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RUSHMOOR BOROUGH COUNCIL

CABINET

at the Council Offices, Farnborough on
Thursday, 20th August, 2026 at 3.30 pm

To:

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

Enquiries regarding this agenda should be referred to Chris Todd, Democratic Support Officer, on 01252 398825 or e-mail: chris.todd@rushmoor.gov.uk

A G E N D A

1. **DECLARATIONS OF INTEREST** –

Under the Council’s Code of Conduct for Councillors, all Members are required to disclose relevant Interests in any matter to be considered at the meeting. Where the matter directly relates to a Member’s Disclosable Pecuniary Interests or Other Registrable Interest, that Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation (see note below). If the matter directly relates to ‘Non-Registrable Interests’, the Member’s participation in the meeting will depend on the nature of the matter and whether it directly relates or affects their financial interest or well-being or that of a relative, friend or close associate, applying the tests set out in the Code.

NOTE:
On 27th May, 2021, the Council's Corporate Governance, Audit and Standards Committee granted dispensations to Members appointed by the Council to the Board of the Rushmoor Development Partnership and as Directors of Rushmoor Homes Limited.

2. **MINUTES** – (Pages 1 - 6)

To confirm the Minutes of the meeting held on 4th August, 2026 (copy attached).

3. **NOS. 16-18 THE MEADS, FARNBOROUGH - ADDITIONAL BUDGET REQUIREMENT** – (Pages 7 - 12)
(Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder)

To consider Report No. REG2603 (copy attached), which seeks authority to increase the capital budget allocation in respect of the project at Nos. 16-18 The Meads, Farnborough.

4. **EXCLUSION OF THE PUBLIC** –

To consider resolving:

That, subject to the public interest test, the public be excluded from this meeting during the discussion of the undermentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against such item:

Item No.	**Schedule 12A Para. No.**	**Category**
5	3	Information relating to financial or business affairs

5. **UNION YARD - RIGHT OF LIGHT CLAIM - EMPIRE BANQUETING HALL** – (Pages 13 - 92)
(Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder)

To consider Exempt Report No. REG2604 (copy attached), which sets out a proposal to establish a revenue budget to enable the Council to settle a right of light claim.

CABINET

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 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.

CLLR GARETH WILLIAMS, LEADER OF THE COUNCIL

CABINET | **COUNCILLOR JULIE HALL**
ECONOMY, SKILLS AND REGENERATION PORTFOLIO HOLDER

20th AUGUST 2026

KEY DECISION: NO | **REPORT NO. REG2603**

16-18 THE MEADS, FARNBOROUGH – ADDITIONAL BUDGET REQUIREMENT

SUMMARY AND RECOMMENDATIONS:

The purpose of this report is to agree an increase to the 16 – 18 The Meads project capital budget.

Cabinet is RECOMMENDED to approve an increase to the project's capital budget of up to £35,000 to enable completion of the works by the end of September plus a contingency of up to £15,000 both funded from capital receipts balances.

1. INTRODUCTION

1.1. Having completed a significant portion of the main contractor works to the 16 – 18, The Meads unit, additional unforeseen costs have arisen which have resulted in an overspend of the project's budget allocation.

1.2. These costs can largely be attributed to the complexity of the ground conditions alongside risks inherent in carrying out refurbishment works to an aging asset.

1.3. To enable the completion of the works, Cabinet are recommended to approve an overall increase to the project's capital budget of £50,000.

2. BACKGROUND

2.1. In September 2025, Cabinet considered Exempt Report No. REG2504 and agreed the allocation of a capital budget of £521k, consisting of £397k building adaptations works to the 16 – 18 The Meads unit and a £124k contribution to Loungers' fit out costs.

2.2. In March 2026, Cabinet then considered Exempt Report No. REG2602 and agreed a further budget extension of £197,590. This decision followed a protracted tendering process during which only one response was received from an initial framework with one other coming from a subsequent invitation to quote exercise. The latter, from K7 Renovations, was successful and was the lowest price received.

2.3. The works started on site on the 5th May 2026 and are expected to practically complete on 11th September 2026. Following completion of the Council's shell and core works, the unit will be transferred to Loungers for them to carry out detailed fit out in advance of their opening.

2.4. As stated in the March paper, the arrival of the Loungers in Farnborough will represent a step-change in the quality of the town centre's offer. It will complement the investment the Council has made in the Landings and, in conjunction with the redevelopment of the Meads Block 3 site will provide a new town square for Farnborough.

3. DETAILS OF THE PROPOSAL

3.1. As part of the proposed lease for 16-18 The Meads to Loungers, the Council has committed to carry out works to extend the relevant units and fit out to shell and core level.

3.2. The works comprise:

- Strip out / clearance
- Extension of unit
- Doors glazing
- Landlord plumbing and electrical works

3.3. A Record of Executive Decision (ROED) was prepared on 23rd June 2026 which secured £21,000 in additional budget to cover cost variations forecast at that time.

3.4. The ROED reported that because the project involves work to an existing building, there were still unknown elements to the works and that if further issues were identified it may be necessary for further budget to complete the project. If forecast costs were to take the cumulative total additional budget above the £50,000 limit for officer approval, then formal Cabinet permission would be sought.

3.5. Since this time, further contract variations have been necessary and the total forecast increase in the budged required has now exceeded the £50,000 threshold and, therefore, requires Cabinet approval.

3.6. There is not one single issue that has had to be addressed during the build. The breakdown of the variations can broadly be grouped as follows:

Category	Total Cost
Foundations	£38,828
Utilities & Fire Systems	£7,550
Asbestos	£3,411

Tenant Requirements	£18,432
Design Complexities	£27,189
Additional Prelim Costs (5 weeks)	£10,707

3.7. The additional contractor prelim costs (costs a contractor can claim for delays outside their control) have arisen because of the 5-week delay to the completion date of the works as a consequence of the contract variations.

3.8. The completion date has, therefore, shifted from 7th August 2026 to 11th September 2026.

3.9. Cabinet are advised that as the Council has entered a construction contract and budgetary issues are not grounds for termination – if the Council were to withhold or delay payment, liability would arise under the contract.

3.10. In addition, the Council has entered into a lease agreement with Loungers for the site and could face claims from them for damages if works are not completed as required and in the lease timescales.

3.11. As the project involves work to an existing building and as with any construction contract the full and final extent of any contract variations cannot be confirmed until practical completion, and so an additional contingency amount of £15,000 is also requested alongside the £35,000 costs arising from known variations.

ALTERNATIVE OPTIONS

3.12. Recognising the above, there are limited alternative options available which would not have significant financial and legal impact other than agreeing to the allocation of additional budget to ensure the works are successfully completed and the unit handed over to Loungers.

4. CONSULTATION

4.1. Given the commercial nature, the proposals have not been subject to any formal external consultation.

5. IMPLICATIONS

Risks

5.1. There is a risk in respect of the income stream for the project should Loungers fail as a business. The terms of the agreement for lease state that the Council has a long-stop date to complete the agreed works to 16-18 the Meads of January 2027.

5.2. Once these works are completed as agreed Loungers lease commences automatically and runs for a 15 year period without a break. If Loungers decide to cease operating in that location, they would still be liable for the rent for the entire 15-year period. In the event that Loungers goes into administration during that period any remaining rent would be a debt recoverable through the usual process.

Legal Implications

5.3. There are no legal implications arising from the content of the report. The request is in line with the ROED dated 23rd June 2026. Should this additional budget not be approved the Council would be at risk of failing to meet contractual obligations, and would be at risk of this project not being able to be delivered

Financial Implications

5.4. The proposal takes the total capital budget for this project to £786,590.

5.5. This is the third adjustment to the overall project budget for this project. When Cabinet made the initial decision to proceed, the full financial picture or the likely overall financial implications of the scheme were not available to members. Decisions were based on the information at the time and did not take into account the cumulative impact that subsequent budget increases would have on the project's value for money assessment. This means the initial decision was made without the benefit of the fuller cost, risk and strategic context now available.

5.6. As per the previous increase in budget allocation for this project in March 2026, the decision to proceed at this time is in the absence of a "whole asset" strategy for The Meads and therefore it is not possible to determine the overall value for money of the capital expenditure without a long term strategy for the Meads being agreed. Councillors were not able to assess the proposed investment against a settled long-term strategy for The Meads, nor the cumulative impact of subsequent cost increases on the overall value for money of the scheme.

5.7. The Council's capital receipts balance as at 1 April 2026 stands at £3.7m, however the opportunity cost of utilising an additional £50k of capital receipts, is circa £4k per year saving on MRP and interest the council could avoid if the receipts were applied to paying down borrowing.

5.8. In the September 2025 report the net present value (i.e. all cashflows as at today's values) of the Loungers deal over a 15-year period would not recover the capital or operational costs resulting in a net loss of £52k, this was increased by £198k to £250k in March 2026. This further change will increase this loss.

5.9. The financial resilience risk associated with the appointment of a small local contractor remains until practical completion of works and throughout any building guarantee period or defects liability period. The risk will continue to require management throughout the remainder of the project and following periods to the Councils exposure.

Resource Implications

5.10. The Council has identified project management resource internally to oversee the delivery of the capital works prior to handing over to the operator for fit out.

Equalities Impact Implications

5.11. The Equality Impact Screening Assessment completed in February 2026 identified that the impacts were positive or neutral for all protected characteristics and therefore a full Equality Impact Assessment is not required.

5.12. An updated Equality Impact Screening Assessment has been prepared on this basis and reconfirms that the impacts are positive or neutral and that a full Equality Impact Assessment is not required.

6. CONCLUSIONS

6.1. Although the budget required for the project has increased since the Cabinet decision in March 2026, the rationale behind the project has not changed and successful delivery will result in an improved offer for residents and represent significant progress in regenerating Farnborough's town centre.

LIST OF APPENDICES/ANNEXES:

None

BACKGROUND DOCUMENTS:
n/a

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