



BOROUGH OF RUSHMOOR

To the Mayor and Members of the Council,

YOU ARE HEREBY SUMMONED to attend a Meeting of the Council to be held at the Princes Hall, Aldershot on **Thursday, 24th June, 2021 at 7.00 pm** for the transaction of the business set out on the Agenda given below.

A G E N D A

1. **MINUTES** – (Pages 1 - 14)

To confirm the Minutes of the Annual Meeting of the Council held on 25th May, 2021 (copy attached).

2. **MAYOR'S ANNOUNCEMENTS** –

3. **STANDING ORDER 8 - QUESTIONS** –

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

4. **RECOMMENDATIONS OF THE CABINET AND COMMITTEES –**

To consider the recommendations of the Cabinet and Committees in relation to the following item(s):

1) **Council Business Plan 2021 - 2024 –** (Pages 15 - 32)

To receive a report from the Cabinet (copy attached – Annex 1) which recommends the approval of the Council’s three-year Business Plan April 2021 to March 2024. Cllr D.E. Clifford, Leader of the Council, will introduce this item.

2) **Introduction of a Weekly Food Waste Collection Service –** (Pages 33 - 42)

To receive a report from the Cabinet (copy attached – Annex 2), which recommends the approval of additional revenue budget to facilitate the roll out of the food waste collection service approved by the Cabinet. Cllr M.L. Sheehan, Operational Services Portfolio Holder, will introduce this item.

3) **Pay Policy Statement –** (Pages 43 - 50)

To receive a report from the Corporate Governance, Audit and Standards Committee, (copy attached – Annex 3), which recommends approval of the Pay Policy Statement. Cllr Sue Carter, Chairman of the Corporate Governance, Audit and Standards Committee will introduce this item.

5. **QUESTIONS FOR THE CABINET –**

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

6. **REPORTS OF CABINET AND COMMITTEES –** (Pages 51 - 100)

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

Cabinet	20th April 2021 8th June 2021
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Committees

Development Management	21st April 2021
Development Management	26th May 2021
Corporate Governance, Audit and Standards	27th May 2021

7. **REPORT OF POLICY AND PROJECT ADVISORY BOARD –** (Pages 101 - 106)

To note the Report of the following meeting (copy report attached):

Policy and Project Advisory Board	9th June, 2021
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A.E. COLVER
Head of Democracy and Community

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 16 June 2021

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BOROUGH OF RUSHMOOR

MEETING OF THE BOROUGH COUNCIL held at the Princes Hall, Aldershot on Tuesday, 25th May, 2021 at 7.00 pm.

The Worshipful The Mayor (Cllr M.S. Choudhary (Chairman))
The Deputy Mayor (Cllr B.A. Thomas)

Cllr Gaynor Austin
Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr Sophia Choudhary
Cllr D.E. Clifford
Cllr P.J. Cullum
Cllr Christine Guinness
Cllr Michael Hope
Cllr Prabesh KC
Cllr J.H. Marsh
Cllr S.J. Masterson
Cllr Marina Munro
Cllr A.R. Newell
Cllr M.L. Sheehan
Cllr Sarah Spall
Cllr P.G. Taylor
Cllr Jacqui Vosper

Cllr Jessica Auton
Cllr Jib Belbase
Cllr Sue Carter
Cllr A.K. Chowdhury
Cllr P.I.C. Crerar
Cllr K. Dibble
Cllr A.J. Halstead
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Nadia Martin
Cllr T.W. Mitchell
Cllr K.H. Muschamp
Cllr Sophie Porter
Cllr M.D. Smith
Cllr C.J. Stewart
Cllr M.J. Tennant

Apologies for absence were submitted on behalf of Cllr T.D. Bridgeman, Cllr R.M. Cooper, Cllr M.J. Roberts and Cllr Nem Thapa.

Before the meeting was opened, the Mayor's Chaplain, the Reverend George Newton, led the meeting in prayers.

1. **ELECTION OF THE MAYOR OF THE BOROUGH**

Nominations were invited for the election of the Mayor of the Borough for the Municipal Year 2021/22. It was **MOVED** by Cllr D.E.Clifford; **SECONDED** by Cllr P.I.C. Crerar - That Cllr Bruce Alfred Thomas be elected Mayor of the Borough to hold office until the Annual Meeting of the Council in 2022.

RESOLVED: That Councillor **BRUCE ALFRED THOMAS** be elected Mayor of the Borough to hold office until the Annual Meeting of the Council in 2022.

The Mayor then made his Declaration of Acceptance of Office in accordance with Section 83 of the Local Government Act, 1972 and took the Chair.

THE MAYOR (CLLR B.A. THOMAS) IN THE CHAIR

The Mayor expressed his pride at being elected Mayor and first citizen of the Borough of Rushmoor. He thanked his proposer and seconder for their kind words and the Council for supporting his nomination. He then proceeded to signify the appointment of his wife, Mrs Tracey Thomas, as the Mayoress. He said he could not have achieved the honour of becoming Mayor without the support of his wife and that they would be supporting each other on this new challenge in his Mayoral Year. The Mayor also signified the appointment of the Reverend Malcolm Cummins, as the Mayor's Chaplain. Reverend Cummins was from the New Testament Church of God in Aldershot and the Mayor was looking forward to working together with him.

The Mayor announced that he would be supporting the Phyllis Tuckwell Hospice and The Vine Centre as his charities for the year ahead.

The Mayor promised to do his very best in his new role as first citizen of the Borough of Rushmoor, of which he was very proud to be an elected member.

2. VOTE OF THANKS

It was MOVED by Cllr P.G. Taylor; SECONDED by Cllr K. Dibble and

RESOLVED: That the Council place on record its appreciation of the excellent service rendered by Councillor Mohammed Salim Choudhary as Mayor of the Borough and Mrs Gul Choudhary during the Municipal Year 2020/21.

The Mayor congratulated Cllr Choudhary and drew attention to the framed, illuminated scroll, together with a Past Mayor's Badge and a Past Mayoress's Badge that were on display for both Cllr and Mrs Choudhary.

In response, Cllr Choudhary thanked Cllrs Taylor and Dibble for their kind words. Cllr Choudhary spoke of the very different past year due to the Covid pandemic. It had proved to be a challenging year for everyone. Sacrifices had been made by the community and many businesses. Sadly, there had been loss and grief in the community, including the death of long-standing colleague, Cllr Frank Rust who had passed away in 2020.

Cllr Choudhary referred to a year of chairing full Council meetings remotely via Microsoft Teams with decision-making enabled remotely via new legislation. He thanked officers for implementing measures to help residents and businesses and working with partner organisations to keep the community safe. He also referred to the positive contribution that local authorities made in strengthening local communities.

Cllr Choudhary thanked the NHS, key workers, community groups and volunteers who had continued to keep services available and had kept support centres open, such as The Source, Step by Step, Rushmoor Voluntary Services and the Vine Centre and charity fundraisers who had continued to devote their time to raising funds that benefitted people's lives and had played a key part in supporting the local community through prescription runs, shopping and other help for vulnerable residents and being available to chat over the phone with the isolated and lonely.

Cllr Choudhary referred to the engagements he had attended during his Mayoral Year, the theme for his time as Mayor – health and wellbeing and the work of the charities he had supported: Broadhurst Welcome Home Community Ltd and Parity for Disability. He was pleased to report that his Charity Committee had raised around £10,000 in support of his charities. He expressed gratitude to his Charity Committee, chaired by Mr Terry Owens, for their work during the year.

Cllr Choudhary thanked Reverend George Newton for his support, counsel and words of wisdom during his time as Mayor's Chaplain. He also thanked the team of officers who had assisted him during his Mayoral Year.

He concluded by thanking his wife and family for their continued support and encouragement during his 29 years of being a councillor.

3. **ELECTION OF THE DEPUTY MAYOR**

The Mayor invited nominations for the election of the Deputy Mayor of the Borough. It was **MOVED** by Cllr S.J. Masterson; **SECONDED** by Cllr K.H. Muschamp – That Cllr J.H. Marsh be elected Deputy Mayor of the Borough to hold office until the Annual Meeting of the Council in 2022.

RESOLVED: That Councillor **JOHN HENRY MARSH** be elected Deputy Mayor of the Borough to hold office until the Annual Meeting of the Council in 2022.

Cllr Marsh then made his Declaration of Acceptance of Office.

The Deputy Mayor thanked his proposer and seconder for their kind words and the Council for the confidence placed in him. He pledged his support to the Mayor in the coming year.

4. **MINUTES**

It was **MOVED** by Cllr K.H. Muschamp; **SECONDED** by Cllr P.G. Taylor and

RESOLVED: That the Minutes of the Ordinary Meeting of the Council on 22nd April 2021 (copy having been circulated previously) be taken as read, approved and signed as a correct record.

RETURNING OFFICER'S REPORT

The Returning Officer, Mr. P. Shackley, submitted his report on the results of the Borough Council Elections held on Thursday, 6th May 2021 (appended to these minutes).

The Mayor congratulated all Members who had been re-elected and extended a warm welcome to the new councillors: Cllrs Jessica Auton, Jib Belbase, Michael Hope, Sarah Spall and Nem Thapa.

RESOLVED: That the report be noted.

6. MAYOR'S COMMUNICATIONS

The Mayor advised the Council that he proposed to hold a number of events during his Mayoral Year. These would include two afternoon tea events and a Charity Ball in March 2022.

7. APPOINTMENT OF THE LEADER OF THE COUNCIL

It was **MOVED** by Cllr M.J. Tennant; **SECONDED** by Cllr K.H. Muschamp - That Cllr D.E. Clifford be appointed Leader of the Council to hold office until the Annual Meeting of the Council in 2022.

There voted **FOR:** 23; **AGAINST:** 0 and the Motion was **DECLARED CARRIED.**

8. APPOINTMENTS 2021/22

It was **MOVED** by Cllr K.H. Muschamp and **SECONDED** by Cllr D.E. Clifford –

Appointment of Cabinet Portfolio Holders –

That it be noted that the following appointments of Cabinet Portfolio Holders and the Deputy Leader of the Council for the Municipal Year 2021/22 had been made by the Leader of the Council:

Cllr K.H. Muschamp – Deputy Leader and Customer Experience and Improvement
Cllr Marina Munro – Planning and Economy
Cllr A.R. Newell – Democracy, Strategy and Partnerships
Cllr M.L. Sheehan – Operational Services
Cllr P.G. Taylor – Corporate Services
Cllr M.J. Tennant – Major Projects and Property

Committees –

That the appointments to Committees for the 2021/22 Municipal Year be approved, in accordance with the allocations to achieve political balance indicated below:

(1) **COMMITTEES –**

DEVELOPMENT MANAGEMENT

Voting Members

Conservative: 8

Labour: 2

Liberal Democrat: 1

Cllr Mrs. D.B. Bedford
Cllr P.I.C. Crerar
Cllr M. Hope
Cllr L. Jeffers
Cllr J.H. Marsh
Cllr S.J. Masterson
Cllr C.J. Stewart
Cllr N.B. Thapa

Cllr Nadia Martin
Cllr Sophie Porter

Cllr T.W. Mitchell

Standing Deputies

Conservative:

Cllr A.K. Chowdhury

Labour:

Cllr A.J. Halstead

NOTE: The Cabinet Member with responsibility for planning matters is to be an ex officio non-voting member of the Development Management Committee.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Voting Members

Conservative: 8

Labour: 3

Cllr Jessica Auton
Cllr J.N. Belbase
Cllr Sue Carter
Cllr Sophia Choudhary
Cllr A.K. Chowdhury
Cllr P.J. Cullum
Cllr Prabesh KC
Cllr Jacqui Vosper

Cllr Christine Guinness
Cllr A.J. Halstead
Cllr Sarah Spall

Standing Deputies

Conservative:

Cllr J.B. Canty

Labour:

Cllr T.D. Bridgeman

OVERVIEW AND SCRUTINY COMMITTEE –

Voting Members

Conservative: 9

Labour: 2

Cllr Mrs D.B. Bedford
Cllr J.N. Belbase
Cllr M.S. Choudhary
Cllr R.M. Cooper
Cllr L. Jeffers
Cllr Mara Makunura
Cllr S.J. Masterson
Cllr M.D. Smith
Cllr N.B. Thapa

Cllr Gaynor Austin
Cllr K. Dibble

Standing Deputies

Conservative:
Cllr Sue Carter

Labour:
Cllr Sophie Porter

POLICY AND PROJECT ADVISORY BOARD

Voting Members

Conservative: 8

Labour: 3

Cllr Jessica Auton
Cllr J.B. Canty
Cllr Sophia Choudhary
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr M. Hope
Cllr Prabesh KC
Cllr Mara Makunura

Cllr Gaynor Austin
Cllr Sophie Porter
Cllr M.J. Roberts

Standing Deputies

Conservative:
Cllr Jacqui Vosper

Labour:
Cllr Christine Guinness

- (3) That the appointments of the Chairman and Vice-Chairman of the following Committees be approved as set out below:

Development Management

Chairman	-	Cllr C.J. Stewart
Vice-Chairman	-	Cllr L. Jeffers

Corporate Governance, Audit and Standards

Chairman - Cllr Sue Carter
Vice-Chairman - Cllr P.J. Cullum

- (4) That the appointment of the Chairman of the Overview and Scrutiny Committee and the Policy and Project Advisory Board be approved as set out below:

Overview and Scrutiny Committee Cllr M.D. Smith

Policy and Project Advisory Board Cllr J.B. Canty

- (5) That the appointments to the Management Boards for Council Trusts for the Municipal Year 2021/22 be approved as follows, and that each Management Board be authorised to make decisions on behalf of the Council by majority vote:

The Aldershot Recreation Ground Trust

Cllr Mrs. D.B. Bedford Cllr K. Dibble Cllr M.S. Choudhary

Standing Deputy: Cllr Nadia Martin

King George's Field, Farnborough Trust

Cllr C.J. Stewart Cllr Christine Guinness Cllr P.G. Taylor

Standing Deputy: Cllr Mara Makunura

The Alfred Henry Goode Will Trust

Cllr D.E. Clifford Cllr Nadia Martin Cllr K.H. Muschamp

Standing Deputy: Cllr Sophie Porter

There voted FOR: 34; AGAINST: 0 and the Motion was **DECLARED CARRIED.**

The meeting closed at 8.15 pm.

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ANNUAL COUNCIL MEETING – 25TH MAY 2021

RUSHMOOR BOROUGH COUNCIL ELECTIONS
6TH MAY 2021

REPORT OF THE RETURNING OFFICER

ALDERSHOT PARK

No. of Electors	No. of Ballots Completed	Percentage
5141	1537	30%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>ROBERTS</i>	<i>Michael John</i>	788
SCOPES	Elizabeth Katherine	102
TRUSSLER	Samantha	638

Candidate Elected
MICHAEL JOHN ROBERTS

CHERRYWOOD

No. of Electors	No. of Ballots Completed	Percentage
5225	1717	32.9%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>GRATTAN</i>	<i>Clive Patrick</i>	806
THAPA	Nem Bahadur	898

Candidate Elected
NEM BAHADUR THAPA

COVE AND SOUTHWOOD

No. of Electors
5238

No. of Ballots Completed
1977

Percentage
37.1%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>WHITE</i>	<i>Susan Mary</i>	1275
JABBI	Madi	406
WHYMAN	Jill	285

Candidate Elected
SUSAN MARY WHITE

EMPRESS

No. of Electors
4576

No. of Ballots Completed
1856

Percentage
40.56%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CARD	Leola Jane	383
JONES	Barry	408
<i>MUNRO</i>	<i>Marina</i>	940
SEERY	Benjamin Sverre	21
WALLACE	Donna Maria	96

Candidate Elected
MARINA MUNRO

FERNHILL

No. of Electors
5290

No. of Ballots Completed
1594

Percentage
30.1%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
AUTON	Jessica Margaret	1137
COLLINS	Ross Luke	437

Candidates Elected
JESSICA MARGARET AUTON

KNELLWOOD

No. of Electors	No. of Ballots Completed	Percentage
5640	2424	42.98%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CARD	Craig William	605
CULSHAW	Zack Jake	64
TAYLOR	<i>Paul Graham</i>	1334
WILLIAMS	Gareth Idris	401

Candidate Elected
PAUL GRAHAM TAYLOR

MANOR PARK

No. of Electors	No. of Ballots Completed	Percentage
5690	2196	38.6%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CLIFFORD	<i>David Edward</i>	1237
CROSSLEY	Julia Elizabeth	701
TROTTER	Mark	236

Candidate Elected
DAVID EDWARD CLIFFORD

NORTH TOWN (Two vacant seats)

No. of Electors	No. of Ballots Completed	Percentage
4911	1723	35.1%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CHRISTADOULOU	Glenn Alexander	95
DIBBLE	<i>Keith</i>	1110
HARTLEY	Mary Ann	519
SPALL	Sarah Joanne	761
TRUSSLER	Stuart	469

Candidates Elected
KEITH DIBBLE AND SARAH JOANNE SPALL

ROWHILL

No. of Electors
5044

No. of Ballots Completed
1982

Percentage
39.3%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>CRAWFORD</i>	<i>Alexander Hamilton</i>	722
HILLIAR	Alan Richard	358
<i>SHEEHAN</i>	<i>Maurice Leonard</i>	887

Candidate Elected
MAURICE LEONARD SHEEHAN

ST JOHN'S

No. of Electors
5050

No. of Ballots Completed
1743

Percentage
34.51%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>CANTY</i>	<i>Jonathan Bartholomew</i>	1165
WARNER	Julia Louise	560

Candidate Elected
JONATHAN BARTHOLOMEW CANTY

ST MARK'S

No. of Electors
5230

No. of Ballots Completed
1756

Percentage
33.58%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>BEDFORD</i>	<i>Diane Beverley</i>	775
HEWITT	Carl Robert	266
MITCHELL	Emily Rebecca	698

Candidate Elected
DIANE BEVERLEY BEDFORD

WELLINGTON

No. of Electors
4028

No. of Ballots Completed
1080

Percentage
26.8%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
BELBASE	Jib Narayan	587
KOOHESTANI	Halleh	402
O'DOWD-BOOTH	Olive Jane	81

Candidate Elected
JIB NARAYAN BELBASE

WEST HEATH

No. of Electors
4904

No. of Ballots Completed
1804

Percentage
36.8%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
FRASER-FLEMING	Charles Dennis	318
HOPE	Gaillard Earle Michael	1015
THOMAS	Rebekkah	460

Candidates Elected
GAILLARD EARLE MICHAEL HOPE

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COUNCIL MEETING – 24TH JUNE 2021**AGENDA ITEM NO. 4 (1)****COUNCIL BUSINESS PLAN 2021 - 2024**

A report from the meeting of the Cabinet held on 8th June, 2021

SUMMARY AND RECOMMENDATIONS:

This report sets out the proposed update to the Council's three-year Business Plan, which supports the Vision for Aldershot and Farnborough 2030. The plan includes a range of activities which have been carried forward from 2020/21 and a number of new activities.

The Council is recommended to approve the Council's three-year Business Plan April 2021 to March 2024 attached as Annex A to this report.

1. INTRODUCTION

- 1.1. This report sets out the proposed updated to the three-year Business Plan for the Council. The update is based upon the plan approved by Council on 30 July 2020 and has been reviewed in light of changing circumstances over the last 12 months. The Plan is now structured across two themes – People and Place, with nine priorities identified alongside 18 key projects which the Council will deliver over the next three years.

2. BACKGROUND

- 2.1. Report ACE2103 provides detail on the progress that has been seen over the last twelve months to deliver the Council Business Plan 2020–23. This has been achieved alongside significant levels of activity to support the Council's Covid 19 response, as set out in the Covid Recovery Plan.
- 2.2. Over February and March 2021, work has taken place to review the Council Business Plan 2020–23 and to consider updates to the document to reflect changing circumstances both internal and external to the Council. This work has included:
- Workshops with each of the Council's services to review progress against the current plan, identify future activity and to consider any future changes which may impact on service provision

- Discussions with Portfolio Holders and Informal Cabinet on priorities and key activities
 - Work to identify future challenges and opportunities which the Council may face and considering how this might impact planned activity. This work was shared and discussed with the Policy and Projects Advisory Board in March 2021.
 - A review of the Council's Covid Recovery Plan and identifying how activity can be incorporated into Service Plans and the Council Business Plan from 2021/22 onwards.
- 2.3. This work has resulted in the development of a draft Council Business Plan as outlined in this report. It is intended that following approval a version of this report is published on the Council's website and as such a version for publication has been developed and is attached at Annex A to this report.
- 2.4. The intention behind the Council Business Plan is not to provide detail of all the Council's activity but instead to identify key strategic projects which will contribute to achieving the aspirations set out in Your Future, Your Place – A vision for Aldershot and Farnborough 2030. Further detail on the full range of Council services and how each member of staff plays their part is set out in service plans and staff objectives.

3. The Council Business Plan

- 3.1 The Council Business Plan is structured against two key areas of work which cover the themes of People and Place. For each of these themes, priorities and projects for delivery have been identified.
- 3.2 In addition to these themes, the Council Plan also sets out the ways in which the Council will work. These 'ways of working' will apply in the delivery of the Council Business Plan as well as in the Council's day to day work. The three identified ways of working in the Council Business Plan are as follows:
- i) Working in partnership to deliver the best possible outcomes for residents and businesses
 - ii) Working to reduce the environmental impact of activities so that the Council can be carbon neutral by 2030
 - iii) Delivering value for money and affordable services
- 3.3 The People section of the plan sets out the Council's plans to empower and connect communities and to help them lead healthy and sustainable lives. This reflects the vision set out in 'Your Future, Your Place – A vision for Aldershot and Farnborough 2030' and includes four priority areas of focus for the Council's activity:
- i) Improving the health and wellbeing of residents

- ii) Encouraging volunteers and helping people become more connected with their communities
- iii) Helping residents and businesses become more sustainable including reducing waste, recycling more and making sustainable travel choices
- iv) Providing high quality services that meet the needs of all residents and businesses and in ways that do not exclude anyone

3.4 The Council Business Plan, identifies ten projects for delivery over the next three years which will help to achieve the priorities listed under the People theme. These are as follows:

- i) The introduction of a food waste recycling service and helping residents reduce the amount of waste that they produce
- ii) Enabling the development of food partnerships and food hubs across Aldershot and Farnborough in support of communities
- iii) New projects to support communities to recover from the pandemic, using a dedicated recovery fund established to support the most vulnerable residents
- iv) Further development of the Council's work to help people into employment through training and upskilling, with a particular focus on young people
- v) Engaging widely across all communities, building capacity, connecting people and promoting equality, diversity and inclusion in Council activity
- vi) Working with Hampshire County Council to develop a walking and cycling plan to encourage sustainable travel and to support town centre regeneration
- vii) Improving facilities at Aldershot Crematorium
- viii) New projects to support health and wellbeing, in line with the Council's Supporting Communities Strategy. Projects will include a repair café, men's shed and the 'You Can Do It' campaign to encourage residents to get out and about and get active
- ix) Communicating and engaging with residents in a variety of ways including introducing a new website and increasing the take-up of online services
- x) Working with partner organisations to deliver projects to tackle health inequalities in the Borough, especially in more deprived areas

3.5 The Place section of the plan sets out the Council's plans to ensure that Rushmoor's towns are family friendly, safe, vibrant, and sustainable places now

and in the future. Again, this reflects the vision set out in 'Your Future, Your Place – A vision for Aldershot and Farnborough 2030' and includes five priority areas of focus for the Council's activity:

- i) Continuing to drive forward the regeneration of Aldershot and Farnborough Town Centres
- ii) Maintaining and developing excellent indoor and outdoor facilities
- iii) Working to grow the local economy in a green and sustainable way
- iv) Ensuring that all Council-led projects are designed and delivered in a sustainable way
- v) Ensuring that there are enough homes and types of housing provided in Aldershot and Farnborough

3.6 The Council Business Plan, identifies eight projects for delivery over the next three years which will help to achieve the priorities listed under the Place them. These are as follows:

- i) Aldershot town centre's Union Yard regeneration scheme
- ii) The Civic Quarter regeneration scheme in Farnborough
- iii) Progressing a new leisure offer for Rushmoor, including a new leisure centre for Farnborough
- iv) Developing the environment and facilities at Southwood Country Park, including a new visitor centre
- v) Creating 57 new homes for private rent through Rushmoor Homes
- vi) Taking actions to bring forward the redevelopment of Block 3 of the Meads as part of the wider regeneration of Farnborough town centre
- vii) Development of an aerospace heritage project with the County Council and key partners
- viii) Working alongside Farnborough College of Technology's Centre of Excellence to the aerospace industry through apprenticeship, research and innovation opportunities

3.7 Each of the projects contained within the Council Business Plan 2021-24 will be monitored on a quarterly basis, with exception reports which will provide details of any projects not proceeding as planned or where activity has been completed. The first of these reports will be available following the end of Q1 2021/22 and will report on progress between April and June 2021.

Alternative Options

- 3.8 Consideration was given to proceeding with the current Council Business Plan which covers the period between 2021 – 2024. This option was not considered appropriate due to the significant changes impacting the Council both internally and externally. It was felt appropriate to review the Plan in light of the impact of the pandemic but also to update the refresh the document to reflect a number of Strategies and Action Plans which have been approved recently, including the Supporting Communities Strategy, the Climate Change Action Plan and the Equalities and Diversity Action Plan.

4. IMPLICATIONS

Risks

- 4.1. Risks to the delivery of the Council Business Plan will be recorded and reported in line with the Council's Risk Management Policy.

Financial and Resource Implications

- 4.2 The Council Business Plan has been prepared in the context of the Council's Medium Term Financial Strategy and delivering affordable services which are value for money is identified as a key way of working as the Council moves forward. Any projects identified in the Council Business Plan will be subject to Business Case development and approval if not included in the current budget.

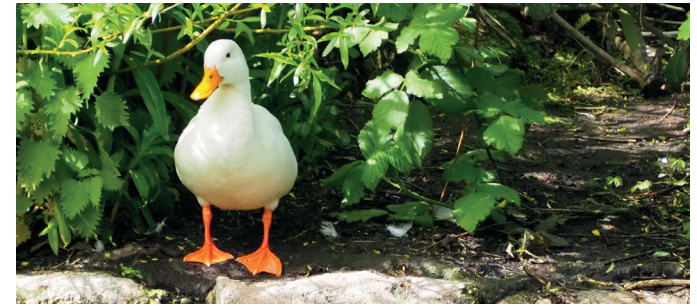
Equalities Impact Implications

- 4.3 In formulating its proposals the Council must have regard to the Public Sector Equality Duty under the Equality Act 2010. Equality Impact Assessments will be undertaken on the individual projects that will support delivery of the priorities included in the Council Business Plan if required.

5. CONCLUSIONS

- 5.1. The refreshed Council Business Plan reflects the ambitions set out in 'Your Vision, Your Place – A Vision for Farnborough and Aldershot' and identifies key projects to be delivered over the next three years.
- 5.2. Preparations will begin during the summer for the Council Business Plan 2022 – 2025. The development of the next plan will include a more fundamental review as a result of the significant policy and financial challenges that the Council faces in the future.

A R NEWELL
PORTFOLIO HOLDER
DEMOCRACY, STRATEGY AND PARTNERSHIPS



Rushmoor Council Business Plan 2021 to 2024

Welcome

The 2020/21 coronavirus pandemic has presented unprecedented challenges and change for us all. Whether as an individual, resident, business, or part of our wider community at large, everyone in the borough has been affected by the pandemic in some way and had to make changes to their day to day lives.

While the council has helped lead the local response to the pandemic, we too have had to adapt and change the way we work and the way in which we deliver our services. As the pandemic will likely have an impact on us all for some time to come, we recognise that we need to continue to adapt and embrace opportunities to work in different ways.

We feel proud of the way in which we have responded locally to the pandemic and although there are challenges ahead, we continue to be ambitious for Aldershot and Farnborough. Our work in the coming years will focus closely on supporting our residents and shaping our town centres for the future.

We are also committed to being a modern, customer-focused organisation using the opportunities that digital technology offers to deliver efficient and cost-effective services.

The Council Plan 2021-2024 sets out our priorities as a council to make sure we make best use of our resources in the delivery of our services and progress towards meeting our long-term objectives. In this updated Council Business Plan, we are setting out what we are committed to do over the next three years to help realise the vision for the borough set out in 'Our Future, Your Place' by 2030.

It is also critical that we make progress with our detailed Climate Change Action Plan, which sets out a wide range of actions that the Council will take in order to be carbon neutral by 2030. To achieve this aim, we will



need to consider it in all we do. To reflect this, the revised Council Plan puts 'consideration of the environment' at the heart of all our activity.

This plan identifies the priority actions we will be taking to help achieve our aspirations, address the future challenges we face and the new ways of working that will be needed to meet those challenges. While it sets out an ambitious programme of activities, underpinning this plan are a number of individual service plans which include more detailed information. You can check our progress against our plan at www.rushmoor.gov.uk/councilplan

We look forward to delivering for you.

A handwritten signature in black ink, appearing to read 'David Clifford'.

Councillor David Clifford
Leader - Rushmoor Borough Council

A handwritten signature in black ink, appearing to read 'Paul Shackley'.

Paul Shackley
Chief Executive - Rushmoor Borough Council

What is the Council Business Plan?

The Council Business Plan outlines the council's priorities over the next three years. It sets a direction and provides a focus for our activities and services. As a result, it informs the decisions we make and how we allocate resources across the council.

The plan provides a link between a number of important strategic documents for the council and draws upon information provided in the following:

Medium Term Financial Strategy

This sets out how we will plan and manage our budgets in the medium term to make sure we continue to be financially sound.

The Rushmoor Local Plan

This will help shape the development of Aldershot and Farnborough up to 2032 through our planning policies.

Service Plans and Staff Objectives

These identify what our different teams will be doing to support our customers and the council's priorities.

The Council's People Strategy

This sets out how we will develop our employees, core values and culture so we offer the best experience for our customers.

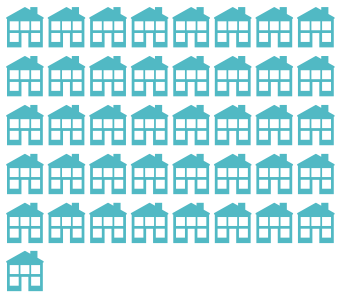
The council provides a wide range of services, many of which are as part of our normal business. In all that we do, we aim to deliver excellent public services and listen to and learn from our residents and businesses.

The intention behind the Council Plan is not to provide detail of all of our activities, but instead to identify key strategic projects which will contribute to achieving the vision set out in Your Future, Your Place – A vision for Aldershot and Farnborough 2030. Further details on council services and how each member of our staff plays their part is set out in Service Plans and staff objectives.

One borough



Two world-famous towns



41,060 homes

RUSHMOOR IN NUMBERS

March 2021

39,056,390m² of land

70% of land is green space



70 parks and playgrounds



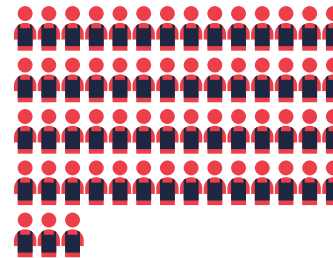
Four nature reserves and woodlands

3,945 businesses



providing more than

59,000 jobs



37 schools



Two outstanding further education colleges

Two arts and theatre centres



Two indoor pools One lido

One world class conference and convention centre

270 miles of road



42 miles of cycle routes



Three railway stations



One airport



RUSHMOOR BOROUGH COUNCIL

Looking ahead – challenges and opportunities

In developing this Council Business Plan, it has been important to consider the strategic challenges and opportunities that we will face over the lifetime of the plan and beyond. Understanding these challenges and making plans for how the council might address them will help us to make sure our services are fit for the future.

Responding to the climate emergency

Responding to the climate emergency will be increasingly significant for us all. Our Climate Change Action Plan sets out a series of local actions to make the council carbon neutral, and Aldershot and Farnborough greener and more sustainable by 2030. Mitigating, and adapting to, climate change is an opportunity to work with our residents and partners to build a more sustainable future.



Maintaining financial resilience in an uncertain environment

Managing the financial impact of the coronavirus pandemic and making sure the council continues to be financially sound will be a key focus over the time period of this plan. There has been growing demand for some of our services and more pressure on our income because of uncertainty caused by the pandemic and changes in government regulations and restrictions. Therefore, we will have to make difficult decisions in the short-to medium-term as we prioritise certain services and move to deliver more efficiently, while at the same time realising our long-term ambition to invest in the future of our town centres.



Engagement and inclusion

Our community has become more diverse, and we will need to consider ways to make sure everyone feels included. Over the past year, we have seen significant improvement in community engagement, as the response to the pandemic provided an opportunity to work with the voluntary sector and other partners, and we will seek to build on this success. Social media provides new opportunities for us to improve how we communicate and engage with residents and partners. However, as we offer more of our services online, the challenge of digital exclusion and how to support those who do not have the right skills or access to the internet to use these services remains a key concern for us. In the meanwhile, we need to continue to provide information and key services in alternative accessible formats.

A strong local economy – kind to the environment

There will be fundamental changes to shopping and our town centres because of the coronavirus pandemic. Keeping our key businesses and attracting new ones through investment to support growth remains a priority. It is also important to support residents who have lost their jobs because of the pandemic and help them back into employment, education or training. Through this work there is an opportunity to reflect on the future skills that our community needs and support green jobs that benefit the community, the environment, and the economy.

Healthy lifestyles

A growing number of people are struggling with the persistent effects of coronavirus and the pandemic and it will be important to continue to support the physical and mental health of our residents. It will be vital for the council to work with the health sector, community groups and not for profit organisations to support health and wellbeing across Rushmoor.





We are an ambitious council and this Council Plan sets out these ambitions against two key areas of work – people and place.

People – empowering and connecting communities and enabling people to live healthy and sustainable lives and fulfil their aspirations.

Place – ensuring that our towns are family friendly, safe, vibrant, and sustainable places now and in the future.

In taking forward the actions set out in this Council Plan, it is critical that we also consider the ways that we work. Whether it be in taking forward the work in this plan or in our day to day work, we will:

Work in partnership to deliver the best possible outcomes for our residents and businesses.

Work to reduce the environmental impact of our activities so that we can be carbon neutral as a council by 2030.

Deliver **value for money and affordable services** by making sure we use the right approach at the right price.



Our priorities

People

- We will help improve the health and wellbeing of residents
- We will encourage volunteering and help people become more connected with their communities
- We will help residents and businesses become more sustainable - including reducing waste, recycling more and making sustainable transport choices like cycling
- We will provide high quality services that meet the needs of all our residents and businesses and in ways that do not exclude anyone

Place

- We will continue to drive forward the regeneration of Aldershot and Farnborough town centres
- We will maintain and develop excellent leisure and community facilities
- We will work to grow the local economy in a green and sustainable way
- We will make sure that all council-led projects are designed and delivered in a green and sustainable way
- We will make sure that there are enough homes and types of housing provided in Aldershot and Farnborough





People

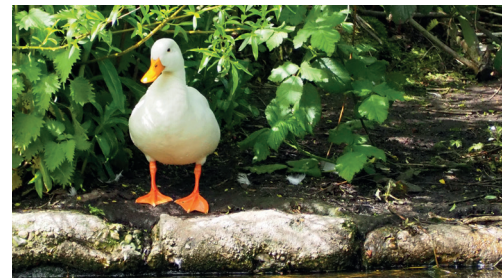
Over the next three years, we will focus on the following activities:

1. The introduction of a food waste recycling service and helping residents reduce the amount of waste that they produce
2. Enabling the development of food partnerships and food hubs across Aldershot and Farnborough in support of our communities
3. New projects to support communities to recover from the pandemic. We will use a dedicated recovery fund established to support our most vulnerable residents
4. Further development of our work to help people into employment through training and upskilling, with a particular focus on young people
5. Engaging widely across all of our communities, building capacity, connecting people and promoting equality, diversity and inclusion in all that we do
6. Working with Hampshire County Council to develop a walking and cycling plan to encourage sustainable travel and to support town centre regeneration
7. Improving facilities at Aldershot Crematorium
8. New projects to support health and wellbeing, in line with our Supporting Communities Strategy. Projects will include a repair café, men's shed project and the 'You Can Do It' campaign to encourage residents to get out and about and get active
9. Communicating and engaging with residents in a variety of ways, including introducing a new website and increasing the take-up of online services
10. Working with partner organisations to deliver projects to tackle health inequalities in the Borough, especially in our more deprived areas

Place

Over the next three years, we will focus on the following activities:

1. Aldershot town centre's Union Yard regeneration scheme
2. Civic Quarter regeneration scheme in Farnborough
3. A new leisure offer for Rushmoor, including plans for a new leisure centre for Farnborough
4. Developing the environment and facilities at Southwood Country Park, including a new visitor centre
5. Creating 57 new homes for private rent through Rushmoor Homes
6. Taking actions to bring forward the redevelopment of Block 3 of the Meads as part of the wider regeneration of Farnborough town centre
7. Development of an aerospace heritage project with the County Council and key partners
8. Working alongside Farnborough College of Technology's new Aerospace Research and Innovation Centre to support the aerospace industry through apprenticeship, research and innovation opportunities



Delivering and measuring this plan

Each quarter, our Corporate Management Team and Cabinet monitors the key projects in this plan. Our Overview and Scrutiny Committee then reviews the plan.

As well as the projects in the Council Business Plan, teams across the council make sure that we provide high quality services to our residents. These activities are contained in Service Plans, which the relevant Head of Service and Cabinet member manages and monitors regularly. At the end of the financial year, the council produces an Annual Report summarising key areas of work and the progress against the Council Business Plan.



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COUNCIL MEETING – 24TH JUNE 2021

AGENDA ITEM NO. 4 (2)

INTRODUCTION OF A WEEKLY FOOD WASTE COLLECTION SERVICE

A report from the meeting of the Cabinet held on 8th June, 2021

SUMMARY AND RECOMMENDATIONS:

In November 2020, Cabinet approved the Council's Climate Change Action Plan in response to the Climate Emergency declared in summer 2019. A key action within the plan was the adoption of a separate food waste collection service, planned for 2021/22. Cabinet established a Member working group to guide the project and recommend to Cabinet the operational detail for the service.

On 8th June 2021, Cabinet considered and approved [Report No. OS2107](#) which set out proposals for the introduction of a new weekly food waste collection service in Autumn 2021. It was agreed that a phased implementation of the food waste service would start with properties with individual external wheeled bins, and that these important service changes would be accompanied by a communications plan to help residents move smoothly to the new arrangements.

The proposals were informed by conclusions made by the Food Waste Working Group and evidence about how the service would meet the Council's climate change objectives and compliance with the Government's forthcoming Resources and Waste Strategy. This requires recycling performance in England to be 65% of municipal waste by 2035. The Council's current recycling performance is 29.6% (2019/20).

The Cabinet has approved the recommendations in [Report No. OS2107](#) under its executive powers, and the sole requirement for the Council is to consider the proposed adjustment to the revenue budget to support the service change.

The Council is recommended to approve an additional revenue budget of £90,000 in 2021/22 to facilitate the roll out of the food waste collection service, and to note that the financial impact of these changes in future financial years would need to be addressed in the 2022/23 budget setting process. At the time of writing, it is estimated that an additional £131k may need to be provided for on an ongoing basis, subject to other matters referred to in this report.

1. INTRODUCTION

- 1.1. In light of the Government's forthcoming Resources and Waste Strategy, which is likely to legislate that all households must be offered a weekly kerbside food waste service from 2023, and the significant proportion of food waste within Rushmoor's household rubbish bins, the early adoption of a food waste collection service presents a real opportunity for a step change in performance in both recycling rates and the council's carbon impact. This will demonstrate the authority's commitment to tackling the climate emergency.
- 1.2. This report seeks Council approval for additional revenue budget to facilitate the implementation of a new food waste collection service as approved by Cabinet and following recommendations from the Food Waste Working Group.
- 1.3. With limited changes to the Council's waste collection services over the past decade, recycling performance has only gradually increased in this time, peaking at 29.6% in 2019/20, which places the Council in the bottom quartile for recycling performance. It also falls a long way short of the forthcoming national target that is set at 65% by 2035.

2. BACKGROUND

- 2.1. As part of the Environment Bill the Government is keen to address recycling performance across England and the implementation of the forthcoming Resources and Waste Strategy is designed to address this by improving consistency in local authority collection systems, improving material quality and introduction of a broader range of materials. Specifically, the strategy includes that all authorities in England must introduce a weekly collection of household food waste from the kerbside from 2023.
- 2.2. Local authority food waste collection services at the kerbside is commonplace and is currently received by almost half of households in England, with that number set to rapidly increase following the adoption of the national strategy.
- 2.3. A waste composition analysis was undertaken in 2018 of a representative sample of Rushmoor's household bins, in order to help inform the strategy for Hampshire's waste management infrastructure and collection systems. Analysis of Rushmoor's rubbish bins found that (by weight) 27.6% was made up of materials that Rushmoor already target and 39.4% was waste food, which is approximately 7% higher than the UK average.
- 2.4. Rushmoor's recycling rate has only increased by around 5% over the past five years, largely due to an increase in garden waste subscriptions and additional items being collected from the kerbside, including batteries and small electrical items.
- 2.5. The Council has continued to offer a weekly collection of household rubbish, going against the direction of travel of Local Authorities in the UK, the majority of which have reduced the frequency of rubbish collections to encourage better recycling participation.

- 2.6. In July 2008, Cabinet approved the use of 140L bins for residual waste, to try to limit the space available and encourage residents to think more about what they throw away and therefore recycle more. However, this size of bin has only been rolled out to new or converted properties, or where bins have reached the end of their life. Consequently, around two thirds of households in Rushmoor still use a 240L bin for residual waste, on a weekly collection frequency.
- 2.7. The food waste implementation programme reflects the need for the Council to significantly increase its recycling performance and reduce its carbon impact on the local environment. The approach taken in preparing this implementation plan has taken into consideration:
- The national position, in particular regarding the Environment Bill and Resources and Waste Strategy
 - The priorities set out in the Council's Climate Change Action Plan
 - The views of Members, industry experts, other local authorities and local residents
 - Financial considerations

3. FURTHER DETAILS

Food Waste Working Group

- 3.1. The proposed food waste implementation programme has been guided by a Cabinet appointed Member working group, consisting of Councillors Maurice Sheehan, Ken Muschamp, Mara Makunura, Jonathan Canty, Clive Grattan and Sophie Porter. The group was established in November 2020 and met on seven occasions between December 2020 and April 2021.
- 3.2. At their meetings, the working group invited industry experts to provide advice and evidence of best practice for the successful implementation of food waste services. The group heard from:
- Sally Wilson (Local Authority Technical Consultant from WRAP) who has a detailed and extensive knowledge of food waste implementation having supported many authorities with the introduction of the service
 - Sam Horne (Strategic Waste Manager for Hampshire County Council) who outlined the County Council position on food waste disposal in the short and long term. He affirmed the County Council's desire to work with the Council to successfully implement a service in advance of the mandated date in 2023. HCC are developing plans to provide treatment capacity on a larger scale from the 2023 date
 - George Roach (Contracts Manager for Serco) who described for the working group the operational considerations for the collection service including preferred vehicles, round configurations, knock-on effects on other materials and tipping points for the proposed service
- 3.3. The working group considered performance data provided by industry experts WRAP and Eunomia Research & Consulting which modelled the

relative performance of three differing collection options, both financially and in terms of waste yields and therefore recycling performance. The models clearly demonstrated a significant variation in performance based on the collection frequencies adopted by the Council. Specifically, the frequency of residual waste collections has a profound effect on both the yield of food waste and the cost of service.

- 3.4. The modelling report indicated food waste yields could double from 30kg per household per year to 60kg if coupled with a fortnightly residual collection frequency or indeed 77.4kg if introduced alongside a 3-weekly residual waste collection, rather than retaining the current weekly frequency. In addition, the Council could expect to see recycling rates of around 35% with weekly, 45% with fortnightly and 53% with 3-weekly residual collection frequencies.
- 3.5. Carbon impacts were also modelled for reduced frequency of residual collections, with a fortnightly frequency saving of 1,921 tonnes of carbon dioxide equivalent (tCO_{2e}) and a 3-weekly frequency saving of 5,249 tCO_{2e}. This carbon saving is equivalent to removing 914 and 2,499 cars from the road respectively. A summary of the carbon impacts and recycling performance by service option is shown in Figure 1.
- 3.6. Based on the investigations carried out, understanding data and hearing from industry experts (above), the Working Group unanimously agreed the following recommendations surrounding the operational implementation of the food waste service:
 - The Council should introduce weekly collections of food waste in autumn 2021, ahead of the 2023 target date set out in the Government's Resources and Waste Strategy
 - The kerbside food waste caddy should be a different colour to the existing bins (blue, green and brown) as food waste is a different service. Black was agreed as the best colour and where possible, should be made from 100% recycled plastic. Industry best practice indicates that a 23L container is the right size. The kitchen food waste caddy should be a neutral colour that would suit most kitchens and silver was agreed as the best and should also be made from 100% recycled plastic. Industry best practice indicates that a 5L container would be best for most households in Rushmoor
 - An initial supply of 52 seven litre polyethylene (PE) liners should be provided to all residents at the start to encourage participation, then a move to an "any bag" policy, promoting the reuse of otherwise single-use plastic bags, such as bread bags, salad bags etc
 - Disposal of food waste should be undertaken in partnership with the County Council, using a fully accredited Anaerobic Digestion (AD) facility
 - Residual collections should be moved to a fortnightly frequency, to maximise food waste yield, promote waste minimisation, reduce carbon emissions, and limit financial impact.

Communications and Engagement

- 3.7. Very clear evidence demonstrated that a comprehensive education and communications strategy be in place to support major changes to waste services, specifically the implementation of a food waste service. WRAP have made available to the Council their toolkit of campaign materials, which serve as a good starting point to any local campaign. The Working Group have agreed the basis of a communications campaign for the borough, which consists of the following themes:
- **Early communications:**
Messages on social media and in the Arena magazine to highlight how much food is being wasted in Rushmoor and the associated environmental impacts, linking this to the Council's commitment to tackle climate change locally. Early messages also to include that the Council has agreed to introduce a food waste service in autumn 2021.
 - **Pre-service roll-out:**
Consisting of an information leaflet delivered approximately one month before start of service, which includes what the scheme is about, how it will be introduced and further changes to the waste service overall, what food waste can be recycled and what will happen to it and the benefits of recycling food waste and minimising waste. Also, wider communications to inform residents that their new service will be starting shortly. The pre-service communications will be followed up with a further instructional leaflet delivered alongside the caddies and liners, containing information on how to use the caddies, what food waste can be recycled and when each of the food waste, recycling and rubbish containers will be collected.
 - **Post service roll-out:**
Ongoing messages to remind residents of the food waste service and encourage its use, including information on why it is important for households to recycle all of their food waste and the associated local environmental benefits. Also to include top tips on how to make recycling convenient and some simple steps to reduce/prevent odours and any potential hygiene issues.
- 3.8. As part of the development of the communications campaign, a group of staff involved with the current leadership development programme undertook a project to identify ways to communicate and engage with the harder to reach groups in Rushmoor's community, e.g. those living in flats with shared bins, the military community and the Nepalese community. The group carried out interviews with other local authorities, met with industry experts and held a series of digital focus groups with Rushmoor residents to develop their proposals, which formed part of the broader communications plan.
- 3.9. The Member Working Group saw evidence that blocks of flats, specifically those using shared bins, had unique considerations, and should be given careful and bespoke thought to their set up. The recommendation is therefore that households with individual bins will form phase 1 of the roll out in October 2021, to ensure the service is established and running well






before the start of phase 2, to commence around spring 2022, when flats will start to be rolled in on a case-by-case basis.

- 3.10. An amendment to the current 140L standard size residual bin practice should be considered alongside moving the collection frequency to fortnightly. It is recommended that a 240L size becomes the new standard for all new or converted properties, or when bins reach the end of their life.

Alternative Options

- 3.11. The Council could delay the implementation of a food waste service until it is made mandatory from 2023, however, this will not assist with the Council's commitment to climate change or address the current poor recycling performance.
- 3.12. Rushmoor could retain a weekly collection of rubbish alongside a weekly collection of food waste. However, evidence suggests the food waste collected could be around half that than if rubbish collections were moved to a fortnightly frequency. Models indicate that this option would also result in increased carbon emissions, escalating the Council's negative impact on the local environment. In addition, the financial impact of operating two weekly services would be significant, estimated at around an additional £400,000 per year.

3.13. Figure 1: Waste collection options summary table

		Potential Food Waste Yield	Potential Recycling rate	Indicative Carbon Impact*	Indicative Collection Costs (pa)	Indicative disposal costs (pa – 1 year)	Current industry direction of travel
Collection Frequency options	“Existing” (no food waste collection)	0kg/hh/yr					Of all local authorities currently collecting food waste
	“Weekly”	30kg/hh/yr	35%	Unmodelled, but likely increase	Figures included in confidential appendix 4	Figures included in confidential appendix 4	15% 
	“AWC”	60kg/hh/yr	45%	-1,921 tCO _{2e}  - 912			75% 
	“123”	77.4kg/hh/yr	53%	-5,249 tCO _{2e}  - 2,499			10% 

Kg/hh/yr = kilograms (kg) per household (hh) per year (yr)

tCO_{2e} = tonnes (t) of Carbon Dioxide (CO₂) equivalent (e)

*Annual estimated CO₂ equivalent emission savings against the baseline, based on weekly food waste and fortnightly recycling collections (RBC whole system analysis). [Carbon footprint calculator](#) – Average yearly mileage (7,500 miles) in a regular petrol car = 2.10 tCO_{2e}

Consultation

- 3.14 In past consultations undertaken to seek views on the waste and recycling services, residents have said they are uncomfortable at the prospect of a less than weekly service for their general rubbish, specifically highlighting concerns about smells and pest infestations from food. For this reason, separate food waste collections should be made on a weekly basis to help alleviate these concerns and allow for the remaining services to be made on a lower frequency.
- 3.15 A series of online focus groups were held in February and March 2021 attended by residents from some of Rushmoor's 'harder to reach' areas of the community, including residents living in blocks of flats using shared bins and Nepalese residents. When asked how likely they would be to use the food waste service based on 1-10 (with 1 being not at all likely and 10 being very likely), an average rating of 8.5 was given by those living in flats and 10 given by Nepalese residents. When asked what the barriers would be to using a food waste service, the main aspects raised were around the security of the external caddies from pests, frequency of collection and potential odour. The majority of participants wanted to receive a leaflet with clear and simple guidelines to the service changes, with lots of graphics to overcome any language barriers, in addition to regular education/useful tips etc. through social media channels and the Council's Arena magazine.
- 3.16 It is recognised that despite the positivity received around the introduction of the separate weekly food waste collection, the overall changes to the Council's waste and recycling services are significant and therefore require a comprehensive and on-going communications campaign that encourages engagement from all areas of the community.

4. IMPLICATIONS

Risks

- 4.1. Financial – the Government's new burden funding may not be as expected from 2023. In addition, Hampshire County Council have been increasing financial pressures across the whole system, which creates potential for incurred costs to be passed on to districts.
- 4.2. Service and implementation – availability of vehicles, disposal routes and delivery of containers could all have negative impacts on the Council's reputation if they fail to be achieved on time. The plastics market is extremely volatile at the moment, so this, coupled with a growing demand by local councils for food waste containers, could lead to delays/increased costs in the supply of caddies.
- 4.3. Scheme success – participation rate may fluctuate, particularly once the service has been established for a while. This can be mitigated by new

communication activities to encourage residents to use the service and a re-launch initiative to trigger behaviour change for 'non-users'.

- 4.4. Legislation – whilst it is highly likely the Government will put into law that all local authorities must separately collect food waste at least weekly from 2023, until the Resources and Waste Strategy is finalised later this year it is not guaranteed and food waste collections could remain optional. However, having considered the environmental benefits of collecting food waste separately for recycling and removing it from the residual stream, introducing this service as soon as possible in addition to changing the collection frequency of the residual bins to fortnightly, will provide a well-needed step change to the Council's recycling performance and impact on the environment.
- 4.5. All of the above risks have been included in the project risk register to support the implementation of these changes. Mitigations where appropriate are recorded in the risk register.

Legal Implications

- 4.6. There are no major legal implications as a result of the proposed changes to service within this report. The Council is entitled to introduce changes to service within the current legal framework that exists.
- 4.7. However, because major parts of this service provision are subject to contractual arrangements changes will need to be made to the current Service Specification for the Provision of Waste and Recycling Collection between the Council and Serco Ltd. This is outlined in the change control procedure located in Schedule 7 of the Service Agreement.
- 4.8. Although informal agreement has been reached, the Council will need to formalise arrangements for disposal with Hampshire County Council.

Financial and Resource Implications

- 4.9. The Council has included within the 2021/22 revenue budget £200,000 for implementation costs and £131,000 in the Capital Programme for 2021/22 in to cover the cost of kerbside Food Waste containers. There is likely to be an additional cost pressure in 2021/22 relating to the cost of food waste collection and disposal arrangements with the County Council which is estimated at £90,000. Any cost implication arising in subsequent financial years will need to be addressed as part of the 2022/23 budget setting process. At the time of writing this report it is estimated that an additional £131k may need to be provided for on an ongoing basis, subject to other matters referred to in this report.
- 4.10. The Council will be implementing changes to its Waste and Recycling services prior to the release of New Burdens funding from Government. The details of the funding arrangements for Councils is not currently known and whilst it may be possible for the Council to apply for implementation cost funding retrospectively this is not

guaranteed. Therefore, the Council will be funding these changes in full with an uncertain position on Government funding.

Equalities Impact Implications

- 4.11. Rushmoor's diverse population has been considered throughout the planning of this project and steps will be taken to ensure all communications reach every part of the community and that they are accessible and understandable. A separate project was conducted by the Council's internal leadership development group to address the needs of those who traditionally may be considered "harder to reach" or face specific challenges accessing waste and recycling services. Findings from this work have been included in the thinking around the design of service. A full Equalities Impact Assessment (EIA) will be carried out prior to implementation of the changes.

5. CONCLUSIONS

- 5.1. The early adoption of a weekly food waste recycling service in October 2021 and the associated changes to the Council's waste and recycling services, in advance of the expected legislation changes from 2023, illustrates Rushmoor's commitment to the delivery of a crucial part of the Council's Climate Change Action Plan.
- 5.2. This important change for residents is the first step of a number of changes in respect of environmental performance and the better management of waste that will be introduced over the coming years.

Background document – Report No. OS2107 Introduction of a Weekly Food Waste Collection Service

M L SHEEHAN
PORTFOLIO HOLDER
OPERATIONAL SERVICES

COUNCIL MEETING – 24TH JUNE 2021**AGENDA ITEM NO. 4 (3)****PAY POLICY STATEMENT**

A report from the meeting of the Corporate Governance, Audit and Standards Committee.

SUMMARY AND RECOMMENDATIONS

Under the Localism Act 2011, the Council is required to consider and approve a pay policy statement for the financial year. This report seeks approval for a statement covering 2021/22.

The Council is recommended to agree the Pay Policy Statement for 2021/22 as set out in Appendix A.

1. BACKGROUND & INTRODUCTION

- 1.1 Under the Localism Act 2011, the Council is required to consider and approve a pay policy statement for the financial year. The Council's pay policy statement for 2021/22 is set out in Appendix A.
- 1.2 The Act sets out a clear expression of the Government's desire that taxpayers can access information about how public money is spent on their behalf. It translates this into a requirement for improved transparency over both senior council officers pay and that of the lowest paid employees. To support this, the Act requires publication of an annual pay policy statement.
- 1.3 The Act sets out specific information that must be included in the Pay Policy Statement as follows:
 - the pay framework, level and elements of remuneration for Chief Officers
 - the pay framework and remuneration of the 'lowest paid' employees
 - the relationship between the remuneration of the Chief Officer and other officers
 - other policies relating to specific aspects and elements of remuneration such as pay increases, other allowances or payments, pension and termination payments.

2. DETAILS OF THE STATEMENT

- 2.1 The Pay Policy Statement contains two main components. It sets out the framework within which pay is determined in Rushmoor Borough Council and it

provides an analysis comparing the remuneration of the Chief Executive with other employees of the authority.

- 2.2 The comparisons included within the paper, look at the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed in the lowest grade within the structure. The ratio for 2020/21 is 6.7:1,
- 2.3 The second ratio included within the analysis, looks at the relationship between the median remuneration of all staff compared to the Chief Executive. There has been no change to this ratio since the last statement and it remains at 3.6:1.
- 2.4 The recommendation of the Hutton Report (2010) is that public sector organisations should comply with a maximum multiple of 20:1. Rushmoor is well within this multiple.

SUE CARTER
CHAIRMAN OF CORPORATE GOVERNANCE
AUDIT AND STANDARDS COMMITTEE

Rushmoor Borough Council
Pay Policy Statement for the Financial Year 2021-2022

Purpose

The purpose of this pay policy statement is to set out Rushmoor Borough Council's (RBC's) policies relating to the pay of its workforce for the financial year 2021-22, in particular: -

- a) the remuneration of its Chief Officers
- b) the remuneration of its "lowest paid employees"
- c) the relationship between
 - the remuneration of its Chief Officers
 - the remuneration of its employees who are not Chief Officers

Definitions

For the purpose of this pay policy statement, the following definitions will apply: -

"Chief Officer" refers to the following roles within RBC: -

- Chief Executive, as Head of Paid Service*
- Executive Directors
- Heads of Service

The **"lowest paid employees"** refers to permanent or fixed-term staff employed at Grade 1 of the pay scale. Grade 1 is the lowest grade.

An **"employee who is not a Chief Officer"** refers to all permanent or fixed-term staff who are not within the "Chief Officer" group above, including the "lowest paid permanent employees" i.e. staff on Grade 1.

Remuneration of the "lowest paid employees" and "all other employees who are not Chief Officers"

Pay framework

Pay for the "lowest paid employees" and "all other employees who are not Chief Officers" is determined by the National Joint Council for Local Government Services and in line with the council's Pay and Reward Policy.

Not included in the definitions referred to above, there is a small and fluctuating number of 'casual' staff, some of whom receive lower salaries in accordance with minimum wage legislation.

The employment of casual staff recognises the need to have a small team of trained and available workers who can be deployed at short notice to assist with seasonal and emergency requirements. This approach enables the organisation to have an efficient and economic response to workload demands but without the need to incur unnecessary costs or to rely upon employment agencies. The use of casual contracts is regularly reviewed and staff engaged in this way are encouraged to apply for permanent roles when they become available.

The only other group employed by the Council who are excluded from the pay comparison data are apprentices. The apprentices are employed for a designated period during which time they are provided with on and off job training alongside the opportunity to gain valuable experience within a working environment. For this reason, the salary comparison would not be relevant.

The Pay and Reward Policy was implemented in April 2007 in line with National guidance, with the grade for each role being determined by a consistent job evaluation process. This followed a national requirement for all Local Authorities, and a number of other public sector employers, to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer. The NJC framework for Job Evaluation was up-dated during 2013 and appropriate revisions made to the procedure for collecting data for evaluation to streamline the process and assist with pay comparability within Rushmoor Borough Council.

The Council's grading structure is based on the NJC terms and conditions using the national spinal column points with the addition of a number of spinal column points at the top of the scale. There are 12 grades (1 – 7, Service Manager, Corporate Manager, Head of Service, Director and Chief Executive) in the pay framework, grade 1 being the lowest and Corporate Manager, the highest (for those below Chief Officer). Each employee will be on one of the 12 grades based on the job evaluation of their role.

Each grade has a number of incremental steps and employees can progress along the salary range to the maximum of their grade, subject to assessment of their performance.

Pay awards for those staff up to and including Grade 7 are determined directly from the negotiations held between the Local Government Employers and the recognised Trades Unions. Since the implementation of the Council's pay framework, the same percentage award has been applied to all other grades including that of Chief Officers.

It should be noted that on 3rd September 2013, Cabinet made a decision to adopt the Foundation Living Wage Scheme, and hence the minimum wage in Rushmoor has reflected this. From 1st April 2019, the NJC pay rates will align with the Living Wage and hence this adjustment will no longer be necessary.

The analysis used for this report draws upon the pay rates as at 1st April 2021.

The remuneration of the “lowest paid employees” includes the following elements: -

- Salary
- Any allowance or other contractual payments in connection with their role

See below for comments on each element

Salary

Each “lowest paid permanent employee” is paid within the salary range for Grade 1.

Details of the Council’s grades and salary ranges are available on the website.

The normal starting salary for new employees will be at the entry point for the grade. However, at the appointing managers discretion, based on their assessment of skills and experience employees may commence at a higher grade point.

Other payments and allowances

Any allowance or other payments will only be made to staff in connection with their role or the patterns of hours they work and must be in accordance with the Pay and Reward policy. In a small number of roles where significant recruitment difficulties are experienced, a market supplement is paid. Market supplements are reviewed annually to ensure they are still required.

Further details of such allowances and payments are available on request.

Progression within the salary scale

The Council has a performance management and development review scheme in place. This embraces a number of elements including a joint review of performance, sharing organisational/team goals and agreeing future plans. Progression through the incremental scale appropriate to the grade is dependent upon performance being assessed as satisfactory by the staff member’s line manager.

In exceptional cases where staff members have consistently delivered exceptional performance, more than one incremental point may be awarded, with the approval of the Head of Service.

Pension

All Rushmoor Borough Council staff are eligible to join the Local Government Pension Scheme. There is automatic enrolment procedure in place to encourage membership of the scheme.

Severance Payments

Any severance payments will be in line with the Council's adopted policies on Organisational Change and MARS (Mutually Agreed Resignation Scheme). Further details are available on request.

Remuneration of Chief Officers

Pay framework

"Chief Officers" refers to the Chief Executive, Corporate Directors and Heads of Service.

This group of "Chief Officers" are paid on locally determined pay scales outside of the NJC agreement. These pay scales were created by extending the NJC spinal column points, and since the implementation of the Pay and Reward policy, these Chief Officers have received the same annual percentage pay award as all other employees within the Council.

Salary

Salaries of the Council's Chief Officers are published on the council's website.

The normal starting salary for new employees will be at the entry point for the grade., However, at the appointing managers discretion, based on their assessment of skills and experience employees may commence at a higher grade point.

Other allowances or payments

Any allowance or other payments will only be made to staff in connection with their role or the patterns of hours they work and must be in accordance with the Council's Pay and Reward policy.

The Chief Executive is appointed by the Council to act as the Returning Officer at the election of councillors for the Borough and as acting Returning Officer at Parliamentary Elections. The additional fees associated with these functions will be paid in accordance with those set nationally or locally through the Hampshire and Isle of Wight Elections Fees Working Party.

Within the fees structure for elections, provision is made for payments to staff for specific duties. These payments are also made in accordance with nationally set rates or locally through the Hampshire and Isle of Wight Election Fees Working Party. Details are available on request.

Further details of such allowances and payments are available on request.

Progression within the salary scale

Progression through the incremental scale appropriate to the grade is dependent upon performance being judged as satisfactory or higher at the end of the review year.

Pension

All employees are eligible to join the Local Government Pension Scheme but the value of these benefits has been excluded from the figures used for pay comparison purposes.

Severance Payments

Any severance payments will be in line with the Council's policy for Organisational Change or MARS scheme and further details are available on request.

The relationship between remuneration of highest and lowest paid employees of the council.

There are a number of different ways of presenting this information to provide a rounded picture of pay comparisons within the organisation.

The lowest, median and highest salaries as at 1st April 2021 are as follows:

Lowest:	£18,562
Median	£34,729
Highest	£124,125

By simply taking the salary of those permanently appointed employees paid on the lowest grade of the council's pay structure and comparing this with the Chief Executive a pay ratio of **1:6.7** emerges. This is the same as in the previous year's ratio.

The Hutton Report (2010) that looked at the relationship between pay levels in the public sector recommended that organisations should comply with a maximum pay multiple of **1:20**. Rushmoor is well below that ratio.

An alternative approach would be to compare the Chief Executive's salary against the median salary. This equates to a ratio of **1:3.6** which is a slight change to the **1:3.8** ratio, which was previously reported.

There has been no significant movement over the last 12 months. These results indicate that there is no cause for concern regarding the ratio between the pay rates for staff and the Chief Executive.

CABINET

Meeting held remotely on Tuesday, 20th April, 2021 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 **3rd May, 2021**.

59. DECLARATIONS OF INTEREST –

Having regard to the Members' Code of Conduct, the following declarations of interest were made:

Item No.	Member	Interest	Reason
67	Cllr D.E. Clifford	Personal and non-prejudicial	Council appointed representative on the Investment Board of Rushmoor Development Partnership
67	Cllr K.H. Muschamp	Personal and non-prejudicial	Council appointed Director of Rushmoor Homes Limited
67	Cllr P.G. Taylor	Personal and non-prejudicial	Council appointed Director of Rushmoor Homes Limited
67	Cllr M.J. Tennant	Personal and non-prejudicial	Council appointed representative on the Investment Board of Rushmoor Development Partnership

Having regard to the Officer Code of Conduct, Mrs Karen Edwards, Executive Director, declared a personal, non-pecuniary interest in any matters relating to the Rushmoor Development Partnership (RDP) in respect of her position as a Council-appointed representative on the RDP Investment Board. It was confirmed that the interest was such that Mrs Edwards was entitled to advise the Cabinet on matters concerning the RDP.

60. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 16th March, 2021 were confirmed.

61. **REVENUE BUDGET MONITORING REPORT 2020/21 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2108, which set out the anticipated financial position for 2020/21, based on the monitoring exercise carried out during February and early March, 2021. Members were informed that the Covid-19 pandemic had continued to have a widespread impact on local authority budgets, particularly in relation to a significant loss of income from services. Forecasts had not taken full account of the Covid restrictions imposed in December, 2020, so further fluctuations were expected in the outturn position, which would be reported to the Cabinet in due course. Members were reminded that the Council had agreed to defer interest payments on loans to provide cashflow support to Farnborough International Limited, following the cancellation of the 2020 Airshow. In March, 2021, Barclays, as primary creditor, had proposed changes to the Facility Agreement which would result in the repayment of the Council's element of the loan being delayed by two years. A summary of the general risks and uncertainties faced by the Council at this time was included in the Report.

The Cabinet RESOLVED that

- (i) the latest revenue forecasts and financial impact from Covid-19, as set out in Report No. FIN2108, be noted;
- (ii) the establishment of a Lease Surrender reserve, noting the reserve movements proposed to support the General Fund in 2020/21, be approved; and
- (iii) the proposed changes to the repayment profile of the Council's loans to Farnborough International Limited, as set out in paragraphs 3.8 to 3.11 of the Report, be approved.

62. **CAPITAL PROGRAMME MONITORING AND FORECASTING REPORT 2020/21 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2109, which provided the latest forecast regarding the Council's Capital Programme for 2020/21, based on the monitoring exercise carried out during March, 2021. The Report advised that the revised Capital Programme for 2020/21, which had been agreed by the Council on 25th February, 2021, totalled £24,721,000. It was noted that projects of major financial significance to the Council in the Capital Programme included the Aldershot Town Centre Integration and Union Street developments, the replacement of cremators at the Crematorium, the conversion of Voyager House and the establishment of a housing company. It was explained that, of the approved capital budget of £24.9 million, only £23.8 million was forecast to be spent by the end of 2020/21. It was reported that

this variance was due to delays in capital projects being completed in the 2020/21 financial year.

The Cabinet RESOLVED that

- (i) the latest Capital Programme monitoring position, as set out in Tables 1 and 2 of Report No. FIN2109, be noted; and
- (ii) the expenditure related to the Better Care Fund, as set out in paragraph 3.6 of the Report, following the receipt of additional income of £142,801 from the Ministry of Housing, Communities and Local Government, be approved.

63. **ALDERSHOT POOLS COMPLEX - DISCRETIONARY RATE RELIEF –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2102, which set out details of an application for rate relief on behalf of Places for People Leisure in respect of its operation of the Aldershot Pools Complex.

Members were reminded that Places for People Leisure had been awarded a new contract to operate the facility from 1st April, 2021 until 31st March, 2025 and that 100% relief had previously been allowed for the period up to 31st March, 2021 when Places for People Leisure had also been operating the complex.

The Cabinet RESOLVED that 100% discretionary rate relief be awarded to Places for People Leisure to 31st March, 2025, as set out in Report No. OS2102.

64. **ALDERSHOT LIDO - PROPOSAL FOR OPENING 2021 SEASON –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2104, which set out a proposal for the opening of the Aldershot Lido for the 2021 season.

Members were reminded that when Places for People Leisure had been awarded a four-year contract to run the Aldershot Pools Complex, it had been agreed that work would be done to assess the viability of opening the Aldershot Lido for the 2021 season. The Report set out projections by Places for People Leisure of the start-up and operating costs, including projected costs of around £109,000 to prepare the facility for opening. Whilst the running costs for the Lido could be accurately estimated based on data from previous years, the income received would be largely dependent on the weather and, therefore, more difficult to predict.

The Cabinet expressed strong support for the Aldershot Lido, both in terms of the opening for the 2021 season and of the long term future of the facility.

The Cabinet RESOLVED that

- (i) the opening of the Aldershot Lido to the public for the 2021 season, taking account of the implications set out in Report No. OS2104, be approved;

- (ii) a spend of £110,000 from existing budgets, to allow for essential pre-season works and maintenance to the facility and the provision of an additional £100,000 to cover the operation of the facility, based on forecasts, as set out in the Report, be approved; and
- (iii) the entering into an agreement with Places for People Leisure for the operation of the Aldershot Lido, working with the Council on an open-book basis to optimise the performance of the facility, be approved.

65. LOCAL GOVERNMENT ASSOCIATION EQUALITIES AND DIVERSITY PEER CHALLENGE –

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

The Cabinet considered Report No. ACE2102, which set out the findings of the Local Government Association (LGA) Equalities Peer Challenge. The Chairman welcomed Cllr J.B. Canty, Chairman of the Policy and Project Advisory Board, who had requested to address the Cabinet on this issue.

The Report set out background information relating to the Council's approach to equality and diversity issues, following the Notice of Motion passed in June, 2020 to record the Council's solidarity in the fight against racism following the death of George Floyd. As part of this approach, Members were reminded that the peer challenge exercise had been carried out during January, 2021. Following this, the LGA had published its recommendations and this had led to the development of an action plan.

The Cabinet then heard from Cllr Canty, who set out the role of the Policy and Project Advisory Board (PPAB) in developing the Council's approach to equalities and diversity, including the commissioning of the peer challenge exercise. The importance of the local context to this work was stressed, along with the need to ensure that proposed actions were followed through. In this respect, PPAB supported the approach of linking the action plan, wherever possible, to the Council's existing policies and procedures.

The Cabinet welcomed the findings of the peer challenge exercise and expressed commitment to make further progress in this area.

The Cabinet RESOLVED that

- (i) the Equality Peer Challenge Report, as set out in Report No. ACE2102, be approved; and
- (ii) the draft Action Plan, as set out in Annex B to the Report, be approved.

66. RUSHMOOR ROUGH SLEEPING STRATEGY 2021-22 –

(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2103, which set out the Council's Rough Sleeping Strategy 2021-2022.

Members were reminded that the Homelessness Act 2002 had placed a range of duties on local housing authorities, including to undertake periodic reviews of homelessness and to develop strategies for preventing and tackling homelessness based on the outcomes of such reviews. This strategy would complement the Council's Housing and Homelessness Strategy and would allow the Council to provide assistance to its most vulnerable residents.

The Cabinet RESOLVED that the Rushmoor Rough Sleeping Strategy 2021-2022 and associated delivery plan, as set out in Report No. OS2103, be approved.

67. **REGENERATING RUSHMOOR PROGRAMME - UNION STREET, ALDERSHOT REGENERATION SCHEME –**

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

The Cabinet considered Report No. RP2103, which set out the outcomes and recommendations from the due diligence work undertaken in relation to the delivery options and funding routes for the Council's plans to redevelop land at Union Street, Aldershot and sought approval to move to the next stage of project delivery.

The Report and appendices set out the background in relation to the site and the significant work and due diligence undertaken to date and options for the way forward. Planning permission had been secured in 2020 for 100 residential units (20% affordable), 16 commercial units and 128 rooms of student accommodation, originally intended for the University of the Creative Arts (UCA). Members were informed of the work of the cross-party Cabinet working group and its involvement in the due diligence process. It was confirmed that the Group was supportive of the recommendations to move to the final stage of design and preliminary site works.

In terms of options for the ongoing ownership of the scheme, following the UCA withdrawing from lease negotiations in relation to the 128 bed spaces within the consented scheme, the Council had been undertaking soft market testing with student accommodation operators and had commissioned external consultants to understand the scope and feasibility for considering an alternative approach to delivery, focused on direct lets to the student market or on nominations agreements with higher education institutions.

CRM Students, a leading provider of student accommodation across the country, had provided the Council with an indicative management proposal for the scheme. This had allowed for a range of sensitivities to be tested in relation to occupancy levels and rental income per room. This exercise had established that the Council had the potential to improve on the terms that had been agreed in principle with the UCA and to generate a better yearly income to underpin the delivery of the wider scheme.

Avison Young had been commissioned by the Council and had undertaken a comprehensive review of the local student accommodation market. They had then sense-checked the approved scheme in terms of likelihood of student uptake. This had endorsed the proposal provided by CRM in terms of price points and management costs associated with a direct let approach. Avison Young had also engaged with local higher education providers to gauge the appetite for purpose-built student accommodation and the feedback had been positive, with interest from the

UCA alongside other institutions based within the Guildford area. Further conversations were also planned with Farnborough College of Technology to confirm whether they would also have an interest in utilising some of the student bed spaces on offer.

Avison Young had noted in their draft report that the proposed scheme had been well designed and spacious and would appeal to both institutions and the student market. They had projected a 10-year cashflow net income based on achieving an occupancy level of 97%, with rents pitched between £165 to £175 per week, that compared favourably to the net income position that had been progressed with the UCA by way of a lease.

Members were informed that the Council's risk profile would be significantly altered in light of the fact that, at the present time, there was no confirmation of uptake of the units and such an undertaking would not be established until approximately one year prior to practical completion. The most favourable outcome would be for an institution such as UCA to enter into a nominations agreement, underwriting the rent for the entirety of the bed space offer for a period of five or ten years, which was an industry standard. The UCA were keen to explore this principle with the Council but this would not happen prior to the commencement of the build.

On the basis of the external advice received, it was felt that the current and forecasted demand for student accommodation would enable the Cabinet to proceed with the next stage of the scheme, whilst exploring further different delivery routes for the purpose built student accommodation element of the Union Street scheme. This approach would have the potential to improve the overall viability of the scheme, as long as the risks were managed effectively.

Members discussed the options and were supportive of the suggested approach, as set out in the Report.

The Cabinet RESOLVED that

- i) the outcomes of the due diligence process, as set out in Report No. RP2103 and in the Reports by Grant Thornton UK LLP and Lambert Smith Hampton Investment Management (LSHIM), be noted;
- ii) the risks identified in Exempt Appendices E and L and the recommendations and next steps proposed by LSHIM and officers in order to progress the scheme, as set out in Section 5 of the Report, be noted;
- iii) the Council's progression to the next stage of development, as set out in Sections 6 and 7 of the Report, be approved, on the basis of:
 - a) the Council undertaking the development of the scheme;
 - b) on completion, the Council retaining the student accommodation and commercial units and disposing of the affordable units to a Registered Provider (RP);
 - c) the Board of Rushmoor Homes Limited (RHLtd) being offered the option to acquire the remaining residential units;

- iv) the appointment of Hill Partnerships Limited to carry out the technical design and site preliminary works, as set out in Section 6 of the Report, be approved, subject to a final decision to proceed with the scheme by the Council;
- v) the utilisation of up to £2.2 million of Housing Infrastructure Fund grant funding at risk, as set out in Section 6 of the Report, to cover the costs associated with RIBA Stage 4: Technical Design and preliminary works relating to the consented scheme in order to minimise delay in the delivery of the scheme be approved and the potential for a further bid to Homes England for delivery and capacity funding be noted;
- vi) a variation (or other route) to the existing demolition contract, as set out in Section 7 of the Report, to allow for additional site preparatory works to be undertaken, be approved; and
- vii) the next steps and that a further report would be presented to the Cabinet in due course to enable a final decision to proceed with the scheme, with a recommendation to the Council to approve the further capital expenditure required to deliver the Union Street development, be noted.

68. 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
69	3	Information relating to financial or business affairs

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

69. INVESTMENT PROPERTY PORTFOLIO - AGREEMENT OF REVISED RENTAL OFFER –

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

The Cabinet considered Exempt Report No. RP2102, which set out details of a revised rental offer in relation to a property owned by the Council.

Members were informed that, following a difficult trading year, a series of discussions had taken place with the tenant of one of the Council’s retail properties. The Tenant had built up rent arrears since September, 2019. Officers had worked with Lambert Smith Hampton Investment Management (LSHIM), the Council’s Asset Managers, and had negotiated a revised rental offer that represented a good solution for both the Tenant and the Council.

The Cabinet was supportive of the suggested approach and considered this to be

the best available option.

The Cabinet RESOLVED that, having considered the options set out in Exempt Report No. RP2102, the option agreed in principle with the Tenant, be approved as follows

- (i) changes in payment frequency to a weekly rent payment equivalent to the existing annual rent, payable from 1st May, 2021;
- (ii) should the break option in the lease be exercised on 1st July, 2024, then rent arrears accrued from October, 2020 to the end of April, 2021 to be paid back with interest;
- (iii) if the break option is not exercised, then the monies owed will not fall due to be paid;
- (iv) the Council retains the right to take enforcement action for defaults by the Tenant of its lease obligation, which may result in the Tenant being required to pay these arrears;
- (v) a payment plan be put in place to meet arrears of Service Charge due;
- (vi) a payment plan be put in place to meet arrears of topping up the rent deposit sums due; and
- (vii) the adding of the Tenant's main corporate vehicle as a guarantor to the lease.

The Meeting closed at 8.17 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

CABINET

Meeting held on Tuesday, 8th June, 2021 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 **21st June, 2021**.

1. **DECLARATIONS OF INTEREST –**

Having regard to the Members' Code of Conduct, no declarations of interest were made.

2. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 20th April, 2021 were confirmed and signed by the Chairman.

3. **COUNCIL BUSINESS PLAN PROJECT PROGRESS REPORT QUARTER FOUR AND END OF YEAR 2020/21 –**

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

The Cabinet received Report No. ACE2103, which set out progress in delivering the Council Business Plan projects during the fourth quarter of 2020/21 and also provided an end of year summary. Members were reminded that, following a recent change in reporting arrangements, only projects which were either completed during Quarter 4 or were not on track at the end of Quarter 4 would be included in the report. Members were informed that the majority of projects had been identified as making good progress and details of these could be found on the Council's website (www.rushmoor.gov.uk/councilplan). Overall, good progress was being made against an ambitious programme of work, taking account of the impact of the current pandemic and ongoing resource constraints.

The Cabinet NOTED the progress made towards delivering the Council Business Plan, as set out in Report No. ACE2103.

4. **COUNCIL BUSINESS PLAN 2021 - 2024 –**
(Cllr Adrian Newell, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet considered Report No. ACE2104, which set out proposed updates to the Council's three year business plan.

Members were informed that the business plan would build on the priorities that had been identified by the Cabinet and that supported the Council's Vision for Aldershot and Farnborough 2030. Members were informed that the business plan had been significantly reworked and had been structured against two key areas of work which would cover the themes of People and Place. The plan would be presented at the Council Meeting on 24th June, 2021.

The Cabinet expressed strong support for the new business plan, both in terms of layout and content.

The Cabinet RECOMMENDED TO THE COUNCIL that the Rushmoor Borough Council Business Plan (April 2021 to March 2024), as set out in Report No. ACE2104, be approved.

5. **BUSINESS RATES - DISCRETIONARY RATE RELIEF APPLICATION –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2111, which set out details of an application for rate relief on behalf of Blue Ocean Seismic Services Limited.

Members were informed that details of the application were contained within the Report and that the applicant was a technology company that had recently relocated to Farnborough from Perth, Australia. In a correction to the table at paragraph 4.4 of the Report, Members were informed that the total cost to Rushmoor Borough Council of the two years' relief was £30,255.41 and not £30,655.41 as stated.

The Cabinet RESOLVED that 100% discretionary rate relief be awarded to Blue Ocean Seismic Services Limited for the period 13th July, 2020 to 12th July, 2022, as set out in Report No. FIN2111.

6. **INTRODUCTION OF A WEEKLY FOOD WASTE COLLECTION SERVICE –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2107, which set out a proposal to introduce a weekly food waste collection service and make associated changes to other waste collection services. The Chairman welcomed the Leader of the Labour Group (Cllr Christine Guinness), who had requested to address the Cabinet on this issue.

Members were reminded that, at its meeting on 10th November, 2020, the Cabinet had approved the Council's Climate Change Action Plan that had been prepared in response to the Climate Emergency that had been declared by the Council in summer, 2019. A key action within the Climate Change Action Plan had been to set up a separate food waste collection service. Subsequently, the Cabinet had set up a cross-party working group to guide the project and to make recommendations on

the operational detail for the service. The Group had met several times and the Report set out recommendations that had been unanimously supported by the members of the Group. Members were informed that the Group's recommendations provided details of how the proposals met the Council's climate change objectives and also considered how the Council might comply with the Government's forthcoming Resources and Waste Strategy, which required Councils' recycling performance in England to be 65% of municipal waste by 2035. The Cabinet was reminded that the Council's recycling rate in 2019/20 had been 29.6%.

The Cabinet heard from Cllr Guinness, who expressed support from the Labour Group to the proposals contained within the Report. Cllr Guinness detailed a number of concerns that had been received from residents regarding the proposals. In response to Cllr Guinness' comments it was confirmed that residents would be able to make an online request to upgrade from a 140 litre capacity bin to a 240 litre one. It was further confirmed that the larger, outside food waste caddies would be lockable and that any requests for additional bins would be investigated by Council officers, with a home visit being likely. Members were informed that flats and properties with communal bins would be assessed on a case-by-case basis in order to work out the best solution for each site. It was also confirmed that the Council would continue to work with the County Council to seek to broaden the range of items that could be accepted in recycling bins.

In discussing the proposals, the Cabinet expressed strong support for the suggested approach and stressed the importance of good communications to help residents to move smoothly to the new arrangements.

The Cabinet

- (i) **RESOLVED** that approval be given to
 - (a) the introduction of weekly collections of food waste in autumn 2021, as set out in Report No. OS2107;
 - (b) the provision of black 23 litre kerbside food waste containers and silver 5 litre kitchen caddies to households that use individual bins, with silver 5 litre kitchen caddies and the shared use of 140 litre adapted wheeled bins for properties using communal bins;
 - (c) the supply of one roll of 52 polyethylene green caddy liners to each household at the launch of the service, with an 'any bag' policy to be adopted once the initial supply had been used;
 - (d) the disposal of food waste, as arranged in partnership with Hampshire County Council, using a fully accredited Anaerobic Digestion facility;
 - (e) the moving of collections of non-recyclable household rubbish to a fortnightly frequency in autumn 2021, to coincide with the start of the introduction of the food waste scheme and to maximise food waste yield, promote waste minimisation, reduce carbon emissions and limit financial impact;

- (f) the working group remaining in place to advise on any significant implementation issues;
 - (g) the revision of the existing practice of providing 140 litre residual waste containers as replacements and for new properties, instead offering a 240 litre wheeled bin as the standard size, with 140 litre bins as an option;
 - (h) the phased implementation of the food waste service, starting with properties with individual external wheeled bins and moving onto those with shared waste containers as a second phase, commencing in spring 2022;
 - (i) the development of a new policy within the 2021/22 municipal year to govern the Council's waste collection services in line with the changes set out in the Report and future changes expected as a result of Government legislation and County Council initiatives;
 - (j) the noting of the comprehensive communications plan, as set out in Appendix 6 to the Report, to support the important service changes; and
- (ii) **RECOMMENDED TO THE COUNCIL** that approval be given to an additional revenue budget of £90,000 in 2021/22 to facilitate the roll out of the food waste collection service, noting that the financial impact of the changes in future financial years would need to be addressed in the 2022/23 budget setting process.

7. **FARNBOROUGH LEISURE CENTRE - DEMOLITION –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2103, which set out a proposal for the demolition of the vacant Farnborough Leisure Centre building.

The Cabinet was reminded that, in January, 2021, the decision had been taken not to re-open the Farnborough Leisure Centre due to the significant cost implications of the extension of the leisure contract as a result of the Covid-19 pandemic. Members were informed that, once the site had been cleared, site investigation works would be carried out in relation to the development of the new Leisure and Civic Hub building, prior to the Final Business Case. Wilmott Dixon Construction had been appointed through the Procurement Hub Framework for the delivery of the scheme. It was reported that, following representations made by members of the public, options to preserve the mosaic murals situated on the side of the existing leisure centre would be explored further.

The Cabinet expressed support for the proposed approach, which would enable the provision of the new facility in the shortest possible timescale.

The Cabinet RESOLVED that

- (i) the appointment of Wilmott Dixon Construction Limited, through the Procurement Hub Framework, to carry out the demolition and site clearance of Farnborough Leisure Centre and to undertake further survey works upon completion of the site clearance, as set out in Report No. RP2103, be approved;
- (ii) the release of £1,135,000 funding from the Capital Programme for the demolition works and associated project management, as agreed by the Council on 25th February, 2021, be approved;
- (iii) a further budget of £20,000 to fund ongoing project delivery costs and the consideration of alternative options, be approved; and
- (iv) following further investigation of the available options for the preservation of the mosaic murals, the Chief Executive, in consultation with the Major Projects and Property Portfolio Holder, be authorised to commission the necessary works.

8. **APPOINTMENTS TO CABINET WORKING GROUPS –**

The Cabinet RESOLVED that

- (i) appointments be made to Cabinet working groups for the 2021/22 Municipal Year as follows:-

Aldershot Regeneration – Union Street due diligence

Major Projects and Property Portfolio Holder - Cllr M.J. Tennant

Corporate Services Portfolio Holder - Cllr P.G. Taylor

Labour Group (1) - Cllr K. Dibble

Budget Strategy Working Group

Corporate Services Portfolio Holder - Cllr P.G. Taylor

Chairman of Corporate Governance, Audit and Standards Committee - Cllr Sue Carter

Chairman/Vice-Chairman of Policy and Project Advisory Board - Cllr J.B. Canty

Conservative Group (2) - Cllrs P.J. Cullum and C.J. Stewart

Labour Group (2) - Cllrs Gaynor Austin and K. Dibble

Liberal Democrat (1) -

Cllr T.W. Mitchell

Climate Change Working Group

Cabinet Members (2) -

Cllrs K.H. Muschamp and
M.L. Sheehan

Chairman of Policy and Project
Advisory Board -

Cllr J.B. Canty

Conservative Group (2) -

Cllrs Mara Makunura and
C.J. Stewart

Labour Group (2) -

Cllrs Gaynor Austin and
M.J. Roberts

Liberal Democrat (1) -

Cllr T.W. Mitchell

Covid Recovery

Conservative Group (5) -

Cllrs P.J. Cullum, M. Hope,
Prabesh KC, Mara
Makunura and A.R. Newell

Labour Group (3) -

Cllrs Christine Guinness,
Nadia Martin and Sophie
Porter

Food Waste Collection

Operational Services Portfolio Holder -

Cllr M.L. Sheehan

Chairman of Policy and Project
Advisory Board -

Cllr J.B. Canty

Conservative Group (2) -

Cllrs Mara Makunura and
K.H. Muschamp

Labour Group (2) -

Cllrs Sophie Porter and
Sarah Spall

Member Development Group

Democracy, Strategy and Partnerships
Portfolio Holder -

Cllr A.R. Newell

Additional Cabinet Member -

Cllr P.G. Taylor

Conservative Group (2) -

Cllrs J.B. Canty and C.J.
Stewart

Labour Group (2) -

Cllrs Nadia Martin and
Sophie Porter

Liberal Democrat (1) -

Cllr T.W. Mitchell

- (ii) the Head of Democracy and Community, in consultation with the Leader of the Council, be authorised to make appointments to these Groups during the 2021/22 municipal year, in order to fill vacancies.

The Meeting closed at 7.58 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 21st April, 2021 at 7.00 pm via Microsoft Teams and streamed live.

Voting Members

Cllr J.H. Marsh (Chairman)
Cllr C.J. Stewart (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr K. Dibble
Cllr C.P. Grattan
Cllr Nadia Martin
Cllr B.A. Thomas

Non-Voting Member

Cllr Marina Munro (Planning and Economy Portfolio Holder) (ex officio)

67. DECLARATIONS OF INTEREST

Cllr C.J. Stewart declared a personal and prejudicial interest in respect of planning application 21/000048/REVPP (No. 1 North Close, Aldershot) in respect of his parents' ownership of a property in the vicinity and their submitted objections to the planning application. In accordance with the Members' Code of Conduct, he did not take part in the meeting during the discussion and voting thereon.

68. MINUTES

The Minutes of the meeting held on 17th March 2021 were approved and signed by the Chairman.

69. REPRESENTATIONS ON PLANNING APPLICATIONS

In accordance with the guidelines for public participation at meetings, the following representations were made to the Committee and were duly considered before a decision was reached.

Application No.	Address	Representation	In support of or against the application
21/00048/REVPP	No. 1 North Close, Aldershot	Ms. Lisa Walker	Against
21/00066/FULPP	Briarwood, Sorrel Close, Farnborough	Mr Stuart Duddy Mr Huw Mellor	Against In support

70. **SITE VISIT**

RESOLVED: that a site visit be undertaken in respect of the following planning application for the reason set out:

Application No.	Address	Reason for Site Visit
21/00187/FULPP	Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough	To assist in consideration of the full internal dimension of the stage area – site not fully visible from public viewpoints.

71. **PETITIONS**

RESOLVED: That the petitions received in respect of the following application be noted, as set out in the Head of Economy, Planning and Strategic Housing’s Report No. EPSH2110 (as amended at the meeting):

Application No.	Address
21/00048/REVPP	No. 1 North Close, Aldershot

72. **PLANNING APPLICATIONS**

RESOLVED: That

(i) permission be refused for the following application, as set out in Appendix “A” attached hereto, for the reasons mentioned therein:

* 21/000048/REVPP No. 1 North Close, Aldershot

(ii) the following application be determined by the Head of Economy, Planning and Strategic Housing in consultation with the Chairman:

* 21.00066/FULPP Briarwood, Sorrel Close, Farnborough

(iii) the applications dealt with by the Head of Economy, Planning and Strategic Housing, where necessary in consultation with the Chairman, in accordance

with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Economy, Planning and Strategic Housing's Report No. EPSH2110, be noted;

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

20/00400/FULPP	Land at former Lafarge site, Hollybush Lane, Aldershot
21/00231/FULPP	Nos. 209-211 Lynchford Road, Farnborough
21/00108/REMPP	Zone K (Stanhope Lines East) and Zone M (Buller Wellesley), Aldershot Urban Extension, Alisons Road, Aldershot
21/000187/FULPP	Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough

* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2110 in respect of these applications was amended at the meeting

73. PLANNING APPLICATION 21/00048/REVPP - NO. 1 NORTH CLOSE, ALDERSHOT

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2110 regarding the variation of planning condition 15 attached to planning permission 17/00344/REVPP dated 22.6.17 for the erection of a restaurant with a drive-through takeaway facility, to allow permitted hours of use from 0600 hours to 0000 hours, seven days per week, instead of 0700 hours to 2300 hours at No. 1 North Close, Aldershot.

Before consideration of the application, the Committee was addressed by Ms. Lisa Walker in opposition to the planning application.

During consideration of the application, Members spoke of issues in connection with the impact of noise, air pollution and light pollution on neighbouring properties and the impact on quality of life with the premises starting operation at 0600 hours and going through to midnight every day.

The Committee agreed that the final wording of the refusal should be drafted for the Chairman's approval.

RESOLVED: That planning permission/consent be refused, as set out in Appendix "A" attached hereto for the reasons mentioned therein.

74. PLANNING APPLICATION NO. 21/00066/FULPP - BRIARWOOD, SORREL CLOSE, FARNBOROUGH

The Committee received representations from Mr. Stuart Duddy (against the planning application) and Mr. Huw Mellor (in support of the planning application).

The Committee then considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2110 (as amended at the meeting) regarding the erection of 10 three-bedroom three-storey detached houses with vehicular access from Sorrel Close, together with associated parking, internal access driveway and landscaping.

RESOLVED: That, subject to the completion of a satisfactory Planning Obligation under Section 106 of the Town and Country Planning Act 1990 by 24th May 2021 to secure the SAMMs SPA and Public Open Space contributions as set out in the Head of Economy, Planning and Strategic Housing's Report No. EPSH2110 (as amended at the meeting), the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the planning conditions and informatives set out in the Report (and as amended at the meeting).

However, in the event that a satisfactory Section 106 Agreement is not received by 24th May 2021, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal does not provide a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area in accordance with The Rushmoor Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and adopted Rushmoor Local Plan Policy NE1; and, does not make appropriate provision for Public Open Space in accordance with the requirements of the Rushmoor Local Plan Policy DE6.

75. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2111 which set out details of action taken:

(1) **Nos. 24-26 Church Lane East, Farnborough**

The Committee was advised in respect of non-compliance with planning condition No. 2 of planning permission 17/00575/REVPP dated 25th August 2020 at Nos. 24-26 Church Lane East, Aldershot to undertake and complete the construction of improvements to the vehicular access into the approved development to create a bell-mouth at the junction with Church Lane East. The reason for the planning condition had been that failure to undertake the approved works before the new dwelling houses were occupied would give rise to conditions likely to be to the detriment of the safety and convenience of highway users.

It was noted that an Enforcement Notice could have been issued to require compliance with the planning condition, but this would have extended the timescales for compliance. It had been felt that a Breach of Condition Notice would be a more expeditious means of securing compliance. Taking no action would not have addressed the highway safety and convenience issues.

(2) **No. 162 Fleet Road, Farnborough**

The Committee was advised that, following dismissed appeals against an Enforcement Notice which had been issued on 6th July 2020 requiring the removal

of a partially open-sided outbuilding and reduction in height of a front boundary fence and gates to one metre and an appeal against the refusal of planning permission for the retention of a two metre high timber fence with access gate to the front of the property and covered carport. The date for the compliance with the requirements of the Enforcement had been 6th April 2021.

It was noted that officers had visited the site on 6th April 2021 and had observed that the open-sided outbuilding had been removed and the fence and gate had been reduced to one metre in height. The requirements of the Notice had been met and the breach of planning control had been resolved.

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2111 be noted.

76. **APPEALS PROGRESS REPORT**

Appeal Decision

Planning Application No.	Description	Decision
20/00593/FULPP	Against the Council's refusal of planning permission for alterations and extensions to the existing dwelling to form 2 three-bedroom semi-detached dwellings and 1 three-bedroom detached dwelling house with parking and additional dropped kerb at land at No. 16 Churchill Avenue, Aldershot	Dismissed

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2112 be noted.

77. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JANUARY - MARCH 2021 AND FOR THE YEAR 2020-21**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2113 which provided an update on the position with respect to achieving performance indicators for the Development Management Section of the Planning Service and the overall workload of the Section for the quarter from 1st January to 31st March, 2021 and for the year 2020/21.

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2113 be noted.

The meeting closed at 8.43 pm.

Appendix "A"

Application No. 21/00048/REVPP 22nd January 2021
& Date Valid:

Proposal: Variation of condition 15 attached to planning permission 17/00344/REVPP dated 22.06.2017 for the erection of restaurant with drive-thru and takeaway facility, to allow permitted hours of use from 06:00 to 00:00, 7 days a week at **1 North Close Aldershot Hampshire GU12 4HA**

Applicant: McDonalds Restaurants Ltd

Reason: The proposed permanent extended customer opening hours would give rise to unneighbourly nuisance impacts on neighbouring residential properties due to lighting and activity early in the morning and late at night to the detriment of the living environment and amenities of occupiers of those residential properties. The proposals are thereby unacceptable having regard to Policies SS1, DE1 and DE10 of the adopted Rushmoor Local Plan (2014-2032) and the National Planning Policy Framework and Guidance.

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 26th May, 2021 at the Princes Hall, Princes Way, Aldershot GU11 1NX at 7.00 pm.

Voting Members

Cllr C.J. Stewart (Chairman)
Cllr L. Jeffers (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr P.I.C. Crerar
Cllr J.H. Marsh
Cllr Nadia Martin
Cllr Sophie Porter
Cllr Michael Hope
Cllr S.J. Masterson
Cllr T.W. Mitchell

Apologies for absence were submitted on behalf of Cllr Marina Munro and Cllr Nem Thapa.

1. DECLARATIONS OF INTEREST

Having regard to the Members' Code of Conduct, the following declarations of interest were made. Members with a non-registerable interest left the meeting during the debates and voting on the relevant agenda items:

Member	Application and Address	No. Interest	Reason
Cllr S.J. Masterson	21/00187/FULPP Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough	Non- registerable	Public speaker is an acquaintance
Cllr Mrs Bedford	D.B. 21/00187/FULPP Farnborough International Exhibition and Conference Centre, ETPS Road,	Non- registerable	Public speaker is an acquaintance

Farnborough

Cllr Sophie Porter	21/00108/REMPP Zone K (Stanhope East) and Zone M (Buller), Wellesley, Aldershot Urban Extension, Alisons Road, Aldershot	Non-registerable interest – test under paragraphs 8 and 9 of the Code of Conduct met	Matter under consideration could affect her wellbeing due to the location of her property on Wellesley.
Cllr T.W. Mitchell	21/00187/FULPP Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough		No declaration of interest, however, has voiced opinions against this application in local press and on social media and therefore would be viewed as to have pre-determined. Withdrew from the meeting for the entirety of this item.
Cllr C.J. Stewart (Chairman)	21/00108/REMPP Zone K (Stanhope East) and Zone M (Buller), Wellesley, Aldershot Urban Extension, Alisons Road, Aldershot	Non-registrable	Owns a property on Wellesley and this matter may affect his well-being, however, does not impact involvement in decision-making.
Cllr C.J. Stewart (Chairman)	21/00187/FULPP Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough	Non-registerable	Public speaker is an acquaintance
Cllr C.J. Stewart (Chairman)	21/00187/FULPP (Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough)		Objection received from Head of Wavell School. Cllr Stewart is a governor at Wavell School, however, this objection was not lodged on behalf of the governing body

and Cllr Stewart was therefore not party to it.

Cllr C.J. Stewart 21/003555/ADV Non-
(Chairman) Aldershot Heritage registerable
Trail

Public speaker is an acquaintance, however he considered it would not affect his decision making on this item.

2. MINUTES

The Minutes of the meeting held on 21st April 2021 were approved and signed by the Chairman.

3. PETITION

RESOLVED: That the petition received in respect of the following application be noted, as set out in the Head of Economy, Planning and Strategic Housing's Report No. PLN2114 (as amended at the meeting):

Application No.	Address
21/00333/FULPP	Parsons Barracks Car Park, Ordnance Road, Aldershot

4. REPRESENTATION BY MEMBER OF THE COUNCIL

In accordance with the Council's Constitution, the Committee agreed that the following representation could be made to the Committee and was duly considered before a decision was reached:

Application No.	Address	Representation	In support of or against the application
21/00108/REMPP	Zone K (Stanhope East) and Zone M (Buller), Wellesley, Aldershot Urban Extension, Alisons Road, Aldershot	Cllr M.J. Roberts	Against

5. REPRESENTATIONS BY THE PUBLIC

In accordance with the guidelines for public participation at meetings, the following representations were made to the Committee and were duly considered before a decision was reached:

Application No.	Address	Representation	In support of or against the
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			application
21/00187/FULPP	Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough	Dr M Selwood	Against
		Mr G Rogers	In support
21/00355/ADV	Aldershot Heritage Trail	Mr P Vickers	In support

6. PLANNING APPLICATIONS

RESOLVED: That

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

- * 21/00108/REMPP Zone K (Stanhope Lines East) and Zone M (Buller), Wellesley, Aldershot Urban Extension, Alisons Road, Aldershot
- * 21/00187/FULPP Farnborough International Exhibition and Conference Centre, ETPS Road, Farnborough
- * 21/00355/ADV Heritage Trail Signage Marker (adjacent to Wellington Monument, Westgate, Manor Park, Princes Gardens, Railway Station, Military Museum, Napier Gardens, North Lane, Military Cemetery, Aldershot)

- (ii) the following application be determined by the Head of Economy, Planning and Strategic Housing in consultation with the Chairman:

21/00235/FULPP No. 69 Victoria Road and 3A Arthur Street, Aldershot

- (iii) the applications dealt with by the Head of Economy, Planning and Strategic Housing, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Economy, Planning and Strategic Housing's Report No. EPSH2114, be noted;

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

- * 20/00400/FULPP Land at former Lafarge site, Hollybush Lane, Aldershot
- 21/00231/FULPP Nos. 209-211 Lynchford Road, Farnborough

* 21/00333/FULPP Parsons Barracks Car Park, Ordnance Road, Aldershot

* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2114 in respect of these applications was amended at the meeting

7. **PLANNING APPLICATION 21/00235/FULPP - NO. 69 VICTORIA ROAD AND 3A ARTHUR STREET, ALDERSHOT**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2114 regarding the construction of three one-bedroom flats and one one-bedroom maisonette with integral refuse and cycle storage on land adjacent to No. 69 Victoria Road with associated parking at No. 3A Arthur Street, Aldershot.

RESOLVED: That, subject to the completion of a suitable legal mechanism securing Open Space and Thames Basin Heaths Special Protection Area contributions, the Head of Economy, Planning and Strategic Housing, in consultation with the Chairman, be authorised to grant planning permission, subject to the conditions and informatives set out in Report No. EPSH2114,

8. **APPEALS PROGRESS**

Planning Application No.	Description	Decision
19/00759/FULPP	Against the refusal of planning permission for the erection of a five-storey building to comprise fourteen two-bedroom flats with associated parking at No. 1 Pickford Street, Enterprise House, Nos. 84-86 Victoria Road, Aldershot.	Dismissed
20/00502/FUL	Against the refusal of planning permission for the construction of a dormer window in the roof space above the existing garage at The Chestnuts, No. 34 Church Circle, Farnborough.	Allowed

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2115 be noted.

9. **ESSO PIPELINE PROJECT**

The Head of Economy, Planning and Strategic Housing gave an update to the Committee on the current position with regard to the Development Consent Order which had been issued in respect of a major infrastructure project to renew and partially realign the Southampton to London fuel pipeline, which crossed the Borough of Rushmoor (Ref: 19/00432/PINS).

The Committee was advised that Esso would be publishing on its website on 27th May 2021 a timeline and various submissions in respect of the pipeline. It was understood that there would be a revision to the site specific plan for Queen

Elizabeth Park in Farnborough. It was also understood that there would be a minor change to the plans for the Southwood area in order to change the type of drilling to be undertaken. Members were urged to look at the Esso website and comment on the company's proposals for the Rushmoor area. All Members of the Council would be alerted to the publication by Esso of further details on its website.

The Head of Economy, Planning and Strategic Housing advised the Committee that the Council as landowner was close to concluding legal agreements with Esso. It was anticipated that most of the work on the pipeline in the Rushmoor area would start in Spring 2022.

RESOLVED: That the update be noted.

10. **APPOINTMENTS TO STANDING CONSULTATION GROUP**

RESOLVED: That the Chairman and Vice-Chairman, Cllr Sophie Porter and one representative from the Conservative Group (to be confirmed) be appointed to the Standing Consultation Group for the 2021/22 Municipal Year.

11. **APPOINTMENTS TO DEVELOPMENT MONITORING GROUPS**

(1) **Farnborough Town Centre -**

RESOLVED: That the Vice-Chairman and the three Empress Ward Councillors be appointed to the Farnborough Town Centre Development Monitoring Group for the 2021/22 Municipal Year.

(2) **North Town, Aldershot -**

RESOLVED: That the Chairman and the three North Town Ward Councillors be appointed to the North Town Development Monitoring Group for the 2021/22 Municipal Year.

(3) **Wellesley – Aldershot Urban Extension -**

RESOLVED: That the Chairman and the three Wellington Ward Councillors be appointed to the Wellesley Development Monitoring Group for the 2021/22 Municipal Year.

The meeting closed at 8.45 pm.

CLLR C.J. STEWART (CHAIRMAN)

Development Management Committee

Appendix "A"

Application No. & Date Valid: 21/00108/REMPP

12th February 2021

Proposal: Part Approval of Reserved Matters for the construction of 430 residential dwellings together with associated landscape, access and parking in Part of Development Zone K (Stanhope Lines East) and Part of Development Zone M (Buller) pursuant to Condition 4 (1 to 21), attached to Hybrid Outline Planning Permission 12/00958/OUT dated 10th March 2014 at **Zone K - Stanhope Lines East And Zone M Buller Wellesley Aldershot Urban Extension Alisons Road**

Applicant: Mr Robin Pearmain

Conditions: 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 The permission hereby granted shall be carried out in accordance with the following approved drawings and documents:

Drawings: 19165/S101; 19165/S102; 19165/P101 B;
19165/C101 A; 19165/C102 A; 19165/C103 A;
19165/C104 A; 19165/C105 A; 19165/C106 A;
19165/C107 A; 19165/C108 B; 19165/P105 A;
19165/P106 A; 19165/P107 A; 19165/P110;
19165/P111; 19165/P112; 19165/P113; 19165/P114;
19165/P115; 19165/P116; 19165/P117; 19165/P118;
19165/P119; 19165/P120; 19165/P121; 19165/P122;
19165/P123; 19165/P124; 19165/P125; 19165/P126;
19165/P134 B; 19165/P135 B; 19165/P136 B;
19165/P138 B; 19165/P139 B; 19165/P140 B;
19165/P141;
19165/P142 B; 19165/P143 B; 19165/P144 B;
19165/P130 B; 19165/P131 B; 19165/P132 B;
19165/P133 B; 19165/P137 B; 19165/P145A;
19165/P146A; 19165/P150; 19165/P151; 19165/P152;
19165/P153; 19165/P154; 19165/P155; 19165/P156;
19165/P157; 19165/P158; 19165/P159; 19165/P160;

19165/P161; 19165/P162; 19165/P163; 19165/P164;
19165/P165; 19165/P166; 19165/P167; 19165/P168;
19165/P169; 19165/P170; 19165/P171; 19165/P172;
19165/P173; 19165/P174; 19165/P175; 19165/P176;
19165/P177; 19165/P178; 19165/P179; 19165/P181;
19165/P182; 19165/P183; 19165/P184; 19165/P190 A;
2940-LA-00 P2; 2940-LA-01 P2; 2940-LA-02 P2; 2940-
LA-03 P2; 2940-LA-04 P2; 2940-LA-05 P2; 2940-LA-06
P2; 2940-LA-07 P2;
2940-LA-08 P2; 2940-LA-09 P2; 2940-LA-10 P2; 2940-
LA-11 P2;
2940-LA-12 P2; 2940-LA-13 P2; 2940-LA-16 P4; 20-
284-001 B;
20-284-002 B; 20-284-003 B; 20-284-004 B; 20-284-005
B; 20-284-006 B;
20-284-007 B; 20-284-008 B; 20-284-009 B; 20-284-010
B; 20-284-011 B;
20-284-012 B; 20-284-013 B; 20-284-014 B; 20-284-015
B; 20-284-016 B;
20-284-020 B; and 20-284-021 B.

Documents: Planning Statement (Savills, February 2021); Statement of Community Involvement (Savills, February 2021); Design & Access Statement (OSP, February 2021); Arboricultural Method Statement (James Fuller, February 2021); Noise Assessment ref: 784-B024516 (Tetra Tech, January 2021); Lighting Assessment ref: B024516 (Tetra Tech, February 2021); Ecological Impact Assessment (Lindsay Carrington Ecological Services Ltd, February 2021); Written Scheme of Investigation for Archaeological Evaluation ref: 213421.2 (Wessex Archaeology, February 2021); Combined Phase I Desk Study and Phase II Site Investigation ref LP2388 Issue 3 Report (Leap Environmental, 10th February 2021); Drainage Strategy and Maintenance Management Plan ref: 20-284 (Odyssey, March 2021); Landscape Management Plan (Allen Pyke Associates, February 2021); Energy Statement (Abbey Consultants, February 2021); Construction Traffic Management Plan ref 20-284 (Odyssey, February 2021); Construction and Environmental Management Plan (Odyssey, February 2021); Affordable Housing Development Zone Strategy and Reserved Matters Statement (Savills, February 2021); and Site Wide Affordable Housing Strategy, Revision 7 DRAFT (Grainger, February 2021).

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

- 3 Notwithstanding the Affordable Housing Strategy documents submitted with the application, prior to commencement of the development, an updated Affordable Housing Strategy (AHS) Revision 7 shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the AHS as approved.*

Reason: To accord with the provisions of the Hybrid Outline Planning Permission and associated s106 planning obligations in relation to the delivery of affordable housing.

- 4 A schedule of the materials and fenestration (including samples where required by the Local Planning Authority) to be used for the external surfaces of the dwellings hereby approved shall be submitted to and approved in writing by the Local Planning Authority, before the relevant part of the development to which they relate is commenced (excluding preparatory ground works), and this condition shall apply notwithstanding any indications to these matters which have been given in this application. The development shall be carried out in accordance with the approved details prior to first occupation of the relevant part of the development.*

Reason - To ensure satisfactory quality and external appearance for the development and to safeguard the character and appearance of the Conservation Area and the setting of adjoining heritage assets

- 5 Typical detailed working drawings of brick detailing and projecting bonds for each house type/apartment building (as agreed with the Local Planning Authority) hereby approved shall be submitted to and approved in writing by the Local Planning Authority, before the relevant part of the development to which they relate is commenced (excluding below ground works), and this condition shall apply notwithstanding any indications to these matters which have been given in this application. The development shall be carried out in accordance with the approved details prior to first occupation of the relevant part of the development.*

Reason - To ensure satisfactory quality and external appearance for the development and to safeguard the character and appearance of the Conservation Area and the setting of adjoining heritage assets.

- 6 Prior to commencement of the development, a Construction Surface Water Management Plan, including measures to prevent safeguard the Basingstoke Canal SSSI against pollution and run/off sedimentation, shall be submitted and Approved in writing by the Local Planning Authority in accordance with the recommendations contained within Construction and Environmental Management Plan (Odyssey, February 2021) hereby approved. The development shall be carried out in accordance with the Construction Surface Water Management Plan as approved.*

Reason - To safeguard ecologically sensitive local receptors, during the construction phases of the development.*

- 7 Details of the design and location of all boundary treatment (including planted) proposed within the development hereby approved shall be submitted to and approved in writing by the Local Planning Authority. This condition shall apply notwithstanding any indications to these matters which have been given in this application. The development shall be carried out in accordance with the approved details prior to first occupation of the relevant part of the development.*

Reason - To ensure satisfactory external appearance for the development, to safeguard residential amenity and in the interests of highway safety.

- 8 Details of refuse and recycling strategy, specifications of bin collection points and associated signage shall be submitted to and approved in writing by the Local Planning Authority. This condition shall apply notwithstanding any indications to these matters which have been given in this application. The development shall be carried out in accordance with the approved details prior to first occupation of the dwellings to which the provision relates and retained thereafter for the life of the development. The collection points shall not be used for any other purpose than the storage of refuse and recycling bins.*

Reason - To safeguard the amenities and character of the area and to meet the functional needs of the development.

- 9 Prior to the installation of any external lighting associated with the development hereby approved, a

scheme for the provision of external lighting together with an Artificial Lighting Assessment (including the design, duration, intensity of illumination and predicted lighting contours), to accord with the recommendations outlined in section 6.0 of the Ecological Impact Assessment (Lindsay Carrington, February 2021) hereby approved, shall be submitted to and approved in writing by the Local Planning Authority. Any external lighting that is installed shall accord with the details so approved.

Reason: To safeguard the amenities of surrounding occupiers and to avoid any adverse impacts on ecologically sensitive local receptors.*

- 10 The development shall be carried out strictly in accordance with the Arboricultural Method Statement (James Fuller, February 2021) hereby approved. Prior to first occupation of the development (or relevant phase of the development), a completion report shall be submitted to and agreed in writing by the local planning authority, to demonstrate satisfactory compliance with the tree protection measures outlined in the Arboricultural Method Statement as approved.*

Reason - To safeguard retained trees on the site, to safeguard the character and appearance of the area and biodiversity.

- 11 The development shall be carried out strictly in accordance with the mitigation described within the Noise Assessment ref: 784-B024561 (Tetra Tech, 9th January 2021) hereby approved, which includes enhanced specification for glazing fronting Alisons Road. The mitigation shall be implemented prior to first occupation of the development to which it relates and thereafter retained for the life of the development*

Reason - To safeguard future occupiers of the development against noise disturbance

- 12 The residents' and visitors' parking spaces and garages (including wheelchair users spaces) shall be laid out and allocated in accordance with drawing 19165/C106 A hereby approved prior to first occupation of the part of the development to which they relate, and shall be used only for the parking of vehicles ancillary and incidental to the residential use of the development.*

Reason - To ensure the provision and availability of adequate off-street parking and to safeguard residential amenity.

- 13 The cycle parking stores shown on the approved plans shall be provided prior to the first occupation of any part of the development to which they relate and kept available at all times thereafter for the parking of bicycles. *

Reason - To ensure that a sufficient level of cycle parking is available for the development to meet its operational needs and in the interests of highway safety.

- 14 The development shall be carried out strictly in accordance with the Construction and Environmental Management Plan (Odyssey, February 2021) hereby approved.

Reason - To safeguard the amenities of surrounding occupiers and to avoid any adverse impacts on ecologically sensitive local receptors, during the construction phases of the development.*

- 15 The development shall be carried out strictly in accordance with the Construction Traffic Management Plan ref 20-284 (Odyssey, February 2021) hereby approved.

Reason - To prevent any adverse impact on highway safety traffic and parking conditions in the vicinity of the site.

- 16 Construction or demolition work of any sort within the area covered by the application shall only take place between the hours of 0800-1800 on Monday to Fridays and 0800-1300 on Saturdays. No work at all shall take place on Sundays and Bank or Statutory Holidays.

Reason - To protect the amenities of neighbouring residential properties and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 17 Notwithstanding the details submitted with the application, no part of the residential accommodation hereby approved shall be occupied until details of an appropriate level of biodiversity enhancement to demonstrate bio-diversity net gain, have been submitted to and approved in writing by the Local Planning Authority. Such details shall include the proposed

hedgehog highway and planting, tree planting and other measures to create areas of additional nesting and foraging habitat for nesting birds and commuting bats. The details shall be submitted together with a schedule for implementation and a management plan. The details and measures shall be implemented as approved in accordance with the agreed timescales and retained thereafter for the life of the development.

Reason: To protect and enhance biodiversity.*

- 18 Prior to the commencement of the development hereby approved, a detailed hard and soft landscaping and planting scheme, including replacement semi-mature tree planting and measures for biodiversity enhancement, shall be submitted to and approved in writing by the Local Planning Authority. The scheme so approved shall be implemented in full prior to the first occupation of the relevant part of the development, or the first available planting season whichever is the sooner. Any tree/shrub removed, dying or becoming seriously diseased within five years of planting shall be replaced by trees/shrubs of similar size and species to those originally approved.

Reason: In the interests of the character and appearance of the area and biodiversity net gain.*

- 19 Notwithstanding the provisions of Class D, Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England), Order 2015 (or any Order revoking and re-enacting that Order), no erection or construction of a porch outside any external door on the principal elevation of a dwellinghouse shall be carried out without the prior permission of the Local Planning Authority.

Reason - To safeguard the character and appearance of the development

- 20 Notwithstanding the provisions of Class B, Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England), Order 2015 (or any Order revoking and re-enacting that Order), no enlargement of the dwellings hereby approved consisting of an addition or alteration to the roof shall be carried out without the prior permission of the Local Planning Authority.

Reason - To safeguard the character and appearance of the development and to protect the amenities of neighbouring occupiers.

- 21 The development shall be carried out strictly in accordance with the Combined Phase I Desk Study and Phase II Site investigation Report (Leap Environmental February 2021) hereby approved to provide gas protection to all plots unless further testing which confirms this is not necessary is submitted to and agreed in writing by the local planning authority.

Reason - To safeguard future occupiers of the development

- 22 The development hereby approved shall be carried out strictly in accordance with the methodology and recommendations contained within the Written Scheme of Investigation for Archaeological Evaluation ref: 213421.2 (Wessex Archaeology, February 2021)

Reason - To secure the protection of archaeological assets if they are discovered.

Application No. & Date Valid: 21/00187/FULPP

13th March 2021

Proposal: Temporary permission until August 2024 for the erection of two sound stages, erection of workshops, and to change the use of existing hospitality chalets to ancillary offices for the purposes of film making until August 2024, together with ancillary works including installation of a permanent substation. at **Farnborough International Exhibition And Conference Centre ETPS Road Farnborough Hampshire**

Applicant: Farnborough International Limited

Conditions: 1 The Sound Stages (1 and 2), and Workshop buildings hereby permitted shall be removed and the land restored to its former condition on or before the 31st August 2024. The use of the Catering Chalets an ancillary offices for the development hereby approved shall cease on or before the 31st August 2024.

Reason - Given the impact of the character and appearance of the structure, reconsideration in the light of prevailing circumstances at the end of the specified period would be appropriate in the interest of amenity.

2 The permission hereby granted shall be carried out in accordance with the following approved drawings Drawing numbers:

158903/TOR1 - Location Plan

S50/ 001 - Stage 1 floor plan

S50/002 - Stage 2 floor plan

S50/ 004 - Stage 1 Elevations

S50/ 005 - Stage 2 Elevations

S50/010 - Offices layout

S50/011 - Offices layout

S50/ 003 - Workshop floor plan

S50/006 - workshop elevations

S50/ 013 - site plan

S50/ 008 - site plan (showing gates)

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

3 No sound reproduction equipment, conveying

messages, music, or other sound which is audible outside the application site shall be installed on the site.

Reason - To protect the amenity of neighbouring property

- 4 Noise (LAeq) from within the proposed sound stages should be controlled to ensure noise levels at 1m from the façade of the nearest noise sensitive receptor are 10dB below the background noise level (LA90) without the sound stage noise present, in each octave band.

Reason - To protect the amenity of the adjacent occupiers.

- 5 All plant and machinery shall be enclosed with soundproofing materials and mounted in a way which will minimise transmission of structure-borne sound.

Reason - To protect the amenity of neighbouring occupiers.

- 6 The rating noise level of any external plant and machinery on the application site, as assessed under BS4142: 2014 'Methods for rating and assessing industrial and commercial sound', shall be lower than the background sound level as measured or calculated at 3.5 m from the nearest ground floor sensitive facade and 1m from upper floor noise sensitive facades, during the relevant periods of operation.

Reason: In the interest of residential amenity

- 7 Loading and unloading from / of vehicles shall only be carried out on the side of the buildings remote from sensitive premises.

Reason - To ensure the provision and availability of adequate off-street parking.

- 8 The development hereby approved shall be carried out in accordance with the Operational Management Plan 'Stage 50 - Farnborough International Site Operational Management Plan' and Highways Management Plan 'Vectos Farnborough International Limited. Temporary Film making Facilities and Associated Works Transport Management Plan 215824' This shall include public liaison meetings to address operational issues and amendments arising from subsequent review (See condition 9).

Reason - In the interest of residential amenity.

- 9 Within 1 month of the occupation of the development for the purposes of filming, a review of the effectiveness of the Operational Management and Transport Management Plans shall be carried out by the applicants and submitted to the LPA to include recommendations for any amendments arising from operational conditions and a schedule for implementation of measures arising from this. Subsequent monitoring and review reports shall be submitted annually from the date of this permission for the duration of the temporary period.

Reason - In the interest of residential amenity.

- 10 For the duration of the temporary development hereby approved, solid screen fencing of the boundaries with neighbouring residential property of a minimum height of 2m will be retained/maintained/replaced by the developer.

Reason: In the interest of residential amenity.

**Application No.
& Date Valid**

21/00355/ADV

30th April 2021

Proposal:

Installation of nine totems relating to The Heritage Trail at **Adj. Wellington Monument, Westgate, Manor Park, Princes Gardens, Railway Station, Military Museum, Napier Gardens, North Lane, Military Cemetery Aldershot Hampshire**

Applicant:

Mr Paul Vickers

Conditions

- 1 No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission.
- 2 No advertisement shall be sited or displayed so as to—
 - (a) endanger persons using any highway, railway, waterway, dock, harbour or aerodrome (civil or military);
 - (b) obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; or
 - (c) hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle.
- 3 Any advertisement displayed, and any site used for the display of advertisements, shall be maintained in a condition that does not impair the visual amenity of the site.

4. Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a condition that does not endanger the public.
5. Where an advertisement is required under these Regulations to be removed, the site shall be left in a condition that does not endanger the public or impair visual amenity
6. The signage hereby permitted shall be installed in accordance with the following approved drawings – OS Aldershot Railway Stn, OS Manor Park, OS Military Cemetery, OS Military Museum Queens Ave, OS Napier Gardens, OS North Lane, OS Princes Gardens, OS Wellington Monument, OS West Gate, and signage plan 15120-A.

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

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Meeting held on Thursday, 27th May, 2021 at the Princes Hall, Princes Way, Aldershot GU11 1NX at 7.00 pm.

Voting Members

Cllr Sue Carter (Chairman)
Cllr P.J. Cullum (Vice-Chairman)

Cllr Sophia Choudhary
Cllr A.K. Chowdhury
Cllr Christine Guinness
Cllr A.J. Halstead
Cllr Jacqui Vosper
Cllr Jessica Auton
Cllr Jib Belbase
Cllr Sarah Spall

Apologies for absence were submitted on behalf of Cllr Prabesh KC.

1. MINUTES

The Minutes of the meeting held on 29th March 2021 were approved and signed by the Chairman.

2. RUSHMOOR DEVELOPMENT PARTNERSHIP - ANNUAL REPORT

The Committee considered the Chief Executive's Report No. CEX2101. The Chief Executive's report as Council Shareholder related to the progress review received from the Rushmoor Development Partnership (RDP) on its business plan. The Report provided information on the progress and delivery to date on the four regeneration sites which had been agreed as part of the initial RDP business plan. The Report also proposed some changes to the management and governance arrangements to support the Council's input and oversight of the RDP to respond to the current stage of the regeneration programme.

It was noted that the RDP's financial position was reviewed by the Council's Finance Service and the annual accounts would be included as confidential appendices to the Annual Report to be submitted to the Committee in October 2021.

The Committee noted that there had been significant progress since the approval of the initial business plan, particularly on Union Street, Aldershot where the RDP had secured planning consent during 2020 despite the pandemic. Work on the Civic Quarter Masterplan was progressing well and a public consultation exercise would commence in Summer 2021 prior to the submission of an outline planning application. Parsons Barracks Car Park had been sold to enable the development of

a care home with the proceeds being used to fund the work of the RDP to date, reducing pressure on the Council's financial position.

Overall the RDP had made a positive contribution to moving forward the Council's regeneration objectives over the previous two years and, as Shareholder, the Chief Executive was satisfied with progress achieved.

As the regeneration programme was now moving to the construction phase for some schemes, it was considered appropriate to review the partnership arrangements and approach to governance. An initial review had been undertaken by the Chief Executive as Shareholder and changes to management and governance were now proposed. The RDP Board currently consisted of the Leader, Property and Major Projects Portfolio Holder (Cllr M.J. Tennant) and Executive Director (Karen Edwards). It was proposed that this should now be transitioned to the Property and Major Projects Portfolio Holder, Chief Executive and Executive Director. This change would allow the Council to bring the Chief Executive's regeneration and development experience to bear on the projects and also allowed the Leader to play more of a strategic leadership role without any hinderance or conflict of interest that could arise. The Committee was advised that the Executive Head of Regeneration and Property (Paul Brooks) would be replaced by the Interim Head of Development (Keith Harley). Both of these proposed changes would be subject to confirmation by the RDP Board.

The Committee was advised that, once the new arrangements had come into force, it was further proposed that the Council's shareholder representative for all other purposes should be the Executive Director and Monitoring Officer (Ian Harrison).

The Report set out the current annual cycle of oversight and governance by the Committee, which was considered by the Chief Executive to be sufficient. However, the Council's officer project and programme management arrangements had been strengthened from 1 April 2021 to reflect the move towards the construction phase of the Union Street development and quarterly performance reporting to the Cabinet and Overview and Scrutiny Committee and six-monthly regeneration briefings would continue for all Members of the Council. The Chief Executive felt it was important that management and governance arrangements should be kept under review as the Council's regeneration projects proceeded.

RESOLVED: That

- (i) the Chief Executive's Report No. CEX2101 be noted; and
- (ii) the changes to the management and governance arrangements set out in section 3 of the Report be agreed in line with the Council's Constitution.

3. PAY POLICY STATEMENT FOR THE FINANCIAL YEAR 2021-2022

The Committee considered the Executive Director's Report No. ED2105, which sought approval for a Pay Policy Statement for 2020/21. The Pay Policy Statement set out the framework within which pay was determined at the Council and provided

an analysis comparing the remuneration of the Chief Executive with other employees of the authority.

The Committee noted that the comparisons looked at the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed in the lowest grade within the structure. The ratio for 2020/21 was 6.7:1. The second ratio included within the analysis looked at the relationship between the median remuneration of all staff compared to the Chief Executive. It was noted that the ratio for 2020/21 was 3.6:1.

The Committee **RECOMMENDED TO THE COUNCIL** that approval be given to the Pay Policy Statement 2020/21, as set out in the Executive Director's Report No. ED2105.

4. **STATEMENT OF ACCOUNTS 2019/20 - UPDATE 3**

The Committee received the Executive Head of Finance's Report No. FIN2112 which informed Members of audit progress for the Council's Statement of Accounts for 2019/20 and the provision of the audit opinion since the previous meeting of the Committee on 29th March 2021.

It was noted that there had been considerable work from the Council and Ernst and Young (EY) to work through the outstanding audit issues. These were largely focused on the valuation of the Council's assets with a number of queries raised during the audit of a technical nature. Officers from the Council and EY had had weekly virtual meetings during April and May 2021 to assess progress and resolve the audit queries. The Committee was advised that the answers to the auditor's property queries had been submitted to EY the previous day. Once all the remaining audit queries had been resolved, the Council would need to provide EY with an updated impact on the Council's finances from Covid-19 and any Post Balance Sheet Event (PBSE) given the ongoing risk Covid-19 posed to the Council's financial standing. It was also noted that, to complete the accounts, the Statement of Accounts would need to include a detailed Disclosure Note that addressed Going Concern. It was anticipated that the audited Statement of Accounts and the Audit Results Report would not be ready to be considered by the Committee until the July 2021 meeting at the earliest.

The Report also advised the Committee on deadlines for the completion and publication of the 2020/21 and 2021/22 accounts, which had been amended as part of the Government's response to the recommendations in the independent Redmond Review into the effectiveness of external audit and transparency of financial reporting in local authorities. It was felt that the timetable would be challenging for the Council against the backdrop of continuing Covid-19 pressures. In addition, the delay in concluding the 2019/20 audit meant that the opening balance for 2020/21 would be fluid. Working on two audit years at the same time and having to revisit opening balances would increase the workload for the Council and potentially further delay the audit process for 2020/21.

During discussion, Members recognised that the additional time taken for the 2019/20 audit had not been due to errors, omissions or matters concerning the quality of the Council's final accounts.

RESOLVED: That the Executive Head of Finance's Report No. FIN2112 be noted.

5. **GRANTING DISPENSATION FROM PROVISIONS OF THE CODE OF CONDUCT FOR MEMBERS**

The Committee considered the Monitoring Officer's Report No. LEG2103, which sought the granting of dispensations from the declaration of interests, as set out in the Code of Conduct for Members, in relation to those Members who had been appointed by the Council to be in a position of management or control of the Rushmoor Development Partnership (RDP) and Rushmoor Homes Ltd (RHL). Such a dispensation would enable those Members affected to take part in decision-making on any matter relating to those bodies or affecting the financial position of those bodies.

The Report reminded Members that Section 29 of the Localism Act 2021 required the Monitoring Officer to establish and maintain a register of interests of Members of the authority. The Council's new Code of Conduct set out the requirement to declare both 'Disclosable Pecuniary Interests, which were prescribed by Regulations and 'Other Registrable Interests'. Where a matter for decision directly related to the interest in any business of the Council where it related to or was likely to affect:

- any body of which a Member was in general control or management and to which the Member was nominated or appointed by the Council;
- any body exercising functions of a public nature; any body directed to charitable purpose or one of whose principal purposes included the influence of public opinion or policy (including any political party or trade union)

the Member concerned could not take part in the decision making unless they had been granted a dispensation by the Corporate Governance, Audit and Standards Committee.

The Council had established a wholly owned housing company (Rushmoor Homes Limited) to deliver good quality market rent housing within the Borough. The Council was in partnership with Hill Investment Partnership Limited within the Rushmoor Development Partnership (RDP) to deliver major regeneration for the towns of Farnborough and Aldershot. The Council had appointed members of the Council, including the Executive, to positions of management or control of these bodies. As such, those Members would have a personal interest in any matters directly relating to these Council bodies and potentially an interest where the financial interests of those bodies were affected.

The Report stated that, for the proper conduct of Council business, it was not appropriate or proportionate for the Members appointed by the Council to the control and management of the RDP and RHL to be prevented from taking part in the decision making relating to those bodies. This was on the basis that these bodies

had been set up by the Council to deliver its objectives and deliver positive outcomes for residents of the Borough. It was felt that the aims of the bodies aligned to the aims of the Council. Furthermore, if the Members of the Executive had to be barred from taking part, the Executive would not be quorate. It was therefore recommended that the dispensations should be granted. In an amendment to the Report, it was also recommended that the Dispensations should apply for a period of four years.

RESOLVED: That

- (i) the Committee grant the dispensations for those Members who had been appointed by the Council to be in a position of management or control of the RDP and RHL to enable those Members affected to take part in decision-making on any matters directly relating to those bodies; and
- (ii) the dispensations be in place or apply for a period of four years.

6. **APPOINTMENTS 2021/22**

(1) **Outside Bodies –**

RESOLVED: That the appointment of representatives to outside bodies for the 2021/22 Municipal Year, as set out in the attached Appendix, be approved.

(2) **Appointments and Appeals Panels –**

RESOLVED: That the Head of Democracy and Community be authorised to make appointments to the Appointments and Appeals Panels in accordance with the membership criteria set out in the Officer Employment Procedure Rules in the Constitution.

(3) **Licensing Sub-Committee –**

RESOLVED: That the following Members be appointed to serve on the Licensing Sub-Committee for the 2021/22 Municipal Year (three Conservative representatives; two Labour representatives):

Conservative Group: Cllrs Sue Carter, Sophia Choudhary and Jacqui Vosper

Labour Group: Cllrs Christine Guinness and Sarah Spall.

(4) **Licensing Sub-Committee (Alcohol and Entertainments) –**

RESOLVED: That the Head of Democracy and Community be authorised to make appointments from the membership of the Corporate Governance, Audit and Standards Committee in accordance with the procedure agreed by the Committee at its meeting on 21st May 2009 and detailed in the Licensing Sub-Committee (Alcohol and Entertainments) Hearings Protocol and Procedure.

(5) **Constitution Working Group –**

RESOLVED: That the following Members be appointed to serve on the Constitution Working Group for the 2021/22 Municipal Year:

- two Cabinet Members (Cllr A.R. Newell plus one vacancy)
- the Chairman of the Corporate Governance, Audit and Standards Committee
- two representatives of Labour Group (Cllrs Christine Guinness and Sophie Porter).

The meeting closed at 8.20 pm.

CLLR SUE CARTER (CHAIRMAN)

**CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE
27TH MAY 2021**

REPRESENTATION ON OUTSIDE BODIES

NAME OF ORGANISATION	REPRESENTATIVE(S) 2021/22
Aldershot & Farnborough Festival of Music & Art	Cllrs Gaynor Austin, T.W. Mitchell and Mara Makunura
Aldershot Military Museum Strategic Local Agreement Meeting	Cllrs Mrs. D.B. Bedford and Sophie Porter
Aldershot Town Centre Business and Retailers Group	Cllrs Gaynor Austin, M.S. Choudhary, Sophia Choudhary, Christine Guinness and Prabesh KC
Basingstoke Canal Joint Management Committee	Cllrs J.H. Marsh and P.G. Taylor with Cllr A.J. Halstead as Standing Deputy
Blackbushe Airport Consultative Committee	Cllr P.J. Cullum with Cllr M.S. Choudhary as Standing Deputy
Blackwater Valley Advisory Panel for Public Transport	Cllrs M.L. Sheehan and M.J. Roberts with Cllrs T.D. Bridgeman and R.M. Cooper as Standing Deputies
Blackwater Valley Countryside Partnership	Cllrs Mrs D.B. Bedford and P.G. Taylor with Cllrs Christine Guinness and A.J. Halstead as Standing Deputies
Brickfield Country Park, Friends of	Three Manor Park Ward Members (Cllrs D.E. Clifford, P.I.C. Crerar and B.A. Thomas)
Cove Brook Greenway Group	Cllrs Jessica Auton and L. Jeffers
District Council's Network (DCN)	Leader of the Council (Cllr D.E. Clifford)

NAME OF ORGANISATION	REPRESENTATIVE(S) 2021/22
Enterprise M3 Joint Leaders Board	Leader of the Council (Cllr D.E. Clifford)
Farnborough Aerodrome Consultative Committee	Cabinet Member (Cllr M.L. Sheehan) and Cllr P.G. Taylor (as a representative of an adjoining ward) with Cllr M.J. Tennant as Standing Deputy
457 Farnborough Squadron	Cllr J.H. Marsh
Hampshire and Isle of Wight Local Government Association	Leader of the Council (Cllr D.E. Clifford) and Cllr P.G. Taylor (Cabinet Member)
Hampshire Districts Health and Wellbeing Forum	Cllr Marina Munro (Cabinet Member)
Hampshire Police and Crime Panel	Cllr K.H. Muschamp (Cabinet Member)
Hampshire Buildings Preservation Trust AGM	Cllrs Jessica Auton and Marina Munro
Local Government Association - General Assembly	Leader of the Council (Cllr D.E. Clifford)
North Hampshire Area Road Safety Council	Cllr Mara Makunura with Cllr P.G. Taylor as Standing Deputy
North Hampshire Community Safety Partnership	Cllr M.L. Sheehan (Cabinet Member)
Joint Scrutiny Committee (Hart/Basingstoke/Rushmoor) North Hampshire Community Safety Partnership	Two representatives from Chairman and Vice-Chairmen of the Overview and Scrutiny Committee and Cllr K. Dibble. Nominated substitute is remaining Scrutiny Chairman or Vice-Chairman and Cllr Gaynor Austin
PCC Hampshire Gypsy and Traveller Community Support Panel	Cllr Marina Munro (Cabinet Member)
Parity for Disability	Cllr S.J. Masterson with Cllr Sue Carter as Standing Deputy

NAME OF ORGANISATION	REPRESENTATIVE(S) 2021/22
Project Integra Strategic Board	Cllr M.L. Sheehan (Cabinet Member)
Royal British Legion (Farnborough Branch) Remembrance Day Arrangements	Cllr Mrs D.B. Bedford
Citizens' Advice Rushmoor Trustee Board	Cllrs C.J. Stewart
Rushmoor Development Partnership LLP (RDP) Board	Cllr M.J. Tennant (Portfolio Holder), Chief Executive (Paul Shackley) and Executive Director (Mrs Karen Edwards)
Rushmoor Homes Company – Board of Directors	Cllrs K. Dibble, K.H. Muschamp and P.G. Taylor
Rushmoor In Bloom Forum	Cllrs Mrs D.B. Bedford, M.S. Choudhary, Sophia Choudhary, Nadia Martin and Sophie Porter
Rushmoor Partners Network	Cllrs D.E. Clifford (Leader of the Council), K.H. Muschamp (Deputy Leader of the Council) and Marina Munro (Cabinet Member)
Rushmoor Voluntary Services Board	Cllr S.J. Masterson
Rushmoor Youth Forum (currently a virtual forum)	Cllrs J.B. Canty, Sue Carter and A.J. Halstead
South East Employers – Full Meeting	Cllr P.G. Taylor (Cabinet Member) and P.J. Cullum as Standing Deputy
South East England Councils (SEEC) All Member Meeting	Leader of the Council (Cllr D.E. Clifford)
Thames Basin Heaths Joint Strategic Partnership Board	Cllr Marina Munro (Cabinet Member)

NAME OF ORGANISATION	REPRESENTATIVE(S) 2021/22
Wellesley Residents Trust Ltd	Cllr Prabesh KC
West End Centre Management Committee	Cllrs M.S. Choudhary and Sophie Porter

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POLICY AND PROJECT ADVISORY BOARD

Virtual meeting held on Wednesday, 9th June, 2021 at 7.00 pm.

Voting Members

Cllr J.B. Canty (Chairman)
 Cllr P.I.C. Crerar (Vice-Chairman)
 Cllr P.J. Cullum (Vice-Chairman)

Cllr Gaynor Austin
 Cllr Jessica Auton
 Cllr Sophia Choudhary
 Cllr Michael Hope
 Cllr Prabesh KC
 Cllr Mara Makunura
 Cllr Sophie Porter
 Cllr M.J. Roberts

1. APPOINTMENT OF VICE-CHAIRMEN

RESOLVED: That Cllrs P.I.C. Crerar and P.J. Cullum be appointed Vice-Chairmen for the 2021/22 Municipal Year.

2. MINUTES

The minutes of the meeting held on 24th March 2021 were agreed as a correct record.

An update was requested on the LGA Peer Review. The Chairman agreed to obtain an update to be circulated to Members and to include an item on the agenda for the following meeting of the Progress Group.

3. APPOINTMENTS TO GROUPS 2021/22

(1) Progress Group

RESOLVED: That the following members be appointed to serve on the Policy and Project Advisory Board Progress Group for the 2021/22 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
PPAB Vice-Chairmen	Cllr P.I.C. Crerar Cllr P.J. Cullum
Conservative Group	Cllr Jess Auton
Labour Group	Cllr Sophie Porter Cllr M.J. Roberts

(2) Strategic Housing and Local Plan Group

RESOLVED: That the following members be appointed to serve on the Strategic Housing and Local Plan Group for the 2021/22 Municipal Year:

PPAB Vice-Chairman	Cllr P.I.C. Crerar
Leader of the Council	Cllr D.E. Clifford
Cabinet Member with responsibility for the Local Plan	Cllr Marina Munro
Chairman of Development Management Committee	Cllr C.J. Stewart
Conservative Group	Cllr P.J. Cullum
Labour Group	Cllr Sophie Porter Cllr M.J. Roberts
Liberal Democrat Group	One vacancy

(3) Transformation Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Transformation Task and Finish Group for the 2021/22 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
Cabinet Member with responsibility for Customer Experience and Improvement	Cllr K.H. Muschamp
Conservative Group	Cllr Sophia Choudhary Cllr P.J. Cullum
Labour Group	Cllr Gaynor Austin Cllr Sophie Porter
Liberal Democrat Group	One vacancy

(4) Elections Group

RESOLVED: That the following members be appointed to serve on the Elections Group for the 2021/22 Municipal Year:

PPAB Vice-Chairman	Cllr P.I.C. Crerar
Cabinet Member with responsibility for Electoral Issues	Cllr A.R. Newell
Chairman of Licensing, Audit and General Purposes Committee	Cllr Sue Carter
Conservative Group	Cllr C.J. Cullum
Labour Group	Cllr T.D. Bridgeman Cllr K. Dibble
Liberal Democrat Group	One vacancy

4. **FRIMLEY INTEGRATED CARE SYSTEM (ICS) AND FRIMLEY CLINICAL COMMISSIONING GROUP (CCG)**

The Board, welcomed the following representatives from the Frimley Clinical Commissioning Group (CCG):

- Kathy Atkinson – Lay Board Member, Frimley Clinical Commissioning Group
- Stephen Clarke - Clinical Lead NE Hants Farnham CCG and General Practitioner (GP), Branksomewood Healthcare Centre, Fleet
- Oliver White – System and Finance Performance Director, Integrated Care System (ICS)
- Russell Swart – Primary Care Network (PCN) Clinical Director (Farnborough) and GP, Giffard Drive Surgery, Farnborough
- Louise Payne – PCN Clinical Director (Aldershot) and GP Princes Gardens Surgery, Aldershot
- Alice Earl – PCN Clinical Director (Farnborough) and GP, Southwood Surgery, Farnborough

Ms Atkinson, explained the NE Hants and Farnham CCG geography. It was noted that the original five local CCG's had come together on 1st April 2021 to establish the Frimley CCG. However, in February 2021, a government white paper had been published on the future of the NHS. The paper covered the future direction and structure of the NHS and proposed to absorb the current CCG's into ICS's bringing the work of the providers and commissions together. It was noted that the paper was due to go through Parliament later in summer 2021, and the newly formed ICS's becoming statutory from 1st April 2022.

The assumption within the white paper had been that all ICSs' would be coterminous with county boundaries. Frimley CCG currently straddled Berkshire, Hampshire and Surrey county boundaries and therefore wouldn't fit the required profile within the paper. Discussions were ongoing at the highest level on the implications of Frimley becoming an ICS due to its location and feedback was hoped for by end June, 2021.

It was noted that, should the request to retain the current set up be rejected, Rushmoor would become part of the Hampshire ICS but residents would still be able to utilise the facilities at Frimley Park Hospital. The ICS would ultimately be a conglomeration of all the health care services provided and a way to organise the resources and services by area.

The Board discussed the white paper proposals and supported the action being taken to retain a Frimley ICS in the future.

The Board then discussed local health priorities. Mr. White advised that in 2019 a number of priorities/ambitions were set for a period of 4-5 years. These priorities fell within the following five headings:

- NE Hants and Farnham (NEHF) Place – developing local place and operate effectively with PCNs, the voluntary sector and local authorities
- Restoration and Recovery – retention of local access to services through PCNs etc. wider integration with local authorities

- COVID Response 2021/22 – key areas included primary care vaccine programme roll out and remote monitoring of infection rates
- Improving health of the local population - how the ICS supported health and equalities
- Maintaining focus on core activities – engagement with local population

Dr Clarke gave an overview of some of the current work streams across the priorities, these included:

- A review of clinical leadership
- PCN Development
- Access to primary care, digital tools to access a doctor – under development
- New roles – more paramedics and physician associates working within practices
- 2hr crisis response – prevention of hospital admission
- Waiting list initiatives
- Data analysis to improve population health – joint working with partners, including local authorities
- Core activities – estate issues ensure all premises fit for purpose

The Board discussed the priorities, in particular, mental health issues in both the elderly and young people. It was noted that initiatives such as a targeted “mental health workforce” was being introduced on a need basis across the Borough and, in Aldershot, work was being undertaken with MIND, a mental health charity, to provide urgent on the day access to help and support. Nationally, resources were being provided for addressing mental health matters and recently a free to under 25’s online service called “Kooth” had been launched. It was suggested that joint working with private mental health care practitioners could also be considered to support the increasing number of cases as a result of the pandemic.

The importance of health and wellbeing was also discussed, it was advised that health coaches were to be introduced into practices to offer advice of healthy lifestyle choices. Collaborative working with the Council was also key in this area, in particular through the work of the Supporting Communities Strategy and health inequalities.

A discussion was held around the NEHF Place priority. It was noted that conversations were being had with the Council on utilising space within the new civic hub to incorporate health care provision on the site. It was also suggested that Council hubs could be utilised to provide space to hold virtual appointments for those without access to the internet.

It was recognised that the voluntary sector had provided valuable support during the pandemic. It was important to maintain the relationships created to utilise their assistance moving forward through possible befriending initiatives, wellbeing activities etc. The Board noted some of the ongoing work coming from the Supporting Communities Strategy which included, tackling obesity, mental health initiatives, digital inclusion and a Mens Shed/Repair Café. Joint working was also taking place with the Aldershot PCNs on reducing health inequalities and a Houses of

Multiple Occupation (HMO) liaison programme to engage with some of the Borough's harder to reach communities.'

The Chairman thanked the representatives from the CCG for their presentation and it was noted that this item would be reviewed further at the Progress Group. Any further feedback and comments from Members should be referred to Karen Edwards who would collate a response.

5. **FARNBOROUGH CIVIC HUB**

The Board welcomed Michael Simpson, Associate, GT3 Architects and Gemma Kirk, Director, GLK Solutions, who were in attendance to give a presentation on the Farnborough Civic Hub and the vision which would inform the design of the new Civic Hub building.

It was advised that the Council had recently agreed to the demolition of the existing Farnborough Leisure Centre, which had led to the need to decide what the new space would look like and what would be incorporated into the build. The presentation would share the thinking and where it had led in terms of office requirements. It was proposed that a more interactive session could be ran with the Board in the early autumn.

Mr. Simpson gave a background to the work undertake that had established a need to bring people, services and activities together by providing a building with multiple activities/uses under one roof. Engagement with Council staff and elected Members had been undertaken through workshops and questionnaires. Key messages from the engagement were:

- An outward looking/community facility
- A multi-purpose and multi-agency facility
- Green agenda
- Creation of a destination location
- Workplace that is dynamic, exciting, innovative – resulting in better services for the community
- Flexible work space/IT
- Welcoming civic spaces – to encourage more participation

In response to a query, it was noted that commercial spaces within the Civic Hub were being considered. Work on sustainable building as part of the Green Agenda was being investigated and this was a key priority for the Council. It was also felt important to consider future planning when developing the final design.

The Board discussed the workplace equation taking into account new ways of working. Consideration would need to be given to how much space was needed; desk space metrics were being considered alongside occupancy, task and culture requirements. It would be important to consider the needs of partners such as Citizens' Advice, Rushmoor Voluntary Services, the NHS and the Police as part of this work. Consideration should also be given to a seven-day operation to allow for full flexible working. Safety issues for staff were raised and it was noted that different

technologies were available to ensure the safety of all users and these would be incorporated into the design.

In summary it was stated that, the space would be about bringing people together in a fit for purpose flexible space with variety and choice for all. Large open spaces would be broken down to create areas suitable for a variety of tasks with the introduction of colour/texture/character in order to draw people back into an inspiring office space. The area would be a balanced mix of healthy, efficient, effective and engaging spaces to create a high performing workplace.

The Chairman thanked Mr. Simpson and Ms Kirk for their presentation.

6. **MEETING ARRANGEMENTS**

The Board discussed meeting arrangements for the 2021/22 Municipal Year. It was noted that meetings of the Policy and Project Advisory Board could be held virtually as well as in person.

It was **AGREED** that the next meeting to be held on 14th July, 2021 would be held virtually and moving forward the arrangements would be agreed on an individual meeting basis by the Progress Group. The option to hold hybrid meetings would also be considered.

7. **WORK PLAN**

The Board **NOTED** the Work Plan and that it would be developed through the Progress Group.

The Board noted that Hampshire County Council had published a consultation on Balancing the Budget. It was felt that the Board could help shape the response which was due by 18th July, 2021. This would be picked up at the Progress Group meeting.

The meeting closed at 9.24 pm.

CLLR J.B. CANTY (CHAIRMAN)
