

CABINET

Report of the meeting held on Tuesday, 9th January, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr G.B. Lyon, Leader of the Council
Cllr M.L. Sheehan, Deputy Leader and Environment & Neighbourhood Portfolio Holder
Cllr M.J. Tennant, Deputy Leader and Major Projects & Property Portfolio Holder

Cllr A. Adeola, Digital First & Corporate Portfolio Holder
Cllr J.B. Canty, Development & Economic Growth Portfolio Holder
Cllr Sue Carter, Community Portfolio Holder
Cllr P.G. Taylor, Finance 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 **22nd January, 2024**.

41. **DECLARATIONS OF INTEREST**

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

42. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 21st November, 2023 were confirmed and signed by the Chairman.

43. **REVENUE AND CAPITAL BUDGET MONITORING REPORT - Q2 2023/24 –** (Cllr Paul Taylor, Finance Portfolio Holder)

The Cabinet considered Report No. FIN2401, which set out the anticipated financial position for 2023/24, based on the budget monitoring carried out with Heads of Service and Service Managers during October 2023. Members were informed that the Council was facing a number of external budget pressures that were having an impact on the 2023/24 budget and the Council's finances over the medium term. These included higher than expected interest rates and the rate of inflation. It was reported that, at this stage of the financial year, the projected General Fund net adverse variation was £2.352 million. The Report set out the reasons for this variance and it was confirmed that the risks and pressures were being closely monitored by budget holders. The Cabinet was supportive of the approach proposed and expressed appreciation for the work that had been carried out by the Council's financial officers.

The Cabinet RESOLVED that

- (i) the revenue budget forecast and impact on reserve balances, as set out in Section 3 of Report No. FIN2401, be noted; and

- (ii) the Capital Programme forecast, as set out in Section 5 of the Report, be noted.

44. **BIODIVERSITY SUPPLEMENTARY PLANNING DOCUMENT AND RUSHMOOR HABITAT BANK –**

(Cllr Jonathan Canty, Development and Economic Growth Portfolio Holder)

The Cabinet considered Report No. PG2401, which set out the draft Biodiversity Supplementary Planning Document (SPD) and Rushmoor Habitat Bank Procedure Note for adoption.

Members were informed that the Environment Act 2021 had introduced a new mandatory requirement for new development to provide at least 10% Biodiversity Net Gain (BNG). To support the implementation of this requirement and to maximise local BNG delivery, the Council had developed a proposal to establish a 'Habitat Bank' of off-site BNG units. It was reported that the purpose of the Biodiversity SPD and the Habitat Bank Procedure Note was to provide further guidance to applicants. Members were assured that the matter would be brought back to the Cabinet for further consideration should substantive amendments be required to either document.

The Cabinet RESOLVED that

- (i) the adoption of the Biodiversity Supplementary Planning Document be approved, with the Executive Head of Property and Growth, in consultation with the Development and Economic Growth Portfolio Holder, being authorised to make any necessary factual, statutory and/or non-substantive amendments;
- (ii) the collection of a Biodiversity Net Gain monitoring fee be approved, with the Executive Head of Property and Growth, in consultation with the Development and Economic Growth Portfolio Holder, being authorised to set the level of fee charges;
- (iii) the launch of the Rushmoor Habitat Bank be approved, with the Executive Head of Property and Growth, in consultation with the Development and Economic Growth Portfolio Holder, being authorised to approve the pricing of the Biodiversity Net Gain Habitat Units prior to launch; and
- (iv) the adoption of the Rushmoor Habitat Bank Procedure Note be approved, with the Executive Head of Property and Growth, in consultation with the Development and Economic Growth Portfolio Holder, being authorised to make any necessary factual, statutory and/or non-substantive amendments.

The Meeting closed at 7.16 pm.

CABINET

Report of the meeting held on Tuesday, 6th February, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr G.B. Lyon, Leader of the Council
Cllr M.L. Sheehan, Deputy Leader and Environment & Neighbourhood Portfolio Holder
Cllr M.J. Tennant, Deputy Leader and Major Projects & Property Portfolio Holder

Cllr A. Adeola, Digital First & Corporate Portfolio Holder
Cllr J.B. Canty, Development & Economic Growth Portfolio Holder
Cllr Sue Carter, Community Portfolio Holder
Cllr P.G. Taylor, Finance 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 **19th February, 2024**.

45. **DECLARATIONS OF INTEREST –**

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

46. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 9th January, 2024 were confirmed and signed by the Chairman.

47. **COUNCIL TAX SUPPORT SCHEME 2024/25 –**

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

The Cabinet considered Report No. FIN2405, 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 considerations and recommendations.

The Council Tax Support Task and Finish Group had met on 24th July, 2023, 30th August, 2023, 26th September, 2023 and 11th January, 2024 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 2.3 of the Report. This had led to the Group recommending that a public consultation exercise should be carried out on potential changes to the scheme, which the Cabinet approved at its meeting on 15th October, 2023. The consultation had run from 3rd November, 2023 to 15th December, 2023 and had attracted a total of 522 responses. Having considered the results of the consultation exercise, the Group recommended that, for the calculation of Council Tax Support for 2024/25, the

maximum Council Tax liability used should be increased from 88% to 100%. This would mean that in cases where maximum support was granted, no Council Tax would be payable. The rationale for this recommendation was set out in the Report.

In discussing this proposal, Members were assured that the change would be implemented, initially, for a single year, with the ability to make further changes at the end of that period. 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:

- (a) the increase of the maximum Council Tax liability used to calculate Council Tax Support from 88% to 100% be approved, to take effect from 1st April, 2024 and to apply to all calculations made within the Council Tax Support Scheme relating to liabilities occurring on or after 1st April, 2024; and
- (b) all other respects of the current Council Tax Support Scheme for working age customers be unchanged, with the addition of the annual uplift to rates used within the calculation mirroring those applied to national housing benefit rates, as advised by the Department for Work and Pensions; and

(ii) **RESOLVED** that:

- (a) the reduction of £20,000 in the budget for Exceptional Hardship during 2024/25, as set out in Report No. FIN2405, be approved;
- (b) the deliberations and considerations of the Council Tax Support Task and Finish Group in arriving at its recommendations, as set out in the Report, be noted; and
- (c) the outcome of the public consultation exercise, as set out in the Report and at Appendix 2 of the Report, be noted.

48. **COUNCIL PLAN AND RISK REGISTER QUARTERLY UPDATE OCTOBER TO DECEMBER 2023 –**
(Cllr Sue Carter, Community Portfolio Holder)

The Cabinet received Report No. ACE2401, which set out progress in delivering the Council Plan projects during the third quarter of 2023/24. Members were informed that progress against key activities and projects was included in the Report, along with the Council's business performance monitoring information and the Council's Corporate Risk Register. It was reported that, at the end of the third quarter, 90% of projects/activities were on track, with the remainder showing an amber status. No project had a red status.

In considering the Report, Members expressed satisfaction with the Council's performance levels and discussed matters around the improvement in the rate of abandoned phone calls, missed bin rates, the timely payment of invoices, phone calls misdirected to the Council's switchboard relating to non-Council activities, recycling rates and instances of violence at work.

The Cabinet NOTED the progress made towards delivering the Council Plan and the changes highlighted in the Corporate Risk Register, as set out in Report No. ACE2401.

49. **ANNUAL PEOPLE REPORT AND OTHER HUMAN RESOURCES MATTERS –**
(Cllr Ade Adeola, Digital First & Corporate Portfolio Holder)

The Cabinet considered Report No. PEO2401, which set out a number of updates in relation to the Council's workforce.

Members were informed that the Report contained updates on the implementation of elements of the Council's People Strategy, which had been adopted in 2021, and provided key data on the Council's workforce for 2023. Also being considered were a new Health and Wellbeing Statement of Intent and a Code of Practice relating to Health, Wellbeing and Stress Management. Members were also informed of the latest Pay Policy Statement and Gender Pay Gap calculations, which would be considered by the Corporate Governance, Audit and Standards Committee and approved by the Council.

The Cabinet RESOLVED that

- (i) the Annual People Report, as set out in Report No. PEO2401, be noted;
- (ii) the Health and Wellbeing Statement of Intent, as set out on the Report, be approved, noting the approach to implementation;
- (iii) the Health, Wellbeing and Stress Management Code of Practice, as set out in the Report, be approved; and
- (iv) the Pay Policy Statement and the Gender Pay Gap report, as set out in the report to the Corporate Governance, Audit and Standards Committee, be noted.

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

The Cabinet considered Report No. REG2402, which set out an update on regeneration within Farnborough town centre and on the Leisure and Cultural Hub project in particular.

The Cabinet was reminded that, at its meeting on 17th October, 2023, it had agreed the final project scope for the Leisure and Cultural Hub, the schedule of accommodation, the forecasted budget required to complete the pre-construction phases of the project and to submit the planning application. Members were

informed that this report now provided an update on the project, the operator procurement and options for the next stages, taking into account the work undertaken since October, impacts of inflation and implications for the current funding strategy, given the position relating to the Council's future capital programme, as set out in the 2024/25 budget report.

The Cabinet expressed support for the proposed approach.

The Cabinet

(i) **RECOMMENDED TO THE COUNCIL** that:

- (a) an increase of £255,000 in the Capital budget for 2023/24, funded by a further draw down from the Levelling Up grant, be approved; and
- (b) the inclusion of the £1.725 million One Public Estate Brownfield Land Release Fund grant in the 2023/24 and 2024/25 capital programmes, as appropriate, be approved, to enable the demolition of the Pinehurst Car Park and site preparation and utilities work across plots established by the Civic Quarter Masterplan; and

(ii) **RESOLVED** that:

- (a) the revised costs of the current stage of planning and design work (RIBA Stage 3) of £386,855, as set out in Report No. REG2402, be noted;
- (b) an initial sum of £50,000 towards potential redesign work be approved;
- (c) the undertaking of a costing exercise by Willmott Dixon on the RIBA 3 designs, to provide market tested costs for consideration before the decision to move to the next stage of design and development (RIBA Stage 4), be approved;
- (d) the undertaking of a pre-planning consultation exercise in March, on the designs at the conclusion of the RIBA 3 design process, be approved;
- (e) the adjustment in the overall project timeline, to take into account the market costing exercise and provide a period for any necessary design revisions as a result of the report and the pre-planning public consultation exercise, as set out in the Report, be noted;
- (f) the undertaking of work as part of the Council's Financial Resilience Plan to address the affordability of the current and future capital programme and the links to the decision to move fully to the next stage of design and development (RIBA Stage 4) be noted;

- (g) the revised funding strategy for the project, given the position set out in the 2024/25 budget report and supporting Financial Resilience Plan, be noted;
- (h) the approach to the demolition of the Pinehurst Car Park and the temporary relocation of the Council's car boot sale to the High Street multi-storey in Aldershot be noted; and
- (i) the use of any slippage on the Civic Quarter capital budget in 2023/24 to progress elements of the Civic Quarter regeneration programme, where this could lead to improved land values in line with the Financial Resilience Plan, be approved.

51. **GENERAL FUND BUDGET 2024-25 AND MEDIUM TERM FINANCIAL STRATEGY 2024-25 TO 2027-28 –**
(Cllr Paul Taylor, Finance Portfolio Holder)

The Cabinet considered Report No. FIN2406, which set out the draft General Fund Budget for 2024/25 and Medium Term Financial Strategy (MTFS) 2024/25 to 2027/28.

The Cabinet was reminded that the Medium Term Financial Strategy set out the key work streams for the Council to focus on over the medium term to address the projected significant shortfall in the General Fund budget. Members were informed that a wide range of information was presented in the report and accompanying appendices. It was confirmed that the Council was in a position to present a balanced budget for 2024/25 and that work was underway to address the key financial issues faced by the Council, which were summarised in paragraph 2.5 of the report.

The Capital Programme for the period 2023/24 to 2027/28 was set out at paragraph 8.5 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 main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in Section 9 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:
 - (a) the Medium Term Financial Strategy and the strategy to resolve the Medium Term Financial Strategy deficit, as set out in Report No. FIN2406;
 - (b) the draft General Fund Revenue Budget Estimates Summary 2024/25, as set out in Appendix 4 of the Report;
 - (c) the Council Tax requirement of £7,683,131 for this Council;

- (d) the Council Tax level for Rushmoor Borough Council's purposes of £232.74 for a Band D property in 2024/25;
 - (e) the Capital Programme, as set out in paragraph 8.5 of the Report;
 - (f) the Strategy for the Flexible Use of Capital Receipts, as set out in paragraph 9.2 of the Report;
 - (g) the UK Shared Prosperity Fund (UKSPF) project list, as set out in Appendix 6 of the Report; and
- (ii) **RESOLVED** that the earmarking of £250,000 of the Stability and Resilience Reserve during 2024-25, to provide capacity to address and deliver the Financial Resilience Plan and to enable the Chief Finance Officer to continue to engage with expert external assistance and advice, as set out in paragraph 5.8 of the Report, be approved.

52. 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
53	3	Information relating to financial or business affairs

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

53. THE GALLERIES, ALDERSHOT - UPDATE AND NEXT STEPS –
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. REG2401, which set out an update on the Galleries regeneration scheme in Aldershot town centre.

Members were reminded that, in March, 2022, the Cabinet had agreed, in principle, to the disposal of the existing High Street Multi-Storey Car Park in return for the transfer of the former Conservative Club site at Little Wellington Street to the Council, as part of proposals to realise the delivery of the Galleries redevelopment. The report set out the due diligence that had been undertaken to formalise the agreement, along with the draft Heads of Terms for the Contract of Sale and a summary of the financial risks. Also included was an update on the Homes England Housing Infrastructure Fund monies.

The Cabinet RESOLVED that

- (i) the disposal of the Council's legal interest in the existing High Street Multi-Storey Car Park, Aldershot in exchange for the freehold interest of the former Conservative Club site at Little Wellington Street, Aldershot to the Council be approved, subject to the necessary terms being agreed as detailed below, on the basis that a new, purpose-built public car park of at least 250 spaces would be constructed by the developer prior to handover, noting that best consideration under Section 123 of the Local Government Act 1972 would be achieved, as set out in Appendix 1 of Exempt Report No. REG2401;
- (ii) the draft Heads of Terms for the Contract for Sale and exchange of freehold, as set out in Appendix 2 of the Exempt Report, be noted, with the Head of Regeneration and Development/Executive Head of Property and Growth, in consultation with the Major Projects and Property Portfolio Holder, being authorised to agree final terms;
- (iii) the amendments to the Housing Infrastructure Fund Marginal Viability Fund agreement, by way of Deed of Variation, regarding the extension of time to the availability period of the funding to December, 2024 and changes to the drawdown conditions, as set out in the Report, be noted; and
- (iv) for the purposes of satisfying Housing Infrastructure Fund Marginal Viability Fund drawdown conditions, the draft Mirrored Agreement, as set out in Appendix 4 of the Exempt Report and the draft Entity Company Guarantee, as set out in Appendix 5 of the Exempt Report, forming the basis of clawback arrangements in the event of the Galleries scheme not meeting the contract outputs be noted, with the Head of Regeneration and Development, in consultation with the Major Projects and Property Portfolio Holder, being authorised to agree final terms.

The Meeting closed at 7.56 pm.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the meeting held on Monday, 27th November, 2023 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr P.J. Cullum (Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr C.W. Card
Cllr A.H. Gani
Cllr Christine Guinness
Cllr Nadia Martin
Cllr S.J. Masterson*
Cllr Sarah Spall
Cllr G. Williams

Apologies for absence were submitted on behalf of Cllr A. Adeola, Cllr Nem Thapa and Cllr Jacqui Vosper.

*Cllr S. J. Masterson attended the meeting as a Standing Deputy.

Non-Voting Member

Apologies for absence were submitted on behalf of Mr T. Davies – Independent Member (Audit)

23. MINUTES

The minutes of the meeting held on 27th September 2023 were agreed and signed as a correct record of the proceedings.

24. PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGE FARES

The Committee considered the Executive Head of Operations Report No. OS2317, which set out a proposal to vary the current scheme of hackney carriage fares by means of a reduction to the initial pull-off and running mile distances. The proposal was currently open to public consultation with a last date for comments of 8th December 2023 and the Committee was being consulted as a consultee.

The Committee noted that Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 gave the Council the power (a discretionary ability) to fix the rates or fares in connection with the hire of a hackney carriage vehicle within its district by means of a fares scheme. The Council's Taxi Licensing Policy states that the scheme of fares should be subject to review a minimum of every two years. The current review was prior to the two-year deadline and had been instigated on a request from a member of the taxi trade.

The Report set out the implications of the proposals, including the proposed fare changes, a comparison of benchmark taxi journeys and a national league table of taxi fares. The Committee was advised that, whilst the increase varied dependent on the distance travelled and the meter rate that applied, on average the proposals would result in an increase of 4-5%.

It was explained that, if there were any objections to the proposals, these had to be brought back to the decision maker (the Operational Services Portfolio Holder) for consideration. Otherwise, the proposed scheme would take effect on 1st January 2024.

During discussion, questions were raised regarding consultation with taxi drivers, the modelling for the proposed change and the national league table of taxi fares. Members wishing to make individual comments on the public consultation were advised to make direct contact with Shelley Bowman – Licensing Manager (shelley.bowman@rushmoor.gov.uk) by the end of the consultation period of 8th December 2023.

RESOLVED: That

- (i) the public consultation exercise be noted; and
- (ii) in the absence of any comments on behalf of the Committee, Members wishing to make individual comments be asked to contact the Licensing Manager by 8th December 2023.

25. **TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS 2023/24 - MID-YEAR REPORT**

The Committee noted the Executive Head of Finance Report No. FIN2318, which set out the main activities of the Treasury Management and Non-Treasury Investment Operations during the first half of the 2023/24 financial year. This was a statutory requirement under the CIPFA Code of Practice on Treasury Management.

The Committee was advised that all treasury activity had been conducted within the approved Treasury Management Practices. During 2023/24 there had been an unprecedented number of Bank of England base rate increases from 3% in March 2023 to 5.25%. Whilst borrowing had remained within the approved limits, interest costs had increased significantly. The Committee noted that a full review of the Council's debt portfolio was currently being carried out to address this cost pressure. Pooled funds were a long-term investment of surplus cash. Due to the rapid change in base rate and the forecast economic climate, the funds were currently valued at less than the initial sums invested and full details were set out in the Report. Members were advised that work was being carried out to investigate this position. The Committee also noted that the Council had borrowed £118.6 million to invest in property. The portfolio's average return was below the cost of borrowing and Minimum Revenue Provision.

During discussion, Members raised questions regarding pooled funding and options to mitigate the amount of money borrowed to invest in property.

RESOLVED: That the Executive Head of Finance Report No. FIN2318 be noted.

26. **ANNUAL GOVERNANCE STATEMENT - UPDATE**

The Committee received the Audit Manager's Report No. AUD2308, which gave details of work carried out towards the implementation of the actions identified within the Annual Governance Statement, which had been considered by the Committee in June 2023.

The Section 151 Officer – Mr Ian Harrison – gave an update to the Committee on the current position in respect of the external audit for 2020/21, which would be brought to the Committee in January 2024 for approval. There would then be a pause while the Government made its decision regarding outstanding local authority audits and the way forward. Currently, 90% of all local authorities were considerably behind in having their annual accounts audited by external auditors.

RESOLVED: That the Audit Manager's Report No. AUD2308 be noted.

27. **INTERNAL AUDIT - UPDATE ON IMPLEMENTATION OF AUDIT RECOMMENDATIONS**

The Committee received the Audit Manager's Report No. AUD2309, which provided an update on the work being carried out on audit recommendations and progress towards the implementation of the recommendations.

The Committee noted that, as some of the outstanding recommendations related to previous financial years, a detailed review would be undertaken of the recommendations to ensure that, given the changes within the current economic climate on the Council and the changes post-Covid 19, the recommendations were still relevant and that the level of risk posed was still correct given the evolving environment. The Committee was advised that, by taking this approach, it would ensure that Council resources were being effectively utilised and were focused on improving the governance, risk management and control environment of the Council. A further report would be brought to the Committee when the detailed assessment work had been carried out to highlight the key outstanding recommendations.

RESOLVED: That

- (i) the progress towards the overall implementation of the audit recommendations, as set out in the Audit Manager's Report No. AUD2309, be noted; and
- (ii) the further focused work being carried out to ensure the outstanding recommendations being worked on were still relevant and the most effective use of Council resources to improve the overall governance, risk management and control environment be noted.

The meeting closed at 7.36 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 6th December, 2023 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr S.J. Masterson (Chairman)
Cllr Marina Munro (Vice-Chairman)

Cllr Jib Belbase
Cllr P.J. Cullum
Cllr A.H. Gani
Cllr C.P. Grattan
Cllr Michael Hope
Cllr Halleh Koohestani
Cllr D. Sarki
Cllr Calum Stewart

An apology for absence was submitted on behalf of Cllr Sophie Porter.

Cllr Christine Guinness attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr G.B. Lyon (Leader of the Council) (ex officio)

45. **DECLARATIONS OF INTEREST**

There were no declarations of interest for this meeting.

46. **MINUTES**

The Minutes of the Meeting held on 8th November, 2023 were approved and signed as a correct record of proceedings.

47. **PETITION**

RESOLVED: That the petition received in respect of the following application be noted, as set out in the Amendment Sheet:

Application No.	Address
23/00794/REVPP	Farnborough Airport, Farnborough

48. **PLANNING APPLICATIONS**

RESOLVED: That

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

23/00765/FULPP Aldershot Park Crematorium, Guildford Road,
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 Executive Head of Property and Growth’s Report No. PG2342, be noted

- (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

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

23/00713/FUL Manor Park Cottage, St. Georges Road East,
Aldershot

23/00794/REVPP Farnborough Airport, Farnborough

* The Executive Head of Property and Growth’s Report No. PG2342 in respect of these applications was amended at the meeting.

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

49. **APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Property and Growth’s Report No. PG2343 concerning the following appeal decisions:

Application / Enforcement Case No.	Description	Decision
22/00789/FULPP	Appeal against the refusal of planning permission for the erection of a two storey, three bedroom detached house, following demolition of the existing detached garage at No. 10 Mole Close, Farnborough.	Appeal dismissed

22/00591/FULPP

Appeal against refusal of planning for Appeal
extensions comprising a first floor dismissed
side, rear, two storey side and roof
extension at No. 32 Alexandra Road,
Farnborough.

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2343
be noted.

The meeting closed at 7.10 pm.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the meeting held on Wednesday, 31st January, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr P.J. Cullum (Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr C.W. Card
Cllr A.H. Gani
Cllr Christine Guinness
Cllr Nadia Martin
Cllr S.J. Masterson*
Cllr Sarah Spall
Cllr Nem Thapa
Cllr Jacqui Vosper
Cllr G. Williams

Apologies for absence were submitted on behalf of Cllr D.E. Clifford.

*Cllr S.J. Masterson attended the meeting as a Standing Deputy.

Non-Voting Member

Mr Tom Davies (ex officio)

28. MINUTES

The minutes of the meeting held on 27th November 2023 were agreed and signed as a correct record of the proceedings, subject to an amendment that Cllr Sarah Spall be recorded as present at the meeting.

29. APPOINTMENTS

The Committee **AGREED** the appointment of Cllr D.E. Clifford as a Member of the Committee in place of Cllr Ade Adeola for the remainder of the 2023/24 Municipal Year.

30. POLLING DISTRICTS AND POLLING PLACES REVIEW 2023-24

The Committee considered the Corporate Manager – Democracy's Report No. DEM2401 on the outcome of the formal review of polling districts and polling places 2023/24, which set out proposals for Rushmoor's polling districts and places. The review, which was a requirement for all constituencies in England, had been carried out with the support of the Elections Group and had included a full public consultation.

The Committee was advised of the formal review requirements and the process that had been followed, together with a summary of the comments raised during the consultation as set out in paragraph 4 of the report.

The Chairman of the Elections Group attended the meeting to summarise and present the proposals set out in Annex 1 to the Report. The key changes related to Wellington Ward (additional polling place at Smith Dorrien for the Wellesley area), Rowhill Ward (existing polling places at the Field Centre and the Traction Club to be made permanent) and Aldershot Park Ward (relocation of polling place from Lido car park mobile station to Aldershot Cricket Club).

RESOLVED: That

- (i) the recommendations for polling districts and places as set out in Annex 1 to Report No. DEM2401 be adopted, and
- (ii) authorisation be given to the Corporate Manager – Democracy to issue the appropriate notice and publish the required changes to the electoral register as a result of the review.

31. PAY POLICY STATEMENT AND GENDER PAY GAP

The Committee considered the Executive Director Report No. PEO2401, which sought approval for a Pay Policy Statement for 2024/25, 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 2024/25 was 5.9:1. 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 2024/25 was 3.5:1 the same as the previous year.

The Committee noted that the average difference (or 'gap') in pay rates between male and female salaries had decreased from 13.8% to 12.69%. The number of female employees had increased in Quartile 4 which was the highest pay quartile. As last year, both the median female hourly rate and the median male hourly rate had increased and the median gap has again decreased slightly from 10.9% to 9.52%.

The Committee:

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to the Pay Policy Statement 2024/25, as set out in the Executive Director Report No. PEO2401; and
- (ii) **RESOLVED** that the Gender Pay Gap report, as set out in the Report, be noted.

32. **RUSHMOOR DEVELOPMENT PARTNERSHIP PROGRESS REVIEW**

The Committee considered the Executive Director's Report No. ED2401, as Council Shareholder, on the latest progress review from the Rushmoor Development Partnership (RDP). The Report provided commentary on progress and delivery through the Partnership during 2022 and 2023 on the key regeneration sites agreed as part of the initial RDP Business Plan.

The partnership in which the Council and Hill Partnerships Limited's staff worked together, had enabled a commercial approach to be taken to bringing forward sites such as Parsons Barracks and Union Yard in Aldershot, and the realisation of the Civic Quarter Masterplan. Overall, the RDP had made a positive contribution to moving forward the Council's regeneration objectives over the period of the report. The Committee was invited to note the progress achieved and that a future report on the role of the company or new project plans would come forward in due course.

RESOLVED: that Report No. ED2401 be noted.

33. **ANNUAL CAPITAL STRATEGY 2024/25**

The Committee considered the Executive Head of Finance Report No. FIN2401 which set out the proposed Capital Strategy for the year 2024/25 to 2026/27, including the Prudential Indicators for capital finance for 2024/25. 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) "Prudential Code" and the "Treasury Management Code of Practice" 2021, and the Department for Levelling Up, Housing and Communities (DLUHC) 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.

It was advised that the Council had incurred prudential borrowing of £168 million, in relation to its capital expenditure. As the debt as short term it would need to be replaced on an ongoing basis. However, the Council was expecting to reduce its borrowing need by selling £40m of assets to generate capital receipts over the next three years. This would reduce the revenue costs associated with borrowing going forward.

With regard to a query regarding the disposal of assets, it was noted that the Council's properties were valued each year and capital receipts from such sales, could be used to fund revenue streams, reduce debt and invest in development.

The Committee **RECOMMENDED TO THE COUNCIL** that the Capital Strategy for 2024/25 to 2026/27 and Prudential Indicators for 2024/250 as set out in the Executive Head of Finance Report No. FIN2401 be approved.

34. **ANNUAL TREASURY MANAGEMENT STRATEGY AND ANNUAL NON-TREASURY MANAGEMENT INVESTMENT STRATEGY 2024/25**

The Committee considered the Executive Head of Finance Report No. FIN2402 which set out the proposed Treasury Management Strategy and Non-Treasury Management Strategy for the year 2024-25, including the borrowing and investment strategies and treasury management indicators for capital finance for 2024-25 and the Minimum Revenue Provision (MRP) 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. FIN2402 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 2024. 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 advised that the Bank of England were predicting a base rate of 3% by the middle of 2026, this would be monitored and reviewed as necessary.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that
- (a) the Treasury Management Strategy 2024-25, Annual Borrowing Strategy 2024-25 and the Annual Treasury Management Investment Strategy (as set out in Appendix 1 to the Executive Head of Finance Report No. FIN2402) be approved;
 - (b) the Annual Non-Treasury Investment Strategy 2024-25 (set out in Appendix 2) be approved; and
 - (c) the Minimum Revenue Provision (MRP) Statement (set out in Appendix 3) be approved.

35. **ANNUAL STATEMENT OF ACCOUNTS/EXTERNAL AUDIT OPINION - UPDATE**

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.

It was advised the Government planned to lay statute in June, 2024 to reset the audit process. This would result in the next audit taking place on the current years finances in Autumn, 2024. All outstanding accounts, prior to 2023/24, would remain unaudited and published on the website with a national disclaimer explaining the situation.

RESOLVED: That the update be noted.

36. **INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2401 which provided a progress update on the 2023/24 Audit Plan.

In response to a question regarding staff levels to carry out the current year's remaining work, the Audit Manager advised the Committee that a plan of action was in place to appoint external auditors to deliver the Plan.

RESOLVED: That the Audit Manager's Report No. AUD2401 be noted.

37. **SELECTION OF THE MAYOR AND DEPUTY MAYOR 2024/25**

The Committee considered the Chief Executive's Report No. DEM2402 which set out the current position on the selection process for the Mayor and Deputy Mayor for the 2024/25 Municipal Year.

Following a review of the criteria for the selection of the Mayor and Deputy Mayor, the Council had adopted a revised protocol in December 2022. In accordance with the updated procedure, all Councillors had been invited to indicate their interest in the role of Deputy Mayor for 2024/25, progressing through to Mayor in 2025/26.

The Corporate Manager – Democracy reported that since the publication of the agenda, an update had been received from the Chief Executive to advise that Cllr

Gaynor Austin be recommended for the role of Deputy Mayor in 2024/25 and confirmed that Cllr Austin's nomination met the criteria by order of seniority and eligibility.

The Committee was advised that this year's Deputy Mayor, Cllr Mara Makunura, had confirmed her wish to proceed through the normal progression to the position of Mayor for 2024/25.

The Committee expressed support for the nominations. During discussion, reference was made to the Mayoral protocol and balancing the dual roles of councillor and Mayor as the First Citizen of the Borough.

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

- (i) Cllr Mara Makunura be appointed as Mayor-Elect for the 2024/25 Municipal Year; and
- (ii) Cllr Gaynor Austin be appointed as Deputy Mayor-Elect for the 2024/25 Municipal Year.

The meeting closed at 8.53 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 7th February, 2024 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr S.J. Masterson (Chairman)
Cllr Marina Munro (Vice-Chairman)

Cllr Jib Belbase
Cllr P.J. Cullum
Cllr A.H. Gani
Cllr C.P. Grattan
Cllr Michael Hope
Cllr Sophie Porter
Cllr D. Sarki
Cllr Calum Stewart

Apologies for absence were submitted on behalf of Cllr Halleh Koohestani.

Cllr Christine Guinness attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr J.B. Canty (Development & Economic Growth Portfolio Holder) (ex officio)

50. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

51. MINUTES

The Minutes of the Meeting held on 6th December, 2023 were approved and signed as a correct record of proceedings.

52. PETITIONS

RESOLVED: That the petitions received in respect of the following application be noted, as set out in the Executive Head of Property and Growth's Report No. PG2402:

Application No.	Address
23/00794/FUL	Farnborough Airport, Farnborough

53. **PLANNING APPLICATIONS**

RESOLVED: That

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

* 23/00825/FULPP Show Centre, Farnborough International Exhibition and Conference Centre, ETPS 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. PG2402, be noted

- (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

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

23/00713/FUL Manor Park Cottage, St. Georges Road East, Aldershot

23/00794/REVPP Farnborough Airport, Farnborough

23/00879/FULPP Mons Barracks, Princes Avenue, Aldershot

24/00063/OUT Proposed Development Site at Site of Buildings 4.2 & 4.3, Frimley Business Park, Frimley, Camberley

* The Executive Head of Property and Growth's Report No. PG2402 in respect of these applications was amended at the meeting.

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

54. **BLANDFORD HOUSE AND MALTA BARRACKS DEVELOPMENT SITE, SHOE LANE, ALDERSHOT - 22/00340/REMPP**

It was noted, as part of the Amendment Sheet, that the Council had received a notification of the applicants intention to lodge an appeal against the Council's non-determination on this application. The Committee would be updated should and appeal be submitted and started.

55. **SHOW CENTRE, FARNBOROUGH INTERNATIONAL EXHIBITION AND CONFERENCE CENTRE, ETPS ROAD, FARNBOROUGH - 23/00825/FULPP**

The Committee considered the Head of Property and Growth's Report No. PG2402 regarding the extension of the temporary planning permission for the retention of two sound stages, workshops and use of existing hospitality chalets as ancillary offices.

RESOLVED: That planning permission be granted, subject to:

- (i) no objections being received from Hampshire County Council,
- (ii) the receipt of a satisfactorily revised Operational Management Plan,
- (iii) amendments/updates, as set out in the amendment sheet, to Condition Nos. 2, 7 and 12, and
- (iv) the inclusion of an additional condition regarding reporting of future economic benefits

56. **APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Property and Growth's Report No. PG2403 concerning the following appeal decisions:

Application / Enforcement Case No.	Description	Decision
22/00746/FULPP	Appeal against the refusal of planning permission for the demolition of existing outbuildings and erection of a single storey ancillary accommodation annex at No. 14 Fleet Road, Farnborough.	New Appeal
23/00306/ADVPP	Appeal against refusal of advertisement consent for the installation and display of illuminated digital advertisements at No. 41 Station Road, Aldershot.	Appeal dismissed

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2403 be noted.

57. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER OCTOBER 2023 - DECEMBER 2023**

The Committee received the Executive Head of Property and Growth's Report No. PG2404 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 31st December 2023.

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2404 be noted.

The meeting closed at 8.22 pm.

Development Management Committee

Appendix "A"

Application No. & Date Valid: **23/00765/FUL** **26th October 2023**

Proposal: Temporary placement of a cabin, container, and enclosed area at **Aldershot Park Crematorium Guildford Road Aldershot Hampshire**

Applicant: Mr Graham King

Conditions: 1 The development hereby permitted shall be removed and the land restored to its former condition on or before 3 years from the date of this permission.

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

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

020, 24, 23, 25, 21, 22, plan labelled 'container'

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