

# CABINET

Report of the Meeting held on Tuesday, 26th April, 2022 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 **10th May, 2022**.

### 78. **DECLARATIONS OF INTEREST –**

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

### 79. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 15th March, 2022 were confirmed and signed by the Chairman.

### 80. **P3 REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING DRAFT OUTTURN REPORT 2021/22 –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2220, which set out the anticipated financial position for 2021/22, based on the monitoring exercise carried out with budget officers during March, 2022 and actual spend data from 1st April, 2021 to 28th February, 2022. 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 and an uncertain income recovery during the current financial year. It was noted that the forecast variation of £0.392 million would be funded from reserves in the short term but that, with the Council committed to several significant projects, such as the Union Yard regeneration scheme, the future utilisation of reserves would need to be addressed in the Budget Strategy for 2023/24 to ensure balances and reserves would remain adequate. Members were informed that the achievement of the Savings Plan was integral to the Medium Term Financial Strategy forecast and would need to be reviewed in terms of savings profile and whether the savings could be delivered in the current economic climate.

**The Cabinet RESOLVED** that

- (i) the draft outturn report and anticipated financial position for the 2021/22 financial year, as set out in Report No. FIN2201, be noted, with regard to the risks highlighted within the Report, the latest revenue forecasts and the impact on reserve balances;
- (ii) the update on in-year savings achieved, as set out in Section 5 of the Report, be noted;
- (iii) the £250,000 assumed level carry forwards included in the draft outturn forecast for 2021/22 be noted, with a detailed list of budget carry forwards to be presented for approval by the Cabinet, along with the final outturn report for the year, subject to external audit;
- (iv) the addition to the Medium Term Financial Strategy Equalisation Reserve of any unspent budgets from 2021/22 that contributed positively to the Council's General Fund be approved, in order to contribute positively to the Council's financial stability; and
- (v) the latest Capital Programme position, as set out in Section 9 of the Report, be noted.

**81. SUPPORT FOR ENERGY BILLS - THE COUNCIL TAX REBATE 2022/23 –**  
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2219, which set out the Council's Council Tax Rebate 2022/23, which was part of the Government's announced package of support known as the Energy Bills Rebate.

Members were informed that the Government had provided funding of £5,077,200 to allow households in the Borough in Council Tax bands A to D to receive a £150 non-repayable rebate. A further £134,550 had been provided to allow the Council to set up a discretionary fund which was required to be distributed by 30th November, 2022. The Cabinet was informed that residents that made Council Tax payments by direct debit had already received this rebate and that an exercise to seek bank account details for the remaining residents that paid by other methods was in progress. Members were informed that, in an amendment to the published recommendations in the Report, approved below as resolutions (ii) and (iii), authority would be delegated to either the Executive Director and Deputy Chief Executive or the Executive Head of Finance to carry out the actions listed.

**The Cabinet RESOLVED that**

- (i) the Council Tax Rebate Scheme, as set out in Report No. FIN2219, be noted and endorsed;
- (ii) the Executive Director and Deputy Chief Executive or the Executive Head of Finance, in consultation with the Corporate Services Portfolio Holder, be authorised to develop a discretionary Council Tax Rebate Scheme and associated policy and to make the necessary arrangements to assess eligibility and determine the award of funding to eligible households; and

- (iii) the Executive Director and Deputy Chief Executive or the Executive Head of Finance be authorised to make any further technical amendments to the Scheme where further Government advice is issued and to ensure that the Corporate Services Portfolio Holder is kept informed of any such amendments required.

82. **STRATEGIC ECONOMIC FRAMEWORK –**  
(Cllr Marina Munro, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2215, which set out the Council’s Strategic Economic Framework.

Members were informed that the purpose of the Framework was to help to grow the local economy and assist local businesses in recovering from the Coronavirus pandemic. It had been developed in consultation with key delivery partners and businesses. In discussing the document, the Cabinet expressed strong support for the approach taken in developing the Strategic Economic Framework. It was confirmed that areas of concern for Members, including local youth unemployment rates and local public transport services, were addressed in the Framework.

**The Cabinet RESOLVED** that the Strategic Economic Framework and Action Plan 2022 – 2025, as set out in Report No. EPSH2215, be approved.

83. **VOTE OF THANKS - CLLR K.H. MUSCHAMP –**

It was confirmed that Cllr K.H. Muschamp was standing down at the forthcoming Borough elections and the Cabinet wished to place on record its thanks for his excellent service to the Council and to the Cabinet, for many years as the Deputy Leader of the Council.

84. **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:

<b>Minute No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
85	3	Information relating to financial or business affairs

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

85. **NO. 168 HIGH STREET, GUILDFORD - INVESTMENT PROPERTY PORTFOLIO - AGREEMENT OF REVISED RENTAL OFFER –**  
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. PETS2203, which set out details of a revised rental offer in relation to No. 168 High Street, Guildford, which was owned by the Council.

Members were informed that, following a difficult trading period, a series of discussions had taken place with the tenant of the property. 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 further revised rental offer that represented a good solution for both the tenant and the Council, considering the continuing difficult trading environment.

The Cabinet was supportive of the suggested approach and considered this to be the best available option.

**The Cabinet RESOLVED** that, in order to secure an income stream to the Council from 1st March, 2022 for the longest period possible, the package of changes to the existing lease, agreed in principle with the tenant and set out in the Summary and Recommendations box of Exempt Report No. PETS2203, and the associated budgetary adjustments resulting from the reduced rent, be approved.

The Meeting closed at 7.56 pm.

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# CABINET

Report of the Meeting held on Tuesday, 7th June, 2022 at the Council Offices, Farnborough at 7.00 pm.

## Voting Members

Cllr D.E. Clifford, Leader of the Council  
Cllr M.L. Sheehan, Deputy Leader and Operational Services Portfolio Holder  
Cllr M.J. Tennant, Deputy Leader and Major Projects and Property Portfolio Holder

Cllr J.B. Canty, Customer Experience, Digital and Transformation Portfolio Holder  
Cllr Sue Carter, Democracy, Strategy and Partnerships Portfolio Holder  
Cllr A.R. Newell, Planning and Economy Portfolio Holder  
Cllr P.G. Taylor, Corporate Services 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 **20th June**.

### 86. **DECLARATIONS OF INTEREST –**

Having regard to the Council's Code of Conduct for Councillors, no declarations of interest were made.

### 87. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 26th April, 2022 were confirmed and signed by the Chairman.

### 88. **COUNCIL BUSINESS PLAN AND RISK REGISTER QUARTERLY UPDATE AND END OF YEAR 2021/22 –**

(Cllr Sue Carter, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet received Report No. ACE2203, which set out progress in delivering the Council Business Plan projects during the fourth quarter of 2021/22 and included an end of year report. Members were informed that progress against eighteen key projects was included in the Report, along with the Council's business performance monitoring information and the Council's Corporate Risk Register. It was reported that, at the end of the fourth quarter, 71% of live projects were on track, with the remainder showing an amber status.

**The Cabinet NOTED** the progress made towards delivering the Council Business Plan, as set out in Report No. ACE2203.

### 89. **INTRODUCTION OF A PUBLIC SPACE PROTECTION ORDER IN ALDERSHOT TOWN CENTRE –**

(Cllr Maurice Sheehan, Operational Services Portfolio holder)

The Cabinet considered Report No. OS2207, which proposed the adoption of a Public Spaces Protection Order (PSPO) for Aldershot town centre, following a period

of public consultation. Members were informed that the purpose of the Order was to assist in managing ongoing antisocial behaviour related to the consumption of alcohol in a public space and other associated behaviours, including public urination and defecation.

The Cabinet was strongly supportive of this approach, which would enable swift action to be taken to deal with the identified antisocial behaviour in Aldershot town centre, for the benefit of local residents and businesses and visitors to the town. In response to a question, it was confirmed that there was a process in place to vary the Order, if required, in the future.

**The Cabinet RESOLVED** that

- (i) the implementation of a Public Space Protection Order and proposed conditions in Aldershot town centre, as set out in Report No. OS2207, be approved; and
- (ii) the issuing of a £100 fixed penalty notice for a breach of the PSPO be approved, with an early payment discount of £25.

90. **REPORT OF URGENCY DECISION - UNION YARD - EXTENSION OF TIME CLAIM –**

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

The Cabinet received Report No. ED2203 and a Record of Executive Decision, which set out an urgent decision made on 31st May, 2022 by the Executive Director to agree a commercial settlement with the Council's Union Yard contractor, Hill Partnerships Limited, in relation to an Extension of Time (EOT) claim. The claim had been made in relation to delays caused by the repairs to the party wall at Nos. 35-39 High Street, Aldershot, which had been considered by the Cabinet at its meetings in December, 2021 and March, 2022. Members were informed that the cost of the commercial settlement was £783,000. It was explained that this action had minimised the risk of further delays and potential costs and financial loss due to the late delivery of the student accommodation, which was scheduled for handover in July, 2024.

**The Cabinet RESOLVED** that the action taken, as set out in the Record of Executive Decision dated 31st May, 2022, be noted and endorsed.

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

**The Cabinet RESOLVED** that

- (i) the following appointments be made to groups for the 2022/23 Municipal Year, subject to each group reviewing its Terms of Reference at its first meeting of the municipal year:

### **Budget Strategy Working Group**

Corporate Services Portfolio Holder -	Cllr P.G. Taylor
Chairman of Corporate Governance, Audit and Standards Committee -	Cllr P.J. Cullum
Chairman/Vice-Chairman of Policy and Project Advisory Board -	Cllr Jessica Auton
Conservative Group (2) -	Cllrs A.H. Gani and S. Trussler
Labour Group (2) -	Cllrs Gaynor Austin and K. Dibble
Liberal Democrat Group (1) -	Cllr C.W. Card

### **Climate Change Working Group**

Climate Change Cabinet Champion -	Cllr S.J. Masterson
Deputy Leaders of the Council (2) -	Cllrs M.L. Sheehan and M.J. Tennant
Chairman/Vice-Chairman of Policy and Project Advisory Board -	Cllr Jessica Auton
Conservative Group (1) -	Cllr P.I.C. Crerar
Labour Group (2) -	Cllrs Jules Crossley and M.J. Roberts
Liberal Democrat Group (1) -	Cllr C.W. Card

### **Member Development Group**

Democracy, Strategy and Partnerships Portfolio Holder -	Cllr Sue Carter
Additional Cabinet Member (1) -	Cllr P.G. Taylor
Conservative Group (2) -	Cllrs Jessica Auton and Calum Stewart
Labour Group (2) -	Cllrs Nadia Martin and Sophie Porter
Liberal Democrat Group (1) –	Cllr T.W. Mitchell

### **Strategic Housing and Local Plan Working Group**

Planning and Economy Portfolio Holder - Cllr A.R. Newell

Chairman of Development Management Committee - Cllr C.J. Stewart

Chairman/Vice-Chairman of Policy and Project Advisory Board - Cllr P.I.C. Crerar

Conservative Group (1) - Cllr Peace Essien Igodifo

Labour Group (2) - Cllrs Sophie Porter and M.J. Roberts

Liberal Democrat Group (1) - Cllr C.W. Card

### **Waste and Recycling Options Working Group**

Operational Services Portfolio Holder - Cllr M.L. Sheehan

Chairman of Policy and Project Advisory Board - Cllr Marina Munro

Conservative Group (2) - Cllrs P.J. Cullum and S.J. Masterson

Labour Group (2) - Cllrs Gaynor Austin and Sophie Porter

Liberal Democrat Group (1) - Cllr C.W. Card

### **Union Yard Project Board**

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

Corporate Services Portfolio Holder - Cllr P.G. Taylor

Labour Group Leader - Cllr Christine Guinness

- (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 2022/23 municipal year, in order to fill vacancies.



The Meeting closed at 7.27 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 13th April, 2022 at the Concorde Room, Council Offices, Farnborough 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 Michael Hope  
Cllr J.H. Marsh  
Cllr Nadia Martin  
Cllr S.J. Masterson  
Cllr T.W. Mitchell  
Cllr Sophie Porter  
Cllr Nem Thapa

## Non-Voting Member

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

## 64. 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:

<b>Member</b>	<b>Application No. and Address</b>	<b>Interest</b>	<b>Reason</b>
Cllr Sophie Porter	22/00159/FULPP – White Lion Public House, No. 20 Farnham Road, Aldershot	For noting	No interest to declare under the Code of Conduct for Councillors, however has been closely involved in supporting the community group campaigning to save The White Lion and promoting their

efforts in this regard. Therefore Cllr Porter felt that it would not be appropriate to take part in the debate or decision making to avoid any suggestion of bias or predetermination.

## 65. MINUTES

The Minutes of the Meeting held on 16th February, 2022 were approved and signed as a correct record of the proceedings subject to the following amendment:

- Add the following wording to para 60 (i) "... subject to completion of a planning obligation by 26th March, 2022."

## 66. 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:

<b>Application No.</b>	<b>Address</b>	<b>Representation</b>	<b>In support of or against the application</b>
22/00159/FULPP	White Lion Public House, No. 20 Lower Farnham Road, Aldershot	Mr Justin Coll	Against

## 67. PLANNING APPLICATIONS

**RESOLVED:** That

- 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:

21/00926/FULPP	Station House, No. 37 Farnborough Street, Farnborough
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(ii) planning permission/consent be refused in respect of the following applications as set out in Appendix "A" attached hereto for the reasons mentioned therein:

- \* 21/00947/FULPP            No.101 Victoria Road, Aldershot
- 22/00159/FULPP            White Lion Public House, No. 20 Lower Farnham Road, Aldershot

(iii) planning permission/consent be deferred to a future meeting in respect of the following applications as set out in the Amendment Sheet attached hereto for the reasons mentioned therein:

- \* 21/00980/FULPP            No. 63 Cambridge Road East, 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. EPSH2212, be noted

(iii) 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
- 21/00271/FULPP            Block 3, Queensmead, Farnborough
- 22/00029/FULPP            Aldershot Bus Station, No. 3 Station Road, Aldershot
- \*\*\* 22/00193/OUTPP            Proposed Farnborough Civic Quarter Development Site, Meudon Avenue, Farnborough
- \*\* 22/00068/REM            Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
- \*\*\*
- \*\* 22/00138/REMPP            Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
- \*\*\*

\* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2212 in respect of these applications was amended at the meeting.

\*\* Items added as part of the Amendment Sheet to the Future Items for Consideration

\*\*\* It was agreed that site visits would be arranged to these sites

## 68. APPEALS PROGRESS REPORT

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2213 concerning the following appeal decisions:

<b>Application / Enforcement Case No.</b>	<b>Description</b>	<b>Decision</b>
21/00331/FULPP	Against the refusal of planning permission for the construction of an attached dwelling to the existing semi-detached property to create a terrace of three following demolition of the existing detached garage at No. 71 Tongham Road, Aldershot.	New Appeal to be Determined
21/00912/FULPP	Against the refusal of planning permission for the formation of a new driveway and vehicular access for off street parking at No. 66 Church Road, Aldershot.	New Appeal to be Determined
21/00276/FULPP	Against the refusal of planning permission for the erection of a one bed dwelling with associated parking at No. 81 Blackthorn Crescent, Farnborough.	Dismissed
21/00048/REVPP	Against the refusal of planning permission to extend customer opening hours one hour earlier from 06:00, and closing one hour later until midnight, seven days per week at Macdonalds, No.1 North Close, Aldershot.	Allowed (with a condition that the extended hours operate for a temporary trial period of one year).

20/00149/FULPP            Against the refusal of planning permission to seek refurbishment and amalgamation of existing Units 2A and 3 Blackwater Shopping Park, Farnborough, including removal of existing mezzanine floors, revised car parking and servicing arrangements.            Allowed

**RESOLVED:** That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2213 be noted.

69.    **ESSO PIPELINE PROJECT**

The Head of Economy, Planning and Strategic Housing gave an update to the Committee on the position regarding the agreement of all outstanding legal agreements including the Environmental Improvement Plan pursuant to the Development Consent Order for the renewal and partial realignment of the Southampton to London Esso fuel pipeline which crossed the Borough of Rushmoor.

It was noted that vegetation removal had been undertaken at both Southwood Country Park and Queen Elizabeth Park, Farnborough. As part of the work, as previously agreed with ESSO, a number of trees had been removed with the exception of three, which, on reflection, it was deemed unnecessary to remove. However, following the removal of the vegetation, the Council had requested that an additional 16 trees be removed for safety reasons.

The Committee noted that the play area had been constructed however, there had been a delay in obtaining insurance which had caused a delay in opening the facility. It was also advised that there had been an issue with the funding to resurface the car park, but it was hoped to be resolved shortly.

The Committee were made aware of the proposed road closures at Ringwood Close, Farnborough as a result of the work. It was advised that pedestrian, disabled and emergency vehicle access would be retained during the closure. It was noted that the Council had no jurisdiction to make any changes to the proposed closure as it was a matter for Hampshire County Council as the highways authority.

**RESOLVED:** that the Head of Economy, Planning and Strategic Housing Report No. EPSH2214 be noted.

70.    **VOTE OF THANKS**

A vote of thanks was recorded for Cllr John Marsh. It was noted that Cllr Marsh had spent the last 42 years as an elected Member of the Council. For 28 of those years he had been a member of the Planning Committee, 13 of which were in the role of Vice-Chairman or Chairman. Cllr Marsh, would be spending the 2022/23 Municipal Year as Mayor of Rushmoor.

Cllr Marsh took the opportunity to thank Members of the Committee, past and present, and Officers for their support and contributions over the years.

The meeting closed at 8.40 pm.

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## Development Management Committee

### Appendix "A"

**Application No. & Date Valid:**      **21/00926/FULPP**                      **24th November 2021**

**Proposal:**                      Change of use of the Station House and land from residential (Use Class C3) to a community use (Use Class F2) at 37 Farnborough Street, Farnborough. at **37 Farnborough Street Farnborough Hampshire GU14 8AQ**

**Applicant:**                      Network Rail Limited

**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  
Drawing numbers:

40718\_01\_P Rev 0  
40718\_03\_ES

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



## Appendix "B"

**Application No. & Date Valid:** 21/00947/FULPP 4th December 2021

**Proposal:** Alterations to front elevation and change of use of first and second floors from offices to nightclub at **101 Victoria Road Aldershot Hampshire GU11 1JE**

**Applicant:** S Gurung

**Reasons:** 1 The proposed night club, given its hours of operation, provision of an outdoor terrace/ smoking area, potential for acoustic volume and vibrations, and its proximity to residential occupiers, would be likely to give rise to noise pollution that would result in adverse harm to the amenities of adjacent residential occupiers. No satisfactory evidence has been provided to demonstrate that the proposal would not result in such harm. As a result, the development would be contrary to Policy DE10 of the Local Plan.

**Application No. & Date Valid:** 22/00159/FULPP 24th February 2022

**Proposal:** First floor rear extension to facilitate change of use of first floor ancillary accommodation to public house (Sui generis) to 2 self contained flats (1no. 1-bed and 1no. 2 bed) and associated cycle and refuse storage space at **The White Lion Public House 20 Lower Farnham Road Aldershot Hampshire**

**Applicant:** Mr A Jaman

**Reasons:** 1 The application has not been supported by sufficient recent or relevant evidence to establish the viability of the public house without the staff accommodation and therefore conflicts with the Policy objectives of Policy LN8 of the Ruhs Moor Local Plan and the 'Development Affecting Public Houses' supplementary planning document.

- 2 The proposal fails to demonstrate that the likely significant impact of the public house on the living environment created for future occupants of the proposed development can be adequately mitigated and therefore fails to comply with Policy DE1 and DE10 of the Rushmoor Local Plan.
- 3 The proposal fails to make adequate provision for the open space needs of future occupiers contrary to the requirements of Rushmoor Local Plan Policy DE6.
- 4 The proposal fails to address the likely significant impact of the development on the Thames Basin Heaths Special Protection Area as required by the Habitats Regulations in accordance with the Council's Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy, and is therefore contrary to Rushmoor Local Plan Policy NE1 and retained Policy NRM6 of the South East Plan.
- 5 The development would fail to provide a satisfactory level of neighbouring amenity to adjoining property no.18 Lower Farnham Road by way of creating a sense of enclosure to a rear facing window from the roof terrace fencing and in this regard the application would not comply with Policy DE1 of the Rushmoor Local Plan.
- 6 The development would fail to provide sufficient on-site car parking to the detriment of the free flow and safety of the surrounding highway network, the residential amenities of neighbouring properties and the living conditions of proposed occupiers. In this regard it contravenes the requirements of Local Plan Policy IN2 and the Council's adopted Car and Cycle Parking Standards SPD.

# CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the Meeting held on Thursday, 26th May, 2022 at the Council Offices, Farnborough at 7.30 pm.

## Voting Members

Cllr P.J. Cullum (Chairman)  
Cllr Jessica Auton (Vice-Chairman)

Cllr A. Adeola  
Cllr M.S. Choudhary  
Cllr K. Dibble  
Cllr A.H. Gani  
Cllr Christine Guinness  
Cllr Sarah Spall  
Cllr Nem Thapa  
Cllr S. Trussler  
Cllr Jacqui Vosper

## 1. MINUTES

The Minutes of the Meeting held on 28th March 2022 were agreed and signed as a correct record of the proceedings.

## 2. CLLR SUE CARTER - CHAIRMAN 2021-22

The Chairman wanted to place on record his thanks to the previous Chairman of the Committee – Cllr Sue Carter – for all her work in guiding the Committee during the 2021/22 Municipal Year.

## 3. INTERNAL AUDIT OPINION 2021/22

The Committee considered the Audit Manager's Report No. AUD2207, which set out the Internal Audit coverage, findings and performance for the 2021/22 municipal year and presented the Audit Manager's overall assurance opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control (GRC) environment. The Report also covered the self-assessment carried out against the Public Sector Internal Audit Standards (PSIAS) and the progress on the Quality and Assurance Improvement Plan (QAIP) for the year.

The Committee was advised that, in accordance with the Accounts and Audit (England) Regulations 2015, the Audit Manager was required to report on an annual basis on the overall adequacy and effectiveness of the Council's framework of GRC. Appendix A to the Report set out Annual Report and Audit Opinion.

It was noted that the Audit Manager was also required to carry out a self-assessment on the Internal Audit activities conformance with the PSIAS and report on this to the Committee and this information was set out in Appendix 2 to the Annual Report and Audit Opinion.

The Report set out details of the areas of assurance obtained in order to form the Audit Opinion. In assessing the level of assurance to be given for 2021/22 the opinion was based on:

- written reports on all Internal Audit work completed during the course of the year (assurance and consultancy);
- results of any follow up exercises undertaken in respect of previous years' Internal Audit work;
- the results of work of other review bodies where appropriate (eg Public Sector Network certification);
- the quality and performance of the Internal Audit service and the extent of compliance with the PSIAS;
- participation on the Corporate Governance Group; and
- mitigations in place to minimise the risks identified within the Corporate Risk Register.

In the opinion of the Internal Auditor, sufficient assurance work had been completed within the year to enable an overall Audit Opinion of 'reasonable' to be provided on the Council's GRC framework. Where weaknesses had been identified through Internal Audit review, the Internal Auditor had worked with management to agree appropriate corrective actions and a timescale for improvement.

The Report identified the following reasons key areas of non-compliance for the PSIAS:

- **An external assessment carried out on the Audit activity** – This was due to have been carried out every five years. Previously, this had not been done on the basis of cost/benefit due to the size of the function. However, this would be reviewed in 2022/23.
- **Structure of Internal Audit function** – The position of Internal Audit in the Council needed to be reviewed to assist with the improvement of its effectiveness in assisting senior management with the GRC framework. A strategy paper had been produced on the subject.
- **Up-to-date Audit policies and procedures** – These had not been updated in 2020/21 due to other higher priority work and Covid-19. These would be reviewed in 2022/23.

- **Regular meetings with External Audit** – Regular meetings had not been carried out with External Audit. This would be reviewed in 2022/23.
- **An assurance map in place** – A recent assurance map had not been developed to identify all the areas of assurance which could be/were obtained, including third parties. This would be addressed in 2022/23.

It was noted that all items had been included as actions within the QAIP, as set out in Appendix 3 to the Annual Report and Audit Opinion.

Members raised questions concerning staffing resources and the impact of working from home on workloads.

**RESOLVED:** That

- (i) the coverage of assurance obtained across the Council, as set out in the Audit Manager's Report No. AUD2207, be noted;
- (ii) the level of GRC assessment in 2021/22 through opinion-based audit assurance work be noted;
- (iii) the Audit Opinion given for 2021/22 be noted;
- (iv) the Performance Indicators for the Internal Audit activity for 2022/23 be endorsed;
- (v) the self-assessment exercise against the PSIAS and the areas of non-conformance with them, as set out in Appendix 2, be noted; and
- (vi) the QAIP for 2021/22, as set out in Appendix 3, detailing areas of improvement to reduce the areas where the audit activity did not conform to the PSIAS, be endorsed.

#### 4. **ANNUAL GOVERNANCE STATEMENT 2021/22**

The Committee considered the Audit Manager's Report No. AUD2208, which set out the Annual Governance Statement 2021/22 for review and approval.

It was noted that, in July 2017, the Council had adopted a revised Code of Corporate Governance which had been prepared with the CIPFA/SOLACE framework document 'Delivering Good Governance in Local Governance Framework (2016 Edition)'. The Committee was also advised that Regulation 6(1) of the Accounts and Audit Regulations 2015 provided that each financial year the Council had to (a) conduct a review of the effectiveness of the system of internal control and (b) prepare an Annual Governance Statement. The Annual Governance Statement should be reviewed and approved by the Committee prior to being signed by the Chief Executive and the Leader of the Council. The Statement would then be published alongside the Council's Statement of Accounts, showing the extent to which the Council complied with its Code of Corporate Governance.

The Report set out the methodology used for compiling the Annual Governance Statement and the requirements of the Committee in ensuring a meaningful review of the Statement to ensure that it was satisfied that the Statement (as set out in Appendix A to the Report) properly reflected the risk environment and any actions required to improve it and demonstrated how governance supported the achievement of the Council's objectives. The Council was responsible for ensuring its business was conducted in accordance with the law and proper standards and that public money was safeguarded, properly accounted for and used economically, efficiently and effectively. The Council was responsible for putting in place proper arrangements for the governance of its affairs, which included arrangements for the management of risk, whilst facilitating the effective exercise of its functions.

During discussion, it was suggested that it would be helpful to have a 'red-amber-green' status against the outstanding governance actions.

**RESOLVED:** That the Annual Governance Statement 2021/22 be approved for signature by the Chief Executive and the Leader of the Council to be published alongside the Statement of Accounts.

## 5. **INTERNAL AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2209 which set out: an overview of the work carried out by Internal Audit in Quarters 3 and 4 2021/22 to date; an update on progress towards completing the Audit Plan for 2021/22; a schedule of work expected to be delivered in Quarter 1 2022/23; and, an update on the outstanding audit issues from Internal Audit reports covering 2019/20 and 2020/21, focusing on the high-risk issues.

During discussion, the Committee requested that the work that had been undertaken in improving Audit reporting to the Committee should be noted. Clarification was also sought on some long outstanding Audit issues.

**RESOLVED:** That the Audit Manager's Report No. AUD2209 be noted.

## 6. **APPOINTMENTS**

### (1) **Outside Bodies –**

**RESOLVED:** That the appointment of representatives to outside bodies for the 2022/23 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 2022/23 Municipal Year (three Conservative representatives; two Labour representatives):

Conservative Group: Cllrs P.J. Cullum, S. Trussler and Jacqui Vosper

Labour Group: Cllrs Keith Dibble and Christine Guinness.

(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) **Licensing Sub-Committee (Taxis) –**

**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 27th June 2021 and detailed in the Licensing Sub-Committee (Taxis) Hearings Protocol and Procedure.

(6) **Review of Mayoral Selection Criteria –**

**RESOLVED:** That the following Members be appointed to support work to review the Mayoral Selection Criteria, planned to take place during 2022/23:

Cllr M.S. Choudhary

Cllr P.J. Cullum

Cllr A. Gani

Cllr Christine Guinness

Cllr Jacqui Vosper

(7) **Constitution Working Group –**

**RESOLVED:** That the following Members be appointed to serve on the Constitution Working Group for the 2022/23 Municipal Year (six Members):

- Cabinet Member (Cllr Sue Carter)
- the Chairman of the Corporate Governance, Audit and Standards Committee (Cllr P.J. Cullum)
- two representatives of the Conservative Group (Cllrs Mara Makunura (in place of a 2nd Cabinet Member representative) and S. Trussler)
- two representatives of Labour Group (Cllrs Christine Guinness and Sarah Spall).

The meeting closed at 9.44 pm.

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**CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE  
26TH MAY 2022**

**REPRESENTATION ON OUTSIDE BODIES**

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2022/23</b>
Aldershot & Farnborough Festival of Music & Art	Cllrs Gaynor Austin and Jules Crossley
Basingstoke Canal Joint Management Committee	Cllrs J.H. Marsh and P.G. Taylor with Cllr Jules Crossley as Standing Deputy
Blackbushe Airport Consultative Committee	Cllr P.J. Cullum with Cllr Jules Crossley as Standing Deputy
Blackwater Valley Advisory Panel for Public Transport	Cllrs A.R. Newell and M.J. Roberts with Cllr Jules Crossley as Standing Deputy
Blackwater Valley Countryside Partnership	Cllrs Mrs D.B. Bedford and P.G. Taylor with Cllrs Jules Crossley and Nadia Martin as Standing Deputies
Brickfield Country Park, Friends of	Three Manor Park Ward Members (Cllrs D.E. Clifford, P.I.C. Crerar and Peace Essien Igodifo)
Cove Brook Greenway Group	Cllrs A. Adeola and L. Jeffers
District Council's Network (DCN)	Leader of the Council (Cllr D.E. Clifford)
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 Squadron Farnborough RAF Air Cadets	Cllr Nadia Martin

NAME OF ORGANISATION	REPRESENTATIVE(S) 2022/23
Hampshire and Isle of Wight Local Government Association	Leader of the Council (Cllr D.E. Clifford)
Hampshire Health and Wellbeing Board (co-opted Deputy)	Cllr Michael Hope
Hampshire Police and Crime Panel	To be confirmed
Hampshire Buildings Preservation Trust AGM	Cllr Jessica Auton and Cllr Peter Crerar
Local Government Association - General Assembly	Leader of the Council (Cllr D.E. Clifford)
North Hampshire Area Road Safety Council	Cllr Mara Makunura with Cllr Peace Essien Igodifo as Standing Deputy
PATROL	Cllr Christine Guinness
PCC Hampshire Gypsy and Traveller Community Support Panel	Cllr A.R. Newell (Cabinet Member)
Parity for Disability	Cllr S.J. Masterson with Cllr Gaynor Austin as Standing Deputy
Project Integra Strategic Board	Cllr M.L. Sheehan (Cabinet Member)
Royal British Legion (Farnborough Branch) Remembrance Day Arrangements	Cllr Mrs D.B. Bedford and Cllr C.P. Grattan
Citizens' Advice Rushmoor Trustee Board	Cllr C.J. Stewart and Cllr Gaynor Austin
Rushmoor Voluntary Services Board	Cllr S.J. Masterson and Cllr Jules Crossley (tbc)
Rushmoor Accessibility Action Group	Cllrs Mara Makunura, S.J. Masterson, and Sarah Spall

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2022/23</b>
South East Employers – Annual General Meeting	Cllr P.G. Taylor (Cabinet Member) and J.B. Canty as Standing Deputy
Thames Basin Heaths Joint Strategic Partnership Board	Cllr Adrian Newell (Cabinet Member)
Wellesley Residents Trust Ltd	Cllr Jib Belbase with Cllr Nadia Martin as Standing Deputy

### **REPRESENTATION ON COUNCIL GROUPS, PARTNERSHIPS AND BOARDS**

<b>GROUP</b>	<b>REPRESENTATIVE(S) 2022/23</b>
Hampshire Cultural Trust – Aldershot Military Museum Strategic Local Agreement and West End Centre Management Committee	Cllrs Mrs D.B. Bedford and Jules Crossley
Safer North Hampshire Community Safety Partnership	Cllr M.L. Sheehan (Cabinet Member)
Crime and Disorder Joint Scrutiny Committee	Cllrs M.D. Smith, Mrs D.B. Bedford and K. Dibble
Rushmoor Development Partnership LLP (RDP) Board	Cllr M.J. Tennant, Chief Executive and Executive Director (KE)
Rushmoor Housing Ltd (RHL) – Board of Directors	Cllrs P.G. Taylor, K. Dibble and Marina Munro