

CABINET

Meeting held on Tuesday, 13th November, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Barbara Hurst, Planning and Economy Portfolio Holder
Cllr G.B. Lyon, Corporate and Democratic Services Portfolio Holder
Cllr M.L. Sheehan, Operational Services Portfolio Holder
Cllr P.G. Taylor, Customer Experience and Improvement Portfolio Holder (in the Chair)
Cllr M.J. Tennant, Major Projects and Property Portfolio Holder

Apologies for absence were submitted on behalf of the Leader of the Council (Councillor D.E. Clifford) and the Deputy Leader (Councillor K.H. Muschamp).

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **26th November, 2018**.

46. APPOINTMENT OF CHAIRMAN FOR MEETING –

The Cabinet RESOLVED that, in the absence of the Leader of the Council and the Deputy Leader, Cllr P.G. Taylor be appointed Chairman for the meeting.

47. MINUTES –

The Minutes of the meeting of the Cabinet held on 16th October, 2018 were confirmed and signed by the Chairman.

48. REVENUE BUDGET MONITORING AND FORECASTING 2018/19 - POSITION AT SEPTEMBER, 2018 –

(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)

The Cabinet considered Report No. FIN1832, which set out the anticipated financial position for 2018/19, based on the monitoring exercise carried out during September, 2018. Members were informed that, for the first time, the Report had provided savings tracking within the financial year. It was reported that, in order to achieve financially sustainability, the net cost of the Council's services would need to reduce by £323,000, either by reducing costs or increasing income. The Council was, however, on target to meet the current year's revised savings, though action to correct overspends was required to achieve the long-term sustainability of the organisation.

The Cabinet RESOLVED that

- (i) the latest Revenue Budget monitoring position, as set out in Report No. FIN1832, be noted; and

- (ii) the identification and implementation of measures to eliminate the forecast Quarter 2 overspend be approved.
49. **CAPITAL PROGRAMME MONITORING 2018/19 - POSITION AT SEPTEMBER, 2018 –**
(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)
- The Cabinet received Report No. FIN1833, which provided the latest forecast regarding the Council's Capital Programme for 2018/19, based on the monitoring exercise carried out during September, 2018. The Report advised that the approved Capital Programme for 2018/19, allowing for slippages and additional approvals, totalled £53,895,000. Members were informed that projects of major financial significance to the Council in the Capital Programme for 2018/19 had been scheduled to draw on the capital budget in the latter part of the year. These projects included the finalisation of the accounts relating to the construction of the Council's new depot, Aldershot Town Centre Integration and Union Street, the finalisation of a loan to Farnborough International and the further acquisition of investment properties.
- The Cabinet NOTED** the latest Capital Programme monitoring position and the development of a gating process, as set out in Report No. FIN1833.
50. **COUNCIL PLAN 2018/19 - QUARTERLY UPDATE ON KEY ACTIONS JULY - SEPTEMBER 2018 –**
(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)

The Cabinet received Report No. ELT1804, which set out the Council's performance management monitoring information for the second quarter of the 2018/19 municipal year.

The Cabinet NOTED the progress made towards delivering the Council Plan 2018/19, as set out in Report No. ELT1804.

51. **ANNUAL REVIEW OF FEES AND CHARGES –**
(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)

The Cabinet considered Report No. FIN1831, which set out a proposed revised scheme of fees and charges for Council services.

Members were informed that the document included a description of the methodology applied in each case. The Cabinet considered the document and, in particular, discussed issues around some Building Control fees now being described as 'individually determined' rather than fixed. It was explained that this had been a policy choice, made to allow more flexibility to the Council when negotiating and quoting to carry out new work. Members requested that this matter be kept under review, with a further update to be presented to the Cabinet six months after the introduction of the revised fees.

The Cabinet RESOLVED that approval be given to

- (i) the adoption of the various methodologies attached in Appendix A to Report No. FIN1831 as a basis for uplifting the Council's fees and charges;
- (ii) the continued application of RPIx as the measure of inflation, where an annual inflationary uplift was specified; and
- (iii) the fees and charges, as set out in Appendix A to the Report, for implementation on the applicable dates.

52. **BUDGET 2019/20 - ROBUSTNESS OF ESTIMATES –**

(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)

The Cabinet considered Report No. FIN1835, which set out the Executive Head of Finance's statement on the robustness of the estimates used in the preparation of the Council's budget.

The Cabinet was informed that this was a statutory requirement under Section 25 of the Local Government Act 2003. Members heard that the Report would also enable improved governance of the budget process and an earlier start to the budget process in 2019. It was also proposed to increase the number of officers with responsibility for managing the revenue and capital budgets to improve governance and deliverability.

The Cabinet RESOLVED that approval be given to

- (i) the level of risk and assumptions which underpin the revenue and capital budget decisions and planning for 2019-22, as set out in Report No. FIN1835;
- (ii) the consideration of starting the budget process earlier in 2019; and
- (iii) the formal designation of Responsible Budget Officers, for the purpose of managing the budget, as set out in paragraph 3.3 of the Report, and the inclusion of these provisions in the Council's Financial Procedure Rules.

53. **BUDGET 2019/20 - ADEQUACY OF PROVISIONS AND RESERVES –**

(Cllr Gareth Lyon, Corporate and Democratic Services Portfolio Holder)

The Cabinet considered Report No. FIN1834, which set out the Executive Head of Finance's statement on the adequacy of provisions and reserves used in the preparation of the Council's budget.

The Cabinet was informed that this was a statutory requirement under Section 25 of the Local Government Act 2003. Appendix D to the Report provided a full list of earmarked reserves held by the Council. Members were informed that this list would be rationalised over time. Appendix B set out the risk level and it was suggested that the Budget Strategy Working Group should look at these in detail. In response to a question, Members were invited to challenge the assumptions in Appendix B if felt these were incorrect.

The Cabinet RESOLVED that

- (i) the policy on both earmarked and general balance reserves and provisions to cover issues such as bad debts and redundancies, as set out in Appendix C to Report No. FIN1834, be approved;
- (ii) based on current planning assumptions and risk forecasts, as set out in Appendix D to Report No. FIN1834, a minimum level of General Balances of £2 million for 2019/20, with a forecast minimum level for planning purposes of £2 million for 2020/21 and £2 million for 2021/22, be approved as part of the consideration of the budget plans for 2019-22, reflecting the transfer of risk from Central to Local Government and supporting recommendations; and
- (iii) further reviews by the Executive Head of Finance of the level of the Council's reserves and provisions, as part of closing the 2018/19 accounts in summer 2019, be approved.

54. REGENERATING RUSHMOOR - QUARTER 2 PROGRESS REPORT –
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet received Report No. RP1801, which set out progress towards the Council's Regenerating Rushmoor programme for the second quarter of 2018/19. The Report indicated that good progress was being made in most areas. In response to questions, it was confirmed that both the Farnborough Transport Package and Farnborough Civic Quarter projects were, currently, on track.

The Cabinet NOTED the progress made towards delivering the Regenerating Rushmoor programme, as set out in Report No. RP1801.

55. PROPOSED ADOPTION OF POST-CONSULTATION LICENSING POLICY –
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS1827, which set out an updated statement of licensing policy, for submission to the Council.

Members were informed that the Council's licensing policy had been revised following various legislative changes and a review. The revised document had been subject to a public consultation exercise, which had attracted a single representation in support of the revised policy.

The Cabinet RECOMMENDED TO THE COUNCIL that approval be given to the Council's revised licensing policy.

56. FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND –
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. DSP1801, which sought approval to award a grant from the Farnborough Airport Community Environmental Fund, which had been set up to assist local projects.

The Operational Services Portfolio Holder had considered the application by Oak Farm Pre-school, Ballantyne Road, Farnborough for an award of £10,000 towards

the cost of developing a sensory garden. It was confirmed that this application met all of the agreed criteria.

The Cabinet RESOLVED that a grant of £10,000 be awarded from the Farnborough Airport Community Environmental Fund to Oak Farm Pre-school.

57. REPORT OF URGENCY DECISION - UTILISATION OF COMMUTED SUM MONIES TO GRANT FUND AFFORDABLE HOMES TO RENT AT BIRCHETT ROAD, ALDERSHOT –

(Cllr Barbara Hurst, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH1801, which notified the Cabinet of an urgency decision that had been taken in respect of the approval of £100,000 of commuted sum funds to be invested in grant funding 50 units of affordable homes to rent in Aldershot town centre. The decision had been taken as a matter of urgency at the request of Homes England to support their internal decision-making process and timescales on capital grant funding this scheme in excess of £2.6 million. Members were informed that this decision had secured, in perpetuity, the Council's nomination rights in respect of 50 units at the site.

The Cabinet NOTED the actions taken, as set out in Report No. EPSH1801.

58. INTERNATIONAL CULTURAL AND BUSINESS LINKS –

(Cllr David Clifford, Leader of the Council)

The Cabinet considered Report No. DSP1802, which set out an overview of town twinning and the arrangements in Rushmoor.

Members were informed that the links with the twin towns of Meudon and Oberusel remained strong and active. In recent years, the Borough had experienced significant social and economic changes and this had led to consideration of whether the establishment of new cultural and business links would be appropriate. As a result, it was now proposed that the Council should establish new links with towns in Nepal, Poland and the United States. The background to each of these proposed links was set out in the Report. The Town Twinning Association had been consulted on the proposals and was in support.

The Cabinet expressed strong support for the establishment of these new links.

The Cabinet RECOMMENDED TO THE COUNCIL that

(i) approval be given to seek to establish cultural and business links with the following places, as set out in Report No. DSP1802:

- Gorkha Municipality, Nepal
- Rzeszow, Poland
- Dayton, Ohio, United States; and

(ii) the Chief Executive and the Head of Democracy, Strategy and Partnerships, in consultation with the Leader of the Council, be authorised to make the necessary arrangements to establish the formal links.

The Meeting closed at 7.46 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL
