



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, 10th December, 2015 at 7.00 pm** for the transaction of the business set out on the Agenda given below.

A G E N D A

1. **MINUTES**

To confirm the Minutes of the Ordinary Meeting of the Council held on 8th October, 2015 (copy Minutes attached).

2. **MAYOR'S ANNOUNCEMENTS**

3. **STANDING ORDER 8 - QUESTIONS**

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

4. **NOTICE OF MOTION**

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

“This Council condemns the evil terrorist acts in Paris, which were acts of war intended to spread hatred and division between religious and ethnic groups across the Western World.

As a civic body, whose members are from different backgrounds and different faiths, this Council stands in solidarity with all ethnic and faith groups in our area.

This Council is determined that the terrorists will not succeed in causing division in Rushmoor.

This Council therefore calls on the Government to fund the emergency services (Police, Ambulance, and Fire and Rescue) to the full extent needed to safeguard our community.”

5. **RECOMMENDATION OF THE CABINET**

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

Medium Term Financial Strategy 2015/16 – 2018/19

To receive a Report from the Cabinet (copy attached - Annex 1), which recommends the approval of the Medium Term Financial Strategy 2015/16 – 2018/19. The Leader of the Council (Cr. P.J. Moyle) will introduce this item.

6. **QUESTIONS FOR THE CABINET**

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

7. **REPORTS OF CABINET AND COMMITTEES**

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

Cabinet	20th October, 2015 17th November, 2015
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Committees

Licensing and General Purposes	28th September, 2015
Development Management	14th October, 2015
Development Management	11th November, 2015

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

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

Leisure and Youth	9th November, 2015
Environment	10th November, 2015
Corporate Services	12th November, 2015
Borough Services	16th November, 2015
Community	19th November, 2015

A.E. COLVER
Head of Democratic and Customer Services

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 2 December 2015

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BOROUGH OF RUSHMOOR

MEETING OF THE BOROUGH COUNCIL held at the Council Offices,
Farnborough on Thursday, 8th October, 2015 at 7.20 p.m.

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

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

Honorary Alderman C. Balchin J.P.

a Honorary Alderman R.J. Debenham, M.B.E.

Honorary Alderman R.J. Kimber

a Honorary Alderman G.J. Woolger

Apologies for absence were received on behalf of Crs. A.M. Ferrier, R. Hughes, A. Jackman, B. Jones, P.G. Taylor and B.A. Thomas.

27. **MINUTES** –

Following an amendment to the Minutes to include Cr. Sophia Choudhary in the list of those present, it was **MOVED** by Cr. P.J. Moyle; **SECONDED** by Cr. K.H. Muschamp and

RESOLVED: That, the Minutes of the Extraordinary Meeting and the Ordinary Meeting of the Council held on 30th July, 2015 (copies having been circulated previously) be taken as read, approved and signed as correct records.

28. MAYOR'S ANNOUNCEMENTS –

- (1) The Mayor reported that, on the occasion of Her Majesty The Queen having become the United Kingdom's longest serving Monarch on 9th September, 2015, he had sent a letter of congratulations offering the Borough's good wishes to mark the occasion. The Council stood to give three cheers for Her Majesty The Queen.
- (2) The Mayor reported that Aldershot and Farnborough's best gardeners had been celebrated at the Rushmoor in Bloom presentation evening held on 14th September, 2015. Awards had been handed out in thirteen different categories together with an additional five special awards. The five special awards had been given to individuals and groups who had been judged to have made a special contribution to Rushmoor in Bloom or their community. The Chairman's Award had been presented to Mr. John Stockings of Veolia; The Mayor's Award to Mr. Patrick Price of Connaught Road, Aldershot; The Forum Award to Farnborough Hill gardeners and the Best Front Garden on the Prospect Estate had been won by Elizabeth Grimshaw of Caswell Close. In the schools' competition, St. Mark's Church of England Primary School, Farnborough had won the Best School Grounds category.
- (3) The Mayor reported that his charity golf tournament had been held on 18th September at Southwood Golf Course. 20 teams had taken part, including TAG Farnborough Airport, Veolia/Team Rushmoor, Aldershot Town Football Club, the Meads Shopping Centre and HQ 11 Infantry Brigade. The Mayor was pleased to report that at least £4,000 had been raised for the Mayor's charities. The George Dawson Trophy had been won by the Meads Shopping Centre.
- (4) The Mayor advised Members of various events being held over forthcoming months in aid of the Mayor's Charities which all Members and guests would be most welcome attend:
 - Charity Supper Club on 19th October, 2015 at the Mimosa restaurant in Westgate, Aldershot
 - Mayor's Christmas Afternoon Tea Party on 4th December, 2015
 - "A Christmas Cracker" – An evening of Christmas poetry and prose on 3rd December, 2015
- (5) The Mayor asked Members to note in their diaries that he would be holding his Charity Jazz Ball on Friday, 4th March, 2016.
- (6) On behalf of the Council, the Mayor extended congratulations to Councillor Gareth Lyon and his wife, Rebecca, on the birth of their son, Thomas, in August.

29. **STANDING ORDER 8 – QUESTIONS –**

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

30. **NOTICE OF MOTION – SYRIAN REFUGEES –**

The Council was asked to consider the following Motion, which had been submitted by Cr. A.H. Crawford in accordance with the provisions of Standing Order 9 (1). It was MOVED by Cr. A.H. Crawford; SECONDED by Cr. K. Dibble
- That

"This Council is moved by the plight of Syrian refugees. We support the Government's pledge to fund the work in the refugee camps bordering Syria. We will accept responsibility for our fair share of the 20,000 of those in greatest need of humanitarian aid. We also call on the Government to agree with the European Union to accept a fair share of those refugees arriving in Europe, while asking other member states of the European Union to increase their funding of the work in the refugee camps bordering Syria."

Speaking in support of his Motion, Cr. Crawford referred to a recent announcement by the Prime Minister that the UK would re-settle up to 20,000 Syrian refugees over the remainder of the current Parliament. Cr. Crawford stated that the Government was right also to say that the other members of the European Union should provide more funding to improve conditions in the refugee camps bordering Syria. However, he also felt that that view did not sit well with a refusal to assist with the resettlement of Syrian refugees already in Europe. Cr. Crawford felt that the Government should respond to the humanitarian needs of the people who had fled to Europe from their war-torn country by accepting a fair share of these people – bearing in mind that Germany and France had agreed to accept 40,000 and 32,000 respectively and Ireland had agreed to 4,000. Cr. Crawford felt that Rushmoor should meet the humanitarian needs of Syrian refugees as quickly as possible while minimising the impact on Rushmoor's communities. The Council had a wealth of experience in settling ex-Gurkhas and their families in the area over the previous four years. Cr. Crawford urged the Council to adopt the Motion.

During debate on the Motion, Cr. P.J. Moyle spoke of the moving scenes of distress of the Syrian people. Cr. Moyle felt that, as presented, the Motion suggested that the Council could accept responsibility for its share of the 20,000 in greatest need and that this would be something that the Council could fulfil. Cr. Moyle was of the opinion that it would be disingenuous to the Borough's residents to suggest so, given the current status of housing in Rushmoor. The Council did not own or directly manage a housing stock and, therefore, did not have any direct access to accommodation it could offer. Current demand across the Borough for privately rented housing was very high. Cr. Moyle believed that this was also the situation in other areas of the South of England. He also stated that the UK was leading support for refugee camps in and around Syria with over £1 billion in funding to keep families safe.

Cr. Moyle also confirmed that a number of the Borough's home owners had asked for details of how they could consider taking in refugees and, in concert with other councils, the Council had guided them to the South East Strategic Partnership for Migration, which would provide support and information directly. He was of the opinion that the Council would work with neighbouring authorities to make the best use of any appropriate resources and think creatively how to offer help and support regarding cohesion and integration. In view of these comments, it was MOVED by Cr. P.J. Moyle and SECONDED by Cr. R.L.G. Dibbs that the Motion be amended as follows:

"This Council is moved by the plight of the Syrian refugees and

- Supports the ongoing humanitarian and funding efforts by the Government and other member states of the European Union
- Encourages the Government to take appropriate steps to tackle the humanitarian issues at source, to include asking other member states of the European Union to increase their funding of the work in refugee camps bordering Syria

The Council will work together with local organisations and residents to support the work that is being co-ordinated within the region by the South East Strategic Partnership for Migration."

With the leave of the Council, Cr. Crawford accepted the Amendment. The Council then proceeded to debate the Substantive Motion. During the debate, Members acknowledged the severity of the situation concerning Syrian refugees, however reference was made to the current housing shortage in the Borough and that Rushmoor was not best placed to make a significant response to the refugee situation.

In summing up, Cr. Crawford felt that it would be important to work in partnership with other agencies in the voluntary, public and private sectors to provide the support required.

The Motion was then put to the Meeting. There voted FOR: 30; AGAINST: 0 and the Motion was **DECLARED CARRIED**.

24. **QUESTIONS FOR THE CABINET –**

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

25. **REPORTS OF CABINET AND COMMITTEES –**

(1) **Cabinet –**

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

RESOLVED: That the Report of the Meeting of the Cabinet held on 28th July, 2015 (Para. Nos. 109 - 115) be received.

(2) **Cabinet –**

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

RESOLVED: That the Report of the Meeting of the Cabinet held on 1st September, 2015 (Para. Nos. 116 – 123) be received.

(3) **Cabinet –**

It was MOVED by Cr. P.J. Moyle; SECONDED by Cr. R.L.G. Dibbs and

RESOLVED: That the Report of the Meeting of the Cabinet held on 22nd September, 2015 (Para. Nos. 124 – 129) be received.

(4) **Development Management Committee –**

It was MOVED by Cr. G.B. Lyon; SECONDED by Cr. R.L.G. Dibbs and

RESOLVED: That the Report of the Meeting of the Development Management Committee held on 22nd July, 2015 (Para. Nos. 130 – 136) be received.

(5) **Development Management Committee –**

It was MOVED by Cr. R.L.G. Dibbs; SECONDED by Cr. J.H. Marsh and

RESOLVED: That the Report of the Meeting of the Development Management Committee held on 19th August, 2015 (Para. Nos. 137 - 143) be received.

(6) **Development Management Committee –**

It was MOVED by Cr. G.B. Lyon; SECONDED by Cr. J.H. Marsh and

RESOLVED: That the Report of the Meeting of the Development Management Committee held on 16th September, 2015 (Para. Nos. 144 – 152).

26. **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	PARA. NOS. RECEIVED
Leisure and Youth	7th September, 2015	153 - 156
Environment	8th September, 2015	157 – 161
Borough Services	14th September, 2015	162 – 165
Community	17th September, 2015	166 - 170

The Meeting closed at 7.55 p.m.

COUNCIL MEETING – 10TH DECEMBER, 2015

AGENDA ITEM NO. 5

MEDIUM TERM FINANCIAL STRATEGY 2015/16 – 2018/19

A report from the meeting of the Cabinet held on 17th November, 2015.

1. INTRODUCTION

- 1.1 This report follows consideration by Cabinet of the Medium Term Financial Strategy, in report FIN1518. The strategy is reviewed annually in response to internal and external factors such as changing corporate priorities, the prevailing economic conditions, government policy and changes to funding mechanisms.
- 1.2 The Cabinet approved the Medium Term Financial Strategy 2015/16 – 2018/19 and recommends it for adoption by the Council.

2. BACKGROUND

- 2.1 The existing financial strategy has served the Council well in supporting financial planning over the medium-term, and has been a key pillar of the Corporate Plan. It is closely aligned with, and supports, the 8-point plan for achievement of sustainability, which was developed during previous budget cycles.
- 2.2 While the Council's revenue position is performing well against the estimates set in the original budget, there remains a longer-term imperative of reducing our net service costs, by either reducing costs or increasing income, rather than relying on short-term measures to balance the budget. Delivery against the 8-point plan and effective resourcing of key projects will help us to achieve this position, alongside maximising the benefit from our reserves. This should allow the Council to build its resilience against the increasing volatility of its funding streams, and to improve its financial stability.
- 2.3 This approach is supported by the recent Audit Results Report from our external auditors, Ernst & Young, in relation to the Council's arrangements for securing economy, efficiency and effectiveness, alongside an unqualified audit report on the Council's financial statements.

3 STRATEGY REVIEW

- 3.1 Cabinet considered the following key areas as part of its review of the financial strategy:

Central Government Funding

The changing face of local government funding has meant a shift in risk and responsibility to local authorities (e.g. Localised Council Tax support scheme,

Business Rates Retention, greater use of non-ring fenced grants) although in practice the local level of autonomy is variable. The Council needs to consider the risk of changes to funding streams such as Revenue Support Grant and New Homes Bonus, the risks and opportunities afforded by Business Rates Retention, the constraints around Council Tax income via referendum limits and the on-going viability of these funding streams in their current form.

On the 25th November, the Chancellor's Autumn Statement and Spending Review announcements confirmed that there will be consultation on the future distribution of the New Homes Bonus, confirmed earlier announcements around the move to 100% Business Rates Retention and in addition suggested a 'rebalancing' of funding towards those with social care responsibilities. The financial strategy therefore requires the flexibility to address these changes as they become certain and as the detail of their operation unfolds.

Economic factors

Cabinet considered the current and projected economic position, including continued austerity measures, inflation and the outlook for interest rates.

Level of Reserves

Key reserves are held by the Council to support delivery of invest to save schemes and to manage short-term fluctuations in income and expenditure. Cabinet considered the causes of such fluctuations including the inherent volatility of the income from Business Rates Retention and the comments of the Council's external auditors in respect of level of reserves.

Devolution

The financial aspects of a potential Hampshire-wide devolution deal were considered.

Policy changes/demand for services

Cabinet considered risks around loss of income and chargeable services, increasing demand for services, the effect of Welfare Reform and other potential legislative changes.

Capital spending

Cabinet considered the effects of capital spending plans on the Council's capital resources and the necessity to move to prudential borrowing at a point in the future.

4 CONCLUSIONS

- 4.1 The Financial Strategy as set out at Appendix A sets a framework for managing the Council's finances within the context of the Corporate Plan.
- 4.2 The Council has taken significant steps to reduce its cost base whilst protecting front line service delivery, keeping Council Tax low and continuing to invest in the future through annually reviewing its priorities and undertaking key invest-to-save and regeneration projects.

- 4.3 The 8-Point Plan will produce significant efficiency savings over the medium term from a combination of service efficiency reviews, procurement savings, invest-to-save projects, new income generation and decisions on the structure of the Council.
- 4.4 However, the Council continues to face significant financial challenges due to reduced central government funding, increased financial volatility, uncertainty and risk over the medium term. The strategy needs to have sufficient flexibility to address the future changes to funding as the details emerge. The Council will need to continue to undertake a detailed review of areas where efficiencies can be made in order to realign budgets to meet its priorities and to develop new income streams to support current spending plans.
- 4.5 The Council will need to ensure adequate risk reserves are maintained to provide capacity to invest in service transformation and to hedge against future shortfalls. The use of reserves is not a long-term solution to funding challenges but does enable the Council to plan and implement service changes over time, whilst providing a buffer against sudden shifts in the Council's income streams. This strategy provides resilience and allows the Council time to approach future funding requirements in a considered, structured way.
- 4.6 The Council's capital expenditure plans could see its internal capital resources significantly depleted over the medium term. The Council would then need to move to borrowing, the timing and scale of which will depend on the pace of investment, the external funding that can be secured and the ability to absorb the cost of that borrowing in its general fund.
- 4.7 It is essential that Capital and Revenue plans are considered together, due to their interaction. For example, the Council has formed a strategy using the 8-point plan to use capital expenditure to fund invest-to-save schemes in order to close the revenue funding gap. This in turn puts pressure on capital resources, which will lead to borrowing in the relatively near future, adding pressure on revenue by incurring borrowing costs.

5 RECOMMENDATIONS

- 5.1 It is recommended that Council approve the Medium-Term Financial Strategy 2015/16 – 2018/19 attached at Appendix A.

P J MOYLE
LEADER OF THE COUNCIL

MEDIUM TERM FINANCIAL STRATEGY 2015/16 – 2018/19

The Medium Term Financial Strategy is based around five key principles. These are set out below with supporting actions for each principle.

(i) *Revenue Expenditure - The Council recognises that it has to target its limited resources to where they are most needed. This is supported by one of the five themes that underpin the Council's purpose: Good Value Services – ensuring good services that represent good value for money. The Council recognises the need to reduce its net revenue expenditure in the face of reduced funding from central government, economic pressures, local demography and increased demand for services.*

- The Council will set a balanced budget each year, reflecting its objectives, priorities and commitments.
- The Council will seek to deliver efficiencies, new income streams and cost reductions based on the key elements of its 8-point plan for delivering financial sustainability;



- There is no presumption that non ring-fenced grants will be spent on the purposes for which they are nominally provided (appropriate business cases to be provided for spending against such grants)
- Regular review of the Council's fees and charges
- The Council will seek to reduce reliance in its revenue budget on uncertain funding streams such as New Homes Bonus.

(ii) Capital Expenditure - the Council will only undertake capital investment in support of its priorities and where its supports asset maintenance, invest-to-save schemes or strategic intent (such as regeneration). Capital spending plans, whether funded from internal resources or through borrowing, will be affordable, prudent and sustainable.

- The Council will develop an asset management strategy that seeks to maximise return on existing Council assets, divest itself of low-performing assets and sets out parameters for investment in property to increase income to the Council.
- The Council will set prudential indicators, including borrowing limits, for capital financing through its annual Treasury Management Strategy ensuring any future borrowing is affordable, prudent and sustainable.
- The Council will explore opportunities for borrowing as the need arises such as Public Works Loan Board, European Investment Bank, through the Local Enterprise Partnership and the UK's Municipal Bond Agency.
- The Council will seek alternative forms of funding to use of its internal resources where possible, maximising the use of external resources such as s106 contributions and funding from Local Enterprise Partnerships and exploring private sector funding opportunities where available.
- The Council will review the estimated level of Revenue Contributions to Capital annually as part of the budget process, the actual level of contribution being dependent on the outturn position each year. Once the Council moves towards borrowing, the contributions to capital will be replaced in the revenue budget by the cost of carrying debt.
- Capital receipts from the sale of assets will be used to meet future corporate priorities rather than be retained for use by the service that has relinquished the asset
- Resources allocated to particular capital projects but subsequently not required are returned to meet future corporate priorities rather than be retained for use by that service
- No new capital schemes are included in the programme without the necessary resources to meet the full capital costs and any on-going Revenue costs being in place.
- All new capital schemes are subject to the bid process for inclusion in the Capital Programme, which requires whole life costing for new bids for the current revised budget and for the upcoming year. Indicative bids are required for future years in order to have a picture of capital spending over the medium term but these later projects will require business cases and further approval as they come forward. New capital schemes brought forward in-year are supported by business cases and reported to DMB and Cabinet in line with current financial regulations.

(iii) *Reserves - the Council will maintain a reasonable level of usable reserves to enable it to weather the volatility of its funding position and to support invest-to-save schemes as part of its aim to reduce net revenue costs.*

- The Council will maintain its General Fund balance between £1 million and £2 million.
- In addition, the Council will maintain other usable reserves (E.g. Stability & Resilience Reserve/Service Improvement Fund) to provide a buffer against fluctuations in income and expenditure and to support invest-to-save schemes. The estimated level of these usable reserves (including the General Fund Balance) at the close of 2015/16 is £5.5 million, which is around 6.5% of the Council's gross expenditure. The Council will aim to maintain a minimum level of reserves at 5% of gross expenditure, while recognising that the figure may go up or down, adjusting to short-term pressures within the revenue budget principally as a result of the operation of the Business Rates Retention Scheme.
- Reserves are not used to meet on-going, unsustainable levels of expenditure but may be used in the short-term in conjunction with plans to reduce net revenue costs over the medium-term
- Regular review of all reserves in order to:
 - Maintain and replenish funds which will be used to mitigate the substantial risks identified over the medium term
 - Maintain reserves to support the provision of major projects, invest-to-save schemes or service reviews in order to support the work of the 8-point plan as referred to above
 - Release those reserves which are no longer required due to changing circumstances
- The Council will annually review the level of earmarked reserves it sets aside to mitigate against known risks or future liabilities, to ensure that the level of those reserves remains appropriate, returning balances no longer required to the General Fund.

(iv) *Governance and Performance - the Council will monitor the delivery of its financial strategy and performance against savings requirement, adjusting the plans to meet changing demands. This will be achieved by:*

- Annual review of key strategies such as Medium Term Financial Strategy and Treasury Management Strategy, with updates to relevant Committees, Policy and Review panels and Cabinet as appropriate.
- Continuous improvement of governance and project management of key programmes and projects, ensuring benefits of invest-to-save projects are realised.
- Ensuring that the Council's budgets, financial records and accounts are prepared and maintained in line with accounting standards, CIPFA

Code of Practice on Local Government Accounting, the CIPFA Prudential code and relevant sections of the Council's Constitution and Financial Regulations.

- Timely budget and performance monitoring arrangements (through budget monitoring and quarterly performance monitoring reports).
- Preparation of financial plans to cover a four-year period, including revenue and capital expenditure, Tax bases and Council Tax Support Scheme.
- Budget guidelines are maintained and reviewed annually by the Council's s151 officer.
- New spending plans are considered only if they make a clear contribution to the Council's objectives and priorities or meet new statutory responsibilities.
- Ensuring proposals for significant projects and changes are set out in an appropriate business case to assess the impact on the Council.

(v) The Council will seek out opportunities to work with partners to maximise outcomes for our residents, explore access to funding and maximise the shared benefits of joint working.

- The Council will explore joint working opportunities or shared services where they add benefit to the Council or its residents with partners including (but not exclusive to):
 - County Council
 - Police
 - Fire and Rescue Authority
 - Other local authorities
 - Local Enterprise Partnership
 - Voluntary and Community sector
 - Private sector
- The Council will seek to maximise the financial benefit and security of any potential devolution deal with government.
- The Council will seek to optimise external funding opportunities to defray cost of services and capital investment or to increase available resources.

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CABINET

Tuesday, 20th October, 2015 at 4.30 p.m.
at the Council Offices, Farnborough

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

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

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **3rd November, 2015**.

171. MINUTES –

The Minutes of the meeting of the Cabinet held on 22nd September, 2015 were confirmed and signed by the Chairman.

172. PROCUREMENT SERVICE AND BETTER PROCUREMENT PROJECT –
(Corporate Services)

The Cabinet considered the Head of Strategy, Engagement and Organisational Development's Report No. SEO1501, which set out progress with the Council's Better Procurement Project and proposed changes to the resourcing arrangements for the Council's procurement service.

Members were reminded that the Better Procurement Project was aimed at achieving better value for money and delivering cost reductions when procuring goods and services in connection with the services that the Council provided. Over the previous year, the service had been working well and the Council's new contract standing orders had been put in place. Additionally, 64 staff had received training in good procurement practices and requirements and over £165,000 of cost reductions and benefits had been achieved during this time. At present, the Council's procurement service was provided by a part time procurement officer along with additional resources provided by Basingstoke and Deane Borough Council. Whilst this arrangement had worked well, it was felt that, in the longer term, this may not be the most effective way to deliver this service. The Council's procurement officer had become increasingly involved in supporting the re-procurement of the Council's waste, street cleansing and grounds maintenance services and this was, currently, taking around a third of the officer's time and was likely to continue for the next twelve to fifteen months. In light of this and to make the Council's Procurement Service sustainable, it was now proposed to create a

junior part qualified procurement officer post, on an initial two year contract. After this, the Council would carry out a review and, if the role was found to delivering a net benefit, the Council could consider retaining the post for a further period. It was not considered that this post would be suitable to be filled using the apprenticeship scheme..

The Cabinet expressed support for the procurement function and the good work that had been carried out in the previous year or so. It was felt that the proposal would be the most cost effective way to sustain a good service into the future.

The Cabinet RESOLVED that the appointment of an additional procurement resource, as set out in paragraph 4.2 of the Head of Strategy, Engagement and Organisational Development's Report No. SEO1501, be approved.

173. COUNCIL TAX SUPPORT SCHEME – CONSULTATION –
(Concessions and Community Support)

The Cabinet considered the Corporate Director's Report No. CD1513, which set out a proposal to undertake a public consultation in respect of the Council's Council Tax Support Scheme in order to inform any decision to review or amend the Scheme for the 2016/17 financial year.

Members were reminded that the local Council Tax Support Scheme had replaced the previous national Council Tax Benefit Regulations from 1st April, 2013 onwards. The Council had devised its Scheme at this time and this sought a minimum 8% contribution towards the Council Tax bill for those of working age, with up to 100% relief available to those of pensionable age. The local scheme had proved effective and Council Tax collection rates had remained stable during this time, whilst scheme costs had dropped. Members were informed that the Government's ongoing welfare reform programme would, potentially, have an impact on the Council's Council Tax Support Scheme and, for this reason, it was necessary to consider making changes to the Scheme. To ensure that these changes would be transparent, it would be necessary to carry out public consultation around options. Whilst the timescale was tight, the consultation and subsequent amendment of the Scheme would be possible within the current budget cycle, so long as the public consultation was commenced during November. The Welfare Reform Task and Finish Group would continue to have a key role in following this process through.

The Cabinet RESOLVED that

- (i) the undertaking of public consultation on options around the Council's Council Tax Support Scheme be approved;
- (ii) the Corporate Director, in consultation with the Cabinet Member for Concessions and Community Support and following

discussion with the Welfare Reform Task and Finish Group, be authorised to agree the details of the consultation paper; and

- (iii) the outcome of the consultation and any subsequent proposals be reported to the Cabinet during January 2016.

174. **APPLICATIONS FOR DISCRETIONARY RATE RELIEF –**
(Concessions and Community Support)

The Cabinet considered the Corporate Director's Report No. CD1511 which set out details of six applications for rate relief from the Twins and Multiple Births Association (TAMBA) (2nd Floor, Manor House, Church Hill, Aldershot), the Batten Disease Family Association (Office 1, The Old Library, Boundary Road, Farnborough), the British Heart Foundation (shops in Aldershot and Farnborough), Affinity Trust (Alexandra Terrace, Alexandra Road, Aldershot), Chance for Childhood (Suites 2 L & M, Westmead House, Farnborough) and Places for People Leisure Limited (Farnborough Leisure Centre and Aldershot Pools Complex).

The Cabinet RESOLVED that

- (i) 20% top-up discretionary relief be awarded to Twins and Multiple Births Association from the start of occupation to the end of the current rating list;
- (ii) 20% top-up discretionary relief be awarded to the Batten Disease Family Association for part-year 2014/15 and for year 2015/16;
- (iii) 20% top-up discretionary relief be awarded to the British Heart Foundation from year 2015/16 to the end of the current rating list;
- (iv) 20% top-up discretionary relief be awarded to Affinity Trust for year 2015/16;
- (v) the application for discretionary rate relief from Chance for Childhood be refused on the grounds that they could not demonstrate a sufficient local benefit; and
- (vi) 100% discretionary relief be awarded to Places for People Leisure Limited from part-year 2012/13 to the end of the current rating list.

NOTE: Cr. P.G. Taylor declared a personal but non prejudicial interest in this item in respect of his involvement with The Triangle bookshop and café, which was currently in receipt of discretionary rate relief and, in accordance with the Members' Code of Conduct, remained in the meeting during the discussion and voting thereon.

175. **STAFFING – HOUSING OPTIONS TEAM –**
(Corporate Services)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1511, which set out a proposal to alter the staffing responsibilities within the Housing Options Team and create a new part time post. Members heard that the Senior Housing Officer had left recently and this had prompted a review of responsibilities within the team. This had identified that some of the Senior Housing Officer's current responsibilities around the Council's functions under the Home Finder Scheme were both time consuming and mainly administrative. It was, therefore, proposed to create a new part time post of sixteen hours per week to manage these responsibilities. This would free up time to enable the Senior Housing Officer to be more effective in supporting and managing the team in an environment of increasing demand. Members were told that the option to employ an apprentice had been considered but, with the work likely to remain for the foreseeable future, this would involve training a new member of staff every eighteen months. The Housing Options Team was already very busy and this was also the reason that it was not proposed to pass the Home Finder duties to current team members.

The Cabinet was supportive of the work carried out by the Housing Options Team and considered that the proposal would be the most effective solution to ensure the continued smooth running of the team.

The Cabinet RESOLVED that the recruitment of a part time Housing Allocation Assistant, on the terms set out in the Head of Environmental Health and Housing's Report No. EHH1511, be approved.

176. **EXCLUSION OF THE PUBLIC –**

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

Report Para. Nos.	Schedule 12A Para. No.	Category
177 and 178	3	Information relating to financial or business affairs

**THE FOLLOWING ITEMS WERE CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

177. **APPLICATIONS FOR SECTION 49 REMISSION OF NON-DOMESTIC RATES –**
(Concessions and Community Support)

The Cabinet considered the Corporate Director's Exempt Report No. CD1512, which set out two applications for the remission of non-domestic rates on the grounds of hardship.

Members assessed the application from Ms. Anusha Sareen T/A Mangobean of No. 52 High Street, Aldershot, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the business. The Cabinet took into account the nature and circumstances of the business and the availability of alternative facilities in the area. It was noted that this was a new business that had not claimed hardship relief previously. It was explained that various factors, including significant water works that had been carried out immediately outside of the premises, had affected trade detrimentally since starting the franchise in January, 2015.

Members also assessed the application from Sovereign Snooker Limited of Snooker Hall Sovereign House, No. 1A Camp Road, Farnborough, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the business. The Cabinet took into account the nature and circumstances of the business and the availability of alternative facilities in the area. It was noted that the Cabinet had agreed 25% hardship relief for the year 2014/15. In this case, Members felt that the club continued to provide a worthwhile community facility despite making losses in each of the previous three years.

The Cabinet RESOLVED that

- (i) 50% hardship relief be granted to Ms. Anusha Sareen T/A Mangobean for 2015/16; and
- (ii) 25% hardship relief be granted to Sovereign Snooker Limited for 2015/16.

178. **ACQUISITION OF SITE FOR COUNCIL DEPOT –**
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1518, which sought approval for the purchase of a specific local premises to provide a Council depot in connection with waste collection and street cleansing services.

Members heard how, for a number of years, the Council's waste collection and street cleansing service had operated from a depot in Doman Road, Camberley. This depot was owned by Surrey Heath Borough Council. It was reported, however, that there was no formal arrangement in place and that Surrey Heath's use of the depot was likely to intensify. Also, in recent

months, the Council had been engaging in competitive dialogue with potential bidders for the renewal of the contracts in respect of waste collection and street cleansing, during which the Council had stated it would provide its own depot from the start of the contract. For these reasons, the need to secure a suitable site for a Rushmoor depot was now a high priority for the Council. It was reported that a suitable site had previously been identified and its purchase had been agreed by the Cabinet in June, 2015 but this had not proceeded due to the negotiated asking price not representing best value to the Council. Since then, the Council had been actively seeking an alternative suitable premises and the proposed site was considered to meet the Council's requirements. It was reported that the premises could not be publically identified at this stage as this might jeopardise negotiations. The purchase price had been recommended by the Council's professional valuer and was considered to represent best value.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - purchase the premises specified in the Solicitor to the Council's Exempt Report No. LEG 1518, on the terms specified in that Report;
 - apply for a certificate of proposed lawfulness of use of the premises as a depot and planning permission for the operational development of the depot facility;
 - incur costs, up to the figure specified in the Solicitor to the Council's Exempt Report No. LEG 1518, to enable all necessary steps to be taken, within a time frame, to enable a start on site by May, 2016;
 - take any other related actions or enter into any related contracts or agreements to secure the provision of a depot on the site, in accordance with the competitive dialogue process;
- (ii) the Head of Community and Environmental Services be authorised to:
 - procure all building and site layout works;
 - apply for the necessary environmental permits and consents;and
- (iii) the sum of £1.5 million (plus VAT) be authorised and added to the capital programme in respect of the redevelopment costs of the depot.

NOTE: Cr. K.H. Muschamp declared a personal and prejudicial interest in this item due to his relationship with the owner of the site and, in accordance with the Members' Code of Conduct, left the meeting during the discussion and voting thereon.

The Meeting closed at 5.44 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

CABINET

***Tuesday, 17th November, 2015 at 4.30 p.m.
at the Council Offices, Farnborough***

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

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

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **1st December, 2015**.

179. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 20th October, 2015 were confirmed and signed by the Chairman.

180. **FINANCIAL MATTERS –** (Leader of the Council)

(1) **Medium Term Financial Strategy 2015/16 – 2018/19 –**

The Cabinet considered the Head of Financial Services' Report No. FIN1518, which set out a review of the Medium Term Financial Strategy and sought endorsement of an updated Strategy. It was appropriate to carry out the review at this time as the Council was about to move into its next budget setting cycle.

The Cabinet was advised that the review of the Strategy had been carried out in light of the expected continuation of the challenging financial circumstances that the Council had experienced for a number of years. Members were informed that the existing Strategy had served the Council well in supporting financial planning over the medium term. It had been integral to the Corporate Plan and had supported the 8-Point Plan for the achievement of sustainability.

The Report set out the keys risks and considerations for future budget setting under the following headings:

- Central Government funding
- Council Tax
- Austerity
- Interest rates
- Level of reserves
- Devolution
- Other key risks
- Sustainability

The Cabinet was informed that, to ensure that a revised Strategy would be relevant to current decision making, it was necessary to consider this in the context of the Medium Term Financial Forecast. The Revenue Forecast indicated the anticipated funding gap for each of the years in the medium term. Based on a set of assumptions about cost pressures and funding levels, and set these against cost reductions and income generation proposed in the 8-Point Plan. Some sensitivity analysis was provided against key assumptions, depicting their effect on the funding gap and on reserves. The Capital Forecast included the draft annual capital programme alongside estimates of spending on invest to save schemes to support the 8-Point Plan and strategic capital plans, such as spending on regeneration. The Council would need to consider moving to borrowing as its internal capital resources were utilised.

Following the review, some changes were suggested to the financial strategy to address current priorities and risks, such as the provision for increasing the levels of reserves held, in line with recommendations made by the Council's auditors and changes to the use of revenue contributions to capital outlay. Members were assured that the Strategy would put the Council in a good position from which to face the significant financial challenges anticipated over the medium term..

During discussion, Members expressed their satisfaction with the Council's financial position and approach set out in the revised Medium Term Financial Strategy.

The Cabinet RESOLVED that:

- (i) the principal issues identified in the Head of Financial Services' Report No. FIN1518 and in the summary of risks in Appendix B of the Report be noted; and
 - (ii) the Council be recommended to approve the Financial Strategy, as set out in Appendix A of the Report.
- (2) **Revenue Budget Monitoring and Forecasting 2015/16 – Position at October, 2015 –**

The Cabinet considered the Head of Financial Services' Report No. FIN1520, which set out the anticipated financial position for 2015/16, based on the monitoring exercise carried out during October 2015. The Report

explained that, in the second quarter monitoring exercise, service managers had identified a net overspend of approximately £28,000 against their non-salary budgets. This figure was likely to be more than offset by a number of favourable variances that had been identified, including additional savings in relation to staff turnover and additional interest receipts. Members were reminded that, in light of the variances involved in the Business Rates Retention Scheme, the sum of £1.8 million had been transferred to the Stability and Resilience Reserve, to replenish the amount utilised in the previous year.

The Report identified a number of financial risks facing the Council which included not achieving the required savings target, projects not delivering efficiency savings and the deterioration of income streams due to the economic climate. While some of the savings required for 2015/16 had been identified, Members were informed that the net cost of the Council's services would need to be reduced to achieve financial sustainability and, therefore, further work would be carried out under the 8-Point Plan in this respect.

Members considered the Report and were content with the present position and proposed actions.

The Cabinet RESOLVED that the Head of Financial Services' Report No. FIN1520 be noted.

(3) **Capital Programme Monitoring 2015/16 – Position at October, 2015 –**

The Cabinet received the Head of Financial Services' Report No. FIN1521, which provided the latest forecast regarding the Council's Capital Programme for 2015/16. The Report advised that the Programme, including slippages and variations, totalled just over £13.5 million. The recent monitoring exercise had identified a number of areas of slippage, including infrastructure works between Wellesley and Aldershot town centre as part of the Activation Aldershot initiative, the replacement of car park pay and display machines and the refurbishment of the playgrounds at Manor Park and the Municipal Gardens. It was noted that the main underspend in the Programme was due to the in-house management of Aldershot town centre improvements. A capital bid would be put together for the 2016/17 Programme to progress phase six of the scheme, relating to works around Aldershot Station.

The Cabinet RESOLVED that the Head of Financial Services' Report No FIN1521, be noted.

181. **CORPORATE STRATEGY AND CORPORATE PLAN 2015/16 – QUARTER 2 MONITORING –**
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1505, which gave an update on performance management monitoring information against the Corporate Plan for the second quarter of the 2015/16 financial year.

The Chief Executive gave Members an update on strategic and performance management data on many areas, including indices of multiple deprivation, crime, economic data and homelessness. The Report also set out key initiatives and service measures under the themes of:

- People and communities
- Prosperity
- Place
- Leadership
- Good value services

It was noted that 89.6% of the indicators were on target, 10.4% were in question as to whether they would achieve the action or indicator and there were none unable to achieve elements of the target. The Chief Executive gave a summary of key projects that were ongoing and responded to Members' questions. In particular, Members discussed issues around educational attainment.

The Cabinet NOTED the Directors' Management Board Report No. DMB1505 and the performance made against the Corporate Plan in the second quarter of the 2015/16 municipal year.

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

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1519, which sought approval to award a grant from the Farnborough Airport Community Environmental Fund, which had been set up to assist local projects.

The Cabinet Member for Environment and Service Delivery had considered the application by the 1st Crookham Scouts for an award of £2,450 towards the cost of the building and equipping of a dedicated archery range at its headquarters in Fleet and had recommended that this should be approved.

The Cabinet RESOLVED that a grant of £2,450 be awarded from the Farnborough Airport Community Environmental Fund to the 1st Crookham Scouts.

183. **LOCAL AUTHORITY DATA TRANSPARENCY CODE AND ESTATES WORK –**
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Report No. LEG1520, which set out the Council's progress in meeting its requirements under the transparency code on land ownership records. It also sought resources to continue both this and other estates work.

Members were reminded that the Transparency Code made it mandatory for the Council to publish, on its website, all of its land and property assets in the Borough. The Cabinet had, in 2014, agreed for a legal executive to be employed for a temporary fixed period of one year in order to progress this work and, with 129 of a total of 844 cases having been processed so far, it was now requested that this post should be extended by another year in order to continue with this work. It was difficult to estimate at this time how long it might take to complete this task, as some cases were relatively straightforward and quick to process, whilst others were larger and more complex. To carry out this work, additional support had been required from within the estates team and this had been provided by employing a graduate surveyor, through an agency, for the previous three months. This post holder had also supported other important estates work which had freed up resources within the estates team to carry out other important work, such as progressing the acquisition of a new depot and SANG sites. It was now proposed that this graduate surveyor should be employed directly by the Council for a fixed period of one year, during which time the longer term needs of the team would be determined through the asset management work being carried out with Eastleigh Borough Council. The financial implications of these proposals were set out in the Report.

The Cabinet was supportive of the approach being proposed.

The Cabinet RESOLVED that

- (i) a legal executive be employed for a further period of twelve months, from 1st January, 2016, at a cost of £43,000 plus the cost of increased National Insurance or pay awards;
- (ii) the sum of £2,000, to meet land registry fees in respect of the first registration applications, be approved;
- (iii) a graduate surveyor be employed for a period of twelve months at a cost of £29,642.25; and
- (iv) the above costs be met from the Service Improvement Fund.

184. **PRIVATE SECTOR HOUSING STAFFING – TARGETED PROPERTY SURVEY –**
(Corporate Services / Health and Housing)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1512, which set out a proposal to appoint a full time officer, for a period of twelve months, to carry out a targeted survey of specific areas of private rented accommodation in the Borough.

Members heard that the purpose of the survey was to ascertain the extent of poor housing conditions, to identify houses in multiple occupation and to identify cases of overcrowding. It was reported that the Private Sector Housing Team had experienced an increase in the number of requests for assistance from residents concerned about overcrowding, safety and disrepair. Government guidance had recommended, amongst many measures, that local authorities should carry out door-to-door surveys of private rented accommodation, as part of a pro-active approach for dealing with such problems. With work levels within the existing team already high, it was felt that this could only be carried out by employing an additional resource. It was, therefore, proposed that a suitably qualified person should be recruited for a fixed term of twelve months in order to carry out this survey and any ensuing enforcement work.

The Cabinet RESOLVED that the recruitment of a full time qualified person, on the terms set out in the Head of Environmental Health and Housing's Report No. EHH1512, be approved.

185. **PLANNING POLICY AND CONSERVATION TEAM RESOURCES –**
(Corporate Services / Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1553, which set out a proposal to alter the staffing structure within the Planning Policy Section of the Planning Policy and Conservation Team.

Members heard how the team was extremely busy at present, especially in respect of the ongoing production of a revised Rushmoor Local Plan. There had been some recent changes to staffing within the team, including the loss of some capacity in the Planning Policy and Conservation Manager post, following the resignation of one half of the job share arrangement. These changes had left the team unable to keep up with its core and priority work. A review had been carried out to establish what staffing structure would best deliver the team's priorities and a number of proposed changes were set out in the Report. This involved the deletion of some posts and the creation of others, along with other proposed changes. It was felt that this review was necessary and would enable the team to cover work requirements into the future. It was noted that the proposal did result in additional costs over the first two years but, after this, would be cost neutral.

The Cabinet RESOLVED that the proposed changes to staffing within the Planning Policy and Conservation Team, as set out in the Head of Planning's Report No. PLN1553, be approved.

186. EXCLUSION OF THE PUBLIC –

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

Report Para. Nos.	Schedule 12A Para. No.	Category
187 and 188	3	Information relating to financial or business affairs

**THE FOLLOWING ITEMS WERE CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

187. CONTRACTS TEAM – STAFFING STRUCTURE –
(Corporate Services / Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Exempt Report No. COMM1521, which set out a proposal to continue with an additional resource and to make other staffing changes within the Contracts Team. This was required to ensure there would be sufficient resources to support the work of the team, including the procurement of the refuse, street cleansing and grounds maintenance contracts and the securing of a new depot.

Members were reminded that, in 2014, the Cabinet had agreed to some temporary changes to staffing within the Contracts Team, to facilitate the increase in work due to preparations for the renewal of the contracts. It had been agreed at that time that the new arrangements would be trialled for one year and then reviewed. It was confirmed that these arrangements had worked well and now, in light of a request from a team member for flexible retirement, it was proposed that the structure should be changed again to provide the appropriate level of resources. It was further proposed that, having covered some contracts work using secondments for each of the previous three years, that this additional resource should be made permanent, to provide some certainty for employees. The Cabinet was informed that the staffing structure would be reviewed again once the new contract was in place and bedded in.

The Cabinet RESOLVED that

- (i) a supplementary estimate for £23,000 in respect of changes to staffing within the Contracts Team, as set out in the Head of Community and Environmental Services' Exempt Report No. COMM1521, be approved; and
- (ii) the structure of the Contracts Team be reviewed again towards the end of 2017.

188. SALES OF SMALL AREAS OF AMENITY LAND –
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1519, which sought approval for the principle of selling small areas of amenity land which had been retained by the Council at the time of the voluntary transfer of its housing stock over twenty years ago.

It was explained that the Estates Team within Legal Services had regularly received requests to dispose of small pieces of Council owned amenity land situated in large housing estates within the Borough. To date, around 30 requests had been received and around half of these were considered suitable for transfer to private ownership in planning terms, though planning permission would still need to be formally sought for change of use. It was now proposed to consider the transfer of these suitable plots and, at the same time, set up a procedure so that future requests could be dealt with in an efficient and timely manner. A proposed process was set out in the Report and this also set out the risks of any such scheme. Members were assured that, in the case of an owner wanting to build on the newly acquired land, the Council would need to give consent for this and would, at this time, receive the appropriate overage for any increase in value over garden land.

The Cabinet expressed support for the principle of selling small areas of amenity land in these circumstances.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to agree the sale of any area of amenity land and take all necessary steps to complete the transaction, subject to planning permission having been granted for the change of use of the land to gardening land or for building extensions, upon the following basis:
 - payment of the planning application fee;
 - payment of £500 surveyor's costs;
 - payment of £500 legal costs;

- the purchase price for garden land to be £6 per square foot based on comparable evidence within Rushmoor Borough Council;
 - the purchase price for built extension land to be approximately £30 per square foot, depending on location, or such other figure that the Estate Team advises represents best value; and
- (ii) the above costs and items be reviewed in subsequent years, indexing linking them to cover increasing costs.

The Meeting closed at 5.45 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Thursday, 28th September, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

a Cr. A.M. Ferrier (Chairman)

Cr. S.J. Masterson (Vice-Chairman) (In the Chair)

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

Apologies for absence were received on behalf of the Chairman (Cr. A.M. Ferrier) and Crs. A.H. Crawford, B. Jones and M.D. Smith.

In the absence of the Chairman, the Vice-Chairman (Cr. S.J. Masterson) took the Chair.

189. **MINUTES –**

The Minutes of the Meeting held on 29th June, 2015 were approved and signed by the Chairman.

190. **STATEMENT OF ACCOUNTS 2014/15 AND AUDIT RESULTS REPORT 2014/15 –**

The Committee welcomed to the meeting Messrs. Paul King and Alan Gregory from Ernst & Young who were attending the meeting to present the Company's findings as Council's auditors, in carrying out its audit work in relation to the 2014/15 financial year.

Before considering the Head of Financial Services' Report No. FIN1517, the Committee's attention was drawn to a draft letter of representation from the Council to Ernst & Young which had been prepared in respect of Financial Statements and Financial Records, Fraud, Compliance with Laws and Regulations, Information Provided and Completeness of Information and Transactions, Liabilities and Contingencies, Subsequent Events, Accounting Estimates, Retirement Benefits and Use of the Work of an Expert. Having considered the draft letter of representation, the Committee was satisfied with the content and approved the letter for signature by the Chairman and the Head of Financial Services.

The Committee considered the Head of Financial Services' Report No. FIN1517, which advised that the Statement of Accounts for 2014/15 had been prepared in line with CIPFA's Code of Practice on Local Authority Accounting for 2014/15, under International Financial Reporting Standards (IFRS) and in accordance with the Accounts and Audit (England) Regulations 2011.

The Council's Annual Governance Statement, which had been approved by the Standards and Audit Committee on 2nd July and by the Cabinet on 28th July, 2015, was required to be published alongside the Statement of Accounts and was included as Appendix A to the Report.

The Committee was advised that the auditors had completed their audit for the 2014/15 financial year and their conclusions were summarised in the Audit Results Report which was attached as Appendix B to the Head of Financial Services' Report. A summary of the key findings from Ernst & Young was set out in the Report and the draft audit opinion was set out on page 66 of the Statement of Accounts. Ernst & Young had reported that it planned to issue an unqualified opinion on the financial statements and that the Council had made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. Mr. Paul King of Ernst & Young then addressed the Committee on the content of the Audit Results Report, summarising the Company's preliminary audit conclusion in relation to the Council's financial position and results of operations for the year ended 31st March, 2015.

Mr. King and the Head of Financial Services then answered Members' questions concerning the Business Rates Retention Scheme, National Non-Domestic Rates and the New Homes Bonus. Members also expressed their appreciation of the work of the Financial Services team in preparing the Statement of Accounts.

RESOLVED that

- (i) the Auditor's Audit Results Report be noted;
- (ii) approval be given to the Financial Statements set out in the Head of Financial Services' Report No. FIN1517;
- (iii) the letter of representation to the auditors, Ernst & Young, be approved; and
- (iv) the Chairman be authorised to sign the Statement of Responsibilities.

The Meeting closed at 7.35 p.m.

S.J. MASTERSON
VICE-CHAIRMAN

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 14th October, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

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

Cr. Mrs. D.B. Bedford	Cr. P.I.C. Crerar	Cr. D.S. Gladstone
Cr. D.M.T. Bell	Cr. Sue Dibble	Cr. C.P. Grattan
Cr. R. Cooper	Cr. Jennifer Evans	a Cr. J.H. Marsh

Non-Voting Member

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

An apology for absence was submitted on behalf of Cr. J.H. Marsh.

Cr. S.J. Masterson attended as standing deputy in place of Cr. J.H. Marsh.

190. DECLARATION OF INTEREST –

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

Member	Application No. and Address	Interest	Reason
Cr. Mrs. D.B. Bedford	15/00606/FULPP (Nos. 31–33 Queens Road and No. 62 Peabody Road, Farnborough)	Prejudicial	Friend of the owner/applicant.

191. MINUTES –

The Minutes of the Meeting held on 16th September, 2015 were approved and signed by the Chairman.

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

RESOLVED: That

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

15/00699/FULPP (No. 11 Alma Square, Farnborough)
15/00723/ADV (Princes Way, Aldershot);

- (ii) permission would have been refused in respect of the following application for the reasons set out in the Head of Planning’s Report No. PLN1550:

* 15/00318/FULPP (Land to the rear of Nos. 42 - 44
Newfield 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. PLN1550, be noted;

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

15/00606/FULPP (Nos. 31 – 33 Queens Road and No. 62
Peabody Road, Farnborough);

* 15/00663/FULPP (No. 10 Marrowbrook Close,
Farnborough) and

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

15/00719/REMPP (Land at Junction with Templer Avenue
and Meadow Gate Avenue,
Farnborough).

* The Head of Planning’s Report No. PLN1550 in respect of this application was amended at the meeting.

193. **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
15/00663/FULPP	(No. 10 Marrowbrook Close, Farnborough)	Mrs. R. Duffett Ms. Y. Bond	Against In support

194. **APPLICATION NO. 15/00606/FULPP – NOS. 31 – 33 QUEENS ROAD AND NO. 62 PEABODY ROAD, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1550 regarding the demolition of existing buildings and the erection of eight three-bedroom houses and five two-bedroom apartments with associated car parking and formation of a new vehicular access at Nos. 31 – 33 Queens Road and No. 62 Peabody Road, Farnborough.

It was noted that the recommendation was to grant planning 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 5th November, 2015 to secure an appropriate financial contribution towards Special Protection Area mitigation and open space, 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. PLN1550; however
- (ii) in the event that a satisfactory Section 106 agreement is not received by 5th November, 2015, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal fails to make provision for open space contrary to the provisions of Policy CP12 of the Rushmoor Core Strategy and 'saved' Policy OR4 of the Rushmoor Local Plan Review 1996 – 2011 and fails to provide mitigation for the impact of the development on the Thames Basin Heaths Special Protection Area in accordance with the Council's Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy contrary to Policy CP13 of the Rushmoor Core Strategy.

195. APPLICATION NO. 15/00663/FULPP – NO. 10 MARROWBROOK CLOSE, FARNBOROUGH –

The Committee considered the Head of Planning's Report No. PLN1550 regarding the demolition of a garage and erection of a three-bedroom house and associated access, parking and landscaping at No. 10 Marrowbrook Close, Farnborough. Before considering the application in detail, the Committee received representations in accordance with the scheme of public representation from Mrs. R. Duffett against the application and Ms. Y. Bond in support.

It was noted that the recommendation was to grant planning 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 unilateral undertaking under Section 106 of the Town and Country Planning Act, 1990 by 28th October, 2015 to secure a contribution of £7,211 towards Special Protection Area mitigation and improvements to transport infrastructure, 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. PLN1550; however
- (ii) in the event that a satisfactory unilateral undertaking is not received by 28th October, 2015, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal fails to provide mitigation for the impact of the development on the Thames Basin Heaths Special Protection Area in accordance with the Council's Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy contrary to Policy CP13 of the Rushmoor Core Strategy and fails to make an appropriate transport contribution in accordance with the Council's adopted Transport Contributions SPD and Core Strategy Policies CP16 and CP17.

196. ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT –

(1) The Beehive, No. 264 High Street, Aldershot –

The Committee received the Head of Planning's Report No. PLN1551 regarding the unauthorised change of use of the first floor ancillary letting rooms to bedsits and the conversion of the rear part of the building to six self-contained flats at The Beehive, No. 264 High Street, Aldershot.

It was reported that the decision to issue an enforcement notice had been taken by the Head of Planning, in accordance with the Council's adopted Scheme of Delegation.

RESOLVED: That the issuing of an Enforcement Notice, in respect of the unauthorised activities at The Beehive, No. 264 High Street, Aldershot, be noted.

(2) **The Old Warehouse, 'Star Yard', Victoria Road, Aldershot –**

The Committee received the Head of Planning's Report No. PLN1551 regarding the unauthorised change of use of the building to a total of eighteen bedsitting rooms at The Old Warehouse, 'Star Yard', Victoria Road, Aldershot.

It was reported that the decision to issue an enforcement notice had been taken by the Head of Planning, in accordance with the Council's adopted Scheme of Delegation.

RESOLVED: That the issuing of an Enforcement Notice, in respect of the unauthorised activities at The Old Warehouse, 'Star Yard', Victoria Road, Aldershot, be noted.

197. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1552 concerning the following new appeal:

Application No.	Description
15/00318/FULPP	Against the Council's non-determination within the statutory eight week period in respect of the erection of a pair of three-bedroom semi-detached dwellings, with associated access and parking at land to rear of Nos. 42 – 44 Newfield Avenue, Farnborough. The appeal would be dealt with by way of the written procedure.

RESOLVED: That the Head of Planning's Report No. PLN1552 be noted.

The Meeting closed at 8.24 p.m.

G.B. LYON
CHAIRMAN

**DEVELOPMENT MANAGEMENT COMMITTEE
14TH OCTOBER 2015**

APPENDIX "A"

Application No. & Date Valid: **15/00699/FULPP** **13th September 2015**

Proposal: **Erection of single storey rear extension following demolition of rear single storey extension. at 11 Alma Square Farnborough Hampshire GU14 6AD**

Applicant: **Mr & Mrs K Edwards**

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 external walls of the extension hereby permitted shall be finished in materials of the same colour and type as those of the existing building, and in the case of brickwork matching the existing bond and pointing. All rainwater goods shall be of the same colour and type of those of the existing building. The development shall be completed and retained in accordance with the details so approved.**

Reason - To ensure satisfactory external appearance.

3 **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. 15/00723/ADV
& Date Valid:**

18th September 2015

Proposal: Display of one non illuminated banner on north elevation at
Princes Hall Princes Way Aldershot Hampshire

Applicant: Edward Haversham

Conditions: 1 The signage hereby permitted shall be carried out in
accordance with the following approved drawings -

Reason - To ensure the signage is displayed in
accordance with the permission granted

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 11th November, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

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

Cr. Mrs. D.B. Bedford	Cr. P.I.C. Crerar	Cr. D.S. Gladstone
Cr. D.M.T. Bell	Cr. Sue Dibble	Cr. C.P. Grattan
Cr. R. Cooper	Cr. Jennifer Evans	Cr. J.H. Marsh

Non-Voting Member

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

198. DECLARATION OF INTEREST –

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

Member	Application No. and Address	Interest	Reason
Cr. R.L.G. Dibbs	15/00797/COUPP (The Kings Centre, High Street, Aldershot, Hants)	Prejudicial	Social contact with the owner.

199. MINUTES –

The Minutes of the Meeting held on 14th October, 2015 were approved and signed by the Chairman.

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

RESOLVED: That

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

15/00725/FULPP	(No. 28 Chingford Avenue, Farnborough)
* 15/00777/FULPP	(Salesian College, No. 119 Reading Road, Farnborough)
* 15/00783/FULPP	(Salesian College, No. 119 Reading Road, Farnborough)
* 15/00797/COUPP	(The Kings Centre, High Street, Aldershot)
* 15/00798/ADVPP	(The Kings Centre, High Street, Aldershot)
* 15/00719/REMPP	(Land at the Junction with Templer Avenue, Meadow Gate Avenue, Farnborough)
* 15/00810/CONDPP	(Land at the Junction with Templer Avenue, Meadow Gate Avenue, Farnborough)
15/00807/ADV	(No. 182A Farnborough Road, Farnborough);

(ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1554, be noted; and

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

15/00811/REVPP (Westmead, Farnborough).

* The Head of Planning's Report No. PLN1554 in respect of these applications was amended at the meeting.

201. REPRESENTATIONS BY THE PUBLIC –

There were no representations by the public.

202. VARIATION OF THE LEGAL AGREEMENT RELATING TO WELLESLEY (AUE) DEVELOPMENT –

The Committee received the Head of Planning's Report No. PLN1555 (as amended at the meeting). The Report sought authority to vary the terms of the 2014 Section 106 legal agreement relating to Planning Permission 12/00958/OUT granted in March, 2014.

The Agreement was in respect of the obligation to provide and maintain Suitable Alternative Green Space (SANGs) to accommodate recreational use by residents of the scheme and the surrounding area. It was reported that the variation would be required as the majority of the SANGs provision had been delivered much earlier than had been anticipated. The accelerated provision

of the SANGs had been as a result of Local Investment Funding. This had meant that changes had been necessary to the SANGs delivery strategy, as provided for in the Agreement, as works on Wellesley Woodland were now largely complete and the majority of the SANGs provision would therefore be available prior to completion of any of the residential units within the development.

The Report set out in detail each of the proposed changes, together with the consequences of each amendment, the implied risk to the Council and how any such risk could be mitigated.

RESOLVED: That the Solicitor to the Council, subject to being satisfied, in consultation with the Head of Planning, that

- (i) Grainger will meet any increased costs for maintenance of the SANGs arising out of the early delivery of the SANGs in the event that this was not met by the annual service charges; and, commit to the SANGs proportion of the service charge being used to maintain the SANGs;
- (ii) that the Reserve Fund payment of £200,000 would be paid into the Reserve Fund Account either upon the completion of the Deed of Variation or upon first occupation;
- (iii) appropriate triggers are provided within the Deed of Variation to ensure that the payment of £1.5 million into the Investment Fund is made in stages throughout the lifetime of the development, either linked to phases of the development or such other triggers as are agreed;
- (iv) any need to notify or consult with Natural England on the agreed package of variations has been undertaken

be authorised to enter into a Deed of Variation under Section 106A of the Town and County Planning Act incorporating the changes set out in the Head of Planning's Report No. PLN1555 (as amended).

203. PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JULY – SEPTEMBER, 2015 –

The Committee received the Head of Planning's Report No. PLN1556 which provided an update on the position with respect to achieving performance indicators for the Development Management Section of Planning and the overall workload of the Section for the period 1st July to 30th September, 2015.

RESOLVED: That the Head of Planning's Report No. PLN1556 be noted.

204. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1557 concerning the following appeal decisions:

Application No.	Description	Decision
14/00409/FULPP	An appeal against the Council's decision to refuse planning permission for the demolition of Nos. 113, 115 and 117 Fleet Road and the erection of twelve dwellings with associated landscaping, access and parking. The appeal had been dealt with by way of a hearing.	Allowed
15/00008/COUPP	An appeal against the Council's decision to refuse planning permission for the change of use of the ground floor from Use Class A1 (retail) to Use Class A2 (betting office) at Nos. 60 – 62 Union Street, Aldershot. The appeal had been dealt with by way of a hearing.	Dismissed

RESOLVED: That the Head of Planning's Report No. PLN1557 be noted.

The Meeting closed at 7.40 p.m.

G.B. LYON
CHAIRMAN

**DEVELOPMENT MANAGEMENT COMMITTEE
11TH NOVEMBER 2015**

APPENDIX "A"

Application No. & Date Valid: **15/00719/REMPP** **25th September 2015**

Proposal: PART RESERVED MATTERS: Erection of a single storey building for use as a coffee shop with drive through facility, including customer ordering point/height restrictor, and external seating area with associated car parking, access and works pursuant to Conditions 4(a)-(l) inclusive attached to Outline Planning Permission Ref: 99/00744/OUT dated 17th November 2000

Applicant: HEREF Farnborough Ltd And Costa Ltd

Conditions: 1 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

2 The proposed external lighting hereby approved shall be implemented and operated in accordance with the External Lighting Proposals report dated 27 May 2015, Issue 2 - Planning prepared by the Shepherd Brombley Partnership.

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

- 3 The permission hereby granted shall be carried out in accordance with the following approved drawings - PL001, 002 rev C, 003, 004 rev A, 006, ME12017E014 rev PR, 221869_UG rev 1 and 19936 rev 04

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

- 4 The use hereby permitted shall not be open to customers outside the following times:

6am until 10pm Monday to Saturday

7am until 10pm on Sunday

Reason - To safeguard the amenities of neighbouring occupiers.

Application No. & Date Valid: **15/00810/CONDPP** **15th October 2015**

Proposal: Submission of details pursuant to conditions 10 (services) 13, (tree protection) 17, (sound proofing of building) and 18 (sound proofing plant and machinery) attached to Planning Permission 99/00744/OUT dated 17 November 2000 in respect of a coffee shop with drive through facility at **Land At Junction With Templer Avenue Meadow Gate Avenue Farnborough Hampshire**

Applicant: HEREF Farnborough Ltd

Application No. & Date Valid: **15/00725/FULPP** **21st September 2015**

Proposal: Erection of part single and part two storey side/rear extension at **28 Chingford Avenue Farnborough Hampshire GU14 8AB**

Applicant: Mr & Mrs Suzanne & David May

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 external walls of the extension hereby permitted

shall be finished in materials of the same colour and type as those of the existing building, and in the case of brickwork matching the existing bond and pointing. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.

- 3 The garage(s) and/or parking space(s) shown on the approved plans shall be used only for the parking of vehicles ancillary and incidental to the residential use. 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.

- 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:**

15/00777/FULPP

2nd October 2015

Proposal:

Erection of a detached two storey detached sports building with ancillary facilities (re-submission of scheme approved with planning permission 12/00520/FUL dated 13 September 2012) at **Salesian College 119 Reading Road Farnborough Hampshire**

Applicant:

Salesian College

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- Drake & Kannemeyer Drawing numbers: 211-11-01 : 01, 02, 03, 04, 05, 06 Rev.A, 07 Rev.A, 08, and 09.

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

- 3 Notwithstanding any indication which may have been given in the application, or in the absence of such information, no works shall start on site until details and/or samples of all external finishing and surfacing materials, including those to access driveways/forecourts etc have been submitted to and approved in writing by the Local Planning Authority. *

Reason - To secure a satisfactory appearance.

- 4 Construction 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 construction work at all shall take place on Sundays and Bank or Statutory Holidays, unless otherwise agreed in writing by the Local Planning Authority.

Reason - To protect the amenities of surrounding residential properties and other occupiers.

- 5 Notwithstanding any details shown on the approved plans, or in the absence of such information, the design of the building shall include an adequate form of soundproofing in order to contain internally generated noise in accordance with a detailed scheme, which shall be submitted to and approved in writing by the Local Planning Authority before any works start on site. The approved scheme shall be carried out in full before the development hereby permitted is first occupied. *

Reason - To protect the occupants of nearby residential properties from undue noise disturbance emanating from the proposed building.

- 6 No sound reproduction equipment, conveying messages, music, or other sound by voice, or otherwise which is audible outside the premises shall be installed on the site without the prior written consent of the Local Planning Authority.

Reason - To protect the amenities of occupiers of nearby properties.

- 7 No works shall start on site until a fully detailed landscape and planting scheme for the site has been submitted to

and approved in writing by the Local Planning Authority.
*

Reason - In the interests of amenity and to help achieve a satisfactory standard of landscaping.

- 8 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, and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless otherwise first agreed in writing by the Local Planning Authority.

Reason - In the interests of amenity and to help achieve a satisfactory standard of landscaping.

- 9 No works shall start on site until the existing trees in proximity to the application site as identified on the approved plans have been adequately protected from damage during site clearance and works in full accordance with the details and measures as set out in the J A Consulting Arboricultural Report and Tree Protection Measures details submitted with the application. The means and measures identified in the Method Statement shall be carried out strictly as specified. *

Reason - To preserve the amenity value of the retained trees.

- 10 Before any construction works commence on site, details of all external lighting to be installed within the site (including that to be installed on the exterior of the buildings hereby permitted) shall be submitted to and approved by the Local Planning Authority. The submitted details shall indicate the purpose/requirement for the lighting proposed and specify the intensity, spread of illumination and means of controlling the spread of illumination (where appropriate). The external lighting proposals as may subsequently be approved shall be implemented solely in accordance with the approved details and retained thereafter solely as such unless otherwise first agreed in writing by the Local Planning Authority. With the exception of lighting identified and agreed as being necessarily required solely for

maintaining the security of the site/building during night-time hours, no other external lighting shall be used/operated during night-time hours (2300 to 0700 hours daily) unless otherwise first agreed in writing by the Local Planning Authority. *

Reason - In the interests of the amenities of nearby residential properties; and to ensure that there is no unnecessary use of lighting at the site.

- 11 Prior to the commencement of development details of measures to incorporate Sustainable Drainage Systems (SUDS) into the new built 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 new building and retained in perpetuity.

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

- 12 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 BREEAM "Very Good" standard 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 use of the building and retained in perpetuity.

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

- 13 Any ventilation, air-conditioning units or other roof plant to be installed on the building hereby permitted shall be insulated so that no noise emanating from the equipment shall be heard at the boundaries with the adjoining residential properties.

Reason - To protect the occupants of nearby residential properties from noise disturbance.

Application No. & Date Valid: 15/00783/FULPP

6th October 2015

Proposal: Partial demolition of ground floor offices and erection of part two-storey and part first floor extensions to provide additional

office, classroom and ancillary accommodation with new entrance lobby into existing school hall at **Salesian College 119 Reading Road Farnborough Hampshire**

Applicant: Salesian College

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- Drake & Kannemeyer Drawing numbers: 215-08-05 001, -002, -003, -004, -004 Rev.B, and -005.

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

3 Notwithstanding any indication which may have been given in the application, or in the absence of such information, no works shall start on site until details and/or samples of all external finishing and surfacing materials, including those to access driveways/forecourts etc have been submitted to and approved in writing by the Local Planning Authority. *

Reason - To secure a satisfactory appearance.

4 Construction 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 construction work at all shall take place on Sundays and Bank or Statutory Holidays, unless otherwise agreed in writing by the Local Planning Authority.

Reason - To protect the amenities of surrounding residential properties and other occupiers.

5 No works shall start on site until a fully detailed landscape and planting scheme for the site has been submitted to and approved in writing by the Local Planning Authority. *

Reason - In the interests of amenity and to help achieve a

satisfactory standard of landscaping.

- 6 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, and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless otherwise first agreed in writing by the Local Planning Authority.

Reason - In the interests of amenity and to help achieve a satisfactory standard of landscaping.

- 7 No works shall start on site until the existing trees and hedges which are to be retained on or adjoining the application site have been adequately protected from damage during site clearance and works on site, which shall include stout exclusion fencing located outside the perimeter of canopy spread in accordance with the accord with the recommendations of BS 5837:2005 'Trees in Relation to Construction'.

Reason - To preserve the amenity value of the retained tree(s) and shrubs.

- 8 Prior to the commencement of development details of measures to incorporate Sustainable Drainage Systems (SUDS) into the new built 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 new building and retained in perpetuity.

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

- 9 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 BREEAM "Very Good" standard 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 use of the building and retained in perpetuity.

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

- 10 Any ventilation, air-conditioning units or other roof plant to be installed on the extension hereby permitted shall be insulated so that no noise emanating from the equipment shall be heard at the boundaries with the adjoining residential properties.

Reason - To protect the occupants of nearby residential properties from noise disturbance.

- 11 The modifications to the existing lay-by parking space as shown by Drake & Kannemeyer Drawing No. 215-08-004 Rev.B received on 30 October 2015 shall be undertaken and completed such that the revised lay-by parking space is available for use for parking purposes prior to the first occupation of the classroom extension hereby permitted. The revised lay-by parking space shall be retained for parking purposes at all times thereafter.

Reason - To ensure no diminution in existing on-site parking provision at the site in the interests of the safety and convenience of highway users.

**Application No.
& Date Valid:**

15/00797/COUPP

10th October 2015

Proposal:

Change of use from place of worship with ancillary facilities (Use Class D1) to mixed use as (a) events and entertainment centre for organised business/conference, community and entertainment events, recreational uses for the community, celebration events (weddings, anniversaries, birthdays etc), music/concerts, film, dancing and religious events with ancillary bar and catering/kitchen facilities to serve the function rooms (Use Classes D1 and D2); and (b) change of use of mezzanine (third) floor space into self-contained restaurant (Use Class A3) with ancillary take-away; and installation of 2 extraction systems with externally-mounted louvre-vent boxes at **The Kings Centre High Street Aldershot Hampshire**

Applicant:

PRB Hampshire 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 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.

- 3 The A3 use and ancillary cooking facilities hereby approved shall not commence until the extraction systems as shown on the approved plans in accordance with the additional installation details received on 21 October 2015 have been installed in full accordance with the details so approved and thereafter retained fully operational whilst the kitchens/food premises are in use.

Reason - To safeguard the amenities of occupiers of neighbouring and nearby properties. *

- 4 The D2 element of the mixed use hereby permitted shall not commence until a scheme specifying the provisions to be made for the control of noise emanating from the premises has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented in full before commencement of D2 use and thereafter retained.

Reason - To protect the amenity of occupiers of neighbouring and nearby properties. *

Application No. & Date Valid: **15/00798/ADVPP** **10th October 2015**

Proposal: Display of internally-illuminated fascia signs on front elevation over entrance doors; and non-illuminated signs comprising individual letters on both side elevations at **The Kings Centre High Street Aldershot Hampshire**

Applicant: PRB Hampshire Limited

Conditions: 6 The advertisement consent hereby granted shall be carried out in accordance with the following approved drawings - C Foo Associates Drawing Nos. EX00; PE01; and EE01.

Reason - To ensure the advertisement signage is implemented in accordance with the consent granted.

Application No. & Date Valid: 15/00807/ADV

12th October 2015

Proposal: Display of non-illuminated gate mounted sign at **182A Farnborough Road Farnborough Hampshire GU14 7JL**

Applicant: Mr Peter Dobson

- Conditions:**
- 1 No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission.
 - 2 No advertisement shall be sited or displayed so as to—
 - (a) endanger persons using any highway, railway, waterway, dock, harbour or aerodrome (civil or military);
 - (b) obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; or
 - (c) hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle.
 - 3 Any advertisement displayed, and any site used for the display of advertisements, shall be maintained in a condition that does not impair the visual amenity of the site.
 - 4 Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a condition that does not endanger the public.
 - 5 Where an advertisement is required under these Regulations to be removed, the site shall be left in a condition that does not endanger the public or impair visual amenity.
 - 6 The consent hereby granted shall be carried out in accordance with the following approved drawings – PLAN 1, PLAN-2 and PLAN-3.

Reason - To ensure the signage is displayed in accordance with the consent granted.

LEISURE AND YOUTH POLICY AND REVIEW PANEL

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

Voting Members

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

Cr. T.D. Bridgeman
Cr. P.I.C. Crerar
Cr. K. Dibble

Cr. J.H. Marsh

Cr. A.R. Newell
a Cr. M. Staplehurst
Cr. B.A. Thomas

An apology for absence was submitted on behalf of Cr. M. Staplehurst.

205. MINUTES –

The Minutes of the Meeting held on 7th September, 2015 were agreed as a correct record.

206. PRINCES HALL -

The Chairman welcomed Mr. David Phillips, Town Centre and Cultural Manager, who had been invited to the meeting to give a presentation on the Princes Hall Annual Report 2014/15 and an overview of the future opportunities and potential developments at the site.

Mr. Phillips reported on events held at the Princes Hall during 2014/15, and advised that, for the first time ever, over 1,000 events had been held at the theatre. This figure comprised 407 promotions, such as 56 professional shows, 39 performances of the Pantomime and 232 Youth Theatre sessions, and 639 hirings, including 85 concerts and shows, 318 business meetings and 90 dance classes. It was explained that whilst “hirings” were risk free, a fixed fee was paid by the hirer for use of the room, profit on promoted events was dependent on ticket sales. It was noted that the Youth Theatre sessions had increased from four sessions a week in 2010/11 to seven per week in 2014/15, which were attended by over 100 young people.

It was advised that the number of professional shows and their attendance figures had remained consistent over the past few years; data showed there were 50-60 shows on average a year, attended by around 20,000 people. Increases to ticketing prices, in the past twelve months, had resulted in an increase in gross box office figures and profit on professional

shows. The Panel was informed of the ten most profitable professional shows, these included shows by comedians Lee Mack and Jason Manford, Sing A Long A Frozen, Psychic Sally, That'll be the Day and Milkshake Live! It was noted that if a show ran for more than one night/performance profits increased, as set up costs were reduced.

Mr. Phillips reported on the data collected from performances of the Pantomime. It was noted that attendance figures had remained between 17,000 and 19,000 per year over the last six years, with Snow White and Peter Pan being two of the most popular Pantomimes. Gross box office figures had risen steadily over the years, with takings in excess of £250,000 in 2014/15, resulting in a profit of £123,000 (a £3,329 profit per show). When benchmarked with ten other venues in England, it was noted that the Princes Hall ranked fourth on profit per pantomime performance, beaten only by three venues with significantly larger seating capacities.

It was noted that, compared with thirteen other civic theatres in England, the Princes Hall ranked top on average percentage of tickets sold per professional show, (including the Pantomime). 39% of all Princes Hall's tickets were now sold online, (fifth out of twelve venues), the installation of a new ticketing system, "Spektrix", enabled a target figure to be set of 50% by 2017.

It was advised that income from the Tichbourne and Princes suites had reduced since 2006/07 but income from the main auditorium had almost tripled. It was a priority to address the fall in hiring income of the ground floor suites or find alternative uses for them

The Panel was informed of the budget for the Princes Hall and noted that the venue had operated at a subsidy of £3.05 per person in 2014/15. It was also noted that some capital works had been carried out, in particular replacement flooring at £15,000, a replacement stage extension at £12,000 and installation of wi-fi throughout the building. It was explained that the subsidy of nearly £400,000 for the Princes Hall was very competitive compared to that of other local theatres.

In response to a query regarding the jump in the number of events by 18%, it was advised that one regular booking of 100 meetings, ie. Slimming World, would make a huge difference to the number of hirings, increasing the figures considerably.

It was noted that SNAP discos had once had attendance figures of 500-600 young people but had dipped about 18 months ago to 200 – 250. A relaunch had taken place making the disco cheaper to put on and attendance had increased to 300+. It was noted that the Police were no longer involved in SNAP.

The Panel discussed the parking facilities near the Princes Hall, and was assured that the demolition of the Warburg Car Park had not had a detrimental effect on attendance at the venue. However there were some

issues with the Westgate/Morrisons car park, and staff aimed to divert theatre goers to the High Street Car Park at all times.

A discussion was then held on the future of the Princes Hall. A number of areas needed to be considered to ensure a sustainable future for the facility, these included, income from the suites, the staffing structure, booking fees, secondary spend, competition from other venues in the town centre and the long term use of the building. The Westgate site had been identified as a key site in the Aldershot Prospectus; the site included the Princes Hall, Police Station and Magistrates Courts as well as the Westgate development. Possible developments for the Princes Hall included an enhanced ground floor area, which could include a café area and space for office co-location opportunities and flexible meeting rooms.

The Panel discussed the two venues in the town, which may have an impact on the Princes Hall, The Empire and The Palace. It was noted that The Empire had a capacity of 1,600 but required a lot of work and the view from the seating at the top was obscured; it was thought that the plan would be to have an auditorium on the ground floor and a restaurant with a place for worship on the upper level. It was advised that work was currently taking place on The Palace and the property still held a licence to operate as a nightclub. The future plans were still unclear.

In response to a query, it was advised that the Council would continue to monitor the site adjacent to The Empire, which currently housed Gala Bingo and a car wash facility.

The Chairman thanked Mr. Phillips for his presentation.

207. **WORK PROGRAMME –**

The Panel **NOTED** the current work programme and were advised that a presentation on the Playground Review and an update on the Lido Review would be given at the next meeting

The meeting closed at 8.00 p.m.

CR. LIZ CORPS
CHAIRMAN

ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 10th November, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members:

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

Cr. M.S. Choudhary
Cr. Sue Dibble
Cr. D.S. Gladstone

Cr. G.B. Lyon

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

An apology for absence was submitted by Cr. D.M. Welch.

208. **MINUTES –**

The Minutes of the Meeting held on 8th September, 2015 were approved and signed by the Chairman.

209. **MARKETS –**

The Panel received a presentation from Mr. John Trusler, Principal Engineer, on progress with the Farnborough and Aldershot markets. The Panel also welcomed Mr. Peter Amies, Head of Community and Environment to the meeting.

Mr. Trusler explained that, in December, 2014, the Cabinet had approved a review of the operating arrangements for the existing markets and car boot sales in Rushmoor. In January 2015, Cabinet had considered the outcomes of the review and supported the recommendations that the Council should bring the operation of the markets and car boot sales 'in-house'.

Subsequently, during January and February of 2015, a small team of Officers from a range of services across the Council had developed the new business. Mr. Trusler reported that, although timelines had been tight and this had been a new way of working for the team, all deadlines had been met and in February, 2015 a new Market Manager, Claire Farrow, had been appointed. Mr. Trusler reported that the Farnborough Tuesday market had successfully opened on 3rd March, 2015, which was thriving and very popular. In May, 2015 the Farnborough Sunday market had commenced and the Panel was informed that, whilst small in comparison to the Tuesday market, it was proving popular with the public. In June, 2015 the Saturday market had commenced in Aldershot, and had played a role in supporting the VE Day celebrations. In August the official opening of the Aldershot market had taken place, in conjunction with celebrating the opening of the new look town centre. Finally, the Aldershot Thursday market was continuing to grow in popularity with both the traders and the public.

It was also reported that the Farnborough car boot sale was very popular with both buyers and sellers and a new pre-booking system had reduced queuing for sellers. Aldershot car boot had struggled to regain momentum, but had shown significant improvement in recent weeks.

With regard to the budget position, Mr. Trusler informed that Panel that the budget targets for the year of £295,000 would be achieved and would potentially provide a net additional sum of £97,000 after taking into account current operating costs and the lost income from the previous markets provider. The weekday markets were performing well, the weekend markets were still in development but continuing to grow. The Farnborough car boot was highly successful, with some changes having been made which had been well received. The Aldershot car boot was improving but would require some additional development. However, it was highlighted that the main aim had been to improve the vibrancy of the town centres.

The Panel suggested other ideas for themed markets, greater use of the gazebos, promotional ideas and the possibility of extending the operating hours for the Farnborough market. Mr. Trusler reported that future plans would include additional themed markets as well as the expansion of the Aldershot market. Other plans included the introduction of arts and crafts, the concentrated growth of the Aldershot car boot, a review of fees and charges and the introduction of new smart technology for issuing receipts and recording transactions.

The Panel congratulated Mr. Trusler on the success of the project and **NOTED** the presentation.

210. **ALDERSHOT REGENERATION – ALDERSHOT TOWN CENTRE PROSPECTUS CONSULTATION -**

The Panel welcomed Ms. Louise Mansfield from Allies and Morrison Urban Practitioners to the meeting to present the draft Aldershot Town Centre Prospectus, along with Mr. Keith Holland, Head of Planning.

Ms. Mansfield explained that the Aldershot Prospectus set out the Council's strategy for regeneration of the town centre. The document had been prepared following input from local stakeholders and the community and had been designed to draw on Aldershot's key assets, such as its history, changing demographics, current investment programmes, good rail and road connections and beautiful landscape setting. The Prospectus had been based on viable investment and development options and would also act as a Supplementary Planning Document (SPD), meaning it would be a material planning consideration for future planning applications in the town centre.

There were six key themes to the vision for the town centre:

1. Revitalisation of the town centre – the Council would welcome new retailers, support specialist retailers that provide an

alternative offer to other centres and seek to bring homes, leisure and office uses into the centre to support shops.

2. Town Centre Living – would be promoted to meet the need for new homes from young professionals wishing to move to the area due to the relatively affordable homes. The properties would cater for young people starting out, families and older people wishing to downsize.
3. A family-friendly town centre – the Council would seek to enhance this with additional activities such as town centre leisure facilities and town centre spaces.
4. An improved cultural offer – the Council was reviewing opportunities such as the transformation of the Princes Hall and the extension of the successful events programme in the town.
5. Investing in streets and spaces – following on from the Activation Aldershot programme, further investment priorities had been identified to create a central public space for Aldershot and to improve entrances into the town centre.
6. Affirming the Victorian heritage – the Council would commit to maintaining and enhancing the town's Victorian heritage and buildings in order to complement new buildings in the town centre.

The Prospectus set out a detailed Masterplan for the key development and refurbishment opportunities in the town. Sites identified included the Galleries site, the Union Street group of buildings, the Rail Station area, and the area around Princes Hall, including the refurbishment of the theatre.

It was reported that from 30th September, wider consultation had been taking place on the Prospectus which was due to end on 11th November, 2015. It was reported that a number of themes had emerged in the feedback received so far which focussed on:

- the lack of shops/major quality retailers in the town, including the need for a large 'anchor' store;
- rents being too high;
- parking fees;
- redevelopment of the Galleries should be a priority;
- support for the redevelopment of Princes Hall and the Police Station as well as the railway station;
- strong support for recognising the Victorian heritage.

The Aldershot Town Centre Prospectus SPD contained a series of projects that would shape the centre over the next fifteen to twenty years and beyond. It was intended to be visionary, yet flexible to ensure that it could meet changes in circumstances, especially economic and property related.

With regard to making it happen, it was highlighted that town centres were challenging development environments, particularly so with the gradual decline in retail. Arguably, many town centres were undergoing a revolution rather than evolution. This applied more so to Aldershot town centre where some sites were particularly complex.

It was stressed, that the Council's ownership in the key areas was limited and the Council was therefore not in a position to deliver the proposals set out in the Prospectus alone. However, there was a strong case for considerable strategic intervention by the Council to achieve the aims of the Masterplan. The Panel was assured that the Council would use its powers and resources in a proactive way where necessary to enable development and investment in the town through de-risking opportunities, for example site assembly and securing SANGs (Suitable Alternative Natural Green Space) and funding. It was also proposed that the Council could look at the acquisition of strategic interests in the town. However, it was acknowledged that there was unlikely to be a 'one size fits all' mechanism for projects with delivery and funding mechanisms being provided by the public sector, private sector and public/private partnerships.

The Panel discussed the Prospectus and, overall was very enthusiastic about the ideas in the document. The Panel discussed the viability of the projects and highlighted the pressing need to attract retailers in order to ensure that the town centre would be an attractive destination for residents of the Wellesley development. The Panel was informed that the document would be used as a marketing tool to help encourage investment.

Following discussion on the major issues raised in the Prospectus the Panel **RECOMMENDED** that:

1. The old Aldershot Town Hall was a significant building which deserved priority to emphasise its role in the development of Aldershot.
2. Good quality family living in the town centre was vital (including good quality new builds and conversions).
3. Princes Hall – its location was supported but its size and capacity should be expanded.
4. The principle of having a good town square was endorsed but the Panel wanted to see a well-defined and well-framed town square irrespective of its location.
5. The emphasis on the town's Victorian heritage and architecture was endorsed and it was felt that this should have prominence in the document and should be promoted, protected, enhanced and preserved.

6. Redundant sites on Windsor Way should be linked more to the Railway Station development in the document.
7. A Heritage Trail was considered an excellent idea and should be referenced in the document. It was suggested that this could be enhanced through the use of good public art (not forgetting the military).
8. the wording of the 'Making it Happen' section should be reviewed to emphasise the Council's role in working with private landowners.

It was explained that the Panel's recommendations, together with feedback from the wider consultation would be incorporated into the proposed Aldershot Town Centre Prospectus Supplementary Planning Document. The document would be presented to Cabinet for consideration in due course.

The Panel **NOTED** the presentation and **ENDORSED** the submission of the proposed Supplementary Planning Document and its recommendation to the Cabinet.

The Meeting closed at 9.10 p.m.

D.E. CLIFFORD
CHAIRMAN

CORPORATE SERVICES POLICY AND REVIEW PANEL

Meeting held on Thursday, 12th November, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

Cr. Jacqui Vosper (Chairman)
Cr. D.S. Gladstone (Vice-Chairman)

Cr. D.M.T. Bell	Cr. B. Jones	Cr. G.B. Lyon
Cr. D.E. Clifford		Cr. P.F. Rust
a Cr. Barbara Hurst		Cr. D.M. Welch

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

211. **MINUTES –**

The Minutes of the meeting held on 4th June, 2015 were approved and signed by the Chairman.

212. **COUNCIL WEBSITE –**

The Panel had invited the Corporate Communications Manager, Ms. Gill Chisnall, and the Website Manager, Mr. Paul Cowell, to the meeting to discuss the progress of the Council's new website since it had been launched in 2012. It was explained that while the website had only been live for three years, work had begun on the development of the improved website in 2010.

Prior to the launch of the new website, customers had found it difficult to understand the old site and often experienced technical issues. There had been a reduction in the number of pages and the developed site had also allowed staff to update their service pages. As well as improving the design and management, staff had started to ensure that the content of the website was more customer focused.

Members heard that regular improvements had been made and were shown a number of the developed pages. Customers had been given the ability to look up more information, including their bin collection dates and polling stations. The main improvements had included software updates and the ability to view the website easily on mobile devices. The introduction of feedback forms had been important in the development process as it enabled customer views to be collected. The improvements had resulted in a 50% increase in users.

The Panel had been provided with data that showed how the customers used and accessed the Council's website. It was noted that 57% of the website traffic came out of hours, when the offices were closed. It was also heard that in 2012, 87% of website visits had been made on a desktop computer, whereas 2015 statistics showed this had reduced to 46%, while the remaining percentage of visits had been made on tablets or mobile devices. The common popular pages included rubbish and recycling, council tax, job opportunities and parking, however, there had been seasonal popular pages where the number of visits had spiked at different times throughout the year, for example, fireworks, elections and the Lido.

It was explained that there had been a focus on the development of the elections pages during 2015, there had been a live update feed during the count and there had also been an increase in the promotion of the elections pages through social media. Social media had also been used to promote other Council news and events.

A facility had been developed that enabled staff to see what customers did when they visited the website, although, it had also been felt necessary to find out the reason the customers had visited. Feedback had been received from the Society of IT Management (SOCITM), customers, staff and councillors. SOCITM had completed a number of tasks and scenarios during their review and assessed mobile and desktop use. As a result, Rushmoor's website had been rated three out of four stars. The Council had been offered some suggestions on how the website would be improved, for example, the removal of outdated phrases, 'do it online' or 'report it', and think 'mobile first' on all pages.

Members were informed that, during the second quarter of 2015/16, customers of the website had completed 736 'did you find what you were looking for?' forms. It had been shown that 81% of those customers had found what they were looking for, 6% had not and 13% had made a specific request for a service.

Ms. Chisnall then made reference to Channel Shift and the intention to increase online transactions. However, it was noted that most customers had visited the website for information. Members heard that there was a need for a new 'platform' to progress with Channel Shift, that would allow customers to have their own council account; 'my account'. It was intended that this feature would enable customers to self-serve and track their requests. It was explained that there had been work to embed this into the current website, although the current website design had made this a challenging task.

The Panel was provided with examples of current website trends in local government that were similar to the national "gov.uk" website, although it was stated that there was an intention to find out what customers wanted from the website before any changes were made.

The Panel made the following recommendations for consideration in the development of the Council's website:

- Re-introduce the ability to submit petitions online;
- Enable customers to 'CC' their local councillor(s) when completing online forms or making service requests.

The Panel **NOTED** the presentation and requested the officers to assess the issues raised by the Panel.

213. **FINANCIAL UPDATE/TREASURY MANAGEMENT –**

The Head of Financial Services, Ms. Amanda Fahey, had been invited to the meeting to provide the Panel with an update on treasury management. The presentation outlined the current economic background and the UK's Gross Domestic Product (GDP) data. Members were updated on the Council's current financial position and were informed of some key financial issues, these included the Autumn Statement and the predicted financial cuts, the possible devolution deal and the financial implications of this, the uncertainty around the new homes bonus and future changes to the business rates scheme.

The Panel was reminded that treasury management was underpinned by the adoption of the Chartered Institute of Public Finance and Accountancy's code of practice. It was noted that three treasury management updates were provided to the Licensing and General Purposes Committee each year. Members heard that while Arlingclose Limited had provided advice to Rushmoor, all investment decisions had been made by the Council's Treasury Team. It was noted that the Team also made the decisions regarding the Council's pooled funds that were managed by external fund managers. The Panel was then briefed on the current situation of the Council's pooled funds and provided with a summary of deposit and investment activity during the six month period to 30th September, 2015.

Members noted the internal investment credit score, of which the aim had been A- or higher for average credit rating and an average credit score of 7 or lower. It was explained that the credit score had been good and explained that this had been due to solid counterparties.

Ms. Fahey concluded that, whilst 2015/16 had been challenging for the Council, the estimated interest receipts were £849,000 which was an increase on previous estimates for the year. The Panel was informed that the Council had started to look ahead and was considering the possibility of becoming a 'borrowing' authority. However, this would be dependent on the level of investment and the ability to attract external funding.

The Panel **NOTED** the update.

214. PERFORMANCE REPORTING –

The Panel welcomed the Strategy, Performance and Partnerships Manager, Mr. Jon Rundle, to the meeting who had been asked to provide a presentation on the Council's approach to performance reporting. A copy of the Strategic and Performance Management Updates from the second quarter of 2015/16 had been distributed prior to the meeting. An overview of the approach allowed the Panel to assess whether any issues should be scrutinised in more depth at a future meeting of the Panel.

Members were reminded of the Council's purpose, 'working with others to improve the quality of people's lives', and heard how the 8-Point Plan and Organisational Development Programme was influencing the sustainability of the organisation.

The Strategic Planning Process 2015-2018 was explained to the Panel through a diagram. It was noted that this process was a continuous loop and had begun with horizon scanning, followed by a number of tasks including budget projections, finalising business plans, finalising the budget, agreeing the Corporate Strategy and finishing with performance monitoring and public feedback.

Following discussions with the Cabinet and other Members, the Panel was advised that improvements to the corporate planning process had been pursued. For example, it was suggested that there would be an increase in the work with Members, a focus on priorities and allocating resources where they had been needed most and an introduction of more opportunities to feed in resident and customer consultation. Improvements had also been made to the monitoring documents, which had started to include an overview of the budget.

The Panel were informed of the key elements for the Corporate Plan and quarterly monitoring reports that had been presented to Cabinet during 2015/16. It was explained that broader issues relating to the local community had continued to be included, such as population, crime, education, economy and health. The document had started to include more emphasis on the 8-Point Plan and Organisational Development. There was also a focus on key priorities under the five themes; people and communities, prosperity, place, leadership, good value services.

It was heard that feedback on the monitoring documents had been positive and Members agreed that it was a sophisticated report.

The Panel **NOTED** the presentation and **ENDORSED** the approach to performance monitoring.

215. **CUSTOMER SERVICES MEMBER REVIEW GROUP –**

Members received a copy of the minutes from the Customer Services Member Review Group meeting that had taken place on 17th June, 2015.

The Panel **NOTED** the minutes of the meeting.

216. **WORK PROGRAMME –**

The Panel **NOTED** the current Work Programme.

The meeting closed at 9.00 pm.

JACQUI M. VOSPER
CHAIRMAN

BOROUGH SERVICES POLICY AND REVIEW PANEL

Meeting held on Monday, 16th November, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

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

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

Cr. C.P. Grattan

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

217. **MINUTES –**

The Minutes of the Meeting held on 14th September, 2015 were approved and signed by the Chairman.

218. **COMMUNITY SAFETY – SAFER NORTH HAMPSHIRE –**

The Panel welcomed Ms. Caroline Ryan, Community Safety Manager, and Ms. Karen Evans, Domestic Abuse Officer, who gave an update and presentation to the Panel on the community safety activities and priorities for the Safer North Hampshire Partnership area (copy of presentation circulated with the agenda).

Ms. Ryan introduced the presentation with an overview of recent developments within the Safer North Hampshire Partnership and confirmed that the Partnership had become an approved City & Guilds Centre for Restorative Practice. The Panel endorsed the new designation and, in response to a question, it was explained that the initiative was targeted at rehabilitating young offenders aged up to 22 through reconciliation with victims where all parties were willing to participate. The process involved a court-like set up, managed by volunteers, aimed at achieving understanding and empathy.

The Panel noted the headlines arising from the latest Strategic Assessment of current and emerging community safety trends. However, changes had been made to crime recording, which meant that comparisons with previous data were uncertain in many crime categories, e.g. violent crime where multiple individuals were involved. As part of the changes, there were now 19 categories of anti-social behaviour for recording purposes. These related to personal, environmental and community impacts.

The priority community safety issues for Rushmoor included tackling anti-social behaviour and street drinking in parts of Aldershot, and alcohol related violent crime associated with the night-time economy in Aldershot town centre. Across the wider partnership area, the priorities also included the need to address issues related to substance misuse, and vulnerabilities, which included the “Prevent” programme, hate crime, child exploitation and domestic abuse.

The Panel explored current activities and progress on the local issues in further detail. On substance misuse, Members welcomed news that new legislation was expected to be introduced which would prohibit premises such as the Skunkworks shop in Aldershot from selling psychoactive substances. In the meantime, it was noted that the Partnership would be seeking a further closure of the business on the grounds of anti-social behaviour impacts, which appeared to have increased since it had reopened. Linked to this, it was suggested for future consideration, that businesses which benefitted from the night-time economy could contribute to the costs of policing and remedying the associated impacts, possibly through the use of fixed penalty notices.

In discussing the topic of radicalisation, it was noted that strategic planning and activities for the area were co-ordinated through the Strategic Prevent Board for Hampshire, which had clear communication links and reporting lines with colleges. The Panel asked about links with local mosques, imams and community leaders and it was confirmed that the local police had connections with religious leaders. However, a lot of work was focused on families who had been identified as high risk for radicalisation. At the national level, the Home Office had enabled initiatives whereby individuals who had been radicalised in the past were involved in education and awareness campaigns.

Ms. Evans presented an update on domestic and child exploitation crime including current data and activities co-ordinated by the Domestic Abuse Forum (as set out in the presentation slides). The Panel welcomed and endorsed recent initiatives carried out in schools and communities and the improved recording of domestic crimes. It was noted that new legislation for dealing with coercive control was expected in December.

Further to a question about the project carried out with the military community on domestic crime awareness, it was clarified that the impetus for the work had been to break down barriers to reporting domestic crime, as reporting levels within this community were much lower than might be expected for the total population figure. Reporting of domestic crime was also low amongst the Nepali community, and measures were being taken to address this through initiatives that focussed on education and raising awareness. It was acknowledged that there were cultural differences, and a Member asked about levels of domestic crime for Nepal. It was agreed that this would be forwarded after the meeting, and acknowledged that definitions for recording purposes would vary between countries and cultures.

With reference to both domestic and child exploitation crime, including FMG (Female Genital Mutilation), the Panel noted that the key challenge was finding a way to surface the issues with groups and individuals, particularly those that were hard to reach. Measures were being taken to work with young people through schools and role-play events, and to work with GPs on reporting safeguarding issues.

In concluding, the Panel thanked Ms Ryan and Ms Evans for their presentation and emphasised the importance of maintaining up-to-date and informed evidence and information, which clearly demonstrated the need for continued funding for community safety priorities for North Hampshire.

The Panel **NOTED** the presentation and **AGREED** that an update would be brought back the following year, enabling a comparison of data from this year and emerging trends.

219. **WORK PROGRAMME –**

The Panel noted the current work programme.

The Meeting closed at 8.40 p.m.

BARBARA HURST
CHAIRMAN

COMMUNITY POLICY AND REVIEW PANEL

Minutes of the meeting held on Thursday, 19th November, 2015 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

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

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

Cr. Jennifer Evans

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

220. **MINUTES –**

The Minutes of the Meeting held on 17th September, 2015 were approved and signed by the Chairman.

221. **NORTH EAST HAMPSHIRE AND FARNHAM CLINICAL COMMISSIONING GROUP – VANGUARD PROGRAMME –**

The Panel welcomed Ms. Sally Bannister to the meeting. Ms. Bannister was the North East Hampshire and Farnham Vanguard Programme Lead and had been invited to the meeting to provide an overview of the Group's Vanguard Programme.

Ms. Bannister advised the Panel that the North East Hampshire and Farnham Clinical Commissioning Group, together with health and social care partners, had been awarded Vanguard status by NHS England. This would involve plans for moving services away from hospitals and into the community and to bring together elements of health and social care so that services could be provided quicker. This could happen because Vanguard status brought with it expert guidance and national resources to provide support and flexibility to bring about the aims of the Programme. Essentially, it could be said that the Programme provided a "turbo boost" to what had already been agreed that should happen to ensure that people were supported to be happy and healthy at home for as long as possible.

It was noted that Vanguard was a partnership of clinicians and service managers from:

- NHS North East Hampshire and Farnham Clinical Commissioning Group
- primary care
- Frimley Health NHS Foundation Trust (which ran Frimley Park Hospital)

- Surrey and Borders Partnership NHS Foundation Trust (mental health services)
- Southern Health NHS Foundation Trust (community services)
- Virgin Care (community services)
- Hampshire County Council (social care)
- Surrey County Council (social care)
- South East Coast Ambulance Service NHS Foundation Trust
- North Hampshire Urgent Care (out-of-hours GP service)
- voluntary sector

The Vanguard programme would also work with patients and the public to help shape, develop and continually improve the way services were provided by designing services with the local community, thereby helping people to look after themselves. It would also enable staff to provide high quality joined up care by making sure that funding and organisational boundaries did not hinder progress.

Ms. Bannister referred to the structure of the partnership, which comprised a Chief Executives Group of the key partnership members and working groups for each of the following work streams, details of which were also outlined:

- design group
- prevention and self-care
- integrated hubs and enhanced out of hospital care
- a new model of care for people with acute needs
- supporting the development of primary care to operate at scale
- design and deliver a new commissioning model
- determining the organisational arrangements through which providers work as one
- understanding the needs of local people and the outcomes they seek
- effective co-production, engagement and communications
- access to electronic records for patients and care professionals
- redesigning the workforce and ensuring behavioural change
- evaluating the impact of the changes
- estates

During discussion, Members raised questions regarding the impact of the Government's Spending Review, patients' electronic records and the sharing of such information, the timescale for the Vanguard Programme, costs, outcomes and priorities,

On behalf of the Panel, the Chairman thanked Ms. Bannister for her informative presentation and it was **AGREED** that a clinician, Dr. Andy Whitfield, Chairman and Clinical Lead for the North East Hampshire and Farnham Clinical Commissioning Group, would be invited to attend a future meeting to provide an update on the Vanguard Programme's work and the impact on services.

222. WELFARE REFORM UPDATE –

The Panel welcomed Mr. Ian Harrison, Corporate Director, who had been invited to the meeting to give an update on the latest position on Welfare Reform both nationally and locally.

Mr. Harrison referred to the current political landscape, post General Election, and the continuation of the Welfare Reform programme, including an acceleration and extension of some elements. In the Queen's Speech, the Government had pledged to remove a further £12 billion from the Welfare Bill whilst mainly protecting pensioner welfare. It was known that Welfare Reform would play its part in the creation of a "budget surplus" by 2019/20. The specific measures which had been announced were:

- four year freeze on most working age benefits
- reduction in the benefit cap from £26,000 to £20,000 (£23,000 in London)
- 18-21 year olds not automatically entitled to help with housing costs
- most welfare support restricted to two children
- programme of broad based reduction in tax credit awards
- introduction of a National Living Wage for 25+ age (£7.20 rising to £9.00 per hour by 2020)
- £800 million additional Discretionary Housing Payment funding for five years for local authorities.

The July 2015 budget had only set out around £17 billion of the £37 billion required to achieve the surplus in 2019/20. The remaining £20 billion would be announced in the Autumn Spending Review.

Mr. Harrison referred to an Ipsos MORI poll that had been carried out in September, 2015 to gather information on people's views on austerity measures. In addition, Mr. Harrison briefed Members on research by the Resolution Foundation on spending within the welfare budget, where it was stated that, by 2020, working-age adult welfare was set to fall to its lowest level since 1979; spending on children would be back to its 2002 level; while pensioner spend would fall to its immediate pre-crisis level. It was also advised that pensioner spend reduction was being driven by increasing the State Pension to 66 by 2020. In respect of the focus of welfare spending, it was noted that pensioner benefits accounted for 45% of total welfare spending immediately pre-crisis, but were set to account for 52% by the end of the decade. In contrast, tax credit and child benefit spending would fall from 21% to 17% of the total. It was further noted that, by 2020/21, the share of Government spending flowing to older people and health could reach 43%, which was its highest level since comparable records had begun in the 1990s. In contrast, it was forecast that the share allocated to education and economic affairs would reach a new low of 19%.

In respect of the situation in Rushmoor, Mr. Harrison advised Members that, overall since March 2013, there had been a 6.3% decrease in the

Housing Benefit and Council Tax Benefit caseload. The eligible population levels had increased over the years from 2009 to 2014 from 71,300 to 76,374 with the Benefits caseload as a percentage of the population increasing from 8.5% in 2009 to 10% in 2014. It was also noted that, between the period of November 2008 and May 2015, Rushmoor had seen the largest increase (46%) in Housing Benefit claimants across the whole of Great Britain. In respect of Job Seekers' Allowance, Rushmoor had seen a decrease in the past year of 160 (21%) claimants and of 625 (51%) in the past two years. It was noted that the August 2015 figure was 0.8% lower than the national figure and 0.1% lower than the South East figure. It was further noted that the number of Employment and Support Allowance claimants had increased in Rushmoor since the Allowance had been created in November 2008, although this figure was relatively low.

Mr. Harrison displayed maps of the Borough which showed the indices of multiple deprivation in 2010 and 2015 which demonstrated a general shift in areas towards being more deprived, although contrasted with some pockets of improvement, indicating the changing picture of the Borough.

The Panel was then briefed on the national caseload for Universal Credit. The age range of claimants was shown, together with the caseload figures for the nearest authorities who currently processed Universal Credit. It was noted that Rushmoor would be in the tranche of authorities to start dealing with Universal Credit from December 2015 to April 2016, with Rushmoor expecting to see its first claimants in February 2016.

The Panel noted that, in April 2015, there had been 500 people in the Borough who would be affected by the benefit changes relating to additional bedroom restrictions. However, by October 2015 this number had reduced by 154 as these residents were no longer affected due to a change in their circumstances. Members were advised that there were currently 24 Benefit capped cases in Rushmoor. Continued engagement was taking place with residents affected to support them through joint working by Housing Services at Rushmoor and other organisations.

In respect of Discretionary Housing Payments, the Panel was advised that the total fund for 2015/16 was £125,516. It was noted that 72% of Discretionary Housing Payments had been awarded to support people affected by the social sector size criteria (additional bedroom restriction).

In respect of Council Tax collection rates, it was noted that, for 2014/15, the collection rate had been 98.2% which compared extremely well to other areas in the UK.

The Panel was reminded about the provisions of the Council Tax Benefit Scheme and the local Council Tax Support Scheme. Members were advised that Council Tax support spending had continued to drop and that caseload work had also reduced by 16.1% over the period from March 2013 to June 2015. Details were given of award data for the Council Tax Scheme, how the Scheme operated across Hampshire and how this compared to Rushmoor's immediate neighbours and to Rushmoor's audit family.

Rushmoor's Council Tax Support Scheme had performed well but was currently under review and subject to consultation on various options for change. Responses would be considered by the Welfare Reform Task and Finish Group for submission to the Cabinet for consideration and recommendation to the full Council on 27th January, 2016.

In conclusion, Mr. Harrison advised that the Government's intent and mandate was to continue to deliver welfare reform through a complex and wide-ranging programme. Locally, the Council had some different and difficult issues with welfare and income generally. Housing demand versus supply and costs supporting rent in the private sector remained a challenge. Mr Harrison reported the Task and Finish Group's view was that changes needed to be made, but it was important that the genuinely vulnerable should continue to be protected.

During discussion, Members raised questions regarding the Council Tax Benefit Scheme, the Council Tax collection rate, indices of multiple deprivation and the changing local demography. Members expressed great satisfaction that Rushmoor was the best local authority in England for processing benefit claims and extended their appreciation and congratulations to the department responsible for this achievement.

The Chairman thanked Mr. Harrison for his comprehensive and informative presentation. The Panel **NOTED** the update.

223. **WORK PROGRAMME –**

The Panel **NOTED** the work programme and work schedule.

The Meeting closed at 8.41 p.m.

M.D. SMITH
CHAIRMAN

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