

# CABINET

Report of the meeting held on Tuesday, 11th October, 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 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

An apology for absence was submitted on behalf of Cllr M.J. Tennant.

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 **24th October, 2022**.

## 26. **DECLARATIONS OF INTEREST –**

Cllr J.B. Canty declared a non-registerable interest in Minute No. 28 due to his close association with an employee of NDreams Limited and, in accordance with the Council's Code of Conduct for Councillors, left the meeting during the discussion and voting thereon.

## 27. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 13th September, 2022 were confirmed and signed by the Chairman.

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

The Cabinet considered Report No. FIN2233, which set out details of an application for rate relief on behalf of NDreams Limited.

Members were informed that details of the application were contained within the Report and that the applicant was a leading independent developer and publisher of Virtual Reality (VR) games that occupied premises in Farnborough.

**The Cabinet RESOLVED** that 35% discretionary rate relief be awarded to NDreams Limited from 12th April, 2022 to 11th April, 2023, as set out in Report No. FIN2233.

## 29. **RUSHMOOR CULTURAL STRATEGY AND CULTURAL COMPACT –** (Cllr Adrian Newell, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2239, which set out a Cultural Strategy for the Rushmoor area.

Members were informed that the Rushmoor Cultural Strategy had been developed to help to grow the cultural and arts sector in the Borough. It was reported that key delivery partners across the public and private sectors had formed a 'Cultural Compact' that had developed the plan and would have an ongoing role in shaping cultural activity locally.

In expressing its strong support for the Strategy, the Cabinet stressed the importance of the links that had been identified with the Borough's significant heritage, including aviation and the military.

**The Cabinet RESOLVED** that the adoption of the Rushmoor Cultural Strategy, as set out in Report No. EPSH2239, be approved.

The Meeting closed at 7.15 pm.

# CABINET

Report of the meeting held on Tuesday, 15th November, 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 **28th November, 2022**.

### 30. **DECLARATIONS OF INTEREST –**

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

### 31. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 11th October, 2022 were confirmed and signed by the Chairman.

### 32. **BUDGET STRATEGY 2023/24 –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2234, which set out the budgetary framework to support the preparation of the Council's 2023/24 budget.

The Report set out a summary of the Council's financial position and explained how Members would be kept informed of material changes in the forecast over the medium term for financial planning purposes. Members were informed that the final decision on the overall budget and Council Tax level would be made by the Council at its meeting in February, 2023. It was confirmed that the Council, along with most local authorities, faced a significant and immediate set of financial challenges, many of which would continue over the medium term. Members were informed that a number of proposals were contained within the Report as a suggested way forward in delivering the reductions in expenditure required. Included in this was a recommendation that the Council should move to a system of Outcomes Based Budgeting as the primary methodology for addressing the budget gap for 2023/24 and future years.

The Cabinet was supportive of the approaches set out in the Report, including the move to Outcomes Based Budgeting, as the most effective way for the Council to proceed in facing the financial challenges at this time.

**The Cabinet RESOLVED** that

- (i) the revised budget gap contained within this Budget Strategy update for 2023/24, as set out in paragraph 4.7 of Report No. FIN2234, be noted;
- (ii) the endorsement of the budget principles, as set out in paragraph 5.2 of the Report, be approved; and
- (iii) the intended approach to developing new savings and income proposals to close the projected gap, as set out in paragraph 5.8 of the Report, be noted.

**33. COUNCIL PLAN AND RISK REGISTER QUARTERLY UPDATE JULY TO SEPTEMBER 2022/23 –**

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

The Cabinet received Report No. ACE2206, which set out progress in delivering the Council Business Plan projects during the second quarter of 2022/23. Members were informed that progress against key activities and 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 second quarter, just over 50% of projects/activities were showing an amber status. Many of these projects were showing as amber due to reporting delays of between one and three months and most were still on track to be delivered in 2022/23.

**The Cabinet NOTED** the progress made towards delivering the Council Business Plan, as set out in Report No. ACE2206.

**34. REVIEW OF LICENSING FEES –**

(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2219, which set out a proposed revised scheme of fees for the Council's Animal Licensing and Scrap Metal Dealer Licensing fees.

Members were informed that the fees were being reviewed in the context of the financial pressures being experienced by the Council at the present time. It was reported that the new fee structure had been prepared on the basis of full cost recovery and the details of the process in each case were appended to the Report.

**The Cabinet RESOLVED** that the new Animal Licensing and Scrap Metal Dealer Licensing fees, as set out in Report No. OS2219, be approved.

**35. CONSERVATION AREA APPRAISALS AND MANAGEMENT PLANS –**

(Cllr Adrian Newell, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2234, which set out proposed Conservation Area appraisals and management plans, following a review of the St.

Michael's Abbey, Farnborough Hill / Farnborough Street and Aldershot West Conservation Areas. The Chairman welcomed Mr George Britton, who was representing local residents in the Highgate Lane and Chingford Avenue area and had requested to address the Cabinet on the proposed boundaries of the new Farnborough Street and Farnborough Hill Conservation Areas.

Members were informed that it was proposed that the former Farnborough Hill Conservation Area should be split to form the separate Farnborough Hill and Farnborough Street Conservation Areas. It was confirmed that consultation exercises had been carried out on the draft appraisals and management plans and that the responses received were summarised within the Report. It was proposed that, in the case of each of the Farnborough Conservation Areas, properties and roads that were not considered to justify conservation area designation by virtue of special architectural or historic interest should not be included within their boundaries.

The Cabinet heard from Mr Britton, who was speaking on behalf of local residents from Highgate Lane and Chingford Avenue. Mr Britton considered that the appraisal process had been flawed and that no satisfactory definition of 'historic or architectural significance or character' had been provided. It was the view of the residents that areas and many of the properties proposed to be removed from the new Conservation Areas were of such significance and that properties built in the 20th Century should be recognised as worthy of protection. It was not felt that residents had been sufficiently involved in the review process.

The Cabinet considered the representations made and discussed the role and advice of Historic England in the process. It was confirmed that Historic England had responded to consultation on the proposed appraisals and reviews of Conservation Areas but had not offered a view on the merits of the inclusion or otherwise of the individual houses or groups of houses under discussion. Historic England had commented that it is outside its remit to provide an opinion on what should or should not be in a conservation area as this is legally identified as the role of the Local Planning Authority.

The Cabinet was advised that the process and recommendations had been informed by advice within the National Planning Policy Framework (NPPF) and Historic England's Advice Note 1 on Conservation Area Designation, Appraisal and Management.

In response to a question, it was confirmed that no tree worthy of preservation would go unprotected as a result of being removed from a Conservation Area and that new Tree Preservation Orders were in preparation to ensure this. Members felt that, when considering all of the available information, it was right to make the changes proposed in the Report to demonstrate a consistent approach to Conservation Areas across the Borough.

**The Cabinet RESOLVED** that

- (i) the adoption of the St. Michael's Abbey Conservation Area appraisal and management plan, as set out in Appendix 1 of Report No. EPSH2234, be approved;

- (ii) the adoption of the Farnborough Hill Conservation Area appraisal and management plan, as set out in Appendix 2 of the Report, be approved;
- (iii) the undertaking of an exercise to reconsult on the revised appraisal for the Farnborough Street Conservation Area, solely to seek views on whether it should be extended to include the Station Master's House, as set out in Appendix 3 of the Report, be approved, with the Head of Economy, Planning and Strategic Housing, in consultation with the Planning and Economy Portfolio Holder, being authorised to make any necessary final amendments to the boundary in the light of consultee comments received before being finally adopted;
- (iv) the undertaking of an exercise to consult on a draft Aldershot West Conservation Area appraisal and management plan, as set out in Appendix 4 of the Report, be approved, with the Head of Economy, Planning and Strategic Housing, in consultation with the Planning and Economy Portfolio Holder, being authorised to make any minor revisions to the text of the appraisal in the light of consultee comments received before being finally adopted.

36. **SAVINGS AND TRANSFORMATION AND DELIVERING COUNCIL PRIORITIES - ORGANISATIONAL REDESIGN –**  
(Mr Paul Shackley, Chief Executive)

The Cabinet considered Report No. CEX2202, which set out the Chief Executive's update on progress in relation to the Council's Transformation and Savings Programme and proposed changes to the Council's staffing structures, arising as a result of a consequential review of organisational design.

Members heard that a number of measures were being proposed, including the deletion of two Head of Service posts, the acceptance of two resignations under the Mutually Agreed Resignation Scheme (MARS) and the redundancy of the Council's existing Technical Services Manager. The Report set out full details of these and the other changes that were being proposed. It was reported that the changes would result in ongoing annual savings to the Council's revenue budget of between £167,000 and £179,000, with a net transition cost in 2022/23 of £41,000, which would be met from existing budgets.

The Cabinet was supportive of the suggested approach, as part of the Council's response to the financial challenges currently being faced.

**The Cabinet RESOLVED that**

- (i) the progress to date of the ICE Transformation Programme and the establishment of the Saving and Transformation Programme (STP), as set out in Report No. CEX2202, be noted;
- (ii) the new senior management arrangements, as set out in the Report, be noted;

- (iii) the proposed changes to the staffing establishment to enable the delivery of key priorities, as set out in the Report, be noted;
- (iv) the taking forward of further staffing and other service changes through the Saving and Transformation Programme, by the Chief Executive, in line with the requirement outlined in the new Medium Term Financial Strategy, the 2023/24 budget and as a result of any further joint working with Hart District Council, be noted;
- (v) the revised Chief Officers Pay Scales in line with the new senior management arrangements, as set out in paragraph 5.12 of the Report, be approved;
- (vi) an interim amendment to the current pay policy to allow a market supplement of up to £10,000 per annum for specific hard to recruit roles, for the duration of a review of recruitment and retention, as set out in the Report, be approved;  
and
- (vii) the Interim Executive Head of Finance be authorised to amend in year budgets as required, in line with the financial implications set out in the Report.

The Meeting closed at 8.18 pm.

# CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Meeting held on Monday, 26th September, 2022 at the Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cllr P.J. Cullum (Chairman)

Cllr A. Adeola  
Cllr M.S. Choudhary  
Cllr A.H. Gani  
Cllr C.P Grattan  
Cllr Christine Guinness  
Cllr Mara Makunura  
Cllr Nem Thapa  
Cllr S. Trussler  
Cllr Jacqui Vosper

## **Non-Voting Member**

Mr Tom Davies – Independent Member (Audit)

Apologies for absence were submitted on behalf of the Vice-Chairman (Cllr Jessica Auton), Cllr K. Dibble and Cllr Sarah Spall.

Cllrs C.P Grattan and Mara Makunura attended the meeting as Standing Deputies.

## **12. MINUTES**

The Minutes of the Meeting held on 26th July 2022 were agreed and signed as a correct record of the proceedings.

## **13. INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2211, which: provided an overview of the work carried out by Internal Audit in Quarters 1 and 2 to date; a progress update on the 2022/23 Audit Plan; a schedule of work expected to be delivered in Quarters 2 and 3; and, an update on the outstanding audit issues from previous financial years, focusing on specific high risk issues that appeared not to be progressing.

Appendix A to the Report gave details of two high risk issues which had a lack of progress. The Head of IT, who had responsibility for implementing these actions, was in attendance to provide the Committee with an update on progress to date.



The Head of IT gave a presentation on the two areas within Application Patch Management, as highlighted in Appendix A and answered Members' questions.

The Committee noted that, in the Audit Manager's opinion, the other high risk issues set out in Appendix B were progressing sufficiently and that appropriate action was being taken to address them.

**RESOLVED:** That the Committee

- (i) note the audit work carried out in Quarters 1 and 2 to date;
- (ii) note the update to the expected deliverables for Quarters 2 and 3;
- (iii) note the outstanding high risk audit issues and engagement by the Services to address them; and
- (iv) note the assurance given by the Head of IT on the two high risk issues of Application Patch Management.

#### 14. **REVIEW OF SCRAP METAL AND STREET TRADING LICENSING FEES**

The Committee considered the Head of Operational Services Report No. OS2216 which outlined the background and current fees for the Scrap Metal and Street Trading licensing regimes and sought approval for a proposed new fee scale, as set out in Appendix A to the Report.

In common with many other local authorities, the Council had forecasted a funding gap over the Medium Term Financial Strategy period. A Savings and Transformation Programme was already in place with the Council working on a number of cost reduction and income generation workstreams to mitigate the financial sustainability risk outlined in the Medium Term Financial Strategy. Heads of Service were in the process of reviewing their services to ensure costs were minimised and that income from fees and charges took into account issues of cost recovery. It was noted that the current fee structure for these regimes did not separate the administration and enforcement costs, as required by the Provision of Services Regulations 2009.

In respect of scrap metal dealers, and having reviewed the Council's current costs against some recent changes in structure and process, it had been found that the fees no longer accurately reflected the cost of administering the regime. It was proposed that fees should be amended to achieve full cost recovery, as far as the Council was able to, in accordance with legislation. The proposed new fee scale was set out in Appendix A (Table 1) to the Report with the recommendation to be implemented from 1st October 2022.

In respect of street trading, the Council's costs had been reviewed against some recent changes in structure and process, and it was found that the current fees and fee structure no longer accurately reflected the cost of administering the regime. Members noted that both the current and proposed fees were generally below those of neighbouring authorities. The comparison with neighbouring authorities was set

out in Appendix B (Table 2). Some authorities appeared to include the cost of rent of the pitch itself where on Council land (e.g. town centres). Rushmoor charged separately for the rent of any land which was owned by the Council and, therefore, the proposed fees covered only the element of street trading consent. It was proposed that fees should be amended for the on-going service to achieve full cost recovery as far as the Council was able to in accordance with associated legislation. The proposed new fee scale was set out in Appendix A (Table 2).

The Report set out the difference that the proposed fees were likely to make to the budget for the remainder of the financial year and the following financial year, based on current applications (Appendix C (Table 2)).

The Committee noted that, before varying changes to the fees, legislation required local authorities to give notice to current licence holders and publish a notice in a local newspaper advertising the proposed changes and giving a reasonable period for representations to be made. It was proposed that the Council should allow a period of 28 days for representations and, if there were no significant representations received within that period, that the proposed new fees should be implemented with effect from 1st December 2022.

The Committee was advised of alternative options and the risks and legal implications associated with the proposals.

**RESOLVED:** That

- (i) approval be given to the proposed Scrap Metal Dealer Fees, as outlined in Report No. OS2216, to take effect from 1st October 2022; and
- (ii) approval be given to consultation in accordance with legislation in respect of the proposed Street Trading Fees and, should no significant representations be received, the proposed fees take effect from 1st December 2022.

**15. ANNUAL STATEMENT OF ACCOUNTS AND EXTERNAL AUDIT OPINION - UPDATE NO. 2**

The Committee received the Executive Head of Finance Report No. FIN2231 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 Committee's meeting on 26th July 2022. The Report also provided an update on the outlined timetable for the audit of the 2020/21 and 2021/22 Financial Statements.

It was noted that the external audit opinion for the 2019/20 accounts was expected in October 2022. The accounts had been updated in respect of asset valuation differences which required review by external audit and consideration of the updated Going Concern Note and cashflow forecast. This would impact on the timing of the external audit for the 2020/21 and 2021/22 accounts as opening and closing balances would need to be restated in light of adjustments made to the 2019/20 accounts.

The Committee was advised that, with three years of active accounts, the complexity and workload of the Finance Team had increased. Over the coming months, the Finance Team would review the way in which the financial system was configured to reduce reliance on manual reconciliations and for the financial system to produce reports and supporting notes. It was noted that, subject to further discussions, it was likely that the 2021/22 accounts would not be audited in the current financial year.

During discussion, it was agreed that it would be useful for the Committee to have an in-depth meeting with the external auditor as soon as was possible.

**RESOLVED:** That

- (i) the Annual Statement of Accounts and External Audit Opinion Update Report No. FIN2231 be noted; and
- (ii) the impact on the outline timetable for the external audit of the 2020/21 and 2021/22 Statement of Accounts approval of the 2020/21 and 2021/22 Statement of Accounts and receiving the Audit Opinion be noted.

#### 16. **ANNUAL GOVERNANCE STATEMENT - UPDATE**

The Committee received the Audit Manager's Report No. AUD2212, which gave details of work carried out towards the implementation of the actions defined in the Annual Governance Statement, which had been presented to the Committee in March 2022.

**RESOLVED:** That the Audit Manager's Report No. AUD2212 be noted.

#### 17. **TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS 2021/22**

The Committee received the Executive Head of Finance Report No. FIN2232, which set out the main activities of the Treasury Management and Non-Treasury Investment Operations during 2021/22. The Committee was also advised that Prudential Indicators for the 2021/22 financial year had been updated for all treasury management and non-treasury activity during 2021/22.

It was noted that the Council's Treasury Team continued to concentrate on the security of investments, taking due regard for the returns available. The return on treasury management activity was in line with the revised budget for 2021/22. Pooled funds had proved to be robust and had performed well given the wider economic downturn as a result of Covid-19. Increased levels of borrowing meant that the Treasury Team continually reviewed the Borrowing Strategy, weighing up interest rate levels and the risk of refinancing. During the 2021/22 financial year, short-term interest rates had remained low and were forecast to remain low. However, borrowing levels had increased, raising refinancing risk. Levels of borrowing would be continually reviewed to mitigate refinancing risk.

The Committee was advised that, as at 31st March 2022, total borrowing was £100 million, a decrease of £2 million from that as at 31st March 2021. The decreased

level of borrowing had been offset by reduced interest rates of borrowing. This had resulted in interest cost of borrowing decreasing by £83,000 compared with 2019/20 costs.

The Council's non-treasury investments risk exposure at 31st March 2022 was £155.1 million, of which £91.6 million had been funded via external loans. It was noted that the rate of return across all the Council's investments had been variable. However, the aggregate rate of return on all the Council's investments had been in line with the estimated return for 2021/22 due to the cost associated with commercial property being clarified during the financial year and the impact of Covid-19.

**RESOLVED:** That the Executive Head of Finance Report No. FIN2232 be noted.

18. **WORK PROGRAMME 2022/23**

**RESOLVED:** That the Committee's programme of future work be noted.

19. **DAVID STANLEY - EXECUTIVE HEAD OF FINANCE**

On behalf of the Committee, the Chairman thanked David Stanley for his service to the Council and wished him well in his new role as Deputy Chief Executive and Section 151 Officer at Cotswold District Council.

The meeting closed at 8.35 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 12th October, 2022 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cllr Calum Stewart (Chairman)  
Cllr L. Jeffers (Vice-Chairman)

Cllr Jib Belbase  
Cllr C.P. Grattan  
Cllr Michael Hope  
Cllr Peace Essien Igodifo  
Cllr S.J. Masterson  
Cllr T.W. Mitchell  
Cllr Sophie Porter

Apologies for absence were submitted on behalf of Cllr Mrs. D.B. Bedford and Cllr P.I.C. Crerar.

## **Non-Voting Member**

Cllr A.R. Newell (Planning and Economy Portfolio Holder) (ex officio)

### **31. DECLARATIONS OF INTEREST**

There were no declarations of interest for this meeting.

### **32. MINUTES**

The Minutes of the Meeting held on 14th September, 2022 were approved and signed as a correct record of proceedings, subject to the following amendment to paragraph 2, page 21, as follows:

The Committee noted that whilst drilling E-Power at TC17/18 (under Stakes Lane, Prospect Road and allotments) the drill failed. Investigations are being undertaken to determine how the works should continue going forward. It was estimated that delays in the region of 6-9 months could be incurred. It was proposed that the car park would be re-opened during the investigation period.

### **33. 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>
22/00480/FULPP	209-211 Lynchford Road, Farnborough	Mr Mark Ford 213 Lynchford Road, Farnborough	Against
		Ms Kay Collins Solve Planning Cheyenne House, West Street, Farnham	In Support

### 34. PLANNING APPLICATIONS

**RESOLVED:** That

(i) 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. EPSH2237, be noted

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

\* 22/00480/FULPP 209-211 Lynchford Road, Farnborough.

(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

\*\* 22/00193/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

\*\* 22/00277/REMPP Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

\*\* 22/00340/REMPP Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

\* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2227 in respect of these applications was amended at the meeting.

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

35. **PLANNING APPLICATION NO. 22/00480/FULPP - 209-211 LYNCHFORD ROAD, FARNBOROUGH**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2237 (as amended at the meeting) regarding the erection of an apartment building and ten terraced houses comprising of 17 dwellings.

**RESOLVED:** That

subject to the completion of a satisfactory s106 Planning Agreement between the applicants and Rushmoor Borough Council by 10 November 2022 or unless otherwise agreed by an extension of time, to secure the required SPA SAMM and Public Open Space financial contributions as set out in the report; and receipt of a satisfactory updated independent assessment report supporting the revised viability case submitted by the applicants, the Head Economy, Planning and Strategic Housing in consultation with the Chairman be authorised to GRANT planning permission subject to the additional conditions and informatives set out in the amendment sheet and as agreed at the meeting regarding:

- i) additional condition (No. 24) on construction management hours; and
- ii) an informative (No. 13) regarding the planned highways work on the Lynchford Road.

36. **ESSO PIPELINE PROJECT**

The Head of Economy, Planning and Strategic Housing gave a verbal 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.

The Committee noted that the initial £50,000 for the environmental improvement plan had been received by the Council. It was hoped that it would be possible to undertake a management plan for the Queen Elizabeth Park (QEP) to inform expenditure. An additional £33,000 to fund other work, originally to be carried out by ESSO, was also expected as the Council were in discussions to undertake this work as well.

An update was provided on the current works, these included:

- QEP – the methodology had been changed from pipe push to a mini auger system, this had resulted in the removal of additional trees in the area. As a

result of the delays from the drill failure leaving QEP adjacent to the railway, it was being explored if the car park could be restored in the interim.

- Cove Road – It was noted that the works in Cove Road had been delayed by 2 weeks
- Nash Close – it was noted that the start date for these works would be 9<sup>th</sup> January, 2023. It was advised that a domestic gas pipe on the close would need to be relocated before work could commence

In response to a query, it was noted that removed trees would be replaced on a one for one basis, but not like for like. The replacement trees would likely be, subject to agreement, a more suitable native mix. ESSO were required to look after the saplings for a period of time following planting.

**RESOLVED:** that the Head of Economy, Planning and Strategic Housing Report No. EPSH2238 be noted.

The meeting closed at 8.37 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 9th November, 2022 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

## Voting Members

Cllr Calum Stewart (Chairman)  
Cllr L. Jeffers (Vice-Chairman)

Cllr Mrs. D.B. Bedford  
Cllr Jib Belbase  
Cllr P.I.C. Crerar  
Cllr C.P. Grattan  
Cllr Michael Hope  
Cllr S.J. Masterson  
Cllr Sophie Porter

Apologies for absence were submitted on behalf of Cllr Peace Essien Igodifo and Cllr T.W. Mitchell.

Cllr C.W. Card attended the meeting as a Standing Deputy.

## Non-Voting Member

Cllr A.R. Newell (Planning and Economy Portfolio Holder) (ex officio)

### 35. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

### 36. MINUTES

The Minutes of the Meeting held on 12th October, 2022 were approved and signed as a correct record of proceedings.

### 37. 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>
22/00068/REM &	Blandford House	Eleanor King (Agent)	In support

22/00277/REMPP	and Malta Barracks Development Site, Shoe Lane, Aldershot	Central South Planning Savills, Mountbatten House, 1 Grosvenor Square, Southampton SO15 2BZ	
22/00068/REM	Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot	Mr Paul Reneaux The Gables, 24A Vine Close, Aldershot	Against
20/00400/FULPP	Former Lafarge Site, Hollybush Lane, Aldershot	Richard Coutts (Agent) Baca Architects Ltd, Unit 1, 199 Long Lane, London, SE1 4PN	In support
22/00453/FULPP	Studio 40, Lynchford Road, Farnborough	Ian Watts (Agent) Space M Studio, The Coach House, 29 Birmingham Road, Whitacre Heath, Warwickshire, B46 2ET	In support

### 38. 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:

\* 22/00068/REM Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

\* 22/00277/REMPP Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

- (ii) 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. EPSH2240, be noted

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

\* 20/00400/FULPP Former Lafarge Site, Hollybush Lane, Farnborough

- \* 22/00453/FULPP Studio 40, Lynchford Road, Farnborough
- (iv) the current position with regard to the following applications be noted pending consideration at a future meeting:
  - 21/00271/FULPP Block 3, Queensmead, Farnborough
  - \*\* 22/00193/OUTPP Proposed Farnborough Civic Quarter Development Site, Meudon Avenue, Farnborough
  - \*\* 22/00138/REMPP Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
  - \*\* 22/00340/REMPP Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
- \* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2240 in respect of these applications was amended at the meeting.
- \*\* It was agreed that site visits would be arranged to these sites

39. **PLANNING APPLICATION NO. 20/00400/FULPP - FORMER LAFARGE SITE, HOLLYBUSH LANE, ALDERSHOT**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2240 (as amended at the meeting) regarding the development of the site to create a leisure facility comprising an aquatic sports centre, including; a restaurant, indoor children's play area, an equestrian centre and associated stabling; 9 floating holiday lodges with associated car parking, landscaping and bund.

**RESOLVED:** That

subject to the completion of a satisfactory s106 Planning Agreement between the applicants and Rushmoor Borough Council by 30 November 2022 or in accordance with an agreed by an extension of time, to secure:-

- (a) the required SPA SAMM financial contributions as set out in the report;
- (b) securing a contribution of £16,500 travel plan monitoring and approval fees payable to Hampshire County Council in connection with the approval, administration and monitoring of a Travel Plan; and
- (c) appropriate clauses to secure the restoration and retention for the lifetime of the development of the original line of the Blackwater Valley Path through the application site

the Head Economy, Planning and Strategic Housing in consultation with the Chairman be authorised to GRANT planning permission subject to the amended conditions and informatives, as set out in the report.

40. **PLANNING APPLICATION NO. 22/00453/FULPP - STUDIO 40, LYNCHFORD ROAD, FARNBOROUGH**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2240 (as amended at the meeting) regarding the change of use from suite of offices (Class E(g)) to day school (Class F1(a)), provision of car parking, drop-off point for mini bus, landscaping and associated works.

**RESOLVED:** That

subject to the completion of a satisfactory s106 Planning Agreement between the Applicant and Hampshire County Council by the 31st January 2022 or in accordance with an agreed extension of time, to secure, an agreed Travel Plan and Travel Plan bond, the Head Economy, Planning and Strategic Housing in consultation with the Chairman be authorised to GRANT planning permission subject to the amended conditions and informatives, as set out in the report.

41. **APPEALS PROGRESS REPORT**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2241 concerning the following appeal decisions:

<b>Application / Enforcement Case No.</b>	<b>Description</b>	<b>Decision</b>
21/00476/FULPP	Against refusal of planning permission for 'Change of use from public house (Sui Generis) to grocery shop (Use Class E), with continued use above ground floor of ancillary residential accommodation' in respect of The Royal Staff Public House, Mount Pleasant Road, Aldershot.	New appeal to be determined
21/00912/FUL	Against refusal of planning permission for the " <i>Formation of a new driveway and vehicular access for off street parking</i> " at 66 Church Road, Aldershot.	Dismissed
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 the demolition of the existing detached garage at 71 Tongham Road, Aldershot.	Dismissed

**RESOLVED:** That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2241 be noted.

42. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

**Enforcement Reference No.**

**Description of Breach**

22/00069/COUGEN

Complaints had been received that the flat above the White Lion Public House, 20 Lower Farnham Road, Aldershot was being advertised as available for rent independently from the Public House in May 2022. This was evidenced on a site visit in June 2022 and followed up with a number of letters were sent to the owner with no response. A Planning Contravention Notice (PCN) was issued on 4 August which was returned completed on 8 September. This confirmed that the first-floor flat was being occupied by tenants under a six-month shorthold tenancy agreement with the owner as the landlord. The PCN confirmed that there had been a breach of planning control as the first-floor flat was ancillary to the Public House, and not an independent dwelling (Use Class C3).

Planning Application 22/00159/FULPP for a rear first floor extension and change of use of the flat into an independent dwelling had been refused in April 2022, therefore, instructions had been issued to the Corporate Manager, Legal to draft and serve the notices in this respect.

**RESOLVED:** That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2242 be noted.

43. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JULY TO SEPTEMBER 2022**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2243 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 July to 30th September 2022 and for the year 2022/23.

**RESOLVED:** That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2243 be noted.

The meeting closed at 9.31 pm.

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