

## NOTICE OF MEETING

<b>Meeting</b>	Executive Member for Policy and Resources Decision Day
<b>Date and Time</b>	Thursday, 14th November, 2019 at 2.00 pm
<b>Place</b>	Chute Room, Ell Court South, The Castle, Winchester
<b>Enquiries to</b>	members.services@hants.gov.uk

John Coughlan CBE  
Chief Executive  
The Castle, Winchester SO23 8UJ

## FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Filming Protocol available on the County Council's website.

## AGENDA

### 1. **BUILDINGS, LAND AND PROCUREMENT PANEL MEETING - 8 OCTOBER 2019**

To consider recommendations from the Buildings, Land and Procurement Panel from its meeting on 8 October 2019:

- a) Minutes of the Meeting (Pages 5 - 10)
- b) Energy and Carbon Management Activities Update (Pages 11 - 24)

### NON-KEY DECISIONS (NON-CONFIDENTIAL/NON-EXEMPT)

### 2. **REGULATION OF INVESTIGATORY POWERS ACT 2000 – ANNUAL REVIEW AND CONFIRMATION OF EXISTING POLICY WITH REGARDS TO SURVEILLANCE ACTIVITY** (Pages 25 - 36)

To consider a report of the Director of Culture, Communities and Business Services and Director of Transformation and Governance seeking approval of the County Council's Policy on Surveillance.

### 3. **INVESTING IN HAMPSHIRE** (Pages 37 - 46)

To consider a report of the Director of Corporate Resources – Corporate Services regarding proposals for Investing in Hampshire.

**4. GRANTS TO VOLUNTARY ORGANISATIONS AND OTHER BODIES**  
(Pages 47 - 52)

To consider a report of the Director of Transformation and Governance – Corporate Services regarding a request received for financial assistance from the Chichester Harbour Trust.

**5. APPOINTMENTS TO OUTSIDE BODIES** (Pages 53 - 54)

To consider a report of the Director of Transformation and Governance – Corporate Services seeking nominations for an appointment to serve on both the ESIF Sub-Committee of the Enterprise M3 Local Enterprise Partnership and the Solent Growth Forum.

**6. RESIDENTIAL PROPERTIES – REVIEW OF RENTS IN APRIL 2020**  
(Pages 55 - 62)

To consider a report of the Director of Culture, Communities and Business Services reviewing the rents of the County Council's residential properties.

**7. EXCLUSION OF THE PRESS AND PUBLIC**

To resolve that the public be excluded from the meeting during the following items of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the reports.

**KEY DECISIONS (CONFIDENTIAL/EXEMPT)**

**8. SWING SWANG LANE, BASINGSTOKE** (Pages 63 - 74)

To consider an exempt report of the Director of Culture, Communities and Business Services regarding Swing Swang Lane in Old Basing.

**9. FORMER FORT HILL COMMUNITY SCHOOL & NEWMAN BASSETT, BASINGSTOKE – REDEVELOPMENT AND DISPOSAL STRATEGY**  
(Pages 75 - 90)

To consider an exempt report of the Director of Culture, Communities and Business Services regarding the redevelopment and disposal strategy for the former Fort Hill Community School and Newman Bassett sites in Basingstoke.

## **NON-KEY DECISIONS (CONFIDENTIAL/EXEMPT)**

### **10. SCHEDULE OF ROUTINE TRANSACTIONS (Pages 91 - 106)**

To consider an exempt report from the Director of Culture, Communities and Basingstoke regarding a number of proposed routine transactions.

#### **ABOUT THIS AGENDA:**

**On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.**

#### **ABOUT THIS MEETING:**

**The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact [members.services@hants.gov.uk](mailto:members.services@hants.gov.uk) for assistance.**

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

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AT A MEETING of the Buildings, Land and Procurement Panel of HAMPSHIRE COUNTY COUNCIL held at The Castle, Winchester on Tuesday, 8th October, 2019

Chairman:

\* Councillor Stephen Reid

- \* Councillor Bill Withers Lt Col (Retd)
- \* Councillor Adrian Collett
- Councillor Andrew Gibson
- \* Councillor Keith House
- \* Councillor Rhydian Vaughan MBE

\*Present

## 74. **APOLOGIES FOR ABSENCE**

No apologies were received for this meeting.

## 75. **DECLARATIONS OF INTEREST**

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 4 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

## 76. **MINUTES OF PREVIOUS MEETING**

The minutes of the last meeting were reviewed and agreed.

## 77. **DEPUTATIONS**

No deputations had been received for this meeting.

## 78. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that he had recently visited Oakmoor Academy in Bordon, the excellent replacement new secondary school building will house 900 students, with the capacity to expand to 1,200.

He reported on the impressive building and facilities which was testimony to the County Council's expertise designing and delivering schools that are excellent learning environments both inside and out.

## 79. **PROPERTY SERVICES BUSINESS REVIEW**

The Panel received and considered a report and presentation (Item 6 in the Minute Book) from the Director of Culture, Communities and Business Services on the County Council's Property Services' performance and financial outturn for 2018/19 and priorities for 2019/20 and beyond.

Members were shown a presentation including images which detailed the achievements to date, including completed projects such as the Lookout at Lepe.

It was reported that Property Services had had another successful year in 2018/19, achieving a balanced budget position across more than £40m of expenditure within the Property and Facilities function. The Service also delivered in excess of £50m of repairs and maintenance expenditure across schools and the County Council's corporate estate.

A number of questions were answered including:

- The impact the current economic uncertainty could have on the public sector
- Making our buildings more energy efficient
- The cyclical trend in the number of primary and secondary places required over time

**RESOLVED:**

That the Panel notes the successful outturn for Property Services in 2018/19 and the implementation of its new operating model as part of the Property Futures transformation programme. This ensures that the service continues its strong performance and has the ability to:

- respond to ongoing and emerging County Council priorities;
- deliver effective services to schools, Police and Fire under the respective shared services arrangements;
- generate external income to maintain capacity and skills and make a substantial contribution to overheads.

## 80. **MANAGING HAMPSHIRE'S BUILT ESTATE**

The Panel considered a report of the Director of Culture, Communities and Business Services (Item 7 in the Minute Book) giving an update on progress made in managing Hampshire's Built Estate.

The report outlined how Property Services is managing the County Council's estate to ensure statutory compliance and the steps it takes to address the high level priorities of health, safety and risk management.

It was noted that a total of around £43 million of capital and revenue investment is spent in the repair and maintenance of schools and HCC corporate buildings in Hampshire.

The Panel were made aware of the increased risk to the health of trees as a result of ash dieback on the corporate and maintained school's estate. It was reported that a collaborative approach to responding to this was being undertaken across all relevant services of the Council.

The Schools Funding programme was also discussed and it was agreed that the Chairman would write to the Schools Minister at the appropriate time regarding the level of funding received by the County Council for schools maintenance and in particular the high liability of system buildings in the Hampshire estate.

RESOLVED:

That the Panel notes:

1. progress made against the 2019/20 Planned and Revenue Repairs programme across the corporate and maintained schools estates.
2. the additional schemes to be added to the 2019/20 programme for the corporate estate.
3. the progress made to reduce health and safety risks and the maintenance liability in the corporate estate in the context of the available budgets.
4. the progress in addressing the health and safety risks and condition liabilities in the school estate and the continuing maintenance pressures arising from system buildings of the 1960s and 1970s.

#### 81. **PROPERTY SERVICES: MAJOR PROGRAMMES UPDATE**

The Panel considered a report of the Director of Culture, Communities and Business Services (Item 8 in the Minute Book) giving an update on major programmes being progressed through Property Services.

The Director highlighted the major programmes being progressed which included:

- Construction Framework and Category Management
- Corporate Office Accommodation
- Adult Health and Care
- Children's Services Capital Programme
- Isle of Wight Priority Schools Building Programme (PSPB2)

RESOLVED:

The Panel noted the progress of each of the programmes of work.

#### 82. **ENERGY AND CARBON MANAGEMENT ACTIVITIES UPDATE**

The Panel considered a report of the Director of Culture, Communities and Business Services Department (Item 9 in the Minute Book) giving an update on progress made in reducing the County Council's carbon emissions and the ongoing programmes of work to achieve this.

The Director highlighted the main points of the report including excellent progress towards meeting the 2025 carbon emission target; the ongoing success

of the many energy reduction programmes and the changes to the Climate Change Levy (replaced the Carbon Reduction Commitment (CRC) scheme) which will be charged on all energy used by all consumers, unlike CRC which applied only to large consumers of energy in the public and private sectors like the County Council.

A number of questions were answered in relation to Carbon emissions for staff travel and street lighting shown in paragraph 25 of the report.

It was noted that a number of school sites were being considered with regard to electric vehicle charging points to ensure a network of suitable locations for Council Services and staff for business use.

RESOLVED:

That:

1. The positive achievements of the Carbon Management Strategy Phase 2 reduction of 3.1% year on year, with an overall reduction of 43.3% against the 2025 target of 50% be noted.
2. The further £230,000 of carbon tax reductions in Phase 2 be noted.
3. A further saving of £300,000 in energy costs over the past year be noted.
4. The good progress in Energy Performance Programmes Phases 4 and 5 be noted.
5. The positive engagement with schools be noted.
6. The Panel recommends to the Executive Member for Policy and Resources that projects totalling £610,000 be added to the capital programme funded from the remaining £1.11 million of the previously identified £7m capital funding identified for green energy and energy saving initiatives. The projects would support the further expansion and development of the electric vehicle infrastructure, further Solar PV and battery storage in support of the carbon reduction and energy saving targets for HCC's corporate estate.
7. The Panel recommends to the Executive Member for Policy and Resources that approval be sought from Cabinet to use the remaining £0.5 million of this investment to create a £1million De-Carbonisation Clean Growth energy recycling fund with 50:50 match funding basis through Salix Finance.
8. The Panel endorses the commitment made to sign up to the Department of Business, Energy and Industrial Strategy's (BEIS) Emissions Reduction Pledge 2020.

**83. BUSINESS SERVICES GROUP - 2018/19 ANNUAL REPORT AND ACCOUNTS**

The Panel considered a report of the Director of Culture, Communities and Business Services regarding the annual report and accounts for 2018/19 for the Business Services Group (Item 10 in the Minute Book).

Members were made aware that despite trading pressures, the three self-funding business units ((HC3S, HTM and County Supplies) continued to perform well against their competitors in the local area, with HC3S receiving several accreditations and awards for the quality and sustainable sourcing of its meals.

A number of questions were answered including:

- The reasons for the reduction in the take up of school meals and
- The promotion of pooled vehicles for staff

RESOLVED:

That the Panel make the following recommendation to the Executive Member for Commercial Strategy, Human Resources and Performance that:

The 2018/19 annual report and accounts for the Business Services Group be approved.

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Chairman,

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## HAMPSHIRE COUNTY COUNCIL

### Executive Decision Record

<b>Decision Maker:</b>	Executive Member for Policy & Resources
<b>Date:</b>	14 November 2019
<b>Title:</b>	Energy and Carbon Management Activities Update
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Steve Clow

**Tel:** 01962 847858

**Email:** [steve.clow@hants.gov.uk](mailto:steve.clow@hants.gov.uk)

#### 1. The decision:

It is recommended that:

- 1.1 The positive achievements of the Carbon Management Strategy Phase 2 reduction of 3.1% year on year, with an overall reduction of 43.3% against the 2025 target of 50% are noted.
- 1.2 The further £230,000 of carbon tax reductions in Phase 2 is noted.
- 1.3 A further saving of £300,000 in energy costs over the past year is noted.
- 1.4 The good progress in Energy Performance Programmes Phases 4 and 5 is noted.
- 1.5 The positive engagement with schools is noted.
- 1.6 The Panel recommends to the Executive Member for Policy and Resources that projects totalling £610,000 are added to the capital programme funded from the remaining £1.11 million of the previously identified £7m capital funding identified for green energy and energy saving initiatives. The projects will support the further expansion and development of the electric vehicle infrastructure, further Solar PV and battery storage in support of the carbon reduction and energy saving targets for HCC's corporate estate.
- 1.7 The Panel recommends to the Executive Member for Policy and Resources that approval is sought from Cabinet to use the remaining £0.5 million of this investment to create a £1million De-Carbonisation Clean Growth energy recycling fund with 50:50 match funding basis through Salix Finance.

1.8 The Panel endorses the commitment made to sign up to the Department of Business, Energy and Industrial Strategy's (BEIS) Emissions Reduction Pledge 2020.

## **2. Reason for the decision:**

2.1 The County Council at its meeting in July 2019 formally declared a Climate Change Emergency. This will now provide the overall context for the current phase of the Carbon Management Strategy; The Council was appraised of the excellent progress made to date and the contribution programmes have already made to a reduction in emissions. Any future recommendations for investment and the delivery of future programmes of work will dovetail with the proposed action plan for Climate Change which will be considered by Council at a future date.

2.2 In October 2015, the Director of Culture, Communities and Business Services (CCBS) reported that the first phase of the Carbon Management Strategy had been successful in achieving a 22.8% carbon emissions reduction over the first five years against a 20% target.

2.3 In June 2016 the Panel supported the proposal from the Director of CCBS to focus Phase 2 of the carbon management strategy on carbon emissions reductions from the corporate estate, street lighting and officer travel.

2.4 In October 2017 the Director of CCBS reported that excellent progress was being made on Phase 2 of the Strategy. A 38.1% reduction had already been achieved against the 40% target to 2025 approved by Cabinet in 2010.

2.5 Recognising the progress made, in January 2018 the Director of CCBS recommended to the Panel that the target be revised upward to 50% by 2025. The new target of 50% was duly adopted and approved by the Executive Member.

2.6 The Executive Member for Policy and Resources (EMPR) approved further investment in energy programmes in July 2017 allocating £2.72m from available funds. This annual report now updates Members on progress against those initiatives.

2.7 Members are reminded that since 2010 the cumulative energy cost savings have been in the order of around £30m (including schools in Phase 1). In addition, Carbon Tax Charges have been reduced by £385,000 since the start of the programme.

2.8 A further saving in of £300,000 in cost has been made this year as a result of the reduction in energy consumption.

**3 Conflicts of interest:**

3.1 Conflicts of interest declared by the decision-maker: **none**

3.2 Conflicts of interest declared by other Executive Members consulted: **none**

4 **Dispensation granted by the Conduct Advisory Panel: none.**

5 **Reason(s) for the matter being dealt with if urgent: not applicable.**

6 **Statement from the Decision Maker:**

**Approved by:**

**Date:**

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**14 November 2019**

**Executive Member for Policy & Resources  
Councillor K Mans**

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# HAMPSHIRE COUNTY COUNCIL

## Report

<b>Committee/Panel:</b>	Buildings, Land and Procurement Panel		
<b>Date:</b>	8 October 2019		
<b>Title:</b>	Energy and Carbon Management Activities Update		
<b>Report From:</b>	Director of Culture, Communities and Business Services		
<b>Contact name:</b>	Steve Clow		
<b>Tel:</b>	01962 847858	<b>Email:</b>	Steve.clow@hants.gov.uk

### Purpose of this Report

1. This report updates the panel on further good progress on the reduction of the County Council's carbon emissions and details the ongoing programmes of work to achieve this. It also makes a recommendation for further investment in energy saving programmes from the existing capital budget.

### Recommendation

It is recommended that:

2. The positive achievements of the Carbon Management Strategy Phase 2 reduction of 3.1% year on year, with an overall reduction of 43.3% against the 2025 target of 50% are noted.
3. The further £230,000 of carbon tax reductions in Phase 2 is noted.
4. A further saving of £300,000 in energy costs over the past year is noted
5. The good progress in Energy Performance Programmes Phases 4 and 5 is noted.
6. The positive engagement with schools is noted
7. The Panel recommends to the Executive Member for Policy and Resources that projects totalling £610,000 are added to the capital programme funded from the remaining £1.11 million of the previously identified £7m capital funding identified for green energy and energy saving initiatives. The projects will support the further expansion and development of the electric vehicle infrastructure, further Solar PV and battery storage in support of the carbon reduction and energy saving targets for HCC's corporate estate.
8. The Panel recommends to the Executive Member for Policy and Resources that approval is sought from Cabinet to use the remaining £0.5 million of this investment to create a £1million De-Carbonisation

Clean Growth energy recycling fund with 50:50 match funding basis through Salix Finance.

9. The Panel endorses the commitment made to sign up to the Department of Business, Energy and Industrial Strategy's (BEIS) Emissions Reduction Pledge 2020.

## **Executive Summary**

10. The County Council at its meeting in July 2019 formally declared a Climate Change Emergency. This will now provide the overall context for the current phase of the Carbon Management Strategy; The Council was appraised of the excellent progress made to date and the contribution programmes have already made to a reduction in emissions. Any future recommendations for investment and the delivery of future programmes of work will dovetail with the proposed action plan for Climate Change which will be considered by Council at a future date.
11. In October 2015, the Director of Culture, Communities and Business Services (CCBS) reported that the first phase of the Carbon Management Strategy had been successful in achieving a 22.8% carbon emissions reduction over the first five years against a 20% target.
12. In June 2016 the Panel supported the proposal from the Director of CCBS to focus Phase 2 of the carbon management strategy on carbon emissions reductions from the corporate estate, street lighting and officer travel.
13. In October 2017 the Director of CCBS reported that excellent progress was being made on Phase 2 of the Strategy. A 38.1% reduction had already been achieved against the 40% target to 2025 approved by Cabinet in 2010.
14. Recognising the progress made, in January 2018 the Director of CCBS recommended to the Panel that the target be revised upward to 50% by 2025. The new target of 50% was duly adopted and approved by the Executive Member.
15. The Executive Member for Policy and Resources (EMPR) approved further investment in energy programmes in July 2017 allocating £2.72m from available funds. This annual report now updates Members on progress against those initiatives.
16. Members are reminded that since 2010 the cumulative energy cost savings have been in the order of around £30m (including schools in Phase 1). In addition, Carbon Tax Charges have been reduced by £385,000 since the start of the programme.
17. A further saving in of £300,000 in cost has been made this year as a result of the reduction in energy consumption

## **National reporting on Carbon Consumption**

- 18.** 2018/19 is the final year of the Carbon Reduction Commitment (CRC) scheme which will be replaced by an enhanced Climate Change Levy (CCL). CCL is already a component of our utility bills and is designed to incentivise organisations to reduce their energy consumption.
- 19.** CCL will be charged on all energy used by all consumers, unlike CRC which applied only to large consumers of energy in the public and private sectors like the County Council.
- 20.** By reducing our emissions and by forward purchasing lower cost carbon credits, in the first four years of phase 2 of the strategy we have realised a total of £230,000 of savings as the price of carbon credits has risen over the life of the scheme.
- 21.** The Director of CCBS has recently signed up to the Department of Business, Energy and Industrial Strategy's (BEIS) Emissions Reduction Pledge 2020. This initiative is linked to the Clean Growth Strategy in which the government introduced a voluntary target for carbon reduction across the wider public and higher education sectors in England. This target would aim to reduce greenhouse gas emissions across these sectors by 30% by 2020/21, compared to a 2009/10 baseline.
- 22.** Whilst the 30% has been set across the sectors as a common target, the government recognises some organisations like the County Council have already exceeded this and will accommodate this within their reporting structure.
- 23.** As the County Council already reports its emissions through the CRC and greenhouse gas emissions schemes, there will be no additional burden placed on officers to collate the information required as part of the BEIS Pledge.

## **Carbon Management Strategy Phase 2**

- 24.** The carbon management strategy, phase 2, concentrates on reducing carbon emissions from street lighting, buildings in the corporate estate and business travel by officers and is currently on track to achieve the objective of a 50% reduction from 2010 levels by 2025.
- 25.** The table below shows very positive progress in phase 2 emissions reduction since the programme commenced in 2015.

## Table of Carbon Emissions from 2010

Sector	2010 Emissions Tonnes	2015 Emissions Tonnes	2016 Emissions Tonnes	2017 Emissions Tonnes	2018 Emissions Tonnes	2019 Emissions Tonnes	2025 Target Emissions
Corporate Buildings	21,000	19,060	16,829	16,830	16,425	14,924	-
Street Lighting	26,600	17,558	13,450	12,119	11,560	11,233	-
Officer Travel	6,600	4,889	4,534	4,605	4,420	4556	-
<b>Total</b>	<b>54,200</b>	<b>41,507</b>	<b>34,813</b>	<b>33,544</b>	<b>32,405</b>	<b>30,717</b>	<b>27,100</b>
% Reduction	-	-23.4%	-35.8%	-38.1%	-40.2%	-43.3%	-50%

26. Comparing current emissions to those reported last year shows there has been a reduction from corporate buildings of 9%, further analysis of the data shows that;

- Electricity emissions have reduced by 6.9% over the year, the reduction achieved through a combination of the energy performance programmes (in particular LED lighting replacement) and greater staff awareness and engagement.
- Gas emissions fell by 14% over the same period noting that the winter of 18/19 was relatively mild compared to the average.

27. Street lighting emissions have continued to decrease over the course of the last 12 months as a number of initiatives mature, including the dimming and the switching off of some street lighting for specific periods overnight. The Director of Environment, Transport and Economy recently undertook feasibility study into the replacement of lamps with LED. The cost and lengthy payback estimated in the business case means that this is not currently economic to pursue. When the payback (around 5 years) and costs reduce to an acceptable level a programme of lamp replacement will become viable. This will be kept under review as the cost of installation is expected to reduce in the future.

28. There has been a slight increase in officer miles travelled this year, and whilst the overall emissions have reduced over the phase 2 period they have stayed static over the last couple of years. The greater deployment of electric vehicles through the fleet and the planned conversion of the pool cars to electric vehicles (EV) is expected to see emissions reduce further in subsequent years. The ongoing implementation of modern meeting room technology is also expected to reduce travel demands as officers can 'meet' and connect remotely. This will take time to come to fruition as the digital technology roll out is still ongoing and staff become familiar with its use. This will drive behaviour change which is expected to contribute positively to emission reduction.

- 29.** In June 2017 the Panel supported the proposal from the Director of CCBS to undertake two further phases of the Energy Performance Programme (EPP4 and EPP5). This was approved by the Executive Member Policy and Resources (EMPR) in July 2017. Additional resources of £2.72m were approved as a total investment for the future planned phases. This included funding a major programme of LED lighting replacement, commencement of an electric vehicle replacement programme and investment in new battery technology.

#### Energy Performance Programme Phase 4

- 30.** The first year of the LED lighting programme is now complete. 27 projects were completed for a range of buildings across the Council. These projects amounted to energy savings of £150,000 and 470 tonnes of carbon a year. The overall average payback of the projects completed in this first phase is within 7 years.
- 31.** Scoping of projects for this year has been undertaken and the remainder of the budget will be spent within the current the financial year.
- 32.** The early projects have shown a good return on investment and feedback from building users has been positive. For example, the lighting replaced at Dame Mary Fagan House will save in the region of £18k per annum with a payback of 5.95 years and improved the working environment.
- 33.** The second initiative in EPP 4 was the development of an Electric Vehicle (EV) charging point procurement framework for the public sector.
- 34.** The Central South Regional Framework for Electric Vehicle Charging Points has been in existence for just over one year. This is a route to market for public sector organisations which ensures procurement is simple and efficient. It is, in effect, a pre-negotiated bulk buy arrangement. To date 35 organisations including Winchester City Council, Southampton City Council, Oxford City Council, Test Valley Borough Council and Hampshire Police have framework access with a potential for around £900,000 of investment in the Hampshire area through this framework. The County Council takes a small levy on the transaction with the supplier to cover costs of administration. The arrangement is self funding and supports Property Services commercial approach to income and charges.
- 35.** The Director of CCBS is also delivering a programme of Electric Vehicle (EV) charging point installations to support the roll out of the County Council's EV fleet. Charging points have been provided at Highways depots, and at the Scientific Services offices and other HCC sites. Further points are planned to include a number in specific strategic locations across the HCC estate to support the use of EVs by the Council's staff and services.
- 36.** By the end of this year, 10 Electric Vehicle Charging points will have been installed at 5 Country Parks and Calshot Activities Centre.

- 37.** A second phase is being delivered this financial year for further public facing assets to ensure they are accessible to EV drivers.
- 38.** On-street charge points are being explored by Property Services' Energy Team in conjunction with ETE in response to interest from residents and pressure from other Councils. A guidance document has been produced by ETE for Hampshire residents for "on street" parking outlining the interim action that can be taken and the associated responsibilities. The Council is also promoting the provision of EV Charging points on its own land for development.

#### Energy Performance Programme - Phase 5

- 39.** EPP5 continues to focus on the deployment of electric vehicles for the HCC managed fleet and exploring the potential of battery storage technology for the built estate.
- 40.** By the end of the financial year a total of 106 EV Charge Points (EVCP) will have been installed across the estate.
- 41.** 15 charging points have been installed in the EII basement car park and have formed part of a free trial pilot to test the system and encourage staff and members to use EVs and plug in hybrids.
- 42.** By September, 36 electric vehicles will be in use as fleet cars. 19 are on contract hire for the following services:
- CCBS – 14
  - ETE – 1
  - Adult Services – 3
  - Corporate Health and Safety – 1

A further 17 vehicles are currently on order for ETE Highways.

- 43.** Battery Storage – feasibility studies for Dame Mary Fagan House and EII Court are nearly complete. The recommendations will be developed into a business case where they could be combined with further sustainable technology to improve viability and return on investment such as including more solar PV and combined heat and power units (CHP).

#### Commitment of Remaining Funding in the Policy and Resources Energy Budget

- 44.** £1.11 million of funding remains from an original sum of £7 million identified for energy saving initiatives. Drawing on the experience gained from phases 4 and 5 of the energy programme to date and the successful outcomes achieved thus far, it is now proposed that this remaining funding is allocated to a range of initiatives as set out below:

Solar PV, building fabric and heating improvements to the corporate estate	£500,000
further expansion of the Electric Vehicle infrastructure	£410,000

battery storage for buildings with Photo Voltaic (PV) installations, bulk storage of grid electricity	£200,000
Total	£1,100,000

- 45.** In addition, there is an opportunity to enhance the value of the County Council's investment with a Salix loan contribution.
- 46.** Salix funding has been used successfully to augment our energy programmes to fund (or part fund) investments in energy saving technologies. Salix are the delivery body for the Department of Business, Energy & Industrial Strategy (BEIS), providing interest free loans for public sector energy projects. The Director of CCBS is in regular contact with Salix and the County Council is regarded as a leader in public innovation and investment in energy saving initiatives.
- 47.** Council officers continue to have regular dialogue with Salix who are about to launch a revised De-Carbonisation Clean Growth Recycling Fund where authorities match fund the Salix loan contribution which is used to deliver energy saving works. The revenue cost of energy and carbon saved is returned to the Councils fund and is re-used to invest in further energy saving opportunities.
- 48.** It is proposed to establish a Salix Decarbonisation Fund of £1m with the £500,000 allocation in the table above and match funding of £0.5m from Salix. This fund will be used to respond to changes in the corporate estate that provide new opportunities for investment in technologies such as Solar PV, building fabric and heating improvements. Although the PV programme was undertaken, further opportunities for PV installations arise due to roof condition improvements and certainty of the retention of specific buildings for the longer term. The costs of PV purchase in the market also has come down over time and schemes can become viable which in the past would not have been. This is kept under review on a regular basis. This fund allows for a longer payback period (up to 10 years) to enable the energy team to focus on projects that would previously not have qualified for loan funding.
- 49.** Need project appraisal detail to support the £410k EV infrastructure  
Schools
- 50.** Property Services' Energy team continues to support schools with energy and carbon reduction programmes such as LED lighting and energy performance improvements through the Schools Energy Performance Programme.
- 51.** Over the last year the Schools programme has successfully delivered 23 school projects with energy cost savings of around £100,000 and 360 tonnes of carbon per annum. A further 23 schools have been surveyed or programmed for viability activity.

- 52.** In addition to these programmes, schools continue to request opportunities to install Solar PV systems. The energy team are developing a proposal and business case for Schools Solar PV and energy performance to enable the County Council to offer a Solar PV programme for schools in Hampshire. A business case is being developed and the Director of CCBS is in consultation with the Head of Finance. This will also be considered as part of the wider Climate Change action plan and further reported to the Panel. The Council will also install PV on new schools and extensions where it is technically feasible to do so.

#### Energy Supply Contracts

- 53.** The development of future energy supply contracts for the County Council and its partners is progressing well, focussing on efficiencies from the remaining 2 years of existing contracts, and benefits of future supply contracts for the Council. Smart meters were fitted across the whole estate at the start of the Carbon Reduction Programme and give immediate access to consumption information centrally and locally for schools. Efficiencies and improvements in the administration and billing processes including the following;
- Bill processing optimisation with the IBC saving the equivalent of 7 FTE days per month.
  - The Electricity metering contract will now be aligned with new energy supply contracts in October 2019.
  - Aged credit recovery held by Utilities companies has resulted in over £100,000 being returned to HCC.
  - The energy “fixed prices” has been changed meaning that HCC will no longer be charged “risk premiums” for non-energy costs (taxes, levies). Saving of over £50k each year should be realised.
  - External customers, schools and internal customers were engaged in June 2019 to sign up to the new energy supply Framework which is showing a good level of take up.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

An equalities impact assessment has not been considered in the development of this report as access requirements are always considered during the design stages of building projects and are often improved.

### **2. Impact on Crime and Disorder:**

2.1. The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all decisions it makes on the prevention of crime. The proposals in this report have no impact on the prevention of crime.

### **3. Climate Change:**

3.1. The Energy Strategy and Carbon Management Plan will have significant positive effect on the carbon emissions of the County Council. Climate change impacts are a driver in implementing reduction programmes.

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy and Resources
<b>Date:</b>	14 November 2019
<b>Title:</b>	Regulation of Investigatory Powers Act 2000 – Annual review and confirmation of existing policy with regards to surveillance activity
<b>Report From:</b>	Director of Culture, Communities and Business Services / Director of Transformation and Governance – Corporate Services

**Contact name:** Julie Chambers – Trading Standards Manager (Legal & Compliance)/Peter Andrews – Head of Risk and Information Governance,

**Tel:** 01962 833683  
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### Purpose of this Report

1. The purpose of this report is to seek the annual approval of the County Council's Policy on Surveillance as required under the Codes of Practice issued by the Home Office associated with the Regulation of Investigatory Powers Act (RIPA).

### Recommendation(s)

2. That the County Council's proposed Policy with regard to RIPA, attached as appendix 1 to this report, be approved.

### Executive Summary

3. The purpose of this report is...
  - To seek the annual approval of the County Council's Policy on Surveillance as required under the Codes of Practice issued by the Home Office associated with the Regulation of Investigatory Powers Act (RIPA).

- The Policy statement, for which approval is sought, is attached to this report as Appendix 1.

### **Contextual Information**

4. RIPA is the act of parliament that regulates the County Council's use of covert surveillance. The County Council operates a strict control policy, which ensures that only authorised surveillance takes place; where it is lawful, necessary and proportionate to do so.
5. The current statutory Codes of Practice made by the Secretary of State for the Home Office under the Regulation of Investigatory Powers Act 2000 require that each local authority must have their RIPA policy confirmed by the appropriate executive function on an annual basis, that is, the Executive Member for Policy and Resources.
6. The current Policy was subject to Executive Decision approval on 26 September 2018. This was for a twelve month period and approval for the continued use of surveillance powers for the next 12 months is required.

### **Performance**

7. The recommended decision sought ensures that the County Council continues to comply with the statutory Codes of Practice under RIPA.

### **Consultation and Equalities**

8. Consultation was not required because there are no proposed changes to the existing Policy. However, potential impacts on stakeholders have been considered in the development of this report and no adverse impact has been identified.
9. As there are no proposed changes to the existing Policy a full Equalities Impact Assessment is not required, however potential impacts have been considered in the development of this report and no adverse impact has been identified.

### **Finance**

10. The decision which is sought to be recommended by this report will have no effect upon the budgetary position of Hampshire County Council.

## Use of Powers

11. The County Council uses these powers very sparingly. The Trading Standards Service has adopted the Intelligence Operating Model (IOM) as a means of identifying suspicious activity for further investigation and, thus ensuring resources are used efficiently. The introduction of the IOM has contributed towards the decline in recent surveillance activity as the nature of investigations identified have not warranted such techniques being used.
12. In 2018/2019 there were no instances of the County Council using its surveillance powers in relation to Directed Surveillance (that is where the person is not aware surveillance is taking place and can be done using cameras or videos), and 1 Covert Human Intelligence Source powers (this is where a person is required to covertly/secretly form a 'relationship' with the person/business under investigation for the purpose of obtaining information to further a criminal investigation, for example through face to face conversations, emails or telephone calls).
13. In 2018/2019 the County Council made no applications in relation to its communications data powers (this is where a request is made to a telecommunications supplier for subscriber data and service use data (not content), for example, identifying who a particular internet domain is registered to or the identity of the subscriber to a particular telephone number. In May 2019 a change to the legislative framework saw the acquisition of communications data transferred from the regime of the Regulation of Investigatory Powers Act 2000 to the Investigatory Powers Act 2016. This will not remove the ability of the County Council to obtain communications data but, will change the authorisation and approval process. The County Council will simply be required to acknowledge that an application has been made but, all such activity must now be authorised by the Office for Communication Data Authorisations.
14. It should be noted that the use of surveillance is not the totality of any criminal investigation, but a small part of it, and that criminal investigations may not complete their passage through the criminal court process for many months, if not years after the surveillance activity has ceased.
15. The principal reasons for the use of surveillance are for prevention and detection of crime and not for criminal proceedings. As such, conviction rates, although excellent, are not the only measure of success (different methods of disposal such as letters of written warning, Simple Cautions and website takedowns are also justifiable indicators of RIPA usage).

## Monitoring of Activity

16. Monitoring of the County Council's activity in respect of RIPA is conducted by the Audit Committee. Regular reports on the use of surveillance powers are presented to the Audit Committee on a quarterly basis.
17. On 23 May 2019, the Audit Committee reviewed the County Council's use of RIPA powers for the previous 12 months). As a result of that review, the Audit Committee has provided its assurance that the County Council is operating its powers in a lawful and proportionate manner, and the continued use of surveillance powers would be appropriate.
18. The majority of the County Council's RIPA activity is conducted by officers of the Trading Standards Service, and in accordance with the current County Council's RIPA policy, all RIPA activity is authorised via that Service. Additionally, all authorisations by local authorities are subject to judicial approval through a magistrate, in accordance with the provisions of the Protection of Freedoms Act 2012.
19. The County Council's use of surveillance powers is regularly subject to external inspection. Prior to September 2017 this was carried out by the Office of the Surveillance Commissioner and the Interception of Communications Commissioners Office. From September 2017 all such external inspections are carried out by the Investigatory Powers Commissioner's Office (IPCO). IPCO was formed in September 2017 from the amalgamation of the Office of the Surveillance Commissioner; the Interception of Communication Commissioner's Office and the Intelligence Services Commissioner's Office.
20. In November 2017, the Assistant Surveillance Commissioner reviewed the County Council's use of directed surveillance, covert human intelligence source and CCTV systems under the Regulation of Investigatory Powers Act, and policies and procedures the County Council has in place. The formal report was received by the County Council in January 2018, where the Assistant Surveillance Commissioner indicated his satisfaction with the County Council's application of its covert activities arrangements. He expressed the view that 'the County Council are taking their responsibilities under the legislation seriously and, that standards and approach are commendably high'. He further stated that 'The policy of using Trading Standards to maintain standards and skills and advise where necessary is sound, and the commitment and leadership of Julie Chambers means that there can be confidence that any future use will be robust and compliant'.
21. In January 2015 Hampshire County Council joined the National Anti-Fraud Network (NAFN) as a result of changes to the RIPA landscape affecting the acquisition and disclosure of communications data.

22. On 20 July 2016, the Executive Member for Policy and Resources approved changes to the officers authorised to appear at the Magistrates Court on behalf of the County Council in respect of RIPA approvals, item reference 7638.
  
23. In light of the low level of use, it is recommended that the only amendments that should be made to the Policy are those necessary to reflect the changes in the legislative framework in respect of the acquisition of communications data, as indicated in paragraph 13.

**REQUIRED CORPORATE AND LEGAL INFORMATION:**

**Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	no
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	no

### Other Significant Links

<b>Links to previous Member decisions:</b>	
<u>Title</u>	<u>Date</u>
Regulation of Investigatory Powers Act 2000 – Annual review and confirmation of existing policy with regards to surveillance Activity. Reference 6885.	21 September 2015
Information Compliance - Use of Regulated Investigatory Powers. Reference 7558.	23 June 2016
Regulation of Investigatory Powers Act 2000 – Ability of officers to seek judicial approval for authorisations granted for related surveillance activity. Reference 7638.	20 July 2016
Regulation of Investigatory Powers Act 2000 – Annual review and confirmation of existing policy with regards to surveillance. Reference 7749.	29 September 2016
Information Compliance - Use of Regulated Investigatory Powers	22 June 2017
Regulation of Investigatory Powers Act 2000 – Annual review and confirmation of existing policy with regards to surveillance	18 October 2017
Information Compliance - Use of Regulated Investigatory Powers	20 June 2018
Regulation of Investigatory Powers Act 2000 – Annual review and confirmation of existing policy with regards to surveillance	26 September 2018
Information Compliance - Use of Regulated Investigatory Powers	23 May 2019
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>
Regulation of Investigatory Powers Act 2000 as amended	2000
Protection of Freedoms Act 2012	2012

## Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
Information Compliance - Use of Regulated Investigatory Powers	<a href="http://democracy.hants.gov.uk/documents/s33880/Information%20Compliance%20-%20Use%20of%20Regulated%20Investigatory%20Powers.pdf">http://democracy.hants.gov.uk/documents/s33880/Information%20Compliance%20-%20Use%20of%20Regulated%20Investigatory%20Powers.pdf</a>

## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

As there are no proposed changes to the existing Policy a full Equalities Impact Assessment is not required, however potential impacts have been considered in the development of this report and no adverse impact has been identified.

## **Policy Statement**

Hampshire County Council will not undertake any activity defined within the Regulation of Investigatory Powers Act 2000 without prior authorisation, from a trained, senior officer who is empowered to grant such consents; and subject to Sections 37 and 38 of the Protections of Freedoms Act 2012 and any pertaining regulations relating to the approval of such authorisations by a Magistrate.

Hampshire County Council will also not undertake any acquisition of communications data as defined by the Investigatory Powers Act 2016, without the acknowledgement of a trained, senior officer who is empowered to grant such acknowledgements; and subject to authorisation by the Office for Communications Data Authorisations.

The Director of Culture, Communities and Business Services has been appointed the Senior Responsible Officer and, as such, has been given authority to appoint Authorising Officers (for surveillance activities) and Acknowledging Officers (for the purposes of access to communications data) under either the Regulation of Investigatory Powers Act 2000 and the Investigatory Powers Act 2016.

The Authorising Officer or Acknowledging Officer will not authorise, or acknowledge, the use of surveillance techniques, human intelligence sources or access to communications data unless the application can be shown to be necessary for the purpose of preventing or detecting serious crime or of preventing disorder, in accordance with the relevant legislative framework.

In addition, the Authorising Officer or Acknowledging Officer must believe that the surveillance or obtaining of communications data is necessary and proportionate to what it seeks to achieve. In making this judgment, the officer will consider whether the information can be obtained using other methods and whether efforts have been made to reduce the impact of the surveillance on other people, who are not the subject of the operation. Furthermore, in respect of covert surveillance of Social Networking Sites (SNS) the Authorising Officer will pay due regard to Note 289 in the Procedures and Guidance document published by the Office of the Surveillance Commissioner in July 2016.

Applications for authorisation of surveillance, the use of a Covert Human Intelligence Sources will be made in writing on the appropriate form. Applications for acquisition of communications data will be made via the National Anti-Fraud Network, who act as a Single Point of Contact for this purpose.

Intrusive surveillance operations are defined as activities using covert surveillance techniques, on residential premises, or in any private vehicle, which involves the use of a surveillance device, or an individual, in such a vehicle or on such premises. Hampshire County Council officers are NOT legally entitled to authorise these types of operations.

However public bodies are permitted to record telephone conversations, where one party consents to the recording being made and appropriate

surveillance authorisation has been granted. The party who consents to the recording of the telephone conversation could either be an officer of the County Council or a third party. On occasions, officers of the County Council do need to record telephone conversations, to secure evidence.

It is the policy of this authority to be open and transparent in the way that it works and delivers its services. To that end, a well-publicised Corporate Complaints procedure is in place and information on how to make a complaint to the Investigatory Powers Tribunal will be provided on request to the Senior Responsible Officer.

The County Councils use of its powers under the Regulation of Investigatory Powers Act 2000, and the acquisition of communications data under the Investigatory Powers Act 2000 will be subject to regular scrutiny by the County Councils Audit Committee.

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## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker</b>	Executive Member for Policy and Resources
<b>Date:</b>	14 November 2019
<b>Title:</b>	Investing in Hampshire
<b>Report From:</b>	Director of Corporate Resources Director of Culture, Communities and Business Services, Director of Economy, Transport and Environment

**Contact name:** Rob Carr

**Tel:** 01962 847508

**Email:** Rob.carr@hants.gov.uk

### Purpose of this Report

1. The purpose of this report is to consider two bids against the Investing in Hampshire Fund, both of which are internal to the County Council. The report also recommends some minor amendments to the Investing in Hampshire criteria to extend it to cover grants that invest in the economy of Hampshire.
2. The first bid requests £600,000 for investment in the facilities at Royal Victoria Country Park to ensure that the overall visitor offer is in line with what was envisaged as part of the Country Parks Transformation Programme.
3. The second item (also for £600,000) seeks to build on the work of the Hampshire 2050 Commission by putting in new dedicated resources for just over two years to take forward and pump prime key areas highlighted by the Commission, most notably relating to climate change.

### Recommendation(s)

The Executive Member for Policy and Resources is recommended to:

4. Approve an award of £600,000 towards capital works at Royal Victoria Country Park.
5. Approve a total award of £600,000 as a one-off increase in the cash limit to the Economy, Transport and Environment Department phased over this and the next two financial years.

6. Approve the updated criteria for Investing in Hampshire awards as detailed in Appendix 1.

## **Executive Summary**

7. This report considers two requests for funding from the Investing in Hampshire Fund, both of which have originated from within the County Council.
8. Whilst the original purpose of the Fund was to invest in the cultural and heritage assets within the County or to provide funding to projects that would benefit the wider population of Hampshire, there is no restriction on using the funding for County Council purposes.
9. The Country Parks Transformation Programme (CPTP) has been in operation for some time and seeks to improve visitor experiences whilst at the same time generating income to make the parks self financing.
10. Capital funding to support the CPTP is included within the current capital programme but there is only sufficient funding to improve the catering offer at Royal Victoria Country Park (RVCP) despite the fact that improvements to other facilities are also badly needed. The request for £600,000 from the Investing in Hampshire Fund will enable a greater scope of works to be undertaken and will improve the overall quality of assets on offer to the public.
11. The Hampshire 2050 Commission was supported by the County Council to look at a number of strategic themes in order to consider what the longer term issues for the region are and what early actions could be put in place to address these going forward.
12. The report of the Commissioners' was presented to the County Council in September this year and whilst the potential actions are a matter for a wide range of partners and other organisations across the County and wider region, the County Council is committed to supporting the overall programme, not least in the area of climate change. The County Council also agreed to take on a leadership role in introducing the Commission's report to potential delivery partners, advocating the commissioner's conclusions, and preparing a County Council Plan of direct actions to be taken to deliver relevant aspects of the Report.
13. Given the potential longer term benefits for the residents of Hampshire, a one off sum of £600,000 is being requested from the Investing in Hampshire Fund to provide resources to develop, monitor and help implement the Commission's recommendations.

14. The report also recommends some minor amendments to the Investing in Hampshire criteria to extend it to cover grants that invest in the economy of Hampshire.

### **Royal Victoria Country Park**

15. The Country Parks Transformation Programme (CPTP) has been in place for some time and has made significant improvements across our country parks aimed at improving facilities and the overall visitor offer at the same time as increasing revenues through catering and parking charges with a view to making the parks self financing over time.
16. Whilst there has already been some significant investment at Royal Victoria Country Park (RVCP) which saw the Chapel at the old hospital opened to the public in 2018, there are further works planned to improve and extend the restaurant and catering facilities estimated to be around £900,000 (the remaining funding from the CPTP).
17. Whilst the improvements to the catering offer are key to further income generation, there are other backlog liabilities that cannot be addressed due to lack of remaining funding, this includes refurbishing the Empire Rooms and the external toilets to ensure they are of a similar standard to the other new facilities that are already planned.
18. Since the Investing in Hampshire Fund was set up to support culture and heritage assets across the County, it is considered appropriate to make a contribution of £600,000 towards this overall project that will see the maintenance and improvement of County Council owned assets.
19. The additional sum will need to be formally added to the capital programme when it is reported in the new year, but planning for the works at the site can continue in the meantime.

### **Hampshire 2050 Commission**

20. Following the publication of the Commissioners' report and recommendations, the County Council has committed to provide some initial resources to help progress some of the key actions contained in the report. A team of 6 people together with appropriate support will be put in place for just over 2 years (to April 2022), costing £600,000 to be funded from the Investing in Hampshire Fund.

21. The team will be responsible for the development, monitoring, implementation and review of the Climate Change and the 2050 Commission strategies and action plans to ensure delivery against the Corporate climate change targets and Commission recommendations. The team will be responsible for establishing the necessary baseline data needed to enable measurement and reporting against these targets and recommendations e.g. carbon budgets and measures of climate resilience.
22. The team will also develop and maintain a network of internal and external stakeholders to support the delivery of actions across Hampshire for both the climate change and commission action plans. This will include working with all Hampshire District, Borough, Unitary and Parish Councils.
23. Another key action will be to set up and service suitable governance and reporting arrangements for both strategies and action plans which will include member engagement and scrutiny and the Hampshire Partnership Board. The team will establish specific stakeholder forums e.g. experts, community groups and youth engagement panels; organise and attend events and workshops to support delivery of the action plans and will represent the County Council at a local, regional and national level.
24. This will foster & maintain expert knowledge and contacts across the wide range of issues to support policy development and action plan delivery. The team will also work with Corporate Communications and Marketing Teams to develop and deliver targeted, behavioural insights led, communications to a range of audiences including residents.

### **Investing in Hampshire Criteria**

25. The original intention of the Investing in Hampshire Fund was to invest in the cultural and heritage assets within the County or to provide funding to projects that would benefit the wider population of Hampshire.
26. However, given that the local and regional economy plays such a pivotal role in providing jobs, business rates income and contributes economic growth to the national economy, it is perhaps as an important benefit to the residents of Hampshire as maintaining it as a good place to live and work.
27. This report therefore recommends that slight changes be made to the Investing in Hampshire criteria to allow awards that have an economic or business growth benefit. The revised wording is contained at Appendix 1 and also suggests a few other minor amendments to tidy up the criteria.

## **Consultation and Equalities**

28. No specific consultation has been carried out around the capital investment at RVCP, but the proposed works have been guided by customer feedback that has been received in the past.
  
29. The Hampshire 2050 Commission was by its very nature the collation of views from a wide range of stakeholders and experts in particular fields and the report and recommendations reflect the feedback, data, evidence and information collected by the Commissioners.

**REQUIRED CORPORATE AND LEGAL INFORMATION:**

**Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes/æ
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes/æ
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes/æ
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes/æ

**Other Significant Links**

<b>Links to previous Member decisions:</b>	
<u>Title</u> Extraordinary County Council - Hampshire 2050 Commission of Inquiry	<u>Date</u> 23 September 2019
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

No negative impact has been identified.

## **FUNDING CRITERIA FOR INVESTING IN HAMPSHIRE**

The following criteria should be taken into account when considering a request for funding.

1. Assistance will be considered only in response to direct applications from properly constituted organisations seeking assistance for one-off funding only. The application must show that the organisation is properly and legally organised and has its own bank account. Funding would only be awarded if the proposal was to support activity within agreed County Council priorities.
2. Applications will be considered for the items listed below, where these are within agreed priorities and generally only where other substantial funding exists:
  - Specific capital projects for the improvement or maintenance of significant assets or facilities within Hampshire
  - Projects that will support economic development and business growth within Hampshire.
3. Other applications will be considered at the absolute discretion of the Leader where he considers that the award will make a contribution for the wider benefit of Hampshire and its residents.
4. The wider economic and other benefits to the residents of Hampshire should be considered together with any complementary benefits for Hampshire County Council.
5. Awards will not usually be made in respect of applications from the following:-
  - Government Institutions
  - Schools
  - Overseas and out of County organisations which have no direct Hampshire involvement
  - Bodies requesting funds for onward distribution to other charities e.g. mayoral appeals, carnivals, fetes, or for their own fundraising events.
6. Apart from exceptional circumstances, the requesting body would be expected to provide their own funding towards the project.
7. As a general rule, grants in excess of £250,000 will not be awarded unless significant benefits and funding are available. In exceptional cases, where the benefits are significant and directly relate to services and functions close to the County Council's key objectives, then an award greater than the level above would be considered.

8. Given the longer term nature of capital projects, requests can be considered well in advance, but funding will only be released once evidence of capital expenditure has been provided to the County Council or other arrangements made, consistent with the agreement of the Director of Corporate Resources.

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## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy and Resources
<b>Date:</b>	14 November 2019
<b>Title:</b>	Grants to Voluntary Organisations and Other Bodies
<b>Report From:</b>	Director of Transformation and Governance – Corporate Services

**Contact name:** Louise Pickford

**Tel:** 01962 847355

**Email:** Louise.pickford@hants.gov.uk

#### Purpose of this Report

1. The purpose of this report is to consider a grant request received from Chichester Harbour Trust from the Policy and Resources grants budget.

#### Recommendation

2. That a grant of £8,000 be awarded to the Chichester Harbour Trust towards the management and administrative costs of the organisation from the Policy and Resources grants budget.

#### Executive Summary

3. This report is to consider a request for financial assistance received from the Chichester Harbour Trust from the Policy and Resources grants budget. Details of the request are outlined in Appendix 2 to this report.
4. The Policy and Resources budget available for allocation at the Decision Day on 14 November 2019 is £126,014.

#### Grants Criteria

5. A copy of the criteria used for considering grants from the Policy and Resources grants budget is attached as Appendix 1 to this report.

## **Legal Implications**

6. Subject to certain restrictions, the County Council has the power under Section 1 of the Localism Act 2011 to do anything that individuals generally may do including the power to give grants.

**REQUIRED CORPORATE AND LEGAL INFORMATION:**

**Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	Yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	Yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	Yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	Yes

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

<u>Document</u>	<u>Location</u>
Application form and correspondence received from organisation	Director of Transformation and Governance

## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

The application procedure includes equalities monitoring information as agreed as part of the corporate review of grants programmes and procedures. Further information can be found on the individual request.

## FUNDING CRITERIA FOR THE POLICY AND RESOURCES GRANTS

The following criteria should be taken into consideration when preparing a submission for funding. They are intended as guidelines and not prescriptive rules

1. Assistance will be considered only in response to direct applications from properly constituted organisations seeking assistance. You must show in your application that your organisation is properly and legally organised and has its own bank account.
2. Where appropriate, applications will be referred to the relevant service department (e.g. Adult Services, Culture, Communities and Business Services, Children's Services, etc.) for consideration.
3. Preference will be given to applications for specific projects or activities rather than general running costs of organisations. These grants are not intended to replace shortfalls in service delivery budgets or replace funding for other support you may be able to obtain, or that you have obtained from us in the past.
4. Grants will not usually be made in respect of applications from the following:-
  - District or Parish Councils
  - Government Institutions
  - Schools
  - Overseas and out of County organisations which have no direct Hampshire involvement
  - Branches or organisations assisted centrally with a sum from the County Council
  - Bodies requesting funds for onward distribution to other charities e.g. mayoral appeals, carnivals, fetes, or for their own fundraising events.
5. Applications will not be accepted from political parties or groups affiliated with a political party or from lobbying/campaigning organisations.
6. Applications will only be considered from faith groups who can demonstrate their facilities are open and used by the local community other than for church related activities and are for small one-off projects.
7. Requests may be considered from County wide groups (e.g. Guides, Scouts, Hampshire County Youth Orchestra) for specific trips, e.g. for an international jamboree or cultural tour. Individual requests will not usually be considered.
8. Where possible self-help within organisations should be encouraged and to this end, grants are normally a percentage of the sum required to complete the project.
9. As a general rule, grants in excess of £5,000 will not be awarded.
10. In general grants will only be awarded to projects which are taking place in the same year as application for funds.

**CHICHESTER HARBOUR TRUST (CG00019911)****PURPOSES FOR WHICH FINANCIAL ASSISTANCE IS SOUGHT**

Chichester Harbour Trust is seeking financial assistance towards the management and administrative costs associated with the conservation of Chichester Harbour AONB. This very special landscape and wildlife habitat consists of 270 acres of land over 11 sites, three of which are in Warblington and Hayling Island.

**Total Expenditure:** £38,000 (management and administrative costs)

**Total Income:** £30,000 (includes own funds)

\*\* Its office and facilities are provided as an in-kind contribution by West Sussex County Council.

**Shortfall:** £8,130

**APPLICATION ADDRESSED TO:**

Director of Transformation and Governance

**AMOUNT OF REQUEST:**

£8,000

**GRANTS PREVIOUSLY AWARDED BY OTHER EXECUTIVE MEMBERS AND CONSIDERATION GIVEN BY OTHER LOCAL MEMBERS**

A grant of £8,000 from this budget has been awarded to the Trust since 2013.

**COMMENTS OF LOCAL MEMBER**

Councillors Bolton and Quantrill have been consulted on this request.

**GENERAL COMMENTS**

**Director of Economy, Transport and Environment: To be reported.**

**Director of Transformation and Governance:** In addition to its conservation work, the Trust is working on a community engagement project at its Oyster Quay site in Warblington involving local history and archaeological field work volunteers to discover more about the local historic importance of this wharf structure. This project work would lead to an exhibition at the Emsworth Museum and on-site interpretation.

It is recommended that a grant of £8,000 be awarded for this year to continue its important conservation work.

**RECOMMENDATION**

£8,000

## HAMPSHIRE COUNTY COUNCIL

### Executive Decision Record

<b>Decision Maker:</b>	Executive Member for Policy and Resources		
<b>Date:</b>	14 November 2019		
<b>Title:</b>	Appointments to Outside Bodies		
<b>Report From:</b>	Director of Transformation and Governance – Corporate Services		
<b>Contact name:</b>	Louise Pickford		
<b>Tel:</b>	01962 847355	<b>Email:</b>	Louise.pickford@hants.gov.uk

#### 1. The Decision (PROPOSED):

That nominations be sought for a County Council appointment to serve on the following outside bodies. The term of office to expire in May 2021.

- a) Enterprise M3 Local Enterprise Partnership European Structural and Investment Funds (ESI) Funds Sub-Committee.
- b) Solent Growth Forum

#### 2. Reason for the decision:

2.1 To maintain County Council representation.

#### 3. Other options considered and rejected:

3.1 None.

#### 4. Conflicts of interest:

4.1 Conflicts of interest declared by the decision-maker: None.

4.2 Conflicts of interest declared by other Executive Members consulted: None

5. Dispensation granted by the Conduct Advisory Panel: None

6. Reason(s) for the matter being dealt with if urgent: Not applicable

7. Statement from the Decision Maker:

**Approved by:**

-----  
**Councillor Keith Mans**  
**Executive Member for Policy and Resources**

**Date:**

**14 November 2019**

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy & Resources
<b>Date:</b>	14 November 2019
<b>Title:</b>	Residential Properties – Review of Rents in April 2020
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Chris Jelliffe

**Tel:** 01962 846617

**Email:** Chris.jelliffe@hants.gov.uk

#### Purpose of the Report

1. The purpose of this paper is to consider the appropriate level of rents to be charged in respect of Hampshire County Council's housing accommodation with effect from 1 April 2020.
2. The paper also considers the proposal to delegate to the Director of Culture, Communities and Business Services determination of annual rent reviews from 2021.

#### Recommendations

3. That approval be given to the proposal that rents charged in respect of Hampshire County Council dwellings let to staff and other tenants be increased by 2% with effect from 1 April 2020.
4. That authority be given to the Director of Culture Communities and Business Services to determine the appropriate level of rents for future annual reviews.

#### Executive Summary

5. This paper:
  - Provides details of the nature of the residential estate.
  - Confirms the policies for the annual review of rents.
  - Sets out recent trends in rental levels in both the public and private sectors.
  - Proposes an increase in rent for the affected properties of 2%
6. The paper also proposes that, in the light of the small number of dwellings now affected, the Director of Culture, Communities and Business Services to be authorised to set rental levels at future annual reviews.

## Background

7. The County Council currently owns a total of 78 dwellings. This compares to a figure of 82 dwellings one year ago. There continues to be a steady reduction in numbers each year, reflecting the County Council's policy to dispose of dwellings where feasible, or convert for operational use.
8. The 78 dwellings currently owned can be categorised as follows:

Type of Accommodation	2018	Current
Surplus and occupied by secure tenants	14	12
Occupied by service tenants (mainly school caretakers)	14	14
Included with lettings of County Farms	42	42
Let temporarily pending re-use or sale	6	4
Vacant (uninhabitable) pending re-use	1	1
Vacant and being sold	5	5
<b>Total</b>	<b>82</b>	<b>78</b>

9. The secure tenants, service tenants and some temporary tenants, pay rent based on an adopted rent assessment system which was developed to provide a mechanism for applying fair rents across the whole Estate. The average monthly rent paid by these tenants is around £580. The County Council's policy has been to review rents under the assessment system each April.
10. In undertaking the review, consideration is given to changes in market values over the preceding period, any changes in rental levels in the public sector and the nature of the stock of the County Council's housing accommodation. In recent years, rents charged by the Council have been increased by between 2.5% and 5% each year, with the average annual increase being around 3.5%.

## Rental Trends

11. Rental levels in the private sector have seen a modest rise over the past twelve months. Demand for accommodation continues to exceed supply, with demand steadily rising whilst smaller scale landlords continue to leave the market. Economic uncertainty and the lack of adequate funds also mean fewer people buying residential property and renting accommodation instead. The increases across Hampshire have varied, but on average rises of around 2% have occurred. The level of increase is supported by various regional surveys and market reports.
12. The setting of rents in the public sector for housing associations and housing authorities has for many years been determined by government policy. Since April 2016, the Government has required housing associations to cut rents by 1% a year and this will continue until 2020. This change was made with the specific aim of reducing the Country's expenditure on housing benefit. From 2020, social rents will again be linked to inflation, with increases being permitted of up to Consumer Prices Index plus 1%. The latest figures for the Consumer Prices Index show a 1.7% increase over the past 12 months.

### **Proposals**

13. It is proposed that the level of rents charged for County Council residential properties with effect from April 2020 be increased by 2%. This equates to an average increase for each tenant of a little over £10 per month. The proposed percentage increase is in line with rises seen over the past year in the private rented sector and reflects the need for the County Council to receive income to enable the properties to be maintained. It is considered that the proposals set out in this report will maintain County Council rents at an affordable level.

### **Future Arrangements**

14. The current arrangements for reviewing and approving annual changes in rental levels were put in place over 30 years ago. At the time, the County Council owned nearly 400 dwellings. There remain only 27 dwellings where the level of annual rent is determined by reference to the adopted rent assessment system. Around half the occupiers are service tenants, who receive a 50% abatement on their rent. Around half are secure tenants, the majority of whom receive assistance with rental payments through the welfare benefit system.
15. In light of these circumstances, and in the interest of efficiency, it is considered appropriate to review the arrangement for determining the annual rental adjustment to the Executive Member for Policy and Resources, and it is proposed that this now be delegated to the Director of Culture, Communities and Business Services.

### **Consultation and Equalities**

16. There has been no formal consultation undertaken on the proposal in this report, and no material equality impacts have been identified.

**REQUIRED CORPORATE OR LEGAL INFORMATION:**

**Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	no
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	no
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	no

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

a. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

#### **Due regard in this context involves having due regard in particular to:**

- i. The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- ii. Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- iii. Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

The proposal relates to an increase in rental levels for all County Council tenants where rents are assessed under the adopted Points Assessment System. All affected tenants are either existing members of staff or former members of staff or their families. Whilst the rental increase will have a small financial impact on all tenants, it is appropriate that annual inflationary increases are implemented in line with other landlords. The only category of persons which might be particularly relevant to the proposal relates to age, as the average age of County Council tenants is relatively high. The increase however is only of an inflationary nature and tenants who are so entitled already claim housing benefit.

### **3. Impact on Crime and Disorder:**

The County Council has a legal obligation in Section 17 of the Crime and Disorder Act 1998 to consider the impact of all the decisions it makes on the

prevention of crime. The proposal contained in this report has no impact on the prevention of crime.

4. **Climate Change:**

The potential impact of this proposal on climate change has been considered and no impact has been identified.

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