



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, 5th October, 2017 at 7.00 p.m.** 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 Ordinary Meeting of the Council held on 27th July, 2017 (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. **NOTICES OF MOTION**

To consider the following Notices of Motion, which have been submitted pursuant to Standing Order 9 (1):

(1) **Universal Credit**

Cr. Jennifer Evans to propose:

"Recent reports by Citizens Advice and the Rowntree Foundation have highlighted problems associated with the roll-out of Universal Credit, which are leading to increases in debt, rent arrears, evictions and families in temporary accommodation.

In view of this, Rushmoor Borough Council calls upon HM Government to pause the implementation of Universal Credit immediately in order to introduce measures to avoid these problems, and, in this way, protect our residents from them."

(2) **Social Value in Procurement**

Cr. J.B. Canty to propose:

"This Council:

- Notes the Public Services (Social Value) Act 2012 which requires local authorities to consider how services they procure might secure wider social, economic and environmental benefits for an area.
- Recognises that embedding Social Value within contracts for goods and services can help drive positive outcomes for residents.

Therefore, this Council will strengthen the role of Social Value in procurement by:

- Giving Social Value greater weighting when scrutinising bids for future contracts in goods and services;
- Including a section on Social Value in the new Procurement Strategy; and
- Developing a Social Value Policy to underpin the new Procurement Strategy."

5. **QUESTIONS FOR THE CABINET**

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

6. **REPORTS OF CABINET AND COMMITTEES**

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

Cabinet

25th July, 2017
22nd August, 2017
19th September, 2017

Committees

Development Management	19th July, 2017
Development Management	16th August, 2017
Development Management	13th September, 2017

7. REPORTS OF POLICY AND REVIEW PANELS

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

Leisure and Youth	4th September, 2017
Environment	5th September, 2017
Borough Services	11th September, 2017
Community	14th September, 2017

A.E. COLVER
Head of Democratic and Customer Services

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 27 September 2017

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BOROUGH OF RUSHMOOR

MEETING OF THE BOROUGH COUNCIL held at the Council Chamber, Council Offices, Farnborough on Thursday, 27th July, 2017 at 7.00 pm.

The Worshipful The Mayor (Cllr Sophia Choudhary (Chairman))
The Deputy Mayor (Cllr S.J. Masterson (Vice-Chairman))

Cllr D.M.T. Bell
Cllr J.B. Canty
Cllr D.E. Clifford
Cllr Liz Corps
Cllr K. Dibble
Cllr R.L.G. Dibbs
Cllr C.P. Grattan
Cllr A. Jackman
Cllr G.B. Lyon
Cllr Marina Munro
Cllr J.J. Preece
Cllr P.F. Rust
Cllr M.D. Smith
Cllr L.A. Taylor
Cllr M.J. Tennant
Cllr Jacqui Vosper

Cllr T.D. Bridgeman
Cllr M.S. Choudhary
Cllr R. Cooper
Cllr P.I.C. Crerar
Cllr Sue Dibble
Cllr D.S. Gladstone
Cllr Barbara Hurst
Cllr B. Jones
Cllr J.H. Marsh
Cllr A.R. Newell
Cllr M.J. Roberts
Cllr M.L. Sheehan
Cllr M. Staplehurst
Cllr P.G. Taylor
Cllr B.A. Thomas
Cllr J.E. Woolley

Apologies for absence were submitted on behalf of Cllr Mrs. D.B. Bedford, Cllr Sue Carter, Cllr A.H. Crawford, Cllr Jennifer Evans and Cllr K.H. Muschamp.

Before the meeting was opened Mr David Betts of the Aldershot Garrison Chaplaincy Team led the meeting in prayers.

17. MINUTES

It was MOVED by Cllr D.E. Clifford; SECONDED by Cllr P.G. Taylor and

RESOLVED: That the Minutes of the meeting held on 22nd June, 2017 (copy having been circulated previously) be taken as read, approved and signed as a correct record of the proceedings.

18. MAYOR'S ANNOUNCEMENTS

(1) On behalf of the Council, the Mayor congratulated Cllr David Clifford and Ms Liz Stovell on their marriage earlier that week. Cllr and Mrs Clifford were extended very best wishes for their future together.

(2) The Mayor reported that she had attended the Aldershot Junior Schools' Kwik Cricket Festival at the Aldershot Cricket Club on 23rd June. This had been

the 28th year that the Aldershot Cricket Club had organised the Kwik Cricket Festival which involved over 350 children taking part in a day of cricket matches between schools.

- (3) The Mayor reported that she had had the pleasure of hosting a reception for Sir Gerald Howarth on 20th July, 2017 to mark his retirement from the House of Commons, having been the Member of Parliament for the Aldershot Constituency for over 20 years. The Mayor reported that Sir Gerald had been in touch following the event to say how touched he had been by the event and the gift from the Council and the attendance of so many guests from the different areas of his work as the Member of Parliament for the area. He had been particularly moved by the appearance of the Aldershot Military Wives Choir who had sung for Sir Gerald and guests.

19. **STANDING ORDER 8 - QUESTIONS**

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

20. **NOTICE OF MOTION**

The Council was asked to consider the following Motion, which had been submitted by Cllr J.J. Preece in accordance with the provisions of Standing Order 9 (1). It was MOVED by Cllr J.J. Preece; SECONDED by Cllr T.D. Bridgeman – That

“While thanking Hampshire Fire and Rescue Services (HFRS) for its recent partnership in monitoring fire safety in multi-storey residential blocks in Rushmoor, this Council resolves to ask:

- Hampshire Fire and Rescue Authority to ensure that HFRS is fully funded and resourced to keep the residents of Rushmoor safe, including having all the necessary trained personnel, equipment and procedures in place so that fires at all levels of the tallest residential building can be tackled effectively;
- All relevant partners to conduct an Emergency Planning Exercise as soon as practicable to test the response to a major fire in a multi-storey residential block.”

In introducing the Motion, Cllr Preece stated that the Grenfell Tower fire had been the worst UK fire disaster since the Second World War. At least 80 people had met a horrific death and he considered that this had been preventable. Cllr Preece also felt that the subsequent response of Kensington and Chelsea Borough Council had angered many people. He said that people in Rushmoor would want to know that such an event could not happen in Rushmoor and that, if it did, Rushmoor Borough Council would spring into action with a clearly defined disaster plan.

Cllr Preece commented that it was reassuring to know that Hampshire Fire and Rescue Service had conducted fire safety checks on the five multi-storey buildings in Rushmoor, including Alexander House and Stafford House. Both buildings had passed fire safety checks although cladding at Stafford House and areas of external

insulation at Alexander House needed to be sorted out and that follow-up work would be required.

Cllr Preece stated that fire safety work was very complicated and that fire safety inspections were about saving lives and therefore required properly qualified fire personnel to carry them out. Cllr Preece quoted Hampshire Chief Fire Officer, Dave Curry, who once said “sprinklers are a must for high rise buildings” and had also cited the deaths of two firefighters at Shirley Tower in Southampton in 2010 and a fire at Lakanal House in London in 2009 in which six people had died. Cllr Preece felt it was imperative that new sprinkler systems should be inspected by qualified people.

Cllr Preece spoke of the recent campaign to keep Rushmoor fire station operational 24 hours per day and was disappointed that further cuts were now being imposed on the fire station. It was noted that Hampshire Fire and Rescue Service was proposing to cut the number of immediately available fire crew from twelve to ten. Cllr Preece understood this to mean that only two fire engines would be available during the day and one at night. The Fire Brigade Union was fighting this proposal and proposing alternative cuts. Cllr Preece was disappointed that all fire services were facing austerity measures and that this included those firefighters who the nation saw risking their lives at the Grenfell Tower fire disaster. Cllr Preece was also concerned as fire services called on neighbours when they were stretched, so cuts to other services would also impact on Rushmoor.

Cllr Preece drew attention to two major fires in Surrey on 11th July, 2017 when Rushmoor crews had been called on, along with Fleet, Hartley Wintney, Bordon, Horsham, Surbiton, Sutton and Guildford fire stations, along with many others. It was understood that calls to the Surrey call centre had had to be switched to Merseyside. The local fire service was both facing cuts and being stretched to provide services. Cllr Preece said that it was against this background that the Government was asking for the fire inspection of buildings: multi-storey residential, other blocks of flats and homes in multiple occupation and high-rise offices. Cllr Preece understood that there were currently half the number of inspectors than there had been in 2010. Cllr Preece was of the opinion that to save lives and prevent further tragedies the Council needed to keep the pressure on to protect Rushmoor’s fire service.

Cllr Preece was pleased to learn about the emergency exercise which Rushmoor carried out each year with Hampshire and the Police and Fire and Rescue Service to test procedures, etc. Cllr Preece called for an emergency exercise to be carried out to test the response to a high rise building fire in Rushmoor. Such an exercise would require several units, specialist equipment for fighting a tower block fire (which would have to come from Surrey). The response times for all of these units would need to be tested. The exercise would also need to test the evacuation and displacement of people from their homes as well as looking at recovery from a major fire, including re-housing people in the medium term if their homes required extensive repairs and what the Council could do if homes were destroyed. Cllr Preece called on Members to support the Motion.

During discussion, reference was made to the lessons learned from previous fire tragedies and fire assessments to be carried out by premises owners to reduce the risk of a fire starting. There was an investigation underway by the fire authority into the causes of the fire at Grenfell Towers as well as police, coroner's and public enquiries. When the findings of these investigations were known there would no doubt be changes in fire legislation and building regulations to ensure members of the public were fully protected. Members' attention was also drawn to the introduction of a new Fire Inspectorate which would oversee the operation of all fire services across England. Reference was also made to the positive findings of the recent peer review challenge for Hampshire Fire and Rescue Service.

Attention was also drawn to emergency planning arrangements, which was currently co-ordinated in Hampshire by Hampshire County Council, involving all relevant agencies. In Rushmoor, the Council's role was to operate a control centre for which effective communication was vital to all those involved. The Borough Services Policy and Review Panel had been given an opportunity to watch the control centre in action at an emergency planning exercise.

It was **MOVED** by Cllr D.E. Clifford and **SECONDED** by Cllr G.B. Lyon – that the Motion be referred to the Borough Services Policy and Review Panel for consideration.

During discussion, it was suggested that the Rushmoor Fire Station Commander and a representative of the Fire Brigade Union should be invited to take part in the Panel's discussions on the Motion. The point was made that there should be a focus on whether Rushmoor would be 'fit for purpose' to deal with a tragedy similar to what happened at Grenfell Tower in the Royal Borough of Kensington and Chelsea. This would not only include liaison with Hampshire Fire and Rescue Service and the Police but also with the Garrison, social landlords, local hotels and other agencies to test how partners would respond in situations of crisis and disaster to recover situations and the process of developing contingency plans.

Following further discussion, the Motion to refer the original Motion to the Borough Services Policy and Review Panel was put to the Meeting. There voted **FOR: 32; AGAINST: 0** and the Motion to refer the issue to the Borough Services Policy and Review Panel was **DECLARED CARRIED** unanimously.

21. **APPOINTMENTS**

It was **MOVED** by Cllr L.A. Taylor; **SECONDED** by Cllr Keith Dibble and

RESOLVED: That Cllr A.H. Crawford be appointed to the Licensing and General Purposes Committee in place of Cllr Jennifer Evans for the remainder of the 2017/18 Municipal Year.

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

- (1) **Treasury Management Operations for 2016/17 and revisions to the 2017/18 Indicators**

The Corporate Services Portfolio Holder (Cllr P.G. Taylor) introduced the Report of the Cabinet which recommended the approval of:

- (i) The updated treasury management practices and schedules
- (ii) A variation to the Capital Programme of £15 million with delegation to the Cabinet to draw down for the purposes of investment property acquisition in 2017/18; and
- (iii) The updated 2017/18 prudential indicators contained in Appendix E of the Report.

It was **MOVED** by Cllr P.G. Taylor; **SECONDED** by Cllr D.E. Clifford – that approval be given to the recommendations.

There voted **FOR**: 22; **AGAINST**: 0 and the Recommendations were **DECLARED CARRIED**.

(2) **Code of Corporate Governance**

The Chairman of the Licensing and General Purposes Committee (Cllr A. Jackman) introduced the Report of the Committee on the updated Code of Corporate Governance 2016/17.

It was **MOVED** by Cllr A. Jackman; **SECONDED** by Cllr J. Woolley – that approval be given to the Code of Corporate Governance.

There voted **FOR**: 25; **AGAINST**: 0 and the Recommendation was **DECLARED CARRIED**.

23. **QUESTIONS FOR THE CABINET**

The Mayor reported that no questions had been submitted for the Cabinet.

24. **REPORTS OF CABINET AND COMMITTEES**

(1) **Cabinet**

It was **MOVED** by Cllr D.E. Clifford; **SECONDED** by Cllr G. Lyon and

RESOLVED: That the Reports of the Meetings of the Cabinet held on 13th and 27th June, 2017 be received.

(2) **Development Management Committee**

It was **MOVED** by Cllr B.A. Thomas; **SECONDED** by Cllr J.H. Marsh and

RESOLVED: That the Report of the Meeting of the Development Management Committee held on 21st June, 2017 be received.

(3) **Licensing and General Purposes Committee**

It was MOVED by Cllr J. Woolley; SECONDED by Cllr M.D. Smith and

RESOLVED: That the Report of the Meeting of the Licensing and General Purposes Committee held on 26th June, 2017 be received.

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

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

POLICY AND REVIEW PANEL	DATE OF MEETING
Borough Services	12th June, 2017
Community	15th June, 2017
Corporate Services	29th June, 2017

The meeting closed at 8.05 pm.



RUSHMOOR BOROUGH COUNCIL

CABINET

*Tuesday, 25th July, 2017 at 7.00 pm
at the Council Offices, Farnborough*

Councillor D.E. Clifford, Leader of the Council

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

Councillor Barbara Hurst, Health and Housing Portfolio Holder

Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder

Councillor M.L. Sheehan, Leisure and Youth Portfolio Holder

Councillor P.G. Taylor, Corporate Services Portfolio Holder

Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder

An apology for absence was submitted on behalf of Councillor K.H. Muschamp.

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 **8th August, 2017**.

22. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 27th June, 2017 were confirmed and signed by the Chairman.

23. **BUSINESS RATES - NEW DISCRETIONARY RELIEF POLICIES FOR SUPPORTING SMALL BUSINESSES AND PUBS –**

(Councillor Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Report No. FIN1725, which set out two proposed new Business Rates Relief Policies, which were intended to support small businesses and pubs.

Members were informed that these new policies would allow the Council to use its discretionary powers to award temporary relief to support business ratepayers who were facing large increases to their bills following the national revaluation, which had

come into force earlier in 2017. The details of the proposed schemes were set out in Annexes 1 and 2 of the Report. In response to a question, it was confirmed that pub relief would be for one year only but recipients would be invited to apply for small business relief after this period.

The Cabinet RESOLVED that the adoption of the new policies, to be known as the Supporting Small Businesses Relief and the Pub Relief Scheme, as set out in Report No. FIN1725, be approved.

24. **ALDERSHOT TOWN FOOTBALL CLUB AND FARNBOROUGH FOOTBALL CLUB - SUPPORT PACKAGE OF RENT RELIEF AND RATES RELIEF –**
(Councillor Maurice Sheehan, Leisure and Youth Portfolio Holder and Councillor Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Report No. CD1704, which set out a package of financial support for Aldershot Town Football Club and Farnborough Football Club, in respect of ongoing rent and rates payments. It was confirmed that the package offered support on a sliding scale for a three year period. Members were reminded that both clubs had been visited by the Cabinet to discuss continued financial support. Details of the proposed level of support were set out in the Report.

The Cabinet RESOLVED that the package of financial support to Aldershot Town Football Club and Farnborough Football Club, as set out in Report No. CD1704, be approved.

25. **POST CONSULTATION DETERMINATION ON PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGE FARES –**
(Councillor Ken Muschamp, Business, Safety and Regulation Portfolio Holder)

The Cabinet considered Report No. EHH1727, which provided an update on the post-consultation determination of proposed variations to the current scheme of hackney carriage fares, which, having been approved by the Cabinet on 30th May, 2017, had been published for public consultation.

Members were informed that, following consultation, no representations, objections or comments had been received. This meant that the proposal, as set out in Report No. EHH1720 and approved by the Cabinet on 30th May, 2017, would take effect from 1st August, 2017.

The Cabinet NOTED the post-consultation determination and the pending change to the scheme of fares.

26. **SOUTHWOOD GOLF COURSE - CONSULTATION ON OPTION TO CREATE A MAJOR NEW PARKLAND AND DELIVER SUITABLE ALTERNATIVE NATURAL GREENSPACE –**
(Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder and Councillor Maurice Sheehan, Leisure and Youth Portfolio Holder)

The Cabinet considered Joint Report No. COMM1714 / PLN1720, which set out a proposal to carry out a consultation exercise on an option to create a major new

parkland and deliver Suitable Alternative Natural Greenspace at Southwood Golf Course, Farnborough.

Members were informed that, as set out in the Council's new Local Plan, the identification of additional Suitable Alternative Natural Greenspace (SANG) was a priority for the Council in order to continue to deliver the regeneration of the Borough's town centres and meet housing needs. The Report set out an option to provide up to 50 hectares of SANG by closing the Southwood Golf Course and converting this to a major new parkland, which would be protected in perpetuity for all of the Borough's residents to enjoy. It was explained that this would enable the delivery of around 2,500 new homes elsewhere in the Borough.

The Cabinet noted that the consultation exercise would commence on 7th August and conclude in late September, 2017.

The Cabinet RESOLVED that the consultation exercise on the option for the potential closure of Southwood Golf Course and the conversion of the land to major parkland and use as Suitable Alternative Natural Greenspace, as set out in Joint Report No. COMM1714 / PLN1720, be approved.

The Meeting closed at 7.30 p.m.

D.E. CLIFFORD
LEADER OF THE COUNCIL



RUSHMOOR BOROUGH COUNCIL

CABINET

Tuesday, 22nd August, 2017 at 7.00 pm
at the Council Offices, Farnborough

Councillor D.E. Clifford, Leader of the Council
Councillor K.H. Muschamp, Deputy Leader and Business, Safety and Regulation
Portfolio Holder

Councillor Barbara Hurst, Health and Housing Portfolio Holder
Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder
Councillor M.L. Sheehan, Leisure and Youth Portfolio Holder
Councillor P.G. Taylor, Corporate Services Portfolio Holder
Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **5th September, 2017**.

27. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 25th July, 2017 were confirmed and signed by the Chairman.

28. **REVENUE BUDGET MONITORING AND FORECASTING 2017/18 - POSITION AT JULY, 2017 –**

(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN1726, which set out the anticipated financial position for 2017/18, based on the monitoring exercise carried out during July, 2017. Members were informed that savings and efficiencies of around £550,000 were required for the year and that this target had been met, substantially, by two major reductions in expenditure, in relation to the new waste collection, recycling, grounds' maintenance and street cleansing contract and the results of the Mutually Agreed Resignation Scheme (MARS). It was reported that the balance of the General Fund stood at £2 million at the start of 2017/18, which was at the top of the range set out in the Medium Term Financial Strategy. For this reason, no transfers to or from the

Stability and Resilience Fund were proposed at the present time. Members noted that a good take-up of the green waste collection scheme had boosted income to the Council.

The Cabinet NOTED the latest Revenue Budget monitoring position, as set out in Report No. FIN1726.

29. **CAPITAL PROGRAMME MONITORING AND FORECASTING 2017/18 - POSITION AT JULY, 2017 –**
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN1727, which provided the latest forecast regarding the Council's Capital Programme for 2017/18, based on the monitoring exercise carried out during July, 2017. The Report advised that the Capital Programme for 2017/18, allowing for slippages from the previous financial year and additional approvals, totalled £36,988,000. It was noted that £15 million had been allocated for the acquisition of investment properties during 2017/18 but that any purchases were likely to be made later in the financial year to allow for a full and proper assessment of potential market opportunities.

The Cabinet NOTED the latest Capital Programme monitoring position, as set out in Report No. FIN1727.

30. **COUNCIL PLAN FIRST QUARTER 2017/18 PERFORMANCE UPDATE REPORT –**
(Councillor David Clifford, Leader of the Council)

The Cabinet received Report No. DMB1703, which set out the Council's performance management monitoring information for the first quarter of the 2017/18 municipal year.

The Cabinet NOTED the progress made towards delivering the Council Plan 2017/18, as set out in Report No. DMB1703.

31. **THAMES BASIN HEATHS SPECIAL PROTECTION AREA AVOIDANCE AND MITIGATION STRATEGY UPDATE –**
(Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. PLN1727, which set out proposed changes to the Rushmoor Thames Basin Heaths Avoidance and Mitigation Strategy, to incorporate arrangements with Hart District Council to allow development schemes within Rushmoor to utilise surplus Suitable Alternative Natural Green Space (SANG) within the Hart area.

Members heard that the proposal would allow for the delivery of 1,500 net new homes in the Farnborough area. It was noted that, due to the location of the SANG, the proposal would not provide mitigation for development in the Aldershot area and, in this respect, further SANG capacity would need to be sought. In response to a question, it was explained that this proposal would not affect Hart District Council's ability to deliver its required housing over the coming period.

The Cabinet RESOLVED that

- (i) the amendments to the Rushmoor Thames Basin Heaths Avoidance and Mitigation Strategy, based on the draft set out in Appendix I of Report No. PLN1727, be approved;
- (ii) the arrangements for developers to secure SANG capacity in Hart's area, based on the draft set out in Appendix II to the Report, be approved; and
- (iii) the Head of Planning, in consultation with the Portfolio Holder for Environment and Service Delivery, subject to being satisfied that the location, capacity and costs of the SANG provision offered were suitable to support the needs of development in Rushmoor, be authorised to approve and publish the final versions of the documents set out in Appendices I and II of the Report, following discussion and agreement with Natural England.

32. **NEW COMMUNITY NOTICEBOARD - NORTH TOWN –**
(Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. COMM1716, which set out a request to authorise the Head of Community and Environmental Services to apply for planning permission for a new community noticeboard to be erected in Holly Road, Aldershot. Members were informed that an award of £500 from the Community Ward Grants Scheme would be used to pay for the new noticeboard and the cost of submitting the planning application. It was explained that the existing community noticeboard, located in the shopping area, had been in a damaged condition but had recently been replaced.

The Cabinet RESOLVED that the Head of Community and Environment be authorised to apply for planning permission for the new community noticeboard in Holly Road, as set out in Report No. COMM1716.

The Meeting closed at 7.22 pm.

D.E. CLIFFORD
LEADER OF THE COUNCIL



RUSHMOOR BOROUGH COUNCIL

CABINET

*Tuesday, 19th September, 2017 at 7.00 pm
at the Council Offices, Farnborough*

Councillor D.E. Clifford, Leader of the Council
Councillor K.H. Muschamp, Deputy Leader and Business, Safety and
Regulation Portfolio Holder
Councillor Barbara Hurst, Health and Housing Portfolio Holder
Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder
Councillor M.L. Sheehan, Leisure and Youth Portfolio Holder
Councillor P.G. Taylor, Corporate Services Portfolio Holder
Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **3rd October, 2017**.

33. MINUTES –

The Minutes of the meeting of the Cabinet held on 22nd August, 2017 were confirmed and signed by the Chairman.

34. NEW BUSINESS RATES DISCRETIONARY RATE RELIEF (REVALUATION) POLICY –

(Councillor Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Report No. FIN1728, which set out a proposed new Discretionary Rate Relief Policy, which was intended to support those ratepayers who had been worst affected by the 2017 Business Rates revaluation exercise.

Members were informed that this new policy would complement those adopted previously and would enable the Council to use its discretionary powers, with effect from 1st April, 2017, to award relief to those small and medium sized businesses that were facing the largest increases following the national revaluation, which had come into force earlier in 2017. The draft policy was set out in Appendix 1 to the Report. In

response to a question, it was confirmed that recipients would need to reapply for the relief each year.

The Cabinet RESOLVED that

- (i) the adoption of the new policy, to be known as the Business Rates Discretionary Rate Relief (Revaluation), as set out in Report No. FIN1728, be approved; and
- (ii) the Head of Financial Services be authorised to apply the reliefs.

The Meeting closed at 7.11 pm.

D.E. CLIFFORD
LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 19th July, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr B.A. Thomas (Chairman)
Cllr J.H. Marsh (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr D.M.T. Bell
Cllr R. Cooper
Cllr P.I.C. Crerar
Cllr Sue Dibble
Cllr Jennifer Evans
Cllr D.S. Gladstone
Cllr C.P. Grattan
Cllr A.R. Newell

Non-Voting Members

Cllr M.J. Tennant (Environment and Service Delivery Portfolio Holder) (ex officio)

20. DECLARATIONS OF INTEREST

There were no declarations of interest.

21. MINUTES

The Minutes of the Meeting held on 21st June, 2017 were approved and signed by the Chairman.

22. PLANNING APPLICATIONS

RESOLVED: That

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

* 17/00544/FUL (Flat 4, No. 11 Netley Street, Farnborough);

- (ii) the following application be deferred pending consideration at a future meeting:

* 16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);

(iii) 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. PLN1724, be noted;

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

- 16/00981/FULPP (Aldershot Bus Station, No. 3, Station Road, Aldershot);
- 17/00241/ADJ (Hartland Park, Bramshot Lane, Fleet);
- 17/00348/FULPP (Farnborough Business Park, Templer Avenue, Farnborough);
- 17/00447/FULPP (The Beehive, No. 264 High Street, Aldershot);
- 17/00494/REMPP (McGrigor Zone D Wellesley, 116 Dwellings);
- 17/00495/LBC2PP (McGrigor Zone D Wellesley, Listed Building Consent)

* The Head of Planning's Report No. PLN1724 in respect of these applications were amended at the meeting

23. REPRESENTATIONS BY THE PUBLIC

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

Application No.	Address	Representation	In support of or against the application
16/00837/FULPP	The Crescent, Southwood Business Park, Summit Avenue, Farnborough	Mr. J. Sudbury	Against
		Mr. C. Pearse	In support

24. APPLICATION NO. 16/00837/FULPP - THE CRESCENT, SOUTHWOOD BUSINESS PARK, SUMMIT AVENUE, FARNBOROUGH

The Committee considered the Head of Planning's Report No. PLN1724 (as amended at the meeting) regarding the comprehensive redevelopment of the site comprising demolition of existing buildings and site clearance and erection of 159 residential units (Use Class C3) (comprising 9 x 1-bedroom flats, 27 x 2-bedroom flats, 26 x 2-bedroom houses, 2 x 3-bedroom flats, 79 x 3-bedroom houses and 16 x

4-bedroom houses), associated parking and servicing, hard and soft landscaping, public amenity space and play areas, formation of vehicular access onto Southwood Road and other associated works. Before considering the application in detail, the Committee received representations in accordance with the scheme for public representation from Mr. J. Sudbury against the application and Mr. C. Pearse in support of the application.

It was noted that the recommendation was to grant subject to the completion of a satisfactory Section 106 Planning Obligation.

On considering the application Members were supportive of the overall residential development but raised objections to the planned vehicular access onto Southwood Road, citing traffic and safety concerns, and felt that the applicants had failed to give due consideration to other options such as access via Apollo Rise and/or Summit Avenue. It was also noted that the current application did not include any electric car charging points when the provision of such facilities was a recommendation contained in the Council's 'Car and Cycle Parking Supplementary Planning Document'.

Nick Gammer, Senior Transport Engineer – Highways Development Planning (Hampshire County Council), outlined some of the analyses Hampshire County Council had undertaken in respect of issues relating to the proposed vehicular access onto Southwood Road and confirmed that the County Council had no objections to the current planning application.

RESOLVED: That consideration of Planning Application No. 16/00837/FULPP be deferred in order that the applicants be invited to consider alternative vehicular access instead of the proposed access onto Southwood Road.

25. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT - BRIARLEES COURT, MORRIS, ROAD, FARNBOROUGH**

The Committee noted the decision to take no further action by the Head of Planning in accordance with the Council's Scheme of Delegation, more specifically specified in the Head of Planning's Report No. PLN1726.

26. **CAR AND CYCLE PARKING STANDARDS - REVIEW OF SUPPLEMENTARY PLANNING DOCUMENT**

The Committee received the Head of Planning's Report No. PLN1723 regarding the consultation on a draft Supplementary Planning Document (SPD) following a review by the Cabinet of the Council's current Car and Cycle Parking Standards which had been adopted in April 2012. The Committee noted that the Cabinet had proposed changes to the SPD at its meeting on 27th June, 2017 and that these changes were mainly focussed on providing clarity where the present guidance was unclear. The Committee was advised that the consultation period was open until 6th September, 2017, and any comments should be forwarded to Jim Pettitt, Transportation Strategy Officer, by that deadline.

RESOLVED: That the Head of Planning's Report No. PLN1723 be noted.

27. APPEALS PROGRESS REPORT

The Committee received the Head of Planning's Report No. PLN1725 concerning the following appeal decisions:

Application No.	Description	Decision
17/00067/FULP	Against the Council's decision to refuse planning permission for the erection of a detached garage block providing garaging for four cars with summer room and ancillary loft storage and games room at Friars Keep, No. 41 Manor Road, Aldershot.	Dismissed
16/00957/TPOPP	Against the Council's decision to refuse consent to fell a sweet chestnut tree subject to a TPO at No. 9 Leopold Avenue, Farnborough.	Dismissed

RESOLVED: That the Head of Planning's Report No. PLN1725 be noted.

28. APPLICATION NO. 17/00182/MMA - NO. 34 CRANMORE LANE, ALDERSHOT

The Committee received information regarding an urgent decision, made in consultation with the Vice-Chairman, to extend the deadline for the completion of the Section 106 Planning Obligation in respect of the retention of the dwelling with four bedrooms and patio and amendments to elevations and parking at No. 34 Cranmore Lane, Aldershot.

Members were reminded that the Committee had resolved to grant planning permission on 21st June, 2017 for the above development, subject to the completion of a satisfactory Planning Obligation under Section 106 of the Town and Country Planning Act 1990 by 14th July, 2017.

It was reported that the applicants had been unable to complete the required obligation in accordance with the resolution due to them electing to pay the required financial contribution by personal cheque and the Solicitor to the Council being unable to seal the Planning Obligation until the cheque had cleared, which could not be verified until 26th July, 2017.

The extension of time for completion of the Planning Obligation after the deadline of 14th July, 2017 had required further authority to grant planning permission. Therefore, in accordance with Part 3 – 'Responsibility for Functions', Paragraph 6 of the Constitution, the Head of Planning, in consultation with the Vice-Chairman of the Development Management Committee, had amended the terms of the resolution of

21st June, 2017 to extend the deadline for the completion of the Planning Obligation under Section 106 until 27th July, 2017.

RESOLVED: That the report be noted and the action taken be endorsed.

The meeting closed at 8.50 pm.

CLLR B.A. THOMAS (CHAIRMAN)

Development Management Committee
19th July 2017

Appendix "A"

Application No. & Date Valid: 17/00544/FUL 27th June 2017

Proposal: Replacement of existing silver aluminium framed windows with double glazed white uPVC at **Flat 4 11 Netley Street Farnborough Hampshire**

Applicant: Miss H Shuttler

Conditions: 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 The permission hereby granted shall be carried out in accordance with the following approved drawings -

Reason - To ensure the development is implemented in accordance with the permission granted.

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 16th August, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr B.A. Thomas (Chairman)
Cllr J.H. Marsh (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr D.M.T. Bell
Cllr P.I.C. Crerar
Cllr Sue Dibble
Cllr C.P. Grattan
Cllr A.R. Newell

Non-Voting Members

Cllr M.J. Tennant (Environment and Service Delivery Portfolio Holder) (ex officio)

Apologies for absence were submitted on behalf of Cllr R. Cooper, Cllr Jennifer Evans and Cllr D.S. Gladstone.

Cllr P.F. Rust attended the meeting in place of Cllr Jennifer Evans.

29. DECLARATIONS OF INTEREST

Having regard to the Members' Code of Conduct, the following declarations of interest were made. The member with a disclosable pecuniary interest left the meeting during the debates on the relevant agenda items:

Member	Application No. and Address	Interest	Reason
Cllr B.A. Thomas	17/00447/FULPP (The Beehive, 264 High Street, Aldershot)	Prejudicial	Runs a public house close to the application premises.
Cllr B.A. Thomas	17/00575/REVPP (24-26 Church Lane East, Aldershot)	Prejudicial	Proximity of home to the site.

30. **MINUTES**

The Minutes of the meeting held on 19th July, 2017 were approved and signed by the Chairman.

31. **PLANNING APPLICATIONS**

RESOLVED: That

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

17/00264/FULPP (Building 4.2, Frimley Business Park, Frimley, Camberley);

- (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. PLN1728, be noted;

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

- * 17/00447/FULPP (The Beehive, 264 High Street, Aldershot);
- * 17/00554/FULPP (6 Woodlands Road, Farnborough);
- 17/00575/REVPP (24-26 Church Lane East, Aldershot);

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

16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);
16/00981/FULPP (Aldershot Bus Station, No. 3, Station Road, Aldershot);
17/00241/ADJ (Hartland Park, Bramshot Lane, Fleet);
17/00348/FULPP (Farnborough Business Park, Templer Avenue, Farnborough);
17/00494/REMPP (McGrigor Zone D Wellesley, 116 Dwellings);
17/00495/LBC2PP (McGrigor Zone D Wellesley, Listed Building Consent)

- * The Head of Planning's Report No. PLN1728 in respect of these applications was amended at the meeting

32. APPLICATION NO. 17/00447/FULPP - THE BEEHIVE, 264 HIGH STREET, ALDERSHOT

The Committee considered the Head of Planning's Report No. PLN1728 (as amended at the meeting) regarding the change of use of The Beehive Public House to eight flats, consisting of 6 x 1-bedroom units, 1 x 2-bedroom unit and 1 x studio, including the erection of extensions at the rear and the erection of a new building at the rear to create 2 x 1-bedroom units and 1 x 2-bedroom house.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory Obligation under Section 106 of the Town and Country Planning Act 1990 by 6th September, 2017 to secure a financial contribution of £47,023 towards the Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy and £14,848 towards offsite public open space works, 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. PLN1728 (as amended at the meeting); however
- (ii) in the event that a satisfactory Obligation is not completed and received by 6th September, 2017, 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 open space in accordance with Policy OR4 of the Rushmoor Local Plan, or make satisfactory arrangements to mitigate the potential impact upon the Thames Basin Heaths Special Protection Area as required by Core Strategy Policies CP11 and CP13.

33. APPLICATION NO. 17/00554/FULPP - NO. 6 WOODLANDS ROAD, FARNBOROUGH

The Committee considered the Head of Planning's Report No. PLN1728 (as amended at the meeting) regarding the erection of a detached 2-bedroom house with associated parking, refuse and cycle storage areas.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory Agreement under Section 106 of the Town and Country Planning Act 1990 by 21st August, 2017

to secure financial contributions towards Special Protection Area mitigation, 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. PLN1728 (as amended at the meeting); however

- (ii) in the event that a satisfactory Unilateral Undertaking is not received by 21st August, 2017, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal does not make a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area in accordance with the Rushmoor Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy (2014) and Core Strategy Policies CP11 AND CP13.

34. APPLICATION NO. 17/00575/REVPP - NOS. 24-26 CHURCH LANE EAST, ALDERSHOT

The Committee considered the Head of Planning's Report No. PLN1728 regarding the retention of alterations to site layout, siting, fenestration, height of dwellings and creation of additional (third) bedrooms within roofs of Plot 1 and 2 units as amendments to the development scheme approved with planning permission 15/00970/FULPP, dated 5th February, 2016.

It was noted that the recommendation was to grant 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 25th August, 2017 to secure an additional financial contribution of £3,750 towards Special Protection Area avoidance and mitigation and access management at the Rowhill Copse SANG mitigation scheme, 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. PLN1728; however
- (ii) in the event that a satisfactory Section 106 Obligation is not received by 25th August, 2017, 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 financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area in accordance with the Rushmoor Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and Core Strategy Policies CP11 and CP13; and affordable housing in accordance with Core Strategy Policy CP6.

35. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER APRIL - JUNE 2017**

The Committee received the Head of Planning's Report No. PLN1729 which provided updates on the Performance Indicators for the Development Management Section of Planning and the overall workload of the Section for the period 1st April to 30th June, 2017.

The Head of Planning highlighted the increase in planning applications and associated income in the first quarter. The Committee was reminded that planning application fees were set at a national level whilst fees for pre-application discussions were set locally, and that Rushmoor's fees for the latter were lower than other comparable councils.

RESOLVED: That the Head of Planning's Report No. PLN1729 be noted.

The meeting closed at 7.51 pm.

CLLR B.A. THOMAS (CHAIRMAN)

**Development Management Committee
16th August 2017**

Appendix "A"

Application No. & Date Valid: **17/00264/FULPP** **28th March 2017**

Proposal: Erection of a three storey Use Class B1/B2/B8 building with associated car parking and landscaping works at **Building 4.2 Frimley Business Park Frimley Camberley**

Applicant: AG Frimley GP Ltd

Conditions: 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 Notwithstanding any details submitted with the application, no works shall start on site until a schedule and/or samples of the external materials to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.*

3 Notwithstanding any details submitted with the application no works shall start on site until a schedule and/or samples of surfacing materials, to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved

Reason - To ensure satisfactory external appearance and drainage arrangements.*

4 Construction or demolition work of any sort within the area covered by the application shall only take place between the hours of 0800-1800 on Monday to Fridays and 0800-1300 on Saturdays. No work at all shall take place on Sundays and Bank or Statutory Holidays.

Reason - To protect the amenities of neighbouring occupiers and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 5 Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order, 1987, (or any other Order revoking or re-enacting that Order) the building shall be used only for the purposes of Use Classes B1, B2 and/or B8 and for no other purpose, without the prior permission of the Local Planning Authority.

Reason - To protect the amenities of neighbouring occupiers, to safeguard employment land and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 6 In the event that unforeseen ground conditions or materials which suggest potential or actual contamination are revealed at any time during implementation of the approved development it must be reported, in writing, immediately to the Local Planning Authority. A competent person must undertake a risk assessment and assess the level and extent of the problem and, where necessary, prepare a report identifying remedial action which shall be submitted to and approved in writing by the Local Planning Authority before the measures are implemented.

Following completion of measures identified in the approved remediation scheme a verification report must be prepared and is subject to approval in writing by the Local Planning Authority.

Reason - To ensure that the site is safe for the development permitted and in the interests of amenity and pollution prevention

- 7 No works shall start on site until the existing trees and hedges which are to be retained have been adequately protected from damage during site clearance and works in accordance with details which have first been submitted to and approved in writing by the Local Planning Authority and which shall include stout exclusion fencing located outside the perimeter of canopy spread.

Reason - To preserve the amenity value of the retained trees and shrubs.*

- 8 The development hereby permitted shall be undertaken in accordance with the levels shown on the approved plans

Reason - To ensure a satisfactory form of development in relation to neighbouring property and drainage.*

- 9 The development hereby approved shall not be occupied until the parking facilities shown on the approved plans have been completed and made ready for use by the occupiers. The parking facilities shall be thereafter retained solely for parking purposes (to be used by the occupiers of, and visitors to, the development). *

Reason - To ensure the provision and availability of adequate off-street parking.

- 10 Notwithstanding any information submitted with the application, no development shall take place until a scheme for the provision and management of a minimum buffer zone of 8m alongside the river Blackwater shall be submitted to and agreed in writing by the local planning authority. Thereafter the development shall be carried out in accordance with the approved scheme. The buffer zone scheme shall be free from built development including lighting. The schemes shall include:

- a scaled plan clearly showing the extent and layout of the buffer zone in relation to the watercourse and the development;
- details of the planting scheme and/or seed mixes within the buffer zone (which should be of native species only);
- details of any footpaths and fencing within the buffer zone;
- details demonstrating how the buffer zone will be protected during construction; and
- details demonstrating how the buffer zone will be managed/maintained over the longer term.

Reason: In the interests of biodiversity, protection of habitat and the water environment.

- 11 The cycle parking hereby approved shall be provided and properly laid out prior to first occupation of the development and thereafter retained free of any impediment to its designated use unless otherwise

agreed in writing by the Local Planning Authority*

Reason: To encourage access to the site by alternative modes of transport to the car

- 12 No spoil or materials shall be deposited or stored on that part of the site lying within the area of land liable to flood.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity

- 13 No building materials shall be stored within 8 metres of the River Blackwater.

Reason: To maintain the character of the watercourse.

- 14 All plant and machinery shall be enclosed with soundproofing materials and mounted in a way which will minimise transmission of structure-borne sound in accordance with a scheme to be first submitted to and approved in writing by the Local Planning Authority. All plant and machinery shall be switched off between the hours of 11pm and 7am.

Reason - To protect the amenity of neighbouring occupiers.*

- 15 No works shall start on site until a construction method statement has been submitted to and approved in writing by the Local Planning Authority, which shall include:

- i) programme of construction work;
- ii) the provision of long term facilities for contractor parking;
- iii) the arrangements for deliveries associated with all construction works;
- iv) methods and phasing of construction works;
- v) access and egress for plant and deliveries;
- vi) protection of pedestrian routes during construction;
- vii) location of temporary site buildings, site compounds, construction materials and plant storage areas;
- viii) controls over dust, noise and vibration during the construction period;
- ix) provision for storage, collection and disposal of rubbish from the development during the construction

period

(x) lorry routing; and

xi) provision for the on-site parking and turning of construction vehicles

Construction shall only take place in accordance with the approved method statement.

Reason - To protect the amenities of neighbouring occupiers, to prevent pollution and adverse impacts on highway conditions in the vicinity.*

- 16 No display or storage of goods, materials, plant, or equipment shall take place other than within the buildings.

Reason - In the interests of amenity.

- 17 No works shall start on site until details of the proposed means of surface water disposal including an implementation programme have been submitted to, and approved in writing by, the Local Planning Authority. Once approved the scheme shall be implemented in full in accordance with the approved details and thereafter retained.

Reason: In the interests of the proper drainage of the site having regard to policy CP4 of the Rushmoor Core Strategy.

- 18 Within 3 months of the first occupation of the building a verification report shall be submitted which demonstrates that the development has achieved a BREEAM Very Good standard.

Reason - To confirm the target score as indicated in the BREEAM Pre-Assessment Summary Report prepared by RPS and to meet the objectives of policy CP3 of the Rushmoor Core Strategy.

- 19 The recommendations as set out in section 7 of the Preliminary Ecological Appraisal prepared by Middlemarch Environmental Ltd, report number RT-MME-123096-01 dated February 2017 shall be implemented in full prior to the first occupation of the development.

Reason - In the interests of amenity and biodiversity

20 The external illumination of the development shall take place in accordance with the Ecological Advice for Lighting Strategy - Frimley Business Park Frimley Surrey prepared by Middlemarch Environmental dated 1 March 2017 and the landscape lighting plan AHR-AR- FRM-PLN-00L005 rev B.

Reason: in the interests of biodiversity and amenity

21 No development shall take place between the rear of the building hereby approved and the River Blackwater .

Reason - In the interests of amenity and biodiversity

22 The permission hereby granted shall be carried out in accordance with the following approved drawings - AHR-AR-FRM-PLN-00L001 rev B, 00L002 rev B, 00L003 rev A, 00L004 rev B, 00L005 rev B, ELV- 000001 rev E, 000002 rev B, 000003 rev D, PLN- 00B000 rev E, 00G000 rev E, 001000 rev E, 001001 rev D, 002000 rev D, 00R000 rev E, SEC-000001 rev F and 000002 rev B

Reason - To ensure the development is implemented in accordance with the permission granted

**Application No.
& Date Valid**

17/00554/FULPP

30th June 2017

Proposal: Erection of a detached 2-bedroom house with associated parking, refuse and cycle storage areas at **6 Woodlands Road Farnborough Hampshire GU14 9QJ**

Applicant: Mr Barry Foster

Conditions: 1 The development hereby permitted shall be begun before the expiration of one year from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004, to reflect the objectives of the Council's Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy as amended July 2014 and to accord with the resolution of Rushmoor's Cabinet on 17 June 2014 in respect of Planning Report no PLN1420.

- 2 No works shall start on site until a schedule and/or samples of the external materials to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The Development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.*

- 3 No works shall start on site until a schedule and/or samples of surfacing materials, including those to access driveways/forecourts to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved

Reason - To ensure satisfactory external appearance and drainage arrangements.*

- 4 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England), Order 2015 (or any Order revoking and re-enacting that Order), no development falling within Classes B and C of Part 1 of Schedule 2 shall be carried out without the prior permission of the Local Planning Authority.

Reason - To protect the amenities of neighbouring residential properties and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 5 Notwithstanding the details shown on the submitted plans, the first floor windows in the eastern elevation shall be obscure glazed in their entirety, and fixed closed with the exception of opening toplights which shall have a minimum cill height of 1.7m above the internal floor level.

Reason - To protect the amenities of neighbouring residential properties.

- 6 Construction or demolition work of any sort within the area covered by the application shall only take place between the hours of 0800-1800 on Monday to Fridays and 0800-1300 on Saturdays. No work at all shall take place on Sundays and Bank or Statutory Holidays.

Reason - To protect the amenities of neighbouring residential properties and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 7 All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the buildings or the practical completion of the development, whichever is the sooner.

Reason -To ensure the development makes an adequate contribution to visual amenity.

- 8 The parking spaces on approved Plan 1607.2 Rev F shall be provided prior to the first occupation of the dwelling and thereafter shall only be used for the parking of private motor vehicles ancillary and incidental to the residential use of the dwellinghouse hereby approved. These spaces shall be kept available at all times for parking and shall not be used for the storage of Caravans, boats or trailers.

Reason - To safeguard residential amenity and ensure the provision and availability of adequate off-street parking.

- 9 The permission hereby granted shall be carried out in accordance with the following approved documents and drawings - Construction Method Statement, SAP2012 Report, Water Efficiency Report, Drainage Strategy and Maintenance Statement, Design and Access Statement, Construction Traffic Method Plan, 1607.01 Rev E, 1607.02 Rev F, 1607.03 Rev D, 1607.04 Rev C, 1607.05, 1607.06 Rev B, 1607.07 Rev F & 00283.

Reason - To ensure the development is implemented in accordance with the permission granted

- 10 Notwithstanding any information submitted with the application, prior to the commencement of development a fowl and surface water drainage strategy to include Sustainable Drainage Systems (SUDS) or other appropriate drainage measures into the development shall be submitted to and approved in writing by the Local Planning Authority. Such details as may be approved shall be implemented in full prior to the first occupation of the development and retained in perpetuity.

Reason - To reflect the objectives of Policy CP4 of the Rushmoor Core Strategy *

- 11 Prior to the commencement of development, and notwithstanding any details submitted with the application, details of measures to achieve the energy performance standards in accordance with Code Level 4 for Sustainable Homes or equivalent shall be submitted to and approved in writing by the Local Planning Authority. Such details as may be approved shall be implemented in full prior to the first occupation of the dwelling to which they relate and retained in perpetuity.

Reason - To reflect the objectives of Policy CP3 of the Rushmoor Core Strategy

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 13th September, 2017 at the Council Offices,
Farnborough at 7.00 pm.

Voting Members

Cllr B.A. Thomas (Chairman)
Cllr J.H. Marsh (Vice-Chairman)

Cllr D.M.T. Bell
Cllr R. Cooper
Cllr P.I.C. Crerar
Cllr Sue Dibble
Cllr Jennifer Evans
Cllr D.S. Gladstone
Cllr C.P. Grattan
Cllr A.R. Newell
Cllr S.J. Masterson

Non-Voting Members

Cllr M.J. Tennant (Environment and Service Delivery Portfolio Holder) (ex officio)

Apologies for absence were submitted on behalf of Cllr Mrs. D.B. Bedford.

36. DECLARATIONS OF INTEREST

There were no declarations of interest.

37. MINUTES

The Minutes of the meeting held on 16th August, 2017 were approved and signed by the Chairman.

38. PLANNING APPLICATIONS

RESOLVED: That

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

17/00515/FULPP	(Land at Kennels Lane, Farnborough);
* 17/00348/FULPP	(Farnborough Business Park, Templer

Avenue, Farnborough);

- (ii) no objection be raised in respect of the application listed below and set out in Appendix "A" attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

17/00660/ADJ (Land at Kennels Lane, Farnborough);

- (iii) an objection be raised in respect of the application listed below and set out in Appendix "B" attached hereto for the reasons mentioned therein:

17/00241/ADJ (Hartland Park, Bramshot Lane, Fleet);

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

16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);

16/00981/FULPP (Aldershot Bus Station, No. 3, Station Road, Aldershot);

17/00494/REMPP (McGrigor Zone D Wellesley, 116 Dwellings);

17/00495/LBC2PP (McGrigor Zone D Wellesley, Listed Building Consent);

17/00616/FULPP Lane at Orchard Rise, 127 and La Fosse House, 129 Ship Lane, and Farnborough Hill School, 312 Farnborough Road, Farnborough.

- * The Head of Planning's Report No. PLN1730 in respect of this application was amended at the meeting

39. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT - NO. 29 WELLINGTON STREET, ALDERSHOT**

The Committee noted the decision to take enforcement action by the Head of Planning in accordance with the Council's Scheme of Delegation, more specifically specified in the Head of Planning's Report No. PLN1731.

RESOLVED: that the Report be noted.

40. **APPEALS PROGRESS REPORT**

Description

Decision

Against an Enforcement Notice dated and served on 28 September 2015 requiring the material change of use of the land from use for	Re-determined Ground (f) Appeal ALLOWED resulting in further amendments to the requirements of the Enforcement Notice; However the
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agriculture to a mixed use comprising: 1. sale of motor vehicles; 2. the storage of motor vehicles; 3. storage of de-polluted motor vehicles bodies and vehicle parts; 4. general storage; 5. siting of a mobile home; 6. siting of portable buildings; 7. the creation of earth bunds; 8. the creation of a hard-core standing area; 9. the creation of a tarmac car park; and, 10. the erection of watchtower/camera gantry cease at land at former Lafarge Site, Hollybush Lane, Aldershot.

overall appeal decision remains as originally determined : Appeal DISMISSED and Enforcement Notice UPHELD with variations.

RESOLVED: That the Head of Planning's Report No. PLN1732 be noted.

The meeting closed at 7.35 pm.

CLLR B.A. THOMAS (CHAIRMAN)

**Development Management Committee
13th September 2017**

Appendix "A"

Application No. & Date Valid: **17/00515/FULPP** **17th June 2017**

Proposal: Change of use of land to provide a Suitable Alternative Natural Greenspace (SANG) including: access; car parking; fencing; pathways; landscaping; earthworks; and all other ancillary and enabling works. at **Land At Kennels Lane Farnborough Hampshire**

Applicant: The Prudential Assurance Company Ltd, SEH Manager Ltd & SEH

Conditions: 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 Prior to the first use/occupation of the development details of advance warning highway signage to be displayed on Kennels Lane shall be submitted to the Local Planning Authority for approval. Once approved the signage shall be installed prior to the first use/occupation of the development and thereafter retained in a satisfactory condition.

Reason - In the interests of pedestrian/cyclist safety.

3 Notwithstanding any information submitted with the application, details of the boundary treatment line along Kennels Lane including site levels and tree removal shall be submitted to the Local Planning Authority for approval. Once approved the boundary treatment shall be installed in accordance with these details and thereafter retained.

Reason - In the interests of the visual amenities of the area.

4 The permission hereby granted shall be carried out in accordance with the following approved drawings -

Reason - To ensure the development is implemented in accordance with the permission granted.

**Application No.
& Date Valid:**

17/00348/FULPP

25th April 2017

Proposal:

Erection of a new car showroom with ancillary offices to be used for the sale and display of motor vehicles; an associated workshop for the repair, servicing and maintenance of motor vehicles together with associated car and cycle parking, access/highway works, drainage, bin store, landscaping, plant and ancillary works. at **Farnborough Business Park Templar Avenue Farnborough Hampshire**

Applicant:

HEREF Farnborough Limited

Conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 Notwithstanding any information submitted with the application, no works shall start on site until a schedule and/or samples of the external materials to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.*

- 3 Notwithstanding any information submitted with the application no works shall start on site until a schedule and/or samples of surfacing materials, including those to access driveways/forecourts to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance and drainage arrangements.*

- 4 The development shall be undertaken in accordance with the levels as shown on drawing number 101 entitled Drainage and Levels plan.

Reason - To ensure a satisfactory form of development in relation to neighbouring property.*

- 5 Construction or demolition work of any sort within the area covered by the application shall only take place between the hours of 0800-1800 on Monday to Fridays and 0800-1300 on Saturdays. No work at all shall take place on Sundays and Bank or Statutory Holidays.

Reason - To protect the amenities of neighbouring residential properties and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 6 Notwithstanding any details submitted with the application, no works shall start on site until a fully detailed landscape and planting scheme (to include, where appropriate, both landscape planting and ecological enhancement) has been submitted to and approved in writing by the Local Planning Authority. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the buildings or the practical completion of the development, whichever is the sooner. Any tree/shrub removed, dying or becoming seriously diseased within five years of planting shall be replaced by trees/shrubs of similar size and species to those originally required to be planted.

Reason - To ensure the development makes an adequate contribution to visual amenity and to help achieve a satisfactory standard of landscaping.*

- 7 No works shall start on site until the tree protection measures as set out in the Arboricultural Implications Assessment and Method Statement dated March 2017 prepared by David Archer Associates have been erected in full and thereafter retained for the duration of the construction period.

Reason - To preserve the amenity value of the retained trees and shrubs.*

- 8 The development hereby approved shall not be

occupied until the vehicle parking facilities shown on the approved plans have been completed and made ready for use by users of the development. The parking facilities shall be thereafter retained solely for parking purposes (to be used by the occupiers of, and visitors to, the development). *

Reason - To ensure the provision and availability of adequate off-street parking.

- 9 No part of the development hereby approved shall be used or occupied until the means of vehicular access has been completed and made available for use.

Reason - To ensure adequate means of access is available to the development.

- 10 Unless otherwise allowed by this permission no display or storage of goods, materials, plant, or equipment shall take place other than within the building.

Reason - To protect the amenities of neighbouring property.

- 11 Notwithstanding any details submitted with the application no works shall start on site until details of all screen and boundary walls, fencing or other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved.

Reason - To safeguard the amenities of neighbouring property and the character of the area.*

- 12 Provision shall be made for services to be placed underground. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development)(England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification) no overhead electricity, telecommunications or service lines shall be erected or placed above the ground of the site without the express written consent of the Local Planning Authority.

Reason - In the interests of the amenities and character of the area.

- 13 No works shall start on site until a construction method statement has been submitted to and approved in

writing by the Local Planning Authority, which shall include:

- i) programme of construction work;
- ii) the provision of long term facilities for contractor parking;
- iii) the arrangements for deliveries associated with all construction works;
- iv) methods and phasing of construction works;
- v) access and egress for plant and deliveries;
- vi) protection of pedestrian routes during construction;
- vii) location of temporary site buildings, site compounds, construction materials and plant storage areas;
- viii) controls over dust, noise and vibration during the construction period;
- ix) provision for storage, collection and disposal of rubbish from the development during the construction period
- x) lorry routing; and
- xi) provision for the on site parking and turning of construction vehicles

Construction shall only take place in accordance with the approved method statement. *

Reason - To protect the amenities of neighbouring occupiers and to prevent adverse impact on highway conditions in the vicinity.*

- 14 In the event that unforeseen ground conditions or materials which suggest potential or actual contamination are revealed at any time during implementation of the approved development it must be reported, in writing, immediately to the Local Planning Authority. A competent person must undertake a risk assessment and assess the level and extent of the problem and, where necessary, prepare a report identifying remedial action which shall be submitted to and approved in writing by the Local Planning Authority before the measures are implemented.

Following completion of measures identified in the approved remediation scheme a verification report must be prepared and is subject to approval in writing by the Local Planning Authority.

Reason - To ensure that the site is safe for the

development permitted and in the interests of amenity and pollution prevention

- 15 The lighting strategy for the development shall be installed in accordance with the report External Lighting proposals issue 1 dated 24 February 2017 and as amended on 30 August 2017 drafted by Shepherd Brombley Partnership prior to the first use of the development and thereafter retained.

Reason - In the interests of visual and residential amenity.

- 16 All wild birds and their nests are protected under the Wildlife and Countryside Act 1981 (as amended). If any trees are removed during the bird breeding season (March-September inclusive) they should first be inspected by an experienced ecologist to ensure that no active nests are present. If an active nest is discovered it should be left in situ until the young have fledged.

Reason - to prevent harm to breeding birds.

- 17 The rating level of the noise emitted from fixed plant and machinery associated with the development shall not exceed the existing background sound level at any time. The noise levels shall be determined at the nearest noise sensitive premises. The measurements and assessment shall be made according to BS4142:2014

Reason - To protect the amenity of neighbouring occupiers.*

- 18 The cycle parking hereby approved shall be provided and properly laid out prior to first occupation of the development and thereafter retained free of any impediment to its designated use unless otherwise agreed in writing by the Local Planning Authority*

Reason: To encourage access to the site by alternative modes of transport to the car.

- 19 The development shall be undertaken in accordance with the drainage measures as set out in the Flood Risk Assessment prepared by Baynham Meikle Partnership Ltd dated August 2017.

Reason - To reflect the objectives of Policy CP4 of the Rushmoor Core Strategy.

- 20 The permission hereby granted shall be carried out in accordance with the following approved drawings - 5598 001 rev P3, 101 P3, 201 P2, 205 P1, 301 P4, SK 27 P2, 36_P1, 40 P1, 172799/SK/01 rev A, 101 and 18409a_T rev O

Reason - To ensure the development is implemented in accordance with the permission granted.

- 21 Prior to the removal of the existing bus stop on Templer Avenue details of a replacement bus stop on Templer Avenue shall be submitted to the Local Planning Authority for approval. Once approved the replacement bus stop shall be provided and made available for use in accordance with these details within one calendar month of the bus stop being removed and thereafter retained for its designated use.

Reason - to promote sustainable transport.

LEISURE AND YOUTH POLICY AND REVIEW PANEL

Meeting held on Monday, 4th September, 2017 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Mrs. D.B. Bedford (Chairman)
Cllr Liz Corps (Vice-Chairman)

Cllr J.B. Canty
Cllr Sue Carter
Cllr Sue Dibble
Cllr L.A. Taylor

Apologies for absence were submitted on behalf of Cllr T.D. Bridgeman, Cllr P.I.C. Crerar and Cllr J.H. Marsh.

7. MINUTES

The Minutes of the Meeting held on 5th June, 2017 were agreed as a correct record.

8. SOUTHWOOD GOLF COURSE CONSULTATION

The Panel welcomed Mr. Ashley Sharpe, Principal Contracts Manager, who attended the meeting to report on the consultation process for the Southwood Golf Course. It was noted that a consultation had been prepared to consider the possibility of converting the golf course into natural open parkland (SANG – Suitable Alternative Natural Green Space) to enable 2,500 new homes to be built across the Borough. The Panel noted that Natural England had visited the course and had agreed in principle, subject to a feasibility study incorporating a management plan, flood risk assessment and visitor surveys, to the possibilities set out in the consultation.

Mr. Sharpe gave a background to activity at the golf course. It was noted that the course hosted an average of 25,000 rounds at a subsidy of £40,000 per annum. A “Golf Club” operated at the course and had around 175 members, half of which were resident within the Borough. It was advised that Southwood was the most affordable course in the local area, with Oak Park, Crondall and Pine Ridge, Frimley costing almost £10 more for a mid-week round of golf. The current operator of the course was Mack Trading and it was advised that the tender was due for renewal in Spring, 2019.

The Panel was advised that the consultation period had started on 8th August and would run until 29th September, 2017. The consultation had been made available online and in hard copy and had been promoted through the web, social media, leaflet drops, press releases, static displays and open public meetings, the next of

which had been scheduled for 18th September, 2017 at the Southwood Community Centre at 6.30p.m.

It was explained that a discussion on the way forward was unlikely before the end of 2017. However, the Panel was advised that a joint meeting of the Leisure and Youth and Environment Policy and Review Panels had been suggested to allow further discussion to prepare a combined response for the Cabinet. This was supported by the Panel.

The Panel was also made aware of a petition being co-ordinated by campaigners. Once it had been submitted a decision would be made on how to submit it to Members

Members discussed the process and the possible outcomes of the consultation. A number of issues were raised, including, an option for dual use of the land with an offer of a nine hole golf course with a driving range and parkland, further investigation into other possible SANG available to the Council, and clarity on Natural England's position on dual use of the land.

The Panel **AGREED**:

Action to be taken	By Whom	When
A joint meeting with the Environment Policy and Review Panel be arranged.	Mr. Andrew Colver, Head of Democratic and Customer Services	October, 2017
Consider other options including; a part golf/part SANG dual use facility, and/or other available SANG in the area.	Mr. Peter Amies, Head of Community and Environmental Services	October, 2017
Identify Natural England's position on the possible dual use of the land.	Mr. Ashley Sharpe, Principal Contracts Manager	October, 2017

9. LEISURE CONTRACTS - UPDATE

Mr. Sharpe gave an overview of the current position with each of the leisure contracts; these included the Alpine Snowsports, Aldershot Pools Complex and Farnborough Leisure Centre.

Alpine Snowsports – it was noted that the contract was due for renewal in Spring 2019 and the current operator was Active Nation. The centre was a profit centre which attracted 40,000 visits per annum, which gave a return of £30,000. The process going forward to renew the contract would include soft market testing and

liaison with regular users and clubs. This would be followed by a review of the contract and specification with a Member led group before the tender process for self-funding variant bids commenced.

It was reported that some structural work was required on the main slope (Bailey Bridge) at a one off cost of £20,000 including inspection works.

Aldershot Pools Complex – It was noted that the Aldershot Pools Complex incorporated the Indoor Pools and Aldershot Lido. The contract was due for renewal in Spring 2019 and the current operator was, Places for People. The Lido attracted an average of 25,000 visits per annum and ran on a subsidy of £180,000 per annum. The facility was open for 76 days of the year. The Indoor Pools had 300,000 visits per year and was subsidised to the sum of £380,000 per annum.

The Panel were apprised of the outcomes from the soft market testing which had been carried out on the complex. Some of the priorities for the Lido that were noted included, the provision of an adventure golf facility, improved catering, changing and reception areas, increased pricing, a splash pad, a longer season and the provision of a small heated pool.

It had also been suggested that one operator for both the Aldershot Pools Complex and the Farnborough Leisure Centre would allow for shared economies in staffing and other associated costs.

The Panel reviewed the options for the pools complex, from refurbishment to new build, and the procurement process through a design, build, operate and maintain system to deliver innovative solutions to help balance capital and revenue costs. If the decision was made to build a new facility, it would take three years from the initial notice to opening. The development of the facilities would need to be considered against the need for the Council to achieve significant financial savings.

Farnborough Leisure Centre – The Leisure Centre attracted 600,000 visits with a subsidy of £360,000 per annum. The contract was due for renewal in Spring 2019 and was currently operated by Places for People. The Panel was advised that, to retain the existing building, significant savings could be secured. However, roof works to the building were required, in the short term, at a cost of £1 million. The existing centre could operate for a further ten years, with the roof works completed, but maintenance costs would increase and participation would reduce. It was advised that to build a new facility on a smaller footprint would cost in the region of about £16 million.

The Panel noted that the results of a report on the proposed civic quarter developments was due towards the end of September, 2017. This report would help determine viable options for the Leisure Centre.

The Panel discussed the offer at Farnborough Leisure Centre and the utilisation of some of the activities on offer. In particular, squash was highlighted as a sport where demand had fallen over the years and use of the courts only generated an income of £33,000 per annum. This had also been noted as an issue at the Garrison Sports

Centre at the meeting in January, 2017. Consideration would be given to the mix and performance of activities as part of the tendering process.

The Panel **NOTED** the presentation and requested further updates in due course.

10. **WORK PROGRAMME**

The Panel **NOTED** the current work programme and it was confirmed that the Southwood Golf Course Consultation outcomes and the potential joint meeting with the Environment Policy and Review Panel would be discussed further at the Panel's mid cycle meeting.

The meeting closed at 8.46 pm.

CLLR MRS. D.B. BEDFORD (CHAIRMAN)

ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 5th September, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr D.S. Gladstone (Chairman)

Cllr J.B. Canty
Cllr K. Dibble
Cllr C.P. Grattan
Cllr Marina Munro
Cllr J.J. Preece

Apologies for absence were submitted on behalf of Cllr Mrs. D.B. Bedford, Cllr Sophia Choudhary and Cllr A. Jackman.

9. MINUTES

The Minutes of the Meeting held on 6th June, 2017 were approved and signed by the Chairman.

10. CHRISTMAS ACTIVITY IN THE BOROUGH

The Panel received a presentation from David Phillips, Town Centre and Cultural Manager, on the current planned activity for the Borough for Christmas 2017. Activities planned for Aldershot Town Centre included the Christmas Lights Switch-On, Community Christmas Festival, Christmas Craft Fayre and Carols in the Bandstand. In Farnborough, activities included a Farnborough Frost Fayre, Craft Fayre and Princes Mead Lights Switch-On. There had been some changes made to the Aldershot Community Christmas Festival and Farnborough Frost Fair since 2016 to make both events more cost effective.

An additional resource, Jenny Atherton, had been secured for two days a week up until Christmas to help organise and promote events, including any additional Christmas events. The budget for 2017/18 would allow £5,000 for additional events and £5,300 for the part-time post. The Panel was asked to let David Phillips know of any additional events they would like to be considered and provide any suggestions to enhance the town centres and shopping areas over the Christmas period.

The Panel discussed a number of proposals and agreed that a competition for shops to decorate their own shop fronts should be introduced as an initiative in both Aldershot and Farnborough. Cllr Keith Dibble, requested a meeting with Jenny Atherton, to discuss a potential community event in North Town.

John Trusler, Principal Engineer, informed the Panel on the current provision of Christmas lights and trees in the Borough. The Christmas lights were currently put up by the Maintenance Team at Wellington Street and Union Street in Aldershot, a tree with lights was placed at Princes Gardens and the tree adjacent to the NAAFI roundabouts was also lit. Christmas lights were also put up by the Maintenance Team in Queensmead in Farnborough. Christmas lights had been installed on an existing tree in North Camp in 2016 and North Town had been provided with a tree and lights. There were no plans for any additional trees or lights for 2017 as there was no funding available and the deadline for applications for licences had passed.

The Panel discussed options for additional funding to increase and improve the current lights provision including seeking sponsorship from large companies in the Borough. It was highlighted that a number of large companies already provided funding for other community events and it could be difficult to obtain further funding for Christmas lights. Other local authorities had benefited from becoming Business Improvement Districts where local retailers would put in a funding contribution of which some could be used for Christmas lights. Cllr Keith Dibble agreed to approach local retailers in North Town to contribute some funding for additional lights for the tree in North Town. Cllr David Gladstone had secured £250 towards Christmas lights and a tree in North Camp from North Camp Matters.

It was suggested that a joint approach should be considered in future in the town centres for the provision of Christmas lights to try to reduce the overall cost for each partner. Princes Mead would be looking to renew the contract for the provision of their Christmas lights in 2018, The Meads contract expired in 2019. Princes Mead and The Meads acknowledged the benefits of the whole town centre working together but there was no benefit for them to co-ordinate with Aldershot. It was suggested that the cost of a contract for the lease of Christmas lights should be investigated.

The Panel discussed options for securing funding for a tree in North Town with additional lights and a tree in North Camp with additional lights plus a one-off cost for a base to secure the tree in a suitable location. It was suggested that a request could be made to the Cabinet to increase the budget for provision of the trees in North Town and North Camp and that the £3,000 one-off funding for the base could be put forwards as a capital bid. There was also an option to approach the construction company based in North Camp to carry out some of the work required as a contribution. A potential cheaper alternative over the longer term would be to provide a permanent tree in North Camp with lights that would only be turned on during the Christmas period. John Trusler would provide a breakdown of the costs for a permanent tree and lights in North Camp.

A review of Christmas 2017 would take place at the January Panel meeting which would include consideration of costs for additional trees and lights for Christmas 2018.

The Panel requested that the Cabinet re-investigate the appetite of local retailers to become part of a Business Improvement District, although it was recognised that a consultation had already been held which had showed there was not strong support for the initiative.

The Panel **AGREED** the following actions:

Action to be taken	By whom	When
A review of Christmas 2017 be carried out at the January 2018 Panel meeting	Panel Members	23 January 2017
Details on the costs of a permanent tree and lights in North Camp to be brought to the January 2018 Panel meeting	John Trusler	23 January 2017
A meeting to be arranged with Cllr Keith Dibble to discuss a community event in North Town	Jenny Atherton	October 2017
Consider the introduction of a decorated shop front competition in the Borough	Jenny Atherton	October 2017
A meeting to be arranged with Tony Parrot and Liz Marsden to discuss potential joint procurement of Christmas lights and provide details of the costs involved	John Trusler	January 2017
The Cabinet be requested to re-investigate the appetite of local retailers to sign up to be part of a Business Improvement District and report back to the Panel meeting in March 2018	Ian Harrison	January 2017

11. **WORK PROGRAMME**

The Panel discussed the current work programme and **AGREED** to add the Christmas 2017 review and proposals for 2018 to the 23rd January 2018 Panel meeting. Christmas activity Cabinet outcome, Business Improvement Districts and Neighbourhood Shopping Facilities Policy would be added to the work programme for the 20th March 2018 Panel meeting.

The meeting closed at 9.30 pm.

CLLR D.S. GLADSTONE (CHAIRMAN)

BOROUGH SERVICES POLICY AND REVIEW PANEL

Meeting held on Monday, 11th September, 2017 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr A.R. Newell (Chairman)

Cllr T.D. Bridgeman

Cllr Liz Corps

Cllr A.H. Crawford

Cllr S.J. Masterson

Cllr Marina Munro

Cllr B.A. Thomas

Apologies for absence were submitted on behalf of Cllr R.L.G. Dibbs and Cllr M. Staplehurst.

8. MINUTES

The Minutes of the Meeting held on 12th April, 2017 were approved and signed by the Chairman.

9. CITIZENS' ADVICE RUSHMOOR

The Panel welcomed Ms. Alex Hughes, Chief Executive Officer, Citizens' Advice who attended the meeting to give a presentation on the recent activities of the organisation. Citizens' Advice offered an advice service via face-to-face contact, over the phone, via live webchat and through a comprehensive website to help people with a wide range of issues. Rushmoor's Citizens' Advice was financed through a variety of funding streams including, the Council, Pension Wise and the local Clinical Commissioning Groups.

The Panel noted the trends in issues tackled. The highest proportion of issues related to benefits and tax credits, and finance and capability, on which the introduction of Universal Credit and Welfare Reform was a significant factor. Advice assessments and face-to-face contact were the two main channels for delivery of support, although there had been an increase in contact via the web. Citizens' Advice were there to help everyone and reached 4.4% of any local population, this raised to 9% in areas of deprivation.

Ms Hughes explained that over 300 independent local charities made up the national Citizens' Advice network. The 36 million customers, nationally, using the website benefited from realtime updated information and the 2.7 million face to face customers had access to 2,900 locations across the country. National statistics showed that two in every three clients had their problem solved.

Housing advice was a large part of the work carried out by Citizens' Advice. Knowledge, legal advice and an understanding of local processes were the key things that Citizens' Advice could bring to a client in need, this resulted in savings to the local authority and social services to the sum of £24,000 – £30,000 per individual. During 2016/17, Citizens' Advice had generated savings in the region of £203,000 through reducing the risk of homelessness in Rushmoor.

On benefits and tax credit advice, the introduction of Universal Credit and Welfare Reform had resulted in an increase in clients requesting support in this area. Through working with the Council, Citizens' Advice had reduced financial difficulties to over 1,300 clients and prevented the need for more critical and costly state intervention.

It was noted that debt advice had reduced in recent years, although numbers were still high with 626 clients with 1686 debt problems contacting the Citizens' Advice in 2016/17. Some clients had successfully rescheduled a total of £722,881 of debt, an average of £5,146 per client and 45 clients had written off £889,135 of debt, an average of £19,784 each. The advice offered by the Citizens' Advice had been around the prevention of escalation and stabilising finances now and in the future.

Ms Hughes explained that the advice provided by Citizens' Advice had a significant impact on the lives of its clients. It was noted that clients were less stressed, had more money and felt more in control of their finances, had a more secure housing situation, felt their physical health had improved and had better relationships with others.

It was noted that Citizens' Advice carried out educational work in a variety of areas to help customers, these included building confidence and skills, financial capability, Energy Best Deal (an initiative to inform decisions on energy deals) and Scam Awareness talks. Locally, specific campaigns and engagement had centred around gambling, "Welfare Reform and Working Families" and "Settled and Safe, a Renter's Rights". A multi agency advice provision, where Citizens' Advice team worked with VIVID, PeoplePlus, Job Centre Plus, Home Group and the Council, was also in place to offer a smoother journey for clients and allowed adaption to meet local needs, an example of which was the Nepalese drop in service which had been established in 2016 to provide specific information/advice to the Nepalese community. Pensionwise, which offered advice on pensions and Heathlands, a provision that offered advice to patients with mental health issues, were also examples of the work adapted for the community with Rushmoor.

The Panel was informed of the value and vital role of volunteers to the Citizens' Advice, it was reported that 121 volunteers had worked with the organisation during 2016/17. Volunteering helped the individuals build confidence and self esteem and also provided wider economic and social benefits.

In response to a query, it was advised that the one in three cases that didn't get resolved were more complicated and couldn't be dealt with at the advice interview stage of the processes, these cases generally required more specific advice and the client would be referred to a third party, such as a solicitor.

It was noted that the work carried out with the Nepalese community ran alongside the provisions provided by the Gurkha Welfare Society who offered advice and assistance with more statutory needs, such as Ministry of Defence, Department of Work and Pensions and visa issues. Citizens' Advice could advise on the more day to day issues around benefits and household bills.

The Chairman thanked Ms. Hughes for her presentation.

10. ELECTIONS REVIEW UPDATE

The Panel welcomed Mr. Andrew Colver, Head of Democratic and Customer Services, who attended the meeting to give an update on the current review of electoral services and recent electoral events.

The Panel noted the unprecedented electoral events that had taken place over the previous two years and the challenges and workload these had created for the Elections Team. There had been an increase in the electorate since the May 2016 local election and the turnout for the EU referendum had been 74%. Different types of elections created different challenges, local and Police and Crime Commissioner (PCC) elections took more organisation whilst other national electoral events generated greater customer contact. Some issues had emerged during 2016/17, including requests to review some of the polling stations, a review of the arrangements around the issue of postal votes, complexities of the PCC ballot paper, increased contact from overseas electors and the difficulties in registering military personnel.

The Panel noted the Government's position on making democracy work for everyone. The key focus was to ensure the electoral system worked better and addressed the potential for fraud and improved processes. The Government proposed to tackle fraud and the perception of fraud through the testing of the impacts of ID checking in polling stations, a pilot for which would be carried out during 2018 local elections in areas where there had been issues in the past. Further work would also be required to improve security around postal votes, registration and polling station processes.

It was advised that the Boundary Commission was currently carrying out a Parliamentary Constituency Review. The second consultation period was now complete and the responses were being assessed. The proposals would mean a change for the Aldershot Constituency to include Crookham East, Crookham West and Ewshott. It was noted that if revised proposals were made a further eight week consultation period would commence at the beginning of 2018 and recommendations made to the Government by September 2018.

The Panel was informed of the Law Commissions Reform Project, the Commission had requested a review in 2012 of administrative law, offences and legal challenges. An interim report had recommended consolidation and rationalisation of the laws and processes to address inconsistencies and modernise out of date laws. The review was currently at the Government review stage but had been delayed by activities around Brexit.

The Panel reviewed the elections timetable for the period 2018 – 2022 and it was noted that a European election in 2019 was unlikely. Mr. Colver explained that Individual Electoral Registration (IER) had been introduced in 2014/15. The system had moved from being property based to person based and additional funding had been provided to meet the extra costs of the system. The IER system presented new challenges, which the Government recognised, and it was noted that it was keen to progressively remove mandated processes, make registration simpler, more digital and data driven and more efficient. An annual assessment of the register was also likely to be carried out to assess accuracy and completeness. It was reported that the project had been generally successful, in particular the use of digital services to register and confirm details; however many applications made were duplicates. The Panel noted the changes in the register since 2006, key increases had been the influx of overseas voters, from 29 in 2006 to 330 in 2017. The number of service voters had fluctuated over the years, it was advised that married quarters were canvassed in the same way as non-military properties, but those resident in barracks were harder to access and letters were often returned as undelivered.

The Panel noted that, following the implementation of IER, the Elections Team had commenced a wide-ranging review of its services, using “systems thinking” principles. The team were focusing on improving the service to customers, addressing the amount of paperwork and waste work, integration with other Council services and reductions in cost. A considerable amount of work had been carried out to understand customer demand and processes and currently a consultation was being carried out with residents to assist in the review of the service/process. Electoral services were governed by conditions and legislation which affected the way the service operated; these include Electoral Commission guidance and standards, IT systems and prescribed forms, all of which were detailed/prescriptive and needed to be understood to influence the review.

The Panel noted the next steps, which would involve the findings being collated and fed back to the Elections Group and Panel as required. The redesign of the system would need to be trialled and the team would work with the Cabinet Office to modernise the process, should pilots for any changes be required.

The Panel discussed the option of online voting and it was noted that the Government was reluctant at present to progress any e-voting initiatives.

The Panel **NOTED** the presentation and requested an update on the review at a future meeting.

11. **WORK PROGRAMME**

The Panel was advised that, in response to the Notice of Motion raised at the last meeting of the full Council on 27th July, 2017 regarding fire safety issues in the Borough, representatives from the Hampshire Fire and Rescue Authority and Accent Housing would be in attendance at the next meeting of the Panel on 13th November, 2017. An invitation would be extended to all Members, in particular Cllr Jeremy Preece who had submitted the Motion, and the Cabinet Members.

The items scheduled for the November meeting would be rescheduled for the meeting on 22nd January, 2018.

The meeting closed at 8.56 pm.

CLLR A.R. NEWELL (CHAIRMAN)

COMMUNITY POLICY AND REVIEW PANEL

Meeting held on Thursday, 14th September, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr S.J. Masterson (Vice-Chairman)

Cllr R. Cooper
Cllr J.H. Marsh
Cllr Marina Munro
Cllr J.J. Preece
Cllr M.J. Roberts
Cllr P.F. Rust

Apologies for absence were submitted on behalf of Cllr M.S. Choudhary.

7. MINUTES

The Minutes of the Meeting held on 15th June, 2017 were approved and signed by the Chairman.

8. HOUSING AND HOMELESSNESS STRATEGY UPDATE

The Panel welcomed Mrs Zoe Paine, Strategy and Enabling Manager, who presented the 'Housing and Homelessness Strategy Update September 2017', as detailed in Report No. EHH 1711. The Report provided the Panel with an overview of the good progress made in the delivery of the Housing and Homelessness Strategy over the six-month period from March to September 2017. The Panel noted that the Strategy was designed to be a rolling document to enable it to be updated to reflect changes in national housing policies.

In relation to the Council's housing objectives contained in the Strategy, the Panel was reminded that these fell into four overall housing themes:

- (a) The right homes in the right places;
- (b) Making the best use of housing stock;
- (c) Helping people solve their housing problems and provide a suitable home when needed; and
- (d) Enabling people to live in good quality accommodation that is right for their needs.

Zoe Paine outlined the key achievements, opportunities and challenges for each of the four housing themes. These included:

(a) The right homes in the right places

- An increasing number of affordable homes being completed;
- Housing and planning officers working more closely to secure policy compliant schemes, including liaison at an earlier stage with developers and providing developers with guidance on affordable housing;
- Removal of prioritisation for local residents on the purchase of shared ownership properties;
- Universal Credit only providing under 35s with funding for a room in a shared property rather than funding for their own property.

(b) Making the best use of housing stock

- Registered Providers have agreed in principle to share data to improve understanding of the composition of households living in affordable housing stock;
- Lettings plan targets have been achieved on the Maida phase of the Wellesley development ensuring maximum movement / occupancy for each unit;
- New Empty Homes Policy has been published with officers across the Council providing feedback and information to the lead officer;
- Ongoing issue of there being a mismatch between household sizes and available accommodation i.e. under occupation in the owner-occupied sector and overcrowding in the private rented sector.

(c) Helping people solve their housing problems and provide a suitable home when needed

- The Trailblazer project funding has resulted in the recruitment of new staff to prepare for the Homelessness Reduction Act 2017 and to develop a person-centred approach to homelessness prevention;
- Working more with the armed services and private landlords to identify empty properties;
- Positive outcomes for street homelessness due to North Lane Lodge;
- The Homelessness Reduction Act 2017 is likely to increase the number of people approaching the Council for advice, assistance and temporary accommodation.

(d) Enabling people to live in good quality accommodation that is right for their needs

- Employment of an experienced caseworker to support vulnerable residents through the Disability Facilities Grant process;
- Financial Assistance Policy being drafted to enable the Council to extend the scope of works that can be carried out with grant assistance;
- Comprehensive review of fire safety issues following the Grenfell Fire;
- Evidence that Welfare Reform is pushing people into cheaper, poorer quality accommodation;
- Guidance awaited on the Housing and Planning Act 2016 and the extended Mandatory Licencing Scheme for HMOs.

The Panel reviewed and provided feedback on the Delivery Plan for the Housing and Homelessness Strategy, noting that none of the actions had been identified as not being on target.

The Chairman thanked Zoe Paine and the team for a comprehensive and informative report.

9. **HAMPSHIRE COUNTY COUNCIL - CONSULTATION ON OVERNIGHT RESPITE FOR CHILDREN WITH DISABILITIES**

The Panel noted Hampshire County Council's Consultation on proposals to close overnight respite services at Sunbeams in Aldershot. Panel members were encouraged to provide individual responses to the consultation by the deadline of 2nd October, 2017.

10. **WORK PROGRAMME**

The Panel noted the updated work programme for 2017/18 Municipal Year.

The meeting closed at 8.20 pm.

CLLR M.D. SMITH (CHAIRMAN)

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