



RUSHMOOR BOROUGH COUNCIL

CABINET

*Tuesday, 2nd June, 2015 at 4.30 pm
at the Council Offices, Farnborough*

Councillor K.H. Muschamp, Deputy Leader and Business, Safety and
Regulation Portfolio Holder

Councillor Hughes, Health and Housing Portfolio
Councillor Sue Carter

Councillor P.G. Taylor, Corporate Services Portfolio Holder
Councillor R.L.G. Dibbs
Councillor A. Jackman
Councillor P.J. Moyle

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 April, 2015.

1. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 28th April, 2015 were confirmed and signed by the Chairman.

2. **GENERAL FUND PROVISIONAL OUTTURN REPORT 2014/15 –**
(Leader of the Council/Corporate Services)

The Cabinet considered the Head of Financial Services' Report No. FIN1511, which set out the provisional outturn position on the General Fund (revenue and capital) for 2014/15, subject to audit. The Report set out the General Fund Revenue Summary and Revenue Balances, with the principal individual variations between the current approved estimates and actual expenditure.

The Cabinet was advised that, in its original budget for 2014/15, the Council had set a savings figure of £500,000 to be achieved through reductions in service costs and income generation, in addition to £300,000 of expected staff turnover savings. A

significant proportion of these savings had been achieved during the first half of 2014/15 and the efficiencies identified had been built into the Council's revised budget, which was set out in Appendix A to the Report. The revised budget figure had been further adjusted to reflect any subsequent variations, supplementary estimates and use of the service improvement fund, to form the current approved budget, with estimated year-end balances of £1.58 million.

The provisional outturn showed an improvement in the Council's financial position, with a net underspend of approximately £308,000 against the current approved budget and £112,000 compared with the last budget monitoring position. A list of the principal variations between the provisional outturn position and the current approved budget was set out in Appendix B to the Report. The effect of the net underspend was to increase revenue balances to approximately £1.89 million, which fell within the range of balances set out in the Medium Term Financial Strategy (£1 million -£2 million).

It was noted that, included in the variations identified, were a number of under spent budget items where specific conditions had prevented the expenditure being made during 2014/15 but where the works were still required and would be carried out during 2015/16. In accordance with Financial Regulations, the Directors' Management Board had recommended approval for these items, totalling approximately £322,000, to be carried forward for spending in 2015/16. The Cabinet was advised that £172,000 of the carry forward items related to expenditure that was directly funded by external grants. The grants would be set aside to meet this future expenditure. This left around £150,000, which would be set aside from General Fund balances in 2014/15 in order to meet the expenditure now planned for 2015/16.

The Report set out details of financial risks to the Council which had been identified to date. It was hoped that the announcement of a second 2015 Budget, to be held on 8th July, 2015, would provide more clarity over future funding for local government, as would the outcome of the review of Business Rates. As part of the outturn process, and, in line with proper accounting practices, all outstanding potential liabilities would be reviewed to ensure that the appropriate level of reserves was held against the risks that the Council faced.

Appendix C of the Report set out the Capital Outturn Summary and showed a total net underspend of £3,410,000 against the current approved budget. This underspend was due mainly to the re-scheduling of work on a number of projects with a consequent slippage of expenditure of £3,342,000 into 2015/16. After accounting for this slippage, the Capital Programme had underspent by around £68,000. The most significant variations in expenditure were listed in Appendix D to the Report.

The Cabinet NOTED the General Fund provisional outturn for 2014/15 and the level of reserves and balances; and

RESOLVED that the approach to reserves, as set out in the Head of Financial Services' Report No. FIN1511, be approved.

3. **TREASURY MANAGEMENT OPERATIONS 2014/15 –** (Corporate Services)

The Cabinet received the Head of Financial Services' Report No. FIN1510, which set out the main Treasury Management activities during 2014/15 and provided an update on the current economic conditions affecting Treasury Management decisions. The Report set out the actual prudential indicators relating to Capital Financing and treasury activities for 2014/15 and compared these to the indicators set in the Annual Treasury Management Strategy for the year, which had been approved by the Council in February, 2014.

The Cabinet was advised that, since April 2013, the Council had received treasury advice from Arlingclose Limited, which was an independent treasury advisory company that provided specialist treasury support to 25% of UK local authorities. It was noted that, with the exception of pooled funds, all investment activity was carried out in-house by the Council's treasury team, with support from Arlingclose Limited.

The Report also set out information on the economic background over the previous year, borrowing activity, investment activity, treasury management indicators, budgeted income and outturn and an update on the Council's Icelandic investments.

The 2014/15 municipal year had proved to be another challenging period regarding treasury management. The Council's treasury team had concentrated on the security of investments while still having regard to the returns available. Revision of the Treasury Management Strategy had enabled the Council to further diversify its investment portfolio and benefit from alternative investments during 2014/15. Despite low interest rates and the lack of suitable counterparties with whom to invest, investment income had outperformed the budget by approximately £300,000 and had contributed £699,000 to the Council's General Fund during 2014/15.

It was confirmed that all treasury management activity during 2014/15 had been carried out in accordance with the Annual Treasury Management Strategy and had complied with the treasury and prudential indicators, which were set out in the Report, and with the Treasury Management Code of Practice.

The Cabinet NOTED the Head of Financial Services' Report No. FIN1510 and the treasury management activities which had been carried out during 2014/15.

4. **CORPORATE STRATEGY AND CORPORATE PLAN 2014/15 – QUARTER 4 AND END OF YEAR MONITORING REPORT –**
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1502, which gave an update on performance management monitoring information against the Corporate Plan for the fourth quarter and end of the 2014/15 financial year.

The Chief Executive gave Members an update on strategic and performance management data on many areas, including community safety, education and skills, economic data and homelessness. Members also heard about key project and service measures under the themes of leadership, prosperity, place, people and communities and good value services. In respect of key projects and service measures, it was noted that 80.3% were on target, 19.7% were unlikely to achieve the action or indicator and none had been unable to achieve elements of the target.

The Chief Executive gave a summary of key projects and an explanation of why some of the projects were not on target set and also covered the remedial action being put in place, where appropriate.

The Cabinet NOTED the Directors' Management Board Report No. DMB1502 and the performance made against the Corporate Plan in the fourth and final quarter of the 2014/15 municipal year.

5. **RUSHMOOR CORPORATE PLAN 2015/16 –**
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1503, which introduced the Council's draft Corporate Plan for the 2015/16 municipal year.

Members were informed that, as has been the case in recent years, the development of the Plan had taken into account the need to respond to the continued economic pressures and uncertainty that local government faced. The draft Plan was circulated to Members and the Chief Executive explained that it had been set out as in previous years. It was further proposed that the monitoring of the Plan would take place by way of quarterly monitoring reports, as was the case currently.

The Cabinet welcome the draft Plan and expressed a commitment to continue to monitor the Council's performance in this way as a matter of best practice, even though the statutory requirement to do this had now been removed.

The Cabinet RESOLVED that the approach to Corporate Planning and performance monitoring for 2015/16 and the priorities, as set out in the draft Corporate Plan (public version), be endorsed.

6. **BUSINESS RATES – LOCALISED TRANSITIONAL RELIEF POLICY 2015/16 AND 2016/17) –**
(Concessions and Community Support)

The Cabinet considered the Corporate Director's Report No. CD1501, which set out a proposed local scheme for the allocation of transitional relief in the financial years 2015/16 and 2016/17.

It was explained to Members that the current, national Transitional Relief Scheme had been introduced in 2010 to help ratepayers facing higher bills as a result of the 2010 revaluation. The Scheme had ended on 31st March, 2015, which had coincided with the anticipated 2015 revaluation. As the Cabinet had been previously informed, however, this revaluation has been put back to 2017 and this meant that a small number of ratepayers would have faced a sharp increase to their full rates bill from 1st April, 2015. In recognition of this, the Government had agreed to extend the Transitional Relief Scheme to March, 2017 but, instead of changing the legislation to cover these two years only, the Government had advised local authorities to adopt a local scheme and use discretionary relief powers that were already held. The Government had undertaken to reimburse any reliefs paid under such a local scheme.

Members were informed that, in the Borough, eight customers could qualify for this relief totalling £3,500 and that, due to the Government's commitment to reimburse this, there would be no financial implications for the Council.

The Cabinet RESOLVED that

- (i) A local Transitional Relief Scheme for the years 2015/16 and 2016/17, as set out in the Corporate Director's Report No. CD1501 and appendix, be established; and
- (ii) the responsibility to award any relief due be delegated to the Head of Financial Services.

7. ALDERSHOT TOWN CENTRE SHOP FRONT IMPROVEMENT SCHEME –
(Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1502, which set out the applications received in respect of the Aldershot Town Centre Shop Front Improvement Scheme and made recommendations on the allocation of grants. Members were reminded that this was an initiative that aimed to stimulate the improvement of shop fronts and building facades and support the economic vitality and attractiveness of the area.

It was explained that the closing date had been 18th May, 2015 and that a total of 36 applications had been received. These had been evaluated by officers, in consultation with the Cabinet Member for Environment and Service Delivery and recommendations for the allocation of grant funding were attached to the Report at Appendix 1. It was noted that some were recommended for approval as applied for, others where further details should be sought before consideration and some for which refusal was recommended. Furthermore, it had been agreed that, where applications had been received from a number of premises in close proximity, it would be beneficial for a single, coherent scheme to be devised and, where this was the case, officers would work with applicants to try to deliver this.

The Cabinet RESOLVED that

- (i) the recommendations for the allocation of grant funding, totalling £43,530.37, as set out in Table 1 of Appendix 1 of the Corporate Director's Report No. CD1502, be approved;
- (ii) the recommendations for the allocation of funding, subject to further details, as set out in Table 2 of Appendix 1, be approved;
- (iii) applications requiring further details be determined by the Cabinet Member for Environment and Service Delivery, in consultation with the Corporate Director, subject to the applications continuing to meet the Scheme's criteria and the total budget not being exceeded; and
- (iv) a composite project for Grosvenor Road / Upper Union Street and Station Road be developed, in conjunction with the applicants.

8. CONSULTATION ON THE DRAFT RUSHMOOR LOCAL PLAN –
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1521, which sought approval for a period of consultation on the draft Rushmoor Local Plan, during June and July 2015. A copy of the latest draft of the Plan had been circulated to Members and the

process by which this document had been produced was explained in the Report. Members heard that, following changes to the planning system, the Council had agreed, in October 2014, to prepare a comprehensive Local Plan for the Borough covering the period to 2032. It was confirmed that this document would:

- Reflect new national policy and guidance published since the Core Strategy was adopted
- Reflect the work of the Enterprise M3 Local Enterprise Partnership on future economic growth
- Be supported by an evidence base, including, where relevant, on a joint basis with other relevant local authorities, under the Duty to Cooperate

In producing this draft, strategic cross boundary issues had been explored, particularly around housing need and provision. Members discussed issues, mainly around housing need, and were very supportive of the work carried out to date by the Planning team.

The Cabinet RESOLVED that

- (i) the draft Local Plan, as set out in Annex A to the Head of Planning's Report No. PLN1521 and the changes to the Policies Map, as set out in Annex B, be approved for public consultation; and
- (ii) the Head of Planning, in consultation with the Cabinet Member for Environment and Service Delivery, be authorised to make any necessary minor amendments to the Local Plan, Policies Map and supporting documentation, prior to the commencement of the public consultation.

9. **BASINGSTOKE AND DEANE CONSULTATION –** (Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1524, which sought agreement to submit comments on the Mid-Examination Basingstoke and Deane Local Plan consultation, with regard to its potential impact on the Borough.

The Cabinet was advised that, during the consultation on the pre-submission version of Basingstoke and Deane's Local Plan in June 2014, Rushmoor, on behalf of the Hart, Rushmoor and Surrey Heath Housing Market Area (HMA), had submitted a response that had raised soundness issues in relation to housing delivery. The response had suggested that the housing target should be amended to reflect an accurate figure of housing need, to avoid the potential risk of any under delivery needing to be provided within the Hart, Rushmoor and Surrey Heath Housing Market Area. Members were informed that this issue had been addressed in the Mid-Examination Local Plan and the housing requirement figure had been increased. For this reason, it was now proposed that the Council's objection should be withdrawn.

The Cabinet RESOLVED that, in light of the proposed modifications set out within the Mid-Examination Local Plan consultation, the objection to the Basingstoke and Deane Borough Council Local Plan, made previously by Rushmoor Borough Council, be withdrawn.

10. **DEVELOPMENT AFFECTING PUBLIC HOUSES SUPPLEMENTARY PLANNING DOCUMENT –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1522, which set out the Development Affecting Public Houses Supplementary Planning Document for approval. Members were informed that public consultation had taken place between February and March, 2015 and this had attracted twelve representations. The draft document had been amended to take account of these representations and the main changes were summarised in Annex 2 to the Report. The Cabinet was now being asked to adopt this document, which provided a standard, consistent approach to demonstrating that there was no long-term need for a public house that was the subject of a planning application for a change of use, outside of permitted development rights.

The Cabinet RESOLVED that, to supplement the existing Core Strategy and Rushmoor Local Plan, the Development Affecting Public Houses Supplementary Planning Document 2015 be adopted.

11. **FARNBOROUGH CIVIC QUARTER MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT –**
(Environment and Service Delivery))

The Cabinet considered the Head of Planning's Report No. PLN1523, which set out the Farnborough Civic Quarter Masterplan Supplementary Planning Document for approval. Members were informed that public consultation had taken place between February and March, 2015. This had attracted 130 representations and the comments received were set out in Annex 2 to the Report. The draft document had been amended to take account of these representations and the key changes were summarised as:

- To include an option within the Masterplan which retained the Elles Hall Building
- To retain a water feature within the green space and add detail about the design of this space
- To strengthen reference to cycling and walking routes and include a plan explicitly illustrating these new and improved routes
- To strengthen reference to the continuity of services including the library, leisure centre and community space.

The Cabinet RESOLVED that, to supplement the existing Core Strategy policies, the Farnborough Civic Quarter Masterplan Supplementary Planning Document 2015 be adopted.

12. **APPOINTMENTS –**
(All)

(1) **Community Cohesion Task and Finish Group**

The Cabinet RESOLVED that the following appointments be made to the Community Cohesion Task and Finish Group for the 2015/16 Municipal Year, on

the basis of eight Members including the Leader of the Council and seven Members (4 Conservative: 2 Labour: 1 UKIP):-

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|-------------------------|---|
| Leader of the Council - | Cr. P.J. Moyle |
| Conservative Group - | Crs. M.S. Choudhary, R. Hughes, J.H. Marsh and K.H. Muschamp |
| Labour Group - | Crs. A.H. Crawford and B. Jones |
| UKIP Group - | Cr. D.M.T. Bell |

(2) **Future Contracts Member Working Group**

The Cabinet RESOLVED that the following appointments be made to the Future Contracts Member Working Group for the 2015/16Municipal Year, on the basis of six Members including the Cabinet Member for Environment and Service Delivery, the Chairman of the Environment Policy and Review Panel and four Members (2 Conservative: 1 Labour: 1 UKIP):-

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|---|-----------------------------------|
| Cabinet Member for Environment and Service Delivery- | Cr. R.L.G. Dibbs |
| Chairman of Environment Policy and Review Panel- | Cr. D.E. Clifford |
| Conservative Group - | Crs. J.H. Marsh and A. Jackman |
| Labour Group - | Cr. C.P. Grattan |
| UKIP Group - | Cr. M. Staplehurst |

Standing Deputy:

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| LabourGroup - | Cr. K. Dibble |
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(3) **Hackney Carriage Fares Review Task and Finish Group**

The Cabinet RESOLVED that the following appointments be made to the Hackney Carriage Fares Review Task and Finish Group for the 2015/16Municipal Year, on the basis of five Members including the Cabinet Member for Business, Safety and Regulation, the Chairman of the Licensing and General Purposes Committee and three Members (1Conservative: 1 Labour: 1 UKIP):-

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|---|-------------------|
| Cabinet Member for Business, Safety and Regulation - | Cr. K.H. Muschamp |
| Chairman of Licensing and General Purposes Committee - | Cr. A.M. Ferrier |

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|----------------------|--------------------|
| Conservative Group - | Cr. M.J.Tennant |
| Labour Group - | Cr. L.A. Taylor |
| UKIP Group - | Cr. M. Staplehurst |

(4) **Member Development WorkingGroup**

The Cabinet RESOLVED that the following appointments be made to the Member Development WorkingGroup for the 2015/16Municipal Year, on the basis of sevenMembers including the Cabinet Member for Corporate Services, one Cabinet Member, the Chairman of the Corporate Services Policy and Review Paneland four Members (1Conservative: 2Labour: 1 UKIP):-

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|---|------------------------------|
| Cabinet Member for Corporate Services- | Cr. P.G. Taylor |
| Cabinet Member - | Cr. R.L.G. Dibbs |
| Chairman of Corporate Services Policy and Review Panel- | Cr. Jacqui Vosper |
| Conservative Group - | Cr. D.S. Gladstone |
| Labour Group - | Crs. B.Jones and L.A. Taylor |
| UKIP Group - | Cr. D.M.T.Bell |

13. **EXCLUSION OF THE PUBLIC –**
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RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned items to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the items:

| Minute Nos. | Schedule 12A Para. No. | Category |
|--------------------|-------------------------------|---|
| 14 and 15 | 3 | Information relating to financial or business affairs |

THE FOLLOWING ITEM WAS CONSIDERED IN THE ABSENCE OF THE PUBLIC
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14. **ACQUISITION OF SANG PROVISION –**
(Environment and Service Delivery/Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1510, which sought approval for the purchase of the freehold interest in

land at Ball Hill, Cody Technology Park, Farnborough, to be used for Suitable Alternative Greenspace (SANG) provision.

Members heard how the acquisition would enable the delivery of around 500 new homes. Natural England had visited the site and had considered that it was suitable for use as a SANG. It was confirmed that land suitable for SANG provision within the Borough was difficult to find, so it was hard to compare its value. The Council's professional valuer had, however, recommended the agreed purchase price and this was, therefore, considered to be best value. An application for funding for this scheme had been made to the Enterprise M3 Local Enterprise Partnership (LEP) for an interest-free loan, to be paid back over five years.

The Cabinet discussed the proposal and agreed that the purchase was necessary to allow potential residential developments to proceed, which was particularly relevant to delivering town centre regeneration and enabling future housing provision across the Borough.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - purchase the land at Ball Hill on the terms stated in the Solicitor to the Council's Exempt Report No. LEG 1510;
 - negotiate the terms of the loan funding agreement with the LEP on the terms stated in the Report;
 - procure the set up works for the SANG;
 - subject to compliance with contract standing orders, enter into an agreement with the Blackwater Valley Countryside Service for the improvement works to the SANG and for the ongoing management of the SANG on behalf of the Council;
 - make a planning application to both Rushmoor and Hart Councils for change of use of the land to permit it to be used for SANG provision;
 - negotiate and enter into any related legal arrangements, including the terms and charging mechanisms, to enable the SANG land to be made available to developers to assist in housing provision;
- (ii) the Head of Planning be authorised to determine the level of the SANG charge per unit, following determination of the set up costs and in perpetuity maintenance and to make any necessary changes to the arrangement of the allocation of this SANG land, following consultation with the Cabinet Member for Environment and Service Delivery; and

- (iii) in the event of the Enterprise M3 LEP funding not being available within the required timescale, the Head of Financial Services be authorised to use Council finance to fund the acquisition and delivery of the scheme, subject to there being evidence that the scheme would be self-funding and deliver a reasonable rate of return on the use of Council capital.

15. **ACQUISITION OF SITE FOR COUNCIL DEPOT –**
(Environment and Service Delivery/Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1511, which sought approval for the purchase of the leasehold interests in Plot Nos. 5 and 6 Farnborough Industrial Estate, Invincible Road, Farnborough, to provide a Council depot in connection with the waste collection and street cleansing services.

Members heard how, for a number of years, the Council's waste collection and street cleansing service had operated from a depot in Doman Road, Camberley. This depot was owned by Surrey Heath Borough Council and, with no formal arrangement in place and with Surrey Heath's use of the depot likely to intensify, the need to secure a suitable site for a Rushmoor depot was becoming a priority for the Council. It was reported that both of these plots were currently unoccupied and that it would be necessary to procure both plots to provide a site of sufficient size. Both purchase prices were recommended by the Council's professional valuer and were, therefore, considered to be best value.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - purchase Plot Nos. 5 and 6 Farnborough Industrial Park on the terms stated in the Solicitor to the Council's Exempt Report No. LEG 1511;
 - apply for planning permission for change of use of the land to a depot facility;
 - subject to consultation with the Cabinet Member for Corporate Services and to securing best value, increase the offer for the purchase of the lease of Plot No. 5, on the terms stated in the Report;
 - take any other related actions or enter into any related contracts or agreements to secure the provision of a depot on the site of Plot Nos. 5 and 6; and
- (ii) the Head of Community and Environmental Services be authorised to procure the demolition, construction and site layout works and to apply for the necessary environmental permits and consents.

The Meeting closed at 5.50 pm.

D.E. CLIFFORD
LEADER OF THE COUNCIL
