Pound Lane, BH24 4ED	1,120 / 396	948 / 308	1 Why when I live in Ringwood do I have to now get in my car and travel all the way to Burley and back, what a waste of time and petrol. I did contemplate not voting but why should your making it as difficult as possible for me to vote put me off, perhaps that is what you wanted!	We used to vote at Crowe WI Hall which is only a very short distance to go	Adequate existing arrangement	NO CHANGE

SO	Sopley Village Hall, Priest Lane, BH23 7BA	763	675			Adequate existing arrangement	NO CHANGE
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Brockenhurst and Denny Lodge

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
BL	Brockenhurst Village Hall, Highwood Road, SO42 7RY	1,122	936	1 Residents here now have to travel to Brockenhurst (I realise one can use a postal vote, but this is not the point). there is no train bus service , it is about 6 + miles to drive.	Originally a caravan was parked on Wootton Farm Estate for the estate residents. I don't think that is necessary but Brockenhurst is not local. Why can we not join Bashley, or even Tiptoe if that has a polling station	Adequate existing arrangements as a double polling station	NO CHANGE
BK, BK/BM	Brockenhurst Village Hall, Highwood Road, SO42 7RY	1,600 / 120	1259 / 79			Adequate existing arrangements as a double polling station	NO CHANGE
DL / DM	Beaulieu Road Hotel, Beaulieu Road, Brockenhurst, SO42 7YQ	107 / 123	90 / 93			Adequate existing arrangement	NO CHANGE

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Dibden and Dibden Purlieu

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
HP	St Andrew`s Centre, Beaulieu Road, Dibden Purlieu, SO45 4PT	2,249	1,832			Adequate existing arrangement	NO CHANGE
HH	Hythe & Dibden Football Club, Claypits Lane, SO45 5TN	1,470	1,237			Adequate existing arrangements as a double polling station	NO CHANGE
HG	Hythe & Dibden Football Club, Claypits Lane, SO45 5TN	1,648	1,444			Adequate existing arrangements as a double polling station	NO CHANGE

Downlands and Forest North

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
BR	Hulse Hall, Salisbury Road, SP6 2EA	325	288			Adequate existing arrangement	NO CHANGE
DA	Damerham Village Hall, West Park Lane, SP6 3HB	457	402			Adequate existing arrangement	NO CHANGE
HA	Hale Village Hall, Hatchett Green, SP6 2NE	453	392			Adequate existing arrangement	NO CHANGE
MR	Blandford Hall, Martin, SP6 3LR	340	297			Adequate existing arrangement	NO CHANGE
RK	Rockbourne Village Hall, Rockbourne, SP6 3NH	257	214			Adequate existing arrangement	NO CHANGE
SA	Sandleheath Village Hall, Main Road, SP6 1TD	486	421			Adequate existing arrangement	NO CHANGE
WH	Whitsbury Village Hall, Fordingbridge Road, SP6 3PZ	171	154			Adequate existing arrangement	NO CHANGE
WO	Woodgreen Village Hall, Hale Road, SP6 2AQ	402	337	¹ The longstanding and current use of Woodgreen Village Hall is very good and does not require any changes.	NO	Adequate existing arrangement	NO CHANGE

Fawley, Blackfield, Calshot and Langley

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
FC, FC/FE	Fawley Royal British Legion, Exbury Road, Blackfield, SO45 1XD	1,383 / 807	1,183 / 736	1 British Legion and QE2 – both are OK		Adequate existing arrangement	NO CHANGE
FA	St George`s Centre, Tristan Close, SO45 1BN	314	288			Adequate existing arrangement	NO CHANGE
FB	Jubilee Hall, The Square, SO45 1DD	1,222	1,056	1 Very convenient 2 Good position easy to get to 3 This is the only nearby polling station, and given that my wife is disabled being very local with disabled parking right outside Jubilee Hall is important. The village has a reasonable number elderly people who may not be able to travel easily so keeping the station is a priority.	No No. As this is where the local NFDC office is also based, it make sense to keep this as the polling station too.	Adequate existing arrangement	NO CHANGE
FD	St Francis Church Hall, West Common, SO45 1XU	1,794	1,514			Not used at recent elections – replaced by QE2 Recreation Centre	NO LONGER TO BE USED
	QE2 Recreation Centre, Thornbury Avenue, Blackfield SO45 1YQ			1 Access to this venue is always difficult due to parked cars in Thornbury Avenue and parking is a distance from the Polling Station which makes it a nuisance for the disabled and/or if it wet. 2 British Legion and QE2 – both are OK 3 Have no problem whatsoever with the Polling Station, the location, the lay out or the staff 4 This location suits me as I live nearby although I do drive currently and could go a longer distance. 5 Keep as is. It has already moved from St Francis Church. I can easily walk to the Rec.	A much better choice would be The British Legion in Blackfield where there is plenty of parking and it is closer to the entrance Nope as all is ok Blackfield Baptist Church, Hampton Lane if the Church authorities were willing. No	Adequate arrangement and majority of comments are positive.	TO BE USED IN FUTURE

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Fordingbridge, Godshill and Hyde

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
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FO	Fordingbridge Town Hall, 63 High Street, SP6 1AS	2,687	2,326	1 This building has been used as a double station for many years and works well. Close to the main car park. Level entrance.	No	Slightly high electorate numbers over recommended 2,250, however no change proposed currently as will be a need to undertake a detailed review should changes to voting age be made.	NO CHANGE
FP	Fordingbridge Town Hall, 63 High Street, SP6 1AS	2,490	2,184				NO CHANGE
GO	Godshill Village Hall, Woodgreen Road, SP6 2LP	388	316			Adequate existing arrangement	NO CHANGE
HY	Hyde Memorial Hall (Main Hall), Blissford Hill, SP6 2HU	750	630	1 The Parish Hall that is used for our Polling Station is ideal for our area. We do not have public transport so a local polling station is vital. The Hall has brand new disabled access, disabled toilets, easy access to polling booths. There is plenty of parking if needed but also residents can walk/cycle to the Polling Station and many residents do this.	Absolutely Not	Adequate existing arrangement	NO CHANGE

Forest and Solent

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
BA / EX	Beaulieu Abbey Church Hall, Palace Lane, SO42 7YG	636 / 140	502 / 108			Adequate existing arrangement	NO CHANGE
BC / BD	Boldre War Memorial Hall, Pilley Street, SO41 5QG	1,284 / 291	1,039 / 243	1 It is perfect for our village and surrounding area 2 I am very happy where my current polling station is. 3 A good location with easy access and parking for both able bodied and disabled 4 It is perfect. Good parking. Don't change	No NO No	Adequate existing arrangement	NO CHANGE
EB	The Old School Rooms, Main Road. East Boldre, SO42 7WT	685	593			Adequate existing arrangement	NO CHANGE

Hardley, Holbury and North Blackfield

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
FF	The Good Shepherd Church Hall, Roewood Road, SO45 2JH	2,120	1,858	1 Very satisfactory poll staff always friendly and convenient for all local people	No	Adequate existing arrangement	NO CHANGE
FG	Lighthouse Community Church, Hardley Green, SO45 3NZ	2,135	1,792	1 Whilst the hall and its facilities are good, the access to it up an unlit, rutted gravel track is not suitable for pedestrian or mobility scooter access, especially in the hours of darkness. 2 I take exception to having to enter a religious building where religious propoganda is on prominent display. I suggest that a neutral location should be used.	Anywhere neutral eg Gang Warily	No alternative arrangement available.	NO CHANGE
FI	Lighthouse Community Church, Hardley Green, SO45 3NZ	1,109	965				NO CHANGE

Hythe Central

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
HI	Hythe & Dibden Community Centre, Brinton Lane, SO45 6DU	1,472	1,135	1 The centre seemed rather a long way from our home, surely there could be a station within reasonable walking distance - a school for instance 2 Good location to walk, parking available if needed, friendly efficient staff/volunteers	A local school N/A	Adequate existing arrangements as a triple polling station	NO CHANGE
HM	Hythe & Dibden Community Centre, Brinton Lane, SO45 6DU	1,793	1,440			Adequate existing arrangements as a triple polling station	NO CHANGE
HL	Hythe & Dibden Community Centre, Brinton Lane, SO45 6DU	1,600	1,263			Adequate existing arrangements as a triple polling station	NO CHANGE
HK2	The Grove, St Johns Street, SO45 6BZ	551	479			Adequate existing arrangement	NO CHANGE

Hythe South

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
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HK1	Waterside Primary School, Ashford Crescent, SO45 6ET	1,057	871	1	This is very convenient for us, but may inconvenience the school.		<p>It is acknowledged that the use of the school poses difficulties for the school and these are set out in their representations. There has been regular engagement with the school to assist in mitigating some of the impact, including those related to parking, which assisted at the PCC election in May. On the date of the Parliamentary Election the school changed its Inset Day to the date of the election.</p> <p>All alternatives have been considered and do not meet standards of accessibility. The Scout Hut has been considered however the access to this is prone to flooding and is not easy to access for the electorate. The conditions within the hut are also not suitable.</p> <p>The Returning Officer is of the view that unfortunately there is no alternative than to continue to use the school site and will use every effort to mitigate impacts as far as possible and continue to liaise with the school.</p>
				2	Please remove the primary school from polling locations to ensure consistency in children's education and routine, especially when plenty of alternative locations can be found within the area albeit smaller than preferred.		
				3	Was difficult to find and parking was awkward,	Wildeground school maybe or st andrews church	
				4	<p>I have been at Waterside for nearly 20 years and we have always been the designated polling station despite the impact this has on the running of the school.</p> <p>Now more than ever I would ask that the council reconsiders the use of the school as a station and there are a great number of reasons for this.</p> <p>1. Due to the layout of the school and the location it is essential that we close the whole school on polling day. The main reason for this is safeguarding. We have an open layout and visitors to the school (voters) can access different parts of the school thus making it difficult to safeguard our pupils.</p> <p>2. Cars coming on to the site are also a risk and we have previously had incidents of voters driving on to our playground and even through a fenced area. We did have volunteers assigned to parking for the general election, but members of the public still created safeguarding hazards.</p> <p>3. sadly we do have an increasing number of high needs pupils and the added complication of having members of public freely accessing the site makes the site less secure and safe.</p> <p>4. Attendance is also a key government priority. Ensuring good attendance is a government priority and we have worked tirelessly with parents to communicate this. Closing the school contradicts our message and undermines the work we are doing in this area.</p> <p>5. Attendance is also a relevant safeguarding factor.</p> <p>6. On the last two occasions, we have closed the school as an inset day. This has worked to some degree, but it limits what teachers can use the day for and does not always fit with training programmes and school improvement priorities. The day can then become an ineffective use of time.</p> <p>7. Closing for the May date as an inset works to some degree, but this is also just a week before the Key Stage 2 statutory tests. This means Year 6 pupils potentially have a break in their final revision programme. It also send a confused message to parents.</p>	No	

				<p>I have met with members of the council on a number of occasions and have always worked with them as I understand the role we play within the community, but I do hope due consideration will be paid to this increasing list of reasons why the school site is unsuitable.</p> <p>Can you not use waterside primary school as a polling station. This gives parents an added pressure of having to find alternative childcare as the school has to close to be used to the public. This means another day off for children when attendance is so important for our children's futures. Along with all the inset days and bank holidays on top then having to shut when no other school are used in the local area, I feel is extremely unfair.</p> <p>Schools - I am against schools being closed for use as polling stations.</p>	<p>Church's? Hythe youth club?</p> <p>Community Centre</p>		
HN	The Glen, Butts Ash Lane, Dibden Purlieu, Southampton, SO45 3RL	1,211	966	1 Easy to get to, cast a vote and get out	Its very convenient as it is	Adequate existing arrangement	NO CHANGE
HJ	Fountain Court Hotel, Frost Lane, SO45 3NE	1,594	1,344			Not used at recent elections – replaced by Waterside Primary School	NO LONGER TO BE USED
HO	St Anne's Neighbourhood Centre, Warrys Close, SO45 3QR	1,632	1,437	1 Using hall here means other services for children are affected and whole hall doesn't need to be used. Perhaps use Burnett room or a different venue as most people cannot be bothered to vote anyway.	Use side room or pop up venue using side area,	Adequate existing arrangement	NO CHANGE

Lymington

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
LD	Lymington Sea Scouts Hall, King's Saltern Road, SO41 3QD	1,536	1,190			Adequate existing arrangement	NO CHANGE
LA / LB	Lymington Town Hall, Avenue Road, SO41 9ZG	1,041 / 1,363	830 / 1,193	1 This polling station has good parking and has disabled access. It should be retained.		Adequate existing arrangement as a double polling station	NO CHANGE
LE	Lymington Town Hall, Avenue Road, SO41 9ZG	1,185	979			Adequate existing arrangement as a double polling station	NO CHANGE

LC	St Thomas Church Hall, St Thomas Street, SO41 9ND	1,449	1,068	1	Excellent	No	Adequate existing arrangement	NO CHANGE
				2	Very satisfactory I am not sure if it already happens but disability reserved parking outside the church would be most convenient for disabled voters	No		
				3	Very easy to access. Satisfactory.			

Lyndhurst and Minstead

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome	
LM	Lyndhurst Community Centre, Car Park, Off High Street, SO43 7NY	1,375	1,140	1	Location very convenient to me & my family.	No	Adequate existing arrangement as a double polling station	NO CHANGE
				2	This is an excellent venue. Adjacent car park; accessible building for all; plenty of space in the voting hall.	No definitely not		
LN	Lyndhurst Community Centre, Car Park, Off High Street, SO43 7NY	1,073	901			Adequate existing arrangement as a double polling station	NO CHANGE	
MN	Minstead Hall, Lyndhurst Road, SO43 7FX	570	436	1	The use of the Danby room is perfect and should remain unchanged.	No	Adequate existing arrangement	NO CHANGE

Marchwood and Eling

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome	
TI	Totton Masonic Hall, Lexby Road, Eling, SO40 9HD	1,755	1,551	1	I haven't voted since you move to the Masonic hall because I have limited mobility so I would have to get a taxi get it to wait and bring me back, when it was in the community centre I could get a bus which is free		Adequate existing arrangement	NO CHANGE
MA	Marchwood Village Hall, Village Centre, SO40 4SX	2,167	1,913	1	good		Adequate existing arrangement as a double polling station	NO CHANGE
MB	Marchwood Village Hall, Village Centre, SO40 4SX	2,300	1,998				Adequate existing arrangement as a double polling station	NO CHANGE

Milford and Hordle

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
HC	River of Life Church, Wootton Road, The Life Centre, Tiptoe, Lymington, SO41 6FT	241	213			Adequate existing arrangement	NO CHANGE
HB	Hordle Pavilion, Vaggs Lane, SO41 0FP	1,679	1,404	1 Very well organised every time there is a vote which needs to take place, but the actual polling booths themselves are very close together. More privacy would be helpful.	N/a	Adequate existing arrangement as a double polling station	NO CHANGE
HD	Hordle Pavilion, Vaggs Lane, SO41 0FP	1304 / 149	1,123 / 123			Adequate existing arrangement as a double polling station	NO CHANGE
HE / HF	St Mary's Church Hall, Branwood Close, SO41 0LU	2,053	1,698	1 I feel that this is a good position/access for everyone to vote as a polling station. lots of room to gain privacy too. Flat path for disabled to gain access, Maybe a low level privacy area for wheelchair users to use.	no	Adequate existing arrangement	NO CHANGE
MD	Milford Village Hall, 2 Park Road, SO41 0QU	2,184	1,732	1 Good location 2 My only issue is that all polling stations should be able to do so ID checks outside so that any vulnerable people can wear masks when going inside to vote. I have cancer and chronic kidney disease and wear a mask when indoors for my protection as I have a poor immune system. I have signed up for post voting only because I feel I cannot risk going in Person to a polling station (at least I have the postal vote option) but Covid vulnerable people should be accommodated in person too	No	Adequate existing arrangement	NO CHANGE
ME	Milford Church Hall, Greenbanks Close, SO41 0S	1,446	1,246			Adequate existing arrangement	NO CHANGE

Milton

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
NO	New Milton Memorial Hall, Main Hall, Whitefield Road, BH25 6DE	1,762	1,527			Adequate existing arrangement as a double polling station	NO CHANGE
NP	New Milton Memorial Hall, Main Hall, Whitefield Road, BH25 6DE	1,864	1,553			Adequate existing arrangement as a double polling station	NO CHANGE

NQ	Roman Catholic Church Hall, Cowper Avenue, BH25 6NT	2,104	1,756	1 This is extremely well sited for our address	Would like to keep as it is	Adequate existing arrangement	NO CHANGE
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Pennington

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
LF	Pennington Sports and Social Club, 17 Lodge Road, Pennington, Lymington, SO41 8HH.	2,458	2,104			Adequate existing arrangement	NO CHANGE
LG	Lymington Health & Leisure, North Street, Pennington, SO41 8FZ	3,081	2,631	1 It is fine - convenient and local 2 I cannot understand why, living in Lymington, we are required to vote as for and in Pennington.	No Yes. A polling station in our own area.... Lymington. How about reverting back to the Town Hall?	Slightly high electorate over recommended 2,250. No change proposed as will be need to undertake detailed review of numbers should new voter age proposals be brought in.	NO CHANGE
LH	Lymington Health & Leisure, North Street, Pennington, SO41 8FZ	816	619				NO CHANGE

Ringwood North and Ellingham

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
EH	Ibsley Village Hall, Gorley Road, BH24 3NL	1,036	887	1 Very well positioned and easy to get to.	No	Adequate existing arrangement	NO CHANGE
RA	Community Centre Poulner Junior School, North Poulner Road, BH24 3LA	1,771	1,449			Adequate existing arrangement as a double polling station	NO CHANGE
RB	Community Centre Poulner Junior School, North Poulner Road, BH24 3LA	1,513	1,331			Adequate existing arrangement as a double polling station	NO CHANGE

RC	St John The Baptist Church Hall, Linford Road, BH24 1TY	1,691	1,476			Adequate existing arrangement as a double polling station	NO CHANGE
RH	St John The Baptist Church Hall, Linford Road, BH24 1TY	228	186			Adequate existing arrangement as a double polling station	NO CHANGE

Ringwood South

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
RF	Scout Hall, 88 Eastfield Lane, BH24 1UR	2,111	1,842	<ol style="list-style-type: none"> 1 Although good for people walking, the parking is a nightmare, as is the exit onto a very busy Eastfield Lane. Also long queues at last election which compounded the car parking issue. 2 This has been so for a lot of years, we are all used to it now, and the layout works very well . 	<p>Crow WI was always good but probably not so convenient for people walking.</p> <p>No</p>	Adequate existing arrangement	NO CHANGE
RD	Trinity Centre (Main Hall), Christchurch Road, Ringwood, BH24 1DH	2,017	1,726			Adequate existing arrangement as a double polling station	NO CHANGE
RE	Trinity Centre (Main Hall), Christchurch Road, Ringwood, BH24 1DH	2,035	1,710			Adequate existing arrangement as a double polling station	NO CHANGE

Sway

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
SW	St Lukes Church Hall, Church Lane, SO41 6AD	1,350	1,114	<ol style="list-style-type: none"> 1 Perfectly satisfactory. 		Adequate existing arrangement as a double polling station	NO CHANGE
SX	St Lukes Church Hall, Church Lane, SO41 6AD	1,561	1,315			Adequate existing arrangement as a double polling station	NO CHANGE

Totton Central

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
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TA	Totton & Eling Community Centre, Civic Centre, off Salisbury Road, SO40 3AP	1,412	1,175			Adequate existing arrangement as a double polling station	NO CHANGE
TE	Totton & Eling Community Centre, Civic Centre, off Salisbury Road, SO40 3AP	1,488	1,258			Adequate existing arrangement as a double polling station	NO CHANGE
TC	Testwood Baptist Church, Salisbury Road, SO40 3LZ	1,977	1,662	1 The whole place is very intimidating. The welcome is never pleasant. Always dark in there		Adequate existing arrangement as a double polling station	NO CHANGE
TD	Testwood Baptist Church, Salisbury Road, SO40 3LZ	892	733			Adequate existing arrangement as a double polling station	NO CHANGE

Totton North

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
TL	Portacabin at Tottonians Rugby Football Club, Water Lane, SO40 3ZX	1,622	1,382	1 No issues with the location or access		Adequate existing arrangement	NO CHANGE
TG	Calmore Community Centre (Hunter Hall), Calmore Drive, SO40 2ZU	2,650	2,308			Slightly high electorate over recommended 2,250 – no change proposed – will need to be detailed review should new proposed changes to voting age be brought forward as planned.	NO CHANGE
TH	Calmore Community Centre (Hunter Hall), Calmore Drive, SO40 2ZU	2,281	2,014				NO CHANGE
TM	West Totton Community Centre, Hazel Farm Road, SO40 8WU	2,172	1,885	1 The centre is perfect for the polling station. It seems to be suitable for voters and staff.	I think that it is perfectly adequate. Alternatives, if needed could include: Hanger Farm Arts Centre, Totton Tennis Centre, Totton Bowls Club, Trinity Church, Hazel Wood school	Adequate existing arrangement	NO CHANGE

Totton South

Existing polling district(s)	Existing polling station	Number of electors	Polling station electors	Representation Received	Alternative Suggested	Returning Officer's final recommendation	Outcome
TB	Totton & Eling Cricket Club, Southern Gardens, Ringwood Road, SO40 8RW	2,737	2,325	1 Previous polling station in Hazel Farm Road, Totton was far better for OAPs and those living in this area to get to. Now those with difficulties, have to go further with or without a car plus no bus going directly to the cricket ground polling station either.	Yes, go back to the original polling station at Hazel Farm Road, just off the Ringwood Road	Slightly high electorate over recommended 2,250 – no change proposed – will need to be detailed review should new proposed changes to voting age be brought forward as planned.	NO CHANGE
TJ	Hounslow Community Hall, Hounslow Avenue, Hounslow, SO40 9EX	2,023	1,721	1 I would like it to remain a polling station as many people in the neighbourhood use it including myself. Some elderly neighbours I know don't want to use postal votes as they like to vote on the actual day of an election. They also appreciate the reason for a short walk and the opportunity to 'bump into' other neighbours. If the venue wasn't used they probably would not vote at all and that would be another blow for democracy.	no none needed	Adequate existing arrangement as a double polling station	NO CHANGE
TK	Hounslow Community Hall, Hounslow Avenue, Hounslow, SO40 9EX	1,490	1,262			Adequate existing arrangement as a double polling station	NO CHANGE

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Other Responses

Polling Station	Response	Alternative
None	Vote by post	Don't bother it's all a waste of time anyway
All	Polling Stations need to become paperless. There's just too many forms and using a paper voting system is very antiquated. A computerised voting system would be quicker, reduce errors and require less staff on the ground.	Computerised Voting system that people can access at home but also have computerised polling stations that people can access if needs be.
I am not able to answer this question because I do not know where other polling stations are situated. SEE COMMENT BELOW	I am unable to access the list of 'Wards' or 'Polling Stations' because the format on which they are held is not compatible with standard programmes/platforms.	SEE COMMENT ABOVE
All polling stations	More people should be encouraged to use postal voting. It is much more convenient than having to attend a polling station. It covers you if you are going on holiday or if you are sick. I think a higher percentage of people would vote and therefore results would be more democratic.	See 8 above

Council – 9 December 2024

Report of Cabinet – [6 November 2024](#)

Part I – Items Resolved by Cabinet

1. Corporate Plan Key Performance Indicators (KPIs)

Portfolio – Leader

Cabinet Resolution:

That Cabinet approve the KPI list 2024-2028.

Cabinet Discussion:

The Performance and Insight Manager introduced the item and provided a summary of the report. Over the Summer the Executive Management Team (EMT) considered the list of Key Performance Indicators (KPIs), following approval of a suite of performance documents at Cabinet earlier in the year.

EMT gave specific consideration to the baselines and the targets of the KPIs. There were several observations made during this process and, following feedback from the relevant service areas, a final list of KPIs and updated targets were now presented for Cabinet approval.

One of the highlighted issues during this process was the formatting of the KPIs, an example being the consistent presentation of survey results. These formatting issues had since been resolved. Several of the KPI targets, for example tenant satisfaction, Appletree Carline customers and waste and recycling measures, had been updated to reflect the new and challenging target profile.

Furthermore, some measures were changed from snapshot to a cumulative so as to clearly reflect their incremental nature. A non-executive member welcomed the development of the KPIs for 2024-2028 and commented that there must be sufficient balance when it comes to challenge and recognition of areas involving work with strategic partners.

Part II – Recommendations to Council

2. Financial Monitoring Report (Based on Performance April to September 2024 inclusive)

Portfolio – Finance and Corporate

Cabinet Resolution:

That Cabinet:

1. Note the latest budget forecasts of the General Fund, HRA, and Capital; and
2. Approve the £75,000 supplementary budget for the Salisbury Arcade, Totton scheme funded via a corresponding reduction in the councils Revenue Contribution to Capital Outlay (RCCO) and Milford-on-Sea Public Conveniences capital scheme.

Recommended:

3. That Council approve the £375,000 supplementary budget for the Hardley Depot scheme as a result of abnormal groundworks.

Cabinet Discussion:

The Assistant Director of Finance introduced the item and provided an overview of the report.

Members were informed that the report was an update on the latest budget forecasts for the General Fund, Housing Revenue Account (HRA) and capital programme for the 2024/2025 year, based on the half year performance from April 2024 to September 2024 inclusive.

It was explained that there was some movement in the individual budget forecasts but that the latest position in the general fund remained unchanged from Quarter one with effectively a balanced budget at Portfolio Holder level.

The HRA account forecast deficit had increased by £78,000 to £200,000 and the capital programme had increased by £300,000 subject to the approval of the recommendations in the report.

The approval of a further £75,000 for the refurbishment of the Salisbury Arcade in Totton would support the regeneration of the area by

enhancing the overall appearance of the area whilst also linking to two of the Council's adjoining assets. This would be funded via the reallocation of resources from another scheme.

The third recommendation, for a £375,000 supplementary budget for the Hardley Depot scheme, was due for abnormal ground works and approval of this would ensure a modern, fit for purpose Council asset.

The pay award for 2024/2025 had now been concluded and members were reassured that sufficient budget exists to meet the increased in-year pay costs.

New variations to the general fund and HRA included pressures on income streams, totalling £350,000, relating to car parking income and planning fees. This was in spite of an overall increase in parking income and the Council's ability to charge more for planning services following the rise in national set planning fees.

Operational pressures of £90,000 regarding agency staffing and vehicle hire costs affected the Street Scene services. This was due to sickness levels and vacancies, resulting in more expensive agency costs. The Council's aging fleet also required more repairs and maintenance.

Necessary ICT cloud storage costs were greater than budget and there had been a spike in insurance costs following a sustained period of lower premiums. These pressures affected both the general fund and HRA with £175,000 increase relating to the General Fund and a £78,000 increase relating to the HRA. The £78,000 increase made up the total movements in adverse variances in the HRA and was uncontrollable by the service.

The Council's fuel costs were 15% lower than budget, resulting in a saving of £30,000 in first half of the year. Furthermore, the Council continued to benefit from holding cash balances in a relatively high interest rate environment, which provided an additional £400,000 of interest earnings.

Further mitigation of the General Fund pressures came from vacancies within the Revenue and Benefits and Support and Planning services, totalling £185,000, resulting in a balanced budget forecast for the General Fund.

The Portfolio Holder for Finance and Corporate commented on the report and highlighted that the £75,000 supplementary budget for the Salisbury Arcade was an excellent, deliverable project and would continue to be improve a capital asset that generated income for the Council whilst enhancing the wider area of Totton.

A briefing on Hardley Depot was provided to all members recently where it was explained that building costs had increased since the start of the project. The Portfolio Holder explained that although the supplementary budget was not desirable it should be considered relative to the overall cost of the project (£7million). The project would deliver a modern, fit for purpose facility and it was acknowledged that the new design would enhance staff safety by preventing the need for large vehicles to reverse on site.

Non-executive members commented on the design of the project and how some of the extra costs were attributed to the gas network. It was explained by the Strategic Director, Corporate Resources, S151 and Transformation that delays from the utility providers (gas and water) had added £110,000 of extra costs to the project.

Appendix 1 – Background Report to Cabinet

Cabinet – 6 November 2024

Financial Monitoring Report (based on Performance April to September 2024 inclusive)

Purpose	For Decision
Classification	Public
Executive Summary	<p>This report provides the latest budget forecasts for the General Fund, Housing Revenue Account (HRA) and capital programme for the 2024/25 financial year, based on the half year performance from April 2024 to September 2024 inclusive.</p> <p>It confirms that despite variations a balanced budget is forecast in the General Fund, a forecast deficit in the HRA currently of £200,000 has been identified and a net increase in the capital programme for 2024/25 of £300,000.</p>
Recommendation(s)	<p>It is recommended that Cabinet:</p> <p>1) note the latest budget forecasts of the General Fund, HRA, and Capital.</p> <p>2) approve the £75,000 supplementary budget for the Salisbury Arcade, Totton scheme funded via a corresponding reduction in the councils Revenue Contribution to Capital Outlay (RCCO) and Milford-on-Sea Public conveniences capital scheme.</p> <p>3) request Council approval of the £375,000 supplementary budget for the Hardley Depot scheme as a result of abnormal ground works.</p>
Reasons for recommendation(s)	<p>To comply with accounting codes of practice and best practice which requires councils to regularly monitor the annual budget position and take any action to support the sustainability of the</p>

	council's financial position ensuring we are being financially responsible. To comply with the council's financial regulations regarding budget virements and supplementary budget requests.
Ward(s)	All
Portfolio Holder(s)	Councillor Jeremy Heron - Finance and Corporate
Strategic Director(s)	Alan Bethune - Strategic Director Corporate Resources and Transformation (Section 151 Officer)
Officer Contact	Paul Whittles Assistant Director - Finance 02380 285766 paul.whittles@nfdc.gov.uk

Introduction and background

1. Following the approval of the Original Budget for 2024/25 in February 2024 this report provides a further update on the General Fund, Housing Revenue Account and Capital budgets, adjusting for any budget changes now required and recommended.
2. Financial Monitoring is an important feature in the management of the council's finances as it gives an opportunity to reflect on variations as against the latest set budget and reflect on the impact that these variations may have over the period covered by the council's Medium Term Financial Plan (MTFP).

Pay award implications

3. As previously reported the 2024/25 pay award for Chief Officers (Strategic Directors) had been agreed at 2.5%. During October the National Joint Council for Local Government Services (NJC) has come to an agreement on the 2024/25 pay award relevant to the rest of the NFDC workforce, applicable from 1st April 2024 to 31st March 2025. This has agreed an additional £1,290 on all pay points up to SCP 43 on the NJC scale (equivalent to NFDC scale point 47) and an increase of 2.50% for all other pay points (including the Chief Executive), implemented from 1st April 2024. This increase in pay costs is covered within the council's 2024/25 budget. Further

detailed work will determine the variation to the budgeted sum, with any variation to budget being reported in the Q3 Financial Monitoring Report.

General Fund revised projection

4. A General Fund budget of £24.513 million for 2024/25 was agreed by council in February 2024 (£24.898 million at Portfolio analysis level, with other budget elements reducing this to this lower General Fund budget figure).
5. This report identifies a number of new budget variances but there is no overall change from the Q1 position, that being a £4,000 reduction from the original budget approved in February to £24.509 million.
6. The latest budget variations reported include net unfavourable expenditure variations of £150,000 and net income increases of £150,000. Major variations are detailed below (ordered in accordance with **Appendix 1**), with full variations listed in **Appendix 2**.

Environment and Sustainability (Place, Operations and Sustainability)

7. **Car Parks – Income (£200,000)** – The rollout of the new tariffs in January 2024 to support the council’s MTFP has led to a positive increase in car parking income, forecast at £810,000 albeit against the budgeted £1.1m increase (total income budget £4.988m). This £290,000 projected shortfall has been partially mitigated via agreed increases for both pay and display payments and parking clocks. These will come into effect from 1 January 2025 positively impacting the final quarter of this financial year, resulting in a £200,000 forecast shortfall overall.
8. **Street Scene – Operational (£90,000)** – Operational staff and vehicle costs have been higher than expected this year. Pressures from long term sick absences and vacancies have led to increased agency and overtime costs to maintain service delivery. Extra hire costs have been incurred because of issues with an ageing fleet and vehicle reliability, and further compounded by longer vehicle repair turnaround times. Mitigation is now in place, with 7 new vehicles now arriving to replace the older/less reliable elements of the fleet.
9. **Waste and Recycling – Fuel (-£30,000)** – Fuel costs are on average approximately 15% lower than budgeted, therefore savings

of £30,000 have been identified based on the first six months of the financial year.

Finance and Corporate (Corporate Resources and Transformation)

10. There are variations that impact directly on the reported Finance and Corporate Portfolio summary and other variations under the control of the Portfolio holder which impact all Portfolios or other General Fund budgets:
11. **Interest Earnings (-£400,000)** – The continued implementation of the Investment Strategy and the current comparatively high Bank of England base rate compared to recent years means the council is forecasting additional interest earnings of £400,000. Further work is ongoing with the treasury management team, and this is likely to be updated in future reporting.
12. **Revenue and Benefits (-£75,000)** – Current vacancies within the Revenue and Benefits Service will result in salary underspends of £75,000.
13. **ICT Cloud Storage (£105,000)** – Additional General Fund apportionment of ongoing cloud storage consumption costs are being incurred following the implementation of the Azure Cloud project. Work will be ongoing with the ICT department as to whether these costs can be offset going forward.
14. **Insurance Premium (£70,000)** – The council has historically benefitted from lower costs for professional indemnity insurance, however due to a change in the premium calculation methodology by our insurer this has grown significantly. This is a Hampshire wide issue affecting all members of the Hampshire Insurance Forum. Officers are seeking clarification on the rationale with a view to mitigating the impact where possible. £70,000 is the General Fund proportion.
15. **Support Services (-£30,000)** Current vacancies within Support Services will result in salary underspends of £30,000.

Planning and Economy (Place, Operations and Sustainability)

16. **Planning Fees (£150,000)** – Planning fee income is cyclical and dependent on market conditions in the development sector/wider economy. An increase in nationally set planning fees has not delivered anticipated revenue as the market is still reasonably suppressed, and key sites have not come forward as expected. Work

will be ongoing with the planning department to review and reprofile budgetary expectations going forwards. It is also noted that the recent consultation on the National Planning Policy Framework proposed a further increase to the nationally set planning fees, albeit any benefit this financial year would be subject to that being taken forwards and would be a part year effect only.

17. **Planning Development Management (-£80,000)** – Current vacancies within the Development Management service has resulted in salary underspends of £80,000. Vacancies will be managed throughout the remainder of the year to provide further mitigation to the budgeted income shortfall covered above.
18. The revised General Fund Budget for 2024/25 can be seen at Appendix 1, with further details on the variations being reported included within Appendix 2.

Other Financial Matters to Note

19. The following matters do not affect the council's net revenue position but are included for information and transparency.
20. Within the Finance and Corporate portfolio, an additional £52,000 of staffing costs to support transformation within Human Resources are to be funded using the council's corporate contingency.
21. Within the Planning and Economy portfolio a £100,000 Planning Skills Delivery Fund grant awarded by the Ministry of Housing, Communities and Local Government will be used on skills support expenditure.
22. Within the Leader portfolio the Resident Insight Survey will not be carried out in 2024/25, consequently the £25,000 budget will be returned to reserves to be available for use in 2025/26 as required.

Housing Revenue Account Revised Projection

23. A break-even HRA budget for 2024/25 was agreed in February 2024, with a Revenue Account contribution of £9.700 million supporting the financing of the £32.380 million HRA Capital Programme.
24. The quarter one monitoring report to September Cabinet identified additional budget requirements of £122,000.

25. This report identifies additional net budget increases of £78,000 (£200,000 total). New variations are detailed in the following paragraphs and summarised in **Appendix 3**.
26. **General Management - (£43,000)** – The council has historically benefitted from lower costs for professional indemnity insurance, however due to a change in methodology in calculating the premium by our insurer this has grown significantly. This is a Hampshire wide issue affecting all members of the Hampshire Insurance Forum. Officers are seeking clarification on the rationale with a view to mitigating the impact where possible. £43,000 is the HRA proportion.
27. **General Management - (£35,000)** – ICT Cloud Storage – additional HRA proportion of ongoing cloud storage consumption costs are being incurred following the implementation of the Azure Cloud project. Work will be ongoing with the ICT department as to whether these costs can be offset going forward.
28. There are additional in-year budget pressures on the HRA, particularly due to the procurement of external contractors to cover trades vacancies. However, work will continue over the remainder of the year targeted to mitigate any net impact and budget pressure.
29. The updated HRA budget can be seen at Appendix 3.

Capital Expenditure (General Fund and Housing Revenue Account)

30. A Capital Programme budget of £48.959 million for 2024/25 was agreed by council in February 2024.
31. Principally due to rephasing from 2023/24, the budget was increased by £3.454 million to £52.413 million in the September Cabinet report.
32. The latest forecast confirms gross programme changes in year totalling £300,000 and rephasing into 2025/26 of £213,000 which results in an updated 2024/25 Capital Programme Budget of £52.500 million (**Appendix 4**).
33. Details of the changes and rephasing are provided below:
34. **Environment and Sustainability** – Expenditure regarding various coastal schemes has been reviewed resulting in the rephasing of £213,000 into 2025/26 relating to Barton Horizontal Directional

Drilling Trials, Hurst Spit Beach Shingle Source Study and Milford Beach and Cliff Study.

35. **Finance and Corporate** – The **New Depot Site at Hardley** has an additional budget requirement of £375,000. This is due to higher build contract costs due to matters outside of our project control, concerning abnormal ground works and drainage redesign.
36. Value engineering options have been considered with a view to offsetting these unexpected abnormal costs. However, there is a clear balance between ensuring the depot is set up to operate effectively and efficiently in operational use and cutting costs in the short term which will only create longer term maintenance or operational costs.
37. The council is committed to constructing a modern fit for purpose depot facility that futureproofs the delivery of operational service provision for the district over the long term and this additional investment covered by the supplementary budget will provide this.
38. Following a tender process to refurbish the **Salisbury Arcade, Totton** an additional budget requirement of £75,000 has been identified above the £150,000 approved as part of the 2023/24 budget.
39. This refurbishment is essential in supporting the two adjoining council investment assets and will enhance the overall appearance and value of each of the assets.
40. The additional £75,000 can be funded by a corresponding reduction in the council's Revenue Contribution to Capital Outlay (RCCO).
41. This transfer is possible due to a reduction of £75,000 in the **Milford-on-Sea Public Conveniences** capital budget. This project will now provide an interim solution whilst a wider Masterplan for the area is concluded. As options are reviewed, the final proposal might enable a further reduction of spend in 2024/25.

Corporate plan priorities

42. Regular monitoring and reporting of our financial activity including adjusting budgets whilst maintaining a balanced medium term financial plan (MTFP), ensures we are being financially responsible and supports our Future New Forest transformation programme which underpins the delivery of all our priorities.

Options appraisal

43. In relation to the Hardley Depot supplementary budget request the project team have been exploring options to mitigate costs by reviewing the scope of remaining contract works and the depot requirements with the operational team.
44. Unfortunately, the cost saving options would only result in disproportionately large additional expenditure being incurred regarding maintenance and operational costs over the medium to long term of the asset, which outweighs the short-term cost reduction during construction.
45. Therefore, officers consider the best course of action to be the approval of the supplementary budget as included in the recommendation.

Consultation undertaken

46. Internal consultation between finance officers, service managers and budget holders has determined the forecast data presented in the report.

Financial and resource implications

47. This is a financial report with budget implications already detailed and considered in the main body of the report.

Legal implications

48. There are no legal implications arising directly from this report.

Risk assessment

49. The projected forecast is prepared based on estimates and assumptions in consultation with services. There are key risks in the projections across all service areas and both revenue and capital activity.

Environmental / Climate and nature implications

50. There are no environmental implications arising directly from this report.

Equalities implications

51. There are no equality implications arising directly from this report.

Crime and disorder implications

52. There are no crime and disorder implications arising directly from this report.

Data protection / Information governance / ICT implications

53. There are no data protection, information governance or ICT implications arising directly from this report.

Appendices:

Appendix 1 – Revised General Fund Budget 2024/25

Appendix 2 – Variation Analysis General Fund 2024/25

Appendix 3 – Revised Housing Revenue Account Budget 2024/25

Appendix 4 – Revised Capital Programme 2024/25

Background Papers:

Cabinet 4 September 2024:

[Financial Monitoring Report - \(based on Performance April to June 2024 inclusive\)](#)

Cabinet 21 February 2024 – Budget Reports 24/25:

[Housing Revenue Account Budget and the Housing Public Sector Capital Expenditure Programme 2024/25](#)

[Medium Term Financial Plan and Annual Budget 2024/25](#)

FINANCIAL MONITORING 2024/25

REVISED GENERAL FUND BUDGET 2024/25

	Feb-24	Sept-24	November'24			
	2024/25 £'000's Original Budget	2024/25 £'000's Latest Budget	2024/25 £'000's New Variations Expenditure	2024/25 £'000's New Variations Income	2024/25 £'000's New Variations Rephasings	2024/25 £'000's Updated Budget
PORTFOLIO REQUIREMENTS						
Community, Safety and Wellbeing	3,468	3,451	0	0	0	3,451
Environment and Sustainability	8,540	8,722	60	200	0	8,982
Finance and Corporate	4,220	4,360	0	0	0	4,360
Housing and Homelessness	3,499	3,271	0	0	0	3,271
Leader	1,174	1,286	0	0	-25	1,261
Planning and Economy	3,997	4,131	20	50	0	4,201
Multi Portfolio adjustments - To be allocated	0	222	145	0	0	367
	24,898	25,443	225	250	-25	25,893
Reversal of Depreciation	-2,190	-2,190				-2,190
Contribution (from) / to Earmarked Revenue Reserves	-410	-959	0	0	25	-934
NET PORTFOLIO REQUIREMENTS	22,298	22,294	225	250	0	22,769
Minimum Revenue Provision	2,269	2,269				2,269
Contribution to Capital Programme Financing (RCCO)	1,250	1,250	-75			1,175
Interest Costs	150	150				150
Interest Earnings	-1,432	-1,432		-400		-1,832
New Homes Bonus	-22	-22				-22
GENERAL FUND NET BUDGET REQUIREMENTS	24,513	24,509	150	-150	0	24,509
COUNCIL TAX CALCULATION						
Budget Requirement	24,513	24,509	150	-150	0	24,509
Less: Settlement Funding Assessment						
Lower Tier Service Grant	0	0				0
Services Grant	-25	-28				-28
Guarantee Grant (MHCLG)	-1,200	-1,233				-1,233
Business Rates Baseline	-4,330	-4,330				-4,330
	-5,555	-5,591	0	0	0	-5,591
Locally Retained Business Rates	-4,320	-4,320				-4,320
Estimated Collection Fund (Surplus)/Deficit Business Rates	1,305	1,305				1,305
Contribution from Business Rates Equalisation Reserve	-1,305	-1,305				-1,305
Estimated Collection Fund (Surplus)/Deficit Council Tax	-179	-179				-179
Contribution to/ from(-) Variation Reserves	0	40	-150	150	0	40
COUNCIL TAX	14,459	14,459	0	0	0	14,459
TAX BASE NUMBER OF PROPERTIES	72,371.50	72,371.50				72,371.50
COUNCIL TAX PER BAND D PROPERTY	199.79	199.79				199.79
GENERAL FUND BALANCE 31 MARCH	3,000	3,000				3,000

FINANCIAL MONITORING 2024/25

VARIATION ANALYSIS GENERAL FUND 2024/25

	Sept'24 2024/25 £'000's Previous Variations	November'24			
		2024/25 £'000's New Variations Expenditure	2024/25 £'000's New Variations Income	2024/25 £'000's New Variations Rephasings	2024/25 £'000's Updated Budget
PORTFOLIO ADJUSTMENTS					
Community, Safety and Wellbeing					
Previously Reported;					
Grants - Rephased into 24/25	25				
CCTV - Rephased into 24/25 (Proposed spend from £284k in reserve)	85				
Health and Leisure Centres AMR funding vired to ATC East Wing Roof	-127				
	-17	0	0	0	0
Environment and Sustainability					
Previously Reported;					
Cemeteries - Maintenance budget rephased into 24/25	29				
Climate and Nature Action - spend relates to Revenue not Capital	150				
Open Spaces - projected Trees overspend	50				
Recycling - additional Glass income - partially used to fund temp. posts	-150				
Recycling - additional Garden Waste income, partially offset by new round	-50				
Waste Strategy - Temporary posts met from Corporate Plan Priorities	153				
New Items;					
Car Parks - Projected income shortfall after new fees from Jan'25			200		
Street Scene - Operational issues - vehicle hire, sickness cover etc		90			
Waste and Recycling - fuel underspends due to price per litre		-30			
	182	60	200	0	260
Finance and Corporate					
Previously Reported;					
Sustain. and Regen. Assets - Salisbury Rd, Totton	140	75			
New Items;					
Revenue and Benefits Service - salary underspends		-75			
Human Resources - Transforming HR report EMT March'24		52			
Above funded by Contingency		-52			
	140	0	0	0	0
Housing and Homelessness					
Previously Reported;					
Homeless Assistance - Homes for Ukraine Grant	-228				
	-228	0	0	0	0
Leader					
Previously Reported;					
Prosperity Funds - UKSPF Schemes - Rephased into 2024/25	112				
New Items;					
Resident Insight - rephasing into 25/26				-25	
	112	0	0	-25	-25

FINANCIAL MONITORING 2024/25

VARIATION ANALYSIS GENERAL FUND 2024/25

	Sept'24 2024/25 £'000's Previous Variations	November'24			
		2024/25 £'000's New Variations Expenditure	2024/25 £'000's New Variations Income	2024/25 £'000's New Variations Rephasings	2024/25 £'000's Updated Budget
PORTFOLIO ADJUSTMENTS					
Planning and Economy					
Previously Reported;					
Policy - Digital Planning Grant (DLUHC) - rephased into 24/25	100				
Economic Development - Initiatives budget rephased into 24/25	34				
New Items;					
Planning Fees Development Management - shortfall in income			150		
Planning Development Management - salary underspends		-80			
Planning Skills Delivery Grant spend/grant		100	-100		
	134	20	50	0	70
Portfolio adjustments - Non Direct					
Previously Reported;					
AMR Scheme - North Wing Appletree Court. Rephased into 24/25	34				
AMR Scheme - East Wing Appletree Court. Rephased into 24/25	93				
AMR Scheme - East Wing Appletree Court, virement	95				
New Items;					
ICT - Azure - additional cloud storage costs		105			
Insurance Premium Implications		70			
Support Services - salary underspends		-30			
	222	145	0	0	145
TOTAL PORTFOLIO ADJUSTMENTS	545	225	250	-25	450
NON-PORTFOLIO ADJUSTMENTS					
Central Government Grants	-36				
Contribution to/from(-) Earmarked Reserves	-549			25	
TOTAL NON-PORTFOLIO ADJUSTMENTS	-585	0	0	25	25
GRAND TOTAL ADJUSTMENTS (Credited to (-) / Debited from (+) Budget Reserves)	-40	225	250	0	475

FINANCIAL MONITORING 2024/25

REVISED HOUSING REVENUE ACCOUNT BUDGET

2024/25

	Feb-24	Sept-24	November-24	
	2024/25	2024/25	2024/25	2024/25
	£'000's	£'000's	£'000's	£'000's
	Original	Latest	New	Updated
	Budget	Budget	Variations	Budget
INCOME				
Dwelling Rents	-33,396	-33,396		-33,396
Non Dwelling Rents	-775	-775		-775
Charges for Services & Facilities	-1,169	-1,169		-1,169
Contributions towards Expenditure	-60	-60		-60
Interest Receivable	-441	-441		-441
Sales Administration Recharge	-33	-33		-33
Shared Amenities Contribution	-313	-313		-313
TOTAL INCOME	-36,187	-36,187	0	-36,187
EXPENDITURE				
Repairs & Maintenance				
Cyclical Maintenance	1,886	1,886		1,886
Reactive Maintenance - General	3,400	3,400		3,400
Reactive Maintenance - Voids	1,521	1,521		1,521
Supervision & Management				
General Management	7,766	7,859	78	7,937
Grounds Maintenance and Trees	936	1,026		1,026
Older Person and Temporary Accommodation	1,150	1,150		1,150
Rents, Rates, Taxes and Other Charges	0	0		0
Provision for Bad Debt	150	150		150
Capital Financing Costs - Interest/Debt Management	5,137	5,137		5,137
Capital Financing Costs - Internal Borrowing	0	0		0
TOTAL EXPENDITURE	21,946	22,129	78	22,207
HRA OPERATING SURPLUS(-)	-14,241	-14,058	78	-13,980
Contribution to Capital - supporting Housing Strategy	9,700	9,700		9,700
Capital Financing Costs - Principal	4,541	4,541		4,541
HRA Total Annual Surplus(-) / Deficit	0	183	78	261
Contribution to/from(-) Earmarked Reserves		-61		-61
HRA TOTAL ANNUAL SURPLUS(-) / DEFICIT	0	122	78	200

FINANCIAL MONITORING 2024/25

REVISED CAPITAL PROGRAMME 2024/25

	Portfolio	Feb-24	Sept-24	November'24		
		2024/25 £'000's Original Budget	2024/25 £'000's Latest Budget	2024/25 £'000's New Variations Expend.	2024/25 £'000's New Variations Rephasing	2024/25 £'000's Updated Budget
UK Shared Prosperity Fund	LEADER/ALL	208	230			230
Rural England Prosperity Fund	LEADER/ALL	300	531			531
Disabled Facilities Grants	HSG (GF)	1,500	1,500			1,500
Sustainability Fund - Unallocated	ENV & SUSTAIN	250	100			100
Strategic Regional Coastal Monitoring (22-27)	ENV & SUSTAIN	2,667	2,925			2,925
Barton Horizontal Directional Drilling Trials	ENV & SUSTAIN	260	313		-113	200
Hurst Spit Beach Shingle Source Study	ENV & SUSTAIN	100	100		-50	50
Milford Beach and Cliff Study	ENV & SUSTAIN	100	100		-50	50
Milford - Sea Wall Construction Works	ENV & SUSTAIN	100	100			100
Waste Strategy Containers	ENV & SUSTAIN	1,025	1,088			1,088
St Georges Hall, Calshot	ENV & SUSTAIN		375			375
Asset Modernisation Programme - Public Convenience	F&C/E&S	300	300	-75		225
New Depot Site: Hardley	FIN & CORP	4,372	5,974	375		6,349
Ringwood Depot: Extension and Works	FIN & CORP	250	250			250
V&P; Replacement Programme	FIN & CORP	2,102	3,102			3,102
V&P; Replacement Programme - Waste Strategy Vehicles	FIN & CORP	885	885			885
ATC East Wing Boiler Replacement	FIN & CORP	160	160			160
Mitigation Schemes	PLAN & ECON	1,000	1,000			1,000
Infrastructure Projects	PLAN & ECON	1,000	1,000			1,000
TOTAL GENERAL FUND CAPITAL PROGRAMME		16,579	20,033	300	-213	20,120
Fire Risk Assessment Works	HRA	1,000	1,000			1,000
Major Structural Refurbishments	HRA	1,260	1,260			1,260
HRA - Major Repairs	HRA	8,600	8,600			8,600
Decarbonisation	HRA	2,170	2,170			2,170
Estate Improvements	HRA	200	200			200
Council Dwellings - Strategy Delivery	HRA	18,200	18,200			18,200
Disabled Facilities Grants	HRA	950	950			950
TOTAL HRA CAPITAL PROGRAMME		32,380	32,380			32,380
GRAND TOTAL CAPITAL PROGRAMME		48,959	52,413	300	-213	52,500

Council – 9 December 2024

Overview and Scrutiny Substitutions Protocol

Purpose	For Decision
Classification	Public
Executive Summary	<p>This report sets out proposals for the implementation of new procedures that will allow for political groups to authorise the substitution of up to two Members on each of the Council’s Overview and Scrutiny Panels, should a Member or Members not be able to attend a particular meeting.</p> <p>Where a Member of a political group appointed to an Overview and Scrutiny Panel is unable to attend a meeting, in giving their apologies, they may wish to approach one of the named substitutes from within their political group. The formal appointment of a substitute Member must then be authorised by the relevant Group Leader.</p> <p>This report seeks authorisation to amend the Council’s Standing Orders to make provision for these substitutions, and Appendix 1 sets out the proposed procedure in full.</p>
Recommendation	<p>That the Council:-</p> <ol style="list-style-type: none"> 1. approves the amendment to the Standing Orders for Meetings at paragraph 4 of this report, to make provision for a Substitutions Protocol; and 2. adopts the Substitutions Protocol at Appendix 1.
Reasons for recommendation	<ol style="list-style-type: none"> 1. To ensure at a basic level that the Overview and Scrutiny Panels can achieve a functioning quorum of members in order to transact their business. 2. To preserve the political proportionality of an individual Panel, which in turn is a reflection of the political proportionality of the authority as a whole.

	3. To support the engagement of a wider of cohort of councillors in the work of Overview and Scrutiny.
Wards	All
Portfolio Holder	Councillor Jill Cleary – Leader
Strategic Director	Alan Bethune – Corporate Resources and Transformation (S151)
Officer Contact	<p>Matt Wisdom Service Manager – Democratic and Support Services 023 8028 5072 Matt.wisdom@nfdc.gov.uk</p> <p>Tanya Coulter Assistant Director – Governance (Monitoring Officer) 023 8028 5532 Tanya.coulter@nfdc.gov.uk</p>

Introduction and background

1. This report presents a proposal to introduce the provision for Substitute Members on the Council’s three Overview and Scrutiny Panels. The necessary amendment to the Council’s Standing Orders for Meetings is set out at paragraph 4, alongside a Protocol for the working use of these substitutions at Appendix 1.
2. The proposals promote that, at a basic level, the Panels can continue to operate with a working quorum in the event of absences, and that the political balance of the Council is maintained through the work of these Panels. The provision for the substitutions being named also promotes the engagement of a wider but consistent cohort of councillors in the business of the Panels and supports training and development.
3. By approving the recommendations and adopting a Substitutions Protocol, in the event that up to two Panel Members from each political group have to give their apologies for a particular meeting, there will be the mechanism for maintaining the Council’s appointed levels of representation at these meetings. This replaces the current scenario where the meeting would be held with fewer

Members in attendance, or unable to transact business in the event that a basic quorum was not in attendance.

The proposals

4. There is currently no provision in the Council's Constitution for substitutions on the Overview and Scrutiny Panels. To enable this, the following amendment is proposed to the Council's Standing Orders for Meetings, inserting a new paragraph 4.14 under the section 'Appointment of Group Leaders, Committees and Panels':-

"4.14 – The Council may adopt a Protocol which identifies arrangements for Substitute Members on Overview and Scrutiny Panels"

5. Subject to the Council agreeing to this amendment, a Substitutions Protocol is presented for adoption at Appendix 1. In summary, the number of Substitute Members permitted shall be up to 2 for each political group or grouping with representation on the Panel concerned.
6. By making the appointments alongside the ordinary voting Members of the Panels at the Council's annual review, or on the recommendation of Group Leaders at subsequent Ordinary Council meetings, the appointment process is streamlined with existing procedures.

Practical arrangements and rationale

7. The arrangements for substitutions on Overview and Scrutiny Panels are a local choice for councils. Many choose to adopt a procedure for the reasons identified in this report. Appendix 1 sets out the proposed procedure for this Council in full and is self-explanatory.
8. By making it the responsibility of the Member who cannot attend the relevant meeting to put in place the arrangements, it ensures that ownership for attendance is managed by the primary appointed voting Members. The final authorisation of the substitutions by the Group Leader in turn supports good governance within the political groups.
9. The deadline for implementing any proposed substitutions at a Panel meeting is proposed at one hour prior to the start time. Benchmarking indicates that this is on the generous end of the scale, with some councils opting for a clear day's notice of any substitutions. One hour will provide for optimal flexibility, whilst providing the Chairman of the meeting with adequate notice of the voting Members who will be in attendance at any given meeting. It

also allows for the necessary administrative arrangements to take place to implement the substitution.

10. By identifying the named substitute Members on agendas and the notice of meetings, there is clarity around the wider pool of Members engaged with the work of each Panel, and it serves as a quick reference for Members seeking to arrange a substitution.
11. It should be noted that any substitute Members are entitled to speak and vote in their own capacity and are not constrained by the views of the Member for whom they are substitute.

Corporate plan priorities

12. The recommendations are primarily in support of the Future New Forest objectives, by pursuing efficient and resilient arrangements for the Council. They assist in the maintained delivery of an effective Overview and Scrutiny function which has a key role in holding to account the delivery of all corporate plan priorities.

Options appraisal

13. The Council could choose not to implement the provision for substitute Members at this time. For the reasons outlined throughout the report, it is recommended that they are introduced. As identified in the risk section of this report, it is likely that there is more risk in not introducing a protocol of this nature.
14. The working arrangements of the protocol are designed to make the process as efficient as possible, whilst maintaining good governance.

Consultation undertaken

15. Consultation has been undertaken with the Council's Statutory Officer Group, members of the Executive Management Team, the Leader of the Council and other Group Leaders in the preparation of this report. The principle of introducing a procedure to support substitutions at Panel meetings has been supported.

Financial and resource implications

16. Whilst Substitute Members shall be entitled to travelling and subsistence allowances in accordance with the Council's Scheme of Members' Allowances, this is unlikely to result in any additional expenditure incurred.

Legal implications

17. The use of Substitute Members on certain committees and panels are a matter of local choice for councils. Overview and Scrutiny

Panels are not precluded from having such arrangements. As the Council's Constitution does not currently include a mechanism for the appointment of Substitute Members on these Panels, the recommendations in this report provide the necessary authorisation for the required changes to the Constitution.

Risk assessment

18. A formal risk assessment has not been completed in respect of this report. There are more risks associated with not pursuing the recommendations, such as the prospect of meetings becoming inquorate where apologies are received and there is no mechanism in place to allow for the Member sending apologies to be substituted.

Environmental / Climate and nature implications

19. There are none arising directly from this report.

Equalities implications

20. There are none arising directly from this report.

Crime and disorder implications

21. Crime and disorder implications have not been considered in the production of this procedural report.

Data protection / Information governance / ICT implications

22. There are none arising directly from this report.

Appendices

Appendix 1 – Substitutions Protocol

Background Papers:

Council Constitution

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Overview and Scrutiny Substitutions Protocol

1. The Council, when establishing appointments to committees and panels on an annual basis and at any subsequent review, will appoint substitute members to the three Overview and Scrutiny Panels, on the nomination of the political group leaders.
2. The number of substitute members permitted shall be up to two (2), for each political group or grouping that has at least one seat on the Panel concerned.
3. On appointment, it shall be the responsibility of a substitute member to keep up to date with the business of the Panel to which they have been appointed, to support effective decision making. The substitute members will be named on the agenda and notice of meeting, and will receive an electronic copy of the agenda and reports for all meetings.
4. Cabinet members may not be named substitute members for Overview and Scrutiny Panels.
5. To implement this protocol, it shall be the responsibility of the member who cannot attend the relevant meeting to arrange for an appointed substitute to attend, and inform their group leader of the proposed substitution and the date of the meeting.
6. On receipt of this information, the Group Leader (or the Deputy Group Leader if applicable) must finalise the arrangements by writing to Democratic Services to authorise the appointment(s).
7. Only the appointed substitute members may serve as a member of the Overview and Scrutiny Panel to which the substitution is sought.
8. A Member who is acting as a substitute for the Chairman or Vice-Chairman of the Panel, will not, by virtue of their substitution, be automatically entitled to act in that capacity.
9. A substitute Member may only serve as a Member at any meeting at which the appointer has nominated them, and where the appointer intends to be absent for the duration of the meeting. A substitute may not be appointed for specific items and no substitution may be made during the course of the meeting.
10. Notice of substitutions from the Group Leader (or Deputy) to Democratic Services must be received in writing by no later than one hour before the commencement of the meeting in question, to

democratic@nfdc.gov.uk, ensuring that all relevant Council officers may implement the substitution up to this deadline.

11. At the commencement of a meeting, the Chairman shall inform the meeting of any substitutions when 'apologies' are announced.
12. If the Member who could not attend, attends after arranging for a substitute member to attend, the substitute member shall continue as the voting Member of the Panel, as authorised by the Group Leader.
13. Any Member attending as the appointed substitute shall be entitled to travelling and subsistence allowances in accordance with the Council's Scheme of Members' Allowances.
14. When a Member attends a meeting as a substitute, the minutes will identify that they attended as a substitute member, and for whom they were substituting.
15. The substitute member shall be entitled to speak and vote in their own capacity and is not constrained by the views of the member for whom they are substitute.

Council – 9 December 2024

Allocation of seats and appointments to committees and panels

Purpose	For Decision
Classification	Public
Executive Summary	<p>Following the by-election to the Barton and Becton ward and the election of Cllr John Adams, it is necessary to review the representation of political groups on committees and panels.</p> <p>Having regard to the current number of Members on the Council returning to 48, and applying the necessary principles of proportionality in order, it is recommended that no changes are made to the current allocation of seats.</p>
Recommendations	<p>That the Council:-</p> <ol style="list-style-type: none"> 1. considers the allocation of seats to committees and panels in accordance with the principles set out in the report, and in doing so, agrees to maintain the Council’s current position set out in the table at paragraph 12 of the report; and 2. appoints councillors to individual committees and panels, as identified in Appendix 1 (to follow), for the remainder of the four year period ending May 2027.
Reasons for recommendations	To comply with the provisions of Section 15 of the Local Government and Housing Act 1989, relating to the duty to allocate seats to political groups, following a division on the Council.
Wards	All / Barton and Becton
Portfolio Holder	Councillor Jill Cleary, Leader
Strategic Director	Alan Bethune, Corporate Resources and Transformation (S151)

Officer Contacts	<p>Matt Wisdom Service Manager – Democratic and Support Services 023 8028 5072 Matt.wisdom@nfdc.gov.uk</p> <p>Tanya Coulter Assistant Director – Governance 023 8028 5532 Tanya.coulter@nfdc.gov.uk</p>
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Introduction and background

1. In accordance with Section 15 of the Local Government and Housing Act 1989, it is necessary to review the representation of political groups on committees, whenever there is a division on the Council. Following the election of Cllr John Adams to the Barton and Becton ward on 24 October 2024, and his subsequent joining of the Conservative Group, there are now 48 serving councillors, with a change in the composition of the Conservative Group. For the purpose of the review, “committees” includes the Council’s Overview and Scrutiny Panels but excludes the Cabinet.
2. There are four statutory principles of political balance which have to be applied in filling appointments to committees. These are contained in Section 15(5) of the Act.
3. The principles that have to be applied are as follows:-
 - (a) that not all seats on the body are allocated to the same political group;
 - (b) that the majority of the seats on the body are allocated to a particular political group if the number of persons belonging to that group are a majority of the Authority’s membership;
 - (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant Authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that Authority as is borne by the number of members of that group to the membership of the Authority; and
 - (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the same number of all seats on

that body as is borne by the number of members of that group to the membership of the Authority.

4. Once the Council has determined the allocation of committee places between the political groups, the Council must then appoint the nominees of the political groups to the committees.
5. Those members who are not members of political groups have no legal entitlement to an allocation of seats on committees. However, once the political groups' entitlement has been reached, any remaining seats may be filled by members not belonging to a political group. Such Members are classed as being non-aligned.
6. These provisions need not be applied if a different position is agreed without any member of the authority voting against.
7. It should be noted that, although the legislative position refers to "political" groups, this also includes the Independent Group. Although not affiliated with a political party, the Independent Group have formed a group in accordance with the legislation.

Current position

8. The political balance of the Council now stands as follows:-

Conservative Group	26	(54.17%)
Liberal Democrat Group	14	(29.17%)
Independent Group	4	(8.33%)
Green Group	3	(6.25%)
Labour and Co-operative (Non-aligned)	1	
<hr/> Total	48	

Appointments to committees and panels

9. There are 84 seats to which appointments should be made under the principles of proportionality.
10. The application of the percentages outlined at paragraph 8 provides for the following allocation of whole seats to political groups across the overall Council position:-

Conservative Group	46
Liberal Democrat Group	25
Independent Group	7
Green Group	5
Unallocated	1
Total	84

11. Having regard to the overall position outlined at paragraph 10, the application of the percentages outlined at paragraph 8 requires the rounding up or down of calculated figures to give whole numbers on committees. The Council should, as far as practicable, ensure fairness on each committee, including across the wider allocation in making these adjustments, whilst taking into account the proportionality rules in their stated order, as far as practicable.
12. The following allocations are therefore recommended, to best meet the proportionality requirements, aggregating all committee places and allocating fair shares:-

Committee / Panel	Seats	Cons	Lib Dems	Inds	Greens	Non-aligned
Appeals Committee	13	7	4	1	0	1
Audit Committee	9	5	2	1	1	-
General Purposes and Licensing Committee	13	7	4	1	1	-
HR Committee	9	5	3	1	0	-
Planning Committee	13	7	4	1	1	-

Housing and Communities O&S Panel	9	5	3	0	1	-
Place and Sustainability O&S Panel	9	5	2	1	1	-
Resources and Transformation O&S Panel	9	5	3	1	0	-
Total	84	46	25	7	5	1

13. At the last review undertaken in September 2024, the Council also resolved to allocate a seat to the non-aligned Member on the Appeals Committee. The Council’s Constitution makes provision for the allocation of seats to Members who are not members of a political group, as nearly as possible in proportion to the number of those members on the Council. It remains the case that one seat can be allocated to the non-aligned Member, having first complied with the legislative principles for the allocation of seats.
14. The nominees of the political groups to the committees and panels will be circulated to follow at Appendix 1. It should be noted that if Members seek to make any amendments, this may affect the calculations and subsequently the nominees. It should also be noted that if the Council approves the adoption of a Substitutions Protocol for the three Overview and Scrutiny Panels, Appendix 1 will also detail the proposed named substitutes for each of these Panels.

Corporate plan priorities

15. The recommendations support the Council in delivering all corporate plan priorities by maintaining the Council’s ability to function as a collective body in accordance with relevant legislation.

Options appraisal

16. The Council can choose to agree an alternative allocation that does not satisfy the proportionality requirements, providing that this is agreed without a single Member of the Council voting against.

Consultation undertaken

17. Consultation has been undertaken with the Council’s Statutory Officers, the Portfolio Holder (Leader) and all other Group Leaders.

Financial and resource implications

18. There are no financial or resourcing implications arising specifically from this report.

Legal implications

19. The proportionality requirements, as outlined in the Local Government and Housing Act 1989 have been followed in reaching the recommendations.

Risk assessment

20. It is not deemed necessary to complete a formal risk assessment in respect of this procedural report.

Environmental / Climate and nature implications

21. There are no environmental or climate and nature implications arising directly from the review of political proportionality.

Equalities implications

22. There are no equalities implications arising, although the process of reviewing proportionality ensures that the democratically elected position of the Council is reflected in the Council's approach to committee and panel business.

Crime and disorder implications

23. There are none arising from this report.

Data protection / Information governance / ICT implications

24. There are none arising from this report.

Appendices

Appendix 1 – Appointments to Committees and Panels (Wishes of the Political Groups) – to follow.

Background Papers:

Local Government and Housing Act 1989