



# 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, 30th July, 2015 at 7.00 pm** for the transaction of the business set out on the Agenda given below.

## A G E N D A

1. **MINUTES**

To confirm the Minutes of the Annual Meeting of the Council held on 25th June, 2015 (copy Minutes attached).

2. **MAYOR'S ANNOUNCEMENTS**

3. **STANDING ORDER 8 - QUESTIONS**

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

4. **NOTICE OF MOTION**

To consider the following Notice of Motion, which has been submitted by Cr. A.H. Crawford pursuant to Standing Order 9 (1):

"Given that the 8 July Budget will on average reduce the income of working people on tax credits, this Council recognises the need to invest in services and support partners in order to mitigate the adverse effects on residents of Rushmoor and asks the Directors Management Board to draw up suitable plans for consideration by the Cabinet as a matter of urgency."

5. **RECOMMENDATIONS FROM THE CABINET**

To consider the recommendation of the Cabinet in relation to the following item:

(1) **Devolution: Proposals for a Hampshire Wide Combined Authority**

To receive a Report from the Cabinet (copy attached – Annex 1) which recommends the development of a proposal with other Hampshire and Isle of Wight authorities to bring about devolution of powers and responsibilities from central Government to the wider Hampshire area. The Leader of the Council (Cr. P.J. Moyle) will introduce this item.

6. **QUESTIONS FOR THE CABINET**

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

7. **REPORTS OF CABINET AND COMMITTEES**

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

<b>Cabinet -</b>	30th June, 2015 14th July, 2015
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**Committees -**

Development Management	24th June, 2015
Licensing and General Purposes	29th June, 2015
Standards and Audit	2nd July, 2015

8. **REPORTS OF POLICY AND REVIEW PANELS**

To note the Reports of the following meetings of the Policy and Review Panels (copy reports attached):

Environment	9th June 2015
Community	11th June, 2015
Borough Services	15th June, 2015

A.E. COLVER  
Head of Democratic and Customer Services

Council Offices  
Farnborough  
Hampshire GU14 7JU

Wednesday 22 July 2015

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## BOROUGH OF RUSHMOOR

**MEETING OF THE BOROUGH COUNCIL** held at the Council Offices,  
Farnborough on Thursday, 25th June, 2015 at 7.00 p.m.

THE WORSHIPFUL THE MAYOR (CR. M.J. TENNANT, B.Sc.)  
THE DEPUTY MAYOR (CR. JACQUI VOSPER)

CR. MRS. D.B. BEDFORD	CR. R. HUGHES
CR. D.M.T. BELL	CR. BARBARA J. HURST, B.A., M.A.
CR. T.D. BRIDGEMAN, B.A. (Hons.)	CR. A. JACKMAN, B.Sc.
CR. SUE CARTER	CR. B. JONES, M.Sc., A.R.C.S.,
CR. M.S. CHOUDHARY, M.A.	M.N.E.I.M.M.E., C.Eng., M.I.E.T.,
CR. SOPHIA CHOUDHARY, L.L.B.	M.B.C.S., C.I.T.P.
CR. D.E. CLIFFORD, M.P.A., M.C.M.I.	CR. G.B. LYON, B.A. (Oxon)
CR. R. COOPER	CR. J.H. MARSH, C.Eng., M.I.Mech.E.
CR. LIZ CORPS, N.N.D., A.T.D.	CR. S.J. MASTERSON
CR. A.H. CRAWFORD, J.P., B.Sc.,	CR. P.J. MOYLE
A.R.C.S., Dip.Man. (Open).	CR. K.H. MUSCHAMP
CR. P.I.C. CRERAR, B.A. (Hons.),	CR. A.R. NEWELL
M.Arch., M.A.	CR. J.J. PREECE
CR. K. DIBBLE, M.A.F.M., B.I.F.M.	CR. M.J. ROBERTS, B.Sc., F.R.S.A.
CR. SUE DIBBLE	CR. P.F. RUST, A.I.M.E.E., M.I.S.M.
CR. R.L.G. DIBBS	CR. M.D. SMITH
CR. JENNIFER M. EVANS, B.Sc.,	CR. M. STAPLEHURST
M.Sc.	CR. L.A. TAYLOR
CR. A.M. FERRIER	CR. P.G. TAYLOR, A.C.I.B.
CR. D.S. GLADSTONE	CR. B.A. THOMAS
CR. C.P. GRATTAN	CR. D.M. WELCH

- a Honorary Alderman C. Balchin J.P.
- a Honorary Alderman R.J. Debenham, M.B.E.
- Honorary Alderman R.J. Kimber
- a Honorary Alderman G.J. Woolger

Before the meeting was opened, the Mayor's Chaplain, the Reverend Steve Stewart, led the meeting in Prayers.

### 9. MINUTES –

It was MOVED by Cr. P.J. Moyle; SECONDED by Cr. K.H. Muschamp and

**RESOLVED:** That, the Minutes of the Annual Meeting of the Council held on 26th May, 2015 (copy having been circulated previously) be taken as read, approved and signed as a correct record:

## 10. **MAYOR'S ANNOUNCEMENTS –**

- (1) The Mayor welcomed Cr. Adrian Newell to his first meeting of the full Council following his election in May.
- (2) The Mayor reported that the previous Friday night had been the Big Sleep Out at Aldershot Town Football Club in support of Step by Step. Significant funds had been raised by the many people who had supported this event in aid of the very worthy charity.
- (3) The Mayor reported that, every June, Rotary organisations throughout Britain and Ireland, together with the charity Kids Out, took over 25,000 disadvantaged children on a great big day out. 10th June, 2015 had been the local Kids Out fun day at the Army Rugby Club in Aldershot. Many Rotary volunteers from Rushmoor and the surrounding areas had made the day a great success for over 500 children. The Mayor stated that it had been a privilege to be there and also a humbling experience to see so many caring people bringing fun and happiness into the lives of disabled and disadvantaged children of Rushmoor and the surrounding areas.
- (4) The Mayor reported that, on 27th June, he had had the pleasure of opening the European Powerlifting Championships in Aldershot. The Mayor was delighted for the Borough that it was hosting such important international events.
- (5) The Mayor reported that, on 22nd June, the Armed Forces Day flag had been raised in Princes Gardens, Aldershot. The Mayor had been joined by civic guests, members of the public and military representatives. It was noted that the flag would fly until the end of Armed Forces Day on 27th June, 2015.
- (6) The Mayor reported that a golf tournament would take place on Friday, 18th September, 2015 at Southwood Golf Course in aid of the Mayor's Charities. Information on how to take part would be issued in the near future.

## 11. **RUSHMOOR COMMUNITY AWARD 2015 –**

The Mayor reminded the Council that the Rushmoor Community Award recognised local people who had in some way made a significant contribution to the Borough's community. The Council had agreed to present the Award to Mrs. Joy Cross in 2015.

Mrs. Cross has been volunteering for many years as a supporter of the Community Matters Partnership and was an active member of the Cove Brook Greenway Group. Mrs. Cross was also well known for her fundraising activities for charity. She had organised many events, raising thousands of pounds for local charities, including the Gaming Zone, Frimley Park Hospital's Breast Care Appeal and for Parity for Disability. One of the many successful events had included a 'Ground Force' style event to transform a garden at Wavell School in Farnborough. Mrs. Cross had also collected over 2,000 bras to raise funds for the Hampshire and Isle of Wight Air Ambulance charity since 2011.

Mrs. Cross had been nominated for the Award by Christine Eustace, Director of Community Engagement at The Sixth Form College, Farnborough who had said that Joy would always go out of her way to support a cause that touched her. This might be the plight of a young person who needed to get back on the road to success or the state of the Cove Brook which, when cleared, was a wonderful resource for all to use. Christine Eustace had also said that Mrs. Cross was a prime example of a person who never sat back and waited for somebody else to pick up the gauntlet – she truly cared and considered the community she lived and worked in.

The Mayor then called Mrs. Cross forward to receive the Rushmoor Community Award for 2015.

**12. STANDING ORDER 8 – QUESTIONS –**

The Mayor reported that no questions had been submitted in pursuance of Standing Order 8(3).

**13. NOTICES OF MOTION – RIGHT TO BUY –**

The Council was asked to consider the following Motion, which had been submitted by Cr. M.J. Roberts in accordance with the provisions of Standing Order 9 (1). It was MOVED by Cr. M.J. Roberts; SECONDED by Cr. P.F. Rust

“This Council supports the view of the LGA, CBI, Mayor of London, the ex-Civil Service Chief, RSLs and many concerned organisations that the proposal by Government to extend Right to Buy to Housing Associations is not only flawed but counter-productive in responding to affordable and social housing needs. It therefore seeks to convey urgently these views to Government and its local MP.”

Speaking in support of his Motion, Cr. Roberts referred to the Government's proposals highlighted in the recent Queen's Speech, whereby it was proposed that housing association homes could be sold under Right to Buy and properties built to replace sold housing stock on a one-for-one basis. Cr. Roberts stated that two million social housing properties had already been sold under the existing Right to Buy scheme and felt that extending the scheme to housing associations could have serious implications with legal ramifications. Cr. Roberts was also of the opinion that there could be a gap in funding in respect of the scheme. For these reasons, Cr. Roberts called on Members to support the Motion.

During the debate on the Motion, the view was expressed that there was already a lack of social housing and that much depended on the availability of Government funding and housing associations' ability to replace the housing stock sold under Right to Buy.

Other Members were of the opinion that there was much speculation on the Government's proposed policy, but as yet no Bill had been published. It was felt that it was premature to expect the Council to support the Motion. It was recognised that this was an important issue and should be examined in the light of a clear proposal and accurate information in order to understand the implications. The comment was made that, when the Bill had been published, it could be examined through the Member structure and with the Council's partners to ensure that the Council's response reflected the best interests of residents and the Borough as a whole. For these reasons, Members were urged to reject the Motion.

The Motion was put to the Meeting. There voted FOR: 11; AGAINST: 24 and the Motion was **DECLARED LOST**.

14. **RECOMMENDATION FROM THE CABINET - RUSHMOOR GOOD HOMES CHARTER –**

The Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) introduced the Report of the Cabinet, which recommended the approval of the Rushmoor Good Homes Charter for Mixed Tenure Dwellings.

It was **MOVED** by Cr. R.L.G. Dibbs; **SECONDED** by Cr. D.E. Clifford - That approval be given to the Rushmoor Good Homes Charter for Mixed Tenure Dwellings, as set out in the Appendix to the Report.

There voted: FOR: 34; AGAINST: 0 and the Recommendations were **DECLARED CARRIED**.

15. **QUESTIONS FOR THE CABINET –**

The Mayor reported that three questions had been submitted for Cabinet Members:



- (1) Cr. M.J. Roberts asked a question of the Cabinet Member for Concessions and Community Support about hospital labour from outside of the European Union.

In response, Cr. Jackman stated that this was a matter over which the Council had no direct control. For this reason, Cr. Jackman had not had any direct discussion with the Chief Executive of Frimley Health Care. However, the issue might be something that the Community Panel could raise in its regular discussions with Sir Andrew Morris, Chief Executive of Frimley Health NHS Foundation Trust, when the information became clearer.

- (2) Cr. A.H. Crawford asked a question of the Leader of the Council about the legal basis for the appointment of community communicators who relayed views expressed by people in their communities to the Council and delivered positive messages about the Council, including attending public consultation events.

In response, Cr. Moyle stated that the appointment and use of community communicators did not require legal permission.

- (3) Cr. M.J. Roberts asked a question of the Leader of the Council about discussions the Council had had with Hampshire County Council regarding cuts in funding.

In response, Cr. Moyle referred to the community based consultation exercise being carried out by Hampshire County Council on high level options contained in its spending review. Rushmoor had encouraged local residents to respond to the consultation.

Cr. Moyle also stated that the Council had enjoyed a close working relationship with the County Council for many years and the County had assured the Council that it would consult directly on their more detailed proposals as they emerged. Once the Council had clarity on the proposals it would be responding.

## 16. **REPORTS OF CABINET AND COMMITTEES –**

- (1) **Cabinet –**

It was MOVED by Cr. P.J. Moyle; SECONDED by Cr. K.H. Muschamp and

**RESOLVED:** That the Report of the Meeting of the Cabinet held on 28th April, 2015 (Para. Nos. 1 - 5) be received.

- (2) **Cabinet –**

It was MOVED by Cr. P.J. Moyle; SECONDED by Cr. K.H. Muschamp and

**RESOLVED:** That the Report of the Meeting of the Cabinet held on 2nd June, 2015 (Para. Nos. 6 – 20) be received.

(3) **Development Management Committee –**

It was MOVED by Cr. G.B. Lyon; SECONDED by Cr. B.A. Thomas and

**RESOLVED:** That the Report of the Meeting of the Development Management Committee held on 29th April, 2015 (Para. Nos. 21 – 28) be received.

(4) **Development Management Committee –**

It was MOVED by Cr. G.B. Lyon; SECONDED by Cr. B.A. Thomas and

**RESOLVED:** That the Report of the Meeting of the Development Management Committee held on 27th May, 2015 (Para. Nos. 29 – 35) be received.

(5) **Licensing and General Purposes Committee –**

It was MOVED by Cr. A.M. Ferrier; SECONDED by Cr. S.J. Masterson and

**RESOLVED:** That the Report of the Meeting of the Licensing and General Purposes Committee held on 28th May, 2015 (Para. Nos. 36 - 41) be received.

17. **REPORTS OF POLICY AND REVIEW PANELS –**

**RESOLVED:** That the Reports of the undermentioned meetings of the Policy and Review Panels be received:

<b>POLICY AND REVIEW PANEL</b>	<b>DATE OF MEETING</b>	<b>PARA. NOS. RECEIVED</b>
Corporate Services	4th June, 2015	42 – 47
Leisure and Youth	8th June, 2015	48 – 53

The Meeting closed at 8.15 p.m.

### COUNCIL MEETING – 30TH JULY 2015

#### AGENDA ITEM NO. 5

#### DEVOLUTION: PROPOSALS FOR A HAMPSHIRE WIDE COMBINED AUTHORITY

A Report from a meeting of the Cabinet held on 14th July, 2015.

#### 1. Summary

- 1.1 Prior to the General Election there was a significant national debate about the devolution of power, funding and responsibilities from Whitehall to local government. The creation of a Combined Authority for Greater Manchester has been the flagship example of how this might work.
- 1.2 With the return of a majority Conservative Government, there is a political commitment to further devolution, based on the model of a Combined Authority, but with much scope for local flexibility.
- 1.3 This Report outlines the discussion which has taken place across Hampshire, Southampton, Portsmouth and the Isle of Wight, and seeks authority for the Leader and Chief Executive to work with other local authorities to develop a model for devolution which meets our needs as well as the aims of Government.

#### 2. Introduction

- 2.1 The concept of devolution, whether to the nations of the UK or to local authorities, has attracted much debate in recent months, within local government circles and in the national press. The Coalition Government took steps to devolve powers, responsibilities and control over funding to the Scottish and Welsh Assemblies, and to some of England's larger cities. The new majority Conservative Government has shown renewed enthusiasm for devolution, with Greg Clark MP's appointment to DCLG providing added impetus.
- 2.2 The Manchester City Region, made up of ten unitary councils, has been the flagship for devolution to English regions. Those authorities made a formal commitment to closer working, underpinned by a joint governance and decision making structure and, at the Government's insistence, an Elected Mayor. In return, they have been given direct control over aspects of local transport, skills and economic development, including funding streams previously managed from Whitehall. Most notably, and building on a strong partnership with the NHS in the region, they have been given direct control over significant health budgets, facilitating greater integration between health and all aspects of social care.

- 2.3 This model, termed a Combined Authority, sets up new governance arrangements whereby certain local authority responsibilities are taken on by a joint body, with councils working together. It is not, however, an additional tier of government, it is simply a vehicle for taking decisions on certain matters in partnership. It also offers a mechanism by which the Government are comfortable in devolving powers and funding.
- 2.4 Combined Authorities have a statutory basis in the Local Democracy, Economic Development & Construction Act 2009. The Coalition Government also developed City Deals, which provide a basis for enhanced powers for urban areas, with those areas in return making a commitment to Government to deliver certain outcomes. Portsmouth and Southampton, for example, have a City Deal which focuses on skills and economic development. A key element of all these arrangements is the two-way commitment from central to local and vice-versa.
- 2.5 Whilst there are a variety of approaches to devolution, the notion of a Combined Authority is becoming the preferred option for many, and the approach which the Government is committed to. The Cities & Local Government Devolution Bill, one of the first pieces of legislation brought before the new Parliament, strengthens the basis for this form of devolution, including, for example, provisions on Elected Mayors. Others across the Country are following the example of Manchester in establishing new arrangements, and there are already combined authorities for the Sheffield and Leeds City Regions.
- 2.6 Whilst much of the press and political coverage has focused on the idea of these authorities creating a 'Northern Powerhouse', the Bill and the political narrative around it make clear that this opportunity is open to all areas who wish to have access to wider powers. Cornwall, for example, is a model of a largely rural unitary which goes down this route, and Derbyshire and Suffolk are exploring how the approach can work for counties and districts in two-tier areas.
- 2.7 Each solution will entail some form of pooled resources, shared governance and decision-making. The extent to which that happens is, of course, a judgement to be made locally. However, as the Bill makes clear, that will be the minimum the Government will expect if there is to be a meaningful devolution of powers and funding.

### **3. Opportunity for a Combined Authority for Hampshire, Southampton, Portsmouth and the Isle of Wight**

- 3.1 The area covered by the Hampshire and Isle of Wight Local Government Association (HIOWLA) is complex in governance terms, with one County, eleven District Councils, two Unitary Cities and the Isle of Wight – a unitary County Council. We have a good track record of joint working, ranging from all parties working on waste management through Project Integra through to bi-, tri- or multi-lateral partnerships to deliver a range of services. The area includes many examples of our local Councils working jointly with colleagues in other parts of the public and private sectors.

- 3.2 Notwithstanding that co-operation, we also recognise the diversity of Hampshire and the Island, and do not seek to impose a “one-size-fits-all” model where different solutions would better serve a diversity of need. As Council’s we are also anxious to protect our individual democratic identity and ensure a genuinely local voice is heard.
- 3.3 There is no doubt that the Government’s commitment to devolution offers an opportunity for the HIOWLA Councils to gain greater local control over services and, potentially, budgets in a number of key areas. The Cities & Local Government Devolution Bill outlines a menu of options, with wider powers available to areas who opt for an Elected Mayor – although it is for the area to decide whether they wish to adopt a mayoral form of governance. There does appear to be a good deal of flexibility and local choice in the governance model brought forward, and the devolution package sought. It is crucial that any proposal put to Government is supported by all councils in the area. It also seems clear that any proposals would need the backing of the Local Enterprise Partnerships operating in an area.

#### **4. Developing a Combined Authority**

- 4.1 In response to this opportunity, the HIOWLA Leaders have recently agreed in principle to developing a proposal to create a new governance structure that will create a devolved administration that covers the boundaries of Hampshire County Council, the district councils within that area, Southampton City Council, Portsmouth City Council and the Isle of Wight Council.
- 4.2 It will be important that our proposal concentrates on the policy issues that we would wish to see devolved and why this will be better for local people whilst also helping Central Government deliver their priorities. To this end, there are a broad range of matters which may be included in the “ask” we make of Government and the HIOWLA Leaders discussed, amongst other things:
- Local control over funding for skills, post-sixteen education, apprenticeships and lifelong learning;
  - More local control over national infrastructure spending on transport and housing;
  - A HIOWLA wide “Better Care Fund” to better integrate health and social care across local government and the NHS;
  - Freedom to borrow against the forecast proceeds of local growth (to support enabling infrastructure);
  - A comprehensive public sector land bank, making surplus NHS and MOD land available for housing;
  - Ability to use public procurement and national business support budgets to support local business growth; and
  - Greater retention of growth in business rates.
- 4.3 The aim is to make a submission regarding our intent for the wider Hampshire area, so that an initial submission can be made to Government around the end of July. Experience from others suggests that the negotiations around any proposal will lead to an iterative process with further submissions required before we end up with a potential deal. We will keep Members

informed as this process develops. It is also worth stressing that any deal does not have to signify the end of the journey or the final "destination". The widely acclaimed Manchester devolution deal was actually the result of a series of negotiations and deals and is still on-going.

- 4.4 There will be in return commitments the Government will expect us to deliver, for example around skills, economic growth and housing delivery. These are matters that will need to be discussed with Whitehall.
- 4.5 Leaders made clear that they will not just seek to see responsibilities and funding devolved to upper tier authorities. Their letter to the Secretary of State (Appendix 1) indicates they would expect to see further devolution and delegation where matters are better address through district services and/or at a more local level. County colleagues have made clear they are open to exploring greater integration and the potential for devolution in all areas of their responsibility.
- 4.6 Alongside the opportunities for devolution are the wider discussions surrounding a new governance structure and what that might offer HIOWLA Councils to explore opportunities for closer working, shared service or service integration. Whilst no decisions have yet been made, to assist members understanding, an illustrative diagram is attached at Appendix 2 which shows how the governance of this might work.

## **5. Developing Joint Working**

- 5.1 As suggested above, discussions about the Combined Authority will also enable HIOWLA Councils to explore future opportunities for closer working, shared service or service integration. We all face the challenges posed by the ongoing pressures on our budgets and, whilst we have a good record for sharing to drive efficiencies, we all recognise we could do better. Developing further our partnerships through a Combined Authority will reinvigorate that work.
- 5.2 There is already a rich mix of partnerships across the HIOWLA area, and the formal governance structures which come with a Combined Authority will provide an umbrella for those partnerships to grow and develop. We would want to see those partnerships and joint initiatives grow organically, and not be shoe-horned into a one-size-fits-all model. Continuation and development of less formal joint working between clusters of districts or bi-lateral relationships with County or Unitary colleagues should also be encouraged alongside the formal governance structures set up should a Combined Authority be established.
- 5.3 A central feature of HIOWLA has been its willingness to work alongside non-council partners: from the Police, the voluntary and community sector to the business community and Armed Forces. It is clear that Leaders do not want to see a Combined Authority lead to the loss of those relationships. As we seek to develop an appropriate local response to the devolution agenda we will want to maintain those links. Equally important will be to ensure the two LEPs which cover the HIOWLA area can be part of this evolving partnership.

## **6. Cabinet Discussion**

- 6.1 The Cabinet discussed a number of issues relating to the proposed approach and was supportive of the principle of devolution. It was recognised that the proposals provide the opportunity to expand shared services and joint working as well as reducing costs. Nevertheless, the Cabinet is keen to examine the detailed proposals to ensure that any agreement is right for the local community and the Council.

## **7. Conclusions and Next Steps**

- 7.1 There is no doubt that the Government are seeking to use the Combined Authority model to devolve power and responsibilities. Whilst this comes with strings, and of course a recognition that accountability would also lie locally, it is nevertheless an opportunity Rushmoor and other HIOWLA Councils should not ignore. There are real opportunities for devolution to a local level of funding which would support our priorities on skills and the economy, and the potential for our closer involvement in matters such as health and social care.
- 7.2 Beyond the question of a Combined Authority, we should also encourage the discussions to consider how local partnerships and collaborative arrangements can develop to offer service improvements and greater efficiency.
- 7.3 During July, Leaders and Chief Executives will be developing a model for devolution under the umbrella of a Combined Authority across the HIOWLA area, and ensuring that is seen as a basis for wider co-operation and collaboration. Leaders have committed to a formal submission of proposals or 'Statement of Intent' to the Government by the end of July, which will be the beginning of a negotiation process.
- 7.4 Beyond that a clear timetable is yet to be established. This report for now simply brings members up to date with the current situation and seeks agreement to the Leader and Chief Executive taking an active part in these discussions, with authority for the initial submission to be endorsed. As matters develop so there will be further reports to Members. Any decision as to whether to formally be part of a Combined Authority, or indeed any other model which emerges, will be one for Council.

## **8. Recommendations**

The Council is recommended to:

- (i) note the local discussions on the devolution of powers and responsibilities;
- (ii) endorse the actions taken by the Leader, through the Hampshire and Isle of Wight Local Government Association, in supporting the principle of a Combined Hampshire Authority as a basis for developing a devolution deal for the area;

- (iii) agree the principle of the Leader and Chief Executive working alongside colleagues in Hampshire and the Isle of Wight to develop a model for devolution which meets local needs; and
- (iv) authorise the Chief Executive, in consultation with the Leader, to approve the initial proposal for submission to Government.

P J MOYLE  
LEADER OF THE COUNCIL





# Hampshire County Council

DI.1/pf/0268

24 June 2015

The Rt Hon Greg Clark MP  
Secretary of State for  
Communities and Local Government  
2<sup>nd</sup> Floor NW, Fry Building  
2 Marsham Street  
LONDON SW1P 4DF

Councillor Roy Perry  
*Leader of the Council*

*The Castle, Winchester  
Hampshire SO23 8UJ  
Telephone 01962 847750  
Fax 01962 845969  
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Dear Greg

I am pleased to tell you that The Hampshire and Isle of Wight Local Government Association (HIOWLGA) unanimously agreed at its meeting on the 19 June to support a proposal for a Hampshire-wide Combined Authority covering the County Council, the 11 Districts and the three Unitary Councils of Portsmouth, Southampton, and the Isle of Wight as the basis for developing a devolution deal for this area. Whilst we are predominantly Conservative Councils this had support from the Labour, Liberal Democrat and Independent Council Leaders who were all present or represented. Our intention would be that the two Local Enterprise Partnerships (Solent and M3) for the area will form integral parts of the arrangements.

At the same time it was agreed that future governance arrangements would be designed to take account of the functional responsibilities of the Combined Authority and reflect the economic, social, and environmental variations across the area. In addition, the County Council committed itself to "double devolution" with district councils, where they wished and where appropriate, for such functions to be delegated from the County Council.

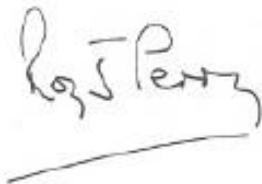
We agreed the broad outline of our offer to Government, to achieve administrative efficiencies and economies for the public sector and drive economic growth in line with the areas key sectoral strengths. We will now work on this and consider how this can be achieved with a view to submitting devolution proposals to you by the end of July 2015. These proposals would be built upon the existing powers and responsibilities and current boundaries of the local authorities. I believe this to be a very significant set of decisions for the economic wellbeing of the people who live in this key area in Southern England, and offers potentially enormous benefits to Government and the authorities over how public services are run and transformed. I hope in due course you will support our proposals when we have fleshed out more of the detail.

/continued.....

Each of the local authorities committed to put to their Councils a resolution to this effect so that we have each Council's full agreement to the above proposals. On this occasion as Chairman of HIOWLGA I have written to you on behalf of the local authorities and with the full agreement of each Leader, namely:

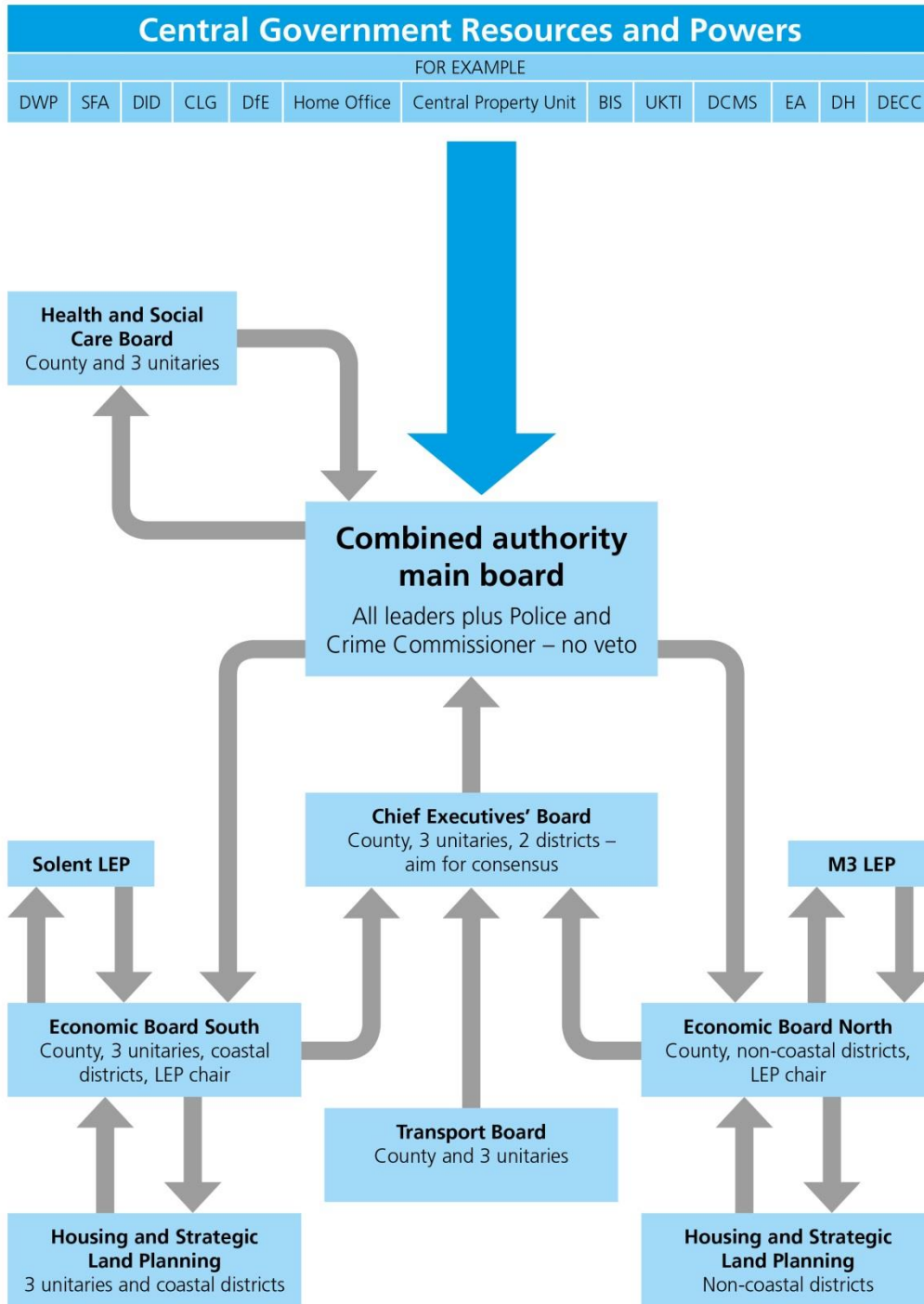
Councillor Simon Letts	Leader Southampton City Council
Councillor Stephen Godfrey	Leader Winchester City Council
Councillor Ferris Cowper	Leader East Hampshire District Council
Councillor Clive Sanders	Leader Basingstoke & Deane Borough Council
Councillor Peter Moyle	Leader Rushmoor Borough Council
Councillor Sean Woodward	Leader Fareham Borough Council
Councillor Donna Jones	Leader Portsmouth City Council
Councillor Barry Rickman	Leader New Forest District Council
Councillor Stephen Parker	Leader Hart District Council
Councillor Mark Hook	Leader Gosport Borough Council
Councillor Jonathan Bacon	Leader Isle of Wight Council
Councillor Ian Carr	Leader Test Valley Borough Council
Councillor Michael Cheshire	Leader Havant Borough Council
Councillor Keith House	Leader Eastleigh Borough Council

Yours sincerely



Councillor Roy Perry  
Leader of Hampshire County Council  
Chairman of Hampshire and Isle of Wight Local Government Association

## Appendix 2 – Illustrative Governance Arrangement



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# CABINET

***Tuesday, 30th June, 2015 at 4.30 p.m.***  
***at the Council Offices, Farnborough***

Councillor P.J. Moyle (Leader)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)  
Councillor R. Hughes (Health and Housing Portfolio)  
Councillor A. Jackman (Concessions and Community Support Portfolio)  
a Councillor P.G. Taylor (Corporate Services Portfolio)

An apology for absence was submitted on behalf of Cr. P.G. Taylor.

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 **14th July, 2015**.

54. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 2nd June, 2015 were confirmed and signed by the Chairman.

55. **FUTURE SERVICE PROVISION FOR REFUSE, RECYCLING, STREET CLEANSING, GROUNDS MAINTENANCE AND TOILET CLEANSING –**  
(Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1507, which set out the next stages of the procurement process and sought approval of various matters.

The Cabinet was reminded that the Council's current environmental services contract with Veolia ES (UK) Limited was ending in March 2017 and that the Future Contracts Member Working Group had been set up to make recommendations on how to deliver services after this date. It was reported that the Group had met eight times and had explored a number of areas relating to the delivery of services, including:

- The Council's financial position
- Recycling performance
- Innovation in contract letting
- Other models of service delivery including joint venture
- Views of Rushmoor residents
- Social Value
- Service specifications

The Group had agreed three objectives of the procurement process:

- Reduce costs in line with the Council's 8-Point Plan
- Maintain or improve service quality
- Improve recycling performance

It was explained that a timetable had been established and this would lead to a final contract award taking place by September 2016. In order to meet this deadline, it was necessary for the procurement to progress in line with the outline timetable set out in Appendix 1 of the Report. The Group had considered whether the services should be let in an integrated contract or split into separate lots and had recommended that the most suitable procurement method would be to split the services into smaller lots comprising waste collection and street cleansing as lot one, grounds maintenance and toilet cleaning as lot two, with the third lot being a combination of the two.

It was explained that the current service specifications for grounds maintenance would remain largely unchanged but, taking on board feedback from soft market testing, would include the use of newer technology and incorporate a place based approach to parks management. The proposed street cleansing specifications had been altered to place more onus on the contractor to keep the Borough clean rather than to keep to a specific schedule. Regarding the specifications for the waste and recycling contract, the Working Group had considered ways to improve recycling performance and had concluded that, whilst some measures could lead to a modest improvement in the recycling rate, the most significant improvement would be brought about by the restriction in the volume of residual waste collection by either the provision of smaller refuse bins or a switch to alternate weekly collections. It was reported that, of these options, only a switch to alternate weekly collections would provide a financial saving to the Council. The Cabinet decided that this particular issue would require further consideration and it was, therefore, agreed to defer this element of the overall decision, so that it might be fully debated at an additional meeting of the Cabinet, which would be set up for Tuesday 14th July, 2015 at 4.30 p.m..

During discussion, Members discussed the concept of Competitive Dialogue and the circumstances under which this process would be considered to be appropriate, when procuring services.

**The Cabinet RESOLVED that**

- (i) the contract procurement structure for the procurement to be carried out in three lots, as set out in paragraph 5.4 of the Corporate Director's Report No. CD1507, be approved;
- (ii) the contract conditions, as set out in the Report, be approved;
- (iii) the approach to the specifications for grounds maintenance and street cleansing for stage one of the procurement process, with authority to finalise these documents for use in the process

being delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery, be approved;

- (iv) consideration of the options for the future specifications for refuse and recycling be deferred to an additional meeting of the Cabinet, to be arranged for Tuesday 14th July, 2015;
- (v) authority to agree documentation describing the requirements and to make amendments as necessary to ensure that the Council's needs and requirements were clearly described at the commencement of the procurement be delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery; and
- (vi) authority to advertise the opportunity, select bidders to be invited to participate in the dialogue process, in accordance with the selection evaluation model, and, generally, to do everything necessary, through the multi-stage dialogue and submission of solutions process (including making amendments to the draft specifications and draft conditions of the contract as may be required to better reflect the Council's requirements and / or may be commercially appropriate), to identify solutions that best meet the requirements of the Council, such that contract(s) could be awarded to the successful bidder(s) be delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery.

**56. PROJECT INTEGRA ACTION PLAN 2015 - 2018 –**  
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1506, which set out the Project Integra Action Plan for the period 2015-18 and some minor changes to the partnership's constitution. It was noted that the partnership had, for many years, been split into three main work streams:

- The Project Integra Executive, which included the employed staff that delivered the bulk of the actions in the plan
- The Materials Analysis Facility (MAF), which provided compositional analysis for waste across the county and helped to apportion income
- Recycle for Hampshire, which was the countywide communications programme

It was now proposed to discontinue most of the Recycle for Hampshire campaign to allow authorities to focus communications at a local level. It was further proposed to move to a true three-year action plan to replace the three-year rolling action plan that had been in place previously.

This would mean that the action plan would only need to be approved every three years as opposed to every year as at present. Update reports would still be produced on an annual basis. The action plan focused on nine key projects and those of particular interest to Rushmoor were the activity to increase the quality and quantity of recycling collected, the delivery of the schools education programme and the implementation of the Waste Prevention Plan.

Rushmoor's financial contribution for 2015/16 would be £13,373. This represented a reduction in the payment for the previous financial year. It was proposed to make minor changes to the partnership's constitution to reflect the move away from the three-year rolling action plan and also to clarify the implications for partner authorities not wishing to take part in any of the actions contained in the action plan.

In addition to the projects in the Project Integra Action Plan, the main focus for the Council would be the re-letting of the contract for direct services.

It was noted that Rushmoor's recycling performance stood at around 26%, which was slightly lower than previous years. This was partly due to a national downturn in performance since the recession. The current performance fell short of the 50% target in the Waste Strategy for England 2007. To reach this level of performance, Rushmoor would need to bring about a step change in recycling performance. Options to improve performance were being explored by the Future Contracts Member Working Group as part of the project to re-let the contract.

**The Cabinet RESOLVED** that

- (i) the Project Integra Action Plan for 2015-18 be endorsed; and
- (ii) the changes to the partnership's constitution, as set out in the Head of Community and Environmental Services' Report No. COMM1506, be approved.

**57. ADMINISTRATION AND MONITORING FEES FOR SECTION 106 AGREEMENTS –**  
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1529, which set out a proposal to amend the Council's scheme for charging for the administering, monitoring and enforcing of clauses in Section 106 agreements.

Members were informed that a recent court case, Oxfordshire CC v. Secretary of State and others, had held that local planning authorities should not be routinely making such charges. It was concluded that the cost of essential administration, monitoring and enforcement should be met out of an authority's own budget. It was accepted, however, that fees could be levied



from developers in exceptional cases, such as where the development involved was particularly large or complex. It was considered that, on this basis, the Wellesley development would continue to qualify for the imposition of such fees.

**The Cabinet RESOLVED** that the proposal to cease charging administration and monitoring fees on Section 106 Agreements, other than in exceptional and justifiable circumstances, be approved.

**58. FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND –**  
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1512, which sought approval to award grants from the Farnborough Airport Community Environmental Fund to assist local projects.

The Cabinet Member for Environment and Service Delivery had considered eight applications and had recommended that six awards should be made.

It was noted that two further awards had not been recommended. Firstly, to the Cove Junior School, where the applicants had been advised to re-apply for the sensory garden element of the project. Secondly, to the Cove Brook Greenway Group, where the benefits of the proposal to create a grazing area for cattle at Southwood Meadows, were not deemed to be sufficient to warrant an award.

**The Cabinet RESOLVED** that grants be awarded from the Farnborough Airport Community Environmental Fund to the following organisations:

Bechkwin Community Cycling Club	£4,800
Farnborough Lawn Tennis Club	£3,921
The Farnborough Society	£5,000
The Species Recovery Trust	£2,500
Tweseldown Infant School PTFA	£5,000
The Vine Day Centre	£15,000

**NOTE:** Cr. K.H. Muschamp declared a personal interest in this item in respect of his involvement with the Bechkwin Community Cycling Club and, in accordance with the Members' Code of Conduct, remained in the meeting during the discussion and voting thereon.

**59. GRANTS TO VOLUNTARY ORGANISATIONS –**  
(Concessions and Community Support)

The Cabinet received the Head of Community and Environmental Services' Report No. COMM1513, which set out details of applications for grants from voluntary organisations. In accordance with the agreed procedure

for the allocation of grants, the Cabinet Member for Concessions and Community Support had approved twelve grants for £1,000 or less. The Cabinet Member also recommended that the Aldershot Garrison should receive an award of £2,000 towards the cost of putting on the Aldershot Military Festival 2015.

### **The Cabinet**

- (i) **NOTED** the following grants totalling £8,930 had been approved by the Cabinet Member for Concessions and Community Support:

Farnborough Football in the Community	£400
Aldershot Library	£250
Blackwater Valley Scouts	£250
Sixth Form College Farnborough	£1,000
Cove Football Club	£1,000
Creating Futures Charity (The Gaming Zone)	£1,000
Coppers Project (Farnborough Sixth Form College)	£600
Fernhill Primary School	£995
Parkside (Aldershot and District Learning Disability)	£500
Hampshire Cultural Trust	£1,000
Let's Crochet UK	£935
The Vine Day Centre	£1,000

- (ii) **RESOLVED** that a grant of £2,000 to the Aldershot Garrison be approved.

### 60. **RENT RELIEF TO VOLUNTARY ORGANISATIONS –** (Concessions and Community Support)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1510, which set out details of applications received from voluntary organisations for rent relief.

Members heard that all 27 applicants represented organisations that leased land and / or buildings from the Council and all were, currently, in receipt of rent relief. In carrying out a review of the rent relief currently granted, the Cabinet Member for Concessions and Community Support proposed that, given the considerable benefits these organisations and their volunteers provided for local residents, the current level of rent relief should be extended to 31st March, 2017.

In discussing this, the Cabinet felt that, over time, the level of relief granted should be reviewed, especially in cases where organisations were performing particularly well.

**The Cabinet RESOLVED** that rent relief be awarded to the 27 organisations set out in Appendix A of the Head of Community and Environmental Services' Report No. COMM1510.

61. **ALDERSHOT LIDO – REVISED FINANCIAL ARRANGEMENT FOR 2015 –**  
(Leisure and Youth)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1511, which set out a revised financial arrangement for 2015 in respect of the Aldershot Lido.

It was reported that the Council and Places for People had been working closely with the Friends of Aldershot Lido (FOAL) and were promoting a new range of family season tickets, discounted books of tickets and a loyalty card. Places for People had also promoted the Lido through a military magazine. Members heard that the Council would be redecorating the changing rooms and toilets prior to the summer holiday period and Places for People were about to install additional seating close to the café area and had installed Wi-Fi around the grounds. It was hoped that all these activities would help to increase attendances at the Lido.

In light of the additional work carried out by FOAL and the Council, through discussions with Places for People, it was proposed to share equally any surpluses or deficits from Places for People's budgeted profit figure of £21,000, with a maximum risk or return to the Council capped at £20,000. This would help to ensure that any increased support from local residents would have the potential to reduce the Council's subsidy rather than solely improve the profit to the contractor.

The Cabinet expressed its support of the innovative approaches that had been introduced this year with the aim of increasing attendances at the Aldershot Lido.

**The Cabinet RESOLVED** that the revised financial arrangements for the 2015 Aldershot Lido season, as set out in the Head of Community and Environmental Services' Report No. COMM1511, be approved.

62. **BUDGET STRATEGY WORKING GROUP –**  
(Corporate Services)

The Cabinet considered the Corporate Director's Report No. CD1504 which proposed changes to the current Budget Working Group. Members were reminded that this Group had been set up in 2008 by the Corporate Services Policy and Review Panel. Its aim had been to consider issues in relation to Member involvement in the budget process and the overall scrutiny of the Council's strategic approach to its budget. Whilst much valuable work had been carried out, Members of the group had recently queried the current scope of the group and its future role especially in light of the financial challenges facing the Council and the development of a strategic approach through the 8-Point Plan. This was why these changes were being proposed.

It was proposed that the Group's role should be expanded to cover the Council's 8-Point Plan and the themes within it. The Cabinet Member for

Corporate Services had recently joined the Group and for this reason and with its more strategic role, it was felt that it should be renamed the Budget Strategy Working Group and that it should become a Cabinet working group. The proposed Terms of Reference for the new Group were set out in an appendix to the Report and it was suggested that the initial membership should include all of the Members that were on the Budget Working Group in 2014/15, together with the Cabinet Member for Corporate Services and one other Cabinet Member. The new Group would meet on a regular basis and would make recommendations to the Cabinet directly and through the officer reports it would receive on budget and finance issues. The revised approach had been discussed and endorsed at the meeting of the Corporate Services Policy and Review Panel on the 4th June 2015.

**The Cabinet RESOLVED that**

- (i) the establishment of a Budget Strategy Working Group be approved;
- (ii) the Terms of Reference for the new group, as set out in the Corporate Director's Report No. CD1504, be endorsed; and
- (iii) the following appointments be made to the Budget Strategy Working Group for the remainder of the 2015/16 Municipal Year, on the basis of nine Members including the Cabinet Member for Corporate Services, one other Cabinet Member, the Chairman of the Corporate Services Policy and Review Panel and six Members (3 Conservative: 3 Minority Groups):-

Cabinet Member for Corporate Services -	Cr. P.G. Taylor
Cabinet Member -	Cr. A. Jackman
Chairman of Corporate Services Policy and Review Panel -	Cr. Jacqui Vosper
Conservative Group -	Crs. D.E. Clifford, Barbara Hurst and G.B. Lyon
Minority Groups -	Crs. D.M.T. Bell, A.H. Crawford and B. Jones

**63. 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:

<b>Report Para. No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
64	3	Information relating to financial or business affairs

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

**64. PURCHASE OF PLOT NO. 10A WELLESLEY HOUSE, FARNBOROUGH INDUSTRIAL ESTATE, FARNBOROUGH –  
(Corporate Services)**

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1512, which sought approval for the purchase of the leasehold interest in Plot No. 10A Wellesley House, Farnborough Industrial Estate, Farnborough as an investment asset.

Members heard how the current leaseholders had entered administration on 10th November, 2014. There was, currently, a sub-tenant on part of the ground floor and it was anticipated that they would remain occupiers if the purchase were to proceed. The remainder of the property was vacant and the Council had sought advice from Hollis Hockley as to the probable market rent that the Council would be likely to achieve for this premises. It was anticipated that this would attract a rent in the region of between £10 and £12 per square foot. The property had been inspected and was considered to be in good repair and condition. A survey would be carried out should the purchase proceed. Members were informed that demand for office accommodation in Farnborough had increased over the past two years, with a number of other sites having been converted to domestic accommodation or with consent for such a conversion. Comparisons had been made with other office accommodation available in the Farnborough and Aldershot areas and this was considered to offer best value. The purchase price had been recommended by the Council's professional valuer.

**The Cabinet RESOLVED that**

- (i) a variation to the 2015/16 Capital Programme, in the sum of the purchase price of Plot No. 10A Wellesley House, as set out in the Solicitor to the Council's Exempt Report No. LEG1512, be approved;
- (ii) the Solicitor to the Council be authorised to purchase Plot No. 10A Wellesley House on the terms stated in the Solicitor to the Council's Exempt Report No. LEG1512 and to take other related action to secure tenants for the vacant floor space and to agree

the rental terms and lease provisions in connection with such lettings; and

- (iii) the establishment of a sinking fund towards future repairs and maintenance be approved.

The Meeting closed at 5.09 p.m.

CR. P.J. MOYLE  
LEADER OF THE COUNCIL

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# CABINET

*Tuesday, 14th July, 2015 at 4.30 p.m.  
at the Council Offices, Farnborough*

Councillor P.J. Moyle (Leader)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)  
Councillor R. Hughes (Health and Housing Portfolio)  
Councillor A. Jackman (Concessions and Community Support Portfolio)  
Councillor P.G. Taylor (Corporate Services Portfolio)

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 July, 2015**.

65. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 30th June, 2015 were confirmed and signed by the Chairman.

66. **FUTURE OF REFUSE AND RECYCLING SERVICES –**  
(Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1508, which set out options for the future specification of the waste and recycling services provided by the Council.

The Cabinet was reminded that, at its meeting on 30th June 2015, it had agreed many matters relating to the specification for the renewal of the contract covering refuse, recycling, street cleansing, grounds maintenance and toilet cleansing. At that meeting, it had been agreed, however, that due to the significance of a decision to either retain weekly collections of residual waste or switch to alternate weekly collections and also to consider reducing the size of residual waste bins, an extra meeting of the Cabinet should be set up in order for these matters to be considered fully.

The Council's current financial position was set out and it was reported that the most recent budget on 8th July had changed little. The Council's financial position remained challenging, with the introduction of the Minimum Living Wage likely to have the effect of making services provided by contractors, in particular, more expensive.

Members were informed that the current contract had performed well and that residents had, generally, expressed a high level of satisfaction with waste and recycling collection services. The Council's recycling performance,

however, stood at around 26%, which fell well short of the UK target to recycle or compost 50% of total waste by 2020. Whilst it was considered that the introduction of alternate weekly collections for residual waste would have the greatest effect in increasing recycling rates, there were other initiatives that would be likely to improve the rate also, including:

- Free garden waste collections
- Incentive schemes
- Increasing the range of recyclable materials collected
- Improved education
- Introduction of smaller residual waste bins

In considering this matter, the Cabinet discussed many issues, including the likely increased cost of contractors' services due to the introduction of the Minimum Living Wage, the need for the Council to make savings, how knowledge and awareness of recycling might be improved and residents' views on the current level of service. Members felt that residents approved of the current frequency of collections and, for this reason, agreed that a weekly collection of residual waste should be maintained. The current level of recycling was, however, of concern and it was agreed, therefore, that the policy of reducing the size of residual waste bins over time should be continued and it was recommended that the Future Contracts Member Working Group should investigate additional ways of improving recycling levels.

**The Cabinet RESOLVED** to continue with the weekly collection of residual waste and maintain the current policy of issuing 140 litre residual waste bins as replacements or for new dwellings.

**67. DEVOLUTION: PROPOSALS FOR A HAMPSHIRE WIDE COMBINED AUTHORITY –**  
(Leader of the Council)

The Cabinet considered the Chief Executive's Report No. CEX1502, which set out the current position within Hampshire regarding the potential devolution of power from central to local government.

Members heard how, prior to the previous parliamentary election, there had been significant national debate around the devolution of power, funding and responsibilities. The creation of a combined authority for Greater Manchester had become a flagship for how this could be achieved. It was reported that authorities within the Hampshire and Isle of Wight Local Government Association's (HLOWLA) area had already engaged in a significant amount of joint working and projects. Members heard how all member authorities of HLOWLA, which included Hampshire County Council, Southampton and Portsmouth unitary authorities, the Isle of Wight Council



and eleven district councils, had been in agreement that to develop a proposal for a devolved administration would be in the best interests of Hampshire residents. This would involve the creation of a 'Combined Authority' for Hampshire.

It was clarified that such an arrangement would not constitute a restructure of local government and that sovereignty would remain with individual authorities. It would, however, provide an opportunity for closer joint working, economies and service improvements. The first stage was to make a submission to start the process which would make a number of 'asks' of Government. Whilst not confirmed these might include:

- Local control over funding for skills, post-sixteen education, apprenticeships and lifelong learning
- More local control over national infrastructure spending on transport and housing
- A HIOWLA wide 'Better Care Fund' to better integrate health and social care across local government and the NHS
- Freedom to borrow against the forecast proceeds of local growth (to support enabling infrastructure)
- A comprehensive public sector land bank, making surplus NHS and Ministry of Defence land available for housing
- Ability to use public procurement and national business support budgets to support local business growth
- Greater retention of growth in business rates

The Cabinet discussed the proposal and was supportive of the principle of devolution, particularly in relation to the opportunities for expanding shared services and driving down costs. It was agreed that any future 'devolution deal' would be closely examined to ensure it would be beneficial to Rushmoor residents as well as the broader Hampshire and Isle of Wight area.

**The Cabinet RECOMMENDED TO THE COUNCIL that**

- (i) the local discussions, on the devolution of powers and responsibilities, be noted;
- (ii) the actions taken by the Leader, through the Hampshire and Isle of Wight Local Government Association, in supporting the principle of a Combined Hampshire Authority as a basis for developing a devolution deal for the area be endorsed;

- (iii) the principle of the Leader and Chief Executive working alongside colleagues in Hampshire and the Isle of Wight to develop a model for devolution which meets local needs be approved; and
- (iv) the Chief Executive, in consultation with the Leader, be authorised to approve the initial proposal for submission to the Government.

The Meeting closed at 5.14 p.m.

CR. P.J. MOYLE  
LEADER OF THE COUNCIL

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 24th June, 2015 at the Council Offices,  
Farnborough at 7.00 p.m.

## Voting Members

Cr. G.B. Lyon (Chairman)  
Cr. B.A. Thomas (Vice-Chairman)

Cr. D.B. Bedford  
Cr. D.M.T. Bell  
Cr. R. Cooper

Cr. P.I.C. Crerar  
Cr. Sue Dibble  
Cr. Jennifer Evans

Cr. D. Gladstone  
Cr. C.P. Grattan  
Cr. J.H. Marsh

## Non-Voting Member

Cr. R.L.G. Dibbs (Cabinet Member for Service and Delivery) (ex officio)

## 68. DECLARATIONS OF INTEREST –

Having regard to the Members' Code of Conduct, the following declaration of interest was made. Those Members with a disclosable pecuniary interest left the meeting during the debate on the relevant agenda items:

<b>Member</b>	<b>Application No. and Address</b>	<b>Interest</b>	<b>Reason</b>
Cr. R.L.G. Dibbs	15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Farnborough)	Personal	Met with the applicant before this application was submitted. The application was not discussed and the Head of Planning was aware of the meeting.

## 69. MINUTES –

The Minutes of the Meeting held on 27th May, 2015 were approved and signed by the Chairman.

70. **TOWN AND COUNTRY PLANNING ACT, 1990 (AS AMENDED) -  
TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT  
PROCEDURE) ORDER, 1995 -  
DEVELOPMENT APPLICATIONS GENERALLY –**

**RESOLVED:** That

- (i) permission be given for the following applications set out in Appendix “A” attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

15/00068/LBC2PP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

15/00326/COU (Nos. 28 – 50 Kingsmead, Farnborough)

- \* 15/00347/FUL (Flat 7, Grazley Lodge, Osborne Road, Farnborough);

- (ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council’s Scheme of Delegation, more particularly specified in Section “D” of the Head of Planning’s Report No. PLN1531, be noted; and

- (iii) the following applications be determined by the Head of Planning, in consultation with the Chairman:

\* 15/00069/REMPP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

\* 15/00176/FULPP (Proposed extension to Princes Mead, Westmead, Farnborough)

\* 15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Farnborough).

\* The Head of Planning’s Report No. PLN1531 in respect of these applications was amended at the meeting.

71. **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:

<b>Application No.</b>	<b>Address</b>	<b>Representation</b>	<b>In support of or against the application</b>
15/00194/FULPP	(Site of the former Christmas Lodge, Evelyn Avenue, Aldershot)	Mr. J. Lassiter	Against
		Mr. K. Rushe	In support

72. **APPLICATION NO. 15/00069/REMPP – GUN HILL HOUSE AND WATER TOWER, GUN HILL, ALDERSHOT –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the approval of reserved matters (for part of Development Zone C – Cambridge Military Hospital) relating to the conversion of Gun Hill House and Water Tower (including external alterations and the part demolition of the link building) to provide seventeen flats with associated parking, access, landscaping and public open space in Development Zone C (Cambridge Military Hospital) pursuant to Condition No. 4 (1 to 21) attached to Outline Planning Permission 12/00958/OUT dated 10th March, 2014. The issue for the Committee was whether the reserved matters, as laid out in the Head of Planning's Report No. PLN1531 (as amended), should receive its approval. It was noted that the recommendation was to approve the reserved matters subject to the completion of a Deed of Variation under Section 106A of the Town and Country Planning Act, 1990.

**RESOLVED:** That subject to the completion of a Deed of Variation (to vary the terms of the legal agreement relating to the Outline Planning Permission) under Section 106A of the Town and Country Planning Act, 1990 to secure

- (i) an appropriate restriction upon occupation of 2,000 dwellings (across the Aldershot Urban Extension site) to ensure that 56 units are provided for affordable housing (21 of which will be provided in the Cambridge Military Hospital Development Zone C), as detailed within the Affordable Housing Development Zone Strategy, are transferred to a registered provider (in accordance with the terms of the Principal Agreement);
- (ii) replacement of the Affordable Housing Strategy contained within the Schedule 15 of the Principal Agreement to demonstrate how affordable housing is to be adjusted across the subsequent phases of the Wellesley development, to accord with the terms of the Outline Planning Permission Section 106 agreement; and
- (iii) the insertion of a new schedule to the Principal Agreement to secure an Affordable Housing Development Zone Strategy for the Cambridge Military Hospital Development Zone C under the terms of the Outline Planning Permission Section 106 legal agreement

the Head of Planning, in consultation with the Chairman, be authorised to approve the matters reserved (for part of Development Zone C – Cambridge Military Hospital) by Condition No. 4 (1 to 21) attached to Outline Planning Permission 12/00958/OUT dated 10th March, 2014, subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1531 (as amended).

73. **APPLICATION NO. 15/00176/FULPP – PRINCES MEAD, WESTMEAD, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the erection of an extension to the existing shopping centre to provide three retail units, alterations to the external appearance of the existing tower feature, the creation of the rear service yard with access from Hawthorn Road and alterations to the existing car park layout and landscaping at Princes Mead, Westmead, Farnborough.

It was noted that the recommendation was to grant planning permission, subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990.

**RESOLVED:** That

- (i) subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990 by 23rd July, 2015 to secure
  - (a) a contribution towards accident reduction of £15,000 and £10,000 for the Clockhouse and Pinehurst roundabouts respectively;
  - (b) a contribution towards the Farnborough Wayfinding Scheme of £15,000 to update mapping to include Princes Mead and further totem signage to identify the shopping areas and links between them, facilitating linked trips;
  - (c) a contribution of £25,000 towards pedestrian improvements at Northmead Junction with Victoria Road and Elmgrove Road; and
  - (d) the submission and implementation of a full travel plan, payment of the travel plan approval and monitoring fees, and provision of a surety mechanism to ensure implementation

the Head of Planning in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1531 (as amended); however

- (ii) in the event that a satisfactory planning obligation is not received by 23rd July, 2015, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal does not make satisfactory provision for a transport contribution or a travel plan in accordance with the Council's adopted Supplementary Planning Documents 'Planning Contributions' – Transport.

74. **APPLICATION NO. 15/00194/FULPP – SITE OF THE FORMER CHRISMAS LODGE, EVELYN AVENUE, ALDERSHOT –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the erection of a part two and part three-storey building to provide 29 one, three two and two three-bedroom residential units (34 in total) for disabled or vulnerable veterans and their dependents, a shared common room, staff accommodation, car and cycle parking, refuse storage, landscaping and associated works at the site of the former Christmas Lodge, Evelyn Avenue, Aldershot. Before considering the application in detail, the Committee received representations in accordance with the scheme of public representation from Mr. J. Lassiter against the application and Mr. K. Rushe in support.

It was noted that the recommendation was to grant planning permission, subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990. On discussing the application it was requested that an additional informative be added to include the reuse of existing hard core materials on site.

**RESOLVED:** That, subject to the completion of a satisfactory planning obligation, to be agreed by the Head of Planning in consultation with the Solicitor to the Council under Section 106 of the Town and Country Planning Act, 1990, to secure

- (i) a minimum of 35% of affordable housing in accordance with the requirements of the Head of Environmental Health and Housing;
- (ii) a financial contribution towards open space provision, namely for dredging and improvements to the pond area and the provision of natural play features at Brickfield Country Park and pitch improvements at Aldershot Park; and
- (iii) a financial contribution towards Rowhill Copse Suitable Alternative Green Space and Strategic Access Management and Monitoring as mitigation for the impact on the Thames Basin Heaths Special Protection Area;

the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to

- (i) also being first satisfied of an agreed and binding arrangement to ensure that the allocation of parking spaces and residents' car ownership and use, together with that of staff and visitors, will not give rise to demand for parking in excess of the number of spaces provided within the site; this would be achieved through the provisions of the Section 106 agreement, imposition of conditions, a combination of both, or such other means as may be determined satisfactory; and

- (ii) the conditions and informatives set out in the Head of Planning's Report No. PLN1531 (as amended).

75. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT – FORMER LAFARGE SITE AND ADJOINING LAND AT HOLLYBUSH LANE NORTH, SOUTH OF NORTH CAMP RAILWAY STATION –**

The Committee received the Head of Planning's Report No. PLN1532 (as amended at the meeting) regarding the unauthorised material change of use of land to commercial car sales use and storage of scrapped cars; both with associated ancillary development comprising construction of bunds, hard-surfaces, roads, fences and the siting of structures on land at Hollybush Lane North, south of North Camp Railway Station.

The Report provided an update which followed previous reports presented for information to the Committee between 11th June, 2014 and 4th March, 2015. The Committee was reminded that the Committee had authorised the taking of enforcement action on 7th January, 2015 and this Report was to update Members on further progress with respect to this matter and other matters that had arisen since then.

The Committee was informed that, shortly before the Committee had agreed to commence enforcement action, the landowner had submitted a second part retrospective planning application to Hampshire County Council for the scaled down use of the site to provide an end of life treatment facility. The Council had resolved to raise an objection to this application at the meeting on 4th March, 2015. On 18th May, 2015 the County Council had announced that this application had now been withdrawn by the applicants.

The Committee was also informed that, following concerns raised by the Environment Agency about works undertaken to infill the northern fishing lake and the subsequent reduction in flood storage, the Environment Agency had confirmed that it would support Rushmoor with technical flood risk evidence in respect of any appeal that may be lodged against enforcement notices served by the Council raising flood risk concerns. The Environment Agency had recently confirmed that it was pursuing its own enforcement action, although the Agency's efforts to quantify the extent of the infilling and land raising had been hampered by the landowner who was yet to allow the Environment Agency access to the land.

It was confirmed that enforcement notices were now in an advanced stage of drafting and the Solicitor to the Council was currently consulting with legal counsel in this respect. A meeting had also been arranged with Hampshire County Council and the Environment Agency in order to exchange information and discuss co-ordinated enforcement action.

**RESOLVED:** That the Head of Planning's Report No. PLN1532 (as amended) be noted.



76. **FORMER COTTAGE TO THE REAR OF JOB'S FARM, NO. 100 SANDY LANE, FARNBOROUGH – URGENT WORKS NOTICE –**

The Committee received the Head of Planning's Report No. PLN1533 which sought authority to serve an Urgent Works Notice on the former cottage which lay to the rear of Job's Farmhouse on Sandy Lane, Farnborough. It was reported that the Grade II listed building was in a poor state of repair and, despite some protection work three years ago, required some further work in the near future if it was to be retained.

The Committee was informed that in January, 2013 the Development Control Committee had resolved to serve an Urgent Works Notice to make the building wind and weatherproof. In the event, it had not been necessary to serve the notice since the owner had taken the required action himself and had erected a corrugated iron roof over the building. This roof had protected the building for the previous two years. However, over the passage of time, the timbers had dried out and an internal wall had collapsed. The whole structure was now very fragile. In March, 2015 the property had again been surveyed at the Council's request by an historic buildings consultant who had recommended that the Council should be minded to pursue enforcement action through an Urgent Works Notice or a Repairs Notice.

The Committee was advised of the possible courses of action, as set out in the Report, and was informed that, despite attempts over the last six months to encourage the owner to protect and carry out repairs to the listed cottage, no positive action had been forthcoming. The building now lay unprotected and would be further damaged by the elements unless some urgent action was taken. The Committee was advised that it was considered that an Urgent Works Notice should be prepared and served on the owner in order to secure the preservation of Job's Farm Cottage and was advised that this may result in the Council having to carry out the works and then recover the costs.

**RESOLVED:** That an Urgent Works Notice be prepared and served on the owner of Job's Farm Cottage with the objective of preserving this important listed building and executing any works deemed necessary.

77. **APPOINTMENTS TO STANDING CONSULTATION GROUP –**

**RESOLVED:** That the Chairman or the Vice-Chairman and Crs. Sue Dibble and J.H. Marsh be appointed to the Standing Consultation Group for the 2015/16 Municipal Year.

78. **APPOINTMENTS TO DEVELOPMENT MONITORING GROUPS –**

(1) **Farnborough Town Centre –**

**RESOLVED:** That the Chairman or Vice-Chairman and the three Empress Ward Councillors be appointed to the Farnborough Town Centre Development Monitoring Group for the 2015/16 Municipal Year.

(2) **North Town – Aldershot –**

**RESOLVED:** That the Chairman or Vice-Chairman and the three North Town Ward Councillors be appointed to the North Town Development Monitoring Group for the 2015/16 Municipal Year.

(3) **Wellesley – Aldershot Urban Extension –**

**RESOLVED:** That the Chairman or Vice-Chairman and the three Wellington Ward Councillors be appointed to the Wellesley Development Monitoring Group for the 2015/16 Municipal Year.

79. **CONSULTATION ON THE DRAFT RUSHMOOR LOCAL PLAN –**

The Committee received the Head of Planning's Report No. PLN1530 which informed the Committee of the progress on the preparation of the new Rushmoor Local Plan.

The Committee was reminded that, in October, 2011, the Council had adopted the Core Strategy, which set out strategic policies for the Borough covering the period 2010 to 2027. The intention had been to follow this with a supporting Local Plan document which would have set out detailed policies and proposals in a 'Delivering Development' document. However, following changes to the planning system, the Council had agreed to prepare a comprehensive Local Plan for the Borough covering the period to 2032. The Local Plan would set out the long term broad strategic framework for future development in the Borough and the detailed planning policies and site allocations required to deliver it.

The Plan would also contain specific policies for areas including Aldershot and Farnborough town centres, Wellesley and Farnborough Airport. The Plan would also refresh the Core Strategy policies as well as incorporate detailed development management policies that would have been included within the Delivering Development Document.

The Committee was informed that the process by which the Local Plan should be prepared was set out in legislation and would go through an independent examination process before being adopted. On adoption the new Local Plan would replace saved policies in the Rushmoor Local Plan 2000 and the policies in the Core Strategy.

The Local Plan set out various options for dealing with different land use issues in the Borough and the consultation sought views on these options. Any comments for alternative options would be welcomed. The supporting evidence and documentation had been published on the Council's website and was available for viewing alongside the draft Local Plan.

The consultation period would run until 20th July, 2015 and the comments received during the consultation would be used to inform the next version of the Local Plan. This would be a draft submission version which

was due to be published for comment during January and February, 2016, before being submitted to the Secretary of State in Spring 2016. It was anticipated that the Local Plan would be adopted in December, 2016.

**RESOLVED:** That the Head of Planning's Report No. PLN1530 be noted.

80. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1534 (as amended at the meeting) concerning the following appeals:

<b>Application No.</b>	<b>Description</b>
14/00706/FULPP	<p>It had been reported at the previous meeting that an appeal had been received against the Council's decision to refuse planning permission for the demolition of a public house/restaurant building and the erection of one five- storey and one six-storey building to provide 25 one-bedroom and 37 two-bedroom flats, a community/arts/food and drink facility, public plazas and parking at the lower ground floor level, with revised access arrangements and associated highways and improved pedestrian access works at The Ham and Blackbird, No. 281 Farnborough Road, Farnborough.</p> <p>This appeal would be dealt with by way of the hearing procedure. In this respect, a hearing date had now been agreed between the main appeal parties for 9th December, 2015. At the meeting it was noted that the Planning Inspectorate had now provided written confirmation to this effect.</p>
15/00041/FULPP	<p>An appeal had been received in respect of the refusal of planning permission for the erection of a pair of semi-detached three-bedroom houses with associated access and parking from Peabody Road on land at the junction of Peabody Road and Queen's Road, Farnborough. This appeal would be dealt with by way of the written representations procedure. All documents were to be submitted by 8th July, 2015.</p>

**RESOLVED:** That the Head of Planning's Report No. PLN1534 be noted.

The Meeting closed at 9.40 p.m.

G.B. LYON  
CHAIRMAN

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# LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 29th June, 2015 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

Cr. A.M. Ferrier (Chairman)  
Cr. S.J. Masterson (Vice-Chairman)

Cr. R. Cooper	a Cr. Barbara Hurst	Cr. M.D. Smith
Cr. Liz Corps	Cr. B. Jones	Cr. L.A. Taylor
Cr. A.H. Crawford	Cr. A.R. Newell	Cr. Jacqui Vosper

An apology for absence was received on behalf of Cr. Barbara Hurst.

## 81. MINUTES –

The Minutes of the Meeting held on 28th May, 2015 were approved and signed by the Chairman.

## 82. STATEMENT OF ACCOUNTS – DUTIES AND RESPONSIBILITIES –

The Committee considered the Head of Financial Services' Report No. FIN1514, which set out the duties and responsibilities of the Committee in respect of the Statement of Accounts.

The Committee was reminded that the Statement of Accounts for 2014/15 had been prepared in line with CIPFA's 'Code of Practice on Local Authority Accounting' for 2014/15, under International Financial Reporting Standards and in accordance with the Accounts and Audit (England) Regulations, 2011. These Regulations required a committee of the Council to consider the Statement after completion of the audit of the accounts and presentation of the auditor's Audit Results Report. CIPFA also recommended that the Statements should be issued in advance of the approval meeting in order to allow sufficient time for due consideration of the information.

The Committee reviewed the Council's unaudited Statement of Accounts, copies of which were circulated at the meeting, to give Members sufficient time for their due consideration ahead of the approval meeting in September, 2015.

The Statement of Accounts 2014/15 consisted of:

- An introduction and summary of significant financial issues during the year (explanatory foreword)
- Statement of responsibilities

- Four key financial statements – Movement in Reserves, Comprehensive Income and Expenditure Statement, Balance Sheet and Cash Flow
- Notes to the core financial statements – including accounting policies
- Collection Fund and accompanying notes
- Auditors' Results Report.

The Head of Financial Services gave a summary of the documents that had been considered by the Committee over recent months in respect of the Council's Statement of Accounts. On the decluttering of the Statement of Accounts, the Committee agreed the reasoning behind the items that had been removed from the Statement.

The Report reminded Members of the various factors which should be borne in mind when considering the accounts. Once these factors had been considered, Members should be satisfied that the accounts represented a true and fair view of the Council's financial position. The Committee was advised of other sources of information and assurance which could be used to help Members approve the accounts. These included:

- The Council's 8-Point Plan
- Internal audit
- The work of the Standards and Audit Committee in considering fraud, risk and internal audit reporting
- Statements of senior officers
- External audit opinion
- Other inspections – HMRC (VAT, PAYE)
- Financial and performance reports
- Members' own knowledge of the affairs of the Council
- The context (eg economic climate, interest rates, property prices, inflation)
- Expert knowledge (eg actuarial reports)

The Head of Financial Services guided the Committee through the draft Statement of Accounts and answered Members' questions. Members asked questions concerning business rates, remuneration and expenses allowances, retirement and replacement dates, the process for decluttering the accounts, access to the audited accounts by members of the public, the work of Internal Audit and the revised Contract Standing Orders. Members felt that the session had been a useful exercise in preparing for the approval of the Statement of Accounts in September. Members were advised that, if required, they could see the Head of Financial Services individually with any questions on the accounts.

**RESOLVED:** That

- (i) the Head of Financial Services' Report No. FIN1514 be noted; and
- (ii) a presentation on the work of Internal Audit be given to the Committee at a future meeting.

The Meeting closed at 7.55 p.m.

A.M. FERRIER  
CHAIRMAN

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# STANDARDS AND AUDIT COMMITTEE

Meeting held on Thursday, 2nd July, 2015 at the Council Offices, Farnborough at 6.00 p.m.

## **Voting Members**

Cr. J.H. Marsh (Chairman)  
Cr. A.M. Ferrier (Vice-Chairman)

Cr. D.M.T. Bell

Cr. C.P. Grattan

Cr. M.D. Smith

## **Non-Voting Co-opted Members**

Mr. D. Austin

Mr. B. Hambleton

### **83. APPOINTMENT OF CHAIRMAN –**

**RESOLVED:** That Cr. J.H. Marsh be appointed Chairman of the Committee for the 2015/16 Municipal Year.

### **84. APPOINTMENT OF VICE-CHAIRMAN –**

**RESOLVED:** That Cr. A.M. Ferrier be appointed Vice-Chairman of the Committee for the 2015/16 Municipal Year.

### **85. MINUTES –**

The Minutes of the Meeting held on 9th March, 2015 were approved and signed by the Chairman.

### **86. INTERNAL AUDIT – AUDIT MANAGER'S UPDATE –**

The Committee received the Audit Manager's Report No. AUD1502, which provided an update on the work of Internal Audit and the opinion on the Council's system of internal control for 2014/15.

The Committee welcomed Ms. Mandy Fahey to the meeting, who was the Council's Section 151 Chief Finance Officer, which included some responsibility for corporate governance and risk. She presented a summary of the recent audit work as set out in paragraph 2 of the Report and confirmed the Audit Manager's opinion that there were no major weaknesses in the systems audited.

During discussion and with reference to the Contracts Register, it was confirmed that, when making purchases from a supplier, the value of the contract should be based on the aggregated spend over a four-year period. It was noted that staff training on this requirement and the new Contract Standing Orders was currently underway within the organisation. With reference to the Mobile Device Management System, it was clarified that in

the event that data needed to be remotely wiped from a Council owned mobile phone or device, the data would not be lost to the organisation.

**RESOLVED:** That the Report be noted and endorsed.

**87. ANNUAL GOVERNANCE STATEMENT 2014-2015 –**

The Committee considered the Solicitor to the Council's Report No. LEG1513, which set out the Council's Annual Governance Statement for the year 2014/15 for consideration and approval. The Statement confirmed that no significant issues had been identified. However, a number of actions for the current year had been identified.

The Solicitor to the Council explained that the Annual Governance Statement set out how the Council complied with its Code of Corporate Governance, which set out all of the arrangements that the Council had in place to promote and ensure effective governance in all aspects of the Council's work.

A number of governance issues had been identified for action, which included ensuring that all councillors received appropriate training on the revised Code of Conduct, enabling greater visibility of information about the Council's land and property assets, and work towards the public sector equalities duty. It was also reported that a new central recording system had been introduced for complaints made to the Council. In discussing this, Members emphasised the importance of organisational learning from complaints and the need to ensure that processes would be in place for the sharing of learning from complaints. The Committee suggested that a report on complaints monitoring could be presented periodically to the Cabinet.

**RECOMMENDED** to the Cabinet: That the Annual Governance Statement, attached as Appendix 1 to Report No LEG1513, be approved for adoption and published with the Council's Statement of Accounts.

**88. RUSHMOOR MEMBERS' ALLOWANCES SCHEME - ATTENDANCE AT MEETINGS -**

The Committee considered the Head of Democratic Services' Report No. DEM1503, which set out details of Members' attendance at meetings during the 2014/15 Municipal Year in accordance with the arrangements for monitoring Rushmoor's Allowances Scheme. The Committee noted that attendance at meetings for 2014/15 had remained at the same level as the preceding year with 8% absence across all principal meetings. It was also reported that there had been a rise in the number of Cabinet working groups, and that attendance at all-Member seminars was approximately 50% of councillors.



Following discussion, the Committee requested that the following monitoring report should include more detailed information on each individual councillor's attendance at principal meetings.

**RESOLVED:** That the Report be noted.

The Meeting closed at 6.45 p.m.

J.H. MARSH  
CHAIRMAN

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# ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 9th June, 2015 at the Council Offices,  
Farnborough at 7.00 p.m.

## **Voting Members:**

Cr. D.E. Clifford (Chairman)  
Cr. Sophia Choudhary (Vice Chairman)

Cr. D.E. Clifford  
Cr. Sue Dibble  
Cr. D.S. Gladstone

Cr. G.B. Lyon

Cr. J.J. Preece  
Cr. L.A. Taylor  
Cr. D.M. Welch

## 89. **APPOINTMENT OF CHAIRMAN –**

**RESOLVED:** That Cr. D.E. Clifford be appointed Chairman for the  
2015/16 Municipal Year.

## 90. **APPOINTMENT OF VICE CHAIRMAN –**

**RESOLVED:** That Cr. Sophia Choudhary be appointed Vice-Chairman  
for the 2015/16 Municipal Year.

## 91. **MINUTES –**

The Minutes of the Meeting held on 24th March, 2015 were approved  
and signed by the Chairman.

## 92. **AREAS OF RESPONSIBILITY OF THE PANEL AND THE WORK PROGRAMME –**

The Panel received a presentation from Mr. Ian Harrison, Corporate  
Director on the Panel's areas of responsibility.

The Panel was informed that the Environment Panel's portfolio included  
Planning and Building Control, the promotion of the economy and  
regeneration within the Borough, Street Scene Services, Environmental  
Health and other matters relating to the letting and monitoring of major  
contracts and Council by-laws.

The presentation also outlined those areas recently scrutinised by the  
Panel with a view to potential items for future scrutiny during the 2015/16  
Municipal Year. On considering the areas suggested, the Panel agreed that  
the following items should be a priority for the current year:

- Parking strategy, including parking policy for new developments  
and town centre parking

- Waste recycling and grounds maintenance contract arrangements
- Markets
- Bus services
- Review of the Borough's cycling infrastructure
- Pest control, weeding and litter in Aldershot Town Centre.

The Panel requested budget information in relation to the Panel's specific portfolio to help decide which items should be prioritised and **AGREED** that:

Action to be taken	By whom	When
<ul style="list-style-type: none"> <li>• All Panel Members would be invited to the next Mid-Cycle Meeting to finalise the work programme for the 2015/16 municipal year.</li> </ul>	Panel Administrator	June, 2015
<ul style="list-style-type: none"> <li>• Two of the 2015/16 Panel meetings would be earmarked for Princes Hall, Aldershot.</li> </ul>	Panel Administrator/ David Phillips	June, 2015
<ul style="list-style-type: none"> <li>• The Chairman would write to Stagecoach to request their attendance at a future meeting to discuss local bus services.</li> </ul>	Chairman	June, 2015
<ul style="list-style-type: none"> <li>• The Chairman would write to Hampshire County Council to express the Panel's concerns relating to the reduction in operating hours during weekday evenings for the Farnborough Waste Recycling Centre at Eelmoor Road, Farnborough.</li> </ul>	Chairman	June, 2015

### 93. **APPOINTMENTS FOR 2015/16 –**

#### (1) **Mid-Cycle Meetings –**

It was agreed that Cr. L.A. Taylor would attend the mid-cycle meetings in 2015/16 as the representative of the Labour Group, along with the Chairman and Vice-Chairman.

#### (2) **Parking Task and Finish Group –**

It was agreed that Crs. Liz Corps, R.L.G. Dibbs, D.M. Welch and Sue Dibble would comprise the Parking Task and Finish Group during 2015/16.

(2) **Farnborough Town Centre Task and Finish Group –**

It was agreed that Crs. Liz Corps, P.G. Taylor, M.D. Smith and L.A. Taylor would comprise the Farnborough Town Centre Task and Finish Group during 2015/16 (with Crs. J.H. Marsh, G.B. Lyon and C.P. Grattan as deputies).

(3) **Aldershot Town Centre Task and Finish Group –**

It was agreed that Crs. Sophia Choudhary, P.I.C. Crerar, B.A. Thomas, D.M. Welch, R. Hughes, A.H. Crawford, Sue Dibble, Jennifer Evans and J.J. Preece would comprise the Aldershot Town Centre Task and Finish Group in 2015/16 (Cr. M.S. Choudhary would act as deputy). Cr. R. Hughes would be invited as required as a Cabinet Member.

(4) **Secondary Town Centre Task and Finish Group -**

The Panel also agreed that a secondary Town Centre Task and Finish Group should be set up to evaluate what could be done to improve the Borough's secondary towns. The Task and Finish Group would run for a fixed period of one year only and would report back to the Panel with its findings at the end of the Municipal Year when it would be decided if the Group should continue. It was agreed that Crs. D.S. Gladstone, Sue Dibble, L.A. Taylor, G.B. Lyon and S.J. Masterson would be appointed for the current 2015/16 year.

94. **THE ENVIRONMENT IMPROVEMENT STRATEGY -**

The Panel received the revised and updated Environment Improvement strategy, together with a presentation from Ms. Helen Lolley, Environmental Health Manager Pollution/Environmental Control. Ms. Lolley explained that the Environment Improvement Strategy had been introduced in 2008 in response to new powers to deal with environmental problems. The Panel was reminded that, in response to a notice of motion to Council, they had made seven recommendations to Cabinet in November, 2013. Six of these had been addressed and implemented and the seventh recommendation - to update the existing three core strands of the strategy (education, cleansing and enforcement) was still outstanding.

The Panel was updated on the progress with the six recommendations:

- (1) To make spitting an offence using Fixed Penalty Notices (FPNs). The Panel was informed that no FPNs had been served to date as it had been difficult to catch people committing such offences.
- (2) Financial rewards for reporting fly tipping – one case was to be heard in Court on 2nd July, 2015.
- (3) Officers to be encouraged to serve FPNs – figures had shown that this had been happening to a greater degree than before.

- (4) Numbers of residents using the discounted bulky waste service to be recorded – figures had shown that 30% had been using the service.
- (5) Free bulky waste collections on certain days in the year – it was reported that an increase in incidents of fly tipping had been recorded.
- (6) Restaurants to record vehicle registration numbers on packaging – this was being used in McDonalds. Following legal advice McDonalds had now stopped this practice so this had not been taken up by Rushmoor.

With regard to the seventh recommendation, Members had requested added emphasis to education, communication and engagement initiatives, maintaining and improving the environment and enforcement and publicity of offenders.

The Strategy had been updated to reflect the Panel's recommendations and changes to legislation. The revised Strategy had also been rebranded to help people identify more with where they lived. The need to build on current partnerships had also been recognised and a communications plan was being developed alongside the Strategy. Pre-campaign work included the development of branding, involvement with local businesses, the police and other stakeholders, as well as school and community initiatives.

The Panel was updated on current issues and these included fly-tipping, particularly in Cherrywood, on both public and private land. It was reported that the problem had initially been reduced but incidents were now recurring so enforcement and prevention activity was being resumed in that area. Littering, dog fouling and abandoned vehicles were also issues. Ms. Lolley assured the Panel that new legislative powers would enable the Council to deal with issues using an alternative approach. New legislation included Public Space Protection Orders and Community Protection Notices which had already been considered in a number of areas within the Borough.

With regard to enforcement and publicity of offenders, it was reported that 70 Fixed Penalty Notices had been served during 2014/15 for littering and dog fouling. To date 48 had been paid at the lower rate of £50 and four successful prosecutions had taken place for failing to pay. The revenue from the fines had been used to fund further environmental improvements, for example the purchase of a device to remove chewing gum. The Panel was also advised that Rushmoor had been publicising prosecutions of offenders.

In the future it was envisaged that further improvements would be made through:

- (1) Channel Shift which would enable improved reporting and feedback and 'Confirm Connect' - which would allow for mobile working and the mapping of hotspots.

- (2) A caged vehicle had been ordered which would allow small fly tips to be collected immediately. This was a new vehicle which replaced one of the existing vans which had come to the end of its lease.
- (3) Improvements would be sought through the new contract for waste/grounds cleansing:
- to direct resources where they were needed, not where scheduled;
  - to add provisional items within the contract for street washing and gum removal in the town centre areas; and
  - the Social Value Act; the Council would be exploring how the contractor could add value socially, environmentally and economically, with school talks, organising and supporting community litter picks and working with local companies to co-ordinate volunteer days for bulb planting for example.

The Panel **NOTED** the presentation and **AGREED** that:

Action to be taken	By whom	When
<ul style="list-style-type: none"> <li>• The Environmental Health Manager would report back on the following issues:               <ul style="list-style-type: none"> <li>- the possibility of initiating a 'Clean Street Award' which could be presented to residents by the Mayor, in conjunction with the Farnborough Civic Society; and</li> <li>- the possibility of extending bulky waste collection discounts for benefit claimants.</li> </ul> </li> </ul>	Environmental Health Manager/ Contracts Manager	August, 2015

95. **THE RUSHMOOR LOCAL PLAN –**

The Panel received a presentation from Louise Piper and Katie Bailey, Planning Policy and Conservation Managers on the Council's draft Local Plan which was out for consultation from 8th June, 2015 until 20th July, 2015. The draft Local Plan had been developed in discussion with the cross-party Local Plan Member Steering Group for Rushmoor and would contain strategic policies, detailed development management policies and site allocations for

the period up to 2032. The Plan would also incorporate a refresh of the policies in the Council's Core Strategy.

The Panel was informed that the Plan set out Rushmoor's housing targets for the period 2011 and 2032. Whilst the Panel was informed that evidence suggested that 470 houses per annum would be required, initial capacity work had suggested that 390 homes per annum would be deliverable within the Borough. In the first instance, endeavours would be made to address the resulting shortfall of 1,600 homes in discussions with other housing market area partners (Hart and Surrey Heath). Evidence also identified a need for 197 affordable rental properties per year and recommended that between 35 – 40% of new homes delivered should be affordable homes.

In relation to the town centres, the key strategic policy framework for development in Aldershot and Farnborough was set out in the Core Strategy and this had been updated in the Local Plan. Key changes included more emphasis on family focussed leisure and entertainment uses and the evening economy and the promotion of linked trips. The policy for the North Camp District Centre sought to maintain the role and vibrancy of the area, to support local and specialist retail functions and promote the vibrant evening economy whilst protecting local community uses, improving accessibility through traffic management and improved cycle and pedestrian linkages and to support the retention of car parking facilities.

With regard to employment, the Council's Core Strategy allocated 21 key employment sites within the Borough. Following a number of changes in national planning policy and local priorities, the draft Local Plan set out the Council's revised approach.

The Panel was advised that during the consultation period documentation was available on line at [www.rushmoor.gov.uk/newlocalplan](http://www.rushmoor.gov.uk/newlocalplan). Town centre exhibitions would be taking place as well as drop in sessions arranged at the Council Offices. There would also be further opportunity for comment in early 2016 on the draft submission version of the Local Plan, followed by an examination in the Summer of 2016, and adoption of the Plan by the Council in late 2016.

The Panel **NOTED** the presentation.

The Meeting closed at 9.10 p.m.

D.E. CLIFFORD  
CHAIRMAN

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# COMMUNITY POLICY AND REVIEW PANEL

Minutes of the meeting held on Thursday, 11th June, 2015, at Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cr. M.D. Smith (Chairman)  
Cr. M.S. Choudhary (Vice-Chairman)

Cr. Sophia Choudhary  
Cr. R. Cooper  
Cr. Liz Corps

Cr. Jennifer Evans

Cr. S.J. Masterson  
Cr. M.J. Roberts  
Cr. P.F. Rust

## 96. **APPOINTMENT OF CHAIRMAN –**

**RESOLVED:** That Cr. M.D. Smith be appointed Chairman for the 2015/16 Municipal Year.

## 97. **APPOINTMENT OF VICE-CHAIRMAN –**

**RESOLVED:** That Cr. M.S. Choudhary be appointed Vice-Chairman for the 2015/16 Municipal Year.

## 98. **MINUTES –**

The Minutes of the Meeting held on 26th March, 2015 were approved and signed by the Chairman.

## 99. **STEP BY STEP –**

The Panel welcomed Ms. Amanda Dubarry, Chief Executive of Step by Step, and Ms. Samantha Owen, Senior Housing Officer. Ms. Dubarry began the presentation by providing Members with a brief history of how Step by Step was founded and how it had developed over the years. It was explained that a number of youth development projects had been set up in order to help the charity achieve its mission; 'to empower homeless people and those facing adversity to achieve their full potential'.

Members noted that the Step by Step projects and programmes available were designed to use each young person's individual talents and interests as motivation for them to achieve something positive. Step by Step aimed to help the clients gain life and social skills, improve their physical and mental wellbeing, become part of their local community and financially independent and employable. In the last year, Step by Step had helped 239 young people into employment.

The Panel then heard about the range of services provided, for example, the different types of accommodation, training, counselling and family mediation. While Step by Step had grown significantly over the years, it was noted that there was an intention to grow further. The 2011-2016 Growth Strategy had set out plans to triple the bed capacity and double the number of clients. Members heard that the charity was on track to achieve its targets and hoped to have supported 1,500 young people by March 2016. Step by Step had also opened branches across the County, although Rushmoor continued to have the highest number of young people using youth services in the County. Ms. Dubarry informed the Panel that the following five-year strategy would focus on financial sustainability; however, there would also be an intention to continue to work on the growth of the charity.

The Panel was advised that Step by Step had placed 106 young people in supported lodgings and discussed the process for identifying and checking the families providing the supported lodgings. It was confirmed that the charity often advertised around Hampshire, Surrey and West Berkshire with the use of posters and radio advertisements. It was noted that many people who offered supported lodgings had heard about the opportunity through word of mouth.

Step by Step had faced a number of challenges and lost a small number of services that it had previously offered, including, Steps Three and Four accommodation and Tenancy Support. This had resulted in a rise in the number of rough sleepers amongst young people in the Borough. There was also an expected loss of other services in the near future.

Members were informed of the achievements of Step by Step over the previous year and heard that the charity had visited a number of local schools where it had made homelessness, drug and alcohol presentations to 2,670 children. The Panel was then shown a video of a previous Step by Step client telling his story.

Ms. Owen informed the Panel that Rushmoor had been looking into proposals to support Step by Step and was in the process of preparing a report examining the potential for increasing the amount of funding provided to the charity by the Council. This would aim to help Step by Step achieve at least a 'silver' service.

The Panel **NOTED** the presentation and **AGREED** to support the principle of Rushmoor providing financial help to the charity.

#### 100. **APPOINTMENTS TO GROUPS –**

The Panel agreed the following appointments for the 2015/16 Municipal Year:

##### (1) **Mid-Cycle Meetings –**

**RESOLVED:** It was agreed that Cr. P.F. Rust would attend the mid-cycle meetings in 2015/16 as a representative of the Labour group,

along with the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr. M.S. Choudhary).

(2) **Health Issues Standing Group –**

**RESOLVED:** That the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr M.S. Choudhary) and Cr. M.J. Roberts be appointed to the Health Issues Standing Group for the 2015/16 Municipal Year.

(3) **Housing Strategy Standing Group –**

**RESOLVED:** That the Chairman (Cr. M.D. Smith) and Crs. D.E. Clifford, Liz Corps, Jennifer Evans and M.J. Roberts be appointed to the Housing Strategy Group for the 2015/16 Municipal Year.

(4) **Welfare Reform Task and Finish Group –**

**RESOLVED:** That the Chairman (Cr. M.D. Smith), Crs. Jennifer Evans, A.M. Ferrier and M.J. Roberts, be appointed to the Welfare Reform Task and Finish Group for the 2015/16 Municipal Year, with attendance by the Cabinet Member for Concessions and Community Support (Cr. A. Jackman) as required.

(5) **Registered Providers of Social Housing Review Group –**

**RESOLVED:** That the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr. M.S. Choudhary) and Crs. M.J. Roberts and Jennifer Evans be appointed to the Registered Providers of Social Housing Review Group for the 2015/16 Municipal Year.

(6) **First Wessex Housing Group/Rushmoor Borough Council Joint Business Meeting –**

**RESOLVED:** That the Chairman (Cr. M.D. Smith), Vice-Chairman (Cr. M.S. Choudhary) and Cr. M.J. Roberts and the Cabinet Member for Health and Housing (Cr. Ron Hughes) be appointed to the First Wessex Housing Group/Rushmoor Borough Council Joint Business Meeting for the 2015/16 Municipal Year.

101. **WORK PROGRAMME –**

The Panel noted the revised work programme and work schedule.

The Meeting closed at 8.14 p.m.

M.D. SMITH  
CHAIRMAN

# BOROUGH SERVICES POLICY AND REVIEW PANEL

Meeting held on Monday, 15th June, 2015 at the Council Offices,  
Farnborough at 7.00 p.m.

## **Voting Members**

Cr. Barbara Hurst (Chairman)  
Cr. A.R. Newell (Vice-Chairman)

Cr. T.D. Bridgeman  
Cr. D.E. Clifford  
Cr. A.M. Ferrier

Cr. C.P. Grattan

Cr. S.J. Masterson  
Cr. M.J. Roberts  
Cr. D.M. Welch

## 102. **APPOINTMENT OF CHAIRMAN –**

**RESOLVED:** That Cr. Barbara Hurst be appointed Chairman for the 2015/16 Municipal Year.

## 103. **APPOINTMENT OF VICE CHAIRMAN –**

**RESOLVED:** That Cr. A.R. Newell be appointed Vice-Chairman for the 2015/16 Municipal Year.

## 104. **MINUTES –**

The Minutes of the Meeting held on 23rd March, 2015 were approved and signed by the Chairman.

## 105. **APPOINTMENTS FOR 2015/16 –**

### (1) **Mid Cycle Meeting –**

**RESOLVED:** That the Chairman (Cr. Barbara Hurst), the Vice-Chairman (Cr. A.R. Newell) and Crs. M.J. Roberts be appointed to attend the mid-cycle meetings for the 2015/16 Municipal Year.

### (2) **Elections Group –**

**RESOLVED:** That membership of the Elections Group for the 2015/16 Municipal Year, as appointed by the Licensing and General Purposes Committee, being the Cabinet Member for Concessions and Community Support (Cr. A. Jackman), the Chairman of the Licensing and General Purposes Committee (Cr. A.M. Ferrier) and Crs. D.M.T. Bell, K. Dibble, Barbara Hurst, B. Jones and S.J. Masterson be endorsed.

(3) **Community Involvement Task and Finish Group –**

**RESOLVED:** That the Chairman (Cr. Barbara Hurst) and Crs. D.E. Clifford, A.H. Crawford, C.P. Grattan and J.J. Preece be appointed to the Community Involvement Task and Finish Group for the 2015/16 Municipal Year.

106. **RUSHMOOR VOLUNTARY SERVICES –**

The Panel welcomed Mr. Greg Alexander, Chief Executive Officer of Rushmoor Voluntary Services, who attended the meeting to give an update on the activities and working arrangements of Rushmoor Voluntary Services (RVS).

It was advised that RVS was a charity that provided help and support to other charities and voluntary organisations, championed volunteering and ran the Rushmoor Volunteer Centre. RVS had 410 member organisations, an increase of 21% in the previous five years. It was felt that the growing membership was very positive and endorsed the key role of RVS in the Borough. RVS was currently funded through grants from Rushmoor Borough Council and Hampshire County Council; which enabled it to manage projects funded separately from grants and contracts that delivered community benefits.

Mr. Alexander reported on the work and projects of RVS, these included:

- Group Support, Training and Development – Group support through the provision of information and support to groups, that related to new projects, identification of funding streams and the creation of partnership opportunities. Training had been provided to 361 individuals from 94 organisations through the delivery of courses such as first aid, food hygiene, lone working and adult safeguarding. RVS also had a Development Officer who provided support to members and worked in the community with partners on a range of things, in particular key neighbourhood projects, community cohesion and links between groups and partner organisations.
- Volunteer Centre – The priority of the centre had been to place members of the public into volunteering and, through work with RVS members, to develop future volunteering opportunities. The outreach service based at Aldershot Library and Techstart had continued to identify new volunteers in the Aldershot area. Annually RVS hosted a recognition event at the Council Offices to celebrate different aspects of volunteering, in 2014 young volunteers had been recognised and for 2015 it would be the hard work of Board members and Trustees of local organisations.

- Blooming Marvellous – this project provided a valuable service to people with or recovering from mental illness. The group worked on a community garden based at the Aldershot allotments and carried out a range of gardening services for elderly and disabled residents. The Panel noted that funding for this project had been secured for a further three years through Broadhurst Welcome Home Ltd.
- Broadhurst Community Access Project – this initiative supported local people and provided essential support of life skills and other relevant issues. Funding had also been secured for this project for a further three years through Broadhurst Welcome Home Ltd.
- RVS Home Help – This service provided home cleaning and shopping services to elderly and frail people in the Borough. Clients were referred through health care professionals and adult services and users were charged for the service. The current client base was 358 individuals. Partial funding for users on benefits had in the past been provided by Hampshire County Council’s “Supporting People” initiative but this had stopped in March 2015. As a consequence, communication had been taking place with those affected to try and ensure that they could continue to receive the service.
- Transport – RVS were responsible for the provision of Rushmoor Dial-a-Ride and Fleet Link. The service, which operated under contract with Hampshire County Council, provided transport for residents unable to use or without access to public transport. It was noted that trips to places of interest were arranged as an extra service for users. The Community Transport Scheme also allowed member voluntary organisations and groups to hire minibuses at low cost. The scheme had been supported by volunteer drivers who were all fully Minibus Driver Awareness (MiDAS) trained. Over 1170 trips were made under the scheme per year.

Mr. Alexander gave an overview of the RVS Annual Review for 2014/15. Highlights of the report included:

- £357,785 in external funding received by RVS members for projects
- 410 member organisations
- 228 volunteers placed by the Volunteer Centre
- 279 individuals trained on accredited courses
- 82 volunteer MiDAS trained minibus drivers
- 69 clients of the Blooming Marvellous group of which there were 36 volunteers positively engaged in the project

- Six days per week of transportation provided by Dial-a-Ride, Fleet Link and Hart Shopper

It was also noted that during the autumn/winter of 2014/15 RVS had worked in partnership with Hampshire County Council (HCC), Basingstoke Voluntary Action and Hart Voluntary Action to develop a cluster of "Councils for Voluntary Service" (CVS') in North Hampshire. The plan would be to work together on initiatives, to strengthen partnership working and address priorities, as set out by HCC to tackle issues related to older people, children and families. It was hoped that these developments would improve efficiencies and create a more targeted approach to the work carried out by RVS.

In summary, Mr. Alexander advised that RVS was providing infrastructure support to voluntary and community groups in the Borough. It helped to build capacity to allow groups to help more residents when statutory services were implementing continued budgetary cuts. RVS was aware of the pressures on local authority funding and grants and had a three year plan that covered its financial and operational areas to allow it to continue working to make a difference in Rushmoor.

In response to a query regarding cuts in grants from the County Council, it was advised that RVS was aware that there would be a 3% reduction in the grant from HCC in 2015 and a further 3% in 2016. These reductions would be followed by a strategic review in 2018.

The Panel discussed supporting young people's organisations and the five organisations in the Borough that would be most affected by proposed cuts by Hampshire County Council. It was advised that RVS was working with the charities/organisations to bring them together to avoid duplication and to identify joint priorities when applying for grants in the future. It was suggested that "Crowdfunding" could be considered going forward; this was a new initiative which involved funding a project or venture by raising monetary contributions from a large number of people, typically via the internet. It was also noted that other cluster groups of interest could be identified for similar initiatives.

In response to a question on the home help service and volunteers' ability to identify clients that could be suffering from mental health issues, it was advised that volunteers didn't have any formal training in this area and the centre relied on common sense. However, all clients were asked to sign a declaration stating that they gave their permission, for any concerns identified by the volunteer to be passed on to their next of kin or a medical professional.

ACTION	BY WHOM	WHEN
<ul style="list-style-type: none"> <li>An update on funding streams for Rushmoor Voluntary Services be given at a future meeting.</li> </ul>	Panel Administrator/Chief Executive Officer Rushmoor Voluntary Services	June 2016

The Chairman thanked Mr. Alexander for his presentation.

#### 107. FOOD SAFETY –

The Panel welcomed Mr. Colin Alborough, Environmental Health Manager, and Mr. Oliver Robinson, Principal Food Safety Officer, who attended the meeting to give the Panel an update on the Council’s Food Safety Policy including emerging issues and demand.

The Panel were made aware of a number of new issues and initiatives, including new legislation around food allergies and intolerances, food labels would highlight in “bold”, food types that could cause allergic reactions and intolerances, such as nuts, wheat, milk etc. The Government had also produced “eatwell – your guide to healthy eating”, the guide included eight top tips covering all aspects of eating a healthy balanced diet. It was advised that there had also been a new two stage cleaning process introduced to help combat germs such as e-coli.

Mr. Alborough advised of the purposes of the Food and Health and Safety Team, which were linked to the Council’s purpose and themes and were developed through systems thinking principles. The purposes were:

- To ensure that food and drink on sale for human consumption, which had been produced, stored, handled or consumed in the Borough was without risk to the health and safety of the consumer.
- To enable good business.

The Panel noted that the service worked to the Food Standards Agency Framework Agreement and the Food Law Code of Practice, each of which described the role of an enforcing authority and provided risk based proactive and reactive intervention and business support.

Mr. Alborough reported on the demand on the service, especially:

- Inspecting and rating businesses – during 2014/15, 372 existing businesses were formally inspected and rated. Businesses were



scored on a 0-5 Food Hygiene Rating, those with the lower score received support and intervention from the authority to bring their rating higher. It was noted that five businesses in the Borough rated one or below at the end of 2014/15.

- Supporting new business – during 2014/15, 135 new businesses were supported prior to opening and inspected and rated after opening.
- Responding to statutory notifications and having a reactive role with service requests – the service received around 550 service requests per year. These requests included complaints about food and food premises, food alerts/recalls and notifications of infectious disease.
- The role of Primary Authority to the British Army – wherever the British Army consumed food it did so in accordance with guidance agreed with Rushmoor Environmental Health Services. A Primary Authority (PA) was a partnership between businesses and a single local authority for environmental health with the following characteristics:
  - The PA provided robust and reliable advice which had to be respected by all local regulators.
  - A national inspection plan could be produced to improve the effectiveness of inspections to avoid repeat checks
  - The PA enabled better information sharing
  - The PA had the authority to co-ordinate enforcement to ensure a consistent and proportionate response to issues
  - Businesses had the right to decide on the level of support it received from its local PA
  - A PA could recover costs

Moving forward, it was advised that the Food Safety Team would continue to support their customers by further embedding systems thinking principles into their work, by responding appropriately to emerging issues, by increasing regulatory review and by keeping relevant to the changing times. It was also noted that the teams would endeavour to recover more costs and increase income where possible.

In response to a query, Mr. Robinson advised that every primary food business in the Borough would be subject to a Food Hygiene Rating. Inspections took place on a rolling basis of 1-3 years depending on the risk level of the individual business; most businesses were well into their second or third inspection visit. It was noted that, if a business changed hands, an inspection would be carried out after a suitable period of time to ensure standards had been maintained; new businesses were contacted prior to opening with the offer of advice and support.

The Chairman thanked Mr. Alborough and Mr. Robinson for their presentation.

108. **WORK PROGRAMME –**

The Panel noted the current work programme.

The Meeting closed at 8.37 p.m.

BARBARA HURST  
CHAIRMAN