



RUSHMOOR BOROUGH COUNCIL

ENVIRONMENT POLICY AND REVIEW PANEL

*at the Council Offices, Farnborough on
Tuesday, 23rd January, 2018 at 7.00 pm*

To:

Cllr D.S. Gladstone (Chairman)
Cllr Sophia Choudhary (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr K. Dibble
Cllr C.P. Grattan
Cllr A. Jackman
Cllr Marina Munro
Cllr J.J. Preece

Enquiries regarding this agenda should be referred to the Panel Administrator,
Justine Davie, Democratic and Customer Services, Tel. (01252) 398832, Email.
justine.davie@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 10)**

To confirm the Minutes of the Meeting held on 5th September and the Joint Meeting held on 7th November (copies attached).

2. **SERCO - CONTRACT DELIVERY PERFORMANCE – (Pages 11 - 12)**

To receive information from Robert Noble and Jason Kinsella from Serco on the performance levels, customer satisfaction, new initiatives and challenges during the first six months of the contract delivery (paper attached).

3. **FARNBOROUGH CIVIC QUARTER - MASTERPLAN – (Pages 13 - 16)**

To receive a presentation updating members on the development of the Masterplan for the Farnborough Civic Quarter area (report attached).

4. **WORK PROGRAMME – (Pages 17 - 26)**

To discuss the Panel's current work programme and consider items for future meetings (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

ENVIRONMENT POLICY AND REVIEW PANEL

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

Voting Members

Cllr D.S. Gladstone (Chairman)

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

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

9. MINUTES

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

10. CHRISTMAS ACTIVITY IN THE BOROUGH

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

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

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

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

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

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

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

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

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

The Panel **AGREED** the following actions:

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

11. **WORK PROGRAMME**

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

The meeting closed at 9.30 pm.

CLLR D.S. GLADSTONE (CHAIRMAN)

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JOINT MEETING OF THE ENVIRONMENT AND LEISURE AND YOUTH POLICY AND REVIEW PANELS

Meeting held on Tuesday, 7th November, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Mrs. D.B. Bedford (Chairman)
Cllr D.S. Gladstone (Vice-Chairman)

Cllr T.D. Bridgeman
Cllr J.B. Canty
Cllr Sue Carter
Cllr Liz Corps
Cllr P.I.C. Crerar
Cllr K. Dibble
Cllr Sue Dibble
Cllr C.P. Grattan
Cllr A. Jackman
Cllr J.H. Marsh
Cllr Marina Munro
Cllr J.J. Preece
Cllr L.A. Taylor

Apologies for absence were submitted on behalf of Cllr Sophia Choudhary.

1. APPOINTMENT OF CHAIRMAN

RESOLVED: That Cllr Mrs. D.B. Bedford be appointed Chairman for the joint meeting of the Environment and Leisure and Youth Policy and Review Panels.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Cllr. D.S. Gladstone be appointed Vice-Chairman for the joint meeting of the Environment and Leisure and Youth Policy and Review Panels.

3. SOUTHWOOD GOLF COURSE - CONSULTATION

The Joint Panel meeting considered the options for the future of Southwood Golf Course following the completion of the recent consultation. The Joint Panel was asked to make a recommendation to the Cabinet which was scheduled to consider the issue on Tuesday 12th December, 2017. The Cabinet Members for Leisure and Youth (Cllr M.L. Sheehan) and Environment and Service Delivery (Cllr M.J. Tennant) were in attendance.

The consultation had been carried out due to a requirement for the Council to identify additional Suitable Alternative Natural Greenspace (SANG) to continue to deliver the regeneration of the Borough's town centres and meet housing needs. The purpose of the consultation was to seek views on the option of converting Southwood Golf Course into new natural open parkland which would become SANG and allow for around 2,500 new homes to be built in the Borough.

The Joint Panel received a presentation from the Head of Community and Environmental Services which provided information on the SANG requirement and options in Rushmoor, the background to Southwood Golf Course, results of the consultation process and options for the way forward.

SANG was required as the whole of Rushmoor Borough was located within 5km of the Thames Basin Heath Special Protection Area (SPA). European law required housing developers to provide or contribute towards SANG as an alternative for recreational activities to encourage visitors away from the SPA. Current SANG had diminished with only 23 dwellings left in Rushmoor at the end August 2017. The housing need in Rushmoor from 2014-2032 required a minimum of 7,850 new dwellings. To date 836 had been completed with a further 4,897 permissions granted with SANG allocation. The Wellesley Woodland SANG had been ringfenced for the 3,850 properties in the Wellesley development. To deliver the housing numbers identified in the Local Plan, SANG was required for up to 3,000 new homes.

The Council had already explored alternative options for the provision of SANG for the Borough including Ball Hill in Farnborough and Farnham Quarry but neither were viable due to landowner aspirations and Natural England requirements. There were emerging options at Bramshot and Hawley Park Farm, Blandford House and Tongham Pools and the Council was also exploring with Natural England whether there was any residual surplus SANG at Wellesley. None of these sites were within Council ownership and therefore could not be guaranteed.

Due to the difficulties in identifying other potential SANG in Rushmoor the Cabinet had considered the possibility of converting the Southwood Golf Course into natural open parkland to include walking, cycling, fitness trails and natural play structures. The tender for the Golf Course was due for renewal in Spring 2019 and it currently cost the Council £40,000 per annum. The Council recognised the social, sporting and health benefits the Golf Course provided and that 25,000 rounds per annum rounds of golf were played by casual players, season ticket holders, club members and societies. There were alternative golf courses within a ten mile radius which generally accepted new members and casual players but it was noted that these were more expensive. Southwood Golf Course had the benefit of being flat and easy to get around for those with mobility health issues.

The consultation was carried out to help inform any decision made on the future of the Golf Course and the provision of SANG. The consultation had taken place throughout August and September and had been widely promoted through the web, social media, leaflet drops, press releases, static displays and meetings. The consultation had generated 2,413 responses. Overall, 39% were in favour of closing the Golf Course to provide natural parkland and 61% in favour of keeping it open.

However, from known Rushmoor residents, 50.6% were in favour of closing the Golf Course and turning it into parkland and 49.4% wanted to keep the Golf Course open. If the Golf Course was to close, of 1,330 respondents, 42% indicated they would give up playing golf, 29% would play less often and 29% would play at another course. Details were provided on what respondents would like to see if a new natural parkland was created which included walking and dog walking, cycle paths and natural trails as well as keeping a Golf Course. Comments from those wanting to close the Golf Course included the need for more parkland, parkland would benefit more people than the Golf Course and that it would allow more housing. Comments from respondents wanting to keep the course open included that it was affordable, there was already plenty of open space, health benefits and it was the best public course in the area.

A petition has also been received signed by 2,366 petitioners from Save Our Southwood Campaign Team. The petition accepted the need for additional housing but believed there were other ways of achieving the housing targets and the Council had enough SANG provision to meet requirements up to 2032 in the absence of Southwood Golf Course. The petition would be presented to the Council on 7th December, 2017.

The options proposed for consideration by the Joint Panel to recommend to Cabinet were:

- Close Southwood Golf Course to provide guaranteed SANG to support the regeneration of the town centres particularly Aldershot, provide additional Borough wide housing and provide open parkland available for everyone to use for walking, cycling and informal recreation.
- Explore the feasibility of providing a self funding nine hole golf course and the release of sufficient SANG to enable the regeneration of the Aldershot Town Centre and housing development to the south of the Borough.
- Retain Southwood Golf Course and continue to look for alternative SANG, recognising this could either prevent, limit or slow the regeneration of Aldershot Town Centre and housing development to the south of the Borough.

The Joint Panel requested that the Cabinet Members in attendance were available to answer questions only and should not be invited to make any representation.

The Joint Panel received representation from Helen Perry who was in favour of keeping Southwood Golf Course open primarily from an educational improvement perspective. Ms. Perry was of the opinion that the Golf Course should stay open in its full capacity. However, if it needed to be a smaller course to enable some housing there were some viable options. Ms. Perry suggested that the whole area should be a sports/leisure area which could include the Golf Course, cricket club and football club and provide space for sports science and health and well being facilities in line with higher and further education. The Council could work with local colleges to develop a sports academy to provide sport and environmental facilities for young people. Local schools could also make use of the Golf Course facilities for sports

education and environmental studies. The Council needed to consider the needs of young people and ensure there was future provision of facilities.

In response to questions Ms. Perry confirmed that the proposal was for access to facilities for the two further education colleges and three secondary schools to be able to provide outdoor education. It was also suggested that there could be a compromise to enable some of the Golf Course to remain open and use the rest for educational purposes. The Golf Course needed ambition to promote facilities to youths in the area and smart, creative and ambitious people needed to be employed to achieve success. There was also the opportunity to provide the educational facilities as open parkland. Ms. Perry asked if the Council had considered using some of the football stadium land in the Borough for SANG as there was a lot of provision for football in the area.

The Joint Panel received representation from Mike Bartley on behalf of David Scott who had been unable to attend the meeting in person. Mr. Scott was a wounded military veteran who had taken up golf as part of his rehabilitation. Southwood Golf Course had been the only course in the area willing to provide support through coaching, reduced green fees and a golf buggy which ultimately enabled Mr. Scott to take part in the Invictus Games and go on to win a gold medal in golf. Southwood Golf Course was a well suited course for disabled people. The Golf Course had also played a significant role in building Mr. Scott's confidence through the social aspect and interaction with other players.

The Joint Panel then received representations from Mike Bartley, Keith Ledgerwood and Barry Gilmore who spoke on behalf of the Golf Course users, families and local residents who wished to see the course remain open. The closure of the Golf Course to provide SANG to protect three types of bird was believed to be unnecessary as it was felt there was no evidence to demonstrate the effectiveness of the mitigation. The provision of SANG to dissuade people from walking on the SPAs was felt to be inadequate. There was already lots of natural green spaces in the Borough but only one accessible, affordable pay and play golf course. The Golf Course provided a social hub for people of all ages but in particular provided a healthy social community environment for senior citizens. Young people could also play at a very reasonable cost and without the limitations associated with private clubs. Southwood Golf Course also provided a good quality course that was virtually level and accessible by golfers who would otherwise struggle on a hilly course.

The statements made by the Council were questioned relating to a number of issues. The £40,000 subsidy was felt to be a false saving as it was believed that most of the subsidy was for rates which would not be generated if the land was converted to SANG. The figures for rounds of golf played was believed to be 30,000 in the year to September 2017, which benefited more than just the 175 members. The fact that the course was not economically viable was disputed as annual revenue was estimated at between £400,000 and £500,000; it was highlighted that this was a speculative figure, as Mack Trading figures had not been accessed. There was disagreement that golf was in decline with a recent England Golf Impact Report showing that there was a significant demand for golf in Rushmoor. The purpose and priority to improve the quality of local people's lives would be achieved by keeping the Golf Course open for those people that played golf.

The housing figures required for SANG and the SANG already available were raised. It was suggested that the SANG required for 7,848 dwellings to 2032 could be met from the 5,531 already allocated and identified and from SANG that would become available from the Blandford House development and Bramshot Farm. It was proposed that the standard occupancy rate applied by Natural England of 2.4 people per home was high as the planned homes were predominantly one or two bedroom homes and a lower occupancy rate of 2 could be proposed. If the occupancy rate was lowered the mitigation would be for 2,645 homes which would be sufficient to exceed the requirement by 328 homes. In addition, recent Government consultation could reduce the overall housing requirement by more than 2,500 homes. It was proposed that the Council should wait until after the outcome of the Government consultation in April 2018 before making any decision to close the Golf Course.

The parameters used to set out the catchment areas for SANG were then questioned. It was requested that the Council discussed with Natural England some flexibility in the application of the SANG catchment area and the formula applied to hectares per person.

There was disagreement with the statement about there being a number of alternative courses where golfers could turn up and play without being members. The other courses in the area either: would not let non-members play at a weekend; were prohibitively expensive in comparison to Southwood; had limited or zero availability for membership; or, were hilly and long and not suitable for those with a disability or more senior, less mobile golfers. In the survey 42% of respondents said they would give up golf if the course closed which would not fit with the Council's corporate policy to improve the quality of local people's lives and promote health and wellbeing.

Those representing the users of the Golf Course read out two letters of support from charities that had benefited from fund raising through society matches and other fund raising events. Southwood golfers had raised approaching £500,000 for charities. The Golf Course was seen as a valuable local recreational asset by the charities and societies which brought revenue not only to the course but also to the local area and many were repeat visitors.

The Joint Panel raised a number of questions in response to the representations made. It was asked whether a 9-hole course would be a viable solution and would be accepted by the golfers. It was felt that a 9-hole course was not a viable solution and would be far less patronised by members. Those representing the users were of the view that there was no requirement to make the course into a 9-hole course as there was sufficient SANG elsewhere in the Borough and the Council should influence Natural England to apply some flexibility in the SANG requirement. It was also suggested that there could be a way of providing SANG and retaining the Golf Course in its current form by sharing the land and providing a public right of way.

Some members of the Joint Panel questioned the need to rush to make the decision. There were a number of issues that still needed to be considered before making a final decision on closing the Golf Course. It was suggested that the time should be used to lobby Government to amend the SANG legislation take into account urban

areas such as Rushmoor. Government assistance could also be sought to combine Hart, Surrey Heath and Rushmoor as one housing market area.

The Cabinet Member for Environment highlighted that there had been a number of SANG options explored before looking at Southwood Golf Course. The closure of the Golf Course was not an easy option to consider but there were no other options available. There was an urgent need to secure housing for the Borough, and he explained that there were currently 1,200 families on the waiting list for affordable housing and 100 families in temporary accommodation. Assurance was given that every effort would be made to lobby Government over the coming years to make SANG legislation more appropriate. Discussions had already been held with the local MP, Leo Docherty, to show that the SANG provisions were not suitable for an area like Rushmoor.

The Joint Panel acknowledged the requirement for affordable housing in the Borough and was keen to ensure any developments provided an appropriate amount of affordable and social housing. The Joint Panel was advised that the Council was able to influence the amount of social housing built as this was set out in the Local Plan and that local residents were offered accommodation in the social housing available. However, the Council had no influence over properties sold on the open market. Developers would have to provide a strong case to show that a development was not viable to provide social housing, and the case would be independently audited. If the independent audit showed the development to be viable the developer would be required to provide social housing.

Following a debate on the options open to the Council, it was proposed:

“That the decision regarding the future of the Southwood Golf Course be deferred for twelve months while all other options be pursued to include:

- Lobbying Government
- Seeking special dispensation for the area of Rushmoor in the way it is treated for SANG land, and;
- Examination of alternative SANG provision to provide the necessary mitigation for housing development in Rushmoor.”

After further discussion, the vote was taken with 8 voting for the proposal and 6 voting against. Therefore the proposal set out above was agreed for recommendation to Cabinet.

The meeting closed at 10.02 pm.

CLLR MRS. D.B. BEDFORD (CHAIRMAN)

ENVIRONMENT POLICY AND REVIEW PANEL

23RD JANUARY 2018

SERCO – CONTRACT DELIVERY PERFORMANCE

Update on performance from Serco on delivery of the Waste Management Contract which started in August 2017.

Increase on-street staffing – We have already increased staffing levels in certain areas (such as the Prospect Estate) to help get the levels of Detritus down to meet the contract spec.

Increased supervision/Management – We have introduced an Integration Supervisor on to the contract, who will act as a link between the Streets, Collections and Grounds services. The management of the Street staff will also come under the umbrella of Andrew Bloomfield, Serco's Ground Maintenance Manager. This will allow Andy to pool his staff and increase staffing levels on Streets in Grounds quieter periods.

WEEE - The recycling of WEEE items is underway and showing excellent signs of sustainability with almost 3 x tons of WEEE items already collected. It's hoped that this will increase as residents become more aware of the service.

Employment opportunities – Since the start of the new contract, we have recruited 12 x new staff, all of whom live in and around Rushmoor.

Grounds placements – We are currently working with Farnborough College in order to assist local students in organised work experience placements.

Training – We have put 3 x staff through their LGV training, at no cost to themselves. This will help tackle the national-wide shortage of LGV Drivers from within our own staff whilst giving our staff a vocational qualification.

Residents groups and associations – We have contacted a number of local groups and associations in the hope that we will be able to offer our knowledge, resources and equipment to local events and campaigns.

School Recycling/Planting visits – We have a number of visits planned to local Schools to help educate children about Recycling through games and competitions.

Statistics

- Refuse collected from over 850,000 properties
- Collected nearly 4,000 tonnes of material for recycling
- Introduced a new collection of small electrical items which has proven very successful
- Total length of highway cleaned – 330Km of highway
- Continued the high standards of maintenance in the Council's 29 parks and recreation grounds

CONTACT DETAILS:

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**ENVIRONMENT POLICY
AND REVIEW PANEL**23RD JANUARY 2018**FARNBOROUGH CIVIC QUARTER MASTERPLAN****SUMMARY**

The panel will receive an update presentation on the development of the masterplan for the Farnborough Civic Quarter area. This report sets the context for the presentation.

1. INTRODUCTION

- 1.1 The Farnborough Civic Quarter site is currently home to Farnborough Leisure Centre, Elles Hall community centre, Farnborough library, Westmead House (offices), a skate park, surface car parks and a public green space. It was also home to the now-demolished police station.
- 1.2 The Civic Quarter offers a significant opportunity for a development that integrates with the town centre. Our emerging proposals will seek to create a vibrant mixed-use space, providing new opportunities for town centre living alongside active ground floor uses, such as cafes and restaurants along with the leisure centre, library and community space provision. Improvements to the public realm will see an improved central green, forming the focal point for events, and improved pedestrian links between the town centre (to the side of Iceland) and Farnborough Business Park.

2. POLICY BACKGROUND

- 2.1 The Farnborough Town Centre SPD (adopted 2007) provides the 'bigger picture' for the town centre, identifying a vision and a set of objectives for the town over a 10 to 15 year timeframe, guiding development and attracting investment.
- 2.2 The document sets key design and development principles for six main areas in the town centre. For the Civic Quarter the SPD focused upon the need to unify and strengthen the Civic Quarter and its functions and provide a new public space. Five key principles were identified:
 1. To create a unified Civic Quarter with a strong new identity.
 2. To enhance the area's role in the functioning of the town centre.
 3. To provide an attractive public space which can be used by people of all ages in the town centre.

4. To connect the new Business Park in the south to the town centre in the north.
 5. To improve connections from the residential areas across Farnborough Road to the town centre.
- 2.3 In 2012, the Farnborough Town Centre Partnership and Rushmoor Borough Council prepared a Prospectus for the town centre. The aim of this document was to promote the ongoing work which is being undertaken to improve Farnborough town centre and to attract new investment to the area.
- 2.4 The document reinforces the Council's commitment to improving the town centre and meeting its vision for Farnborough 'to create a vibrant shopping, leisure, service and employment centre which provides for the needs of the local community, local employees and local businesses'.
- 2.5 The document sets out the town's strategy for growth, outlines a number of projects that are currently underway in the town centre and highlights key sites for redevelopment and improvement.
- 2.6 The Farnborough Civic Quarter Supplementary Planning Document¹ (SPD) (June 2015) sets out a vision, design and delivery principles and an example scheme layout to guide future development in the Civic Quarter. A number of principles and development priorities are identified in the SPD for the Civic Quarter, including:
1. Re-establish a network of connected streets and spaces that historically existed in the area but were lost over time.
 2. Integrate the site with its context and adjoining streets to overcome its current disconnection for pedestrians and cyclists.
 3. Enhance the central green space and retain significant trees in the area.
 4. Establish a balance of uses that contributes to Farnborough's long term vitality.
 5. Ensure continuity of existing community uses as sites within the area come forward and are redeveloped.
 6. Deliver practical development plots that can come forward flexibly to accommodate different uses.
 7. Work within existing ownership and occupancy boundaries as much as possible to facilitate the re-provision of community services.
 8. Be as flexible as possible in terms of phasing, to respond to opportunities and necessities as they arise.
 9. Enable as much change as possible in terms of redevelopment before requiring major infrastructure investment

¹ <http://www.rushmoor.gov.uk/CHttpHandler.ashx?id=15059&p=0>

3. PROGRESS UPDATE

- 3.1 Since the adoption of the Civic Quarter Masterplan SPD, the Council has been working with the other landowners of the site – Hampshire County Council, the Homes and Communities Agency (HCA) (now known as Homes England) and the Wilky Group on a masterplan proposal for the site. This work began in earnest in January 2017 when AECOM was appointed as the consultant to lead on the development of the masterplan and to take forward an outline planning application for the former police station site as a first phase of development on behalf of the HCA.
- 3.2 The landowners entered into a memorandum of understanding in March 2017 with the following objectives agreed between all parties:
1. To jointly masterplan the Civic Quarter to deliver comprehensive regeneration which delivers the vision and considers the whole Civic Quarter rather than individual sites as piecemeal development.
 2. To masterplan the site to enable the regeneration to come forward on a phased basis in accordance with individual landowners' aspirations and delivery timetables
 3. To ensure masterplan proposals are both viable and deliverable
 4. To work collaboratively throughout the design and delivery process to ensure high quality design, reduce costs and accelerate delivery
- 3.3 In January 2017, Rushmoor Borough Council went out to tender for property advice with the aim of having an understanding of the value of its assets, both existing use value and in terms of redevelopment potential and an understanding of its options in terms of maximising the value of each asset whilst retaining or re-providing civic uses. The brief also sought some design and cost consultancy advice in order to understand the costs of rebuilding or refurbishing both the community centre and leisure centre to meet existing needs and space requirements. GVA was appointed to undertake this work on behalf of the Council and a first draft of their report was received in September 2017.
- 3.4 Demolition of the police station building took place in March 2017 and a public consultation event for the site, the proposed first phase of the regeneration of the Civic Quarter, took place on Tuesday 9 January 2018, offering people the chance to find out about the HCA's proposals for the future development of the site and to provide feedback. Copies of the consultation panels and survey form can be viewed online via the Council's website and comments can be made until 5pm on Friday 16 February.

4. NEXT STEPS

- 4.1 The landowners are working collaboratively on the completion of the Masterplan report. We are anticipating the draft Masterplan report being available later in Q1 or early Q2 2018/19, subject to the Council making further decisions in relation to the future refurbishment or replacement of the Farnborough Leisure Centre, which will be considered by Cabinet in due course.

- 4.2 Officers are conscious there has been limited engagement with local residents/stakeholders since the adoption of the Civic Quarter Masterplan SPD in 2015 and in order to bring forward a successful development, it will be important to get the appropriate buy in and sense of ownership by local residents. Subsequently, it is anticipated that public engagement work will be undertaken on the emerging Masterplan report for the site. The format of this engagement is yet to be decided both in terms of the scope and the model by which it would work most effectively.
- 4.3 The Council's regeneration team is now working with external regeneration and housing development specialists, RegenCo, to develop the business cases, options analyses and more detailed implementation plans needed to ensure the Council can both increase the pace of delivery whilst managing the levels of risk inherent in this type of project. As set out in the Cabinet report of 8 January 2018, the Council is intending to commence a process to select a partner to work alongside the Council to bring forward projects such as the Civic Quarter and RegenCo will also provide support to this work.

BACKGROUND DOCUMENTS:

Farnborough Civic Quarter Supplementary Planning Document (SPD) – available on the Council's website

CONTACT DETAILS:

Report Author Nick Irvine (nick.irvine@rushmoor.gov.uk) 01252 398739
Head of Service Karen Edwards (karen.edwards@rushmoor.gov.uk) 01252 398000

ENVIRONMENT POLICY AND REVIEW PANEL WORK PROGRAMME

Set out below are the key issues which form the Panel's on-going work programme. The topics covered reflect the following:

- the development of a new policy for recommendation to the Cabinet
- scrutiny of the process of the way in which decisions have been or are being made
- reviewing issues of concern to local people or which affect the Borough
- review of performance and delivery of specific services
- monitoring and scrutinising the activities of others
- items raised by Members and agreed by the Panel for consideration
- review of policies and proposals developed by others

The purpose of the work programme is to identify the way in which topics are being dealt with and the progress made with them. An update will be submitted to each meeting of the Panel.

ENVIRONMENT PORTFOLIO ACCOUNTABILITY AND AREAS OF RESPONSIBILITY

Planning and Building Control

To carry out all functions falling to be determined by the Council in relation to planning policies including regional, structure and local plans and non-statutory development plans and policies.

To carry out the Council's functions in respect of the necessary statutory provisions in relation to all matters related to applications for and enforcement action under the building regulations and issues relating to the building acts and any other associated legislation, regulations and provisions, including provisions on dangerous buildings and structures and means of escape in case of fire.

To deal with the planning and transportation policy aspects of major development and re-development proposals.

To carry out the Council's functions in respect of the definition and re-definition of conservation area boundaries and policy issues relating to trees and nature conservation.

To study planning and transportation proposals outside the Borough, which may affect the Borough, and to make representations thereon as appropriate.

To exercise the Council's functions in the preparation, approval and management of schemes for environmental improvements in the Borough.

To approve and administer schemes for historic buildings and access grants

To deal with planning policy aspects of economic development proposals in the Borough

To deal with matters relating to service administration and working arrangements in relation to the Development Control Service.

Economy and Regeneration

To promote the regeneration of the Borough through the development of policies and initiatives to promote the long-term success of the local economy and through the development of partnerships with local and regional organisations in relation to town centres and local centres.

To control and manage markets.

To liaise with the European Community, the Government Office for the South East and other appropriate bodies and to, where possible, seek financial assistance for initiatives to assist regeneration and the local economy.

Street Scene Services

To deal with all highways matters either under statute for action by the Council or under agency arrangements with the appropriate highway authority, including:-

- Matters relating to the regulation of traffic, restrictions on the use of highways (including the making of traffic regulations orders) and the provision of parking places;
- Matters concerning the control, naming and lighting of streets (including the numbering of houses, siting of litter bins and other street furniture), and the exercise of the Council's powers under the New Streets Byelaws ;
- Matters relating to private streets, including their making up under private street works procedures or the advance payments code;
- Adoption of highways; and
- Approval of the siting of telephone kiosks, post boxes, cables, mains and other apparatus in, under and over the highway.

To deal with the removal and disposal of abandoned vehicles

To deal with all issues in relation to the provision and management of car parks (including parking charges and the provision of parking bays for the disabled).

To deal with matters relating to road safety, in conjunction with the County Council, as appropriate.

To deal with matters relating to the street scene including street cleansing (highways, parks, car parks, the provision of litterbins, removal of flytips and litter education).

To deal with discretionary matters relating to land drainage.

Environmental Health

Page 20 To exercise environmental health powers (other than those licensing powers dealt with by the Licensing Committee) exercised by the Council in relation to the following issues:-

- public conveniences;
- refuse, salvage, waste collection/disposal, recycling and waste minimisation;
- cemeteries, burial grounds and crematoria;
- environmental health issues in relation to the control of markets;
- Sunday trading;
- caravans and caravan sites;
- food safety and hygiene matters;
- infectious diseases;
- pest control; and
- control of dogs.

To develop the policy framework in relation to the environmental health functions to be discharged by the Council (including those issues identified under the Licensing Committee) and to make recommendations to the Council where such policies affect the overall policy framework of the Council.

Other Matters

To carry out all statutory and discretionary functions relating to sewers and drains.

To deal with all matters relating to the administration and enforcement of the Council's byelaws relating to the functions of the portfolio.

To deal with issues relating to the letting and monitoring of contracts relating to the functions in the portfolio.

To develop and monitor initiatives for landscaping and Christmas decorations for shopping areas, etc.

WORK PROGRAMME - ON-GOING ITEMS

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
29.05.01 (06.06.17)	<p>Parking Management</p> <p>To review the objectives of the Parking Management section, monitor their achievement and make recommendations.</p> <p>The Panel was involved with developing and updating the Parking Policy and Parking Management Strategy.</p>	<p>The Panel receives an annual report from the Parking Service on arising issues such as dealing with persistent offenders, blue badge misuse, signage, abandoned vehicles and verge parking.</p> <p>A Working Group had been established in November 2016 to develop the car parking strategy and would report to the Panel on progress.</p>	<p>The Panel received an update at 6 June 2017 meeting on the progress of the development of a Car Parking Strategy. A progress report from the working group would be brought to a future meeting.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
28.06.05 (11.04.17)	<p>Farnborough Town Centre</p> <p>To receive updates on the Farnborough Town Centre Development.</p>	<p>The Panel receives regular updates on the redevelopment of Farnborough Town Centre.</p> <p>A Farnborough Town Centre Working Group was set up to focus on the development and marketing of the town centre. Members of the Group are Crs. R.L.G. Dibbs, C.P. Grattan, D.S. Gladstone, P.J. Moyle, Marina Munro, L.A. Taylor, and P.G. Taylor.</p>	<p>The Panel received a progress update from the Working Group at the 11 April 2017 Panel meeting.</p>	<p>Andrew Lloyd, Chief Executive Tel: (01252) 398397 andrew.lloyd@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
<p>19.07.05 (06.06.17)</p>	<p>Aldershot Town Centre</p> <p>To receive updates on the Aldershot Town Centre Development.</p>	<p>The Panel receives regular updates on the redevelopment of Aldershot Town Centre.</p> <p>An Aldershot Town Centre Task and Finish Group was replaced by the Aldershot Regeneration Group for the 2016/17 municipal year to focus on the regeneration of the town centre.</p>	<p>An update was received on Aldershot Town Centre on 6 June 2017. The Aldershot Regeneration Group was a Cabinet Group and updates would be provided to the Cabinet in future.</p>	<p>Andrew Lloyd, Chief Executive Tel: (01252) 398397 andrew.lloyd@rushmoor.gov.uk</p>
<p>10.11.15</p>	<p>Markets</p> <p>To review the progress with the Aldershot and Farnborough markets/ car boot sales.</p>	<p>In January, 2015 Cabinet had agreed to bring the operation of the markets and car boot sales 'in-house'.</p> <p>The Farnborough Tuesday market had opened in March, 2015 followed by the Sunday market in May, 2015.</p> <p>The Aldershot Saturday market had opened in June, 2015.</p>	<p>An update on the performance of the markets and car boot sales and details on the impact of recent changes was provided at the Farnborough Town Centre Working Group on 15 February 2017.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
09.06.15 (05.04.16)	<p>Recycling, waste collection and environmental crime and grime</p> <p>To review the progress of recycling, monitor implementation, performance and make recommendations on future developments.</p>	<p>A presentation was received by Serco, the new waste and recycling contractor at the Panel meeting on 11 April 2017.</p>	<p>Serco would be invited to a future Panel meeting to provide feedback on performance once the contract was being delivered.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
19.02.13 (06.06.17)	<p>Hampshire Highways - Panel Monitoring</p>	<p>The Panel would be monitoring the Council's highways improvement in the future.</p> <p>The Panel considered the schemes to be included in the 2015/16 Rushmoor Programme at the September 2014 meeting.</p>	<p>The Panel received details on the changes to the Highway Agency agreements at the 6 June 2017 meeting.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
18.11.14 (08.11.16)	<p>Aldershot Crematorium and Cemeteries</p>	<p>The Panel received a presentation in November, 2014 on the work of the Bereavement Service and received details about a new scheme to recycle metal parts.</p>	<p>The Panel to received and update on sustainability and maintenance of Rushmoor's cemeteries at November 2016 meeting.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
<p>09.05.12 (26.01.16)</p>	<p>Outside bodies contribution</p>	<p>The Council's Conservation Team, Rowhill Nature Reserve, Blackwater Valley Countryside Partnership and Basingstoke Canal Authority, Friends of Brickfields Country Park and Cove Brook Greenway Group attended the 26 January 2016 meeting.</p>	<p>A further update would be presented to the Panel in due course.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
<p>20.01.15 (06.09.16)</p>	<p>Overnight Toilets in Aldershot Town Centre</p>	<p>Following a proposal by Cr. Jeremy Preece, and consideration of the various options, the Panel recommended that a scheme for additional toilet provision in Aldershot Town Centre be evaluated prior to consideration by Cabinet.</p>	<p>A further proposal from Cr. Jeremy Preece was made at the 6 September 2017 Panel meeting. It was referred to the Aldershot Regeneration Group.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
<p>31.01.17</p>	<p>Demolition of Buildings and Dangerous Structures</p>	<p>Details received from Building Control and Environmental Health on the procedure for dealing with demolition and dangerous structures at the 31 January 2017 meeting.</p>	<p>The Panel noted the position and requested additional monitoring on individuals that had not followed correct procedures in the past.</p>	<p>Martin Hobley, Building Control Partnership Manager Tel. (01252) 398723 Email. martin.hobley@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
31.01.17	Aldershot Catchment Study and Lead Local Flood Authority	Eight20 informed the Panel on the Aldershot Catchment Study and the proposed scheme to address the flooding issues. HCC as the Lead Local Flood Authority attended to advise on the Local Flood Risk Management Strategy.	The Panel requested regular updates on the progress of the work to address the flooding issues in Aldershot.	Helen Payne, Principal Environmental Health Officer Tel. 01252 398170 Email. helen.payne@rushmoor.gov.uk
05.09.17	Christmas Activity in the Borough	The Panel received information from Council Officers and representatives from Princesmead and The Meads regarding current activities planned for Christmas 2017. A number of actions were agreed to be taken forward.	A review of the Christmas activity in 2017 would be carried out at the January 2018 Panel meeting and officers would report back on the costs of additional activity in 2018.	David Phillips, Town Centre and Cultural Manager Tel. 01252 398570 Email. david.phillips@rushmoor.gov.uk John Trusler, Principal Engineer Tel. 01252 398377 Email. john.trusler@rushmoor.gov.uk

Chairman – Councillor David Gladstone

Lead Officer – Ian Harrison, Corporate Director, Tel. (01252) 398400, Email. ian.harrison@rushmoor.gov.uk

Last Updated: 14 December, 2017

ENVIRONMENT POLICY AND REVIEW PANEL WORK FLOW – 2017-2018

31 January 2017	<ul style="list-style-type: none"> • Aldershot Catchment Study - Thames Water Utilities • Hampshire County Council – Lead Local Flood Authority
11 April 2017	<ul style="list-style-type: none"> • Rushmoor Local Plan – final draft submission • Waste Recycling Contract – Presentation from new Contractor • Update from Farnborough Town Centre Working Group
6th June 2017	<ul style="list-style-type: none"> • Highway Agency Agreements • Update on the development of the Car Parking Strategy • Update on Aldershot Regeneration
5th September 2017	<ul style="list-style-type: none"> • Christmas Activity in the Borough
7th November 2017 <i>Joint meeting with Leisure and Youth Policy and Review Panel</i>	<ul style="list-style-type: none"> • Southwood Golf Course consultation
23 January 2018	<ul style="list-style-type: none"> • Serco – contract delivery performance feedback • Farnborough Civic Quarter
27 February 2018	<ul style="list-style-type: none"> • Aldershot Catchment Study – Update • Review of Christmas 2017 activity and update on costs • HCC Transformation to 2019 programme
20 March 2018	<ul style="list-style-type: none"> • Christmas Activity - Cabinet outcome • Business Improvement Districts – potential for application
Items for Future Meetings	<ul style="list-style-type: none"> • Food Safety and Hygiene • Flooding in the Borough • Car Parking Strategy – outcome of development work • Parking on Grass Verges • Neighbourhood Shopping Facilities Policy (Local Plan) • Historic England – Conservation Area Assessment (Local Plan)
Upcoming Items on Cabinet Work Programme	<ul style="list-style-type: none"> •