

Public Document Pack



RUSHMOOR BOROUGH COUNCIL

CABINET

*at the Council Offices, Farnborough on
Tuesday, 3rd March, 2020 at 7.00 pm*

To:

Cllr D.E. Clifford, Leader of the Council
Cllr K.H. Muschamp, Deputy Leader and Customer Experience and Improvement
Portfolio Holder

Cllr Marina Munro, Planning and Economy Portfolio Holder
Cllr A.R. Newell, Democracy, Strategy and Partnerships Portfolio Holder
Cllr M.L. Sheehan, Operational Services Portfolio Holder
Cllr P.G. Taylor, Corporate Services Portfolio Holder
Cllr M.J. Tennant, Major Projects and Property Portfolio Holder

Enquiries regarding this agenda should be referred to Chris Todd, Democracy,
Strategy and Partnerships, on 01252 398825 or e-mail: chris.todd@rushmoor.gov.uk

A G E N D A

1. **MINUTES** – (Pages 1 - 8)

To confirm the Minutes of the meeting held on 4th February, 2020 (copy attached).

2. **RUSHMOOR COMMUNITY LOTTERY** – (Pages 9 - 18)

(Cllr Adrian Newell, Democracy, Strategy and Partnerships Portfolio Holder)

To consider Report No. DSP2003 (copy attached), which sets out a review of the Rushmoor Community Lottery, following the second year of operation, and proposes changes to its working arrangements.

3. **FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND** – (Pages 19 - 24)
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

To consider Report No. DSP2002 (copy attached), which sets out details of applications for grants from the Farnborough Airport Community Environmental Fund.

4. **BUSINESS RATES DISCRETIONARY DISCOUNTS - AMENDMENT TO EXISTING RETAIL DISCOUNT POLICY AND NEW PUB DISCOUNT SCHEME** – (Pages 25 - 38)
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

To consider Report No. FIN2010 (copy attached), which sets out proposed amendments to the existing Retail Discount Policy to reduce business rates liabilities to retail outlets and seeks approval of a new Pub Discount Scheme.

5. **POST CONSULTATION DETERMINATION OF PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGE FARES** – (Pages 39 - 46)
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

To consider Report No. OS2008 (copy attached), which sets out a proposed way forward following a public consultation exercise on possible changes to the current scheme of hackney carriage fares.

6. **KINGS MOAT CAR PARK - TEMPORARY PLANNING PERMISSION** – (Pages 47 - 48)
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

To consider Report No. OS2007 (copy attached), which seeks approval to apply for temporary planning permission for the Kings Moat Car Park for a further three year period.

7. **ADOPTION OF WORKING DEFINITION OF ANTISEMITISM** – (Pages 49 - 50)
(Cllr David Clifford, Leader of the Council)

To consider Report No. DSP2004 (copy attached), which seeks approval for the adoption of the International Holocaust Remembrance Alliance (IHRA) Working Definition of Antisemitism, for submission to the Council on 23rd April, 2020.

8. **UNION STREET REGENERATION - NEXT STEPS** – (Pages 51 - 54)
(Cllr Martin Tenant, Major Projects and Property Portfolio Holder)

To consider Report No. RP2005 (copy attached), which sets out the next steps in relation to the delivery of the Council's Union Street scheme in Aldershot town centre and seeks authority to submit necessary planning applications.

CABINET

Meeting held on Tuesday, 4th February, 2020 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr D.E. Clifford, Leader of the Council
Cllr K.H. Muschamp, Deputy Leader and Customer Experience and Improvement Portfolio Holder

Cllr Marina Munro, Planning and Economy Portfolio Holder
Cllr A.R. Newell, Democracy, Strategy and Partnerships Portfolio Holder
Cllr M.L. Sheehan, Operational Services Portfolio Holder
Cllr P.G. Taylor, Corporate Services Portfolio Holder
Cllr M.J. Tennant, Major Projects and Property Portfolio Holder

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **17th February, 2020**.

75. MINUTES –

The Minutes of the meeting of the Cabinet held on 7th January, 2020 were confirmed and signed by the Chairman.

76. REVENUE BUDGET, CAPITAL PROGRAMME AND COUNCIL TAX LEVEL – (Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2007, which made recommendations on the budget, Council Tax requirement and proposals for budget savings for 2020/21.

The Cabinet was reminded that, at its meeting on 15th October, 2019, the budget framework set out in the Medium Term Financial Strategy 2020-24 had been approved. The Strategy provided a risk-based General Fund balance of around £2 million. The Cabinet was advised that the Report had been prepared on the basis that there would be no change to the provisional local government finance settlement figure. It was proposed that any changes which materially altered the figures contained in the budget summary, particularly in respect of the local government finance settlement figure or the business rates estimates, would be made by the Council's Section 151 Officer, in consultation with the Leader of the Council and the Corporate Services Portfolio Holder, prior to consideration of the budget by the Council on 20th February, 2020. The Cabinet was advised that the Council was in a good financial position for the coming year and that this would enable the Cabinet to set a balanced revenue budget for 2020/21. Members were informed that the Medium Term Financial Strategy was projecting a deficit from 2021/22 of £1.4 million, increasing to around £2.2 million by 2023/24.

The Capital Programme of £52.226 million in 2020/21 was set out in Appendix 4 of the Report. Implementation of the core programme in 2019/20 would require the use of £44.210 million of the Council's resources, largely through borrowing, together

with £8.017 million use of grants and contributions, including the Better Care Fund, and an element of developers' Section 106 contributions. The main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in Section 9 of the Report. Members were informed that the most significant risks were the move to a 75% business rates retention model and the potential for the redistribution of funding under the Fair Funding Review, which would reallocate resources across local authorities based on an assessment of relative needs.

Under Section 25 of the Local Government Act, 2003, the Executive Head of Finance, being the Council's Chief Financial Officer, was required to report to the Council on the robustness of the estimates contained in the budget and the adequacy of the financial reserves maintained by the Council. The Council had to have regard to this report when making its decisions on the budget. The Chief Financial Officer was satisfied that the budget was robust and that it was supported by adequate reserves.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to:
- (a) the General Fund Revenue Budget Summary, as set out in Appendix 1 of Report No. FIN2007;
 - (b) the detailed General Fund Revenue Budget, as set out in Appendix 2 of the Report;
 - (c) the additional items for inclusion in the budget, as set out in Appendix 3 of the Report;
 - (d) the Council Tax requirement of £6,704,629 for this Council;
 - (e) the Council Tax level for Rushmoor Borough Council's purposes of £209.42 for a Band D property in 2020/21;
 - (f) the Capital Programme, as set out in Appendix 4 of the Report;
 - (g) the Strategy for the Flexible Use of Capital Receipts, as set out in Appendix 5 of the Report;
 - (h) the Executive Head of Finance's Report under Section 25 of the Local Government Act, 2003, as set out in Section 10 of the Report;
 - (i) the additional transfers to earmarked reserves in 2020/21 and the holding of reserves, as set out in the Report;
 - (j) the insurance arrangements, made through the Hampshire Insurance Forum and Aon and effective from April, 2020, resulting in an annual saving on premiums of £81,000, as set out Table 5 of the Report; and

- (ii) **RESOLVED** that authority be delegated to the Council's Section 151 Officer, in consultation with the Leader of the Council and the Corporate Services Portfolio Holder, to make any necessary changes to the General Fund Summary arising from the final confirmation of the Local Government Finance Settlement and the Business Rates Retention Scheme estimates.

77. **ANNUAL TREASURY MANAGEMENT STRATEGY AND ANNUAL NON-TREASURY INVESTMENT STRATEGY 2020/21 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2004, which set out the Council's proposed Treasury Management Strategy and Non-Treasury Investment Strategy (Investment Strategy) for 2020/21, along with the Minimum Revenue Provision Statement. Members were reminded that the purpose of the treasury management operation was to set out how the Council would manage its investments and borrowing over the coming year. It was confirmed that the Council performed strongly in terms of its treasury investments. Members were informed that the Council's external debt stood at around £90 million, at an average rate of 1.1% and that its commercial investment property portfolio was valued at around £110.58 million. It was reported that the Licensing, Audit and General Purposes Committee had supported the recommendations at its meeting on 27th January, 2020.

The Cabinet RECOMMENDED TO THE COUNCIL that approval be given to:

- (i) the Treasury Management Strategy and Annual Borrowing Strategy, as set out in Appendix A of Report No. FIN2004;
- (ii) the Annual Non-Treasury Investment Strategy, as set out in Appendix B of the Report; and
- (iii) the Minimum Revenue Provision Statement, as set out in Appendix C of the Report.

78. **COMMERCIAL PROPERTY INVESTMENT STRATEGY –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2003, which sought approval for the Council's new Commercial Property Investment Strategy and for the establishment of a Property Investment Advisory Group to oversee the Strategy. Members were informed that the Strategy had been devised in partnership with Lambert Smith Hampton Investment Management, who had been appointed in November, 2019 to support the Council in managing and growing this part of the asset portfolio. It was confirmed that the Strategy would enable the Council to demonstrate a safe and structured approach to its commercial property activities.

The Cabinet RESOLVED that the Council's Commercial Property Investment Strategy, as set out in Appendix A to Report No. RP2003, be approved.

79. **ANNUAL CAPITAL STRATEGY 2020/21 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2006, which set out the Council's Capital Strategy for 2020/21, which included the Prudential Indicators for Capital Finance. Members were informed that this Report complemented the Annual Treasury Management Strategy Report that had been considered earlier in the meeting.

Members were reminded that the purpose of the Capital Strategy was to give an overview of the Council's capital expenditure, capital financing and treasury management activities, along with an overview of how associated risks would be managed and the implications for future financial sustainability.

The Cabinet RECOMMENDED TO THE COUNCIL that approval be given to the Capital Strategy 2020/21 and Prudential Indicators, as set out in Appendix A to Report No. FIN2006.

80. **ANNUAL REVIEW OF FEES AND CHARGES –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2008, 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 response to a question, it was confirmed that, where the Council was levying non-statutory fees or charges, officers would be asked to consider whether there was a commercial case for altering the level of such fees or charges, aside from the application of the annual inflationary uplift, if applicable.

The Cabinet RESOLVED that approval be given to

- (i) the adoption of the various methodologies attached in Appendix A to Report No. FIN2008 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.

81. **COUNCIL BUSINESS PLAN QUARTERLY UPDATE OCTOBER - DECEMBER 2019/20 –**
(Cllr David Clifford, Leader of the Council)

The Cabinet received Report No. ELT2001, which set out progress against the Council Business Plan, as at the end of the third quarter of the 2019/20 municipal year. The Report brought together monitoring information in respect of the actions identified as key activities in the three year business plan and the two key programmes of work that were essential in delivering the priorities, the Regenerating

Rushmoor Programme and the ICE Programme. In response to a question, it was confirmed that the Council was likely to continue with its litter enforcement programme, following a successful pilot period.

The Cabinet NOTED the progress made towards delivering the Council Business Plan 2019/20, as set out in Report No. ELT2001.

82. **ESTABLISHING A LOCAL HOUSING COMPANY - THE HOUSING COMPANY BUSINESS PLAN –**

(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2004, which set out the five-year business plan of the Council's local housing company for approval.

Members were reminded that the creation of a wholly owned company, limited by shares, to deliver housing in the Borough had been agreed by the Council at its meeting in April, 2019. It was confirmed that, over the first five years of operation, the company would need to borrow around £11,289,900 to fund its operations. It was predicted that, by the fifth year, the company would provide a net income of around £283,000 each year to the Council. Members were informed that the business plan had been subject to external scrutiny by the Council's treasury advisers, Arlingclose Limited. The Report set out the current list of sites that would be used to create the company's property portfolio but it was confirmed that this list was not fixed.

The Cabinet RECOMMENDED TO THE COUNCIL that

- (i) the submission to the Chief Executive of the Council, as shareholder representative, of the draft five-year business plan, as set out in Appendix 1 to Report No. RP2004, in substantially the same form, once the company has been incorporated, be approved, at which time it would become the approved business plan for the company;
- (ii) the sale of No. 12 Arthur Street, Aldershot and No. 154 Ship Lane, Farnborough to the housing company at market value, subject to the relevant valuation, be approved;
- (iii) the Chief Executive, as shareholder representative, be authorised to approve any variations in the delivery programme contained in the business plan, subject to such variations delivering the outcomes of the business plan and being achievable within the agreed budget;
- (iv) Cllr P.G. Taylor be appointed to the Shadow Board, to become a Council appointee to the company's Board of Directors on incorporation of the company;
- (v) the procedures for the agreement of subsequent business plans or project business plans, as set out in paragraph 4.17 of the Report, be approved; and
- (vi) the arrangements for performance and governance reporting, as set out in paragraph 4.18 of the Report, be approved.

83. **ADMINISTRATION AND MONITORING OF SECTION 106 AGREEMENTS –**
(Cllr Marina Munro, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2004, which sought approval to introduce a monitoring fee for Section 106 agreements and unilateral undertakings.

Members were informed that the Council had previously charged such a fee from 2012 – 2016 but this practice had been stopped for legal reasons. Since that time, further case law and Government guidance had confirmed that such fees were legitimate and appropriate.

The Cabinet RESOLVED that the introduction of an administration and monitoring fee, comprising 5% of the total financial contributions offered to the Council in any Section 106 agreement or undertaking, up to a maximum of £25,000 for full or hybrid applications and £12,500 for outline applications, to take effect in respect of any application received on or after 1st April, 2020 and be payable on implementation of the development, as set out in Report No. EPSH2004, be approved.

84. **SELF-BUILD AND CUSTOM HOUSEBUILDING REGISTER - INTRODUCTION OF ADDITIONAL LOCAL ELIGIBILITY CRITERIA AND A FEE CHARGING SCHEDULE –**
(Cllr Marina Munro, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2005, which sought approval for the introduction of additional local eligibility criteria in the form of a local connection test to determine entry to the Council's self-build and custom housebuilding register. Approval was also sought for the introduction of a fee charging structure for entry on the register and for applicants to stay on the register on an annual basis.

Members were informed that these steps would ensure that the Council's register was a realistic and genuine reflection of local demand and that the duty to grant permission was not inflated by demand from outside of the Borough.

In response to a question, it was confirmed that this charge would be reviewed in terms of commerciality, as with the Council's other non-statutory fees and charges.

The Cabinet RESOLVED that

- (i) the introduction of a local connection test, as set out in Section 3.6 of Report No. EPSH2005, be approved;
- (ii) the introduction of a fee for entry to the Council's register and for applicants to remain on Part 1 of the register be approved; and
- (iii) the Executive Head of Finance be authorised to determine the fees to be charged on a cost recovery basis.

85. **EXCLUSION OF THE PUBLIC –**

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

Minute No.	Schedule 12A Para. No.	Category
86	3	Information relating to financial or business affairs

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

86. **ALDERSHOT TOWN CENTRE REGENERATION - UNION STREET –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. RP2002, which sought approval to secure a freehold within the Union Street site, as part of the Aldershot town centre regeneration proposals and land assembly. The Chairman welcomed Mr E. Pitman, Savills Chartered Surveyors, who was acting as the Council's agent in this matter, to the meeting. The Chairman also invited the Leader of the Labour Group (Cllr K. Dibble) to join the meeting for this item.

Members were informed that the property in question was owned by a Rushmoor councillor and, for this reason, both the Council and the vendor had conducted negotiations through agents. The Council's agent explained the reasons why it would be preferable to acquire the property through negotiation, if possible. Property values and negotiation limits were discussed and it was considered prudent to obtain permission to proceed with a formal Compulsory Purchase Order (CPO) process should attempts to acquire the property by negotiation prove unsuccessful. Members were informed that authority was also being sought to acquire, either by negotiation or CPO, any other remaining interests in the wider Union Street site redline.

In response to a question, it was confirmed by the Council's agent that the proposed negotiation limits represented good value to the Council.

The Cabinet RESOLVED that

- i) Council officers be authorised to acquire the property set out in Exempt Report No. RP2002 by negotiation up the amount outlined by the Council's advisers at the meeting;
- ii) in the event that terms for the acquisition of the property could not be agreed by negotiation, Council officers be authorised to proceed with a formal Compulsory Purchase Order for this site; and
- iii) to facilitate the progression of the whole site, Council officers be authorised to

proceed with the formal Compulsory Purchase Order process for any remaining third party interests that fall within the defined Union Street redline, where the relevant interest could not be obtained through a negotiation process.

The Meeting closed at 8.13 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

CABINET

COUNCILLOR ADRIAN NEWELL
DEMOCRACY, STRATEGY & PARTNERSHIPS
PORTFOLIO HOLDER
REPORT NO. DSP2003

3 March 2020

KEY DECISION: NO

RUSHMOOR COMMUNITY LOTTERY**SUMMARY AND RECOMMENDATIONS:**

The Rushmoor Community Lottery celebrated its' second anniversary in September 2019. Since its inception, over £53,000 of new money has been raised for the 97 local good causes who have signed up.

Each time a ticket is purchased a percentage of the money goes into the Community Fund.

In January 2019 Cabinet approved the creation of the Community Forum. Its main purpose was to allocate funds from the Community Fund to good causes who applied for grants through an application process. The Community Fund grant was established, and the first grants were awarded in August 2019.

A review has recently been undertaken by the Democracy, Strategy and Partnerships Portfolio Holder, and it is proposed in future that a minimum level of funds in the Community Fund to trigger subsequent grant application processes should be £10,000.

The Cabinet is requested to:

- Note the report and agree in future that information on the lottery should be included annually on the Council's website
- Agree a minimum level of £10,000 in the Community Fund to trigger subsequent grant application processes
- Authorise the Portfolio Holder in conjunction with the officers to make any future adjustments to the scheme

1. INTRODUCTION

- 1.1. This report reviews the second year of the Lottery including the launch of the Community Fund grant scheme and the lessons learnt. As a result, a change to the scheme is suggested and that in future the Portfolio Holder approves changes to the scheme.

2. BACKGROUND

- 2.1. The Rushmoor Community Lottery (RCL) is into its third year of operation. It was launched in July 2017, and the first draw took place on 26 August 2017. It continues to raise funds for the local community, enabling the voluntary sector to be more self-sufficient.
- 2.2. The Community Fund grant was established in 2019. The fund is financed by 10p from every ticket sold plus 50p from those tickets bought in support of the Community Fund.
- 2.3. In January 2019 the Cabinet approved the creation of the Community Forum. Its main purpose was to allocate funds from the Community Fund to good causes who applied for grants through an application process.
- 2.4. The amount in the Community Fund available for grant distribution was £12,767. This had been built up over the previous 17 months.

3. COMMUNITY FUND

- 3.1. For this first round of Community Fund grants, 22 applications were received. Of these, four were ineligible as they did not meet the criteria.
- 3.2. 18 applications were scored against the criteria and 16 awards were made.
- 3.3. The applications with the top 14 scores were allocated the full amount they had requested, and the remaining funding was split between the 15th and 16th ranked applications who had the same score. The two bottom ranked applications were not awarded funding as their scores were way below the other scores.
- 3.4. Certificates were presented at the second anniversary celebration by the Leader and the Mayor.
- 3.5. As this was the first year of the grants, the RCL team requested feedback from all involved in the process - the Community Forum, applicants and other staff involved in testing the process:
 - The Community Forum were happy with the decision-making process. Going forward they would like more pointers on the scoring and clearer criteria in a few areas for applicants.
 - A survey was sent to all 22 applicants. Nine responses (41%) were received, eight of which had been awarded funding. All found the application form easy and had enough time to apply (the application window was open for five weeks with criteria and information available two months in advance of this). 90% of respondents found it was a clear process and the guidance notes useful.
 - The scoring process was tested with three independent staff. Their feedback was positive with a few suggestions to make the scoring system easier and clearer.
- 3.6. The RCL team are very pleased with how the process worked and will be taking all feedback on board before embarking on the next round of grants.

- 3.7. All grant recipients will provide a feedback report about their project and selected recipients will be invited to present their project at the next anniversary celebration in September 2020.
- 3.8. The original idea was to have an annual grant allocation. However, currently there is only £4,487 in the fund, so an agreed minimum level of the fund needs to be established to trigger subsequent rounds of grant applications. The fund receives an average of £720 per month. If the fund continues at this rate, it is predicted to reach £10,000 around August 2020.
- 3.9. Table 1 below shows the recipients of the grants, the projects and the level of funding awarded.

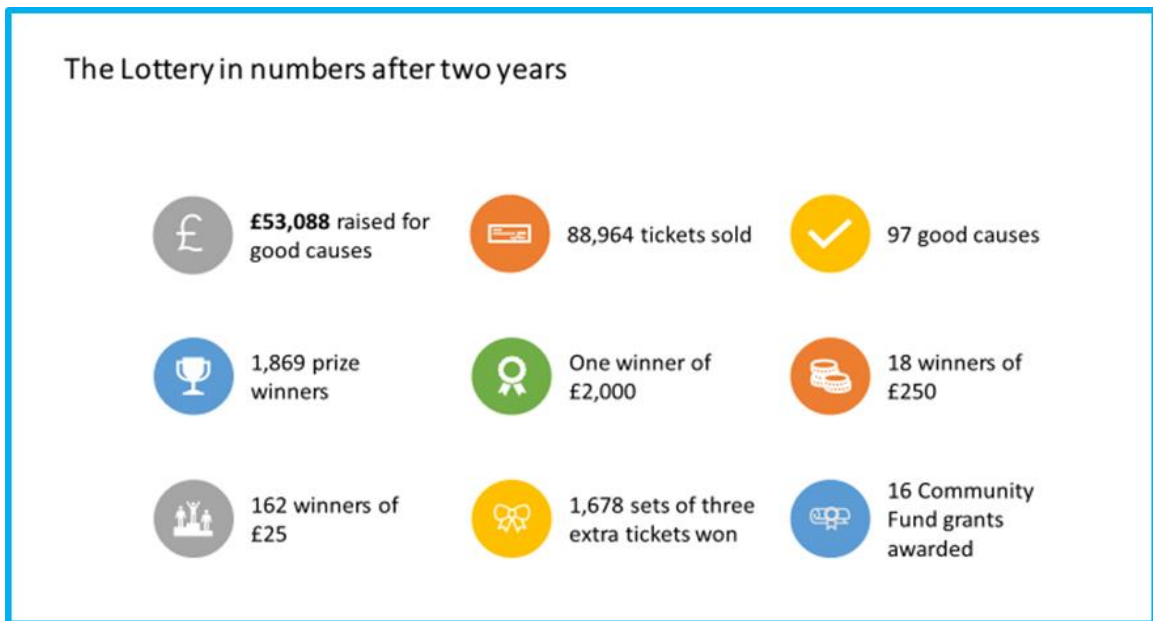
Table 1: Community Fund grant awards

Organisation	Project	Amount awarded
3rd Farnborough Scout Group	Camps Away: to purchase 12 pop-up tents	£1,000
6th Farnborough Scout Group	Trailblazer's Den ceiling and storage	£1,000
Aldershot and Farnham Hockey Club	Goalkeeper kit to allow access for wider community	£995
Aldershot Underwood Bowling Club	Towards the cost of replacing the existing water tank supplying the irrigation system for the green	£563
Cove Brass	Instruments: to purchase a euphonium	£850
Cove Youth FC	Towards the cost of refurbishing the Cove Youth FC portakabin	£563
Farnborough Bowling Club	LED lighting replacement	£120
Forward 4 Wiz Trust	Pay It 4ward: music project for vulnerable young people at risk of homelessness, addiction and unemployment	£1,000
Mayfield Community Partnership	Petting farm for Hawley Community Garden Harvest Festival 2019	£800
Mustard Seed Autism Trust	Motivate to Communicate workshops and courses	£1,000
Parity for Disability	Defibrillator for the outside of the building	£698
Parkside (Aldershot & District Learning Disability)	Embracing technology: purchase two iPads with cases and screen protectors	£690
Rushmoor Voluntary Services	Blooming Marvellous supported volunteers gardening project: minibus hire	£1,000
Southern Domestic Abuse Service (trading as Stop Domestic Abuse)	Furniture and equipment for the playroom at the Rushmoor refuge	£988
Southwood Infant School	New playground markings	£500

Wellington Community Primary School PTA	Project Shed 19: purchase a shed for the storage of equipment for PTA fundraising events	£1,000
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4. GENERAL OVERVIEW OF THE YEAR

- 4.1. In the second year £26,939 was raised, bringing the overall total raised to £53,088.
- 4.2. The graphic below shows the lottery in numbers for the first two years.



- 4.3. Year two has seen a steady increase in the number of tickets sold and causes joining the lottery, with 13 new causes signing up during the year.
- 4.4. The graphic below illustrates the range of causes signed up to the lottery.



- 4.5. Farnborough Rugby Club continues to be the top earning cause and has more than doubled the amount it raised in the first year as shown in Table 2 below, which lists the top ten earning causes after two years.

Table 2: Year 2 Top 10 earning causes (with year 1 comparison)

Year 2 position	Earnings at end of Year 2	Organisation	Year 1 earnings
1st	£4,074.50	Farnborough Rugby Club	£1,732.50
2nd	£1,807.50	Farnborough Bowling Club	£1,000.50
3rd	£1,770.50	Farnborough & District, Parkinson's UK	£788.50
4th	£1,403.00	Parkside (Aldershot & District Learning Disability)	£677.50
5th	£1,291.50	BRAAIN	£709.00
6th	£1,225.00	Rushmoor Healthy Living	£610.50
7th	£1,224.50	Rushmoor International Association	£657.00
8th	£1,113.00	Farnborough Air Sciences Trust	£552.50
9th	£893.00	South Farnborough Infant School	£491.00
10th	£838.50	Devereux House	£429.00

- 4.6. In the ten days running up to the 2nd anniversary, Gatherwell ran an email campaign to those already registered with the lottery. This generated an increase of 39 tickets. The anniversary celebration was well attended and was an opportunity for the good causes to network and share their lottery successes.
- 4.7. When comparing our figures with other local authorities of a similar size, they compare relatively well. Hart DC and Surrey-Heath BC, for example, have 74 and 52 good causes respectively and are selling a similar number of tickets.

Plans for 2020 onwards

- 4.8. The RCL team will continue with a sophisticated and detailed marketing/comms plan. This will include:
- Regular promotion of the Lottery on social media and in Arena
 - Presentations to community groups
 - Promotion of syndicates (a new facility offered on the Lottery), including exploring the production of a video about how syndicates work
 - Inviting good causes to be in the 'spotlight' on social media and the Lottery website

- Making use of the free claim codes at community events as an incentive to join the lottery
 - Displaying the Lottery banner in prominent places around the borough
 - Promoting the national bolt-on prizes Gatherwell will be running on a quarterly basis
 - Promoting the Lottery to organisations applying for community grants from the Council
- 4.9. The Lottery team will continue to utilise support from other local authorities through a local authority forum with neighbouring authorities also running lotteries and Gatherwell's online members forum.
- 4.10. The RCL is now a recognised process running weekly draws, delivering support to a growing number of local causes. The redistribution of the Community Fund has been established via a grant process and we are looking forward to hearing more about the projects that have been funded through the grants later in the year. The Lottery team will continue to seek to grow the Lottery. In future it is intended to publish the annual information on the Council's website and through social media and the good causes.
- 4.11. As part of ongoing monitoring, the arrangements will be kept under review and it is therefore appropriate for the Portfolio Holder to agree any changes to the scheme as part of this ongoing review process.

5 IMPLICATIONS

Risks

- 5.1. Lack of support from the public is a risk to the Community Fund not reaching the target amount. However, ticket sales are continuing to grow, and the lottery will be promoted where possible, so the risk is low.
- 5.2. The Council is experienced in small grant management and the risk to the Council is very low.

Legal Implications

- 5.3. There are no legal Implications.

Financial and Resource Implications

- 5.4. There is currently £4,487 in the Community Fund and it is projected that the fund will reach £10,000 around August 2020.

Equalities Impact Implications

- 5.5. There are no Equalities Impact Implications.

6. CONCLUSIONS

- 6.1. The Democracy, Strategy and Partnerships Portfolio Holder is pleased with the benefit the Lottery is reaping to community organisations and supports setting a minimum level of £10,000 in the Community Fund to trigger subsequent rounds of grant applications.
- 6.2. The lottery has proved successful over the last two and a half years and it continues to grow. Where the good causes have driven sales (such as the Farnborough Rugby Club) they are receiving significant income to supplement their finances. Good causes which do not support the lottery or who have not promoted it are being encouraged to get more involved given the benefits active participation can provide.

CONTACT DETAILS:

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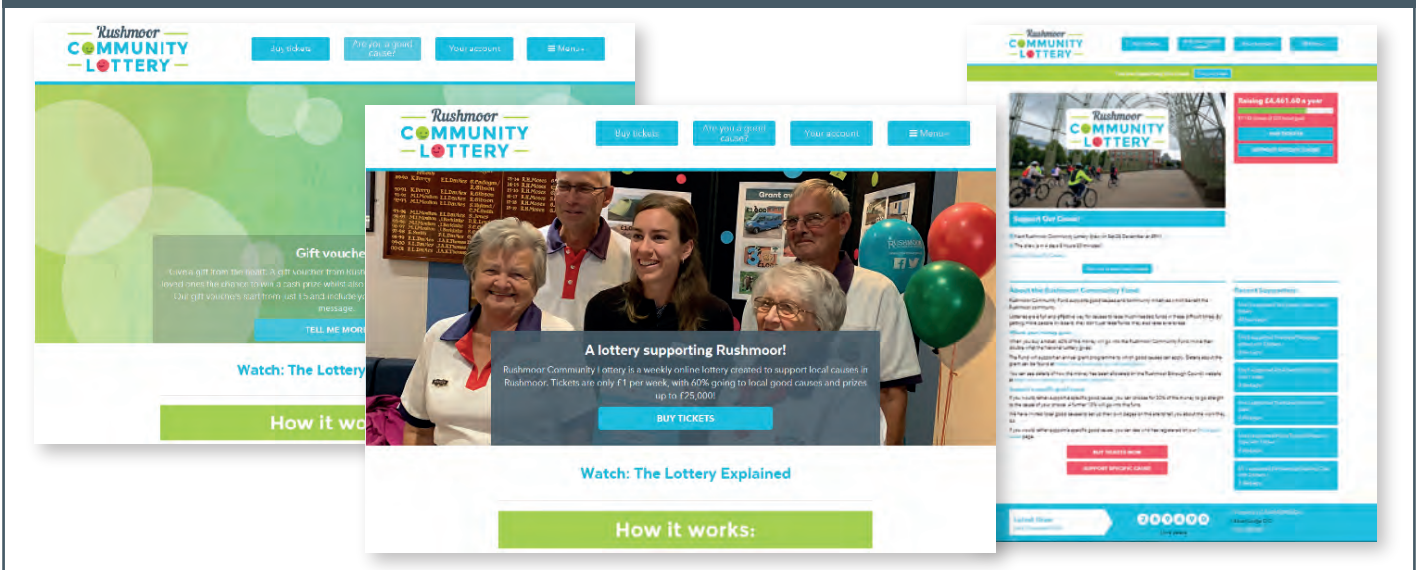
Head of Service - Andrew Colver andrew.colver@rushmoor.gov.uk 01252 398820

The second year

Second anniversary celebrations (September 2019)



Website



Second anniversary bolt-on prize winner at the Aviator



Promotional materials

Rushmoor COMMUNITY LOTTERY

Join us to celebrate our second anniversary and for the presentation of the community fund grants. Thursday 5 September, 6.30pm-8pm at Farnborough Rugby Club.

3rd Farnborough Scout Group have been awarded a Community Fund grant of **£1,000** by Rushmoor Community Lottery for the Camps Away project: to purchase 12 pop-up tents.

Thank you for all your support this year!

Merry Christmas and a happy New Year!

Arena articles

Good causes receive a helping hand

Sixteen local organisations have received more than £12,000 worth of funding from the Rushmoor Community Lottery grants scheme.

Scout groups, sports clubs, local schools, voluntary groups and charities are among the groups set to benefit from the money.

For every ticket sold since the lottery launched two years ago, 10p has been going into the Rushmoor Community Fund, which has now become a brand new source of funding for good causes.

Earlier this year, we invited community groups, organisations and charities that are part of the lottery to apply for grants of up to £1,000 to help fund local projects and initiatives.

We received 22 applications and a forum made up of representatives from local organisations and the council decided how the money would be allocated.

One such lucky group was Aldershot & Farnham Hockey Club, which received £900 to help towards the cost of a new protective goalkeeping kit to



help encourage young people to try the sport.

"Hockey is a fun yet competitive, inclusive sport, with something for everyone to be involved in," said Chairman Chris Edwards.

"When it comes to playing, especially in goal, they need protective equipment and for children who'd like to try out

the position of goalkeeper, the costs can sometimes be prohibitively expensive, and as a club we want to ensure that we can help out with provision of equipment.

"We are thrilled that we were chosen to receive a grant from the Rushmoor Community Lottery grants scheme and the money is helping us to buy a complete junior goalkeeping kit, including hand protectors, leg guards, body armour and a helmet, so giving us more opportunities for a young to be the next goalkeeper superstar!"

Aldershot & Farnham Hockey Club is based at Aldershot Cricket Club on Cuckfield Road, Aldershot and has 700 members. To find out more, visit www.afhockey.com.

Rushmoor Community Lottery gives back

We are so grateful to everyone who has supported the Rushmoor Community Lottery by buying weekly tickets.

Your money will soon be going even further, as we invite charities and community organisations that are part of the lottery to apply to a new grants pot created to help projects and initiatives get off the ground.

"Nine hundred online tickets are bought for the lottery every week. This is helping us to raise a fantastic £25,000 a year for good causes all across Aldershot and Farnborough."

explained Alison Nicholls our grants and admin officer,

"For every ticket sold, 10p has also been going into our community fund and it's now time to invite good causes to apply for a share in the money."

Grants of up to £1,000 will be available and applications will open on 7 May (and will close on 7 June).

Good causes will need to complete a short application form to show what the money will help them to achieve and how it will benefit the communities of Rushmoor.

To find out more, go to www.rushmoor.gov.uk/communitylottery or find the Rushmoor Community Lottery on Facebook and Twitter.

Give some community spirit this Christmas

This Christmas consider giving a regular gift to local good causes by supporting the Rushmoor Community Lottery.

If you're stuck for a Christmas gift idea and would like to give something a bit different, how about a lottery gift voucher?

A gift voucher from the Rushmoor Community Lottery gives your loved ones the chance to win a cash prize of up to £25,000 while also helping to raise money for good causes across Aldershot and Farnborough.

Gift vouchers start from just £5 and include a personal message.



To find out more, visit www.rushmoorlottery.co.uk/gift

**CABINET
3 MARCH 2020**

**COUNCILLOR MAURICE SHEEHAN
OPERATIONAL SERVICES PORTFOLIO HOLDER**

KEY DECISION: NO

REPORT NO. DSP2002

FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND

SUMMARY AND RECOMMENDATION

The Operational Services Portfolio Holder has considered four grant applications and is recommending Cabinet endorse the following awards:

- **Prospect Estate Big Local (PEBL) - £6,812**
- **The Species Recovery Trust - £3,000**
- **The Wavell School - £12,387**
- **Friends of Aldershot Military Museum - £5,000**

1. INTRODUCTION

1.1 This paper seeks approval to award grants from the Farnborough Airport Community Environmental Fund to assist four local projects.

2. BACKGROUND

2.1 The Community Environmental Fund commenced in 2001. It is levied by Farnborough Airport on business aviation movements at a rate of £2 per aircraft movement and £5 per aircraft movement where the aircraft is a Boeing Business Jet or an Airbus Corporate Jet.

2.2 The fund is available to groups and organisations under the following criteria:

- Located within 5 kilometres (3 miles) from the centre of Farnborough Airport (taken to be halfway down the main runway) and is demonstrably and regularly affected by aircrafts travelling to and from Farnborough Airport
- Will result in the improvement or provision of an outdoor facility or area that is accessible to the public and able to be enjoyed by the community as a whole
- Is a community or environment-based bid, projects may include: -
 - Green or open spaces
 - Natural habitats
 - Environmental improvements or outdoor play
 - Community projects with an emphasis on improving the local environment or outdoor education

3. DETAILS OF BID

3.1 The Operational Services Portfolio Holder has considered four applications (Appendix A) and is recommending the following awards:

• Prospect Estate Big Local (PEBL)	£6,812
• The Species Recovery Trust	£3,000
• The Wavell School	£12,387
• Friends of Aldershot Military Museum	£5,000

4. FINANCIAL IMPLICATIONS

4.1 At the time of the last report there was £1,263 left in the Community Environmental Fund. Annual top up funding from Farnborough Airport of £64,640 for business aviation movements in 2019 has since been received, bringing the total to £65,723.

4.2 Taking the applications recommended in this paper totalling £27,199 would leave £38,524 available for allocation.

Background Documents:

Completed application form - Appendix A

Contact Details:

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Andrew Colver – Head of Democracy, Strategy and Partnerships
andrew.colver@rushmoor.gov.uk / 01252 398820

Environment Fund applicant bid	
Name & address of Applicant	Prospect Estate Big Local (PEBL) Prospect Community Centre, Mayfield Road, Farnborough GU14 8UA
Grant requested (Total cost of project)	£6,812 (£14,124)
Purpose of grant	12 benches for the perimeter of the Prospect Estate
Previous grants from this fund	2014 - £2,500 for an outdoor table tennis table in Water Lane 2015 - £3,000 for a landscape architect to develop an environmental master plan for the area
Distance from centre of runway (within 5 kilometres (3 miles))	Within distance
Other sources of funding for this project	£250 – Cherrywood Ward grant £7,062 – PEBL
Accounts	Income £169,207 Expenditure: £46,144 Balances: £123,063 (£90k for Moor Road facilities)
Additional Info	<p>Part of the PEBL Environment theme is to deploy street furniture to improve the look of the estate and develop communal areas, of which the benches project is a part.</p> <p>When the Estate was first built in the 1960-70's, benches were part of the area but over the decades these fell into disrepair or were removed, leaving just a few. Residents have identified that more benches are needed on the estate. As well as improving the physically environment, the benches will encourage residents to feel a sense of belonging and help to bring people together when they stop to rest on the same bench. It will also encourage walking which improves mental and physical wellbeing together with reducing social isolation which has been identified as an issue on the Prospect Estate.</p> <p>The benches will be made from splinter and knot-free Timberpol, a durable and strong composite material containing a minimum 70% recycled hardwood sawdust and recycled polypropylene.</p> <p>Each bench will have an engraved plaque with a QR code which will link to local information and the PEBL website, giving access to PEBL services.</p>
Aim of organisation/group	The PEBL Vision is that by 2024, the Prospect Estate will be a welcoming, safe, thriving community where individual strengths are recognised, people are actively involved and proud to live. In order to achieve this, key themes were identified: Communication, Broadening Horizons, Environment, Community Issues and Young People.
Application recommendation	£6,812

Environment Fund applicant bid

Name & address of Applicant	The Species Recovery Trust Site: GU52 9EP – including Forest of Eversley, Church and Crookham Commons, Eelmoor Marsh and Hawley Common
Grant requested (Total cost of project)	£3,000 (£4,000)
Purpose of grant	Conserving the rare heathland plants of the Farnborough Heaths
Previous grants from this fund	2018 - £4,000 for rare plants of the Rushmoor heathland 2015 - £2,500 for conserving the biodiversity hotspots of the Rushmoor heathland
Distance from centre of runway (within 5 kilometres (3 miles))	Within distance
Other sources of funding for this project	£800 – The Halpin Trust £200 – The Species Recovery Trust
Accounts	Income £64,149 Expenditure: £66,487 Balances: £99,959 (£32k are restricted funds)
Additional Info	<p>The project aims to conserve some of the rarest species contained in the local heaths, focussing on Marsh Clubmoss, the declining mires in which it grows and the wealth of other wildlife these habitats support. The area around Farnborough is one of the few locations in the southeast where it occurs, but it continues to suffer declines and local extinctions in this area. By saving the habitat it occurs in this also provides a resource for a wealth of other rare animals and plants.</p> <p>The project will monitor the health of these populations and carry out subtle management by hand to improve the habitat for the remaining plants. Data will be shared with local organisations.</p> <p>There will also be a free open day to engage residents about the rare wildlife occurring on the heathlands led by an experienced botanist and birdwatcher.</p>
Aim of organisation/group	The Species Recovery Trust is a small conservation charity with the aim of conserving the UK's biodiversity. They do this by carrying out targeting conservation programme on 30 species of plants and animal which have been on the brink of extinction in the UK.
Application recommendation	£3,000

Environment Fund applicant bid

Environment Fund applicant bid	
Name & address of Applicant	The Wavell School Lynchford Road, Farnborough GU14 6BH
Grant requested (Total cost of project)	£12,387 (£17,000)
Purpose of grant	Community / Year 7 garden
Previous grants from this fund	2016 - £7,650 for an outdoor sensory garden
Distance from centre of runway (within 5 kilometres (3 miles))	Within distance
Other sources of funding for this project	£4,613 – The Wavell School
Accounts	Income £5,380,437 Expenditure: £5,368,917 Balances: £242,673
Additional Info	<p>When the school expanded eight years ago, a very old 'Trim Trail' was inherited. This has proved invaluable, giving the Year 7 students their very own dedicated area to socialise for the first term when they start at The Wavell. The equipment is costly to inspect and maintain and there have been numerous falls from it this year resulting in several hospital visits and broken bones, so it has been decided to remove the equipment. However, the school still feel it is vital to provide an area for Year 7 students.</p> <p>The project is to regenerate an outdoor space by installing benches and a shelter as well as planting shrubs and trees. These will act as a windbreak and will help to improve the air quality and help offset the carbon footprint of the surrounding infrastructure.</p> <p>For the first term of each academic year, this will be a dedicated area for Year 7 students to socialise, helping them transition from junior to secondary school. For the rest of the year the area will be used by the whole school community. The area will also be available for the hundreds of local people who use the campus facilities in the evenings, at weekends and during the school holidays.</p>
Aim of organisation/group	The Wavell is a comprehensive school for 11-16-year-olds on the Aldershot/Farnborough border. The school serves a diverse community which is embrace whole-heartedly through the school's ethos and activities. Their aim is to be the best school in which to teach or be taught.
Application recommendation	£12,387

Environment Fund applicant bid

Environment Fund applicant bid	
Name & address of Applicant	Friends of Aldershot Military Museum (FAMM)
Grant requested (Total cost of project)	£5,000 (172,645)
Purpose of grant	Signage for Aldershot Heritage Trails
Previous grants from this fund	2019 - £10,000 for Heritage trails signage
Distance from centre of runway (within 5 kilometres (3 miles))	Within distance
Other sources of funding for this project	£77,645 – FAMM volunteer in-kind £25,000 – Grainger plc £55,000 – Section 106 £10,000 – Farnborough airport community fund
Accounts	Income £2,449 Expenditure: £1,521 Balances: £12,118
Additional Info	<p>This application is in addition to the £10,000 awarded to the project in April 2019 so that the project can be completed.</p> <p>The project is to establish a series of five interlinking Heritage Trails around the area of the historic Aldershot military and civilian towns. The trails have been named to reflect the historic links to the area - Marlborough, Stanhope, Redan, Wellington and Town. This project is a partnership between FAMM, Rushmoor Borough Council and Grainger plc. Stanhope trail is being funded by Grainger.</p> <p>The plans for the Heritage Trails grew out of FAMM's popular historical guided walks. Consultations showed that people of all ages would enjoy the opportunity to walk the heritage trails, improving their local knowledge in an entertaining way.</p> <p>Over the five trails, 186 sites of historic interest will be marked by use of informative signs and markers, including different sized freestanding totems and low angled panels, and wall mounted information tiles. These will be supported by leaflets and a website providing maps and more detailed information. The website will also allow visitors to give feedback and upload their own memories or information on historic Aldershot. At selected sites there will be additional tiles with children's activities. Educational packs will be sent to schools and guided tours around sections of the heritage trails will be available. All the trails are accessible and alternative routes have been incorporated where necessary.</p> <p>The trails will deliver health, well-being and mental health benefits to all as they explore the trails and learn about the town's history, instilling a greater sense of pride within the Aldershot community.</p>
Aim of organisation/group	The aim of FAMM is to further the education of the public by the promotion, support, assistance and improvement of the Aldershot Military Museum. The association is run by volunteers and is for anyone who wishes to support the Museum and its activities, young and old, soldier and civilian.
Application recommendation	£5,000

CABINET

COUNCILLOR PAUL TAYLOR
CORPORATE SERVICES PORTFOLIO HOLDER
REPORT NO. FIN20103rd MARCH 2020KEY DECISION? ~~YES~~/NO**BUSINESS RATES DISCRETIONARY DISCOUNTS -
AMENDMENT TO EXISTING RETAIL DISCOUNT POLICY
AND NEW PUB DISCOUNT SCHEME****SUMMARY:**

This report seeks approval to amend the Council's existing Retail Discount Policy which enables the council to award a discount from Business Rates to retail outlets.

Government have announced an increase in the award from a one third discount to a 50 per cent discount, effective from 1 April 2020.

The Retail Discount has also been extended to include music venues and cinemas.

Government have also announced the reintroduction of the Pub Discount Scheme, which will allow the Council to award a discount to eligible pubs, effective from 1 April 2020.

This report also seeks approval to adopt a local policy to enable the council to award the discount for pubs, effective from 1 April 2020.

RECOMMENDATIONS:

Cabinet are recommended to:

- 1) Approve the amendment to the Retail Discount Policy.
- 2) Establish a local Pub Discount Scheme; and
- 3) Delegate the responsibility to award the relief and resolve disputes about eligibility of the Retail Discounts and Pub Discounts, to the Executive Head of Finance in consultation with Corporate Services Policy Holder.

1. INTRODUCTION

- 1.1. This report seeks approval to amend the Council's existing Retail Discount Policy to enable the council to award an additional amount of discount to retail outlets and to include independent cinemas and music venues.

- 1.2 This report all seeks approval to adopt a Pub Discount Scheme Policy to enable the council to award a discount for eligible public houses.
- 1.3 Both these new polices take effect from the 1 April 2020.

2. BACKGROUND

- 2.1 The Government recognises that changing consumer behaviour presents a significant challenge for retailers in town centres and is taking action to help the high street evolve.
- 2.2 The retail sector is changing, particularly due to internet shopping, and many high streets are experiencing challenges as they look to adapt to changing consumer preferences in how people shop. The Government wishes to support town centres by providing some immediate financial support to retailers.
- 2.3 Therefore, on 27 January 2020 the Financial Secretary to the Treasury made a Written Ministerial Statement announcing additional business rates measures that will apply from 1 April 2020, and which are detailed in this report.
- 2.4 The text of the statement is reproduced below: -
 - “The Government will increase the retail discount from one-third to 50 percent, extend the discount to include cinemas and music venues, extend the duration of the local newspapers office space discount, and introduce an additional discount for pubs.
 - The increase in the level of retail discount from one-third to 50 per cent will apply in 2020/21 for eligible retail businesses occupying a property with a rateable value less than £51,000.
 - The extension of the retail discount is to those eligible music venues and cinemas with a rateable value less than £51,000.
 - The extension of the £1,500 business rates discount for office space occupied by local newspapers will apply for an additional 5 years until 31 March 2025.
 - The pub discount scheme will provide a £1,000 discount to eligible pubs with a rateable value of less than £100,000 in 2020/21. This is in addition to the retail discount and will apply after the retail discount.
- 2.5 At present there are no local newspapers office space within the borough and therefore the discount will not apply in our area.
- 2.6 The Ministry of Housing, Communities and Local Government (MHCLG) have provided guidance about the operation and delivery of the Retail Discount and Pub Discount.

2.7 Full details of the guidance can be found: -

Retail Discount 2020/21 -

<https://www.gov.uk/government/publications/business-rates-retail-discount-guidance>

Pub Discount Scheme 2020/21 -

<https://www.gov.uk/government/publications/business-rates-pubs-discount-2020-to-2021-local-authority-guidance>

3. PROVISION OF RELIEF

- 3.1. As the new measures announced will only apply for the financial year 2020/21, Government is not proposing to change the business rates legislation.
- 3.2. Billing authorities will be expected to use their existing discretionary powers, under Section 47 Local Government Finance Act 1988, as amended, to grant the Retail Discount and Pub Discount.
- 3.3. Section 47 Local Government Finance Act 1988 covers Discretionary Rate Relief. Guidance from the former Office of Deputy Prime Minister advises that Billing Authorities should have policies to award such reliefs or discounts.
- 3.4. Billing authorities will be fully compensated for the cost of awarding these discounts through a Section 31 grant from Government.

4 PROPERTIES THAT WILL BENEFIT FROM THE DISCOUNT(S)

Retail Discount

- 4.1 Businesses that will benefit from the discount will be those occupying a property with a rateable value of below £51,000, and wholly or mainly being used as shops, restaurants, cafes, cinemas and live music venues.
- 4.2 Full details of the type of businesses that will qualify for the discount are contained in our local policy in Appendix 1 of this report. A summary of these type of businesses are outlined in paragraphs 4.3 to 4.7 below.
- 4.3 Properties that are predominately being used for the sale of goods to visiting members of the public. These are premises such as Shops, Locksmiths, Opticians, Post Offices, Furnishing Shops / Display Rooms, Car Showrooms, Second Hand Car Lots, Markets, Petrol Filling Stations, Garden Centres, Art Galleries, Licensed Sex Shops and Vape Shops.
- 4.4 Properties that are being used to provide services to visiting members of the public, such as Hair and Beauty Services, Shoe Repairs etc, Travel Agents, Ticket Offices (theatre etc), Dry Cleaners, Launderettes, Domestic

Appliance Repair, Funeral Directors, Photo Processing / Printing / Copying, DVD / Video Rentals, Tool Hire and Car Hire.

- 4.5 Properties that are being used for the sale of food and drink to visiting members of the public such as Restaurants. Takeaways, Sandwich Shops, Coffee Shops, Pubs, Bars, Exotic Dance Bars and Social Clubs primarily used as drinking establishments.
- 4.6 Properties that are being used cinemas and live music venues (not including nightclubs or theatres).
- 4.7 Properties that will not be considered for this discount are Financial Services (such as banks), Estate / Letting Agents, Doctors / Dentists / Vets, Professional Services (such as solicitors, accountants), Post Office Sorting Office, Private Members Clubs where membership is restricted, Headshops or those selling drugs paraphernalia, Nightclubs or Theatres.

Pub Discount Scheme

- 4.8 The Pub Discount Scheme will be available to occupied public houses with a rateable value of less than £100,000.
- 4.9 The value of the discount will be £1,000 to be applied once any other relief or discount (including Retail Discount) has been applied.
- 4.10 There is no definitive description of a traditional pub or public house in law which could be readily used by billing authorities to determine eligibility. Therefore, Government's policy intention is that eligible public houses should: -
 - Be open to the general public
 - Allow free entry other than when occasional entertainment is provided
 - Allow drinking without requiring food to be consumed; and
 - Permit drinks to be purchased at a bar.
- 4.11 For these purposes, it should exclude: -
 - Restaurants
 - Cafes
 - Nightclubs
 - Hotels
 - Snack bars
 - Guesthouses
 - Boarding houses
 - Sporting venues
 - Music venues
 - Festival sites
 - Theatres
 - Museums
 - Exhibition halls

- Cinemas
- Concert halls
- Casinos

4.12 Full details of the Pub Discount Scheme is contained in Appendix 2 of this report.

5 IMPLEMENTATION

Retail Discount

- 5.1 The businesses set to qualify for the Retail Discount have already been identified and currently in receipt of the Retail Discount under the 2019/20 scheme.
- 5.2 All businesses will automatically have their discount increased to 50 per cent for the year 2020/21. However, these businesses will also be sent a covering letter and asked to make a declaration, that the award of the increased discount complies with State Aid Rules.
- 5.3 There are no cinemas in the borough that meet the criteria. I.e. Rateable Value of less than £51,000.
- 5.4 We have identified one additional property that is being used as a music venue, who will be awarded the retail discount from 1 April 2020.
- 5.5 The scheme will also be available on the Council's website whereby businesses can apply for this discount.

Pub Discount Scheme

- 5.6 25 Public Houses have been identified as being entitled to this discount.
- 5.7 These Public Houses will automatically have the discount applied to their Business Rates account. However, these Public Houses will also be sent a covering letter and asked to make a declaration, that the award of this discount complies with State Aid Rules.
- 5.8 The scheme will also be available on the Council's website whereby Public Houses can apply for this discount.

6 Legal Implications

- 6.1 Billing authorities are expected to deliver the scheme through the use of their discretionary powers under Section 47 of the Local Government Finance Act 1988.
- 6.2 The issue of some discretionary rating reliefs and discounts are considered as qualifying as "state aid" and is now of some significance.

- 6.3 Broadly, any awards of discretionary rate relief or discounts are subject to State Aid De Minimis limits. The De Minimis regulations allow an undertaking to receive up to \$200,000 (£180,000) in a three-year period (consisting of the current financial year and two previous financial years).
- 6.4 Therefore, any organisation, who is automatically awarded the Retail or Pub Discount (or both), will be required to return a statement advising that the award of these discounts will not exceed state aid limits.

Financial and Resource Implications

- 6.5 At present, there are 238 businesses that are entitled to the Retail Discount and with a one-third discount, the total award for 2020/21 is £668k. However, when increasing the discount to 50 per cent, the total award will amount to approximately £1,109K, meaning these 238 businesses will receive an additional £441k between them.
- 6.6 25 Public Houses have been identified as being entitled to the Pub Discount Scheme. Assuming all of these Public Houses receive the discount for the full amount, a total reduction of £25k will be awarded.
- 6.7 Government will reimburse billing authorities awarding this discount within the rates retention scheme for the actual cost of this relief. The amount to be reimbursed will equal the total value of the discount awarded.
- 6.8 The MHCLG recognises that implementing these new schemes will place some additional burden on billing authorities. The MHCLG have advised that billing authorities will be compensated for implementing these new schemes of discounts under the new burdens grant. Full details of funding for these costs will be released following assessment.
- 6.9 Therefore, there will be no financial impact on the Council but would have a benefit to certain ratepayers within the borough.

7 CONCLUSIONS

- 7.1 In conclusion, Cabinet are asked to approve the amended Retail Discount Policy and the new Pub Discount Scheme Policy, as laid out in Appendix 1 and Appendix 2 of this report.
- 7.2 Cabinet are also asked to delegate responsibility of awarding the discount(s) and resolving any disputes about eligibility, to the Executive Head of Finance in consultation with Corporate Services Policy Holder.
- 7.3 The discount will be delivered using existing Discretionary Powers under Section 47 of the Local Government Finance Act 1988, as amended and the Council will be reimbursed for all discounts awarded under the scheme.
- 7.4 The Council will receive a grant towards the cost of implementation.

- 7.5 The proposals to assist retail premises in the borough will directly benefit a substantial number of smaller retailers in what is at present a challenging retail sector.

BACKGROUND DOCUMENTS:

Discretionary Retail Discount Policy
Discretionary Pub Discount Scheme Policy
Business Rates Information Letter (1/2020) – Rate Reliefs
Written Ministerial Statement by the Financial Secretary to the Treasury – 27 January 2020
MHCLG'S Business Rates Discount 2020/21 – Local Authority Guidance
MHCLG'S Pubs Discount 2020/21 – Local Authority Guidance

CONTACT DETAILS:

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Business Rates - Retail Discount Policy

The Government announced in the Autumn Statement on 2 November 2018 that it will provide a one-third discount to all occupied retail properties with a rateable value of £51,000 or less for 2019/20. The Government has since announced that for the year 2020/21 the discount will be 50%.

The discount is payable in accordance with a local policy introduced by the Council. Details of the policy are as follows:

1. Properties that will benefit from the discount will be occupied properties with a rateable value of £51,000 or less, that are wholly or mainly being used as shops, restaurants, cafes and drinking establishments.

2. The Council consider shops, restaurants, cafes and drinking establishments to mean:
 - a) Properties that are predominately being used for the sale of goods to visiting members of the public, as set out below:
 - Shops (eg florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, chemists, newsagents, hardware stores, supermarkets, pet shops etc)
 - Security solutions and locksmiths
 - Charity shops
 - Opticians and hearing solutions
 - Post offices
 - Furnishing shops / display rooms (eg carpets, double glazing, garage doors)
 - Car / caravan show-rooms
 - Second-hand car lots
 - Markets
 - Petrol stations
 - Garden centres, garden and paving supplies
 - Art galleries (where art is for sale / hire)
 - Licensed sex shops

 - b) Properties that are being used for the provision of services to visiting members of the public, as set out below:
 - Hair and beauty services (eg hairdressers, nail bars, beauty salons, tanning shops, tattoo parlours, body-piercing services etc)
 - Shoe repairs, key cutting, engravers
 - Travel agents
 - Ticket offices (eg for theatre)
 - Dry cleaners
 - Launderettes
 - PC / TV / domestic appliance repair
 - Funeral directors
 - Photo processing, printing, design and copying services
 - DVD / video rentals
 - Tool hire
 - Car hire
 - Vehicle repair shop

c) Properties that are being used for the sale of food and / or drink to visiting members of the public, as set out below:

- Restaurants
- Takeaways
- Sandwich shops
- Coffee shops
- Pubs
- Bars
- Exotic dance bars
- Social clubs primarily used as drinking establishments

3. To qualify for the discount, the property should be wholly, or mainly, being used as a shop, restaurant, café or drinking establishment. In a similar way to reliefs (such as charity relief), this is a test on use, rather than occupation. Therefore, properties which are occupied, but not wholly, or mainly, used for the qualifying purpose, will not qualify for the discount.

4. The list below sets out the types of uses that are not considered retail use for the purpose of this discount:

a) Properties that are being used to provide the following services to visiting members of the public:

- Financial services (eg banks, building societies, cash points, bureau de change, payday lenders, betting shops, pawn shops and brokers, money lenders and cheque encashment stores, amusement arcades, casinos and bingo halls)
- Other services (eg estate agents, letting agents, employment agencies)
- Medical services (eg vets, dentists, doctors, osteopaths, chiropractors, chiropodists)
- Professional services (eg solicitors, accountants, insurance agents, financial advisors, tutors)
- Post office sorting office
- Private members clubs – excluding social clubs primarily used as drinking establishments
- Headshops or those selling drugs paraphernalia

b) Properties that are not reasonably accessible to visiting members of the public.

5. From 1 April 2021, the following property will also benefit from the retail discount:

a) Properties that are being used as cinemas

b) Properties that are being used as live music venues:

- For business rates purposes live music venues are properties wholly or mainly used for the performance of live music for the purpose of entertaining an audience. Properties cannot be considered a live music venue for the purpose of business rates relief where a venue is wholly or mainly used as a nightclub or a theatre, for the purposes of the Town and Country Planning (Use Classes) Order 1987 (as amended).
- Properties can be a live music venue even if used for other activities, but only if those other activities (i) are merely ancillary or incidental to the performance of live music (e.g. the sale/supply of alcohol to audience members) or (ii) do not affect the fact that the primary activity for the premises is the performance of live music (e.g. because those other activities are insufficiently regular or frequent, such as a polling station or a fortnightly community event).

6. State aid

The retail discount award will comply with state aid limits.

The issue of rate relief and discounts being considered as state aid is of some significance. It is briefly explained in the Rate Relief for Charities and other Non-Profit Making Organisations guidance note issued by the Office of the Deputy Prime Minister in December 2002.

Broadly, any award of discretionary rate relief or discounts is subject to state aid limits, which allows a business to receive a maximum of €200,000 of aid in a three-year period (this is the current financial year and two previous financial years).

In all cases, where ratepayers are seeking discretionary relief or discounts or for liability to be reduced, they must provide the council with enough information at the time of the application for us to decide on eligibility.

Policy approved by a meeting of the Council's Cabinet on 3 March 2020

Further information and advice can be obtained from the Business Rates section at Council Offices,
Farnborough Road, Farnborough, Hampshire, GU14 7JU

Email: localtax@rushmoor.gov.uk • Telephone: 01252 398 331

Council Offices, Farnborough Road, Farnborough, Hants, GU14 7JU

www.rushmoor.gov.uk ■ (01252) 398 399

customerservices@rushmoor.gov.uk ■ February 2020

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Business rates discretionary rate discount

Pub Discount Scheme

The Government announced in a written ministerial statement on 27 January 2020 that it would provide relief of up to £1,000 to all occupied public houses with a rateable value of less than £100,000 for the financial year 2020/21.

The discount is to be known as Pub Discount Scheme and is payable in accordance with a local policy introduced by the council.

In law, there is no definitive description of a traditional pub or public house which can be readily used by local authorities to determine eligibility. The objective has been for central government to adopt an approach which makes eligibility clear and consistent.

The Government's advice, which the council has adopted in their policy, defines a pub as:

- Open to the general public
- Allows free entry other than when occasional entertainment is provided
- Allows drinking without requiring food to be consumed
- Permits drinks to be purchased at the bar
- A social club primarily used as a drinking establishment and where membership is not restricted

Premises excluded from the Pub Discount Scheme are:

- Restaurants and cafes
- Nightclubs
- Hotels
- Snack bars
- Guest houses and boarding houses
- Sporting venues
- Music venues
- Festival sites
- Theatres
- Museums
- Exhibition halls
- Cinemas
- Concert halls
- Casinos

State Aid

The award of Supporting Small Businesses with discounts will be State Aid compliant.

The issue of rate discounts and relief being considered as qualifying as state aid is now of some significance and is briefly explained in the Rate Relief for Charities and other Non-Profit Making Organisations guidance note issued by the Office of the Deputy Prime Minister in December 2002.

Broadly, any award of discretionary rate relief/ discounts is subject to State Aid limits, which allow a business to receive a maximum of €200,000 of aid in a three-year period (consisting of the current financial year and the two previous financial years).

For more information please speak to the business rates team on **01252 398 331** or email businessrates@rushmoor.gov.uk

Policy approved by a meeting of the Council's Cabinet on 3 March 2020

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CABINET

COUNCILLOR MAURICE SHEEHAN,
OPERATIONAL SERVICES PORTFOLIO HOLDER
REPORT NO. OS2008

03 MARCH 2020

**POST CONSULTATION DETERMINATION OF PROPOSED VARIATION TO
THE SCHEME OF HACKNEY CARRIAGE FARES****SUMMARY AND RECOMMENDATIONS**

Following Cabinet approval for public consultation, this report outlines the response made and representations received in respect of proposed variations to the Council's scheme of hackney carriage fares.

Further, and, in view of receipt of a significant number of representations (n=116) from the consultation, Cabinet is recommended to –

- 1) withdraw the proposed variation to the existing scheme of hackney carriage fares outlined in Cabinet Report No. OS1909;
- 2) retain and continue the existing scheme of fares (effective from 01.09.18);
- 3) ensure that the 3.4% notional uplift for 2019/20 is taken into account as part of the next fare review; and
- 4) (re)consider the scheme of hackney carriage fares in the round as part of a review of the Council's taxi licensing policy.

1.0 INTRODUCTION & BACKGROUND

- 1.1 At its meeting of 16th December 2019, Cabinet considered report OS 19 09 concerning proposals to vary the Council's current scheme of hackney carriage fares.
- 1.2 At this time, it was reported that an initial request to vary the scheme of fares had been received in June 2019 from representatives of the taxi trade seeking a reduction to the initial pull-off yardage travelled on each metered rate from 1088 yards to 938.5 yards. Under these proposals, all other elements of the scheme were to remain the same.
- 1.3 However, it was also reported that Cabinet had previously expressed concern that the scheme of fares was complex and difficult to understand; and had previously questioned whether it best served public interests in its current form. Consequently, having previously questioned whether the scheme can be simplified, an alternative proposal was developed in consultation with the Portfolio holder for Operational Services and the Chair of the Licensing, Audit & General Purposes Committee.
- 1.4 Cabinet subsequently approved the latter for public consultation, which has since taken place. This report outlines the subsequent response and the representations received. Cabinet is requested to consider the representations submitted and determine whether to progress the proposed scheme (either with or without modification(s)).

2.0 REPRESENTATION(S)

2.1. Number and type of public consultation representations

- 2.2. Further to public consultation, a total of 116 representations have been received – all objecting to the proposal. Of these, 112 were made by members of the local taxi trade and 4 by members of the public (MOP) (albeit two of these are from an ex-licensed driver and vehicle proprietor). Of the trade representations received, 26 were made by hackney carriage drivers, 15 by private hire drivers and 70 were submitted by drivers jointly licensed to drive both hackney carriage and private hire vehicles. One representation was submitted by a licensed private hire operator; being a business that holds multiple driver interests.
- 2.3. To save paper and costs of printing, all representations and comments received on consultation can be viewed on the Council's website at www.rushmoor.gov.uk/article/11888/Proposed-changes-to-hackney-carriage-fares.

2.4. Relevance of some representations

- 2.5. It should be noted that whilst some private hire operators choose to implement the Council's scheme of hackney carriage fares as their own fare charging arrangements, there is no requirement on private hire operators to do so. Private hire operators negotiate the price with the customer at the time of booking and they are therefore free to set their own scheme of fares as they see fit. Accordingly, whilst included in this report for Member consideration, it is arguable whether those representations made by private hire drivers, vehicle proprietors and/or operators are relevant. This may require preliminary decision as to their relevance, acceptance and/or consideration.

2.6. Summary of public consultation representations

- 2.7. Despite this, all trade representations make objection to the published proposals; many specifically objecting to the proposed removal of the additional extras. Whilst some point to the fact that neighbouring authorities maintain additional extras and booking fees, many state that they would lose income if the proposals were implemented. Where figures are quoted, the claimed loss of income varies between £2,600 and £10,400 per annum or between 10% and 17.5% in percentage terms.
- 2.8. Others express this loss through the general distance required to be travelled before any increase in fare would be taken under the proposals. For each £1 extra charge lost, this is generally quoted as being in excess of 7 miles per fare paying journey. It is further stated that most taxi journeys are made over short distances; with some quoting 95% of journeys are less than 7 miles. Others still, express the impact of the proposals in terms that drivers will need to work longer hours to make ends meet with the consequent effect this may have on safety and family life.

- 2.9. A number of representations object to the proposals as the increase in costs in provision of a taxi service will be higher with some earning less than the national minimum wage on occasion; citing increasing costs in fuel, station permits, maintenance and the general cost of living etc. Various representations state or imply that where implemented the proposals will make the provision of taxi services unviable and unsustainable or that those making them would have little option but to leave the profession or look for alternative employment.
- 2.10. Indeed, some state that the proposals will result in a reduction in wheelchair accessible vehicles being licensed due to the costs incurred to run and maintain them. This is a particular concern of one of the member of public representations. Others claim that the proposals will cause the current trade to fail.
- 2.11. In addition to the financial viability issues outlined above, some point to wider social and environmental issues, arguing that the proposals will result in greater costs for short journey users (i.e. local residents) but that out of borough users will benefit (i.e. longer journey users). Others express or imply that fares should reflect the costs of purchase of new vehicles, particularly the more environmentally friendly and/or hybrid vehicles that are becoming available.
- 2.12. On a practical note, some representations suggest or imply that variations to the taxi rate are more readily established in yards and not easily computed by fractions of a mile; which will lead to increasingly complicated tariffs and/or use of small denominations in the future. Indeed, some point out that fractions of a mile have previously been used in Council schemes in the past and were found to be too restrictive to apply to small or more limited inflationary uplifts; fractions of a mile being seen as a less precise means of measurement. Others contend that yards (as opposed to fractions of a mile) are more readily related units of small distances by the public; citing road traffic signs as an example.
- 2.13. A number of representations object to and make comment on use of small denominations in the proposed scheme. Whilst some also question the proposal to round up fares to the nearest 10p, believing this will cause customer confusion, subsequent disputes and delays.
- 2.14. Whilst no specific alternative proposals are offered, some trade representations suggest or imply that that the current scheme of fares should be left as it is (i.e. as per the extant scheme of fares effective from 1st September 2018), whilst others suggest or imply that the initial trade proposal should be progressed instead. Others suggest that an alternative solution should be sought in consultation with the trade.

2.15. Member Consultation

- 2.16. The Licensing, Audit & General Purposes Committee was also requested to consider the proposed scheme at its meeting of the 27th January. Whilst broadly supportive of the principle of simplification and the aims of the consultation proposal, the Committee made the following comments and observations; namely –

- (a) The number of complaints in relation to the complexity of the current scheme were minimal;
- (b) A lack of data meant that it had not been possible to model the impact of the proposed removal of the existing extra charges;
- (c) Extra charges were not uncommon, with most local authority fare schemes including variants of these;
- (d) A loss of between £3000 and £5000 a year for local drivers may result for each extra charge removed from the current fare scheme;
- (e) The Committee considered there was an argument for the booking fee to be retained;
- (f) The Committee considered arguments for the out of borough extra charge to be retained;
- (g) The Committee noted that the use of tenths of a mile may create future fare review difficulties; whereas small adjustments may quickly become incomprehensible / unworkable;
- (h) Whilst acknowledging the principle of rounding-up, the Committee noted that taximeters are incapable of performing this function and suggested that these practical issues be reviewed; and
- (i) The Committee considered that simplification of the scheme may be best achieved by changing the way in which the scheme of fares was presented.

3.0 SUMMARY OF PROPOSALS FOLLOWING CONSULTATION

- 3.1. As no specific alternative proposals were submitted on consultation, the proposals that effectively remain for consideration include -
 - (a) the initial proposed scheme (i.e. as subject to public consultation);
 - (b) the initial trade proposal (submitted June 2019);
 - (c) the extant scheme (i.e. leave as per the current scheme of fares effective from 1st September 2018).
- 3.2. Details of each proposal / scheme were set out in the previous report OS 19 09. A copy of this report is available on the Council's website at <https://democracy.rushmoor.gov.uk/ieListDocuments.aspx?CId=138&MId=686&Ver=4> or can otherwise be viewed on the file record 19/01221/TAXGEN accessible viz the Council's Licensing team.

4.0 IMPLICATIONS OF THE PROPOSALS

- 4.1. The taxi fare implications inherent to each option can best be seen by comparing them against the current scheme of fares and the notional uplift. This is a percentage uplift figure that is calculated using a formula based on various indices and measures of inflation, weighted to reflect factors relevant to the trade (e.g. the cost of fuel); and is calculated at 3.4% for 2019/20.
- 4.2. Whilst there is no change in fares from maintaining the extant scheme of fares (option C), the comparative implications of options A and B were set out in the report OS 19 09 together with additional commentary. A copy of this report can be viewed on the file record 19/01221/TAXGEN accessible viz the Council's Licensing team or on the Council's website at <https://democracy.rushmoor.gov.uk/ieListDocuments.aspx?CId=138&MId=686&Ver=4>.

5.0 COMMENTARY ON PROPOSALS

- 5.1. It is clear from the representations and feedback arising from public consultation that the published proposals (Option A above) do not, for a variety of reasons, work for the taxi trade. As well as various practical issues, such reasons primarily centre around the potential loss of income and viability of operating a taxi service in Rushmoor, but also include the associated reduction in vehicle maintenance, safety and/or investment.
- 5.2. It is also clear that the trade proposals (Option B above) build upon the existing scheme format and do not account for Member concerns over scheme complexity and/or whether this best serves public interests. Whilst some of these matters might reasonably be resolved by changing the format or style of presentation of the scheme, the nature of any change has not been explored, tested or subject to appropriate consultation at this time.
- 5.3. In such respects, it may be appropriate to withdraw the published proposals, carry over (i.e. 'bank') the notional uplift and to retain the existing scheme of fares until there has been suitable opportunity to consult on a revised format. Notably, with a review of the Council's taxi licensing policy due, a suitable opportunity to consult on any such changes will arise over the next few months and provide the opportunity to realign the review of fares with its normal review cycle.

6.0 OTHER RELEVANT CONSIDERATIONS

6.1. Legal considerations

- 6.2. Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 (LGMPA76) sets out the legal procedures and consultation requirements with regard to the setting of taxi fares. Notably, these provisions comprise a power - not a duty (i.e. a discretionary ability) to set and revise taxi fares and therefore, it must be noted that the Council is not obliged to set a revised scheme of fares.

6.3. However, where a proposal is progressed, Section 65(4) of the LGMPA76 provides that where, following consultation, there are any objections to the proposals which are not withdrawn, the Council shall set a date, not later than two months after the first specified date (1st March 2020), on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections.

6.4. Policy considerations

6.5. Historically, the Council has always had an established scheme of fares and this has largely been subject to review in accordance with its taxi licensing policy. Notably, the Council's current taxi licensing policy specifies that the Council will seek to undertake an annual review of taxi fares.

6.6. Practical implementation requirements

6.7. Any change to the scheme of fares results in the need to recalibrate the taximeters in all taxis licensed by the Council. A modern taximeter needs technical / specialist recalibration and, given the number of taxis involved, requires some co-ordination to take effect at the same time. For this reason, the implementation date for any revised scheme of fares should allow for a 3 to 4 week co-ordination period in which any changes can be communicated and the necessary taxi meter adjustments can be arranged. It is for this reason that any revised scheme of fares was initially proposed to take effect from **1st March 2020**. However, this was subject to change in accordance with paragraph 6.3 above.

6.8. Equalities & socio-economic considerations

6.9. Once established, a scheme of fares must be applied to hackney carriage journeys undertaken within the Borough. The scheme may also be, and is often applied voluntarily for journeys going outside the borough. However, fares for out of borough journeys may be negotiated with the fare paying customer in advance. A scheme of fares as regulated by taximeter therefore provides for a consistent method of calculating a taxi fare for any journey between point A to B. It is considered that this does not discriminate between those with protected characteristics.

6.10. However, while subject to minor ancillary income streams (e.g. vehicle advertisements), taxi fares are the main means by which drivers can recoup the costs of providing a taxi service and effecting an income and/or living. Conversely, fares must be reasonable and affordable for those that use and/or rely on such services. In essence then, there is a balance to be struck with reference to what is reasonable to expect people to pay but also to the need to give taxi drivers sufficient incentive to provide a service; particularly when it is needed (including at times of anti-social hours).

6.11. These and other relevant equality considerations, together with a range of socio-economic data and associated indicators were similarly provided in report OS 19 09. This can be viewed on the file record 19/01221/TAXGEN accessible viz the Council's Licensing team or can be accessed on the Council's website as previously outlined.

6.12. Financial and Resource Implications

6.13. There are no direct financial implications associated with this report other than those attributable to the costs of printing, distributing and co-ordinating the implementation of any revised scheme. However, these are factored into and can be borne by existing budgets.

7.0 CONCLUSIONS

7.1. The Council's taxi licensing policy specifies that the Council will undertake an annual review of taxi fares. Whilst the taxi trade submitted initial uplift proposals for consideration, an alternative proposal was developed in view of Member concerns with the format of the current scheme. Following Cabinet approval in December 2019, the latter was published for public consultation.

7.2. Following consultation, 116 representations have been received in objection to these proposals. Whilst not obliged to set a revised scheme, Cabinet is requested to consider the representations received and determine whether to progress the published scheme for implementation or approve a modified (alternative) scheme for implementation on a date to be determined (but no later than 1st May 2020). In view of the representations made, withdrawal of the proposals and reversion to the extant scheme is recommended whilst the scheme of hackney carriage fares is (re)considered in the round as part of a review of the Council's taxi licensing policy.

BACKGROUND DOCUMENTS:

- (a) UNiform file record 19/01221/TAXGEN
- (b) Rushmoor Borough Council Report No. OS1909 - Proposed Variation to scheme of hackney carriage fares, Cabinet, 16th December 2019.
- (c) Summary of representations received c/o Rushmoor Borough Council website at www.rushmoor.gov.uk/article/11888/Proposed-changes-to-hackney-carriage-fares

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CABINET

COUNCILLOR MAURICE SHEEHAN
OPERATIONAL SERVICES
PORTFOLIO HOLDER
REPORT NO. OS2007

3rd March 2020

KEY DECISION? NO

KINGS MOAT CAR PARK – TEMPORARY PLANNING PERMISSION**SUMMARY AND RECOMMENDATIONS:**

The Kings Moat pay and display car park in Farnborough has been operating under a temporary planning permission for a number of years. The current permission expires in May this year. The purpose of the report is to seek authority to apply for a further temporary permission.

Recommendation:

Cabinet is recommended to authorise the Head of Operational Services to apply for temporary planning permission for the Kings Moat Car Park in Westmead Farnborough, for 3 years from May 2020.

1. INTRODUCTION

- 1.1. This paper seeks approval to apply for temporary planning permission for the Kings Moat Car Park in Westmead Farnborough, for a further 3 years from May 2020

2. DETAILS OF THE PROPOSAL

- 2.1. In December 2007, the Council granted temporary planning permission for this informal leisure land, next to the library, to be used as a public pay and display car park, offering 58 spaces. The temporary permission was given to ensure there was sufficient parking in the town, as parking on the nearby Queensmead Car Park would not have been available during the construction of the proposed new cinema complex on that site. The cinema has since been provided within the Kingsmead Shopping Centre but the car park has been retained and provides an income to the Council.
- 2.2. The site falls within the Civic Quarter redevelopment site and over the coming years will be part of the regeneration scheme but in the meantime it makes sense to retain the area as a public car park.
- 2.3. The Council's current constitution requires consent from Cabinet for the submission of planning applications involving Council owned land.

Alternative Options

- 2.4. The Council could choose not to apply for Planning Permission to Operate the car park but given its current use and the income that it generates this is not the best option.

Consultation

- 2.5. As part of the planning process, there will be consultation with local neighbours.

3. IMPLICATIONS (of proposed course of action)

Risks

- 3.1. There are no significant risks associated with the continued operation of this car park.
- 3.2. Failure to receive Planning Permission for the operation of the car park would result in closure.

Financial Implications

- 3.3. The car park attracts 66,500 visits a year with an income after VAT of £60k. The operational expenditure is £8k.

Equalities Impact Implications

- 3.4. Closure of the King Moat Car Park could result in reduced ease of access to parts of the town centre for customers with mobility issues.

4. CONCLUSIONS

- 4.1. Cabinet are being asked to authorise the Head of Operations to apply for planning permission to allow the continued operation of the King Moat car park.

BACKGROUND DOCUMENTS:

1. Cabinet report No COMM1402 – Kings Moat Car Park, Westmead, Farnborough
2. Planning Application 17/00351/FUL

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Head of Service

James Duggin, Head of Operational Services, 01252 398167

**CABINET
3 MARCH 2020**

**COUNCILLOR DAVID CLIFFORD
LEADER OF THE COUNCIL**

KEY DECISION: NO

REPORT NO. DSP2004

ADOPTION OF WORKING DEFINITION OF ANTISEMITISM

SUMMARY AND RECOMMENDATION

The Secretary of State for Housing, Communities and Local Government has recently written to local authorities encouraging them to adopt the International Holocaust Remembrance Alliance (IHRA) Working Definition of Antisemitism. Many local authorities have now done this as a statement that hatred of any kind and discrimination against people for their beliefs has no place in communities.

The Cabinet is asked to recommend the Council to adopt the formal definition as follows:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

1. INTRODUCTION

- 1.1 In December 2016 the Government adopted the definition of antisemitism. Since then the definition has also been adopted by the IHRA devolved governments in Scotland and Wales and by the leadership of the main political parties. Many local authorities have also adopted the definition and it is appropriate that Rushmoor should do the same.

2. BACKGROUND

- 2.1 The Secretary of State letter to local authorities has impressed the need to take urgent action to adopt the definition of antisemitism, which is considered to be more important now than ever. Recently the Community Security Trust, the leading organisation monitoring and supporting the victims of antisemitism, released a report on antisemitic incidents showing the highest total on record over a six month period in 2019. The figures reflect the Home Office official statistics which all show that, per capita, Jewish people are most likely to report experiencing hatred.
- 2.2 The Government has reiterated its absolute commitment to combating antisemitism in all its forms. However, it recognises that it cannot achieve this on its own and is requesting local authorities to show leadership. Over thirty countries have adopted the definition and approximately 150 UK local

authorities. The definition is already being used in guidance for the Police and Crown Prosecution Service, providing examples of the kinds of behaviours which could constitute antisemitism.

3. RUSHMOOR APPROACH

- 3.1 In the light of the Minister's letter and the issue also being raised by Members locally, it is proposed that Rushmoor now adopts the definition of antisemitism. It demonstrates the Council's commitment to engaging with the experiences of Jewish communities and providing support where necessary. Adoption of the definition is not designed to be legally binding but will provide a valuable tool to improve understanding and to make a clear statement that it will not be tolerated. As part of ongoing discussions with the police, checks are made on whether there are issues locally and it has been confirmed that no specific incidents have been highlighted for some time.
- 3.2 The definition will also support the Council's continuing work within its policy framework to combat other forms of racism and hate crimes. This is particularly important given the multicultural population profile within the Borough.

4. RESOURCE IMPLICATIONS

- 4.1 There are no direct resource implications from adopting the definition, but the statement will be incorporated specifically within the Council's policy framework. Monitoring will continue to identify any incidents and if necessary, the issue will be addressed through Safer North Hampshire and the Council's work on ensuring cohesion.

5. CONCLUSION

- 5.1 Local authorities' knowledge of local communities puts them in a strong position to understand whether antisemitism is an issue and helps to build resilience and integration locally. As part of its work to prevent hatred and prejudice the adoption of the definition provides a clear statement.

D E Clifford
Leader of the Council

Background Documents:

None

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CABINET

COUNCILLOR MARTIN TENNANT
MAJOR PROJECTS AND PROPERTY
PORTFOLIO HOLDER
REPORT NO. RP2005

3rd March 2020

KEY DECISION: YES

UNION STREET REGENERATION – NEXT STEPS**SUMMARY AND RECOMMENDATIONS:**

Following the conclusion of a formal pre-application public engagement process, the Rushmoor Development Partnership (RDP) is progressing towards the submission of a planning application for the Union Street scheme in Aldershot town centre. This report updates Cabinet on the next steps in relation to scheme delivery and seeks the appropriate delegations required in order to submit the necessary planning applications.

Recommendation:

That Cabinet:

1. Delegate authority to the Executive Head of Regeneration and Property to submit planning applications and secure the appropriate permissions as required to enable the Union Street regeneration scheme in Aldershot Town Centre;
2. Note the proposed decision making process for the implementation of Union Street scheme as set out in section 3 of the report.

1. INTRODUCTION

- 1.1. Following the conclusion of a formal pre-application public engagement process, the Rushmoor Development Partnership (RDP) is progressing towards the submission of a planning application for the Union Street scheme in Aldershot town centre. This report updates Cabinet on the next steps in the process and seeks the appropriate delegations required in order to submit the necessary planning applications.

2. BACKGROUND

- 2.1. The regeneration of Aldershot Town Centre is a corporate priority and Union Street is identified as a key site allocation for regeneration within the Rushmoor Local Plan (adopted February 2019) and the Aldershot Prospectus SPD. It has formed part of the portfolio of sites being progressed by the RDP since its inception in late 2018. In addition, the Cabinet will be aware that the Council has been proactive in assembling the freehold and

leasehold interests associated with the site since late 2016 and is now in the final stages of that process.

- 2.2. A mixed use scheme comprising approximately 100 residential units, purpose built student accommodation (PBSA) for the University for the Creative Arts (UCA) and ground floor commercial uses focused around a central yard was the subject of a period of public consultation in January/February 2020, with two public drop-in sessions held in Aldershot town centre on the 16th and 18th January. The proposals received support from 85% of respondents to the consultation.
- 2.3. The RDP has also been engaging with the Local Planning Authority on formal pre-application matters as it is expecting to submit the planning application for the site in early March 2020.
- 2.4. Meeting the March submission date is important as it links to key milestones attached to successful bid for external funding of £5m from Homes England's Housing Infrastructure Fund Marginal Viability Fund (HIF) towards the delivery of the scheme. It also aligns with a final submission for funding from the Enterprise M3 Local Enterprise Partnership (LEP).

3. NEXT STEPS

- 3.1. As the development is on Council owned land and the RDP is a 50% council structure in order to proceed with the submission of the planning application Union Street regeneration scheme, the Cabinet is asked to delegate authority to the Executive Head of Regeneration and Property to submit planning applications and secure the appropriate permissions as required.
- 3.2. The target submission date is March 2020 in order to comply with the HIF milestones.
- 3.3. Alongside the planning application process, the Council is now considering the detailed plan from the RDP setting approaches to funding and delivery of this scheme. A process of due diligence of that project plan, supported by external consultants, is now underway and focusing on the commercial, property and finance assumptions associated with the delivery of the scheme. This process will provide reassurance to the Council as to whether the RDP proposal is the best route for the delivery.
- 3.4. An appropriate revenue budget has been identified to undertake this due diligence which is expected to take a period of 8 – 12 weeks.
- 3.5. It is proposed that the Cabinet will consider the project plan at its meeting at the end of March and recommends that the Council agree to proceed with the scheme at its meeting in April. That decision will be subject to the outcomes of the due diligence, funding routes being finalised and any other matters arising from consideration of the project plan. It is expected that, provided planning permission is granted, there could be a construction start

on site early in the autumn. In the meantime, demolition of the existing buildings will continue through the spring and early summer.

Alternative Options

- 3.6. The Cabinet could opt to delay the submission of a planning application in order to consider the necessary due diligence and feedback in relation to the proposed scheme. There are risks associated with such an approach in relation to funding as set out in the following section.

4. IMPLICATIONS

Risks

- 4.1. The key risk to consider is the ability to progress with the Council's regeneration aspirations in accordance with timescales that are driven by external funding milestones (HIF). In order to secure the £5m of funding to assist with scheme costs, the March submission milestone needs to be met. From a Council reputation perspective, there is an expectation within the public domain as a result of the pre-app engagement, that a planning application will be submitted in March 2020.

Legal Implications

- 4.2. The Council has entered into contract with Homes England in respect of the HIF funding. As referred to above, the contract sets out the milestones that the Council needs to meet in order to secure the funding. The inability to meet these milestones would result in the Council defaulting on its legal obligations and put at risk the funding drawdown.

Financial and Resource Implications

- 4.3. All pre-planning costs are being covered through the RDP. There is no budget implications to the Council specifically to support the costs arising from the relevant planning submissions that are required. There is an appropriate revenue budget identified to assist with the necessary due diligence. This budget has been identified from the premium that Council received from the M&S lease surrender.
- 4.4. From a financial perspective, it is also worth reiterating that the Council has entered into contract with Homes England's in respect of the HIF funding. It has secured £5m of grant funding to assist with the delivery of the Union Street East site and milestones need to be met to drawdown this funding.

Equalities Impact Implications

- 4.5. No known Equalities Impact Implications arising.

5. CONCLUSIONS

- 5.1. Following the conclusion of a formal pre-application public engagement process that indicated a high degree of public support, the Rushmoor Development Partnership (RDP) is progressing towards the submission of a planning application for the Union Street scheme in Aldershot town centre. This report updates Cabinet on the next steps in the process and seeks the appropriate delegations required in order to submit the necessary planning applications.
- 5.2. It is considered to be a positive decision in the context of the Council being able to take forward the Union Street scheme this year as a key part of delivering against its 'Place' priorities in the Rushmoor Council Business Plan.

BACKGROUND DOCUMENTS:

Cabinet Report CD1802 – Aldershot Town Centre Regeneration Housing Infrastructure Fund

APPENDICES

None

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