

CABINET

Meeting held on Tuesday, 28th April, 2020 at 5.00 pm via Microsoft Teams and streamed live.

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 Leader of the Council (Cllr D.E. Clifford) invited the Leader of the Labour Group (Cllr K. Dibble) to attend and contribute to the meeting.

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 **12th May, 2020**.

97. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 3rd March, 2020 were confirmed.

98. **PERFORMANCE MANAGEMENT FRAMEWORK –**

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

The Cabinet considered Report No. DSP2006, which set out a new Performance Management Framework for the Council. Members were informed that this had been developed as a tool to strengthen performance management and to ensure that the Council was delivering against its priorities. The framework had been presented to the Overview and Scrutiny Committee at its meeting in January, 2020 and the Committee had considered that this would provide an improved system for monitoring and reporting the Council's performance.

The Cabinet RESOLVED that the new Performance Management Framework, as set out in Report No. DSP2006, be approved.

99. **WARD COMMUNITY GRANT SCHEME –**

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

The Cabinet considered Report No. DSP2008, which set out changes to the Council's existing Ward Community Grant Scheme.

Members were informed that, as part of the revenue budget building process, approval had been given to an increase of the Ward Community Grant Scheme to £3,000 per ward for the 2020/21 financial year. Furthermore, it was proposed that

Ward Members should be allowed to use the funding for projects or events that would provide a benefit to the local community. This would be in addition to the current scheme which enabled Members to support local voluntary organisations and community groups with small grants.

The Cabinet was supportive of the proposed approach and, in response to a question, it was confirmed that it was not intended that the Council should incur ongoing costs as a result of grants made under the scheme.

The Cabinet RESOLVED that

- (i) a variance in the purpose of the scheme to include the option for Ward Members to use the funding for projects that provide a benefit to the local community, as well as awarding small grants to local voluntary organisations/community groups, as set out in Report No. DSP2008, be approved; and
- (ii) for 2020/21, the running of the scheme from 1st May, 2020 to 28th February, 2021, be approved.

100. **REVIEW OF LITTER ENFORCEMENT PILOT SCHEME –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2008, which provided an update on the outcomes of the litter and dog fouling enforcement trial operated by East Hampshire District Council.

Members were reminded that the pilot project had been agreed by the Cabinet at its meeting on 6th February, 2018. Over the two years of operation of the trial, over 3,700 Fixed Penalty Notices had been served in respect of littering which had generated income of over £200,000 in total fines. It was confirmed that, whilst the enforcement activity had been focussed on high footfall areas such as town centres, officers were also able to patrol other hotspot areas on request. It was explained to the Cabinet that, from now on, East Hampshire District Council would pick up the legal work previously carried out by the Council's legal officers in connection with the processing of prosecution packs but that this additional work would not affect the cost neutrality of the service to the Council.

The Cabinet RESOLVED that

- (i) the seeking of a contractual arrangement with East Hampshire District Council for the provision of the enforcement services for littering and dog fouling for a period of up to five years, as set out in Report No. OS2008, be approved; and
- (ii) the Head of Operational Services, in consultation with the Corporate Manager – Legal Services and the Operational Services Portfolio Holder, be authorised to re-negotiate the contract with East Hampshire District Council, to include the provision of the non-contested hearings with the courts and the delegation of these functions to East Hampshire District Council.

101. **RUSHMOOR PARKING POLICY –**

(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. RP2003, which set out a proposed Rushmoor Parking Policy, to run alongside the Hampshire County Council Operational Parking Policy.

The Report set out the reasons why the policy had been developed at this time. The Cabinet was informed that on-street parking had given rise to an increasing amount of problems over recent years, with residents regularly looking to the Council resolve the issues faced.

Members were advised that an amendment to the draft policy had been proposed by the Council's planning department as follows:

“Where development requiring planning permission is proposed in an area where a parking permit scheme is in operation, whether for larger Houses in Multiple Occupation, infill housing development or conversion of larger properties or non-residential buildings to residential, the proposed development will be required to meet the Local Plan requirements as set out in the adopted Car and Cycle Parking Standards Supplementary Planning Document. The existence of a residents' parking permit scheme and the availability of permits which do not guarantee the holder a parking space will not affect the requirement to meet the standard provision within development sites, and in determining planning applications consideration will be given to the impact of any proposed entrance or driveway which results in the loss of existing of on-street parking space. As such developments will meet their own parking requirements they will not be eligible for parking permits in the future”.

Members were supportive of the amendment and agreed that this should be added to the policy.

The Cabinet RESOLVED that

- (i) the Rushmoor Parking Policy, as set out in Appendix A of Report No. RP2003 and amended at the meeting, be approved; and
- (ii) the Executive Head of Regeneration and Property, in consultation with the Operational Services Portfolio Holder, be authorised to make future operational amendments to the Policy.

102. **ADDITIONAL ITEM - LEISURE OPERATORS' REQUESTS FOR FINANCIAL ASSISTANCE –**

(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2011, which set out details of requests from the Council's leisure operating contractors, Places Leisure and Active Nation, for financial assistance resulting from the compulsory closure of leisure centres during the Covid-19 emergency. This item had been added to the agenda as a matter of urgency.

The Cabinet was informed that the assistance requested would be used to pay staff, the majority of whom had been furloughed. 80% of the funds would be returned to the Council as soon as monies were released from the Employee Retention Scheme at HM Revenue and Customs. The remaining 20% would be repaid by the operators during the remainder of the contract year ending March, 2021. It was explained that the Council would face the risk that either or both of the operators could go out of business. It was felt, however, that the failure of the businesses was more likely if the Council was to refuse to provide the cash-flow assistance requested.

In response to questions, it was confirmed that Places Leisure did now submit open book accounting records to the Council and that the funds would be used by Places Leisure to pay Rushmoor based staff only. At the request of Members, it was also agreed that the Executive Head of Finance would fully brief Members prior to the release of any monies to the operators.

The Cabinet RESOLVED that, subject to the Executive Head of Finance and the Corporate Manager – Legal Services agreeing financial and legal assurances that would be sufficient to protect the Council’s financial and legal position and providing Cabinet Members with a full briefing, the provision of cashflow assistance to Places Leisure and Active Nation, as set out in Report No. OS2011, be approved.

103. **REVENUE BUDGET MONITORING REPORT Q3 2019/20 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2012, which set out the anticipated financial position for 2019/20, based on the monitoring exercise carried out during February, 2020. The Report highlighted that the need for savings or income generation of around £3,931,000 had been identified in the original budget but that £3,364,000 of net cost reductions had been identified and built into the approved budget during the year to date. This left a current approved budget savings target of £970,000 and an outturn target of £114,000. It was reported that the forecast position on the General Fund risk-based balance was likely to be maintained at £2 million, which was at the top of the range set out in the Medium Term Financial Strategy. It was noted that the impact of Covid-19 on the Council’s financial position would be significant and the Council would be seeking to mitigate these risks.

The Cabinet NOTED the latest Revenue Budget monitoring position, as set out in Report No. FIN2012.

104. **CAPITAL PROGRAMME MONITORING AND FORECASTING 2019/20 -**
POSITION AS AT MARCH, 2020 –
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2013, which provided the latest forecast regarding the Council’s Capital Programme for 2019/20, based on the monitoring exercise carried out during February, 2020. The Report advised that the revised Capital Programme for 2019/20 of £50.628 million had been agreed by the Council at its meeting on 20th February, 2020. It was noted that projects of major financial significance to the Council in the Capital Programme for 2019/20 remained the Aldershot Town Centre Integration and Union Street developments, the Farnborough

Civic Quarter development, the finalisation of a loan to Farnborough International and the further acquisition of investment properties.

The Cabinet NOTED the latest Capital Programme monitoring position, as set out in Report No. FIN2013.

105. **REPORT OF URGENCY DECISION - TEMPORARY DELEGATION ARRANGEMENTS –**
(Cllr David Clifford, Leader of the Council)

The Cabinet received a Record of Executive Decision, which set out an urgent decision made on 2nd April, 2020 by the Chief Executive, in consultation with the Leader of the Council, to introduce temporary Executive decision making arrangements due to Covid-19. At the time of the decision, legislation to allow the Council to hold virtual meetings had not been passed. The detailed arrangements were set out in Report No. DSP2007, which was appended to the Record of Executive Decision.

The Cabinet RESOLVED that the action taken, as set out in the Record of Executive Decision dated 2nd April, 2020, be noted and endorsed.

106. **COVID-19 RESPONSE –**
(Mr Paul Shackley, Chief Executive)

The Cabinet considered Report No. CEX2004, which set out decisions that had been made by the Council in relation to its ways of working and direct service provision as a result of the Covid-19 pandemic. The Cabinet was informed that Section 4 of the Report detailed the specific service changes that had been introduced. The Council had set up a Local Response Centre (LRC) that had, to date, assisted 230 residents with a range of queries and needs.

The Cabinet RESOLVED that

- (i) the contents of Report No. CEX2004 be noted; and
- (ii) the formal recognition of the effort and hard work of all staff involved in maintaining services and the efforts of the many voluntary sector organisations and volunteers, during challenging, demanding and uncertain times, be approved.

107. **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
108	3	Information relating to financial or business affairs

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

**108. RUSHMOOR DEVELOPMENT PARTNERSHIP - UNION STREET, ALDERSHOT –
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)**

The Cabinet considered Exempt Report No. RP2008, which set out the Rushmoor Development Partnership's (RDP) project plan in relation to the redevelopment of Union Street, Aldershot and other associated matters.

Members were informed of the immediate work required at the site and also of the impact of delays as a result of the Covid-19 crisis. Grant Thornton had been appointed to assist officers in carrying out due diligence in respect of the scheme. The Report set out a summary of the project plan, details of delegations and funding and also the next steps required to progress the delivery of the project plan. It was acknowledged that the scheme carried significant risk to the Council but Members were supportive of the approach proposed and considered that the regeneration of this site remained one of the Council's key priorities.

The Cabinet RESOLVED that

- (i) the scheme, as set out in the appendix to Exempt Report No. RP2008, and the proposals by the RDP for taking the scheme forward, be noted;
- (ii) the submission of the planning application by the RDP be noted;
- (iii) the appointment of Grant Thornton as the Council's main consultant for due diligence and other advice in relation to the scheme be noted;
- (iv) the appointment of external solicitors to progress with the Agreement for Lease and associated documents, using the provisionally agreed Head of Terms for the accommodation set out in Appendix A to Exempt Report No. RP2008, be noted, with the advice of the legal, property and financial due diligence processes being considered by the Cabinet prior to finalising the lease;
- (v) the Executive Head of Regeneration and Property, in consultation with the Major Projects and Property Portfolio Holder, be authorised to negotiate terms with a Register Provider in relation to a long lease for the affordable housing elements within the scheme;
- (vi) the Corporate Manager – Legal Services, in consultation with the Executive Head of Finance and the Major Projects and Property Portfolio Holder, be

authorised to enter into the grant funding agreement with the Enterprise M3 Local Enterprise Partnership for the Union Street, Aldershot project;

- (vii) the demolition of the development site to enable redevelopment, following the securing of relevant land holdings, be approved, with officers being authorised to proceed with the procurement of the demolition contractor, with final approval of the said contract to be approved by the Cabinet in line with financial regulations;
- (viii) capital funding of up to £100,000, to enable the next phase of detailed design work to proceed, be approved; and
- (ix) it be noted that the Chief Executive, following the receipt and consideration of the due diligence advice, will bring forward a further report to the Cabinet setting out options for the delivery of the scheme.

The Meeting closed at 6.32 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL
