

CABINET

Report of the meeting held on Tuesday, 26th November, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder
Cllr Sophie Porter, Deputy Leader and Community & Residents Portfolio Holder

Cllr Abe Allen, Enabling Services Portfolio Holder
Cllr Jules Crossley, Policy, Climate & Sustainability Portfolio Holder
Cllr Keith Dibble, Development & Economic Growth Portfolio Holder
Cllr Christine Guinness, Regeneration & Property Portfolio Holder
Cllr Becky Williams, Neighbourhood 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 **9th December, 2024**.

35. **DECLARATIONS OF INTEREST –**

Having regard to the Council's Code of Conduct for Councillors, the following declarations of interest were made:

Item No.	Member	Interest	Reason
44	Cllr Jules Crossley	Personal and non-pecuniary	Trustee of Rushmoor Voluntary Services
44	Cllr Sophie Porter	Personal and non-pecuniary	Council appointed representative on Rushmoor Voluntary Services

36. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 15th October, 2024 were confirmed and signed by the Chairman.

37. **STRATEGIC PRIORITIES –**

(Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder)

The Cabinet considered Report No. ACE2416, which set out the strategic priorities of the administration that had taken control of the Council in May, 2024.

Members were reminded that the Council's Vision had been approved in July, 2019. Since then, the Borough had faced significant challenges, including the Covid-19 pandemic, the cost-of-living crisis and significant pressures on the Council's budget. The new administration was now in a position to set out its strategic priorities, along with a proposed Council Delivery Plan to cover the following civic year from April, 2025. The Report also set out a programme of work to develop a new Council Vision and Council Plan by December, 2025.

The Cabinet welcomed the opportunity to present its strategic priorities document and considered that this would enable the Council to continue to improve in many areas of service delivery.

The Cabinet RESOLVED that the strategic priorities, as set out in Annex 1 of Report No. ACE2416, and the process for developing a delivery plan for the coming year, alongside a new Council Plan by December, 2025, be approved.

38. BUDGET MANAGEMENT AND MTFFS STRATEGIC REVIEW –
(Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder)

The Cabinet considered Report No. FIN2416, which set out an update on the Council's latest budget position and details of a strategic review of the Council's Medium Term Financial Strategy.

Members were reminded that the Council's Medium Term Financial Strategy (MTFS), which had been approved on 22nd February, 2024, had presented a cumulative £16.651 million budget deficit over the four years to 2027/28, before mitigation through a savings programme. The budget estimates had included several significant assumptions and risks and a set of savings targets to mitigate the deficit to bring the Council back to financial sustainability by 2027/28. The Cabinet had previously committed to updating the Council on these assumptions and on progress against the savings targets. It was reported that there was now a significant variation in the potential outcomes on the various matters that were set out in the Report. It was explained that this would give rise to the delivery of a detailed MTFFS update at the Council meeting in February, 2025. Additionally, in relation to the Water Lane playground project, the Cabinet was being asked to accept a grant of £55,000 from the Prospect Estate Big Local and to authorise the equivalent uplift to the budget for the expenditure on this project, which would be delivered from January, 2025.

The Cabinet was supportive of the suggested approach and expressed gratitude to the finance team for its work in this respect.

The Cabinet RESOLVED that

- (i) the position to date and the Medium Term Financial Strategy assumptions, as set out in Report No. FIN2416, be noted; and
- (ii) the acceptance of the Prospect Estate Big Local contribution of £55,000, to be spent on the Water Lane playground project, along with an equivalent uplift in the expenditure budget, be approved.

39. FINANCE SERVICE DEVELOPMENT –
(Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder)

The Cabinet considered Report No. FIN2415, which set out matters relating to the Council's Finance Team's management structure and the provision of internal audit services.

Members were informed that the 2024/24 budget report had identified a need to rebuild financial capability, capacity and resilience within the Council and specifically

within the finance team. The Report set out a series of proposals that would help to focus on improving financial management, governance and decision making. Included in this was a proposal for internal audit services to be provided by the Southern Internal Audit Partnership through a five-year Service Level Agreement. Members were informed that, additionally, changes were proposed to the senior management structure and capacity of the Council's finance team. It was confirmed that the Corporate Governance, Audit and Standards Committee had been consulted on the proposals and had recommended approval.

The Cabinet RESOLVED that

- (i) the repurposing of the internal audit and financial services budgets, in accordance with the Council's Financial Procedure Rules – Part 4, C10 virements: above £50,000 reserved for Cabinet, be approved, to achieve the finance service development plan, as set out in Report No. FIN2415; and
- (ii) the Council entering into an inter authority agreement for the provision of the internal audit service by the Southern Internal Audit Partnership through a five-year Service Level Agreement, including the provision of the Chief Internal Audit function, as set out in the Report and in line with the Scheme of Delegation Part 3, Section 3, paragraph 3.5.26: agreeing agency agreements with other local authorities for the delivery of services, be approved, subject to the agreement of the Corporate Governance, Audit and Standards Committee.

40. **COUNCIL PLAN, PERFORMANCE & RISK REGISTER QUARTERLY UPDATE JULY TO SEPTEMBER 2024/25 –**

(Cllr Jules Crossley, Policy, Climate & Sustainability Portfolio Holder)

The Cabinet received Report No. ACE2412, which set out the performance monitoring information for the Council Plan and key service measures for the second quarter of 2024/25. Members were informed that key projects and activities from the Council Plan and key service indicators and measures used by the Council to monitor how the Council runs were included in the Report. Members were informed that the monitoring document had been updated and refreshed for quarter two, to give a better picture of performance across the Council. The Cabinet heard that the Council's Corporate Risk Register tried to identify factors that could impact on the future delivery of the Council Plan and the Council business performance. It was confirmed that, at the request of the Cabinet, the new performance monitoring information was now laid out under Cabinet portfolios.

In discussing the Report, Members were satisfied that the changes to the document would help Portfolio Holders to better track performance within their areas of responsibility.

The Cabinet NOTED the progress made towards delivering the Council Plan and Council services and the changes highlighted in the Council's Corporate Risk Register, as set out in Report No. ACE2412.

41. **NEW PREVENTION OF SEXUAL HARASSMENT POLICY –**
(Cllr Abe Allen, Enabling Services Portfolio Holder)

The Cabinet considered Report No. PEO2402, which set out a new Prevention of Sexual Harassment Policy.

Members were informed that the new policy reflected a recent legislative change known as the Worker Protection Act that had come into force in October 2024. The new law had introduced enhanced responsibilities for employers to proactively prevent workplace harassment, specifically in relation to sexual harassment and strengthened protections for all employees.

In discussing this, Members expressed their strong support for the introduction of this new policy as a vital step in the improvement of the workplace for all employees.

The Cabinet RESOLVED that the adoption of the Prevention of Sexual Harassment Policy, as set out in Appendix 1 of Report No. PEO2402, be approved.

42. **PROCUREMENT STRATEGY 2025-2028 –**
(Cllr Abe Allen, Enabling Services Portfolio Holder)

The Cabinet considered Report No. ACE2413, which set out an update to the Council's Procurement Strategy.

Members were informed that the current Procurement Strategy covered the period 2020 to 2024 and that the new Strategy would set out the Council's strategic vision and priorities for procurement for the period from 2025 to 2028. It was confirmed that the Strategy would support and promote the use, wherever possible, of local businesses and SMEs and would place more emphasis on wider social value and sustainability. Upon agreement of the new Procurement Strategy, the Council would next develop its revised Contract Standing Orders.

The Cabinet expressed support of the revised Strategy and welcomed the increased emphasis on social value and sustainability.

The Cabinet RESOLVED that the adoption of the Procurement Strategy 2025-2028, as set out in Annex A of Report No. ACE2413, be approved, including the introduction of new performance measures from 1st April, 2025.

43. **REVIEW OF CHARGES FOR PRE-APPLICATION ADVICE –**
(Cllr Keith Dibble, Development & Economic Growth Portfolio Holder)

The Cabinet considered Report No. PG2431, which set out proposed changes to the Council's level of charges for pre-application planning advice.

Members were reminded that the charges were to potential planning applicants and developers for discussion and advice before the submission of planning applications and had been introduced for the first time in February, 2017. Recently, an exercise had been carried out to benchmark the levels of charges levied by neighbouring local authorities. It was confirmed that the proposed level of charges reflected the cost of staff time involved in giving the advice and that the Council was not permitted to make a profit from this area of work. The Report set out the full results of the

benchmarking exercise and the rationale for the proposed changes to the levels of charges.

The Cabinet RESOLVED that

- (i) the continuation of the practice of charging for pre-application planning discussions be approved;
- (ii) the setting of the level of charges as set out in Section 7 of Report No. PG2431, to take effect from 1st December, 2024, be approved; and
- (iii) the continuation of the application of the minimum householder/minor development charge for requests for pre-application advice, irrespective of the proposal type, made by community/charity groups be approved, subject to the organisation meeting the following criteria:
 - a registered charity
 - headquarters in Rushmoor
 - involved in activity which serves the people of Rushmoor
 - not part of a national charity with multiple UK or international offices.

44. **REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE REGARDING RUSHMOOR VOLUNTARY SERVICES (RVS) SERVICE LEVEL AGREEMENT –**
(Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee)

The Cabinet considered Report No. ACE2415, which set out the work carried out by the Council's Overview and Scrutiny Committee in respect of support for Rushmoor Voluntary Services. The Chairman welcomed Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee, who was attending to report on the Committee's considerations and recommendations.

Members were informed that the Overview and Scrutiny Committee had held a meeting on 24th October, 2024 where Rushmoor Voluntary Services (RVS) had attended and had given a presentation on its performance during quarters one and two of 2024/25 and on the 2023/24 Annual Report, in line with the Service Level Agreement with the Council. The Committee had considered the representations made by RVS in respect of the challenges and risks it faced as an organisation. The following were the recommendations of the Committee to the Cabinet:

- To consider a multi-year settlement agreement from 2025/26
- To consider bridging the gap in funding as a result of any withdrawal of the Hampshire County Council grants to RVS from 2025/26
- To consider waiving the rent of £20,000 due to Rushmoor Borough Council through 100% rent relief

The Cabinet expressed gratitude both to Rushmoor Voluntary Services for the excellent work carried out by them in the local area and to the members of the Overview and Scrutiny Committee for their diligence in producing these recommendations. It was confirmed that these would be considered fully during the budget setting process in the following months.

The Cabinet RESOLVED to consider the recommendations of the Overview and

Scrutiny Committee, as set out in Report No. ACE2415, as part of the 2025/26 budget setting process.

45. **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
46	3	Information relating to financial or business affairs

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

46. **LONG LEASEHOLD EXTENSIONS - FARNBOROUGH INDUSTRIAL ESTATE –**
(Cllr Christine Guinness, Regeneration & Property Portfolio Holder)

The Cabinet considered Exempt Report No. PG2432, which sought approval to enter into long leasehold extensions in relation to two premises on the Farnborough Industrial Estate.

Members were informed that the Council's Financial Resilience Plan had identified the need for the Council to realise capital receipts whilst minimising income loss. Long leasehold extensions were a means of achieving a capital receipt without sacrificing income. In the case of each of these two properties, there had been a period of negotiation which had now concluded, and the Exempt Report set out the resulting proposed terms of the transactions.

The Cabinet RESOLVED that

- (i) the granting of new 150-year leases in respect of the two properties, on the terms set out within Section 3 of Exempt Report No. PG2432, be approved; and
- (ii) the Executive Head of Property and Growth, in consultation with the Corporate Manager – Legal, be authorised to agree the final terms of the respective leasehold extensions, including modernisation of the leases.

The Meeting closed at 8.16 pm.

CABINET

Report of the meeting held on Tuesday, 14th January, 2025 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder
Cllr Sophie Porter, Deputy Leader and Community & Residents Portfolio Holder

Cllr Abe Allen, Enabling Services Portfolio Holder
Cllr Jules Crossley, Policy, Climate & Sustainability Portfolio Holder
Cllr Keith Dibble, Development & Economic Growth Portfolio Holder
Cllr Christine Guinness, Regeneration & Property Portfolio Holder

An apology for absence was submitted on behalf of Councillor Becky Williams.

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 January, 2025**.

47. **DECLARATIONS OF INTEREST –**

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

48. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 26th November, 2024 were confirmed and signed by the Chairman.

49. **YOUNG PEOPLE PLAN –**

(Cllr Sophie Porter, Deputy Leader and Community & Residents Portfolio Holder)

The Cabinet considered Report No. ACE2501, which set out a Council led plan to deliver structured support and opportunities for young people in the Borough.

Members were advised that the plan outlined a proposed approach to supporting young people, up to the age of 24, to help improve opportunities and support them to live happy, healthy and rewarding lives. The plan would focus on four key priorities for 2025/26:

1. Raising young voices
2. Providing safe spaces and trusted relationships
3. Raising aspirations and opportunities
4. Supporting better physical and mental health

During discussion, Members commented on the level of consultation, as set out in Section 3.7 of the Report, and the presence of representatives of Rushmoor Youth Voice (RYV) at the meeting. RYV had requested to ask questions of the Cabinet

around young peoples' engagement with Council initiatives, policy and decisions making and the preferred model for a youth hub in the Borough. In response, it was advised that the Council were looking to consult wider across the Borough, in particular with young people. The Cabinet welcomed ideas from RYV on how to better engage through platforms such as social media and targeted surveys and would provide a space to allow young people to come and be heard. In respect of a youth hub provision, again the Cabinet would welcome input from young people, to ensure any space provided met the needs of the users.

The Cabinet RESOLVED that

- i. the plan and associated approach to supporting and engaging with all young people, with a concerted effort to reach young people who experience disadvantage, be endorsed,
- ii. the longer term approach to developing further iterations of the plan (post 2026) which seeks to increase young peoples' role in influencing the work of the Council, be endorsed, and;
- iii. the exploration of longer term delivery models, specifically the concept of a hub for young people, be supported.

50. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY - CITIZENS ADVICE RUSHMOOR - SERVICE LEVEL AGREEMENT –
(Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee)

The Cabinet considered Report No. ACE2503, which set out recommendations for the Council's Overview and Scrutiny Committee in relation to Citizens' Advice Rushmoor (CAR) and its Service Level Agreement with the Council. The Chairman welcomed Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee, who was attending to report on the Committee's considerations and recommendations.

Members were informed that the Overview and Scrutiny Committee had held a meeting on 12th December, 2024 where Citizens Advice Rushmoor (CAR) had attended and had given a presentation on its 2023/24 Annual Report, in line with the Service Level Agreement with the Council. The Committee had considered the representations made by CAR in respect of the challenges and risks it faced as an organisation. The following were the recommendations of the Committee to the Cabinet:

- To consider a multi-year funding agreement, taking account of any inflationary increase measure from 2025/26 alongside a clear set of KPI's to measure performance, and;
- review the rental and service charges associated with the places occupied by Citizens Advice Rushmoor in both Aldershot and Farnborough.

The Cabinet expressed gratitude both to Citizens Advice Rushmoor for the excellent work carried out by them in the local area and to the members of the Overview and

Scrutiny Committee for their diligence in producing these recommendations. It was confirmed that these would be considered fully during the budget setting process in the following months, taking account of the recent Local Government re-organisation proposals. The Cabinet also committed to engaging with both Rushmoor Voluntary Services and Citizens Advice Rushmoor to consider future working arrangements.

The Cabinet RESOLVED to consider the recommendations of the Overview and Scrutiny Committee, as set out in Report No. ACE2503, as part of the 2025/26 budget setting process.

51. **COUNCIL TAX SUPPORT SCHEME - RECOMMENDATIONS FROM THE COUNCIL TAX SUPPORT GROUP –**

(Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee)

The Cabinet considered Report No. FIN2501, which set out considerations and recommendations in respect of the work undertaken by the Council Tax Support Task and Finish Group to review the Council Tax Support Scheme. The Chairman welcomed Cllr Halleh Koohestani, Chairman of the Overview and Scrutiny Committee and member of the Council Tax Support Task and Finish Group, who was attending to report on the Group's considerations and recommendations.

The Cabinet were advised that the Group had met on 16th October and 4th December, 2024, where they had considered data regarding Council Tax support and the ongoing impacts of the change to 100% maximum support for those on the lowest incomes, introduced in April 2024. The Group had taken account of several factors, including collection rates, caseload data, scheme costs, comparable data from other local authorities in Hampshire, economic indicators and exceptional hardship support. It was reported that since the schemes introduction, current collection rates were at 72%, for those in receipt of Council Tax Support, compared to 62% at the same time in the previous year. It was also noted that the funds allocated to the Exceptional Hardship Fund, which had been reduced by £20k the previous year, had had very little claim against it during 2024/25. The Group felt that the scheme had worked well and committed to keeping a watching brief on its performance.

It was suggested that during 2025/26 consultation could be done with organisations, such as Step by Step and Citizens Advice Rushmoor, to assess the impacts of the scheme on their services.

The Cabinet **RECOMMEND TO THE COUNCIL** that

- i. the current Council Tax Scheme for working age customers continue for 2025/26, with the annual uplift to rates within the calculation mirroring that applied to national benefit rates,
- ii. the budget for Exceptional Hardship relief be maintained at £12,000, and;
- iii. minor changes, in accordance with the annual uprating amounts applied by the Department of Work and Pension, be made.

52. **RISK MANAGEMENT POLICY –**
(Cllr Jules Crossley, Policy, Climate & Sustainability Portfolio Holder)

The Cabinet considered Report No. ACE2502, which set out the revised and updated Risk Management Policy.

It was advised that the current risk management policy and procedures had been agreed in 2021, and had, since then, been reported on, on a quarterly basis alongside performance management information. Since 2022, the policy and procedures had been reviewed and changes to processes and approaches had been made, to five out of six recommendations from an internal audit. The purpose of the Report was to seek approval for these revisions which incorporated the final recommendation for the Council, to develop an overall strategic risk appetite.

The Council was required to have effective arrangements in place to assess risk. The revised policy and procedures required training for risk owners and managers to provide clarity on reporting. Portfolio Holders would also be required to discuss risk regularly with Service Managers to ensure any issues were identified quickly and mitigated against appropriately.

The Cabinet RESOLVED that the Risk Management Policy, as set out in Annex A of Report No. ACE2502, be approved.

53. **BUDGET MANAGEMENT - MONTH 8 REPORT –**
(Cllr Gareth Williams, Leader of the Council and Finance Portfolio Holder)

The Cabinet considered Report No. FIN2421, which set out the forecasted financial position for 2024/25 as at the end of November 2024.

The Cabinet were reminded that this was the first monthly report received, which provided an update on the forecasted outturn position against approved budget for the current financial year, 2024/25. The Council had set a balanced budget with planned reserve drawdown of £4.639m and a saving target of £740k of net budget reduction in 2025/26, supported by £12.229m of available reserve. The latest forecast, as set out in the Report, showed this had been achieved, however, it was acknowledged that there were still challenges ahead to provide a balanced budget going forward.

The Cabinet RESOLVED that

- i. the revenue budget forecast as set out in Section 3.1 of Report No. FIN2421, be noted, and;
- ii. the virement listed in Section 3.12 of Report No. FIN2421, be approved.

54. **RENEWAL OF BUILDING CONTROL PARTNERSHIP WITH HART DC –**
(Cllr Keith Dibble, Development & Economic Growth Portfolio Holder)

To consider Report No. PG2501, which set out a proposal to renew the Hart and Rushmoor Building Control Partnership.

The Cabinet were advised that Hart District Council had approved the renewal of the Partnership at its meeting in December 2024, following a meeting of the Steering Group who oversaw the working arrangements of the Partnership. The renewal of the Partnership would ensure that the service continued to run well and meet regulatory requirements.

The Cabinet RESOLVED that the renewal of the Hart and Rushmoor Building Control Partnership to provide a shared building control service for a further five years until 31st March, 2031, unless terminated earlier in accordance with the provisions of the agreed Deed, be approved.

55. **MICROSOFT ENTERPRISE LICENSING AGREEMENT –**
(Cllr Abe Allen, Enabling Services Portfolio Holder)

The Cabinet considered Report No. IT2501, which set out an urgent key decision taken by the Corporate Manager – IT Service Delivery, relating to a three-year Microsoft Enterprise Licensing Agreement, for noting.

It was advised that the current licensing agreement for the use of Microsoft products ended on 30th November, 2024. The new agreement needed to be placed by the same date to enable continued use of Microsoft products and services to continue to deliver critical Council services.

The Cabinet RESOLVED that the urgent decision taken by the Corporate Manager – IT Service Delivery be noted.

56. **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
57	3	Information relating to financial or business affairs

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

57. **LONG LEASEHOLD EXTENSIONS (EXEMPT ITEM) –**
(Cllr Christine Guinness, Regeneration & Property Portfolio Holder)

The Cabinet considered Exempt Report No. PG2502, which sought authority to grant long lease extensions in respect of the Arrow Industrial Estate, Farnborough.

Members were informed that the Council's Financial Resilience Plan had identified the need for the Council to realise capital receipts whilst minimising income loss. Long leasehold extensions were a means of achieving a capital receipt without

sacrificing income. In the case of this property, there had been a period of negotiation which had now concluded and the Exempt Report set out the resulting proposed terms of the transactions.

The Cabinet RESOLVED that

- i. a new 150-year lease for the Arrow Industrial Estate, on the basis of the terms set out within Section 3 of Exempt Report No. PG2502, be approved, and;
- ii. authority be delegated to the Executive Head of Property and Growth, in consultation with the Legal Corporate Manager, to agree the final terms of the respective leasehold extensions, including modernisation of the leases.

The Meeting closed at 8.23 pm.

CABINET

Report of the meeting held on Tuesday, 11th February, 2025 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gareth Williams, Leader of the Council

Cllr Keith Dibble, Housing & Planning Portfolio Holder

Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder

Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder

Apologies for absence were submitted on behalf of Cllrs Jules Crossley, Sophie Porter and Becky Williams.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **24th February, 2025**.

58. **DECLARATIONS OF INTEREST –**

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

59. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 14th January, 2024 were confirmed and signed by the Chairman.

60. **GENERAL FUND BUDGET 2025-26 AND MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29 –**

(Cllr Gareth Williams, Leader of the Council)

The Cabinet considered Report No. FIN2505, which set out the draft General Fund Budget for 2025/26 and Medium Term Financial Strategy (MTFS) up to 2028/29.

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. These aimed, collectively, 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 2025/26 with the use of reserves. It was reported that there was a £16.152 million deficit of the MTFS terms and that a Financial Recovery Plan was in place to address the challenge achieving this. The budget would continue to require the implementation of cost reductions, efficiency savings and capital receipts to reduce capital costs whilst drawing down reserves. The Cabinet discussed the additional funding requests in respect of Citizens Advice and Rushmoor Voluntary Services that had been presented through the Overview and Scrutiny Committee. It was decided that the funding for these organisations would be

discussed and reviewed through the planned service review process later in the year.

The Capital Programme for the period 2024/25 to 2027/28 was set out at Appendix 6 of the report. It was explained that the purpose of the Capital Programme was to provide the framework for the Council's capital expenditure and financing plans to ensure that they were affordable, prudent and sustainable over the longer term. The main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in Section 4 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. FIN2505;
 - (b) the General Fund Revenue Budget Estimates Summary 2025/26, as set out in Appendix 1 of the Report;
 - (c) the Council Tax requirement of £8,008,377 for this Council;
 - (d) the Council Tax level for Rushmoor Borough Council's purposes of £239.70 for a Band D property in 2025/26;
 - (e) the Capital Programme, as set out in Appendix 6 of the Report;
 - (f) the Strategy for the Flexible Use of Capital Receipts, as set out in paragraph 3.29 of the Report;
 - (g) the UK Shared Prosperity Fund (UKSPF) funding allocations, as set out in Appendix 7 of the Report; and
- (ii) **RESOLVED** that:
 - (a) the requested earmarked reserves and delegations, as set out in paragraph 3.12 onwards of Report No. FIN2505; and
 - (b) the Leader of the Council, in consultation with the relevant portfolio holder, be authorised to make final decisions on specific UKSPF project allocations.

61. COUNCIL PLAN, PERFORMANCE AND RISK REGISTER QUARTERLY UPDATE OCTOBER TO DECEMBER 2024 – (Cllr Jules Crossley, Policy, Performance and Sustainability Portfolio Holder)

The Cabinet received Report No. ACE2503, which set out the performance monitoring information for the Council Plan and key service measures for the third

quarter of 2024/25. Members were informed that key projects and activities from the Council Plan and key service indicators and measures used by the Council to monitor how the Council runs were included in the Report. Members were informed that the monitoring document had been updated and refreshed prior to quarter two, to give a better picture of performance across the Council. The Cabinet heard that the Council's Corporate Risk Register tried to identify factors that could impact on the future delivery of the Council's key priorities. A summary of those risks that had become issues, new risks and those risks that had seen a significant change in the risk gap was provided in the report for discussion.

In discussing the Report, Members were satisfied that the amended format of the document had helped Portfolio Holders to better track performance within their areas of responsibility.

The Cabinet NOTED the progress made towards delivering the Council Plan and Council services and the changes highlighted in the Council's Corporate Risk Register, as set out in Report No. ACE2503.

62. ANNUAL PEOPLE REPORT AND OTHER HUMAN RESOURCE MATTERS –
(Cllr Becky Williams, Finance and Resources Portfolio Holder)

The Cabinet considered Report No. PEO2502, 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 2024. The report also provided the latest Pay Policy Statement and Gender Pay Gap and Ethnicity Pay Gap calculations, which would be considered by the Corporate Governance, Audit and Standards Committee and then the Council.

The Cabinet RESOLVED that

- (i) the Annual People Report, as set out in Report No. PEO2502, be noted; and
- (ii) the Pay Policy Statement, Gender Pay Gap and Ethnicity Pay Gap report to the Corporate Governance, Audit and Standards Committee, as set out in Appendix B of the Report, be noted.

63. TREE RISK MANAGEMENT POLICY AND TREE MAINTENANCE POLICY –
(Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. OS2502, which set out a new Tree Risk Management Policy and a new Tree Management Policy for the Council.

Members were informed that the new policies would form the overall management approach in relation to Council owned trees. The policies also set out how trees would be surveyed and how work would be prioritised in relation to the safety of persons and property.

In discussing this, Members expressed their support for the introduction of this policy as vital in helping to maintain the green and leafy character of the Borough.

The Cabinet RESOLVED that the adoption of the Tree Risk Management Policy and the Tree Management Policy, as set out in Appendices 1 and 2 of Report No. OS2502, be approved.

64. **RUSHMOOR LOCAL PLAN - LOCAL DEVELOPMENT SCHEME FEBRUARY 2025 –**
(Cllr Keith Dibble, Housing and Planning Portfolio Holder)

The Cabinet considered Report No. PG2507, which set out a Local Development Scheme in relation to the Council's Local Plan.

Members were informed that the Government had requested an up-to-date timetable for the preparation of a Local Plan. It was reported that this would take the form of an updated Local Development Scheme (LDS) which would provide an indicative timetable for the preparation of a new Local Plan for the Borough. In considering this, Members discussed matters around the expected level of housing provision and the importance of discussing these matters with our neighbouring authorities.

The Cabinet RESOLVED that the publication and submission to the Ministry of Housing, Communities and Local Government of an updated Local Development Scheme for the new Local Plan, as set out in Report No. PG2507, be approved.

65. **FARNBOROUGH LEISURE CENTRE - NEXT STEPS –**
(Cllr Sophie Porter, Healthy Communities and Active Lives Portfolio Holder / Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. REG2501, which set out the next steps in relation to the provision of a new leisure centre for Farnborough.

The Cabinet was reminded that, in January 2023, the Council had been awarded £20 million of Levelling Up Funding to support the delivery of a Leisure and Cultural Hub in Farnborough. Since that time, a review of the project had shown that estimated costs had increased significantly and it had become clear that a project of that type was no longer affordable for the Council. The project team had engaged with a team of specialist consultants provided by the Government to look at how the project could be adjusted to achieve the most important outcomes for local people whilst being affordable for the Council. The Report set out a revised proposal that would deliver a leisure centre in Farnborough that was both within the time parameters of the Levelling Up funding and affordable for the Council, given its wider financial pressures.

The Cabinet was supportive of the proposed approach and felt that this would deliver an important facility for the Borough.

The Cabinet RESOLVED that

- (i) the revised approach to providing a leisure centre in Farnborough town centre, as set out in Report No. REG2501, be approved;

- (ii) the proposed facilities mix for the leisure centre, as set out in the Report, be approved;
- (iii) the development procurement approach, to enable the delivery of the project within the Levelling Up Fund timelines, be approved;
- (iv) the commissioning of design work to the end of RIBA Stage 3, planning submission and associated costs of up to £1.35 million be funded by the Levelling Up Fund;
- (v) the use of Levelling Up Fund Capacity Funding Grant (£40,000), towards legal and other project related costs that cannot be drawn down from the Levelling Up Fund, be approved;
- (vi) the overall operator procurement and appointment approach, as set out in the Report, be approved, along with the commencement of the process;
- (vii) the Executive Head of Operations, in consultation with the Healthy Communities & Active Lives Portfolio Holder, be authorised to amend the procurement documentation as required throughout the process, subject to consultation with the Executive Head of Finance on any financial implications;
- (viii) the further extension to the existing agreement with Places Leisure to operate the Aldershot Pools and Lido on the same terms until 31st March, 2027 be approved;
- (ix) it be noted that a detailed viable business case, based on the outcomes of RIBA 3 and the initial stages of the operator procurement, including an appropriate funding strategy supported by robust independent due diligence, would be produced before a decision to move to RIBA Stage 4 of the project was considered by the Cabinet;
- (x) it be noted that, if proceeding beyond RIBA Stage 4, the Council would be accepting the financial risks associated with the funding strategy, including the outcomes of the operator procurement and the risks fully identified, evaluated and scenario tested in the business case; and
- (xi) it be noted that, to progress beyond RIBA Stage 4, the Council would firstly need to resolve its current Medium Term Financial Strategy deficit and, to a high degree of certainty, achieve financial sustainability.

66. SERCO CONTRACT EXTENSION –

(Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. OS2503, which set out options in relation to the ending of the primary period of the Council's contract with Serco.

The Cabinet was reminded that the current contract in respect of waste collections, street cleaning and grounds maintenance had commenced on 31st July, 2017 and was due to expire on 30th July, 2027. It was reported, however, that the contract

allowed for an extension period of up to a further ten years. In light of the contractor's consistent performance and the risks associated with alternative options, it was proposed that the Council should enter into negotiations with Serco regarding a possible extension. Members considered that this would be the best option for the Council and expressed satisfaction with the current performance of the contractor.

The Cabinet RESOLVED that

- (i) the proposed approach for the Council to enter into formal contract extension negotiations with Serco, as set out in Report No. OS2503, be approved; and
- (ii) the establishment of a working group to oversee the extension process be approved.

The Meeting closed at 7.57 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 15th January, 2025 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gaynor Austin (Chairman)
Cllr C.P. Grattan (Vice-Chairman)

Cllr Thomas Day
Cllr A.H. Gani
Cllr Dhan Sarki
Cllr Calum Stewart
Cllr Ivan Whitmee

Apologies for absence were submitted on behalf of Cllr Peace Essien Igodifo, Cllr Lisa Greenway, Cllr Julie Hall and Cllr S.J. Masterson.

Cllr Rhian Jones and Cllr P.G. Taylor attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr Keith Dibble (Housing & Planning Portfolio Holder) (ex officio)

21. **DECLARATIONS OF INTEREST**

There were no declarations of interest for this meeting.

22. **MINUTES**

The Minutes of the Meeting held on 23rd October, 2024 were approved and signed as a correct record of proceedings.

23. **PLANNING APPLICATIONS**

RESOLVED: That

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

* 24/00635/FULPP Building 4.1, Frimley Business Park, 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. PG2503, be noted.

(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
23/00713/FUL	Manor Park Cottage, St. Georges Road East, Aldershot
23/00794/REVPP	Farnborough Airport, Farnborough
24/00237/FULP	Nos. 235-237 High Street, Aldershot
24/00140/REVPP	Land at Former Lafarge Site, Hollybush Lane, Aldershot
24/00465/FULPP 24/00517/REMPP & 24/00504/LBCPP	Land at Former Lafarge Site, Hollybush Lane, Aldershot Headquarters Fourth Division Buildings, Steeles Road, Wellesley, Aldershot
24/00661/REMPP	Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot
24/00748/FUL & 24/00746/LBCPP	Land at Orchard Rise, No. 127 and La Fosse House, No. 129, Ship Lane, Farnborough
* 24/00662/FULPP	Nos. 31 – 37 Victoria House, Farnborough
* 24/00702/OUT	Land at Former Jubilee Social Club, No. 101, Hawley Lane, Farnborough

* Executive Head of Property and Growth's Report No. PG2503 in respect of these applications was amended at the meeting.

24. ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT

Enforcement Reference No.	Description of Breach
23/00065/CARREP	Use of land and units as an MOT and vehicle repair garage at Units 1-3, No.14 Camp Road, Farnborough. In October 2024, a final warning letter to all parties was sent stating that an Enforcement Notice would be served if the identified breaches were not resolved. To date, the breaches have not been resolved and an Enforcement Notice would be served.
23/00033/UNTIDY	Since operation had ceased at Bridge House, No. 3 Fleet Road, Farnborough, the site had been left untidy and open

to public view. A Section 215 Notice was due to be served.

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2504 be noted.

25. **APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Property and Growth's Report No. PG2505 concerning the following appeal decisions:

Application / Enforcement Case No.	Description	Decision
No. 6 East Station Road, Aldershot 23/00296/FULPP	Appeal against the refusal of planning permission for the demolition of an existing garage and erection of a new detached three-storey, 3-bedrooms, 6-person dwelling house.	Dismissed

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2505 be noted.

26. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER OCTOBER 2024 - DECEMBER 2024**

The Committee received the Executive Head of Property and Growth's Report No. PG2505 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 2024.

The Committee discussed Section 106 contributions and requested that more detailed information be presented in the next quarterly report.

RESOLVED: That the Executive Head of Property and Growth's Report No. PG2505 be noted.

The meeting closed at 7.27 pm.

CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the meeting held on Wednesday, 29th January, 2025 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr A.H. Crawford (Chairman)
Cllr Bill O'Donovan (Vice-Chairman)

Cllr Gaynor Austin
Cllr C.W. Card
*Cllr Lisa Greenway
Cllr M.J. Roberts
Cllr M.D. Smith
Cllr Sarah Spall
Cllr P.G. Taylor
Cllr Jacqui Vosper

Apologies for absence were submitted on behalf of Cllr A. Adeola and Cllr Rhian Jones.

*Cllr Lisa Greenway attended the meeting as a Standing Deputy.

Non-Voting Member

Mr Tom Davies (ex officio) watched proceedings virtually.

28. MINUTES

The minutes of the meeting held on 21st November 2024 were agreed and signed as a correct record of the proceedings.

29. PAY POLICY STATEMENT, GENDER PAY GAP AND ETHNICITY PAY GAP REPORT

The Committee considered the Executive Director's Report No. PEO2501, which sought approval for a Pay Policy Statement for 2025/26. 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) and the Ethnicity Pay Gap, which was reported on for the first time.

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 2025/26 was 1.5:74.

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 2025/26 was 1.3:3.

The Committee noted that the mean gender pay gap equated to 12.75%, with the female average salary being lower than the male average salary. The gap had increased from 12.69% in the previous year. The median gender pay gap equated to 9.84%, with the female median rate being lower than the male median rate. The gap had increased slightly from 9.52% in the previous year.

The Committee noted it was not mandatory for the Council to provide an Ethnicity Pay Gap report and it was being voluntarily reported on for the first time to demonstrate the Council's commitment to equality, diversity and inclusion. The Ethnicity Pay Gap was calculated by comparing the average pay of white employees, with that of employees from black and minority ethnic groups (BAME). The mean ethnicity pay gap equated to 12.7%, with the non-white average salary being lower than the average white salary. The median ethnicity pay gap equated to 5.3% with the non-white median rate being lower than the white median rate. The ethnicity pay gap would be reported retrospectively, as of the 31st of March, in any year. The Council would consider how to address the ethnicity pay gap as part of its commitment to being a more inclusive organisation.

During discussion, Members raised questions regarding comparisons with other councils and, for a future report, a deeper data analysis of the gender pay gap at Rushmoor Borough Council.

The Committee

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to the Pay Policy Statement 2025/26, as set out in Appendix A of the Report;
- (ii) **RESOLVED** that the Gender Pay Gap calculations for 2023/24, as set out in the Report, be noted; and
- (iii) **RESOLVED** that the Ethnicity Pay Gap calculations for 2023/24, as set out in the Report, be noted.

30. **CONTRACT STANDING ORDERS - UPDATES**

The Committee considered the Assistant Chief Executive's Report No. ACE2504, which set out the Council's updated Procurement Contract Standing Orders (CSOs) for 2025. It was advised that the Procurement Act 2023 would commence on 24th February 2025, requiring the Council to review and update its CSOs within its Constitution. The revision of the Council's CSOs would allow the opportunity to closely align them with the Procurement Strategy 2025 – 2028, which had been approved by Cabinet on 26th November 2025. The revision of the Council's CSOs included a more pragmatic view on the procurement methodology used for contracts valued under £100,000, where the burden on the Council and businesses tendering for contracts would be more appropriate to the risk and the value, rather than being prescribed based on value alone.

During discussion, the Committee noted that Officers usually tried to obtain three quotes for goods, works and services. This was not always possible but best value was always sought.

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

- (a) the updated CSOs, as set out in Appendix 1 of the Report, be adopted as part of the Council's Constitution; and
- (b) any additional, minor amendments, needed to finalise the CSOs, be agreed by the Assistant Chief Executive and Corporate Manager – Legal Services in consultation with the Chairman of the Corporate Governance, Audit and Standards Committee.

31. **ANNUAL CAPITAL STRATEGY 2025/26**

The Committee considered the Executive Head of Finance's Report No. FIN2506 which set out the proposed Capital Strategy for the year 2025/26 to 2027/28, including the Prudential Indicators for capital finance for 2025/26. 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.

The Committee noted that the estimated Capital Expenditure for 2025/26 was £10.1m, for the main capital projects, which included, the completion of the Aldershot Crematorium upgrade and the regeneration activity at Union Yard, Aldershot.

The Committee **RECOMMENDED TO THE COUNCIL** that the Capital Strategy for 2025/26 to 2027/28 and Prudential Indicators for 2025/2026, as set out in the Executive Head of Finance Report No. FIN2506, be approved.

32. **QUARTERLY REPORT OF TREASURY PRUDENTIAL INDICATORS (Q3)**

The Committee received the Executive Head of Finance's Report No. FIN2423, which set out the activities of the Treasury Management and Non-Treasury Investment Operations for Quarter 3 in the financial year 2024/25 and reported on compliance with Prudential Indicators, as required by the CIPFA Code for Local Authorities.

The Committee noted that all treasury activity was conducted within the approved Treasury Management Practices (TMPs). It was advised that the majority of borrowing during 2024/25 had been short-term Local Authority (LA). However, the Public Works Loan Board (PWLB) interest rate for the current quarter was lower than LA rates and therefore some borrowing was secured with PWLB for 18 months. This was seen to diversify the borrowing held by the Council.

RESOLVED: That the Executive Head of Finance Report No. FIN2312 be noted.

33. **ANNUAL TREASURY MANAGEMENT AND NON-TREASURY MANAGEMENT STRATEGY 2025/26**

The Committee considered the Executive Head of Finance's Report No. FIN2504 which set out the proposed Treasury Management Strategy and Non-Treasury Investment Strategy for the year 2025-26, including the borrowing and investment strategies and treasury management indicators for capital finance for 2025-26 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. FIN2504 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 2025. 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.

The Committee

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

- (a) the Treasury Management Strategy 2025-26 and the Annual Borrowing Strategy 2025-26 (as set out in Appendix 1 of the Executive Head of Finance Report No. FIN2504) be approved;
- (b) the Annual Non-Treasury Investment Strategy 2025-26 (set out in Appendix 2) be approved; and

- (c) the Minimum Revenue Provision (MRP) Statement (set out in Appendix 3) be approved.

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

The Chairman welcomed Simon Mathers, Director and Kalthiemah Abrahams, Audit Manager, from the Council's external auditors, Ernst and Young (EY), who joined the meeting remotely via Microsoft Teams.

The Committee received the Executive Head of Finance's Report No. FIN2422 which set out the 2023/24 accounts which required approval in line with the statutory Local Government Audit backstop position and included an update on final audit reports for 2020/21, 2021/22 and 2022/23.

The Committee heard, from Mr. Mathers, that the accounts for 2020/21, 2021/22, and 2022/23 had been published with a disclaimed audit opinion. Due to prior years having been a disclaimed opinion, and therefore not having reasonable assurance for prior years balances brought forward, the external auditors could only give limited assurance for 2024/25 rather than a clear audit opinion. Therefore, the financial statements in 2023/24 would again have a disclaimed audit opinion.

During discussion, the Committee were advised that other councils had also been affected by the backlog in local audit. The earliest point that EY could give an unmodified opinion, was the 2026/27 financial year, which was also the case for any council that had been subject to the reset arrangement. Members raised questions regarding 'going concerns', as well as uncorrected mis-statements. EY expected all uncorrected mis-statements to be corrected in the final version of the statements.

RESOLVED: That:

- (i) approval of the Statement of Accounts for 2023/24 be delegated to the Chair of the Corporate Governance, Standards and Audit Committee and the S151 Officer;
- (ii) the signing of the Letter of Representation for 2023/24 be delegated to the Chair of the Corporate Governance, Standards and Audit Committee and the S151 Officer;
- (iii) the 2023/24 accounts be confirmed as having been prepared on a going concern basis;
- (iv) the Auditors Results Report be noted; and
- (v) the completion of Audits for 2020/21, 2021/22 and 2022/23 be noted.

35. **INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2501 which provided an overview of the work finalised for the 2023/24 Audit Plan, a progress update on the 2024/25 Audit Plan and a schedule of work to be delivered in Q4.

During discussion, the Committee noted that Procurement Card Guidance had been issued to Council staff and that the new system was a substantially improvement. It was requested that the Procurement Card Guidance for staff be shared with Members.

RESOLVED: That:

- (i) the completed audit work be noted, and;
- (ii) the progress to date towards the 2024/25 Audit Plan be noted.

The meeting closed at 9.07 pm.

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DEVELOPMENT MANAGEMENT COMMITTEE

Report of the meeting held on Wednesday, 12th February, 2025 at the Concorde Room, Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Gaynor Austin (Chairman)
Cllr C.P. Grattan (Vice-Chairman)

Cllr Thomas Day
Cllr Peace Essien Igodifo
Cllr Lisa Greenway
Cllr Dhan Sarki
Cllr Calum Stewart
Cllr Ivan Whitmee

Apologies for absence were submitted on behalf of Cllr A.H. Gani and Cllr S.J. Masterson.

Cllr Mara Makunura attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr Keith Dibble (Housing & Planning Portfolio Holder) (ex officio)

27. MINUTES

The Minutes of the Meeting held on 15th January, 2025 were approved and signed as a correct record of proceedings.

28. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

29. 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
24/00140/REVPP	Hollybush Lakes, Hollybush Lane, Aldershot	Mr Geoff Megarity, Principal Planner, Bell Cornwell Chartered Town Planners	In support (Online)
24/00661/REMPP	Blandford House And Malta Barracks, Development Site, Shoe Lane, Aldershot	Ms Bryony Stala, Savills, Director, Savills	In support
24/00661/REMPP	Blandford House And Malta Barracks, Development Site, Shoe Lane, Aldershot	Mr Paul Reneaux, Vine Close, Aldershot	Against
24/00662/FULPP	Lawrie House, Nos. 31 - 37 Victoria Road, Farnborough	Ms Jenna Stalker, Woolf Bond Planning Ltd.	In support

30. **PLANNING APPLICATIONS**

RESOLVED: That

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

* 24/00661/REMPP Land at Blandford House and Malta Barracks Development Site, Shoe Lane, Aldershot

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

* 24/00140/REVPP Land at Former Lafarge Site, Hollybush Lane, Aldershot

* 24/00662/FULPP Lawrie House, Nos. 31 – 37 Victoria Road, Farnborough

* 24/00725/FUL Manor Park, Aldershot

- (iii) 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. PG2508, be noted
- (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
23/00713/FUL	Manor Park Cottage, St. Georges Road East, Aldershot
23/00794/REVPP	Farnborough Airport, Farnborough
24/00237/FUL	235-237 High Street, Aldershot
** 24/00465/FULPP	Land at Former Lafarge Site, Hollybush Lane, Aldershot
24/00517/REMPP 24/00504/LBCPP	& Headquarters Fourth Division Buildings, Steeles Road, Wellesley, Aldershot
24/00748/FUL 24/00746/LBCPP	& Land at Orchard Rise No.127 & La Fosse House No.129 Ship Lane, Farnborough
24/00702/OUT	Land At Former Jubilee Social Club, 101 Hawley Lane, Farnborough

* The Executive Head of Property and Growth's Report No. PG2508 in respect of these applications was amended at the meeting.

** It was agreed that a site visit would be arranged to this site

31. PLANNING APPLICATION NO. 24/0062/FULPP - LAWRIE HOUSE, NOS. 31 - 37 VICTORIA ROAD, FARNBOROUGH

The Committee considered the Executive Head of Property and Growth's Report No. PG2508 (as amended at the meeting) regarding the erection of an additional (5th-storey) extension above the existing building, the erection of a 5-storey rear extension with glazed link and elevational alterations to facilitate conversion into 42 flats.

RESOLVED: That

an additional condition relating to noise attenuation be included as agreed by the Committee and the Executive Head of Property and Growth, in consultation with the Chairman, be authorised to GRANT planning permission.

The meeting closed at 8.32 pm.
