



BOROUGH OF RUSHMOOR

To the Mayor and Members of the Council,

YOU ARE HEREBY SUMMONED to attend a Meeting of the Council to be held at the Council Offices, Farnborough on **Thursday, 1st October, 2026 at 7.15 pm** for the transaction of the business set out on the Agenda given below.

A G E N D A

1. **MINUTES –** (Pages 1 - 14)

To confirm the minutes of the Ordinary Meeting of the Council held on 2nd July, 2026 (copy attached).

2. **MAYOR'S ANNOUNCEMENTS –**

3. **QUESTIONS –**

(1) To receive any questions by Members submitted in pursuance of Standing Order 8 (3).

Public Questions

(2) To answer any questions from the public submitted under Standing Order 9 in accordance with the Procedure Note.

4. RETURNING OFFICER'S REPORT – (Pages 15 - 16)

To receive the Returning Officer's Report on the result of the Wellington Ward By-Election held on 16th July 2026 (copy attached – Annex 1).

5. NOTICE OF MOTION - GOVERNMENT HANDLING OF LOCAL GOVERNMENT REORGANISATION –

Under Standing Order 1(4), a request for an Extraordinary Council Meeting was received from councillors Steve Harden, Martin Tennant, Gareth Lyon, Sue Carter and Ade Adeola to consider a motion on the government's handling of local government reorganisation. It was agreed that the item would be included on the agenda for this meeting.

The Council is asked to consider the following Notice of Motion, to be proposed by Cllr Steve Harden pursuant to Standing Order 10 (1):

"This Council notes that the Government has withdrawn its decision on Local Government Reorganisation in Hampshire following updated legal advice.

Rushmoor and other councils were required to spend time and public money preparing for major changes to local services that many residents did not ask for. The withdrawal creates further uncertainty for residents, council staff and local services.

This Council believes the Government must take responsibility for its handling of this process and that Rushmoor residents should not be left to pay the bill.

This Council therefore resolves to:

- Ask the Chief Executive and Section 151 Officer to publish within 28 days a reasonable assessment of Rushmoor's LGR costs, including consultants, legal advice, officer time, communications, joint work and contractual commitments, together with an indicative opportunity cost and a list of projects not pursued while LGR was prioritised.
- Identify how much spending has been wasted or cannot be recovered.
- Write to the Secretary of State demanding reimbursement of Rushmoor's wasted costs.
- Call on the Government to reimburse all affected councils and provide an urgent explanation of what went wrong.
- Call for Rushmoor residents to be given a meaningful say before any replacement proposals are introduced."

6. **APPOINTMENTS 2026/27 –**

To approve the following changes to appointments to committees for the remainder of the Municipal Year 2026/27 in accordance with the allocations to achieve political balance:

1) **Audit and Governance Committee –**

Cllr Fouzia Khan to be appointed as a Member of the Audit and Governance Committee to fill the Labour Group vacancy on the committee.

Cllr Sharon Harvey to be appointed as a Member of the Audit and Governance Committee in place of Cllr Ian Simpson.

Cllr Leola Card to be appointed as a Member of the Audit and Governance Committee in place of Cllr Thomas Mitchell.

2) **Development Management Committee –**

Cllr Fouzia Khan to be appointed as a Member of the Development Management Committee to fill the Labour Group vacancy in place of Cllr Becky Williams.

Cllr Becky Williams to be appointed as a Standing Deputy on the Development Management Committee to fill the Labour Group vacancy.

3) **Licensing and Corporate Business Committee**

Cllr Becky Williams to be appointed as a Member of the Licensing and Corporate Business Committee to fill the Labour Group vacancy on the committee.

7. **IMPLEMENTING THE NATIONAL SCHEME OF DELEGATION FOR PLANNING APPLICATIONS – (Pages 17 - 38)**

To receive a report (copy attached – Annex 2) which advises the Council on the new National Scheme of Delegation for planning applications which will come into effect on 31st October 2026, and the new protocol for managing decision making under prescribed arrangements. The report also sets out the updates to be made to the Constitution to implement the new legal requirements. Cllr Calum Stewart, Chair of the Development Management Committee, will introduce this item.

8. **QUESTIONS FOR THE CABINET –**

To receive any questions by Members to Cabinet Members submitted in accordance with the Procedure Note.

9. **REPORTS OF CABINET AND COMMITTEES – (Pages 39 - 68)**

To receive and ask questions on the Reports of the following Meetings (copy reports attached):

Cabinet

30th June 2026
4th August 2026

20th August 2026
15th September 2026

Committees

Licensing and Corporate Business	1st July 2026
Development Management	15th July 2026
Audit and Governance	30th July 2026
Licensing and Corporate Business	3rd September 2026

10. **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE – (Pages 69 - 80)**

To note the Reports of the following meetings (copy reports attached):

Overview and Scrutiny Committee	13th July 2026
Overview and Scrutiny Committee	17th September 2026

IAN HARRISON
Chief Executive

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 23 September 2026

BOROUGH OF RUSHMOOR

MEETING OF THE BOROUGH COUNCIL held at the Council Chamber, Council Offices, Farnborough on Thursday, 2nd July, 2026 at 7.00 pm.

The Worshipful The Mayor (Cllr P.J. Cullum (Chair))
The Deputy Mayor (Cllr Jib Belbase (Vice-Chair))

Cllr Gaynor Austin
Cllr Kevin Betsworth
Cllr Leola Card
Cllr Thomas Day
Cllr Lisa Greenway
Cllr Christine Guinness
Cllr Rhian Jones
Cllr G.B Lyon
Cllr Steve Masterson
Cllr Sally McGuinness
Cllr Mike Roberts
Cllr Nicky Slater
Cllr Calum Stewart
Cllr M.J. Tennant
Cllr Becky Williams

Cllr Dave Bell
Cllr Craig Card
Cllr Sue Carter
Cllr Keith Dibble
Cllr Uttar Gurung
Cllr Steve Harden
Cllr Halleh Koohestani
Cllr Mara Makunura
Cllr Rob Matthews
Cllr Bill O'Donovan
Cllr Dhan Sarki
Cllr Sarah Spall
Cllr Paul Taylor
Cllr Ivan Whitmee
Cllr Gareth Williams

Honorary Alderman Diane Bedford
Honorary Alderman Tony Gardiner

Apologies for absence were submitted on behalf of Cllr A. Adeola, Cllr Julie Hall, Cllr Sharon Harvey, Cllr Thomas Mitchell, Cllr Sophie Porter and Cllr Ian Simpson.

Before the meeting was opened, the Mayor had invited his Chaplain, Stephen Mourant, to say prayers.

11. MINUTES

It was MOVED by Cllr Gareth Williams; SECONDED by Cllr Christine Guinness and

RESOLVED: That, subject to the noting of a typographical error on the Annual Council minutes where Cllr Sarah Spall had been listed twice in the membership of the Audit and Governance Committee, the Minutes of the Annual Council Meeting on 26th May 2026 and the Extraordinary Meeting of the Council on 18th June, 2026 (copies having been circulated previously), be taken as read, approved and signed as a correct record.

12. MAYOR'S ANNOUNCEMENTS

Last weekend, the Mayor had been very proud to be part of the Council's fantastic Armed Forces National Event held at Queens Avenue in Aldershot.

The spectacular weekend celebrations brought together the community and the military, for a great occasion to say 'thank you' on behalf of the nation, and to celebrate the armed forces. Highlights had included a Tri Service Parade with nearly 1,000 military personnel, RAF fly pasts and three parachute display teams.

Along with the Leader and Healthy Communities and Active Lives Portfolio Holder, the Mayor had also supported several armed forces events in the days leading up to the National Event. He had attended the Armed Forces Day flag-raising on Monday 22nd June in Princes Gardens and had taken part in two events which had been hosted at the FAST museum, including a Reserves Day celebration to pay tribute to Armed Forces Reservists.

The Mayor wished to place on record the Council's thanks and appreciation to all those staff and Members who had helped to deliver and support what had been an exceptional Armed Forces Day National Event and week of celebrations that all could be very proud of.

The Mayor had also attended the Rotary Club's Children's Fun Day on 10th June, the Farnborough College of Technology Family Fun Day on 20th June and, earlier that day, the official opening of the new North Town Community Centre.

The Mayor reported that with effect from 1st June 2026, Cllr Alex Crawford had resigned as a Member for Wellington Ward due to ill health and that a by-election was to be held in the Ward on Thursday, 16th July. Cllr Crawford had served the Borough for just over 22 years and the Mayor wished to place on record the Council's thanks for his service to the Council and to the Borough of Rushmoor.

In conclusion, the Mayor had some long service announcements to report for the formal record.

It gave the Mayor great pleasure to let Members know that Cllr Martin Tennant had reached his 20-year Service milestone in May 2026. Cllr Tennant had met with the Mayor before the elections to receive his official long-service badge.

The Mayor was also very pleased to announce that, in June 2026, Cllr Mike Roberts had reached the very significant long-service milestone of 50 years. Cllr Roberts had been first elected to the Aldershot South Ward in 1976, not long after the beginning of Rushmoor Council. He then served in Heron Wood Ward from 1979 and Aldershot Park Ward from 2012.

The Mayor had been pleased to attend a small gathering and presentation which had been held last month in Cllr Robert's honour to recognise this incredible and quite rare, long-service achievement.

13. **QUESTIONS**

(1) Standing Order 8 – Questions

The Mayor reported that no urgent questions had been submitted under Standing Order 8 (3).

(2) Public Questions

Further to the new scheme for public questions at full Council meetings, the questions that had been accepted had been circulated to Members in advance. Each question was received as set out below, and the Mayor invited a response to each in turn:

1. Resident of Fernhill Ward - **Council Tax Waiver – Unoccupied Homes** -
“Will the council consider extending the waiver for council tax on an unoccupied house from 2 months to one year, to give owners a reasonable time to sell, considering it is impossible to conclude the sale of a house in only 2 months. The government allows a waiver for up to one year if the property is on the market. Imposing the full council tax is an unreasonable financial burden on the seller.”

Cllr Gaynor Austin, Finance & Resources Portfolio Holder, advised that, historically, properties that were unoccupied and unfurnished were eligible for a 100% Council Tax exemption for up to six months. This exemption was abolished on 31 March 2013, after which local authorities were given discretion to determine whether to apply a discount and, if so, the amount and the duration.

From 1 April 2013, Rushmoor Borough Council introduced a 100% discount for a period of three months. This was subsequently reduced to two months from 1 April 2018.

The primary policy objective was to discourage properties from remaining empty for extended periods. Limiting the discount encouraged owners to re-let, occupy, or sell their properties more quickly, thereby helping to reduce the number of long-term empty homes, which could adversely affect local housing supply.

At the same time, the two-month discount provided a reasonable period for landlords to manage short voids between tenancies without creating a significant financial burden, while still incentivising timely reoccupation.

Council Tax was a vital source of funding for local services. Extending the discount period would reduce income and could necessitate increased charges elsewhere or reductions in service provision.

Whilst it was recognised that property sales could take longer than two months to complete, maintaining a shorter discount period helped to encourage timely progression of sales.

2. Zack Culshaw – Resident of Rowhill Ward – **Future of Rushmoor** - “Why do the local Labour branch & councillors support the destruction of Rushmoor as a seat of local governance and our identity?”

The Leader of the Council, Cllr Gareth Williams, advised that the Council had submitted a proposal to the Government for the reorganisation of Local Government in the wider Hampshire & Solent region, which the Government had accepted. The

proposals were a well-argued solution to the current issues that beset local government, of multiple levels of administration, distant decision making on the most important issues that faced residents and duplication of resources that wasted taxpayers' money.

The arguments were set out in full in the proposal available on the Council's website. The administration did not subscribe to the idea that nothing must ever change. Rather it focussed on practical solutions that recognised the complex and dynamic world we lived in and its ever-changing nature. The Leader was confident that the proposals for Local Government Reorganisation were in the best interests of Rushmoor residents and that they would enable our towns to thrive and to maintain their unique character.

3. Resident of Empress Ward - **Changing Room Policy and Practice** -
“Following the Supreme Court’s ruling in *For Women Scotland Ltd v The Scottish Ministers* that “man”, “woman” and “sex” in the Equality Act 2010 refer to biological sex, what legal advice or statutory duties did the Council consider when deciding to await EHRC guidance before changing policy or practice, and what interim steps were taken to ensure services and facilities, including Aldershot Pools and Lido, remained compliant with equality law?”

Cllr Gareth Williams, Leader of the Council, advised that the Council did not release or discuss legal advice received, which was subject to privilege. In making decisions on operational policy, the Council took due regard of its statutory duties, including those under the Equality Act 2010. The Council was entirely confident it had been fully compliant with the relevant laws.

The Leader clarified that the Council did not permit, or allow its contractors to permit, any biological male to access facilities designated as single-sex female. People were expected to use single sex facilities on the basis of biological sex. Current practice was that, should a concern be raised about someone not using the correct facility, staff were expected to ask the individual to confirm they were indeed using the correct facility. If the answer was ‘yes’, staff were not required to challenge further.

The Leader assured the questioner that, since the judgement had been published, no members of the public using any of the Council’s facilities or services had raised any concerns relating to other users of the facilities regarding any issue relating to this judgement.

Now that the draft EHRC guidance had been published, the Council intended to create an operational policy to confirm how the guidance would be implemented.

4. Peter Crerar – Resident of Manor Park Ward - **Untidiness of the Borough** -
“Since the current administration took control, our borough has become increasingly untidy with badly maintained public landscapes, more litter (particularly rotting food) and increased graffiti tagging on public and private property. What is the council going to do to address this decline?”

Cllr Christine Guinness, Pride in Place and Neighbourhood Services Portfolio Holder, advised that, in the past two years, reports of offensive graffiti had fallen, while non-offensive graffiti had remained broadly stable. Following significant grounds maintenance budget reductions as part of the Council's outcomes-based budgeting exercise over three years ago, the Council had continued to manage those reductions through less frequent grass cutting in some areas and had increased perennial planting, both of which had additional environmental benefits. At the same time, litter reports had fallen, community volunteering had grown and street cleanliness continued to exceed our contract targets.

5. Member of Rushmoor People First – **Community Recovery Fund** - "The £600K Community Recovery Fund - It is documented as to what has been spent so far and on what, but what evidence is there that this has actually had any impact on rebuilding social trust and promoting cohesion between communities? Has any of this actually made a difference as it does not appear to have done so. The community seems more divided than before."

The response to the question is currently subject to an investigation by the Council's Monitoring Officer.

14. **NOTICE OF MOTION - DISCOUNTS FOR ARMED FORCES AND VETERANS**

The Council were asked to consider a Notice of Motion submitted by Cllr G.B. Lyon under Standing Order 10 (1) on Discounts for Armed Forces and Veterans, as set out below:

"This council recognises the cost-of-living crisis and the severe challenges facing many local businesses.

This council also recognises the particular steps many local businesses and groups make to recognise and honour the service of our Armed Forces and veterans.

In order to help both businesses and our Armed Forces and veterans, this council will invite local businesses to notify us of their discounts and offers for armed forces and will publish a central listing of all local businesses and groups that have notified the Council that they make discounts available to Armed Forces and Veterans."

In PROPOSING the Motion, Cllr G.B. Lyon stated that the publication of a central listing would help Armed Forces personnel and veterans to access and accept services more efficiently and would build on the momentum of the recent National Armed Forces Day event. In SECONDING the Motion, Cllr Steve Masterson agreed that the listing would be a positive step and should be publicised using all available media, such as Arena, BFBS radio etc.

During debate, the view was expressed that this Motion did not do enough to address the real issues faced by serving personnel and veterans, such as the availability of housing and health services support.

It was **MOVED** by Cllr Gareth Williams and **SECONDED** by Cllr Thomas Day, that the Motion be amended to insert the following words (text in bold) and to remove the words struck through:

"This council recognises the cost-of-living crisis and the severe challenges facing many local businesses.

This council also recognises the particular steps many local businesses and groups make to recognise and honour the service of our Armed Forces and veterans, **exemplified by many of them generously offering support and discounts during our National Armed Forces Day event 2026.**

In order to help both businesses and our Armed Forces and veterans, this council will: ~~invite local businesses to notify us of their discounts and offers for armed forces and will publish a central listing of all local businesses and groups that have notified the Council that they make discounts available to Armed Forces and Veterans~~

- **continue its work with local businesses to publicise discounts that are offered**
- **promote the information already available on its website, including the 'Forces Connect' service which provides information on:**
 - **Defence Discount Service and Privilege card - official MOD service offering discounts with over 14,000 retailers**
 - **Rewards for Forces - Discounts with 1000s of national and local retailers**
 - **Veterans Railcard - offering 1/3 off most rail fares**
 - **Wider support available to our armed forces community**
- **encourage local businesses to sign up to the discount service <https://www.defencediscountservice.co.uk>**

In **PROPOSING** the amendment, Cllr Gareth Williams stated that the amendment would strengthen the Motion and would prevent the duplication of work that was already ongoing. In **SECONDING** the amendment, Cllr Day agreed that the use of the existing system for showing armed forces discounts would be better than setting up a new Council-run website.

In discussing the amendment, it was noted that the Armed Forces Covenant provided military families with some assistance in these areas, but that assistance should be extended beyond serving soldiers and veterans, to cadets and wider service families.

Following further discussion, the amendment was put to the meeting. There voted **FOR: 30; AGAINST: 0; ABSTAIN: 2** and the amendment was **DECLARED CARRIED**.

The new Substantive Motion was put to the meeting:

"This council recognises the cost-of-living crisis and the severe challenges facing many local businesses.

This council also recognises the particular steps many local businesses and groups make to recognise and honour the service of our Armed Forces and veterans, exemplified by many of them generously offering support and discounts during our National Armed Forces Day event 2026.

In order to help both businesses and our Armed Forces and veterans, this council will:

- continue its work with local businesses to publicise discounts that are offered
- promote the information already available on its website, including the 'Forces Connect' service which provides information on:
 - Defence Discount Service and Privilege card - official MOD service offering discounts with over 14,000 retailers
 - Rewards for Forces - Discounts with 1000s of national and local retailers
 - Veterans Railcard - offering 1/3 off most rail fares
 - Wider support available to our armed forces community
- encourage local businesses to sign up to the discount service <https://www.defencediscountservice.co.uk>

There voted FOR: 30; AGAINST: 0; ABSTAIN: 2 and the Motion was **DECLARED CARRIED**.

15. **RECOMMENDATIONS OF THE CABINET AND COMMITTEES**

a) **Statement of Licensing Policy**

Cllr Christine Guinness introduced the Report of the Cabinet held on 17th March, 2026, which set out the Statement of Licensing Policy in respect of the Licensing Act 2003. The Council was recommended to adopt the proposed Statement of Licensing Policy and to agree the proposed policy and cumulative impact assessment to be implemented with immediate effect.

It was MOVED by Cllr Christine Guinness; SECONDED by Cllr Keith Dibble – That the Council be recommended to

- adopt the Statement of Licensing Policy, as set out in Appendix C; and,
- agree that the policy and the cumulative impact assessment be implemented with immediate effect.

There voted FOR: 29; AGAINST: 0; ABSTAINED: 3; and the Recommendations were **DECLARED CARRIED**.

b) **Champion Roles**

Cllr Sarah Spall, introduced the Report of the Licensing and Corporate Business Committee held on 16th June 2026, which proposed that:

- 1) Cllr Lisa Greenway be appointed as Champion for Pride in Place for the 2026/27 Municipal Year with terms of reference, as set out at Appendix 1; and
- 2) Cllr Steve Masterson be appointed as Champion for Armed Forces Covenant for two years from June 2026 with terms of reference for the 2026/27 Municipal Year as set out in Appendix 2.

During debate, the view was expressed that the nominees to each position were well qualified for their respective roles. The Council wished to place on record its thanks to Champions for their work, including Cllr Lisa Greenway in her Pride in Place role over the past two years.

There voted FOR: 30; AGAINST: 0; ABSTAINED: 2; and the Recommendations were **DECLARED CARRIED**.

c) **Designation of Head of Paid Service**

Cllr Sarah Spall, introduced the Report of the Licensing and Corporate Business Committee held on 1st July, 2026, setting out the outcome of the assessment process for the permanent appointment of the Council's Head of Paid Service, following a cross-party Member Assessment Panel.

It was MOVED by Cllr Sarah Spall and SECONDED by Cllr Sue Carter that

- 1) The post of interim Managing Director be redesignated to Chief Executive;
- 2) The statutory designation of Head of Paid Service be redesignated to the post of Chief Executive; and
- 3) Mr Ian Harrison be appointed as the Council's Chief Executive and Head of Paid Service with effect from 3rd July 2026.

During debate, it was clarified that the designated Cabinet portfolio in relation to the assessment panel was the Portfolio Holder for Finance & Resources (which was no longer titled Portfolio Holder for Corporate Services). Strong support was expressed by Members in respect of the appointment of Mr Harrison to this role.

There voted FOR: 32; AGAINST: 0; ABSTAINED: 0; and the Recommendations were **DECLARED CARRIED**.

16. **QUESTIONS FOR THE CABINET**

- (1) Cllr Leola Card had submitted a question for response by the Housing and Planning Portfolio Holder (Cllr Keith Dibble) on the maintenance of unadopted roads.

Cllr Dibble advised that Councillors could view details of which roads within the Borough were adopted, and, consequently, those unadopted, on the Councillor mapping system or at findmystreet.co.uk.

Typically, there was no real ownership of an unadopted road, rather there was a maintenance obligation of living on one, namely residents who owned the houses fronting onto the road. No service was due from any public body and responsibility would rest with the residents of the unadopted roads.

The remit of any working group formed would simply be to persuade the highways authority to adopt the roads, which it was not obligated to do, and would be unlikely to be able to fund.

- (2) Cllr Calum Stewart had submitted a question for response by the Housing and Planning Portfolio Holder (Cllr Keith Dibble) on improving standards in private rented accommodation.

Cllr Dibble advised that improving standards in the private rented sector was a key commitment in the Council's Delivery Plan. The Council was delivering this through a combination of stronger tenant protections, earlier intervention, improved landlord compliance and, where necessary, robust enforcement action.

The introduction of the Renters' Rights Act represented the most significant reform of the private rented sector in a generation. Tenants would benefit from greater security, stronger financial protections and fairer treatment across the sector. This included controls on rent increases, an end to rental bidding, open-ended tenancies and stronger protections from unfair eviction. Together, these changes should give tenants greater confidence to raise concerns with the Council and give greater stability in their homes.

Alongside these national reforms, the Council's Housing Options and Private Sector Housing teams were working proactively with landlords and tenants to support higher standards across the Borough. This included delivering landlord forums to communicate current and forthcoming legislative changes, providing targeted training on the Renters' Rights Act, damp and mould, and wider regulatory requirements and offering practical guidance to help landlords comply with their responsibilities and address issues before they escalated.

The Council expected tenants to see safer and better-maintained homes, quicker resolution of housing problems when concerns were raised, more consistent standards across the private rented sector and greater confidence to report issues without fear of unfair eviction or harassment. The Council would also expect to see improved housing stability and fewer cases where poor housing conditions contributed to homelessness.

The Council would be looking for a reduction in serious property hazards and poor housing conditions, faster resolution of complaints and enforcement cases, fewer repeat issues involving the same properties or landlords, increased engagement by landlords with training and support opportunities, evidence that tenants were

reporting concerns earlier and with greater confidence and reduced homelessness arising from poor housing conditions.

Ultimately, success would be measured against the outcomes set out in the Council's Delivery Plan.

- (3) Cllr G.B. Lyon had submitted a question for response by the Leader of the Council (Cllr Gareth Williams) on the costs of Local Government Reorganisation (LGR).

Cllr Williams advised that the Council's net spend for the 2025/26 financial year had been £80,266.83.

To date, the spend for 2026/27 was £91,156.61 from an initial approved budget of £300,000 (this included some staffing costs specifically recruited to assist with LGR). The Government had announced a distribution of £900,000 for the current financial year to assist each new unitary area with implementation costs. To date this money was still pending and the basis of distribution amongst the Councils was yet to be agreed.

Officer time was currently not being directly tracked and charged to LGR per se; however, several officers were currently spending an increasing amount of their time working on LGR. This was primarily at senior officer level and service manager level; however, some support was being provided at more administrative levels.

The Council would review the adequacy of its budget for LGR as the programme of implementation activity become clearer throughout the 2026/27 financial year.

Cllr Lyon asked a supplementary question regarding whether the Leader considered centralisation to be a bad thing. In response, the Leader stated that he believed that LGR was a process of decentralisation, especially with regard to County Council services.

- (4) Cllr Lisa Greenway had submitted a question for response by the Leader of the Council (Cllr Gareth Williams) on hosting of the National Armed Force Day event.

Cllr Williams advised that the previous weekend had been a proud day for the Borough of Rushmoor, as it had showed the very best of itself to the wider Armed Forces and Defence communities.

The Council's objectives in hosting the event had been ambitious, and had included:

- ensuring the Armed Forces felt the gratitude of the public
- engaging young people with ideas of careers in local businesses and the services themselves
- promoting the cadet forces
- highlighting the role of community groups in supporting veterans and serving families; and,
- celebrating the diverse Armed Forces community.

The Leader felt assured that everyone who attended could attest that the Council had met and exceeded these objectives. In addition to the day itself, the relationships formed in organising the event and during the weekend had taken forward many of the plans the Council had for joining up the Armed Forces, businesses and community groups locally and he was looking forward to developing those relationships further.

- (5) Cllr Sue Carter had submitted a question for response by the Finance & Resources Portfolio Holder (Cllr Gaynor Austin), on behalf of the Healthy Communities & Active Lives Portfolio Holder (Cllr Sophie Porter), on the National Year of Reading 2026.

Cllr Austin advised that the Council had been working with partners to identify opportunities to support and promote reading across communities.

The Council continued to have good engagement with the local libraries and schools and was also exploring opportunities to work with community groups to encourage wider participation and volunteering to support reading initiatives.

The Council was looking at the potential for increasing community library provision and other book-sharing initiatives, where these were viable and supported by local communities, as well as promoting the existing offers already in place.

The Council recognised the valuable role these initiatives could play in improving access to books and encouraging reading.

Members were advised that, in North Town, Vivid Housing was developing a scheme involving books for children and, if interested, Members should contact Cllr Porter for further information.

Cllr Carter stated a wish to be involved in any future Council initiatives in this regard.

- (6) Cllr Thomas Day had submitted a question for response by the Pride in Place and Neighbourhood Services Portfolio Holder, (Cllr Christine Guinness), on behalf of the Healthy Communities & Active Lives Portfolio Holder (Cllr Sophie Porter), on the Lido hot weather opening.

Cllr Guinness advised that the decision to open the Aldershot Lido on the afternoons of 24th, 25th and 26th June, during the most recent heatwave, proved very popular, with 837 tickets sold on the Wednesday, 1,190 tickets on the Thursday and 1,124 on the Friday, totalling 3,151 tickets across the three days providing local residents with the ideal place to cool off.

The hot weather this year had unsurprisingly led to a fantastically successful opening six weeks at the Lido, with almost 28,000 tickets sold in May and June. Impressive figures when compared to the total season attendance of 42,000 in 2025 and 40,000 in 2024. The Lido would be open every day for the months of July and August and, with more warm weather forecasted, it was very possible 2026 could be a record-breaking year for the Lido.

Everyone Active, the Council's newly appointed operators of the Pools and Lido and Alpine Snowsports Centre, should be commended for their speedy and successful mobilisation, having only taken over operation of the sites on 1st April, seven weeks before the start of the Lido season.

- (7) Cllr Nicky Slater had submitted a question for response by the Finance & Resources Portfolio Holder (Cllr Gaynor Austin), on behalf of the Healthy Communities & Active Lives Portfolio Holder (Cllr Sophie Porter), on the Aldershot Comedy Festival.

Cllr Austin advised that the Aldershot Comedy Festival was an event conceived and organised by Rushmoor Borough Council staff at the Princes Hall, in association with the team at the West End Centre. The inaugural Festival last September had been very well received, and this second iteration was set to be even bigger and better with a dozen different comedy shows and events taking place at the two theatres between 29th September and 8th October.

The Festival had a varied programme of events, covering the spectrum of comedy, from stand-up to improv, TV comedy nostalgia to musical comedy. Members of the public could even try their hand at stand-up comedy themselves.

Some of the well-known names featuring in this year's festival included Andy Hamilton, Dom Joly, Reginald D Hunter and Charlie Baker.

For more information and to book tickets, customers could visit the Princes Hall and West End Centre websites or speak to their box offices.

It was hoped that the Aldershot Comedy Festival 2026 would shine a spotlight on live comedy and provide lots of laughs to the people of Rushmoor and beyond.

- (8) Cllr Thomas Day had submitted a question for response by the Housing and Planning Portfolio Holder (Cllr Keith Dibble) on the number of children in temporary accommodation.

Cllr Dibble advised that as of, 1st July 2026, Rushmoor had 63 children residing in temporary accommodation, across 49 households in total. None of these families were in bed and breakfast accommodation and as of 2nd July there would be no households at all in bed and breakfast accommodation.

These figures compared to 77 children in temporary accommodation between January and March 2026 and 83 children between January and March 2025.

The Housing Options Team, of housing officers, support officers and allocations and landlord liaison officers, had focused their work on preventing homelessness where possible and as a result of this positive and pro-active work, the service had 69% of all homeless approaches occurring at the prevention stage, meaning they could work to stop the household becoming homeless and needing temporary accommodation. The Team had done this by working to resolve matters so families could remain in

their current accommodation or assist in finding them alternative accommodation before they become homeless.

This proactive work saw the service consistently prevent homelessness above the national average. In the period from January to March 2026, of the 77 households who sought assistance prior to becoming homeless, the Council had been able to prevent 65 of them from doing so. This success rate of 84% compared to a national average of 54%.

17. **REPORTS OF CABINET AND COMMITTEES**

RESOLVED: That the Reports of the following meetings be received:

Cabinet	17th March, 2026
	21st April, 2026
	2nd June, 2026

Committees

Licensing and Corporate Business	5th March, 2026
Development Management	11th March, 2026
Audit and Governance	25th March, 2026
Development Management	15th April, 2026
Development Management	23rd April, 2026
Audit and Governance	10th June, 2026
Licensing and Corporate Business	16th June, 2026
Development Management	17th June, 2026

18. **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE AND POLICY AND PROJECT ADVISORY BOARD**

RESOLVED: That the Reports of the Policy and Project Advisory Board meeting held on 24th March and 9th June and the Report of the Overview and Scrutiny Committee meeting held on 11th June 2026, be noted.

The meeting closed at 8.57 pm.

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ANNEX 1

COUNCIL MEETING – 1ST OCTOBER 2026

REPORT OF THE RETURNING OFFICER

WELLINGTON WARD BY-ELECTION RESULT - 16TH JULY, 2026

No. of Electors	No. of Ballots Completed	Percentage
5,296	972	18.4%
RESULT OF POLL		
Surname	Other Names	Total No. of Votes
KC	Prabesh	199
KHAN	Fouzia Tanveer	408
PEART	Christopher Leslie	49
SHINGADIA	Rohin	196
WILSON	Andrew Robert	118
Candidate Elected		
FOUZIA TANVEER KHAN		

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COUNCIL MEETING – 1ST OCTOBER 2026

AGENDA ITEM NO. 7

IMPLEMENTING THE NATIONAL SCHEME OF DELEGATION FOR PLANNING APPLICATIONS

SUMMARY

From 31st October 2026, a new National Scheme of Delegation for planning applications will come into effect. This will establish a mandatory national framework for determining which planning applications must be determined by officers and which may be referred to committee. The changes are being introduced under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 and will apply to Rushmoor and all local planning authorities in England.

The new national scheme means that updates are required to the Scheme of Delegation in relation to the Development Management Committee to incorporate the new legislation. Therefore, this report proposes a new protocol for managing decision making as prescribed under the national scheme of delegation (attached at **Appendix 1**) and sets out the accompanying changes which are required to be applied to the Constitution (attached at **Appendices 2 and 3**).

The Regulations contain two Schedules which direct how the different planning matters are to be dealt with: **Schedule 1** lists the planning applications that must be delegated to an officer, and **Schedule 2** sets out applications that may go to Committee. A full list is enclosed within Appendix 1.

For Schedule 2 matters, there is a presumption for delegation to a planning officer. However, Schedule 2 matters must follow a new 'gateway test' to determine whether referral to committee is appropriate. Referral to committee shall be based on whether the application proposal will raise:

- one or more issues of economic, social or environmental significance to the local area; or
- one or more significant planning matters, having regard to the development plan and any other material considerations

The Protocol at Appendix 1 sets this out in further detail, with procedures for the new gateway process that follow the national guidance and statutory framework. This includes guidance for 'own interest' applications involving the Council, Members or officers.

RECOMMENDATIONS:**THAT THE COUNCIL NOTE:**

- (1) the introduction of the National Scheme of Delegation through the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026
- (2) the new Protocol for managing decision making under prescribed arrangements for a National Scheme of Delegation, as attached at Appendix 1, to be inserted within Part 3 – Section 6 of the Constitution ‘roles and responsibilities of Council Decision Making Bodies – Development Management Committee’
- (3) the updates to be made to Part 3 of the Constitution (Section 4, para 4.2 and Section 6, para 6.5 to 6.7), as set out in **Appendices 2 and 3** of this report, to implement the new statutory Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations, effective from 31st October 2026.

1. BACKGROUND

- 1.1 As part of its wider programme of planning reform, the Government is introducing a new National Scheme of Delegation for planning functions.
- 1.2 Under Section 319ZZC of the Town and Country Planning Act 1990, the Secretary of State has exercised powers to set out which functions of a local planning authority should be delegated to planning officers for a decision and which should instead go to a planning committee or sub-committee (the National Scheme of Delegation). The government’s stated aim is to ensure there is greater clarity about the role of planning committees in planning decision making and to deliver a single set of rules and a uniformity of approach across the country which will replace the variety of arrangements currently in place.
- 1.3 The National Scheme of Delegation is set out in the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 (the DLPAF), which will be mandatory from 31 October 2026.
- 1.4 As a result of the legislative changes, planning applications will fall within either Schedule 1 or Schedule 2 of the Regulations. All applications falling within Schedule 1 must be delegated to officers for a decision. The Government's stated intention is that Committees should focus on key proposals that matter to an area, enabling minor and technical decisions to be made by planning officers. The list of application types covered by Schedule 1 can be viewed in Appendix 1 and in the revised scheme of delegation for matters delegated to the Executive Head of Property and Growth in Appendix 2.
- 1.5 The applications listed in Schedule 2 may be determined by a Planning Committee or an officer under regulation 5 of the DLPAF. In addition, an application by the Council or an officer or member of the Council, referred to as 'own interest applications' may also be determined by a Planning Committee - whether they fall in Schedule 1 or 2 - in the interests of transparency and public accountability.

- 1.6 Government advise it is for the Local Planning Authority to put in place their own arrangements for how the consideration of cases for referral to committee will operate in practice. The attached Protocol at Appendix 1 includes how this will operate for Rushmoor to ensure there is structure, transparency and clarity in the process for all parties (see further information on gateway process below).
- 1.7 The Regulations do not allow for call-in or referral of Schedule 2 applications by Members. However, ward Members will continue to be able to make representations on planning applications, and these will be taken into account as part of the decision-making process.
- 1.8 Any planning matters not listed within either Schedule 1 or 2 may be referred to Committee.

2. GATEWAY PROCESS

- 2.1 The Regulations introduce a new 'gateway' process to determine whether any Schedule 2 applications should be referred to committee for decision.
- 2.2 In keeping with the prescribed arrangements, the gateway process will involve a 'referral' meeting between the Chair of the Development Management Committee or their nominated deputy (usually this will be the Vice-Chair of the Committee) and the Executive Head of Property and Growth or their nominated deputy. Together they can jointly agree to refer a Schedule 2 application to Development Management Committee if in their view the proposal raises:
 - (a) one or more issues of economic, social or environmental significance to the local area, or;
 - (b) one or more significant planning matters having regard to the development plan and any other material considerations.
- 2.3 To support the referral meeting, and to meet requirements for transparency and record keeping, the planning case officer will prepare an Assessment of Significance (AoS) for Schedule 2 applications utilising any guidance issued by the Secretary of State and applying the local protocol (as set out in Appendix 1). The AoS will include recommendations as to whether the matter meets the criteria for determination by committee.
- 2.4 Government guidance advises that every effort should be made to reach agreement on which cases should be referred to committee. However, where agreement is not possible, the case must be determined by officers in accordance with the Regulations. In addition, the Guidance sets out in determining a referral, the presumption should be that decisions are delegated to officers and only exceptionally are referred to committee.

3. TRANSPARENCY OF DECISION MAKING

- 3.1 A Schedule of Decisions and the Protocol for decision making will be available on the website to enable members, residents and other stakeholders to see when an application has been considered through the Gateway process and whether it has been referred to committee or determined under delegated powers.
- 3.2 Committee reports, and reports of decisions made under delegated powers will identify which Schedule applications fall within and explain the basis on which the application has been referred to committee or determined under delegated powers. This will ensure decision-making remains transparent and residents and applicants understand how we are applying the statutory framework established by the new Regulations.

Weekly List of Planning Applications

- 3.3 The weekly list of planning applications will continue to be circulated to Members each week on a Tuesday and will be updated to identify which Schedule each application falls within. Members will not be able to request Committee consideration for any Schedule 1 applications but may make representations directly to the case officer, which will be taken into consideration when a decision is made under delegated authority.

4. IMPACT ON COMMITTEE CASELOAD –

- 4.1 Officers have reviewed applications considered by the Development Management Committee during the last 12 months. Based on the categories of applications in Schedules 1 and 2 of the Regulations, this shows that all of the items reported would still be eligible for committee consideration under the new arrangements, subject to the Schedule 2 Gateway process.
- 4.2 However, of the 9 applications considered by the Development Management Committee over that period, five were ‘own interest’ applications and of these, it is considered that only two are likely to have been referred to Committee when following the new protocol, given their scale and the level of interest generated.

5. IMPLICATIONS

Legal implications –

The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 require local planning authorities to implement the prescribed arrangements by 31st October 2026. The recommendations in this report are intended to support compliance with those Regulations, including the necessary amendments to the Constitution and associated governance processes.

Financial implications -

The recommendations set out in this report do not have a financial impact on the Council's Revenue or Capital budgets.

Equalities Implications

No specific equalities impacts have been identified arising from the recommendations in this report.

6. CONCLUSIONS

- 6.1 The Protocol is proposed to comply with the introduction of a national scheme of delegation together with necessary changes to the Constitution to ensure that decisions on planning applications remain legally sound.
- 6.2 The Protocol will provide clarity and transparency to the proposed process for whether a planning application is referred to the Development Management Committee and will come into effect for the first committee under the new rules on 18th November.

BACKGROUND PAPERS

- The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026
- Planning Committees and the National Scheme of Delegation of Planning Functions: Guidance for local planning authorities in England

Joint Report of Planning, Legal Services and Democracy

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Protocol for managing decision making under the National Scheme of Delegation

The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026

Statutory guidance: Planning Committees and the National Scheme of Delegation of Planning Functions: Guidance for local planning authorities in England – published 1st June 2026

1. Overview

This protocol applies to all decisions to be made after the Regulations come into force, indicated to be 31 October 2026, irrespective of when an application was submitted or whether a Committee decision would previously have been required in accordance with the Council's scheme of delegation, or there had been a request for referral to Committee before that date. These all fall away on the change to the regulations taking effect. All Schedule 1 applications will automatically be delegated to officers for decisions as per the Regulations, unless there is a connection to a Schedule 2 application that requires referral to committee.

For all Schedule 2 applications there remains a general presumption that decisions will be made under delegated powers by Officers. Case Officers will prepare an Assessment of Significance ('AoS') in the fifth week after a Schedule 2 application is validated OR in advance of preparing a report to make a recommendation on the application. An AoS will not however be required where local triage arrangements as set out in section 2 of this protocol are in place to remove the need for individual assessment.

The AoS will include the Case Officer's recommendation as to whether:

- a) In the case of a Schedule 2 application, the proposal raises one or more issues of economic, social or environmental significance to the local area, or one or more significant planning matters having regard to the development plan and any other material considerations, or
- b) In the case of an Own-Interest application, the application would benefit from committee consideration in the interests of transparency and public accountability.

In reaching the recommendation above due regard will be given to guidance issued by the Secretary of State and the following local guidance. The AoS should reference

the local guidance and it will be sufficient to highlight the presumptions contained therein if no exceptional justification dictates otherwise. Where a recommendation departs from the presumptions contained in the local guidance the AoS should clearly explain the reasoning for this with reference to Regulation 5(2) and 5(4) or 6(4).

The AoS will be reviewed by a Principal Planning Officer or the Service Manager – Development Management. The AoS will then be considered by the nominated Officer and nominated Member under the process set out below.

2. Schedule 2 applications – local guidance and application of triage

In respect of Schedule 2 applications the following local guidance will be used when determining whether an application will be referred to the Development Management Committee:

- a. **Listed Buildings** - For applications for Listed Building Consent made under s10(1) of the Listed Buildings Act, other than those applications connected with an application for planning permission that is otherwise being referred to the Development Management Committee, it is presumed that the application **will not be** referred to Development Management Committee *unless* the application is recommended for approval and there is:
 1. An outstanding objection from Historic England, or
 2. The application involves a Listed Building of Grade I or Grade II*, or
 3. The officer recommendation is approval of the total or substantial demolition of Listed Buildings
- b. **Major Applications** - Applications for planning permission that are 'Major' applications, as defined by the Town and Country Planning (Development Management Procedure) (England) Order (DMPO), or for a Reserved Matters phase application in relation to a large outline permission, will be considered on a case-by-case basis.
- c. **Retrospective and variation Applications** - For applications made under s73(1) or 73A(1) it is presumed that they **will not be** referred to Development Management Committee *unless* the application in question would otherwise be referred to committee under another paragraph within this guidance.
- d. **Planning Obligations** - For applications made to modify or discharge a planning obligation they will not be referred to Development Management Committee unless they relate to the modification, variation or discharge of the main obligation/heads of terms. Matters relating to the operation of a legal agreement

are not defined as planning obligations and therefore do not fall under this requirement.

The following Schedule 2 Applications will be Triaged out of the requirement to prepare an AoS under this Local Guidance and will automatically be presumed to be delegated:

Adverts: For applications made under regulation 9(1) of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 (application for express consent to display advertisement).

Trees: For applications made under regulation 16(1) of the Town and Country Planning (Tree Preservation) (England) Regulations 2012 (application for consent under tree preservation order).

Listed Building Consent (conditions): Discharge or variation for conditions on Listed Building Consents (under s19(1) of the Listed Buildings Act)

In respect of applications by a specified person/the Council the following local guidance will be used to determine whether an application will be referred to the Development Management Committee:

- a) For applications made by a Member of Rushmoor Borough Council, or a Senior Officer of Rushmoor Borough Council¹, it is presumed that the application **will be** referred to the Development Management Committee.
- b) For applications made by Rushmoor Borough Council, an Ordinary Officer of Rushmoor Borough Council², or an entity owned or controlled (whether wholly or partly) by the Council or any of its members or officers; it is presumed that they **will not be** referred to the Development Management Committee *unless* they are minor commercial applications, minor residential applications or major applications.
- c) Approval of applications by or on behalf of a member of staff that has a role or involvement in the planning application process, e.g. anyone working in the Planning Team, will be referred to the Development Management Committee.

¹ In this guidance 'Senior Officer' is meant to refer to the Chief Executive; the Deputy Chief Executive, the Directors, who report to and are directly accountable to the Chief Executive/Deputy and fulfil the roles of statutory Chief Officers, Section 151 Officer and non-statutory Chief Officers; heads of service, who report to the Directors or Chief Executive; and the Monitoring Officer.

² In this guidance 'Ordinary Officer of Rushmoor Borough Council' is meant to refer to an employee of the Borough Council other than a Senior Officer of Rushmoor Borough Council.

3. Process for considering referral to the Development Management Committee (Referral meetings)

A meeting, which may be held virtually or in person, between the Nominated Member (the Chair of the Development Management Committee or their nominated deputy) and the Nominated Officer (the Executive Head of Property and Growth or their nominated deputy), hereafter the 'referral meeting', will be held fortnightly unless no relevant applications have been validated by the Council in the preceding fortnight.

The AoS produced by Case Officers for the relevant applications will be considered by the Nominated Member and Nominated Officer and a decision will be reached as to whether to refer the matter to the Development Management Committee utilising any guidance issued by the Secretary of State and the local guidance above.

The Nominated Member and the Nominated Officer will make every effort to reach agreement on which cases should be referred to committee. However, where agreement is not possible, the case will be delegated to officers under regulation 5(3).

4. Recording of decisions at Referral Meetings

All decisions on relevant Schedule 2 as to whether to refer an application to Development Management Committee or delegate a decision to officers will be recorded.

That record will include the cases that have been considered for referral to committee, the outcome of the consideration and the reason for the decision. It will be sufficient to make reference to the published AoS for a relevant case if the decision reflects the recommendation therein.

A list of delegated decisions made following referral meetings will be published on the council website. A report will be provided to Development Management Committee on a quarterly basis recording those decisions.

Appendix, List of Schedule 1 and Schedule 2 applications

Schedule One	Schedule Two
• householder development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015) • minor commercial development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015) • minor residential development which is defined in the Regulations as: • development that includes only dwellings and development for the purposes incidental to the enjoyment of dwellings, comprises at least one but not more than nine dwellings, and is to be carried out on a site having an area smaller than 0.5 hectares • development of a building containing flats, or development within the curtilage of such a building, for any purpose incidental to the enjoyment of the flats or any of them but excludes development in respect of a building containing flats, or development within the curtilage of such a building, that involves either or both of a change of use or change to the number of flats • an application for any consent, agreement or approval required by or under a planning permission, development order or local development order for development within paragraph (a) or (b) • to develop land without compliance with conditions previously attached) in respect of which the previous planning permission was a Schedule 1 planning permission (applications under section 73(1) of the Town and Country Planning Act 1990) • reserved matters approval in respect of an outline planning permission other than a large outline phase permission (i.e. one which grants permission for development involving the provision of at least 500 dwellings or a building or buildings where the floorspace to be created by the development is 50,000 square metres or more) (applications under Article 6 of the Town and Country Planning (Development Management Procedure) (England) Order 2015) • discharge of conditions (applications under Article 27(1) of Town and Country Planning (Development Management Procedure) (England) Order 2015) • prior approval for permitted development rights (applications under Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015) • permission in principle (as referred to in section 58A of the Town and Country Planning Act 1990) • where a local planning authority considers a planning obligation is connected to a Schedule 1 application, requests to agree to modify or	• applications for planning permission which are not householder, minor commercial or minor residential applications • applications for planning permission which would otherwise fall into Schedule 1 but are connected to a Schedule 2 application for listed building consent or for the variation or discharge of a condition on a listed building consent • applications to develop land without compliance with conditions previously attached in respect of which the previous planning permission was a Schedule 2 planning permission (under section 73(1) of the Town and Country Planning Act 1990) • applications for development which has already been carried out (under section 73A(1) of the Town and Country Planning Act 1990) • where it is related to a large outline planning permission, applications for reserved matters approvals (under Article 6 of the Town and Country Planning (Development Management Procedure) (England) Order 2015) • where a local planning authority considers a planning obligation is connected to a Schedule 2 application, requests to agree to modify or discharge a planning obligation (under section 106A(1)(a) of the Town and Country Planning Act 1990) • where a local planning authority considers a planning obligation is connected to a Schedule 2 application, application for modification or discharge of a planning obligation (under section 106A(3) of the Town and Country Planning Act 1990) • applications for listed building consent (under section 10 of the Planning (Listed Buildings and Conservation Areas) Act 1990) • applications for the variation or discharge of conditions of listed building consent (under section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990) • applications for advertisement consent (under regulation 9 of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007) • applications for consent under tree preservation orders (under regulation 16 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012)

Schedule One	Schedule Two
discharge a planning obligation (under section 106A(1)(a) of the Town and Country Planning Act 1990) • where local planning authority considers a planning obligation is connected to a Schedule 1 application, modification or discharge of a planning obligation (applications under section 106A(3) of the Town and Country Planning Act 1990) • non-material changes to planning permission or permission in principle (applications under section 96A(4) of the Town and Country Planning Act 1990) • certificates of lawfulness of existing use or development (under section 191(1) of the Town and Country Planning Act 1990) • certificates of lawfulness of proposed used or development (under section 192(2) of the Town and Country Planning Act 1990) • certificates of lawfulness for proposed works to listed buildings (under section 26H of the Planning (Listed Buildings and Conservation Areas) Act 1990) • biodiversity gain plan (duty to approve under paragraph 14 of Schedule 7A to the Town and Country Planning Act 1990) • certificates of appropriate alternative development (applications under section 17 of the Land Compensation Act 1961)	

APPENDIX 2

EXTRACT FROM THE SCHEME OF DELEGATION

PART 3 - SECTION 4: COUNCIL RESPONSIBILITIES (NON-EXECUTIVE MATTERS)

EXTRACT:

4.2. Planning Matters

Description of Responsibility:

- All the responsibilities in Para A and column (1) of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended),
- the duty to deal with complaints about high hedges under Part 8 of the Anti-Social Behaviour Act 2003
- the power to preserve trees under the Sections 197 to 214D of the Town and Country Planning Act 1990 (as amended), the Town and Country Planning (Tree Preservation) (England) Regulations 2012; and
- the power to authorise the stopping up or diversion of rights of way under Section 257 of the Town and Country Planning Act 1990.

Delegation Arrangements:

- (1) The full Council is responsible for approving the Draft Submission Local Plan, the adoption of the Rushmoor Local Plan, Development Plan Documents and Neighbourhood Plans.
- (2) The Development Management Committee is responsible for determining planning matters referred to the Committee via Referral Meetings as set out in the Protocol for Managing Decision Making under the National Scheme of Delegation prepared in accordance with the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026. ~~the discharge of the Council's functions relating to town and country planning and development management.~~ The decision-making responsibilities of the Development Management Committee are set out in Section 6 (Functions of the Development Management Committee).

Delegation to the Executive Head of Property and Growth:

- (3) The Executive Head of Property and Growth ~~must is authorised to~~ exercise and discharge the provision of the full range of development management services in accordance with Schedule 1 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 ~~all statutory and other requirements of a Local Planning Authority~~ under the Town and Country Planning Act ~~1990s~~ including:

- (a) certificates of appropriate alternative development (applications under section 17 of the Land Compensation Act 1961)
- (b) certificates of lawfulness for proposed works to listed buildings (under section 26H of the Planning (Listed Buildings and Conservation Areas) Act 1990)
- (c) householder development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015)
- (d) minor commercial development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015)
- (e) minor residential development which is defined in the Regulations as:
 - (i) development that includes only dwellings and development for the purposes incidental to the enjoyment of dwellings, comprises at least one but not more than nine dwellings, and is to be carried out on a site having an area smaller than 0.5 hectares.
 - (ii) development of a building containing flats, or development within the curtilage of such a building, for any purpose incidental to the enjoyment of the flats or any of them but excludes development in respect of a building containing flats, or development within the curtilage of such a building, that involves either or both of a change of use or change to the number of flats
 - (iii) an application for any consent, agreement or approval required by or under a planning permission, development order or local development order for development within paragraph (a) or (b)
- (f) permission in principle (as referred to in section 58A of the Town and Country Planning Act 1990)
- (g) to develop land without compliance with conditions previously attached in respect of which the original planning permission was a Schedule 1 planning permission (applications under Section 73(1) of the Town and Country Planning Act 1990).
- (h) non-material changes to planning permission or permission in principle (applications under section 96A (4) of the Town and Country Planning Act 1990)
- (i) modification of s106 Planning Obligations under section 106A provisions where connected to a Schedule 1 development
- (j) certificates of lawfulness of existing or proposed use or development under sections 191 and 192 of the Town and Country Planning Act 1990

- (k) biodiversity gain plan submissions pursuant to Schedule 7A to the Town and Country Planning Act 1990.
- (l) reserved matters approval application in respect of an outline planning permission other than a large outline permission (large outline permission is defined as 500 or more dwellings or floorspace created by the development is 50,000 sqm or more).
- (m) applications made under a planning condition (discharge of conditions)
- (n) prior approvals under Schedule 2 to the General Permitted Development Order 2015.

The Executive Head of Property and Growth shall also have responsibility for determining:

- (o) **any Schedule 2 Application under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 which is not referred to the Development Management Committee following an Assessment of Significance and Referral Meeting pursuant to procedures for managing decision making under the National Scheme of Delegation. (The Procedure Protocol is set out in Part 3 – Section 6 of the Constitution)**
- (p) Schedule 2 Applications under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026, which are not a matter for determination by the Development Management Committee under the Council's agreed local protocol. This includes:
 - (i) applications for advertisement consent under regulation 9(1) of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007
 - (ii) applications for consent under tree preservation orders under regulation 16 (1) of the Town and Country Planning (Tree Preservation) (England) Regulations 2012
 - (iii) applications for the variation or discharge of conditions of listed building consent under section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- ~~(1) the power to accept, administer, process (including requiring the submission of more information), publicise, decline (where the regulations~~

~~allow) to determine, and to determine all applications^{1, 2}, which includes all planning applications³, and applications for reserved matters approval, advertisement consent, listed building consent and conservation area consent submitted to the Council, **except** an application:~~

- ~~(a) which is for 25 or more new dwellings;~~
- ~~(b) which is contrary to the provisions of an approved or draft development plan or adopted planning policy approved by the Council, and which is recommended for approval;~~
- ~~(c) which any Councillor requests, setting out good material planning reasons in writing to the Executive Head of Property and Growth, within 21 days of the circulation of details of the application, should be the subject of consideration by the Development Management Committee and the referral to the Committee is agreed by the Chair;~~
- ~~(d) submitted by or on behalf of a Councillor (or his/her spouse, partner or other immediate family member) or by any member of the Council's staff (or his/her spouse, partner or other immediate family member);~~
- ~~(e) submitted by or on behalf of the Council for its own developments; and~~
- ~~(f) which the Executive Head of Property and Growth considers should be presented to Committee for decision including, for example, those developments that in his/her opinion are potentially controversial, likely to be of significant public interest, or which may have a significant impact on the Borough or its environment.~~

(4) The Executive Head of Property and Growth is also authorised to exercise and discharge the full range of development management services falling outside of Schedule 1 and 2 to the Town and Country Planning (Discharge of Local Planning Authority Functions (England) Regulations 2026, in accordance with all statutory and other requirements of a Local Planning Authority under the Town and Country Planning Acts including:

- (i) Powers to administer and determine applications for hazardous substances consent under the Planning (Hazardous Substances) Act 1990, and related powers.
- (ii) Powers to determine ~~applications for approval of details submitted pursuant to conditions, or~~ requests for confirmation of compliance with conditions, imposed

~~¹ But not to refuse an application unless it is in consultation with the Chair.~~

~~² But not to grant an application where material planning objections have been received from third parties or consultees unless it is in consultation with the Chair.~~

~~³ But not to grant permission for a major application (a major application is defined by the Office of the Deputy Prime Minister in the Development Control Statistical Return as a development that comprises 10 or more dwellings (or where the number of dwellings is not given the site area is more than 0.5ha). For all other uses a major application is defined as one where the floorspace to be built is 1,000sq.m or more, or where the site area is 1ha or more) unless it is in consultation with the Chair.~~

on planning and other permissions; and to approve or reject submissions required by Section 106 Planning Obligations.

- (iii) Powers to respond, in consultation with the Chair (or Portfolio Holder as appropriate), to consultations from Government departments, Crown Agencies, statutory undertakers, Hampshire County Council and adjoining local planning authorities.
- ~~(iv) Powers to determine applications for Lawful Development Certificates under Section 191 and 192 of the Town and Country Planning Act 1990.~~
- ~~(v) Powers to determine, in consultation with the Chair, all applications for Prior Approval and Notification.~~
- (vi) Powers to authorise the Executive Head of Governance & Law to issue breach of condition notices, enforcement notices and stop notices under the Town and Country Planning Act 1990.
- (vii) Powers to confirm in circumstances where, in the opinion of the Executive Head of Property and Growth a breach of planning control gives rise to no material significance or harm, that the Council will take no further action in that regard.
- (viii) Powers to sign and serve Planning Contravention Notices under the Town and Country Planning Act 1990, and Requisitions for Information under the provisions of the Local Government (Miscellaneous Provisions) Act 1976 and Section 1719(c) and 330 of the Town and Country Planning Act 1990.
- (ix) Powers to instruct the Executive Head of Governance & Law to the Council to commence and pursue prosecutions with respect to any contravention/offence under the Town and Country Planning Acts.
- (x) Powers to instruct the Executive Head of Governance & Law with respect to any matter related to Section 106 Planning Obligations under the Town and Country Planning Act 1990, including any matter necessary to protect the Council's or public interest in the granting of permission pursuant to either a decision of the Development Management Committee or under delegated powers.
- (xi) Powers in respect of trees to
 - 1) make a Tree Preservation Order;
 - 2) confirm any Tree Preservation Order;
 - 3) vary and revoke any Tree Preservation Order
 - 4) authorise the issuing and serving of Tree Replacement Notices
 - 5) determine applications to fell or carry out works to trees that are the subject of a tree preservation order; and
 - 6) determine Notices of Intent to carry out works to tree within a conservation area".
- (xii) Authority to exercise all the Council's functions with respect to 'screening' and 'scoping' opinions under the Town and Country Planning Acts and the Town and Country Planning (Environmental Impact Assessment) Regulations.
- (xiii) Powers to determine the Council's case to be presented at appeals including the decision whether to appoint consultants to act upon the Council's behalf or to submit claims for costs against an appellant.

- (xiv) Powers to appoint and authorise officers to exercise the powers of entry under the Town and Country Planning Acts.
- (xv) Powers to determine whether to proceed with a complaint relating to high hedges.
- (xvi) Powers to determine a complaint on high hedges, in consultation with the Chair of the Development Management Committee.
- (xvii) Powers to serve a remedial notice in respect of high hedges in consultation with the Executive Head of Governance & Law.
- (xviii) To exercise all the Council's functions with respect to 'Habitats Regulations Assessments' under the Conservation (Natural Habitats etc) Regulations 1994 and the Habitats Directive 1992 (Para 17).

APPENDIX 3

EXTRACT FROM THE SCHEME OF DELEGATION

PART 3 - SECTION 6: ROLES AND RESPONSIBILITIES OF COUNCIL DECISION MAKING BODIES

6.5. DEVELOPMENT MANAGEMENT COMMITTEE

Under the National Scheme of Delegation for planning decision making, the Development Management Committee has responsibility for determining applications which fall within Schedule 2 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 and which have been referred to the Committee at a Referral Meeting following an Assessment of Significance.

The Referral Meeting is held between the Chair of the Development Management Committee or their nominated deputy (usually this will be the Vice-Chair of the Committee) and the Executive Head of Property and Growth or their nominated deputy.

Schedule 2 applications may only be referred to committee where the Executive Head of Property and Growth and the Chair of the Development Management Committee both agree that the proposal will:

- raise one or more issues of economic, social or environmental significance to the local area; or
- raise one or more significant planning matters, having regard to the development plan and any other material considerations; or
- relate to an 'own interest' application

The Council's Protocol for managing decision-making under the National Scheme of Delegation and deciding applications to be determined by the Development Management Committee is set out below at para. 6.7

Matters for Committee

6.6 (1) All Planning Matters agreed to be referred to the Development Management Committee via a Referral Meeting held under the Gateway Procedure required under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 and in accordance with the Protocol at para 6.7 below.

(2) Planning matters* that are not listed in either Schedule 1 or Schedule 2 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 which the Executive Head of Property and Growth wishes to refer to the Committee for decision.

(3) Updates on progress on Committee decisions, planning enforcement, and performance of the planning service with regard to the nationally set performance standards and associated matters, and reporting of decisions made under the new arrangements for Schedule 1 and Schedule 2 applications.

**Planning matters includes all town planning matters concerning the control of development and regulation and use of land under the provisions of the Town and Country Planning Act, 1990 (as amended), Town and Country Planning (Control of Advertisements) Regulations 1992, the Planning (Listed Building and Conservation Areas) Act 1990, Planning and Compensation Act 2004 and any associated or related Acts, legislation, regulations and provisions.*

Protocol for Managing Decision Making under the National Scheme of Delegation

6.7

[INSERT LOCAL PROTOCOL (APPENDIX 1 to the REPORT)]

~~The Development Management Committee is responsible for the discharge of the Council's functions in respect of the necessary statutory provisions in relation to all town planning matters concerning the control of development and regulation and use of land under the provisions of the Town and Country Planning Act, 1990 (as amended), Town and Country Planning (Control of Advertisements) Regulations 1992, the Planning (Listed Building and Conservation Areas) Act 1990, Planning and Compensation Act 2004 and any associated or related Acts, legislation, regulations and provisions.~~

~~While many matters are delegated to the Executive Head of Property and Growth (see Section 4.2 (3)), the following matters must be decided by the Development Management Committee:~~

Planning Applications

- ~~1. Deciding planning applications for 25 or more new dwellings~~
- ~~2. Deciding a planning application which is contrary to the provisions of an approved or draft development plan or adopted planning policy approved by the Council and which is recommended for approval~~
- ~~3. Deciding planning applications which any councillor requests, setting out good material planning reasons in writing to the Executive Head of Property and Growth, within 21 days of the circulation of details of the application. The referral to the Committee to be agreed by the Chair of the Committee in consultation with the Executive Head of Property and Growth and/or Service Manager (Development Management).~~
- ~~4. Deciding planning applications submitted by or on behalf of a councillor (or his/her spouse, partner or other immediate family member) or by any member of the Council's staff (or his/her spouse, partner or other immediate family member)~~

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- ~~5. Deciding planning applications submitted by or on behalf of the Council for its own developments~~
- ~~6. Deciding planning applications which the Executive Head of Property and Growth considers should be presented to Committee for decision including for example, those developments that in their opinion are potentially controversial, likely to be of significant public interest, or which may have a significant impact on the Borough or its environment.~~
- ~~7. The Development Management Committee will also receive updates on progress on Committee decisions, planning enforcement, and performance of the planning service with regard to the nationally set performance standards and associated matters.~~

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CABINET

Report of the meeting held on Tuesday, 30th June, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder

Cllr Gaynor Austin, Finance & Resources Portfolio Holder
Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder
Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder
Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **13th July, 2026**.

9. DECLARATIONS OF INTEREST –

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

10. MINUTES –

The Minutes of the meeting of the Cabinet held on 2nd June, 2026 were confirmed and signed by the Chair.

11. EQUALITY, DIVERSITY AND INCLUSION (EDI) POLICY AND EQUALITY ACTION PLAN –

(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet considered Report No. EDO2610, which set out an Equality, Diversity and Inclusion (EDI) Policy for the Council.

Members were informed that the new policy had been developed through engagement with stakeholders, analysis of local insight, including resident feedback, ward data and service complaints and organisational learning. It aligned with the Equality Framework for Local Government and would fulfil the Council's duties under the Equality Act 2010. An associated action plan was also introduced and this would deliver the five strategic goals that were set out in the policy, covering community insight, accessible services, community cohesion, an inclusive workforce and governance/accountability. A phased approach to 2028 was proposed, with early quick wins to be implemented within the first six months. Members stressed the importance of making sure that these quick wins would be seen to be driving ongoing improvements

In discussing this, Members expressed their strong support for the introduction of this new policy and stressed the importance of the impact of the policy being

accurately measured and monitored. The Leader of the Council agreed to discuss this with the Council's Service Manager – Policy, Strategy and Transformation, with a view to this being included in the regular performance management report. Members placed on record their thanks to the Policy and Project Advisory Board for its contribution to the process of developing this policy.

The Cabinet RESOLVED that

- (i) the Equality, Diversity and Inclusion Policy, as set out in Appendix 1 of Report No. ED2610, be approved;
- (ii) the Equality, Diversity and Inclusion Action Plan, as set out in Appendix 2 of the Report, be noted; and
- (iii) the publishing on the Council's website of the annual Public Sector Equality Duty Update be noted, with the next report due in October 2026.

12. PLAYGROUND RENEWALS 2026-28 –

(Cllr Christine Guinness, Pride in Place/Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. OS2616, which set out a proposed priority order list in respect of the renewal or refurbishment of Council-owned playgrounds.

Members were informed that, for many years, the renewal or refurbishment of playgrounds had only been carried out when sufficient Section 106 developer contributions had been available. However, for each of the financial years 2026/27 and 2027/28, a capital budget of £200,000 had been provided, making a total investment of £400,000 over the two years. The priority list had been prepared factoring in the overall condition of the site, coupled with the size and usage of the facilities. It was reported that the Policy and Project Advisory Board had considered the proposals in detail and had endorsed the proposed approach.

In discussing this, Members expressed support for the proposed approach and stressed the importance of the local community being involved in the process of renewing or refurbishing facilities in their neighbourhood. In response to a question, it was confirmed that the funding was not sufficient to improve all Council-owned playgrounds in the Borough and that Section 106 developer contributions would continue to be utilised to boost the funds available for this work.

The Cabinet RESOLVED that

- (i) the playground renewal / refurbishment priority list, as set out in Report No. OS2616, be approved; and
- (ii) the playgrounds on the Playground Priority Upgrade Order List, to be considered by the new authority for future investment from 2028-29 onwards, be noted.

13. **PRIDE IN PLACE PROGRAMME –**

(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet considered Report No. ED2609, which set out an overview of the Pride in Place funding programme for the Mayfield area.

Members were informed that the report also included progress made to date, along with the proposed governance arrangements that would be required to support the delivery of the programme. The Cabinet was reminded that, in February 2026, the Government had announced that Mayfield, Farnborough had been awarded £20million over a ten-year period as part of Phase Two of the Pride in Place programme. A Pride in Place Neighbourhood Board would be required to provide a strategic oversight of the programme, to engage with local communities and stakeholders and to lead the development of a 10-year Pride in Place Plan. It was confirmed that the Council would be allowed to nominate only one representative to the Board and that the Chair would be independent.

The Cabinet expressed strong support for the provision of this funding for one of the Borough's most deprived areas. It was felt to be important that the Board would adopt a Strategic Communications Plan to ensure that communications would be as effective as possible.

The Cabinet RESOLVED that

- (i) the objectives and progress of the Pride in Place funding programme, as set out in Report No. ED2609, be noted;
- (ii) the financial implications be noted, with approval that expenditure would be managed in accordance with the approved funding conditions and the Council's financial procedures;
- (iii) the Council's acceptance of the grant and administering of the funding in accordance with programme requirements be approved; and
- (iv) it be recommended to the Board that a Strategic Communications Plan be adopted to ensure effective communications.

The Meeting closed at 7.53 pm.

CABINET

Report of the meeting held on Tuesday, 4th August, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder

Cllr Gaynor Austin, Finance & Resources Portfolio Holder
Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder
Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder

An apology for absence was submitted on behalf of Cllr Julie Hall.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **17th August, 2026**.

14. DECLARATIONS OF INTEREST –

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

15. MINUTES –

The Minutes of the meeting of the Cabinet held on 30th June, 2026 were confirmed and signed by the Chair.

16. BUDGET OUTTURN 2025/26, 2026/27 QUARTER ONE FORECAST AND MTFS UPDATE 2026/27 –

(Cllr Gaynor Austin, Finance & Resources Portfolio Holder)

The Cabinet considered Report No. FIN2613, which set out an update on the Council's budget outturn position for 2025/26, the first quarter forecast for 2026/27 and an update of the Council's Medium Term Financial Strategy (MTFS).

Members were reminded that the Council had approved the 2025/26 budget with a planned deficit of £5.6 million, partly mitigated by a savings target of £2.2 million to be achieved in year, with the remaining £3.4 million funded from revenue reserves. It was reported that the provisional outturn indicated that the savings target had been fully achieved and that additional underspends had reduced the overall reliance on reserves to £2.362 million. Unaudited usable reserves available to support the 2026/27 financial position were estimated at £6.9 million. It was reported that, despite the improved outturn position, the Council continued to face significant financial challenges over the MTFS period. Officers would continue to monitor financial performance closely and would provide regular updates to Members on the Council's financial position, risks and mitigating actions.

The Cabinet was pleased with the progress that had been made in addressing the Council's challenging financial position and expressed gratitude to the finance team for its work in this respect. It was noted that prudent financial management would continue to be required for the foreseeable future. Discussion was held on the appropriate scrutiny process with regard to the Council's budget strategy and the Leader would progress this matter further with the Chair of the Audit and Governance Committee.

The Cabinet RESOLVED that

- (i) the Revenue Outturn for 2025/26, as set out in Report No. FIN2613, be noted;
- (ii) the £64,795 revenue budget carry forward and £2.834 million Capital reprofiling to 2026/27, as set out in the Report, be approved;
- (iii) the Quarter 1 forecast for 2026/27, as set out in the Report, be noted;
- (iv) the Medium Term Financial Strategy update for 2026/27 to 2029/30, as set out in the Report, be noted; and
- (v) the write offs, as set out in Section 3 of the Report, be approved.

17. COUNCIL DELIVERY PLAN AND RISK REGISTER QUARTER ONE UPDATE AND PERFORMANCE MANAGEMENT FRAMEWORK –
(Cllr Gareth Williams, Leader of the Council)

The Cabinet received Report No. ED2611, which set out the performance monitoring information for the Council Delivery Plan and key service measures for the first quarter of 2026/27. Members were informed that key projects and activities from the Delivery Plan and key service indicators and measures used by the Council to monitor how the Council runs services were included in the report. The Cabinet heard that the Council's Corporate Risk Register identified factors that could impact on the future delivery of the Council's services and key priorities. A summary of those risks was provided in the report for discussion. Members were also informed that the Performance Management Framework and Data Quality Policy had been refreshed and updated and were included in the report.

In discussing the report, Members were satisfied that good progress had been made by the Council towards delivering the Council Delivery Plan and that the Risk Register represented an accurate summary of the most significant risks faced by the Council. Many projects were highlighted that had demonstrated the excellent work that had been carried out by officers and Members.

The Cabinet RESOLVED that

- (i) the progress made towards delivering the Council Delivery Plan and the latest performance information in relation to Council services, as set out in Report No. ED2611, be noted;
- (ii) the changes to the Corporate Risk Register, as set out in Sections 5.1 to 5.12 of the Report, be approved;

- (iii) the refreshed and updated Performance Management Framework and Data Quality Policy, as set out in the Report, be approved; and
- (iv) the Executive Director, in consultation with the Leader of the Council, be authorised to make minor amendments to reflect organisational structure changes.

18. NEW EMPLOYEE PROBATION POLICY –

(Cllr Gaynor Austin, Finance & Resources Portfolio Holder)

The Cabinet considered Report No. PEO2602, which set out details of a new Probation Policy for adoption.

It was explained that the Policy would provide clear formal expectations, roles, responsibilities and guidelines for new employees and Line Managers during the six-month probation period. The Policy had been discussed with both managers and UNISON.

The Cabinet RESOLVED that the proposed Probation Policy, as set out in Annex 1 of Report No. PEO2602, be approved.

19. UPDATED CIVIL PENALTIES POLICY FOR HOUSING ENFORCEMENT –

(Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder)

The Cabinet considered Report No. OS2620, which set out an updated Civil Penalties Policy for housing enforcement.

Members were informed that the policy provided the framework for issuing civil penalties for housing related offences under the Housing Act 2004, Housing and Planning Act 2016 and the Renters' Rights Act 2025. The Renters' Rights Act 2025 had had a significant impact on the private rented sector and its implementation had required an update to the Council's Civil Penalties Policy to ensure compliance with the new statutory duties.

In discussing this, the Cabinet expressed support for this policy, which it felt would strengthen the Council's ability to assist local residents.

The Cabinet RESOLVED that

- (i) the Civil Penalties Policy, as set out in Appendix 1 of Report No. OS2620, be approved;
- (ii) the Executive Head of Operations be authorised to make minor amendments to the policy to reflect future legislative or regulatory changes;
- (iii) the publication and implementation of the policy with immediate effect, as set out in the Report, be approved; and
- (iv) the running in parallel of the new and the existing policies for a transitional period, as set out in the Report, be approved.

20. ESTABLISHMENT OF A NEW YOUNG ADULT EMPLOYMENT HUB IN RUSHMOOR –

(Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder)

The Cabinet considered Report No. PG2630, which set out a proposal to establish a 'Youth Hub' in the Borough.

Members were advised that the Council had successfully secured funding from the Department for Work and Pensions (DWP) to establish a Youth Hub in Rushmoor. The Youth Hub formed part of a national programme designed to support young people aged 16 to 24 to access employment, education and training opportunities. It would address the relatively high number of residents classed as the NEET (Not in Education, Employment or Training) in the Borough. It was reported that the DWP grant would enable the Council to recruit two Employment Advisors who would provide tailored employability support, careers guidance and practical assistance to young people seeking employment. It was proposed that the Youth Hub would be based on the second floor of the Council Offices, in close proximity to Citizens Advice.

During discussion, Members commented that transport was often a barrier to younger people seeking opportunities and that consideration should be given to the service being available on an outreach basis in due course.

The Cabinet RESOLVED that

- (i) the acceptance of the DWP grant for the establishment of a young Adults Employment Hub in Rushmoor, as set out in Report No, PG2630, be approved;
- (ii) the delivery of the Young Adults Employment Hub from the Council Offices in Farnborough be endorsed; and
- (iii) the recruitment of two fixed-term Employment Advisors, funded through the grant, be supported.

21. MOBILE CCTV POLICY –

(Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. OS2622, which set out a Mobile CCTV Policy for the Council.

Members were informed that the Council had successfully applied to the Office of the Police and Crime Commissioner (OPCC) for funding towards mobile CCTV, which had been granted in April 2026. The grant of £12,500 would cover the purchase of multiple camera units and associated data costs. The cameras would be used to strengthen the Council's approach to addressing antisocial behaviour and fly-tipping, increasing the opportunity of obtaining evidence for enforcement action. It was explained that the Mobile CCTV Policy would summarise the purposes and objectives for the cameras' use and would provide guidelines around data protection,

monitoring and recording of footage and circumstances whereby footage may be released to a third party.

In discussing this, Members expressed their strong support for the introduction of mobile CCTV in the Borough and felt that this would be a significant tool in the Council's approach both antisocial behaviour and fly-tipping.

The Cabinet RESOLVED that the Mobile CCTV Policy, as set out in Appendix 1 of Report No. OS2622, be approved.

22. **WAVELL 3G PITCH - FOOTBALL FOUNDATION APPLICATION –**
(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet considered Report No. ED2614, which set out a proposal to provide partnership funding towards a third generation (3G) artificial grass pitch at Wavell School, Farnborough.

Members were advised that the school was seeking a main grant from the Football Foundation and the Council's contribution would form part of the required local partnership funding. In addition, Wavell had been fundraising and would be contributing a minimum sum of £100,000. It was explained that the Rushmoor Local Football Facilities Plan (LFFP), which had been updated in 2025, had identified a shortage of 3G facilities in the Borough, so this proposal would help to address the excess demand for 3G pitches. The proposal would also support the Council's ambitions to improve health and wellbeing, increase participation in sport and physical activity and to strengthen community resilience through sport. The application to the Football Foundation would be subject to a stringent community usage agreement to ensure the facility would be available to local clubs, community organisations and residents during evenings, weekends and school holidays.

The Cabinet welcomed this proposal and felt the investment would help to enable the provision of an excellent facility for Rushmoor residents in a central location within the Borough.

The Cabinet RESOLVED that

- (i) a Council contribution of £150,000, subject to the project securing Football Foundation funding and confirmation of a minimum of £100,000 direct partnership funding from Wavell School, as set out in Report No. ED2614, be approved; and
- (ii) the utilisation of the balance of the Council's Community Recovery Fund (£85,000) and a further £65,000 from the Council's Capital Receipts, as set out in the Report, be approved.

The Meeting closed at 8.03 pm.

CABINET

Report of the meeting held on Thursday, 20th August, 2026 at the Council Offices, Farnborough at 3.30 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder

Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder
Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder

Apologies for absence were submitted on behalf of Cllrs Gaynor Austin and Julie Hall.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **3rd September, 2026**.

23. DECLARATIONS OF INTEREST –

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

24. MINUTES –

The Minutes of the meeting of the Cabinet held on 4th August, 2026 were confirmed and signed by the Chair.

25. NOS. 16-18 THE MEADS, FARNBOROUGH - ADDITIONAL BUDGET REQUIREMENT –

(Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder)

The Cabinet considered Report No. REG2603, which set out a proposal to consider increasing the capital budget allocation to enable the completion of the building works at Nos. 16-18 The Meads, Farnborough.

Members were informed that most of the main contractor works had been completed and that additional unforeseen costs had arisen which had resulted in an overspend of the project's budget allocation. It was explained that these additional costs could be attributed largely to the complexity of the ground conditions alongside risks inherent in carrying out refurbishment works to an ageing asset.

The Cabinet was supportive of the proposed approach to complete the delivery of this important project in the regeneration of Farnborough town centre. Concern was expressed, however, that the cost of this project had exceeded the agreed budget and that this been the case with other recent projects. It was agreed that the method by which project budgets and contingencies were calculated should be thoroughly reviewed.

The Cabinet RESOLVED that an increase to the project's capital budget of up to £35,000, to enable the completion of the works by the end of September, 2026, plus the provision of a contingency of up to £15,000, be approved, both funded from capital receipts balances.

26. **EXCLUSION OF THE PUBLIC –**

RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the item:

Minute No.	Schedule 12A Para. No.	Category
27	3	Information relating to financial or business affairs

**THE FOLLOWING ITEM WAS CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

27. **UNION YARD - RIGHT OF LIGHT CLAIM - EMPIRE BANQUETING HALL –**
(Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder)

The Cabinet considered Exempt Report No. REG2604, which sought approval to agree a revenue budget to settle a claim for compensation.

Members were advised that a compensation claim had been received from the owners of a nearby property in respect of an interference with its right to light caused by the Union Yard development. It was reported that settlement of the claim would avoid the issue of legal proceedings by the applicants. The Report set out the legal position in relation to this matter and summarised a report that had been commissioned from the Council's rights of light surveyors.

The Cabinet queried whether insurance against such claims might have been appropriate but it was explained that insurance of this type was cost-prohibitive.

The Cabinet RESOLVED that the establishment of a Supplementary Budget within the Revenue Account, in the sum set out in the Exempt Report No. REG2604, be approved, to be funded from the Stability and Resilience revenue reserve.

The Meeting closed at 3.54 pm.

CABINET

Report of the meeting held on Tuesday, 15th September, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder

Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder
Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder
Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder

An apology for absence was submitted on behalf of Cllr Gaynor Austin.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **28th September, 2026**.

28. DECLARATIONS OF INTEREST –

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

29. MINUTES –

The Minutes of the meeting of the Cabinet held on 20th August, 2026 were confirmed and signed by the Chair.

30. CRISIS AND RESILIENCE FUND –

(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet considered Report No. ED2615, which set out changes to national welfare provision through the new Crisis and Resilience Fund.

Members were informed that, in April, 2026, the Government had replaced the Household Support Fund (HSF) with the Crisis and Resilience Fund (CRF). The CRF was intended to help people on low incomes that were struggling with money and/or facing an unexpected financial shock. It was reported that the CRF was a three-year programme whereas the HSF had been an annual process and it was hoped that this would enable longer-term planning for those in need. CRF funding was delegated to county councils and full details of how the scheme would operate were still in development at district and county level.

The Cabinet was supportive of the Crisis and Resilience Fund as an important part of broader support for residents that were struggling with cost of living pressures.

The Cabinet RESOLVED that the information within Report No. ED2615, including work underway to support residents' financial resilience, be noted.

31. **YOUNG PEOPLE'S PLAN –**

(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet considered Report No. PG2616, which set out how the Young People's Plan had been developed and included a draft of the Council's Young People's Plan (YPP) for 2026-2028.

It was reported that the YPP would outline a proposed approach for how the Council would help to improve opportunities for children and young people in Rushmoor and support them to live happy, healthy and rewarding lives. The Plan would focus on four priorities:

- Safety, trusted spaces and support;
- Health, resilience and active lives;
- Aspirations, skills and employment; and
- Belonging and community connection.

Members were informed that the new YPP would build on the Council's first Plan (2025/26) and would maintain the internal work developed over that year, whilst adding a new element of engaging external partners more closely, based on feedback received from partner organisations, Members and young people themselves.

Members were advised that officers and the Portfolio Holder had received feedback since the report was published and that it was proposed to update the plan before it was published to respond to this feedback. It was proposed that, as a result, the production and publication of the YPP should be delegated to the Executive Director, in consultation with the Portfolio Holder. The final version would be attached to a Record of Executive Decision, circulated to all Members and then published on the Council's website.

During discussion, Members strongly supported the approach taken in the production of the Young People's Plan, with young people actively engaged at all stages. The Cabinet requested that a 'young person friendly' version of the Plan should be produced.

The Cabinet RESOLVED that

- (i) the approach to the production of the Young People's Plan, including to support and engage with all young people, with a particular focus on reaching young people who experience disadvantage, as set out in Report No. ED2616, be endorsed, noting that, over the lifetime of the plan, further work would be undertaken to refine and develop certain priority areas through ongoing engagement with young people and partners;

- (ii) the Executive Director, in consultation with the Healthy Communities & Active Lives Portfolio Holder, be authorised to agree and publish a final version of the Young People's Plan 2026-2028, to include feedback received from Members and others; and
- (iii) the long-term approach to developing further iterations of the Plan, which seeks to increase young people's role in influencing the work of the Council, as set out in the Report, be endorsed.

32. **EXCLUSION OF THE PUBLIC –**

RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the item:

Minute No.	Schedule 12A Para. No.	Category
33	3	Information relating to financial or business affairs

THE FOLLOWING ITEM WAS CONSIDERED IN THE ABSENCE OF THE PUBLIC

33. **DISPOSAL OF 1 WYNDHAM STREET, ALDERSHOT –** (Cllr Keith Dibble, Housing, Planning & Property Portfolio Holder)

The Cabinet considered Exempt Report No. PG2616, which set out a proposal to dispose of the freehold interest in No. 1 Wyndham Street, Aldershot, subject to the finalisation of terms.

Members were informed that the property was the only one owned by the Council on this development of light industrial units. The current leaseholder had occupied the site for many years but had rejected the Council's recent offer of a long leasehold extension. Instead, the leaseholder had expressed an interest in acquiring the freehold of the property and since that time had been carrying out negotiations with the Council's agent, LSH Investment Management regarding price and terms. The price that had been negotiated was considered to provide good value to the Council and would provide a welcome boost to the Council's cash reserves.

The Cabinet expressed support for the proposed approach, that it considered would represent the best value to the Council in relation to this site.

The Cabinet RESOLVED that

- (i) subject to final legal due diligence, the disposal of the freehold interest in No. 1 Wyndham Street, Aldershot, for the consideration set out in Exempt Report No. PG2616, be approved; and

- (ii) the Executive Head of Property and Growth, in consultation with the Executive Head of Governance and Law, be authorised to confirm the final terms of the disposal.

The Meeting closed at 7.30 pm.

LICENSING AND CORPORATE BUSINESS COMMITTEE

Report of the meeting held on Wednesday, 1st July, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Sarah Spall (Chair)
Cllr Sue Carter (Vice-Chair)

Cllr Dave Bell
Cllr Kevin Betsworth
Cllr Craig Card
Cllr P.J. Cullum
Cllr Rhian Jones
Cllr Steve Masterson

Apologies for absence were submitted on behalf of Cllr Lisa Greenway and Cllr Bill O'Donovan.

Cllr Mike Roberts attended the meeting as Standing Deputy.

8. REPORT OF THE MEMBER ASSESSMENT PANEL - HEAD OF PAID SERVICE

The Leader of the Council, Councillor Gareth Williams, attended the meeting to present the report.

The Committee considered the Leader of the Council's Report No. MD2606, which set out the outcome of the assessment process for the permanent appointment of the Council's Head of Paid Service, following the cross-party Member Assessment Panel.

The Committee, at its meeting on 16th June 2026, established a cross-party Member Assessment Panel to consider the permanent appointment of the Council's Chief Executive and Head of Paid Service. The Panel met on 24 June 2026 and reviewed the performance of Ian Harrison, Interim Managing Director and Head of Paid Service, against his 2025/26 performance objectives. Members were given the opportunity to ask questions in relation to his performance. The Panel considered the job title benchmarking information provided for the role of Head of Paid Service, which showed that equivalent roles across Hampshire local authorities, including unitary councils, are titled 'Chief Executive'. They also reviewed salary benchmarking data provided by South-East Employers, including comparator information from Hampshire and Surrey authorities, to determine the appropriate salary for the permanent Chief Executive. The Panel further considered a proposed performance appraisal process for the Chief Executive, based on the South-East Employers template, and agreed its implementation for the next performance review cycle.

During discussion, Members raised questions regarding benchmarking information. Members agreed that Ian Harrison was the best choice for the role of Chief Executive and Head of Paid Service.

(i) **RECOMMENDED TO THE COUNCIL** that:

- a) the post of Interim Managing Director is redesignated to Chief Executive;
- b) the statutory designation of Head of Paid Service is redesignated to the post of Chief Executive; and
- c) Ian Harrison be appointed as the Council's Chief Executive and Head of Paid Service with effect from 3rd July 2026.

(ii) **RESOLVED** that the annual salary for the role of Chief Executive be agreed as £130,000 per annum and the proposed performance appraisal process for the Chief Executive based on the South-East Employers template be implemented.

9. **EXCLUSION OF THE PUBLIC**

RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the item:

Item No.	Para. No.	Category
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2	1	Information relating to an individual
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10. **UPDATE ON APPOINTMENT OF HONORARY ALDERMEN**

Councillor C.W. Card declared an interest in this item due to personal and business relationships with proposed candidates and left the meeting.

The Corporate Manager – Democracy gave a verbal update, following a proposal raised at the previous Committee meeting on 16th June.

During the update, the Committee noted and sought clarification on the provisions and arrangements for the appointment of Honorary Aldermen. The Corporate Manager – Democracy confirmed that Group Leaders had indicated support for the Committee's proposals, and if supported by the Committee, arrangements would be made for an Extraordinary Meeting of the Council to be held later in the Municipal Year, to enable the honours to be bestowed.

The Committee considered the update and was of the unanimous opinion that Mr. D.E. Clifford, Mr. A.H. Crawford and Mr. C.D. Fraser-Fleming should be appointed as Honorary Aldermen of the Borough, in recognition of their eminent and long service to the Borough.

RESOLVED: That the Council, at an Extraordinary Meeting arranged for this purpose, be asked to appoint Mr. D.E. Clifford, Mr. A.H. Crawford and Mr. C.D. Fraser-Fleming as Honorary Aldermen of the Borough.

The meeting closed at 7.44 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 15th July, 2026 at the Concorde Room,
Council Offices, Farnborough at 6.30 pm.

Voting Members

Cllr Calum Stewart (Chair)
Cllr Steve Masterson (Vice-Chair)

Cllr Jib Belbase
Cllr Dave Bell
Cllr Kevin Betsworth
Cllr P.J. Cullum
Cllr Dhan Sarki
Cllr Nicky Slater
Cllr Ivan Whitmee
Cllr Becky Williams

Apologies for absence were submitted on behalf of Cllr Tom Day.

Cllr Sarah Spall attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr Keith Dibble (Housing, Planning & Property Portfolio Holder) (ex officio)

5. DECLARATIONS OF INTEREST

Having regard to the Members' Code of Conduct, the following declarations of interest were made. All Members who had or believed that they had any interest under Rushmoor Borough Council's Councillor Code of Conduct, adopted in April 2021, in any matter to be considered at the meeting disclosed that interest at the start of the meeting or as soon as possible thereafter and took the necessary steps in light of their interest as to any participation in the agenda item:

Member	Application No. and Address	Interest	Action
Cllr Calum Stewart	26/00211/REVPP – MacDonald's, No. 1 North Close, Aldershot	Personal and Professional	Cllr Stewart did not take part in the meeting during the discussion and voting thereon

6. MINUTES

The Minutes of the Meeting held on 17th June, 2026 were approved and signed as a correct record of proceedings.

7. REPRESENTATIONS BY THE PUBLIC

In accordance with the guidelines for public participation at meetings, the following representations were made to the Committee and were duly considered before a decision was reached:

Application No.	Address	Representation	In support of or against the application
26/00211/REVPP	McDonald's No. 1 North Close, Aldershot	Dan Brooks (applicant)	In support

8. PLANNING APPLICATIONS

RESOLVED: That

- (i) permission be given to the following application, as set out in Appendix "A" (as required), subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

*	26/00211/REVPP	McDonald's, No. 1 North Close, Aldershot
	26/00333/RBCRG3	Kings Moat Car Park, Westmead, Farnborough

- (ii) the applications dealt with by the Executive Head of Property and Growth, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Executive Head of Property and Growth's Report No. PG2614, be noted

- (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:

21/00271/FULPP	Block 3, Queensmead, Farnborough
23/00713/FUL	Manor Park Cottage, St. Georges Road East, Aldershot
23/00794/REVPP	Farnborough Airport, Farnborough
24/00237/FUL	Nos. 235-237 High Street,

	Aldershot
25/00615/REV	Farnborough Airport, Farnborough Road, Farnborough
26/00181/FULPP	Site of Former Geneva House, No.1 Gladiator Way Farnborough
26/00182/FULPP	Warwick House, Lakeside Road, Farnborough

* The Executive Head of Property and Growth's Report No. PG2614 in respect of these applications was amended at the meeting.

NOTE: For Planning Application No. 26/00211/REVPP, the Vice Chair, Cllr Steve Masterson, chaired the meeting whilst the Chair, Cllr Calum Stewart, excused himself from proceedings as a result of his Declaration of Interest. Cllr Stewart retook the chair once the item had been determined.

9. FARNBOROUGH AIRPORT APPLICATIONS

Tim Mills, Executive Head of Property and Growth, gave a verbal update regarding the Farnborough Airport applications, which were listed as Future Items.

For Planning Application No. 25/00615/REV, Farnborough Airport notified the Council that they were planning, at the end of the agreed extension of time period, to appeal on the grounds of non-determination. Therefore, the application had been updated to note the appeal.

Regarding Planning Application No. 23/00794/REVPP, which sought to increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, the Council agreed a further extension of six months. The decision was made on the basis that some of the matters that would be determined within Planning Application No. 25/00615/REV were relevant to Planning Application No. 23/00794/REVPP.

The meeting closed at 7.16 pm.

AUDIT AND GOVERNANCE COMMITTEE

Report of the meeting held on Thursday, 30th July, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Bill O'Donovan (Chair)

Cllr P.J. Cullum
Cllr Craig Card
Cllr Dhan Sarki
Cllr Ian Simpson
Cllr Sarah Spall
Cllr Paul Taylor

Apologies for absence were submitted on behalf of Cllr M.J. Tennant, Cllr Thomas Day and Cllr Thomas Mitchell.

Cllr Steve Masterson, Nicky Slater and Ivan Whitmee attended the meeting as Standing Deputies.

4. MINUTES

The Minutes of the Meeting held on 10th June, 2026 were approved and signed as a correct record of proceedings.

5. INTERNAL AUDIT PROGRESS REPORT

The Chairman welcomed Natalie Jerams, Deputy Head of Southern Internal Audit Partnership (SIAP), and Nick Barrett, Audit Manager, from the Council's internal auditors, who joined the meeting remotely via Microsoft Teams.

The Committee received SIAP's Report No. SIAP26/04 which set out the Internal Audit Progress Report, which provided the Audit and Governance Committee with an overview of internal audit activity against assurance work completed in accordance with the approved audit plan. The Report also provided an overview of key updates pertinent to the discharge of the Committee's role, in relation to internal audit.

During discussion, Members raised questions regarding the Disabled Facility Grants (DFG) audit and the Agency Staff audit. Members noted that the limited assurance opinion for the Disabled Facilities Grants review reflected areas where controls and processes needed to be strengthened. It was also noted that the no assurance opinion for the Agency Staff review showed concerns regarding procurement legislation and internal governance standards. Further information on the Disabled Facilities Grants and Agency Staff audit reviews would be provided by SIAP at the next Committee Meeting.

Members stated that they wished for clarification regarding the legal requirements relating to Disclosure and Barring Service (DBS) checks for staff members. The Committee highlighted the need to ensure that risks identified through internal audit reports, together with any overdue audit actions, were appropriately considered within the Council's wider risk management arrangements. Members also emphasised the importance of audit action deadlines being met and noted that responsible officers could be required to attend Committee meetings to explain delays and outline mitigations where target dates had not been achieved. Members sought clarification that the requirement was clear to officers.

Members also discussed whether greater access to information from individual audit reports would support scrutiny, particularly for reviews that had received low or no assurance opinions, and requested additional detail where actions had been delayed.

ACTIONS:

What	By Whom	When
Provide Members with further detail on the findings of the Disabled Facilities Grants and Agency Staff audit reviews	Natalie Jerams - Deputy Head of Southern Internal Audit Partnership	For the next Committee meeting – 29th September
Review arrangements with the Senior Leadership Team (SLT) to ensure that risks identified through internal audit reports, together with any overdue audit actions, were appropriately considered within the Council's wider risk management arrangements	Amanda Bancroft – Executive Head of Governance and Law	Before the next Committee meeting – 29th September
Liaise with relevant officers regarding attendance at committee meetings where target dates were revised, and to report any revised dates in the next update.	Amanda Bancroft – Executive Head of Governance and Law Natalie Jerams – Deputy Head of Southern Internal Audit Partnership	Before the next Committee meeting – 29th September
Provide clarification on the legal requirements relating to DBS checks, including the circumstances in which councillors, employees and agency staff may require DBS clearance, and the arrangements in place to identify and evidence compliance with those requirements.	Amanda Bancroft – Monitoring Officer	Before the next Committee meeting – 29th September

RESOLVED: That:

- (i) that SIAP's Report No. 26/04, be noted; and
- (ii) the adjustments to the Internal Audit Plan 2026-27, as detailed in section 8 of Appendix A, be approved.

6. FREEDOM OF INFORMATION - ANNUAL UPDATE REPORT 2026

The Committee received the Executive Head of Governance and Law's Report No. LEG2602, which set out information about Freedom of Information (FOI) requests received by the Council, and performance on responses to FOIs.

The Freedom of Information Act 2000 (FOIA 2000) provided public access to information held by public authorities. Freedom of Information requests encouraged openness and scrutiny of the Council's decisions. Rushmoor Borough Council had a statutory duty to fulfil its obligations under FOIA 2000.

The Committee noted that the Council's performance on FOIs continued to steadily improve and had been responding within the target response rate. There was further work planned, including training, and publishing more information online to further enhance improvements already made. A new Microsoft Lists system had launched in Q2 of 2025 to improve resilience, and increase oversight by senior management, this had contributed to a positive improvement in response times.

RESOLVED: That officers:

- (iii) continued the work on reducing the number of overdue FOIs within the system in 2026 and continued to ensure that at least 90% of requests were responded to within the statutory 20 working days, per the ICO target;
- (iv) continued to raise FOI awareness and knowledge across employees, through regular training and guidance; and
- (v) publish as much information proactively to reduce the number of FOI requests.

7. CORPORATE HEALTH AND SAFETY ARRANGEMENTS 2025/26

The Committee received the Executive Director's Report No. ED2613, which provided an update on the ongoing development and maintenance of the Council's corporate health and safety arrangements in 2025/26 and the plans in place for 2026/27.

The overall health and safety risk profile of the Council remained low, with the majority of high-risk work activity contracted out, only a few specific roles had an enhanced level of risk. Examples of these were technical staff working at Princes Hall and members of the Place Protection team.

It was noted that, the Corporate Health and Safety Advisor maintained a reporting regime on corporate health and safety matters that was taken quarterly to the Senior Leadership Team (SLT). This related predominately to operational matters. The numbers of accidents/incidents and violence at work incidents, including trends and a summary of those reports, was routinely reported to SLT and Cabinet via the quarterly performance management reporting process. The number of accidents and incidents seen at the Council was low and had remained relatively stable for a number of years, with a total number of 22 in 2025/26.

During discussion, Members sought clarification of the meaning of 'Other', with regard to reported incidents. Members noted that 'Other' referred to incidents reported by third parties, such as the police and other agencies. Members acknowledged measures in place to protect staff from abusive and challenging behaviour, including training, incident reporting procedures, access to counselling through the Employee Assistance Programme (EAP) and the involvement of the police, where necessary. Members were advised that staff perceptions of safety were monitored through regular staff surveys and that efforts continued to secure Trade Union Health and Safety representation at the Council.

ACTION:

What	By Whom	When
Clarify on future reports, that 'Other' refers to third party reporting of incidents.	Roger Sanders, Service Manager – Risk, Performance and Procurement	July 2027

RESOLVED: That the Executive Director's Report No. ED2613, be noted.

8. TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS AND PRUDENTIAL INDICATORS - OUTTURN 2025-26 AND Q1 2026/27

The Committee considered items 5 and 6 on the agenda together.

Treasury Management and Non-Treasury Investment Operations and Prudential Indicators - Outturn 2025-26

The Committee received the Executive Head of Finance Report No. FIN2615, which set out the draft activities of the Treasury Management and non-Treasury Investment Operations for Quarter 4, in the financial year 2025/26, and reported on compliance with Prudential Indicators, pending the statement of accounts being signed off by the Council's external auditors. The report was a statutory requirement under the Chartered Institute of Public Finance Accountants (CIPFA) Code of Practice on Treasury Management.

The Committee were advised that all activity was conducted within the approved Treasury Management Practices (TMPs). Borrowing maturity had moved towards longer term to give cost certainty and lower interest rate exposure risk, providing more interest rate stability on borrowing.

The Committee **RECOMMENDED TO THE CABINET** that the Executive Head of Finance Report No. FIN2615, in relation to the treasury management and non-treasury investment operations carried out, be approved.

Treasury Management and Non-Treasury Investment Operations and Prudential Indicators - Q1 2026/27

The Committee received the Executive Head of Finance Report No. FIN2616, which set out the activities of the Treasury Management and non-Treasury Investment Operations for Quarter 1 in the financial year 2026/27 and reported on compliance with Prudential Indicators. The report was a statutory requirement under the CIPFA Code of Practice on Treasury Management.

The Committee noted that all treasury activity had been conducted within the approved Treasury Management Practices. Borrowing maturity had moved towards longer term to give cost certainty and lower interest rate exposure risk, providing more interest rate stability on borrowing.

During discussion, Members raised questions regarding the Council's remaining short-term borrowing and whether it would be converted to longer-term borrowing. Officers advised that borrowing arrangements were reviewed regularly and that some short-term borrowing currently represented the most cost-effective approach. In response to a question about Union Yard, Members noted that the sale of Blocks C and D to Vivid, was due to be completed on 31st August.

The Committee **RECOMMENDED TO THE CABINET** that the contents of the Executive Head of Finance's Report No. FIN2616, in relation to the Treasury Management and non-Treasury Investment Operations carried out, be approved.

9. UNAUDITED STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT

The Committee considered item 7 on the agenda, the Unaudited Statement of Accounts and the Annual Governance Statement, separately.

The Committee received the Executive Head of Finance's Report No. FIN2614, which set out, the unaudited Statement of Accounts for 2025/26, for review.

The Committee noted that the preparation of the Statement of Accounts and the audit scrutiny provided reassurance that the accounts gave a true and fair view of the financial position of the Council. Members' role in approval was to demonstrate their ownership of the Statement of Accounts and their confidence in both the Chief Finance Officer and the process by which the accounting records were maintained and the Statement of Accounts prepared.

The Accounts and Audit Regulations 2015 stated that, for each financial year, the Council must conduct a review of the effectiveness of the Council's internal control and prepare an annual governance statement for review and approval by the Committee prior to it being signed by the Chief Executive and Leader of the Council. The statement would then be finalised with the signed Statement of Accounts.

Members were advised that the Statement of Accounts had been published in accordance with statutory requirements and was currently subject to external audit. The first phase of the audit was nearing completion, with further audit work scheduled to take place in September.

The Committee were informed that, given the technical nature of the accounts, an informal workshop would be arranged in September or October to provide Members with an overview of the Statement of Accounts, explain the key issues and consider the findings of the External Auditor once available.

ACTION:

What	By Whom	When
Arrange a workshop to provide Members with an overview of the Statement of Accounts.	Peter Vickers, Executive Head of Finance.	September or October 2026

RESOLVED: That the unaudited Statement of Accounts, be noted.

10. **ANNUAL GOVERNANCE STATEMENT**

The Committee considered item 7 on the agenda, the Unaudited Statement of Accounts and the Annual Governance Statement, separately.

The Committee received the Executive Head of Finance's Report No. FIN2614, which set out the Annual Governance Statement for 2025/26, for approval.

The Report set out the procedure for compiling the Annual Governance Statement and the requirements of the Committee to ensure a meaningful review of the Annual Governance Statement. Members were reminded that they needed to be satisfied that the Annual Governance Statement reflected the governance environment and any actions required to improve it. Members also had to be satisfied that it demonstrated how governance supported the achievement of the Council's objectives.

During discussion, Members sought clarification regarding a reference to the Corporate Governance Group being on "hiatus" and were advised that the group was currently on hold pending a review of its terms of reference. Members questioned the use of procedural exemptions and suggested that the operation of these governance processes be reviewed through future Internal Audit work.

ACTION:

What	By Whom	When
Consider the operation and use of exemptions to normal decision-making procedures, as part of future Internal Audit work on governance arrangements.	Amanda Bancroft – Executive Head of Governance and Law and Natalie Jerams - Southern Internal Audit Partnership (SIAP)	Before the next Committee meeting – 29th September

RESOLVED: That the Annual Governance Statement, be approved.

11. STATUS OF THE FINANCIAL RECOVERY WORKING GROUP

The Committee received a verbal update on the Council's financial position and the arrangements that had been put in place to monitor delivery of the Budget Strategy.

Members were advised that a Financial Recovery Working Group had been established, following the approval of the Council's budget in February 2025, to oversee the delivery of actions required to return the budget to a balanced position. It was noted that the majority of these actions had now been completed, with only a small number of capital receipt matters remaining outstanding.

The Committee noted that, following the announcement of Local Government Reorganisation (LGR), the Council's financial strategy had changed. Rather than pursuing further service reductions, the focus was on maintaining service delivery, preparing for the new authority and ensuring that the Council remained financially sustainable until Vesting Day. Members were advised that monthly budget monitoring reports were the primary mechanism for managing financial risks and monitoring progress against the strategy.

During discussion, Members expressed concern regarding the Council's ongoing financial risks and emphasised the importance of regular Member oversight. It was confirmed that financial sustainability was included within the Council's corporate risk register. Members agreed that the Council's financial position would benefit from more regular Member scrutiny and oversight. Consequently, the Committee supported a proposal that Cabinet establish a politically balanced Member working group, meeting monthly for the remainder of the Council's term, to review the Council's financial management. The Chair advised that the recommendation would be raised with the Leader of the Council and, if it was not progressed by the Cabinet, it would be taken to Council.

ACTION:

What	By Whom	When
Write to the Leader of the Council, to recommend to the Cabinet to set up a Working Group to review the Council's financial management.	Cllr Bill O'Donovan – Chair of Audit and Governance Committee	Before the next Cabinet meeting – 4 th August

The Committee **RECOMMENDED TO THE CABINET** that the Cabinet establish a politically balanced Member Working Group, meeting monthly for the remainder of the Council's term, to review financial management.

The meeting closed at 9.18 pm.

LICENSING AND CORPORATE BUSINESS COMMITTEE

Report of the meeting held on Thursday, 3 September 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Sarah Spall (Chair)
Cllr Sue Carter (Vice-Chair)

Cllr Dave Bell
Cllr Kevin Betsworth
Cllr Craig Card
Cllr P.J. Cullum
Cllr Lisa Greenway
Cllr Rhian Jones
Cllr Steve Masterson
Cllr Bill O'Donovan

Cllr Uttar Gurung attended the meeting as Standing Deputy.

11. MINUTES

The minutes of the meeting held on 16th June, 2026 and the Special Meeting of the Committee held on 1st July, 2026 were agreed and signed as a correct record of the proceedings.

12. APPOINTMENT TO OUTSIDE BODIES 2026-27

The Committee considered the appointment of Councillor Calum Stewart as a Director of Rushmoor Homes Limited for the remainder of the 2026/27 Municipal Year.

During discussion, Members sought clarification on the current activities of Rushmoor Homes Limited and were advised that the company currently managed a portfolio of ten properties, and noted that further growth activity had been paused. The Committee noted that the company continued to manage the existing properties and protect the interests of tenants. Members expressed their support for Councillor Stewart's appointment.

RESOLVED: That the appointment of Councillor Calum Stewart as a Director of Rushmoor Homes Limited for the remainder of the 2026/27 Municipal Year, be noted.

13. NORTH HAMPSHIRE JOINT COMMITTEE - DELEGATIONS

The Committee considered the Chief Executive's Report No. 2026/CEX/01, which sought approval to delegate the powers and duties required for the North Hampshire

Future Unitary Joint Committee to support preparations for the new North Hampshire Unitary Council. The report explained that the proposed delegations would enable the Joint Committee to undertake its functions in accordance with its Terms of Reference and support transition arrangements associated with local government reorganisation.

During discussion, Members raised a query regarding the Equality Impact Assessment and noted that voluntary and community organisations were likely to be involved in the reorganisation process. Officers acknowledged the point and agreed that the assessment should be amended accordingly. Members also requested confirmation of the membership arrangements for the Joint Committee, in response it was advised that Cllrs Gareth Williams and Calum Stewart had been appointments at the Council meeting held on 18th June, 2026 with Cllr Keith Dibble as Standing Deputy or another Member, appointed by the Leader of the Council, to act as Standing Deputy, if Cllr Dibble was unable to attend. Clarification was sought regarding the powers set out in paragraph 5.7 of the Terms of Reference, and officers confirmed that the provision was expected to be included within the Structural Changes Order (SCO) and would therefore form part of the future governance arrangements.

ACTIONS:

What	By Whom	When
Amend the Equality Impact Assessment to reflect that voluntary and community organisations are likely to be impacted by, and involved in, the local government reorganisation process.	Alex Shiell – Service Manager – Policy, Strategy and Transformation	Before the Extraordinary Council Meeting – 10 th September

RECOMMENDED TO THE COUNCIL that it:

- (i) agrees to delegate to the Joint Committee such duties and powers required to carry out its functions, scope, and role as set out in Annex 1;
- (ii) delegates authority to the Monitoring Officer to agree amendments to the Joint Committee Terms of Reference in response to legislative changes; and
- (iii) delegates authority to the Chief Executive, in consultation with the Leader of the Council, to agree any other amendments to the Terms of Reference.

This matter is currently paused, and the Extraordinary Meeting arranged to consider this item on 10th September 2026 was cancelled.

The meeting closed at 7.10 pm.

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OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Monday, 13th July, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Halleh Koohestani (Chair)
Cllr Kevin Betsworth (Vice-Chair)
Cllr Steve Harden (Vice-Chair)

Cllr A. Adeola
Cllr G.B Lyon
Cllr Sally McGuinness
Cllr Bill O'Donovan
Cllr Mike Roberts

Apologies for absence were submitted on behalf of Cllr Uttar Gurung, Cllr Nicky Slater and Cllr Sarah Spall

7. APPOINTMENTS 2026-27

The Committee **NOTED** the following appointments:

- (1) Cllr S.J. Masterson as a Standing Deputy of the Committee in place of Cllr M.J. Tennant for the remainder of the 2026/27 Municipal Year,
- (2) Cllrs P.J. Cullum and Steve Masterson as Members of the Council Tax Support Group, and
- (3) Cllrs Steve Harden, Steve Masterson and Nicky Slater as Members of the Housing Oversight Group.

8. MINUTES OF THE PREVIOUS MEETING

The Committee were provided with an amended version of the minutes, which included the names of the Officers and Portfolio Holder who were present at the meeting of the Committee on 11th June, 2026.

The amended minutes, as circulated at the meeting, were agreed as a correct record.

9. CLIMATE CHANGE

The Committee welcomed Emma Lamb, Community and Partnerships Service Manager, Sophie Rogers, Climate Change Officer and Cllr Sophie Porter, Cabinet Portfolio Holder for Healthy Communities and Active Lives who were in attendance to provide an update on the progress of the Climate Change Action Plan.

The Committee received a presentation which covered:

- Council's Carbon Footprint – The Committee were informed how the footprint was calculated, through direct emissions (heating and operational fleet), indirect emissions (purchased electricity) and indirect emissions ((supply chain) staff business travel, paper, waste, water and purchased goods).
- Climate Change Impact Assessments – It was noted that these assessments had been developed to help the Council understand, assess and respond to climate impacts and to ensure that environmental considerations were integrated into decision making. The Assessments would be a mandatory element of Cabinet Reporting from August 2026 and aimed to understand and remove negative impacts, reduce the Carbon Footprint and capture positive outcomes. The Assessments would be carried out in a two-part process, a screening tool and a full assessment if required. A training session would be arranged for Members to ensure greater understanding of the Assessments.
- Climate Action Scorecards – It was advised that Climate Emergency UK were an organisation that assessed all UK councils on the actions taken towards net zero. Volunteers marked councils against national data sets, freedom on information data and volunteer research. It was advised that the Council's score had increased by 10% since 2023 and would not be reassessed until after Local Government Reorganisation (LGR).
- Community Engagement – The Committee were apprised of the activities involving the local community. These included:
 - The Rushmoor Climate Community – A forum of residents established to engage with the Council on climate, environment and sustainability issues. The aims of the Group were to engage, consult, network and share, create and raise awareness of issues being faced by the Council and the wider community.
 - Rushmoor Eco Festival – An event which last took place in September 2025 at the West End Centre which aimed to promote sustainable living, raise awareness of environmental issues, promote local green spaces and promote local, sustainable and upcycled products. Eighteen stallholders had been present at the event and a programme of events ran throughout the day.
- Young People Engagement – It was noted that this Group, of representatives from each of the Borough's secondary schools and colleges, met monthly, during term times. The aims of the Group were to engage young people in local initiatives, feedback to the Council on climate action, to act as climate ambassadors in their education establishments and develop knowledge and skills. The Group had undertaken a number of activities, including, Climate Myth Busters, Rushmoor COP and a climate debate with students from Wavell School held at the Council Offices.

- Active Travel – It was noted that the Council had received an Active Travel Grant from Hampshire County Council (HCC) which had enabled balance glide and ride sessions and equipment for Reception and Year 1 students at five schools, and the establishment of an after-school cycling club.

The Committee were advised that the Annual Climate Change Action Plan Report was currently being drafted and would be presented to the Cabinet at its meeting in September, 2026.

During discussions on the presentation, Members raised a number of queries, these included:

- How the Council's Climate Change Impact Assessments compared to Hart District and Basingstoke and Deane Borough Council's? – it was advised that the assessments were reasonably similar but had slightly different policies and assessment criteria. Both Councils were already actively using these assessments as part of their Cabinet reporting.
- A suggestion was made to consider a 20mph speed limit across the Borough to help with pollution and road safety concerns – it was noted that the Council were working with schools on road safety issues and to promote Active Travel. Cllr Porter advised that 20mph speed limits had been on the HCC agenda recently and the matter would be looked at separately.
- In response to a query regarding the methodology used for the Climate Change Scorecards, it was reported that Officers were reasonably content with the methods used, but each Council did things differently making it difficult to compare. The results were published by Climate Emergency UK and could be found at www.climateemergency.uk. It was reported that the average score across all councils was 38% (Rushmoor scored 31%), and the scoring helped identify best practice and took no resource from the Council. At this time, the Council's score had not prevented anything that had been proposed in the Action Plan.

ACTION:

What	By Whom	When
Provide an outline of the assessment criteria for the Climate Change Scorecards	Sophie Rogers, Climate Change Officer	August 2026
Provide information on the governance and finances of Climate Emergency UK who undertake the assessments	Sophie Rogers, Climate Change Officer	August 2026

- In response to a query regarding the Climate Impact Assessments, it was noted that the purpose of the assessments was to establish the different levels of impact and no overall recommendation was currently provided.

ACTION:

What	By Whom	When
Share the screening tools used in the Climate Impact Assessment.	Emma Lamb, Community and Partnerships Service Manager	September 2026
Share examples of best practice showing where high, medium and low impacts had been identified	Emma Lamb, Community and Partnerships Service Manager	December 2026
Arrange a training session on the Climate Impact Assessments for all Members	Emma Lamb, Community and Partnerships Service Manager	September 2026

- Progress with the Action Plan – it was advised that the Council only had one Climate Change Officer therefore not all actions had been delivered as set out in the Plan. Some of the actions involved commitment from other services and some work had started to be embedded in business as usual for services where appropriate.
- Community Engagement – in response to a query regarding the effectiveness of engagement and how it was measured, it was reported that there was no formal feedback at present, but this could be sought going forward.

ACTION:

What	By Whom	When
Consider how feedback could be sought from residents/the community and how this could be used to measure impacts	Sophie Rogers, Climate Change Officer	Ongoing

- Young People Engagement – in response to a query regarding the number of schools currently engaged, it was reported that all of the schools/colleges had been invited to attend, and representatives from four schools and a college meet monthly.
- Environmental and Climate focused groups – in response to a query regarding ensuring the longevity of these groups following LGR, it was noted that the Community and Partnerships Team worked with all groups to look at how they could be sustained now and in the future following LGR.

Some Members proposed that a fund be established, for residents to contribute into, for environmental projects for those groups not willing to apply to the Farnborough Airport Community and Environmental Fund. In response, Officers advised that consideration would need to be given to the governance of such a fund, which may be quite complex.

- **Benefits** – the Committee discussed the benefit, impacts and successes of the actions outline in the Plan. It was felt that all actions had a benefit and there was an individual responsibility on everyone to help reduce the impacts of Climate Change. When asked how the Plan would be achieved, it was noted that LGR had an impact on some actions and others were quite ambitious. Timescales for each action would be reviewed as part of the annual reporting to the Cabinet in September. It was also advised that Members would be updated on progress through the Chief Executives News and/or Member Briefings.

Other issues discussed included, solar panelling, mini forests, re-wilding, grass cutting schedules, screening of the National Emergency Briefing film, an update on the Notice of Motion on the Rights of Rivers and Cove Brook Greenway clearance.

ACTION:

What	By Whom	When
Provide an update on the SERCO Contract renewal.	Ruth Whaymand, Service Manager Environmental Contracts	August 2026
Add SERCO Update to the Committee's Work Plan for 2026/27 for consideration.	David Phillips, OSC Lead Officer	July 2026

The Committee discussed the proposal to create a fund for residents to contribute to community projects and **RECOMMENDED** that the Cabinet consider options for residents to contribute voluntary funds for local community projects, which could contribute to both the Climate Change Action Plan and local initiatives.

The Chair thanked Officers and Cllr Porter for their contribution to the meeting.

10. **WORK PLAN**

The current Work Plan was noted, and it was advised that the proposed items for the September meeting would be the Police and Community Safety annual update.

It was also suggested that SERCO should attend a future meeting to provide an update. This would be investigated by officers and a date scheduled when appropriate, following discussion with the Agenda Preparation Group.

The meeting closed at 8.57 pm.

CLLR HALLEH KOOHESTANI (CHAIR)

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OVERVIEW AND SCRUTINY COMMITTEE

Report of the meeting held on Thursday, 17th September, 2026 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Halleh Koohestani (Chair)
Cllr Kevin Betsworth (Vice-Chair)
Cllr Steve Harden (Vice-Chair)

Cllr A. Adeola
Cllr Uttar Gurung
Cllr G.B Lyon
Cllr Sally McGuinness
Cllr Bill O'Donovan
Cllr Nicky Slater

Apologies for absence were submitted on behalf of Cllr Mike Roberts and Cllr Becky Williams.

Cllr Lisa Greenway attended the meeting as a Standing Deputy.

11. APPOINTMENTS 2026-27

The Committee **NOTED** changes to the Membership of the Overview and Scrutiny Committee, for the remainder of the 2026/27 Municipal Year, as set out below:

- Cllr Becky Williams to be appointed to the Committee in place of Cllr Sarah Spall
- Cllr Sarah Spall to be appointed as Standing Deputy for the Committee in place of the Labour vacancy

12. MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 13th July, 2026 were agreed as a correct record.

13. POLICING AND COMMUNITY SAFETY

The Committee welcomed Chief Inspector Alex Reading, Hampshire Police and the Council's Community Safety Manager, David Lipscombe who were in attendance to report on current priorities, performance information, key achievements over the previous twelve months, within the policing and community safety sector. Also in attendance was the Portfolio Holder for Pride in Place and Neighbourhood Services, Cllr Christine Guinness.

The Committee were advised that Hampshire Police had continued to strengthen local policing arrangements through increased officer numbers, with additional officers being transferred into neighbourhood policing teams as they gained experience. Members noted that neighbourhood policing remained focused on anti-social behaviour, drug-related harm, anti-social driving, hate crime, community cohesion and youth-related disorder. Particular attention had been given to anti-social behaviour in Aldershot town centre, youth disorder linked to football activities and anti-social behaviour at Farnborough Skate Park. Members were informed that partnership working was continuing with local schools, community organisations, parents and Aldershot Football Club to address the behaviour of a small number of young people involved in incidents.

During discussion, Members explored opportunities to provide early intervention and support for young people. The Committee heard that organisations such as Yellow Brick Road and social prescribing schemes were being utilised to help divert young people away from criminal activity and provide mentoring and support. Members welcomed the preventative approach and discussed the importance of positive role models and community-based interventions.

The Committee discussed anti-social behaviour and drug-related activity within residential neighbourhoods and public spaces. Members raised questions regarding reports of drug-related activity in local communities and sought reassurance that sufficient resources were available to address emerging issues. In response, it was explained that enforcement activity was intelligence-led and that police resources were directed towards those individuals and networks assessed as presenting the greatest risk.

Members discussed local policing priorities and the mechanisms through which residents could influence those priorities. It was explained that priorities were informed through reported incidents, intelligence, community engagement, surveys and partnership information. Members expressed a desire for greater opportunities for Councillors to feed local concerns directly into policing discussions and highlighted the importance of ensuring that issues not routinely reported through traditional channels were still identified and addressed.

The Committee considered speeding concerns raised frequently by residents across the Borough. Members discussed the use of Speed Indicator Devices, Speedwatch initiatives and police enforcement activity and questioned whether additional deployment of speed monitoring equipment could assist in addressing residents' concerns. The Committee were advised that speeding remained a common issue raised through community engagement and that both educational and enforcement approaches were used to address the problem. Members noted that Speedwatch schemes relied on volunteers and that police officers were also able to undertake targeted speed enforcement activity where concerns had been identified.

The Committee reviewed crime statistics covering the previous twelve months. Members noted an overall reduction in recorded crime compared with the previous year and were advised that crime trends continued to be monitored closely to identify emerging hotspots and patterns. Members requested that consideration be given to

providing longer-term trend data in future presentations to assist with scrutiny and comparison of performance over time.

The Committee discussed hate crime and community cohesion. Members noted that race-related hate crime remained the most frequently reported category and sought reassurance regarding arrangements for monitoring community tensions and responding to reports of hate crime. Particular discussion took place in relation to incidents affecting the Nepalese community and the work being undertaken to encourage reporting and engagement with the police. Members also raised questions regarding faith-related incidents and broader national trends. The Committee were advised that community impact assessments were undertaken where appropriate and that partnership arrangements existed to monitor tensions and coordinate responses where concerns arose.

Members considered the use of stop and search powers and discussed public confidence in the fair and proportionate use of those powers. The Committee was advised that stop and search activity was subject to extensive scrutiny and review, including oversight by independent groups and body worn video monitoring. Members acknowledged the importance of proportionality whilst recognising stop and search as a valuable policing tool in tackling crime and reducing risk within communities. Discussion also took place regarding the safeguards surrounding more intrusive search powers and the arrangements in place to ensure appropriate oversight and accountability.

The Committee discussed communication between Hampshire Police, Councillors and residents, particularly following significant incidents. Members expressed a desire for improved communication arrangements to assist Councillors in providing reassurance to residents when major incidents occurred in their wards. It was acknowledged that operational and legal constraints sometimes limited the information that could be shared but Members emphasised the importance of timely communication wherever possible. Members also suggested that stronger links between local Councillors and neighbourhood policing teams would be beneficial.

The Committee welcomed David Lipscombe, Community Safety Manager, who was in attendance to provide an update on the work of the Community Safety Team. Mr Lipscombe outlined the Team's responsibilities under the Crime and Disorder Act, which included responding to crime, disorder and anti-social behaviour (ASB), coordinating multi-agency casework, managing the Council's CCTV service and supporting safeguarding arrangements across the Council. He explained that the Team continued to utilise a range of early intervention measures, including warning letters, home visits, education and Acceptable Behaviour Contracts, alongside formal enforcement tools where required.

The Committee was informed of the diverse responsibilities carried out by the Community Safety Team. These included acting as the Council's safeguarding lead, participation in the Hampshire PREVENT Partnership and Channel Panel, involvement in the Serious Violence Duty through partnership arrangements across Hampshire, and coordination of domestic abuse work, including the North East Hampshire Domestic Abuse Forum and Domestic Abuse Related Death Reviews. Members were advised that 94 safeguarding referrals had been completed during

2026 to date and that referrals for Domestic Abuse Related Death Reviews were increasing, placing additional pressure on local authority resources.

Members were informed of the volume of work undertaken by the Team during the year. The Team had triaged approximately 900 police reports, responded to 323 direct enquiries, coordinated multi-agency referrals and managed a significant number of CCTV incidents. The CCTV service had recorded 2,319 incidents, resulting in 78 arrests. Members noted that demand on the service continued to increase, with direct enquiries having doubled compared with the same period in the previous year.

The Committee received details of a number of projects and initiatives delivered during the year. These included the Think Safe project for Year 6 pupils, which had engaged 932 pupils from 15 schools, the replacement of CCTV cameras in Aldershot Multi-Storey Car Park, the completion of additional CCTV coverage in Farnborough town centre and successful funding bids for mobile CCTV equipment. Members also noted the continued use of the DISC retailer system, detached youth outreach sessions, community safety awareness campaigns and educational work relating to cycling, e-scooters and anti-social behaviour.

The Committee considered a number of case studies which demonstrated the complexity of the Team's work. These included the management of a long-running neighbour dispute, intervention work with young people involved in fire-setting incidents and partnership work with schools, Hampshire Police and Network Rail to address reports of young people accessing railway infrastructure. Members recognised the value of early intervention and detached youth outreach work in preventing escalation and reducing risk. Members welcomed the success of the outreach programme and recognised the benefits it had delivered in engaging with young people, preventing escalation of issues and supporting community safety objectives. The Committee noted that current grant funding was due to expire at the end of September 2026 and supported continued efforts to identify future funding opportunities.

During discussion, Members sought clarification regarding Anti-Social Behaviour Case Reviews. It was explained that the reviews provided an independent assessment where residents believed reports of anti-social behaviour had not been appropriately addressed and enabled partner agencies to identify any further actions that could be taken. Members were encouraged to contact the Community Safety Team where such concerns were raised by residents.

Members discussed current staffing arrangements and sought clarification about recruitment challenges and vacancy levels. Members also discussed the use of Speed Indicator Devices (SIDs), road safety concerns and the relationship between community safety priorities and speeding complaints raised by residents.

The Committee discussed previous proposals for mobile CCTV deployment in Fernhill and sought clarification regarding the rationale for not progressing earlier funding proposals. Members were advised that the Council had instead pursued a Rushmoor-wide approach to mobile CCTV deployment, enabling resources to be moved to hotspot locations as required. The Committee noted that a newly acquired

mobile CCTV camera was due to be deployed shortly and could be considered for future use in identified areas.

Members raised concerns regarding graffiti, particularly where tagging contributed to perceptions of crime and anti-social behaviour. It was acknowledged graffiti could impact on residents' feelings of safety and advised that offensive graffiti was removed as a priority, whilst options to address wider tagging issues would continue to be explored. Discussion also took place regarding properties with large numbers of vehicles causing concerns for neighbouring residents, and officers agreed to review a specific case raised during the meeting.

The Committee noted the Community Safety Survey results, which showed an improvement in residents' feelings of safety compared with previous years. Members were advised that survey findings were shared with partners and informed local priorities. The Committee also discussed the use of Artificial Intelligence in analysing community safety data and were advised that the Council was continuing to explore appropriate uses of AI. Hampshire Police were already using AI in limited and carefully controlled circumstances to assist with the analysis of large datasets.

Members welcomed the positive work being undertaken by the Community Safety Team and recognised the breadth of responsibilities managed by the service. The Committee noted the increasing demand arising from community safety, mental health and social care related issues, youth anti-social behaviour and Domestic Abuse Related Death Reviews, and acknowledged the Team's ongoing efforts to respond effectively to these challenges. Members thanked David Lipscombe and his team for their continued work in supporting community safety across Rushmoor.

The Chair thanked Chief Inspector Alex Reading, David Lipscombe and Councillor Guinness for their presentation and contributions to the meeting.

ACTION:

What	By Whom	When
Provide crime statistics for West Farnborough/West Heath.	Chief Inspector Alex Reading - Hampshire Police	ASAP
Share contact details for local policing teams and local officers with Members.	Chief Inspector Alex Reading - Hampshire Police	ASAP
Review the anti-social behaviour case raised by Cllr Adeola and liaise with the relevant housing association.	David Lipscome – Community Safety Manager	November 2026
Circulate the forthcoming Community Safety Strategic Assessment to Members.	David Lipscome – Community Safety Manager	December 2026
Provide information on the Council's use of Artificial Intelligence in relation to community safety data and analysis.	David Lipscome – Community Safety Manager	December 2026

14. WORK PLAN

The Committee noted the current Work Plan.

Members were advised of the special meeting scheduled for 21 September 2026 to undertake pre-decision scrutiny of the SERCO Contract Extension and noted the forthcoming items on Skills, Economy and Regeneration and the Young People Plan. Members were invited to submit suggestions for future scrutiny topics for consideration by the Agenda Preparation Group. During discussion, it was suggested that a future item should consider care plan processes and partnership working with Hampshire County Council.

ACTION:

What	By Whom	When
The Agenda Preparation Group to consider adding the following agenda item to a future meeting – ‘HCC to review their processes to ensure faster receipt of Care Plans for Housing cases’.	Agenda Preparation Group	28 September 2026 Meeting

The meeting closed at 9.30 pm.