

Local Government Boundary Commission for England

Council Size Submission

Havant Borough Council

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How to Make a Submission

1. It is recommended that submissions on council size follow the format provided below. Submissions should focus on the future needs of the council and not simply describe the current arrangements. Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.
2. The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

About You

3. The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, or an individual.

This submission is made by a cross-party group – involving the group leaders of the Conservative, Liberal Democrats and Labour Parties.

Reason for Review (Request Reviews Only)

4. Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

N/a

Local Authority Profile

5. Please provide a short description of the authority and its setting. This should set the scene for the Commission and give it a greater understanding of any current issues. The description may cover all, or some of the following:
 - Brief outline of area - are there any notable geographic constraints for example that may affect the review?
 - Rural or urban - what are the characteristics of the authority?
 - Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
 - Are there any other constraints, challenges, issues or changes ahead?

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Havant Borough Council - Profile

Nestling in a coastal plain with the Solent shoreline to the south and the South Downs National Park to the north, the borough of Havant represents an eclectic ecological, cultural, social and industrial mix. The borough is comprised of five key areas:

- Havant – the historical centre of the borough and in use from at least the Roman era.
- Emsworth – located to the east of the borough, this Saxon village benefits from a strong town identity, excellent marina facilities and an AONB designation.
- Hayling Island – connected to the mainland by Langstone Bridge, this popular tourist destination benefits from a Blue Flag beach, SSSIs along its shoreline and a strong water sports following.
- Leigh Park – built on land sold to Portsmouth City Council in 1944, Leigh Park was the result of a large-scale post war, building programme during the 1950s and 60s to accommodate Portsmouth residents whose homes had been lost or destroyed, with some allocation for Havant residents. Many of these properties have now sold on. Leigh Park is an area of great deprivation including unemployment. The site benefits from Staunton Country Park to its north and a significant number of established trees from the ancient Forest of Bere.
- Waterlooville – located to the west of the borough, this highly populated area expanded significantly from the 1960s.

Population

With an [estimated population](#) of 127,484 by 2024, the borough's population is concentrated to the west and north in post-war housing developments:

Area	Residents	% of borough population
Waterlooville	49,639	39.45%
Leigh Park	29,178	23.19%
Havant	19,108	15.19%
Hayling Island	17,915	14.24%
Emsworth	9,973	7.93%
Total	125,813	100%

** Figures based on 2018 figures*

The older population of the borough is not only increasing, but also highly localised. Hayling Island and Emsworth are the most popular areas, with Leigh Park and Waterlooville – more affordable areas to live - more prominent with younger residents.

23.3% of the borough's population was aged 65 or over in 2019, with this expected to rise to 30.9% by 2024. Age-related infrastructure will increasingly be placed under additional pressure, with 141 elderly people for every 100 children in the borough by 2025.

As of 2011, 4.8% of the borough's population was non-white British, with the largest of these communities having an [Indian background](#).

Health

Health inequality in the borough is significant, with pockets of significant deprivation reducing average figures. Key figures include:

- Life expectancy for men is **10.3** years lower in the most deprived areas than in the least deprived.
- Life expectancy for women is **8.5** years lower in the most deprived areas than in the least deprived.
- **66%** of adults are classed as overweight or obese, four percent higher than the national average.
- **27%** of reception aged children are overweight or obese, ranking worst in the south east region and significantly above the national average of 22.4%.
- Diabetes is **7%** higher than the national average.
- Dementia is **4%** higher than the national average.
- **18.5%** of children living in low income families – an audience recognised as at risk of poor health.

Other health issues present less of a problem in the borough:

- Respiratory disease is 27.6% lower than the national average, with 26.8 deaths per 100,000 compared to 34.2 deaths nationally.
- Liver disease is 21% lower the national average, with 15.3 deaths per 100,000 compared to 18.5 deaths nationally.
- Cardiovascular disease is 19.6% lower than the national average, with 58.9 deaths per 100,000 compared to 70.4 deaths nationally.
- Deaths by preventable causes are 7.4% percent lower than the national average, with 168.3 deaths per 100,000 compared to 180.8 deaths nationally.

Deprivation

Measured against 317 local authorities in England, the 2019 Indices of Multiple Deprivation state:

- Havant is the **133rd most deprived** local authority in England.
- In terms of education, skills and training, Havant is the **67th most deprived** local authority.
- In terms of personal risk and material victimisation (crime) Havant is the **81st most deprived** local authority.
- In terms of income deprivation impacting on children, Havant ranked **87th** amongst local authorities.

Housing

The average cost of a property in the borough ([as of April 2021](#)) was **£291,051**, **14.7% lower** than the average cost of **£341,358** for the south east region.

Census data from 2021 shows the [breakdown of housing types](#) in the borough as:

- Detached – 28.4%
- Semi-detached – 28.3%
- Terraced – 23.9%
- Flat, maisonette or apartment (purpose built) – 16.7%
- Flat, maisonette or apartment (converted) – 1.25%
- Flat, maisonette or apartment (in commercial building) – 1.1%

To meet National Planning Policy Framework requirements, [research has identified](#) the borough needs to build an **additional 11.250 homes** by 2036.

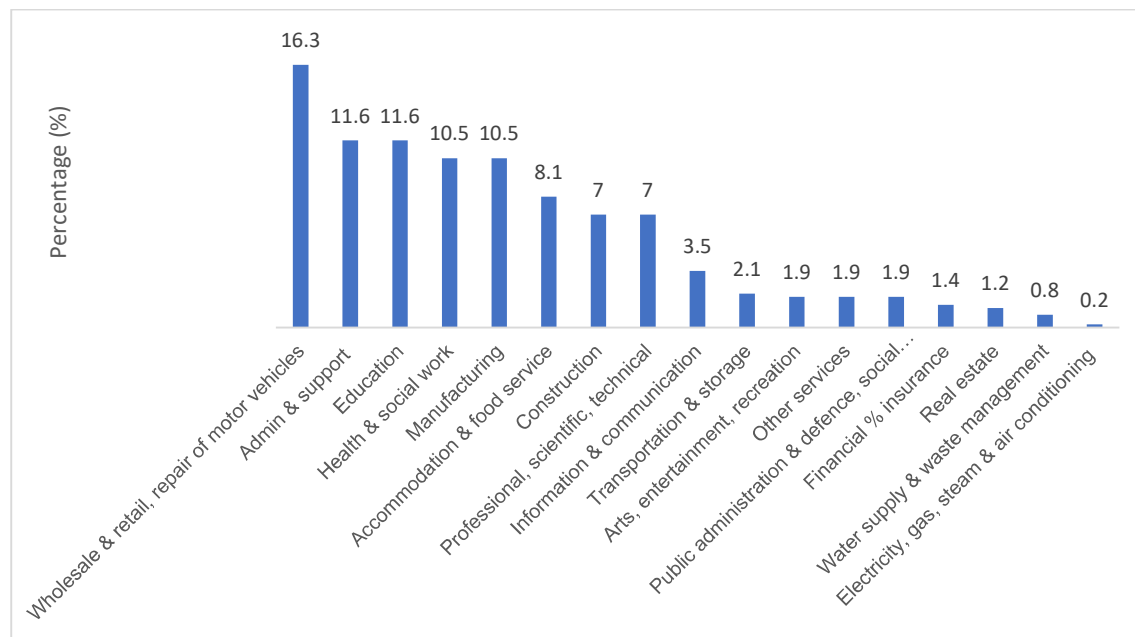
Employment

Those classified as economically active are of working age (16-64) and either employed or currently seeking employment. In 2020, [77% of Havant's population were economically active](#), and 5% of the population were unemployed. The average for those who are economically active in the South East region is 81.6% and those unemployed at 3.9%.

Economic inactivity combines those aged 16-64 who are students, retired, looking after family/home and sickness; [23% of people in Havant were classified as economically inactive](#) in 2020 compared to 18.4% in the South East region.

The [gross weekly pay](#) for full-time workers in Havant averaged at £582.40 in 2020 compared to the weekly average of £631.80 in the South East region.

The [employment breakdown by industry](#) for Havant is as follows;



As of 14 June 2021, the cumulative number for employments on furlough supported by the [Coronavirus Job Retention Scheme in Havant](#) was 20,500. The total for Hampshire county is 232

Economy

Pre-pandemic figures [confirm](#) the borough is home to over **4,340 businesses**, with 10.2% of the workforce in advanced manufacturing and engineering industries (3.8% higher than the [regional average](#)). More than 1,000 businesses are in key growth sectors.

Productivity rates – at £51,200 per worker – are **8% higher** than the average for the Solent area. Gross pay (at **£582.40** per week for full-time workers) is [significantly behind the regional average](#) of **£631.80**, and slightly behind the national average of **£587.10**.

The borough has excellent connectivity which includes:

- Being within 25 miles of two major ports handling 1.5 million containers per annum.

- Direct railway access to London, Cardiff, Brighton and Southampton.
- Arterial road connections to Portsmouth, Southampton and London, and the interchange between the A3(M) / A27 and M27.

Additionally, the borough is part of a [successful bid](#) for freeport status, which includes the Dunsbury Park business site at the western periphery of the borough. In the long-term, this is expected to increase manufacturing, encourage local investment and create new jobs.

The pandemic has had a predictably major impact on the local labour market. **77%** of the borough's population were [economically active](#) in 2020, with **70.7%** in employment. Unemployment rose from **2.7%** in March 2020 to a peak of **6.5%** in May 2020. Unemployment is currently in decline (**5.1%** as of June 2021) and is in line with regional and national trends.

Environment

The Borough's location on the coastal plain between the South Downs National Park and the Solent has created a high-quality environment which benefits from a range of international and national nature designations. These include:

- [Ramsar designation](#) as a wetland of international importance
- [Special Protection Area](#) as designated under the EC Birds Directive
- Four Sites of Special Scientific Interest – [Chichester Harbour](#), [Langstone Harbour](#), [Warblington Meadow](#) and [Sinah Warren](#).
- Nine [local nature reserves](#), including the [acclaimed nature reserve](#) recently established at Warblington Farm

The total area of these designated sites in the borough exceeds 2,700 hectares. The coastline supports a number of endangered bird species in statistically significant volume who overwinter in the borough. The borough is also home to a [nationally significant](#) population of the rare Bechstein's bat, [currently listed](#) on the IUCN Red List of Threatened Species.

With circa 56km of coastline and 32km of major rivers, rising sea levels represent the biggest climate change risk for the borough – especially when considering 22% of land in the borough is currently designated within an Environment Agency flood zone.

Resident's view of the Council

During the COVID-19 Pandemic, trust, and confidence in the Council from residents has remained strong. The regular COVID-19 residents surveys (different questions to the regular residents' survey) asked our residents about their trust in the advice and information that they receive from the Council and their confidence in the way that their local council has handled the outbreak. Havant has registered a rate of 81% of respondents who trust the information they are given (survey conducted in May-June 2021), with a rate of 66% of respondents who are confident

in the way that the authority is handling the response to the outbreak. This has remained consistently around these levels since the first (September 2020) and the second (December 2020) iterations of the survey.

The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 years. The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What impact on the Council's effectiveness will your council size proposal have?

[Click or tap here to enter text.](#)

Council Size – Proposal

Introduction

This submission sets out the response from Havant Borough Council to the Local Government Boundary Commission for England's (LGBCE) invitation to put forward a recommendation on future Council size.

The review has been triggered by the length of time since the last review, which was in 2000 and took effect in 2003. It should also be noted that four of the borough's wards are now approaching an electoral population at a variance of greater than, plus or minus 10% from the mean average electors per councillor. The Council recognises the importance of electoral equality to a fair democratic process, whilst at the same time it must ensure that governance of the Council is maintained at a level which can best serve the electorate.

The most recent change to internal governance arrangements was the overhaul of the Scrutiny arrangements, implemented in 2021. Previously, the scrutiny was split over three boards, Audit, Finance and Governance Board, Business Commercial Services Board and Operations and Place Shaping Board. These three boards have been streamlined into one Overview and Scrutiny Committee with Audit and Finance functions moving to an Audit and Finance Committee and key governance functions into a Standards Committee.

The streamlining of the Councils scrutiny function reduces the chance of gaps or overlapping between boards, produce a more consistent approach and less demands on Councillors and officer's time. These arrangements have enhanced the Council's effectiveness.

We can confirm that there has not been any recent transference of strategic or service functions, nor any capacity issues raised by any inspectorate or similar.

Council Size

(1) The Commission believes that councillors have three broad aspects to their role. These are categorised as: Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

Strategic Leadership

(2) Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified.

Topic	
Governance Model	<p><i>Key lines of explanation</i></p> <ul style="list-style-type: none"> ➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i> ➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i> ➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i> ➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i>

		<p>➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i></p>
	<p>Analysis</p>	<p>Under the Local Government Act 2000, Havant Borough Council adopted a Cabinet style system with a Leader and Cabinet. The council operates a 'strong Leader' model whereby the Cabinet is appointed by the elected Leader.</p> <p>All the Council's functions are exercised by the Executive arm of the Council unless the law makes specific provision to the contrary. Where the law provides the Council with a choice, the council's constitution determines whether a function may be exercised by the Executive.</p> <p>The Cabinet consists of a Leader and a Deputy Leader together with four other Councillors appointed as members of the Cabinet by the Leader. The Leader is also Leader of the Cabinet. The Mayor and the Deputy Mayor may not be appointed as Cabinet Members.</p> <p>In the event of the Leader being unable to discharge his/her duties as Leader due to absence, the Deputy Leader shall assume those duties until the Leader is able to resume his/her duties or full Council appoints a new Leader. The Cabinet is made up of the Leader, Deputy Leader and five Members each of whom hold a portfolio.</p> <p>There are 8 formal meetings of the Cabinet per year and approx..20 informal briefings.</p> <p>Cabinet members meet regularly with relevant Heads of Service to discuss and develop strategic and operational policy.</p> <p>The Scrutiny function looks at current policy and it offers recommendations as to how that policy can be developed as appropriate.</p> <p>The current Cabinet structure is the preferred option for Havant. This gives clear leadership and direction, is less bureaucratic and can be easily held to account by the public. The cabinet system also mirrors central government and therefore may be more understandable to the public.</p>

Portfolios	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How many portfolios will there be?</i> ➤ <i>What will the role of a portfolio holder be?</i> ➤ <i>Will this be a full-time position?</i> ➤ <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i>
	Analysis	<p>There are 7 portfolios, one held by each member of the Cabinet as follows:</p> <ul style="list-style-type: none"> • Transformation, Communication and Corporate Strategy (Leader of the Council) • Community Safety and Organisational Development (Deputy Leader of the Council) • Environment and Climate Change • Capita and Commercial Contracts • Finance, Regeneration and Estates • Housing, Communities and CIL • Planning, Hayling Seafront Strategy and Coastal Management <p>In relation to a Portfolio of functions and/or matters assigned to them by the Leader, Members are responsible, where they are appointed are assigned special responsibilities to the Council for:</p> <ul style="list-style-type: none"> • lead on developing Council policy and make recommendations to the Cabinet • provide guidance to the Cabinet on delivering services within their portfolio area • give guidance to the Cabinet on budget priorities • monitor performance and make sure policy is delivered • lead on improving Council services • ensure that activities meet the Council's overall vision, core values and guiding principles • represent the Council at a national and local level • contribute to debate and decision-making • work with all Councillors and officers to make sure that the overview and scrutiny process works correctly including appearing before relevant Overview and Scrutiny meetings and responding to Overview and Scrutiny Committee reports • make decisions within the responsibility of the Cabinet member's portfolio • ensure appropriate consultation and liaison with partners and the community on matters within the scope of their portfolio.

		<p>Havant Borough Council is an ambitious local authority, and as such requires a significant time commitment of its Leader and Cabinet Members.</p> <p>Cabinet members are expected to be available by email and telephone, including in evenings. Given the requirement for availability and the commitment given by Cabinet members and many other councillors, the role can often be akin to “full time”.</p> <p>The Cabinet may exercise any Executive Function.</p> <p>A Portfolio holder may take any Executive decision which relates to his or her Portfolio.</p> <p>The Leader may take any decision which an individual Portfolio holder could take where the relevant Portfolio holder is unable or unwilling to take that decision. The Leader may alter the allocation of responsibilities within any Portfolio.</p> <p>All decisions must be made in accordance with the provisions of the Constitution and any policies of the council.</p> <p>The following principles are observed by decision makers exercising Executive functions:</p> <ul style="list-style-type: none"> • Key decisions should normally be made by the Cabinet as a whole • Decisions which significantly affect more than one Portfolio should normally be made by the Cabinet as a whole • Decisions of an operational or managerial nature should normally be made by Chief Officers • Decisions of a strategic nature would normally be made by Members. <p>Decisions made by Cabinet are subject to call in procedures by the Scrutiny Committee</p>
<p>Delegated Responsibilities</p>	<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> ➤ <i>What responsibilities will be delegated to officers or committees?</i> ➤ <i>How many councillors will be involved in taking major decisions?</i>

	Analysis	<p>Chief Officers may take any Executive decision which relates to the services under their control except where the relevant Portfolio holder has instructed them not to make such a decision. Chief officers may nominate other officers to take decisions which they have the power to take.</p> <p>The Councils Constitution details all responsibilities that are delegated to officers – under the Officers Scheme of Delegation in Part 2 – https://cdn.havant.gov.uk/public/documents/Havant%20Borough%20Council%20Constitution.pdf</p> <p>Full Council is the body that makes major decisions – in particular regarding the budget and policy framework - therefore all Councillors are involved in taking major decisions.</p>
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Accountability

(3) Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role.

Topic	
Internal Scrutiny	The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.
<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How will decision makers be held to account?</i> ➤ <i>How many committees will be required? And what will their functions be?</i> ➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> ➤ <i>How many members will be required to fulfil these positions?</i> ➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> ➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
Analysis	The Overview and Scrutiny Committee (14 Councillors in Political balance) supports and challenges the work of the Cabinet and the Council as a whole. It may be supported by subcommittees or Task and Finish Groups. It is anticipated that it would set up Task and Finish groups for Operations and Place Shaping and also for

Business and Commercial Services. Cabinet members cannot sit on the Overview and Scrutiny Committee or any of its sub-committees. The Committee may hold inquiries into matters of local concern in which the public may take part and may invite external bodies to provide evidence or appear before it. This sometimes leads to reports and recommendations to the Cabinet, the Council as a whole, and, in some cases, outside agencies, on policies, budgets, and service delivery. Individual Councillors may ask for items related to Council functions to be placed on the agenda of the committee.

The Overview and Scrutiny Committee also monitors the decisions of the Cabinet and key decisions taken by officers that have been taken but not yet implemented. Non-Cabinet Councillors can 'call-in' these decisions to enable the Overview and Scrutiny Committee to consider whether the decision is appropriate. The Overview and Scrutiny Committee may recommend that the decision is reconsidered by Cabinet.

The Overview and Scrutiny Committee may also be consulted by the Cabinet or the Council on forthcoming decisions and the development of policy.

Committee Scope

The Council fully supports the role of its Overview and Scrutiny Committee in holding the Cabinet and others to account in discharging their functions and in policy formulation.

The Council believes that the important parts of the role are:

- (i) to assist the Full Council and Cabinet in reviewing its major plans, policies, and strategies, which will set the climate in which the Cabinet and other decision-making bodies are required to operate.
- (ii) to assist with policy formulation.
- (iii) to undertake specific reviews of the Council's organisation and service provision so that improvements can be made to service delivery.

The Council's Scrutiny function has worked very effectively. There is a transparent approach to project delivery with updates regularly taken to Cabinet for consideration.

Work items for consideration are scored, prioritised and if appropriate added to a rolling workplan – detailing the Task and Finish groups, who will lead the group and membership.

		<p>The committee may establish sub-committees or task and finish groups, appointing the Chairman in accordance with the Council's criteria and with such membership as it sees fit, to undertake scrutiny on a task and finish basis.</p> <p>Given the important role of Overview and Scrutiny and the Task and Finish groups they set up, the Council recognises that the large membership (14 members) is useful to add value.</p>
Statutory Function		This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?
Planning	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i>
	Analysis	<p>This year (2021) changes were made to delegate more decisions to officers. Approx. 20% of applications are dealt with by members – currently there are no plans to make further changes.</p> <p>Havant Borough Council do not operate area planning committees</p> <p>Our current proposal is that Cabinet members will not serve on planning committees.</p> <p>The Planning committee and Site Viewing party meet approx. every three weeks</p>
Licensing	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How many licencing panels will the council have in the average year?</i> ➤ <i>And what will be the time commitment for members?</i> ➤ <i>Will there be standing licencing panels, or will they be ad-hoc?</i> ➤ <i>Will there be core members and regular attendees, or will different members serve on them?</i>
	Analysis	<p>The Licencing panel will meet approx. twice a year – the time commitment would equate to about 10 hours per annum.</p> <p>There is a Standing pool of chairman for the panels – the panels are held as required – comprising of a chairman two members. All members are chosen from a rota to give an equal opportunity to attend.</p>

Other Regulatory Bodies	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>What will they be, and how many members will they require?</i> ➤ <i>Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.</i> 																		
	Analysis	<p>The Council operate two regulatory bodies – the Audit and Finance committee and the Standards Committee both have a membership of eight.</p> <p>We have streamlined membership and delegated as much as possible to officers – The Audit and Finance Committee monitors and controls the financial processes within the council</p> <p>The Standards committee deals with the conduct of councillors and as appropriate, the review the constitution</p>																		
External Partnerships		Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.																		
	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council?</i> ➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i> ➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i> 																		
	Analysis	<p>Council members will serve on decision-making partnerships etc – please see listing below which gives details of bodies and numbers involved. Councillors will be able to take decisions / make commitments on behalf of the Council.</p> <p>The Council’s current principal governance arrangements are outlined in the table below:</p> <table border="1"> <thead> <tr> <th><i>Committee</i></th> <th><i>Cllrs</i></th> </tr> </thead> <tbody> <tr> <td>Cabinet</td> <td>7</td> </tr> <tr> <td>Audit & Finance Committee</td> <td>8</td> </tr> <tr> <td>Standards Committee</td> <td>8</td> </tr> <tr> <td>Overview & Scrutiny Committee</td> <td>14</td> </tr> <tr> <td>Planning Policy Committee</td> <td>10</td> </tr> <tr> <td>Planning Committee</td> <td>7</td> </tr> <tr> <td>Licensing Committee</td> <td>15</td> </tr> <tr> <td>Joint Human Resources Committee</td> <td>6</td> </tr> </tbody> </table> <p>Other appointments are: -</p>	<i>Committee</i>	<i>Cllrs</i>	Cabinet	7	Audit & Finance Committee	8	Standards Committee	8	Overview & Scrutiny Committee	14	Planning Policy Committee	10	Planning Committee	7	Licensing Committee	15	Joint Human Resources Committee	6
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<i>Organisation/Committee</i>	<i>Cllrs</i>
Armed Forces Covenant Representative	1
Bedhampton Community Hall Association	1
Chichester Harbour Conservancy Board	2
Community First Wessex	1
Cowplain Activity Centre Association	1
District Councils Network	1
Emsworth Maritime Historical Trust	1
Hampshire (South East) Road Safety	1
Hampshire and Isle of Wight Local Government Association	2
Hampshire Buildings Preservation Trust	1
Havant Citizens Advice	1
Havant Thicket Reservoir Stakeholder Group	1
Hayling Island Community Centre Association	1
Langstone Harbour Board	6
Local Government Association (Assembly)	1
Local Government Association – Coastal Issues Special Interest Group	1
Norse South East – Strategic Liaison Board	1
Off The Record	1
Parking Patrol Adjudication Panel and Traffic Regulations Outside London Adjudication Joint Committee (PATROL)	1
Portchester Crematorium Joint Committee	2
Portsmouth City Council Health Overview and Scrutiny Panel	1
Project Integra Strategic Board	1 + Deputy
PUSH Joint Management Committee	1
PUSH Overview and Scrutiny Committee	1
Solent Growth Forum	1
Solent Leader's Forum	1 + Deputy
South East Employers	1

South East of England Councils	1
Southern and South East England Tourist Board	1
Spring Arts and Heritage Centre	1
Springwood Centre	1
Standing Conference on problems associated with the Coastline (SCOPAC)	1
Staunton Country Park Management Committee	1
Sussex Downs and Coastal Plain Local Action Group	1
Waterlooville Area Community Association	1
We Big Local	1
Wecock Community Centre Association	1
West of Waterlooville Forum	4 + 2 Deputies
Westbrook Hall Association	1
Police and Crime Panel	1

The two most important partnerships are NORSE SE – a partnership (with a shareholder subcommittee) delivering waste service across the borough and the Coastal Partnership – a partnership of four local authorities with a shared coast <https://coastalpartners.org.uk/>

Workload will vary dependant on the partnership or external body.

Community Involvement

(4) The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties?

Topic		Description
	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>In general terms how do councillors carry out their representational role with electors?</i> ➤ <i>Does the council have area committees and what are their powers?</i> ➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i> ➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i> ➤ <i>Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play?</i> ➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i>
Community Leadership	Analysis	<p>Most Councillors are proactively involved within their wards and play a very active part within their communities in varying ways. This includes:</p> <ul style="list-style-type: none"> - Attending community events - Engaging in social media - Delivering Community Newsletters informing residents of the work of the Councillor - Regular media appearances - Working with local community groups - Participating in meetings with other public service agencies, such as Police and Health - Responding to phone calls, emails, visits - Visiting sites and locations of concern - Facilitating solutions to problems by putting residents in contact with the right authorities - Directly involved with Community Projects, such as – WAVE festival, fund raising for Jubilee Park, Havant Business Association, and the Emsworth Food Festival. <p>There are several ways which members engage with their constituents.</p>

- use social media
- attend public meetings
- hold surgeries

Other forms of engagement used include

- Informal/spontaneous conversations
- House visits
- By telephone, email
- Distribute newsletters
- Via other agency meetings

All Councillors contact details are available on the Council web site

Councillors are appointed to outside bodies as part of their Council business, with these covering a variety of roles ranging from attendees and observers to voting Board members and trustees to community groups. One key example is the Langstone Harbour Board, to which Councillors are appointed with voting rights and the ability to influence decisions relating to the management, conservation and finances relating to Langstone Harbour.

Outside of this, Councillors are encouraged to attend local community group meetings including resident's association, to act as a link between their constituents and their Council. The Havant Borough does not have any parish councils.

The Council Youth and Sports Conferences that allow opportunities for Councillors to engage with young people outside of the confines of the organisation.

The Council has been able to attract several young candidates, over recent years, who have been elected and now take active roles within the Council.

	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i> ➤ <i>What support do members receive?</i> ➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i> ➤ <i>In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?</i>
Casework	Analysis	<p>Most councillors take a very active interest in local issues of concern and see matters through to resolution. They also provide each other with peer support and advice.</p> <p>Councillors will link in with the appropriate Head of Service to progress the issue – Heads of Service work very closely with Councillors to build strong working relationships and improve the 'organisational' knowledge of the Councillor.</p> <p>Councillors receive a variety support as detailed below to discharge their duties in relation to casework and representational role in their ward –</p> <ul style="list-style-type: none"> ● officer support ● ward colleagues ● party colleagues ● local political party office ● MPs ● member training <p>All newly elected and re-elected members receive core training and undergo induction training. The Council is committed to ensuring that all Councillors are equipped with the relevant skills to do the best job possible. Some training is mandatory for Planning and Licensing Committee members.</p> <p>The Council has been awarded Charter status by the South East Employers with the accredited Councillor Development Charter - https://www.seemp.co.uk/2020/04/21/councillor-development-charter/</p> <p>The new Charter framework has a greater focus on councillor's digital skills, leadership development and the councillor's community leadership role building on the INLOGOV research, 21st Century Councillor.</p>

		<p>Existing Councillors can also attend the induction process as a refresher if there wish. There are bespoke training programs for the planning, licencing, and planning policy committees.</p> <p>All members undertake a member training needs analysis each year to identify areas where councillors need additional training.</p> <p>In the future, we are planning to move more training on-line rather than the traditional in-person seminar or workshop to make the training more accessible.</p>
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Other Issues

(5) Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

[Click or tap here to enter text.](#)

Summary

(6) In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the number of councillors required to represent the authority in the future. Use this space to summarise the proposals and indicate any other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

[Click or tap here to enter text.](#)

Council Size Submission

The Council's submission addresses the three broad areas contained in the LGBCE's technical guidance on governance arrangements, scrutiny functions and the representational role of Councillors within their local communities.

The last review of electoral arrangements in Havant was in 2000, which took effect in 2003. Since then, the number of councillors has been 38 spread over 14 borough wards.

Working with the principle that Councillors current workloads are manageable, as there is no evidence to the contrary, and that we cannot foresee any significant increase to that workload, it is difficult to evidence the need to increase the number of Councillors.

As mentioned above, the Council is organised into 14 Wards, which are represented by 38 Councillors – this results in four Wards having two Councillors and ten Wards been represented by three Councillors. We note that there is an expectation for 'Electoral equality for local Voters' within the Boundary Commissions briefing pack – to this end, we would propose that all our Wards are represented by an equal number of Councillors.

Our proposal is therefore to reduce the number of Councillors from 38 to 36. This reduction could lead to Wards of equal representation – depending on agreement to this proposal and the outcome of Part 2 of this process – Warding Patterns.

We have considered a proposal of remaining at 38 members. This would not meet two key requirements, to give electoral equality for local voters or to enable the council to retain its current practice of election by thirds.

We have considered an increase in one Councillor to 39 – however, there is no evidence to support an increase. We also looked at a reduction of five to 33 – we believe that this would be too much of a reduction and the Council would not have insufficient councillors to conduct the council’s business of Leadership and Accountability. As you can see from the Council profile section, the council has significant challenges around Health, Deprivation and Housing and need sufficient resources to make a difference to the residents of the borough.

The Council can also confirm its wish to retain its current practice of elections by thirds.

Based on the latest 2021 electoral register the current average is 2,554 electors per councillor. The electorate forecasts developed as part of this exercise suggest that by 2027 the ratio for the Council’s recommended number of 36 councillors will be an average of 2,849 electors per councillor.

We are confident that a reduced number of Councillors as proposed would be sufficient to run the Council’s business and would not impact on the Council’s effectiveness.

Near neighbour comparison data

As part of the council’s submission, a comparison exercise was undertaken to compare the electorate, with the number of councillors. The table below compares the authority equally with other authorities across the county and the council’s geographical neighbours.

Authorities	Electors*	Number of Councillors	Number of Wards	Average Electors per Councillor
Havant Borough Council	96,277	38	14	2,534
Surrounding Authorities				
Portsmouth City Council	149,779	42	14	3,566
Winchester City Council	93,380	45	16	2,075
East Hampshire District Council	95,378	42	30	2,271
Chichester District Council	94,091	36	21	2,636
Hampshire County authorities				
Fareham Borough Council	90,075	31	15	2,906
Gosport Borough Council**	62,860	34	17	1,844

Eastleigh Borough Council	102,621	39	14	2,631
New Forest District Council	144,884	60	34	2,415
Test Valley Borough Council	98,527	43	20	2,291
Basingstoke and Deane District Council	136,907	54	18	2,535
Hart District Council	74,882	33	11	2,269
Rushmoor District Council	66,214	39	13	1,698
Southampton City Council	170,890	48	16	3,560
Isle of Wight Council	111,302	39	39	2,854

* ONS, Number of electoral registrations in December 2020

** We understand that Gosport may be reducing the number of Councillors from 34 to 28

Summary of the Council's submission

The approach adopted when considering Council size has been to follow the LGBCE's guiding principles and address them in terms of current arrangements and likely future trends and plans.

The Council's current principal governance arrangements are outlined in the table below:

<i>Committee</i>	<i>Cllrs</i>
Cabinet	7
Audit & Finance Committee	8
Standards Committee	8
Overview & Scrutiny Committee	14
Planning Policy Committee	10
Planning Committee	7
Licensing Committee	15
Joint Human Resources Committee	6

Other appointments are: -

<i>Organisation/Committee</i>	<i>Cllrs</i>
Armed Forces Covenant Representative	1
Bedhampton Community Hall Association	1
Chichester Harbour Conservancy Board	2
Community First Wessex	1
Cowplain Activity Centre Association	1
District Councils Network	1
Emsworth Maritime Historical Trust	1
Hampshire (South East) Road Safety	1
Hampshire and Isle of Wight Local Government Association	2
Hampshire Buildings Preservation Trust	1
Havant Citizens Advice	1
Havant Thicket Reservoir Stakeholder Group	1
Hayling Island Community Centre Association	1
Langstone Harbour Board	6
Local Government Association (Assembly)	1
Local Government Association – Coastal Issues Special Interest Group	1
Norse South East – Strategic Liaison Board	1
Off The Record	1
Parking Patrol Adjudication Panel and Traffic Regulations Outside London Adjudication Joint Committee (PATROL)	1
Portchester Crematorium Joint Committee	2
Portsmouth City Council Health Overview and Scrutiny Panel	1
Project Integra Strategic Board	1 + Deputy
PUSH Joint Management Committee	1
PUSH Overview and Scrutiny Committee	1
Solent Growth Forum	1
Solent Leader's Forum	1 + Deputy
South East Employers	1

South East of England Councils	1
Southern and South East England Tourist Board	1
Spring Arts and Heritage Centre	1
Springwood Centre	1
Standing Conference on problems associated with the Coastline (SCOPAC)	1
Staunton Country Park Management Committee	1
Sussex Downs and Coastal Plain Local Action Group	1
Waterlooville Area Community Association	1
We Big Local	1
Wecock Community Centre Association	1
West of Waterlooville Forum	4 + 2 Deputies
Westbrook Hall Association	1
Police and Crime Panel	1

Therefore, the number of councillors recommended by this Council would enable continued and sufficient support of the Council's important governance and decision-making functions, whilst ensuring it can provide appropriate scrutiny, meet its regulatory responsibilities and maintain a proper level of representation on local bodies and partnerships.

The number of positions required for the key Council committees, will always be kept under review, as you would expect; and where appropriate and able, these can be changed to meet the Councils' requirements going forward.

After considering all the relevant factors, the proposal is that the current level of 38 elected members is reduced to 36, so that the Council can ensure it continues to:

- provide an effective decision-making process.
- provide effective arrangements for the management and delivery of its business, responsibilities, and regulatory functions.
- support extensive and effective involvement in community leadership and representation.
- respond to the challenges facing Havant and its local communities, as the population continues to grow.

Summary of Justification

A summary of the Council's justification for the submission is set out below: -

- Currently, the Council has unequal representation as the Council is arranged in 14 Wards, 10 Wards with 3 Councillors and 4 Wards with 2 Councillors – this is not an equitable position and our submission looks to rebalance the Wards.
- A reduction of two Councillors would make the Council more efficient whilst still enabling Council business to continue.
- Councillors would have more opportunity to take an active role in representing the Council and driving Council strategy.