

# CABINET

Report of the meeting held on Tuesday, 14th March, 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 **27th March, 2023**.

## **55. DECLARATIONS OF INTEREST –**

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

## **56. MINUTES –**

The Minutes of the meeting of the Cabinet held on 7th February, 2023 were confirmed and signed by the Chairman.

## **57. BUSINESS RATES - RETAIL DISCOUNT AND HOSPITALITY AND LEISURE RELIEF SCHEME –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2306, which set out a proposed local policy to enable the Council to award retail, hospitality and leisure relief from business rates to local businesses.

Members were informed that the scheme had been prepared following the Chancellor of the Exchequer's 2022 Autumn Statement and would take effect from 1st April, 2023. The scheme would provide 75% relief in respect of eligible properties, up to a limit of £110,000 per business.

**The Cabinet RESOLVED** that the establishment of a local Retail, Hospitality and Leisure Business Rates Relief Scheme, as set out in Report No. FIN2306, be approved.

58. **BUSINESS RATES - SUPPORTING SMALL BUSINESS RATES RELIEF SCHEME–**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2307, which set out a proposed local policy to enable the Council to award supporting small business rates relief to local businesses.

Members were informed that the policy would determine the level of discretionary relief to be awarded in respect of Supporting Small Business Rates Relief for the period from 1st April, 2023 to 31st March, 2026. The scheme would ensure that, in respect of eligible properties, any increase in respect of business rates bills would be limited to a cash value of £600 per year.

**The Cabinet RESOLVED** that the establishment of a local Supporting Small Business Rates Relief Scheme, as set out in Report No. FIN2307, be approved.

59. **ENERGY BILLS SUPPORT SCHEME ALTERNATIVE FUNDING POLICY –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2308, which set out a proposed local policy to deliver the Energy Bills Support Scheme Alternative Funding.

Members were informed that the policy would enable the Council to provide financial support to households in the Borough that were not eligible for previous funding from electricity suppliers. It was reported that the Council had been carrying out some work to identify those that paid for their energy other than directly to the energy suppliers. These included those paying through a commercial landlord, some park home residents and some housing association tenants.

**The Cabinet RESOLVED** that the establishment of a local Energy Bills Support Scheme Alternative Funding Policy, as set out in Report No. FIN2308, be approved.

60. **PROPERTY ASSET MANAGEMENT STRATEGY –**

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

The Cabinet considered Report No. PG2310, which sought approval of the overarching principles and key objectives set out in the Council's Asset Management Plan document.

Members were informed that the core principle was that all Council-owned property assets needed to be maintained at nil cost to the Council on a revenue basis, with specific exceptions where the benefit to the Council or community could be demonstrated in different ways. The Report set out the key objectives in delivering the core principle and also detailed the work that had been carried out in updating the Council's existing Asset Management Plan.

**The Cabinet RESOLVED** that

- (i) the Asset Management Plan and, in particular, the three key principle objectives that would enable the Council to govern the approach to how individual assets would be managed, as set out in Report No. PG2310, be approved; and
- (ii) the following policy changes be approved:
  - garden land to be disposed of based on a valuation rather than a standard charge of £6 per sqm, with valuation and legal costs being met by the purchaser, as set out in paragraph 3.8.a of the Report;
  - a revised approach to rent relief given to community, sporting and charitable organisations, as set out in paragraph 3.8.b of the Report;
  - a revised process and charge for licences that would provide residents with permitted access rights across Council-owned land for domestic purposes, such as access to and from their garden, as set out in paragraph 3.8.c of the Report; and
  - a change in approach to new/renewal leases for Voluntary Community Sector (VCS) assets, such that the agreed rent ensures that the Council at least breaks even to cover costs, as set out in paragraph 3.8.d of the Report.

61. **FARNBOROUGH LEISURE AND CULTURAL HUB – NEXT STEPS –**  
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. REG2303, which set out the work undertaken since the Council received notification that its bid for funding to support the delivery of a Leisure and Cultural had been successful.

The Cabinet was reminded that the demolition of the previous leisure centre had commenced in 2021 and that various options had been evaluated in relation to what combination of uses might be appropriate for the replacement facility. The Council had made a bid for £20 million of funding towards a facility that would deliver co-located leisure, library and cultural uses. The Report set out the next steps to be taken to enable acceptance of the grant funding. Also set out were the steps to be carried out to finalise the brief and design work, along with the funding required from the approved Capital Programme.

The Cabinet expressed strong support for the progression of the project to provide residents with new, modern facilities on the site.

**The Cabinet RESOLVED** that

- (i) the work undertaken to progress the development of the Leisure and Cultural Hub project, as set out in Report No. REG2303, be noted;
- (ii) the scoping of the project to include a mobility hub, skatepark and play area, in line with the approved Civic Quarter Masterplan, as set out in the Report, be noted;

- (iii) officers be authorised to enter into the necessary Memorandum of Understanding and any other grant funding agreement associated with the Levelling Up Fund;
- (iv) the allocation of up to £900,000 of funding to enable the project to proceed to the end of RIBA Stage 2 and to commence work on RIBA Stage 3, subject to outputs from RIBA 2, as set out in the Report, be approved; and
- (v) a new revenue budget of £65,000 in 2023/24, to enable the leisure operator procurement to commence, as set out in the Report, be approved.

**62. 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:

<b>Minute Nos.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
63 and 64	3	Information relating to financial or business affairs

**THE FOLLOWING ITEMS WERE CONSIDERED  
IN THE ABSENCE OF THE PUBLIC**

**63. UNION YARD, ALDERSHOT - IDENTIFICATION OF PREFERRED AFFORDABLE HOUSING PURCHASER –**

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

The Cabinet considered Exempt Report No. REG2304, which set out a proposal to dispose of a leasehold interest for the affordable housing units contained within the Union Yard scheme, subject to the finalisation of terms.

Members were reminded that the agreed scheme had comprised 100 residential units, of which eighteen had been identified as affordable units. The Council had sought Expressions of Interest in respect of the leasehold interest in the affordable housing from sixteen Registered Providers. The Exempt Report set out the details of the offers received and the process carried out in respect of the valuation of the properties concerned.

**The Cabinet RESOLVED** that

- (i) the disposal of a leasehold interest in the affordable housing element of the Union Yard development to the Registered Provider named in Exempt Report No. REG2304, at the conditional value set out in paragraph 3.5 of the Report, be approved; and
- (ii) the proceeding with a deed of variation to the S106 Agreement that would

seek to vary the affordable housing provision on site from twenty to eighteen units be approved, subject to an off-site financial contribution in lieu of the two units, whilst also agreeing a change in the unit mix to reflect a 100% Affordable Rented offer.

64. **DISPOSAL OF DEVEREUX HOUSE, NO. 69 ALBERT ROAD, FARNBOROUGH –**  
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. PG2308, which sought approval to grant an option for a new long ground lease of Devereux House, Albert Road, Farnborough, to facilitate its redevelopment.

Members were informed that options for the future use of the site had been considered since the property had been handed back to the Council in January, 2021. The Council had negotiated successfully with prospective bidders, obtaining concessions particularly around the careful treatment of the historic value of the site as a memorial. It was reported that the War Memorial Plaque had been temporarily relocated to Knellwood for the duration of the redevelopment work at Devereux House. A letter had been sent to members of the Cabinet regarding the potential for this arrangement to remain in place for the longer term. The matter was discussed at the meeting and Members agreed that this should be dealt with as set out in the Report.

The Cabinet expressed support for the proposed approach as the best solution for this important, locally listed building.

**The Cabinet RESOLVED** that

- (i) the disposal of Devereux House, by the granting of a development option with a new 199-year headlease for the sum set out in Exempt Report No. PG2308, subject to all necessary due diligence, be approved; and
- (ii) the allocation of a budget of up to the sum stated in the Exempt Report, to be funded from an option payment to facilitate the documentation of the agreement, along with the resolution of rights over the site and potentially small areas of freehold transfers, be approved.

The Meeting closed at 7.40 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 22nd February, 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 Sophie Porter

Apologies for absence were submitted on behalf of 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)

## 52. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

## 53. MINUTES

The Minutes of the Meeting held on 18th January, 2023 were approved and signed as a correct record of proceedings.

## 54. REPRESENTATIONS BY THE PUBLIC

In accordance with the guidelines for public participation at meetings, and in particular major planning applications, 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
22/00193/OUTPP	Farnborough	Nikul Kad, on behalf of	Against

	Civic Quarter, Farnborough	Farnborough Road Residents	
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Olive O'Dowd-Booth, on behalf of Blackwater Valley Friends of the Earth	Against
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Kathryn Stuart, 11 Revelstoke Avenue, Farnborough	Against
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Sarah Wood, 102 Reading Road, Farnborough	Against
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Jonathan Beards, 25c Winchester Street, Farnborough	Against
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Cllr Martin Tennant, Director Rushmoor Housing Limited	In Support
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Greg Pitt, Agent, Barton Willmore, 7 Soho Square, London	In Support
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Sean Crossland, Ecologist, Barton Willmore, 7 Soho Square, London	In Support
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Mark Williams, Architect, Barton Willmore, 7 Soho Square, London	In Support
22/00193/OUTPP	Farnborough Civic Quarter, Farnborough	Leonard Amos, on behalf of the Farnborough Society and Rushmoor Access Action Group	In Support

Following agreement from the Committee, it was noted that Cllrs Jules Crossley and P.J. Cullum also addressed the Committee on Planning Application No. 22/00193/OUTPP.

55. **PETITION**

**RESOLVED:** That the petition received in respect of the following application be noted, as set out in the Executive Head of Property and Growth's Report No. PG2305:

<b>Application No.</b>	<b>Address</b>
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22/00193/OUTPP	Farnborough Civic Quarter, Farnborough
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56. **PLANNING APPLICATIONS**

**RESOLVED:** That

(i) 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 Executive Head of Property and Growth's Report No. PG2305, be noted

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

22/00193/OUTPP	Proposed Farnborough Civic Quarter Development Site, Meudon Avenue, Farnborough
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(iii) the current position with regard to the following applications be noted pending consideration at a future meeting:

21/00271/FULPP	Block 3, Queensmead, Farnborough
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** 22/00340/REMPP	Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
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22/00849/FULPP	Discovery Place, Columbus Drive, Farnborough
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23/00019/FULPP	Hippodrome House, 4 Birchett Road, Aldershot
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23/00074/FULPP	20 Cabrol Road, Farnborough
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\* The Executive Head of Property and Growth's Report No. PG2305 in respect of these applications was amended at the meeting.

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

57. **PLANNING APPLICATION NO.: 22/00193/OUTPP - FARNBOROUGH CIVIC QUARTER**

The Committee considered the Executive Head of Property and Growth's Report No. PG2305 (as amended at the meeting) regarding outline planning application 22/00193/OUTPP, Proposed Farnborough Civic Quarter Development Site.



**RESOLVED:** That

Subject to the amendment to S106 requirement No. 4 and additional S106 requirement No. 16, and amended condition Nos. 2, 3, 4, 5, 7, 14, 15, 37 and 41, as set out in the amendment sheet, the Executive Head of Property and Growth, in consultation with the Chairman be authorised to GRANT planning permission, as set out in the report.

The meeting closed at 11.08 pm.

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## Development Management Committee

### Appendix "A"

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

**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.

# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 22nd March, 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 C.P. Grattan  
Cllr Michael Hope  
Cllr S.J. Masterson  
Cllr Sophie Porter

Apologies for absence were submitted on behalf of Cllr P.I.C. Crerar, Cllr Peace Essien Igodifo and Cllr T.W. Mitchell.

## Non-Voting Member

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

## 58. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

## 59. MINUTES

The Minutes of the Meeting held on 22nd February, 2023 were approved and signed as a correct record of proceedings.

## 60. REPRESENTATIONS BY THE PUBLIC

In accordance with the guidelines for public participation at meetings, and in particular major planning applications, 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
23/00019/FULPP	Hippodrome House, 4 Birchett Road, Aldershot	D Rose Planning LLP, 19-20 Bourne Ct, Southend Rd,	In Support



Woodford Green,  
Essex, IG8 8HD

61. **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:

23/00074/FULPP            20 Cabrol Road, Farnborough

- (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 Executive Head of Property and Growth’s Report No. PG2311, be noted

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

\*        23/00019/FULPP            Hippodrome House, 4 Birchett Road, 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

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

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

23/00169/FULPP            Aldershot Conservative Club, Victoria Road,  
Aldershot

\*       The Executive Head of Property and Growth’s Report No. PG2311 in respect of these applications was amended at the meeting.

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

62. **PLANNING APPLICATION NO. 23/00019/FULPP - HIPPODROME HOUSE, 4 BIRCHETT ROAD, ALDERSHOT**

The Committee considered the Executive Head of Property and Growth’s Report No. PG2311 regarding Planning Application No. 23/00019/FULPP, Hippodrome House, 4 Birchett Road, Aldershot.

**RESOLVED:** That

the Executive Head of Property and Growth, in consultation with the Chairman, be authorised to GRANT planning permission, subject to the amended recommendations, as set out in the Amendment Sheet (copy attached) and the conditions and informatives, as set out in Report No. PG2311.

**63. PLANNING APPLICATION NO. 22/00779/REVPP - THE GALLERIES, HIGH STREET, ALDERSHOT - UPDATE**

The Committee NOTED the Executive Head of Property and Growth's Report No. PG2315 in respect of Planning Application No. 22/00779/REVPP – The Galleries, High Street, Aldershot.

**64. ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

<b>Enforcement Reference No.</b>	<b>Description of Breach</b>
14/00169/XPLANS	Unauthorised conversion at 59 Field Way, Aldershot which had resulted in a Planning Enforcement and Breach of Conditions Notice (BCN) being serviced. The BCN had not been complied with and prosecution proceedings were instigated. Compliance works were completed in February 2023 following a deferral of court proceedings. The Council had been issued £4,000 towards legal costs.
22/00161/XPLANS	Unauthorised partial construction of a first floor extension to a commercial property at 32 Union Street, Aldershot. The developer had been advised that a planning application submitted retrospectively would most likely be rejected and the structure had now been removed.

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2312 be noted.

**65. APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Property and Growth's Report No. PG2313 concerning the following appeal decisions:

<b>Application / Enforcement Case No.</b>	<b>Description</b>	<b>Decision</b>
22/00125/FULPP	Against refusal of planning permission for a detached three-storey, three bedroom, six person dwelling with associated bin and cycle storage, at 6 East Station Road, Aldershot	New appeal to be determined

22/00069/COUGEN	Against an Enforcement Notice issued on 4 <sup>th</sup> January, 2023 for an unauthorised change of use of the first floor ancillary accommodation at the White Lion Public House, 20 Lower Farnham Road, Aldershot.	New appeal to be determine
22/00200/TPO	Against refusal of planning permission for the removal of one sweet chestnut tree at Skellgarth, 4 The Crescent, Farnborough	Refused
21/00856/TELEPP	Against refusal for the installation of a 20m high monopole supporting six antennas and two transmission dishes, four equipment cabinets and development works ancillary thereto, at land to the front of 82-86 Cove Road, at the junction of Bridge Road and Cove Road, Farnborough.	Dismissed

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2313 be noted.

#### 66. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER OCTOBER TO DECEMBER 2022**

The Committee received the Executive Head of Property and Growth's Report No. PG2314 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 October to 31<sup>st</sup> December 2022.

**RESOLVED:** That the Executive Head Property and Growth's Report No. PG2314 be noted.

The meeting closed at 7.58 pm.

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# CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of meeting held on Monday, 27th March, 2023 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 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 T. Davies – Independent Member (Audit) (Attended remotely via Teams)

Apologies for absence were submitted on behalf of Cllr A.H. Gani.

## **35. MINUTES**

The minutes of the meeting held on 30th January 2023 were agreed and signed as a correct record of the proceedings.

## **36. ANNUAL STATEMENT OF ACCOUNTS/EXTERNAL AUDIT OPINION - UPDATE NO. 5**

The Chairman welcomed Maria Grindley from the Council's external auditor, EY, who joined the meeting remotely via Microsoft Teams.

The Interim Executive Head of Finance, Mr Simon Little, advised the Committee that there had been a meeting with EY that morning and he was pleased to report that the Council had now been given a true, fair and clean audit for 2019/20. In front of the Committee, the Chairman and the Interim Executive Head of Finance then signed a Letter of Representation which would be sent to the external auditors that evening, which would enable EY to issue its statement the following day.

Mr Little advised the Committee that discussions would be held with EY to progress the next stages for the 2020/21 and 2021/22 audits. The Committee noted the improvements that had been made to systems and processes which would put the Council in a better position to progress audit matters more efficiently going forward. It was hoped that the 2020/21 audit would be completed by March 2024 and the Committee would receive regular updates on progress.

**RESOLVED:** That the update be noted.

### **37. RISK MANAGEMENT PROCESS 2022/23**

The Committee received the Assistant Chief Executive Report No. ACE2303, which provided an update on the ongoing development and maintenance of the Council's risk management process over 2022/23.

It was noted that the Council had continued to embed risk management within the organisation and streamline the processes in place. The Council's risk registers had been moved onto a MS Lists based system which had improved efficiency and allowed the risk registers to be easily interrogated in a live format at any time. The Risk Management Policy and arrangements continued to be reviewed and developed in order to remain effective and to provide continual improvement. The last revision had been published in November 2021 and was set out in the Report. An updated draft was expected to be published in Quarter 1 of the 2023/24 municipal year.

The Committee also noted that reports on risk had been presented to the Corporate Management Team on a minimum quarterly basis and also to the Cabinet alongside quarterly performance reports. In addition, risk was discussed with greater frequency outside these meetings, with regular discussions and risk register reviews taking place across projects and programmes.

An internal audit of risk management had concluded in February 2022 and, of the six actions identified, the final outstanding item would be addressed as soon as possible in 2023/24. This would be to develop an effective way to establish a high level risk appetite policy (or policies), in addition to risk appetite being determined on a risk by risk basis.

**RESOLVED:** That the Assistant Chief Executive Report No. ACE2303 be noted.

### **38. PAY POLICY STATEMENT AND GENDER PAY GAP REPORT**

The Committee considered the Executive Director Report No. ED2301, which sought approval for a Pay Policy Statement for 2023/24, as set out in the Report. The Pay Policy Statement set out the framework within which pay was determined within the Council and provided an analysis comparing the remuneration of the Chief Executive with other employees of the Authority. The Report also set out the calculations of the gender pay gap, which the Council was required to publish annually under the Equality Act 2010 (Specific Duties and Public Authorities Regulations 2017).

The Committee noted that the comparisons looked at the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed in the lowest grade within the structure. The ratio for 2023/24 was 6.1:1. The second ratio included within the analysis looked at the relationship between the median remuneration of all staff compared to the Chief Executive. It was noted that the ratio for 2023/24 was 3.5:1 which represented a slight change to the previous year when it had been 3.7:1.

The Committee noted that mean gender pay gap equated to 13.8% with the female average salary being lower than the male average salary. The gap had increased from 11.7% in 2022/23. The median gender pay gap equated to 10.9% with the female median rate being lower than the male median rate. The gap had increased slightly from 11.3% in the previous year.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to the Pay Policy Statement 2023/24, as set out in the Executive Director Report No. ED2301; and
- (ii) **RESOLVED** that the Gender Pay Gap report, as set out in the Report, be noted.

#### 39. **INTERNAL AUDIT - UPDATE**

The Committee received the Audit Manager Report No. AUD2303 which provided Members with an overview of the work completed since the previous update in January 2023, a progress update on the 2022/23 Audit Plan and an update on the outstanding audit issues, highlighting any significant risk exposures or control issues.

**RESOLVED:** That the Audit Manager Report No. AUD2303 be noted.

#### 40. **INTERNAL AUDIT - AUDIT PLAN**

The Committee considered the Audit Manager Report No. AUD2302 which set out the Audit Plan for 2023/24 for approval.

The Report advised the Committee of the methodology for compiling audit coverage, including: the Audit Risk Universe; Audit Risk Criteria; input from Heads of Service; developing the Audit Plan; and, communication and monitoring of the Plan.

It was noted that the resources and service deliverables within the Internal Audit Service had been reviewed along with the Investigations Service. As a result, the two services would be combined to provide an Audit and Investigation Service. Whilst providing a saving to the Council, it was noted that the level of deliverables would not be reduced. It was felt that the combined role would provide more resilience for the deliverability of the Audit Plan, whilst still taking measures to protect the public purse. The level of resources required to deliver the Audit Plan and the Council's current investigation workload had been determined. Within the 2023/24 financial year it was noted that there would be a period where officers would not be

in post. However, arrangements would be put in place for contractors to cover the work required during this period until permanent resources were in place.

The Report set out the first six months' work of the 2023/24 Audit Plan, which had been selected from the higher risk areas. The list of audits was subject to review due to the changing needs of the organisation or resource availability. An update would be provided at the September Committee meeting.

During discussion, the Council's Independent Member (Audit), Mr. T. Davies, commended the Audit Plan to the Committee.

**RESOLVED:** That approval be given to the Audit Manager Report No. AUD2302.

The meeting closed at 8.07 pm.

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