

CABINET

Report of the meeting held on Tuesday, 17th January, 2023 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 **30th January, 2023**.

37. DECLARATIONS OF INTEREST –

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

38. MINUTES –

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

39. COUNCIL TAX SUPPORT SCHEME 2023/24 –

(Cllr Diane Bedford, Chairman of the Council Tax Support Task and Finish Group)

The Cabinet considered Report No. FIN2301, which set out the work carried out by the Council's Council Tax Support Task and Finish Group in respect of potential changes to the Council Tax Support Scheme. The Chairman welcomed Cllr Mrs. D.B. Bedford, Chairman of the Council Tax Support Task and Finish Group, who was attending to report on the Group's recommendations.

The Council Tax Support Task and Finish Group had met on 18th August, 2022, 19th October, 2022 and 22nd November, 2022 to consider its recommendations to the Cabinet. The Group had considered the on-going impact of Covid-19 and the cost of living crisis and had paid specific attention to a number of matters during its deliberations and these were set out in paragraph 2 of the Report. Having considered all relevant factors, the Group recommended that no changes should be made to the Council Tax Support Scheme for 2022/23, except for the usual alignment with Housing Benefit rates in the calculations. This would mean that the minimum contribution would remain at 12%. Additionally, it was recommended that a fundamental review of the Scheme should be carried out in early 2023/24.

The Cabinet expressed gratitude to the Council Tax Support Task and Finish Group for its work in producing these recommendations.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that the current Council Tax Support Scheme for working age customers be retained for 2023/24, with the annual uplift to rates within the calculation mirroring that applied to national Housing Benefit rates; and
- (ii) **RESOLVED** that:
 - (a) the allocation of a further £20,000 for 2022/23 and 2023/23 to the Exceptional Hardship Fund from existing Council reserves, to support residents in hardship, be approved;
 - (b) the Council Tax Support Task and Finish Group be authorised to undertake a detailed review of the Council Tax Support Scheme, including the potential for the scheme to provide up to 100% support to the most vulnerable residents, to be carried out early in 2023/24 to consider the increasing cost of the scheme and its local impact on scheme recipients and other local Council Tax payers and also to consider the compatibility of the current scheme with the Government's Universal Credit Scheme; and
 - (c) the deliberations and considerations of the Council Tax Support Task and Finish Group in arriving at its recommendations, as set out in Report No. FIN2301, be noted.

40. SUPPORTING COMMUNITIES REFRESH – (Cllr Sue Carter, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet considered Report No. ACE2301, which set out a refresh of the Council's Supporting Communities Strategy and Action Plan.

Members were reminded that the Support Communities Strategy and Action Plan had been adopted in January, 2021 and was a collaborative approach to addressing the challenges facing local communities. It was confirmed that the purpose of the refresh was to review progress and achievements and to ensure that the strategy and its priorities were still relevant. The Supporting Communities Working Group had agreed that the four priorities of Economic Hardship, Young People (resilience and aspirations), Physical and Mental Health and Connecting Communities remained the most prevalent but had recognised the need to include the rising cost of living as a key area to address. It was also reported that there would be an increased emphasis on health and wellbeing in recognition of the wider impact this had on supporting communities.

The Cabinet expressed strong support for the Supporting Communities Strategy and Action Plan and endorsed the proposed way forward.

The Cabinet RESOLVED that the Supporting Communities Strategy and Action Plan refresh for 2023, as set out in Report No. ACE2301, be approved.

41. **UPDATE ON PLANNING POLICY MATTERS –**
(Cllr Adrian Newell, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. PG2304, which set out various matters relating to the work of the Council's Planning Policy team.

Members were informed that the Council has an obligation to review its Local Plan by April 2024 and that this review would need to take into account the Council's declaration of a Climate Emergency and the development of the Hampshire Local Transport Plan (LTP4). Given the significance of the Levelling Up and Regeneration Bill, which was due to become law in early 2023, it was proposed that the review would not be completed until around September, 2023. During the transitional period, the Civic Quarter Planning Application had been developed and had been supported by Hampshire County Council, which had adopted a local policy for Farnborough. The County Council was now seeking assurance that Rushmoor Borough Council supported the policy. Members were informed that the Council could provide this reassurance and help to meet its shared commitment to addressing the Climate Emergency by expressing its policy support and reviewing its Car and Cycle Parking Standards Supplementary Planning Document (SPD).

The Cabinet RESOLVED that

- (i) the timescales for the review of the Rushmoor Local Plan and the commitment to supporting the principles of LTP4 in the development of a future Local Plan, as set out in Report No. PG2304, be noted;
- (ii) the supporting of the principle of reallocating road space in order to enable the development of the Farnborough Civic Quarter Masterplan and the policy adopted by Hampshire County Council, as set out in the Report, be approved; and
- (iii) the undertaking of a review by the Strategic Housing and Local Plan Working Group of the Council's Car and Cycle Parking Standards SPD be approved, to reflect the priorities of LTP4, the lessons from the development of the major Town Centre Regeneration Schemes in Rushmoor and developments in mobility that were currently underway.

42. **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 items to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the items:

Minute Nos.	Schedule 12A Para. No.	Category
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43, 44 & 45	3	Information relating to financial or business affairs
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**THE FOLLOWING ITEMS WERE CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

43. **REPORT OF URGENCY DECISION - GRANT OF A LEASE FOR NO. 14-40 VICTORIA ROAD, ALDERSHOT –**
(Mrs Karen Edwards, Executive Director)

The Cabinet considered a Record of Executive Decision, which set out an urgent decision made on 23rd December, 2022 by the Executive Director, in consultation with the Leader of the Council and the Major Projects and Property Portfolio Holder, to enter into an agreement for the lease of Nos. 14-40 Victoria Road, Aldershot. The reasons for urgency had been the cancellation of the December meeting of the Cabinet and the requirement for notice to be given.

The Cabinet RESOLVED that the action taken, as set out in the Record of Executive Decision dated 23rd December, 2022, be noted and endorsed.

44. **REPORT OF URGENCY DECISION - FARNBOROUGH LEISURE CENTRE DEMOLITION FINAL ACCOUNT SETTLEMENT AND PAYMENT –**
(Mrs Karen Edwards, Executive Director)

The Cabinet considered a Record of Executive Decision, which set out an urgent decision made on 13th December, 2022 by the Executive Director in relation to the Farnborough Leisure Centre demolition final account settlement and payment. The reason for urgency had been to enable the payment of the December invoice in accordance with the contract arrangements and to avoid penalties.

The Cabinet RESOLVED that the action taken, as set out in the Record of Executive Decision dated 13th December, 2022, be noted and endorsed.

45. **REGENERATION PROGRAMME - REGENERATION ACQUISITION FARNBOROUGH TOWN CENTRE –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. REG2301, which set out a proposal to progress the acquisition of land and property to enable the progression of regeneration in part of Farnborough town centre.

Members were reminded the Cabinet had resolved to undertake further negotiations to secure the best price and commercial offer and to undertake the required due diligence, legal assessment, feasibility study and business case and to prepare an initial town centre strategy. It was likely that the Cabinet and the Council would consider the final business case in February, 2023, with completion currently scheduled for April, 2023. The purpose of this Report was to update the Cabinet on the due diligence process to date and to enable a number of actions to be taken to

allow the final proposal to be progressed.

In discussing the proposals, the Cabinet expressed strong support for the suggested approach in bringing forward this important project in delivering the regeneration of Farnborough town centre.

The Cabinet RESOLVED that

- (i) the review of the due diligence and key points from the business case, as set out in Exempt Report No. REG2301, be approved;
- (ii) the bringing forward of the business case and decision to acquire to the Cabinet and the Council for consideration in February, 2023, as set out in the Report, be approved;
- (iii) the allocation of a budget, in the sum set out in the Report, for the mobilisation of a property management company in January, 2023 be approved, to commence the required 90-day handover prior to exchange and completion and enabling identification and resolution of any remain issues not identified as part of due diligence to date;
- (iv) the allocation of an additional budget, in the sum set out in the Report, for the completion of due diligence, be approved, noting that the costs associated with the purchase would be included in the acquisition budget;
- (v) the revised offer price and the rationale for this, as set out in the Report, be noted; and
- (vi) the issuing of a draft form of contract to the vendor be approved, detailing the timeline for exchange and completion in April, 2023.

NOTE: Whilst not a declarable interest under the Code of Conduct, as this decision did not directly relate to his registered disclosable pecuniary interest, nor directly relate to or affect his financial interests or well being, Cllr P.G. Taylor advised, in the interests of transparency in respect of this item, that he was currently a tenant of one of the properties within the site under discussion. He remained in the meeting during the discussion and voting thereon but elected not to vote himself.

The Meeting closed at 7.36 pm.

CABINET

Report of the meeting held on Tuesday, 7th February, 2023 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 February, 2023**.

46. **DECLARATIONS OF INTEREST –**

Having regard to the Council's Code of Conduct for Councillors, Cllr P.G. Taylor declared a non-registrable interest in Item 6 (acquisition of land and property at The Meads and Kingsmead Shopping Centre, Farnborough) in relation to his position as the general manager of The Triangle, a Christian bookshop and café in Farnborough and also as the Council's Corporate Services Portfolio Holder. Cllr Taylor removed himself from the meeting for the duration of Item 6 and did not, therefore, take part in the discussions or decision relating to this item.

47. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 17th January, 2023 were confirmed and signed by the Chairman.

48. **COUNCIL PLAN AND RISK REGISTER QUARTERLY UPDATE OCTOBER TO DECEMBER 2022/23 –**

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

The Cabinet received Report No. ACE2302, which set out progress in delivering the Council Business Plan projects during the third 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, an update on the Council's key strategies and plans that underpinned and supported the Council Plan and the Council's Corporate Risk Register. It was reported that, at the end of the third quarter, just over 45% of projects were showing an amber status. A number of those projects were showing as amber due to reporting delays of between one and three months and it was considered that these were still likely to be delivered in 2022/23.

The Cabinet NOTED the progress made towards delivering the Council Business Plan and the updates made to the risk register, as set out in Report No. ACE2302.

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

The Cabinet considered Report No. FIN2303, which set out details of applications for rate relief from Anaphylaxis UK (1st and 2nd Floors, No. 1 Alexandra Road, Farnborough), Karuna Action (No. 11 Wellington Street, Aldershot) and the British Gurkha Welfare Society (No. 119 Wren Way, Farnborough).

The Cabinet RESOLVED that

- (i) 20% discretionary relief be awarded to Anaphylaxis UK until 31st March, 2023;
- (ii) 20% discretionary relief be awarded to Karuna Action for the period from 5th June, 2020 to 31st March, 2023; and
- (iii) 100% discretionary relief be awarded to the British Gurkha Welfare Society for the period from 1st April, 2020 to 31st December, 2020, reducing to 50% discretionary relief from 1st January, 2021 to 31st March, 2023.

50. **REVIEW OF TAXI LICENSING POLICY –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2303, which set out proposed changes to the Council's Taxi Licensing Policy.

Members were reminded that the current Taxi Licensing Policy had been in place since 2012. It was explained that there was a requirement on licensing authorities to review policies having regard to measures contained within guidance issued by the Department for Transport. A public consultation, including members of the taxi trade, had been carried out between 5th December, 2022 and 2nd January, 2023 and a total of nine responses had been received, with the comments received leading to some amendments during the preparation of the proposed policy.

The Cabinet expressed strong support for the Taxi Licensing Policy and endorsed the proposed way forward. Appreciation was expressed for the work carried out by the Council's licensing team.

The Cabinet RESOLVED that

- (i) the Taxi Licensing Policy, as set out in Report No. OS2303, be approved, to take effect from 1st April, 2023, with application requirements applying to any new application received or determined on or after that date and for any renewal due on or after that date; and
- (ii) a requirement for existing licence holders to comply with all new requirements by 31st March, 2024 or their renewal date, whichever is sooner, in accordance with the Taxi Licensing Policy, be approved.

51. **REGENERATION PROGRAMME - ACQUISITION OF LAND AND PROPERTY AT BLOCK NOS. 1-4 THE MEADS AND KINGSMEAD SHOPPING CENTRE, FARNBOROUGH –**

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

The Cabinet considered Report No. REG2302, which set out the final business case to inform the decision whether to proceed with the acquisition of Block Nos. 1-4 The Meads and Kingsmead Shopping Centre, Farnborough in April, 2023.

Members were reminded that, in August, 2021, the Cabinet had resolved to undertake further negotiations with the current owners, St Modwen, to secure the best price and commercial offer for its land and property interests in Farnborough town centre and to undertake the required due diligence, legal assessment, feasibility study and business case and to prepare an initial town centre strategy. The Cabinet had further considered this matter in January, 2023, when it had been agreed that the business case should be brought forward to this meeting.

In discussing the business case, the Cabinet expressed strong support for the proposed approach for the Council's direct intervention in the regeneration of the Borough's town centres in order to bring forward projects in a timely manner. It was felt that the risks had been identified, along with adequate mitigation.

The Cabinet

(i) **RESOLVED** that:

- (a) the interim due diligence and key points from the business case, as set out in Report No. REG2302, be noted;
- (b) the business case for the acquisition of the land and property during the 2023/24 financial year, as set out in the Report, be approved, at the price, on the terms and subject to the conditions set out in Confidential Appendix A of the Report;
- (c) the Executive Director, in consultation with the Major Projects and Property Portfolio Holder, be authorised to negotiate and complete the acquisition of the land and property, on the terms set out in Confidential Appendix A, subject to the conclusion of all appropriate due diligence and with any minor adjustments in line with this decision; and

(ii) **RECOMMENDED TO THE COUNCIL** that approval be given for the inclusion of the acquisition in the Council's Capital Programme for 2023/24.

52. **REVENUE BUDGET, CAPITAL PROGRAMME AND COUNCIL TAX LEVEL –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2304, which made recommendations on the budget, Council Tax requirement and proposals for budget savings for 2023/24.

The Cabinet was reminded that the budget framework had been approved at its meeting on 15th November, 2022. Members were advised that the Report had been prepared on the basis that there would be no change to the provisional local government finance settlement figure, which was due to be confirmed soon. The Medium Term Financial Strategy continued to provide a risk-based General Fund balance of £2 million being the minimum expected level for total working balances. The Cabinet was advised that, despite the uncertainties around levels of Government funding and the risks around inflation, increasing fuel costs and increasing staff costs, the Council had been able to prepare a balanced budget for 2023/24 and 2024/25, as demonstrated by the Medium Term Financial Strategy. It was confirmed that the budget would also provide a platform for the Council to address future challenges. It was noted, however, that there was a significant and increasing funding gap from 2025/26 onwards.

The Capital Programme of £44.6 million for the period 2023/24 to 2026/27 was set out in Appendix 3 of the Report. It was explained that the Capital Programme was focussed on delivering against the Council's key priority of town centre regeneration, with further schemes aimed at enhancing the delivery of core services through improvement and enhancement of assets. The Cabinet was informed that changes were needed to the Capital Programme figures provided in respect of the Council's play areas. The amended figures had been provided to the Cabinet in the form of an Addendum to the Report and would be reflected in the report that would be considered by the Council. The main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in Section 8 of the Report. In discussing the details of the Report, Members expressed their gratitude for the hard work of the finance team.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to:
- (d) the Medium Term Financial Strategy, as set out in Appendix 1 of Report No. FIN2304;
 - (e) the Savings and Transformation items for inclusion in the budget, as set out in Appendix 2 of the Report, with the exception of the charge for the replacement of recycling bins (£7,400), the proposed saving in relation to Ward Grants being reduced by £13,000, with a revised arrangement for allocation to be finalised and the removal of the Special Responsibility Allowances payable to the Vice-Chairman positions of the Overview and Scrutiny Committee and the Policy and Project Advisory Board;
 - (f) the Council Tax requirement of £7,448,100 for this Council;
 - (g) the Council Tax level for Rushmoor Borough Council's purposes of £225.98 for a Band D property in 2023/24;
 - (h) the Capital Programme, as set out in Appendix 3 of the Report and amended at the meeting in line with the published Addendum to the Report;

- (i) the Strategy for the Flexible Use of Capital Receipts, as set out in Appendix 4 of the Report;
 - (j) the balances and reserves position, including proposed reserve transfers for 2023/24, as set out in Section 5 of the Report; and
- (ii) **RESOLVED** that the Council's Section 151 Officer, in consultation with the Leader of the Council and the Corporate Services Portfolio Holder, be authorised to make any necessary changes to the General Fund Summary arising from the final confirmation of the Local Government Finance Settlement, the Business Rates Retention Scheme estimates and any other final amendments.

53. **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
54	3	Information relating to financial or business affairs

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

54. **APPLICATION FOR SECTION 49 REMISSION OF NON-DOMESTIC RATES –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. FIN2302, which set out an application for the remission of non-domestic rates on the grounds of hardship.

Members assessed the application from SBBS Leisure Limited, trading as Jetts Gym, Nos. 40-50 Kingsmead, Farnborough, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the business. The Cabinet took into account the nature and circumstances of the business and the availability of alternative facilities in the area. The Corporate Services Portfolio Holder and the Council's Local Taxation Manager had met with the proprietor at the business address to understand more about the business, the services offered, the future vision for the business and the impact the business had had on the local economy.

The Cabinet RESOLVED that 100% hardship relief be granted to SBBS Leisure Limited, trading as Jetts Gym, for the current outstanding balance for the period from 1st April, 2022 to 31st March, 2023.

The Meeting closed at 7.50 pm.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Meeting held on Monday, 28th November, 2022 at the Council Offices, Farnborough at 7.00 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 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 Cllr Sarah Spall.

20. MINUTES

The minutes of the meeting held on 26th September 2022 were agreed and signed as a correct record of the proceedings.

21. TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS 2022-23

The Committee received the Executive Head of Finance Report No. FIN2235 setting out the treasury management and non-treasury investment operations and prudential indicators for the first half of the 2022-23 financial year, which was a statutory requirement under the CIPFA Code of Practice on Treasury Management.

The Committee noted that the Council's treasury team continued to concentrate primarily on the security of investments, taking due regard for the returns available whilst managing liquidity. In relation to borrowing, the treasury team continually reviewed the borrowing strategy, weighing up interest rate levels and risk of refinancing. During the 2022-23 financial year, short-term interest rates had increased and were forecast to increase further. However, borrowing levels had remained the same. The Committee noted that all treasury management decisions had been taken with due regard to refinancing risk.

The Committee was also advised that total borrowing as at 30th September 2022 was £100 million, which was no change from the 31st March 2022 year-end position. Year-end borrowing was forecast to be £118.6 million, which was below the estimated levels due to slippage on the Capital Programme. The lower level of borrow but higher interest rates had resulted in a forecast interest cost of borrowing increasing by £0.05 million. The Council was forecast to have non-treasury investments risk exposure of £134.1 million, of which £118.6 million was funded via external loans. The Committee was also advised that the return of non-treasury investments was forecast to be below the estimated return for 2022-23 due to the deferral of interest on the Farnborough International loan until June 2023.

During discussion, Members sought updated information on investment activity, values of pooled funds as at November 2022 together with information on the impact of the recent mini budget. This information would be sent to the Committee by Philippa Dransfield, Finance Manager and Deputy Section 151 Officer.

RESOLVED: That the Executive Head of Finance Report No. FIN2235 be noted.

22. ANNUAL STATEMENT OF ACCOUNTS - EXTERNAL AUDIT OPINION - UPDATE NO. 3

The Committee received an update from the Executive Head of Finance on the current situation on the Annual Statement of Accounts – External Audit Opinion for 2019/20. It was explained that, due to different methodologies used by the Council's asset valuer and those used by the Council's External Auditor, there was a difference of opinion regarding the valuations of the Council's assets. As things stood, this meant that the current draft External Audit Opinion showed that a qualified opinion would be given on the Council's Statement of Accounts for 2019/20. If the Council did not adjust its valuations to be in line with the External Auditor, resulting in a qualified opinion, this would present a challenge to the Council going forward as each year the same situation would arise in the External Audit Opinion. It was noted that a qualified opinion could have several impacts on the Council, including limiting its ability to borrow money.

The Executive Head of Finance advised the Committee that, following discussion with the Chairman, his recommendation was that the Council should move its valuation position to be in line with the External Auditor to enable an unqualified opinion to be issued by the External Auditor. The Committee was further advised that the re-alignment of asset valuations would not result in any cost to the Council Tax payers. This recommendation was agreed by the Committee. It was further agreed that the Council would work more closely with the External Auditors to understand the different methodologies used in valuing assets. The Council would also work more closely with its valuers to advise them of the different methodologies used by EY. The Committee hoped that, in the future, there would be greater clarity on procedures and processes to bring about stability in achieving timely production of audited accounts and the External Auditor's Opinion going forward.

RESOLVED: That

- (i) the Executive Head of Finance and Section 151 Officer's report be noted; and

- (ii) approval be given to the re-alignment of asset valuations by the Council, as recommended by the Executive Head of Finance and Section 151 Officer in his report.

23. INTERNAL AUDIT - AUDIT UPDATE

The Committee received the Audit Manager's Report No. AUD2213, which set out the work completed by Internal Audit since the previous report and also gave an update on the 2022/23 Audit Plan and on outstanding audit issues.

During discussion on outstanding high risk issues, the Committee agreed that it reserved the right to call in Heads of Service to explain why there had been delays in completing outstanding audit issues and what was going to be done to resolve this.

RESOLVED: That

- (i) the audit work completed since the last update be noted;
- (ii) the update to the expected deliverables for Quarter 3 be noted; and
- (iii) the outstanding audit issues be noted.

24. INTERNAL AUDIT - AUDIT CHARTER

The Committee considered the Audit Manager's Report No. AUD2214 which set out an updated Internal Audit Charter for approval. The Internal Audit Charter detailed the purpose, authority and responsibility of Internal Audit within the Council, which was a requirement of the Public Sector Internal Audit Standards.

RESOLVED: That the updated Internal Audit Charter, as set out in the Audit Manager's Report No. AUD2214, be endorsed.

25. PROTOCOL FOR THE SELECTION OF THE MAYOR AND DEPUTY MAYOR

The Committee considered the Chief Executive and Executive Director's Report No. DEM2201, which set out the results of work undertaken to review the criteria for the selection of the Mayor and Deputy Mayor to ensure that they continued to be effective in supporting the mayoral selection process.

It was noted that a survey of Members had been carried out in July – August 2022 to understand more about councillors' interest and considerations in taking on the role of Mayor. In October 2022, a group of Members appointed by the Committee (comprising Cllrs. P.J. Cullum, Christine Guinness, M.S. Choudhary and A. Gani) had met to consider the survey outcomes and had discussed the proposals for loosening the selection criteria to reflect the higher turnover of councillors and to ensure that those councillors who were interested in taking on the role had reasonable opportunity to be nominated without breaking the criteria.

The Report set out the proposed amendments to the criteria for the selection of the Mayor and Deputy Mayor. It was proposed to retain the use of order of seniority, determined by length of service, to decide the selection, within eligibility. Under revised arrangements, it was proposed that each year the process would begin with the Chief Executive inviting all Members to advise if they were interested in taking on the role of Deputy Mayor, progressing through to the position of Mayor. The seniority and eligibility criteria, as set out in Appendix 2 to the Report, would then be applied to all Members who had notified their interest. The Councillor who was highest up the seniority list would then be considered for the appointment, subject to the eligibility requirements and the Chief Executive would then follow up by consulting all Members to ensure a broad base of support for the appointment.

During discussion, it was agreed that to assist Members, the Mayoral protocol containing guidance on the role and commitments involved in the mayoral role should be provided to Members wishing to put their name forward to become Mayor.

The Committee **RECOMMENDED THE COUNCIL** to approve the amendments to the criteria for the selection of the Mayor and Deputy Mayor, as set out in the Chief Executive and Executive Director Report No. DEM2201.

The meeting closed at 8.40 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Report of the Meeting held on Wednesday, 18th January, 2023 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 Peace Essien Igodifo
Cllr S.J. Masterson
Cllr T.W. Mitchell
Cllr Sophie Porter

Non-Voting Member

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

44. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

45. MINUTES

The Minutes of the Meeting held on 9th November, 2022 were approved and signed as a correct record of proceedings.

46. 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 application
22/00138/REMPP	Blandford House and Malta Barracks Development	Bryony Stala (Agent) Central South Planning Savills, Mountbatten House, 1 Grosvenor	In support

Site, Shoe Lane, Square, Southampton
Aldershot SO15 2BZ

47. 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:

* 22/00138/REMPP Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

(ii) the applications dealt with by the Executive Head of Property and Growth, 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. PG2301, be noted

(iii) the following applications be determined by the Executive Head of Property and Growth, in consultation with the Chairman:

* 22/00779/REVPP The Galleries, High Street, Aldershot

(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

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

** 22/00849/FULPP Discovery Place, Columbus Drive, Farnborough

* The Executive Head of Property and Growth’s Report No. PG2301 in respect of these applications was amended at the meeting.

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

48. PLANNING APPLICATION NO. 22/00779/REVPP - THE GALLERIES, HIGH STREET, ALDERSHOT

The Committee considered the Executive Head of Property and Growth’s Report No. PG2301 regarding minor material amendments to planning permission 20/00508/FULPP dated 5 September, 2022.

RESOLVED: That

subject to the completion of a satisfactory Deed of Variation to the s106 Agreement dated 9 September, 2022 in respect on the original planning permission by 31 January, 2023, or in accordance with any agreed extension of time the Executive Head of Property and Growth, in consultation with the Chairman be authorised to GRANT planning permission, as set out in the report.

49. **APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Planning and Growth's Report No. PG2302 concerning the following appeal decisions:

Application / Enforcement Case No.	Description	Decision
21/00947/FULPP	Against refusal of planning permission for alterations to the front elevation and change of use of the first and second floors, to nightclub at, 101 Victoria Road, Aldershot.	Dismissed
21/00545/FULPP	Against refusal of planning permission for a rear extension and alterations to facilitate change of use of a public house with ancillary accommodation into 4 flats, with associated amenities at the White Lion Public House, 20 Lower Farnham Road, Aldershot.	Dismissed

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2302 be noted.

50. **ESSO PIPELINE PROJECT**

Katie Herrington, Principle Planning Officer, 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.

Following the reported technical failure of the drill at the previous meeting, it had been hoped that a trenchless method could be maintained. However, due to a number of technical issues, Esso had had to dig a trench to lay a stretch of the pipeline. This had impacted on local allotment holders and a site visit had been called to discuss any mitigations that could be undertake to lessen the impacts. It was note that the work would result in two road closures. Work was expected to start in March and be completed by July, 2023.

It was advised that boring under the veteran trees in Queen Elizabeth Park (QEP) had been completed successfully. Full public access to the pathway was expected by end February, 2023. It was noted that work on the replacement playground was expected to commence in February, 2023 and estimated to be in place by September/October 2023.

The Committee were advise that work in Southwood Country Park had been delayed due to the area being water logged. It was proposed that work would commence in March, 2023, when the ground had hopefully dried out, and be completed by June, 2023.

Following a discussion, it was noted that the consultation area could be widened to alleviate the number of complaints being handled by Members. It was also suggested that, social media could be kept more up to date with information on the works.

RESOLVED: that the Executive Head of Property and Growth's Report No. PG2303 be noted.

51. **UPDATE TO THE CONSTITUTION - PUBLIC SPEAKING PROCEDURES AND STANDING DEPUTIES**

The Executive Head of Property and Growth, reported on Report No. DEM2301, on updates to the constitution regarding, public speaking procedures and standing deputies.

The Committee discussed the report and raised a query regarding the length of time allowed for public speaking in the case of a major planning application. The Committee identified a potential conflict between paragraphs 8.3, 9.3 and 9.4 of Appendix 2. They asked that this be reviewed and resolved ensuring that there was a balance of time in speaking for and against.

The Committee **AGREED** the recommendations set out in Report No. DEM2301, subject to clarity on the time allowed to speak at major planning applications as set out above, which would then be recommended to the Council at its meeting on 23rd February, 2023.

The meeting closed at 8.40 pm.

Development Management Committee

Appendix "A"

Application No. & Date Valid: 22/00138/REMPP

18th February 2022

Proposal: PART APPROVAL OF RESERVED MATTERS: for the erection of 76 dwellings (Phase 2), including internal access roads, public open space, parking, lighting and associated infrastructure, following demolition of existing buildings and hardstanding, pursuant to Condition 3 (1-24) of Hybrid Outline Planning Permission 17/00914/OUTPP dated 15th May 2020. at **Blandford House And Malta Barracks Development Site Shoe Lane Aldershot Hampshire**

Applicant: Miss Tilly Wishaw

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 drawings:

- 20212 - P201G Site Layout - Phase 2
- 20212 - P204F Site Layout - Affordable Units
- 20212 - P205E Site Layout - Self Build Units
- Vine Cottage Floor Plans and Elevations December 2022
- 20212 - C205C Coloured Street Scenes - Phase 2
- 20212 - P2-257 Single Garage - Plans and Elevations
- 20212 - P2-258 Twin Garage - Plans and Elevation
- 20212 - P2-259 - Cycle Store Plans & Elevations
- 20212 - P2-264 - Double Garage Plans & Elevations.
- 20212 - S201A Site Location Plan - Phase 2
- 20212 - P2-220B Amberley - Plans and Elevations
- 20212 - P2-221B Cambridge - Plans and Elevations - Brick
- 20212 - P2-223B Hampstead - Floor Plans

- 20212 - P2-224C Hampstead - Elevations - Brick
- 20212 - P2-225B Highgate - Floor Plans
- 20212 - P2-226B Highgate - Elevations - Brick
- 20212 - P2-227B Highgate - Elevations - Render
- 20212 - P2-228B Leamington Lifestyle - Plans and Elevations - Brick
- 20212 - P2-229B Leamington Lifestyle - Plans and Elevations - Render
- 20212 - P2-230B Ledsham - Floor Plans
- 20212 - P2-231B Ledsham - Elevations - Brick
- 20212 - P2-232B Ledsham - Elevations - Render
- 20212 - P2-235A Oxford Lifestyle - Plans and Elevations - Brick
- 20212 - P2-236B Oxford Lifestyle - Plans and Elevations - Render
- 20212 - P2-237B Richmond - Floor Plans
- 20212 - P2-238B Richmond - Elevations - Brick
- 20212 - P2-239B Richmond - Elevations - Render
- 20212 - P2-240 Warwick - Plans and Elevations - Brick
- 20212 - P2-243B Plots 25-28 - DartSpey - Floorplans
- 20212 - P2-244B Plots 25-28 - DartSpey - Elevations
- 20212 - P2-246B Plots 29-33 - DartSpey - Floorplans
- 20212 - P2-247B Plots 29-33 - DartSpey - Elevations
- 20212 - P2-248B Plots 84-86 - BrueTweed - Floorplans
- 20212 - P2-249B Plots 84-86 - BrueTweed - Elevations
- 20212 - P2-250B Plots 89-90 - Dart - Floorplans
- 20212 - P2-251B Plots 89-90 - Dart - Elevations
- 20212 - P2-252B Plots 91-9596-100 - TavySpey - Floorplans
- 20212 - P2-253B Plots 91-9596-100 - TavySpey - Elevations
- 20212 - P2-255A Flat Block Plots 75-83 Floor Plans
- 20212 - P2-256A Flat Block Plots 75-83 Elevations
- 20212 - P2-260A Lincoln 3 - Floor Plans
- 20212 - P2-261A Lincoln 3 - Elevations-Render
- 20212 - P2-262A Stratford - Plans and Elevations
- 20212 - P2-263 Cambridge - Plans and Elevations - Render
- 20212 - P2-265 Oxford Option - Plans and

Elevations - Brick

- 20212 - P2-266 Oxford Option - Plans and Elevations - Render
- 20212 - P2-267 Hampstead - Elevations - Render

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

- 3 A schedule of the materials (including updated Building Materials Plan and samples where required by the Local Planning Authority) to be used for the external surfaces of the dwellings and the hard-surfaces within the development 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 a satisfactory appearance for the development and to safeguard the character and appearance of the area and the setting of adjoining heritage assets.*

- 4 The development shall be carried out strictly in accordance with the Ecological Management Plan documents hereby approved (in so far as they relate to Phase 2), prior to first occupation of the development hereby approved:

- Ecological Management Plan Phase 2 ref: Vf2 (Aspect Ecology, 3rd November 2022);
- Ecological Appraisal Addendum Phase 2 ref: Vf3 (Aspect Ecology, 30th November 2022; and
- Biodiversity Net Gain Assessment ref: Vf4A (Aspect Ecology, 30th September 2022)

Reason - In the interests of nature conservation and biodiversity net gain.*

- 5 Prior to the first occupation of the residential development hereby approved, details of an updated landscaping, tree planting and biodiversity enhancement plan, to accord with the recommendations of the approved Ecological Management Plan Phase 2 ref: Vf2 (Aspect Ecology, 3rd November 2022); and Biodiversity Net Gain Assessment ref: Vf4A (Aspect Ecology, 30th September 2022), shall be submitted to and approved in writing by the Local Planning Authority. The development shall be implemented in accordance with the approved details prior to the first occupation of the residential development hereby approved and thereafter maintained in accordance with the Ecological Management Plan. 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, nature conservation and biodiversity net gain.*

- 6 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 predicted lighting contours and retained dark corridors for the wider development site), to accord with the recommendations of the approved Ecological Management Plan, 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.*

- 7 Prior to the first occupation of the residential development hereby approved, details of the design and location of all boundary treatment (including a scheme for acoustic rear garden fencing for Plots 75 to 95 and Plot 178) 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 and retained thereafter*

Reason - To ensure satisfactory external appearance for the development, to safeguard the living conditions of future residents and in the interests of highway safety.

- 8 The development shall be carried out strictly in accordance with the mitigation (glazing and ventilation) described within the Blandford House Noise Assessment Phase 2 ref R9052-2 Rev 0 (24Acoustics, 22 December 2022) hereby approved. 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.

- 9 The residents' and visitors' parking spaces shall be laid out, allocated and made available in accordance with drawing 20212-P900 (Phase 1, 2 and 3 Parking Provision) hereby approved in so far as it relates to the Phase 2 RMA, prior to first occupation of the units to which the parking spaces 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.

- 10 The development shall be carried out strictly in accordance with the Phase 2 Arboricultural Method Statement V3 ref: JSL3922_22773 (RPS Group, October 2022) hereby approved, in so far as it relates to the Phase 2 RMA.

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

- 11 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.

- 12 The dwellings hereby permitted shall be designed and implemented to meet the water efficiency standard of 110 litres per person per day.

Reason - To ensure that the development makes efficient use of mains water in accordance with Policy DE4 of the Rushmoor Local Plan.

- 13 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England), Order 2015 (or any Order revoking and re-enacting that Order) there shall be no enlargement or extension of the dwellings hereby permitted, including porches and any additions or alterations to the roof, 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.

- 14 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England), Order 2015 (or any Order revoking and re-enacting that Order), no new building or enclosure shall be constructed within the curtilage of the dwellings hereby permitted, 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.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Meeting held on Monday, 30th January, 2023 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

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

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

Cllr Mara Makunura (attended the meeting as a Standing Deputy)

Non-Voting Member

Mr Tom Davies – Independent Member (Audit) (joined the meeting via Teams)

An apology for absence was submitted on behalf of Cllr Ade Adeola.

26. MINUTES

The minutes of the meeting held on 28th November 2022 were agreed and signed as a correct record of the proceedings.

27. ATTENDANCE AT MEETINGS OF THE COMMITTEE

The Chairman advised the Committee that Cllr Sarah Spall had been absent from three consecutive meetings of the Committee held on 26th July, 26th September and 28th November 2022. Under the Council's Standing Orders, Standing Order 4 (5) stated that 'if any Member shall be absent from three consecutive meetings of a committee, he or she shall cease to be a Member thereof, unless he or she shall in the opinion of the Committee show reasonable grounds for their absence.'

Cllr Sarah Spall addressed the Committee giving her reasons for non-attendance at the meetings. The Committee respected and understood the reasons given and agreed that Cllr Spall should continue to serve as a Member of the Committee.

The Chairman reminded the Committee that, if any Member was going to be absent from a meeting, the Committee Administrator and the Chairman should be notified by email and also including whether the standing deputy had been contacted.

RESOLVED: That Cllr Sarah Spall continue to serve as a Member of the Committee for the remainder of the 2022/23 Municipal Year.

28. **SELECTION OF THE MAYOR AND DEPUTY MAYOR 2023/24**

The Committee considered the Chief Executive's Report No. DEM2303 which set out the outcome of the selection process for the Mayor and Deputy Mayor for the 2023/24 Municipal Year.

Following a review of the process and criteria for the selection of the Mayor and Deputy Mayor, which had been led by the Committee, the Council had adopted a revised protocol for the selection of the Mayor and Deputy Mayor on 8th December 2022. In accordance with the updated procedure, all Councillors had been invited to indicate their interest in the role of Deputy Mayor for 2023/24, progressing through to Mayor in 2024/25.

The Committee was advised that the Deputy Mayor, Cllr C.P. Grattan, had confirmed his wish to proceed through the normal progression to the position of Mayor for 2023/24. Cllr Mara Makunura had expressed interest in the mayoralty role and, from amongst those who had submitted their interest, was the councillor who had best met the criteria by order of seniority and eligibility.

The Committee **RECOMMENDED TO THE COUNCIL** that:

- (i) Cllr C.P. Grattan be appointed as Mayor-Elect for the 2023/24 Municipal Year; and
- (ii) Cllr Mara Makunura be appointed as Deputy Mayor-Elect for the 2023/24 Municipal Year.

NOTE: Cllr Mara Makunura declared a personal interest in this item and, in accordance with the Members' Code of Conduct, left the meeting during the discussion and voting on this item.

29. **ANNUAL CAPITAL STRATEGY 2023/24**

The Committee considered the Executive Head of Finance Report No. FIN2303 which set out the proposed Capital Strategy for the year 2023/24 to 2025/26, including the Prudential Indicators for capital finance for 2023/24. The Report gave a high-level overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of local public services, along with an overview of how associated risk was managed and the implications for future financial sustainability. The Strategy had been written in accordance with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management, the CIPFA Prudential Code and Ministry of Housing, Communities and Local Government guidance on local government investment.

The Committee was advised that decisions made during the year on capital and treasury management would have financial consequences for the Authority for many years into the future. They were therefore subject to both a national regulatory framework and to local policy framework, which were summarised in the report.

During discussion, a question was raised on liability benchmarking. The Executive Head of Finance undertook to provide a written response to the Committee on this.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that the Capital Strategy for 2023/24 to 2024/25 and Prudential Indicators for 2023/24 (subject to (ii) below) and as set out in the Executive Head of Finance Report No. FIN2303 be approved; and
- (ii) **RESOLVED** that the Prudential Indicators for 2023/24 be reviewed by the Council's treasury management advisors (Arlingclose) for completeness with any update to be included in the report to the Council on 23rd February 2023.

30. **ANNUAL TREASURY MANAGEMENT STRATEGY AND ANNUAL NON-TREASURY INVESTMENT STRATEGY 2023/24**

The Committee considered the Executive Head of Finance Report No. FIN2302 which set out the proposed Treasury Management Strategy and Non-Treasury Management Strategy for the year 2023/24, including the borrowing and investment strategies and treasury management indicators for capital finance for 2023/24 and the Minimum Revenue Provision Statement.

Treasury risk management at the Council was conducted within the framework of the Chartered Institute of Public Finance and Accountancy's Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code), which required approval of a treasury management strategy before the start of each financial year. The Executive Head of Finance's Report No. FIN2302 fulfilled the Council's legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code. The CIPFA Code also required the Authority to have a separate Non-Treasury Investment Strategy (as set out in Appendix 2 to the report) which had to be approved before April 2023. Local authorities were also required by regulation to have regard to the provisions of the Prudential Code for Capital Finance in Local Authorities (Prudential Code) 2021.

The report set out the purpose, functions and activities of the treasury management operation and the non-treasury investment management operations and set out the Treasury Management Strategy, Annual Borrowing Strategy and Annual Treasury Management Investment Strategy (Appendix 1), Non-Treasury Investment Strategy (Appendix 2) and the Council's Minimum Revenue Provision (MRP) Statement (Appendix 3). These policies and parameters provided an approved framework within which officers undertook the day-to-day capital, treasury and non-treasury investment activities.

Following discussion on the report, the Executive Head of Finance undertook to provide a written briefing for the Committee on the issues covered, including liability benchmarking, liquidity, rates of return received (Appendix 2, 9.4) and business models.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that
 - (a) the Treasury Management Strategy 2023-24 and Annual Borrowing Strategy 2023/24 (as set out in Appendix 1 to the Executive Head of Finance Report No. FIN2302) be approved;
 - (b) the Annual Non-Treasury Investment Strategy 2023/24 (set out in Appendix 2) be approved; and
 - (c) the Minimum Revenue Provision (MRP) Statement (set out in Appendix 3) be approved; and
- (ii) **RESOLVED:** That the Prudential Indicators for 2023/24 be reviewed by the Council's treasury management advisors – Arlingclose – for completeness with any update to be included in the report to the Council on 17th February 2023.

31. **ANNUAL STATEMENT OF ACCOUNTS/EXTERNAL AUDIT OPINION 2019/20 - UPDATE NO. 4**

The Executive Head of Finance provided an update to the Committee on the current position regarding the Annual Statement of Accounts and External Auditor's Opinion for 2019/20. It was noted that the Council's external auditor (EY) had agreed the Statement of Accounts and would be given two supporting documents (Cash Flow Statement and Going Concern Note) by the end of that week. As previously delegated, the Statement of Accounts would be signed off by the Chairman and Chief Executive as soon as was practicable in order to allow EY to produce its Audit Opinion for 2019/20.

The Committee was advised that as much as possible was being done to avoid duplication of work for the audit of the 2020/21 Statement of Accounts and it was therefore hoped that work would then progress quickly on the audit by EY.

RESOLVED: That the update be noted.

32. **INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2301 which provided: an update of the work completed since the previous meeting in November 2022; a progress update on the 2022/23 Audit Plan; a schedule of work to be delivered during Quarter 4; and, an update on the outstanding audit issues.

The Audit Manager apprised the Committee on the number of finalised audit reviews. The Committee also noted that, of the five high risk audit recommendations currently outstanding, two (application patch management and PCI DSS) had had the completion date extended and the reasons for this were given.

RESOLVED: That the Audit Manager's Report No. AUD2301 be noted.

33. **SECTION 106 AGREEMENTS - FOLLOW-UP FROM PREVIOUS AUDIT ACTIONS**

The Internal Audit Manager gave an update to the Committee on the arrangements for following up areas of risk management in the internal audit of Section 106 Agreements. The Committee was advised that the Internal Audit Manager would be meeting with relevant officers to go through the recommendations following the audit. A report would then be made, as part of the Internal Audit report, to the next meeting of the Committee on how the recommendations would be implemented and followed up.

RESOLVED: That the update be noted.

34. **CONSTITUTION UPDATES**

The Committee considered the Corporate Manager – Democracy Report No. DEM2302, which set out proposed updates to the Constitution in respect of:

- Standing Orders for the Regulation of Business (Appendix 1 to the Report)
- Scheme for the Appointment of Standing Deputies (Appendix 2)
- Scheme for Public Speaking at Development Management Committee (Appendix 3) and a minor update to the Terms of Reference for the Development Management Committee (as considered and recommended by the Development Management Committee on 18th January 2023)
- Schedule summarising all the updates to the Constitution which have been made since the last major review and report to the Council in May 2020 (Appendix 4). These included updates to reflect the changes that have been made to the senior staffing structure, job titles and officer responsibilities as determined by the Chief Executive.

The Committee was advised that the proposals referenced in Appendices 1 and 2 to the Report (arrangements for dealing with Notices of Motion with financial implications outside of the approved budget, the number of standing deputies appointed to Committees and public speaking at the Development Management Committee) had been considered and supported by the Constitution Working Group at its meeting in December 2022. The Working Group had been appointed by the Committee and had been attended by Councillors P.J. Cullum, Sue Carter, Christine Guinness and S. Trussler.

Following discussion, it was agreed to raise the issues of Deputy Leaders of the Council and Cabinet Champions at a future meeting of the Constitution Working Group.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that a revised and updated Constitution be adopted, as set out in the Corporate Manager – Democracy Report No. DEM2302; and
- (ii) **RESOLVED** that any further minor amendments required to finalise the report to the Council be agreed by the Executive Director and Corporate Manager – Democracy in consultation with the Chairman.

The meeting closed at 8.15 pm.
