

# CABINET

Report of the meeting held on Tuesday, 8th April, 2025 at the Council Offices, Farnborough at 7.00 pm and concluded on Monday 14th April, 2025, following an adjournment.

## Voting Members

Cllr Gareth Williams, Leader of the Council (present on 8th April only)  
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder (present on 8th April only)

Cllr A.H. Crawford, Finance & Resources Portfolio Holder  
Cllr Jules Crossley, Policy, Performance & Sustainability Portfolio Holder  
Cllr Keith Dibble, Housing & Planning Portfolio Holder  
Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder

Apologies for absence were submitted on behalf of Councillor Julie Hall, Sophie Porter (absent on 14th April only and Gareth Williams (absent on 14th April only).

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 **1st May, 2025**.

## 79. **DECLARATIONS OF INTEREST –**

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

Item No.	Member	Interest	Reason
82	Cllr Sophie Porter	Non-registrable	NHS employee – Code of Conduct Appendix B, paras 8 and 9 applied. Accordingly, Cllr Porter remained in the meeting held on 8th April and participated in the discussion. Cllr Porter was absent when the meeting was reconvened on 14th April.
82	Cllr Gareth Williams	Non-registrable	Director of Rushmoor Housing Limited – dispensation granted by CGAS Committee on 27th May, 2021 so Cllr Williams remained in the meeting during this item, participated in the discussion and took part in the voting process.

80. **MINUTES –**

The Minutes of the meetings of the Cabinet held on 11th March, 2025 and 20th March, 2025 were confirmed and signed by the Chairman.

81. **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:

<b>Minute No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
82	3	Information relating to financial or business affairs

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

82. **UNION YARD, ALDERSHOT – APPROACH TO DISPOSAL OF RESIDENTIAL APARTMENTS (SEACOLE PLACE AND BURTON HOUSE) –**  
(Cllr Gareth Williams, Leader of the Council)

The Cabinet considered Exempt Report No. REG2502, which set out options for the disposal of 82 residential units contained within the Union Yard scheme in Aldershot town centre.

Members were informed that a Cabinet report in July, 2021 had set out an ‘exit strategy’ for the different components of the scheme. It was agreed at that time that the 82 apartments for private rent would be subject to disposal on completion to the Council’s Housing Company, Rushmoor Homes Limited (RHL). Members heard that the scheme had now reached practical completion, with all elements having been handed over to the Council following an opening event in March, 2025.

The Chairman brought the Cabinet’s attention to the draft minutes of the Overview and Scrutiny Committee meeting held on 27th March, 2025 and Members considered the comments contained therein.

The Cabinet considered and discussed the risks of each option, as set out in the updated risk table, and decided that Option 1, disposal to RHL, now demonstrated a significant short-term risk to the Council’s revenue account that meant that this option was the least favourable in terms of short-term financial risk. The Cabinet therefore agreed to discount this option. Option 2 was for the direct sale of the units to the open market but it was felt that this would carry a high risk in terms of potential delays in receiving the capital receipts when compared to the other options. There was a further risk in respect of the future sales of the units not achieving the same value as agents had forecasted. This option was, therefore, also discounted. Option 5 was for the sale of the units to private investors. The highest offer received was not

competitive when compared against the other proposals under consideration. Option 5 was, therefore, also discounted at this point.

Option 4(b), whilst having a higher value than option 4(a), was also discounted as the proposed leaseback value for the commercial properties represented an additional risk to the Council, outweighing the higher value.

Members discussed the remaining two options, which were Option 3 to a named registered housing provider and Option 4(a), which was to a provider of sub-market rental accommodation for key workers. It was noted that Option 3 would provide increased affordable housing whilst Option 4(a) would provide key worker accommodation. The Cabinet agreed that both the provision of social housing and the provision of key worker accommodation fitted with the Council's priorities. In discussing the options in detail, the Cabinet felt it needed more information in relation to the two options and the two operators to be able to make an informed choice. It was proposed, therefore, that the meeting should be adjourned until this further information could be obtained, at which point the meeting would be reconvened and the decision made.

At 8.38pm on 8th April, 2025, **the Cabinet RESOLVED** that the Cabinet meeting be adjourned for further information on the two options and operators to be obtained. The meeting would be reconvened at the first opportunity once this had been completed.

At 6.45pm on 14th April, 2025, the Cabinet meeting of the 8th April, 2025 was reconvened in private session.

At the start of the meeting, in the absence of the Leader of the Council (Cllr Gareth Williams), **the Cabinet RESOLVED** that Cllr Jules Crossley be appointed Chairman for the remainder of the meeting.

It was confirmed that, since the adjournment of the original meeting, the Cabinet had received presentations from each of the parties involved in Options 3 and 4(a) to obtain further information regarding the details of each option. This had assisted the Cabinet in assessing the relative benefits of providing affordable housing compared with key worker accommodation and helped the Cabinet to understand how each organisation would manage the property. The Cabinet agreed that reducing the housing waiting list was a key priority of the administration. In this regard, the Cabinet noted that the operator in respect of Option 4(a) had agreed to receive nominations from the Council's waiting list that fulfilled the relevant key worker criteria for a proportion of the units.

On an initial vote the preferences of the members of the Cabinet were equally balanced for each option. Following further discussion and given that it would be possible to accommodate qualifying persons on the Council's housing waiting list in the development under Option 4(a), it was proposed that the Cabinet's preferred option would be Option 4(a).

At this point, **the Cabinet RESOLVED** that

- (i) the disposal of the residential apartments at Union Yard (Seacole Place and Burton House) to the organisation making the offer set out in Option 4(a) in Exempt Report No.REG2502, be approved;
- (ii) the Executive Head of Property and Growth, in consultation with the Economy, Skills and Regeneration Portfolio Holder, the Executive Head of Finance and the Corporate Manager – Legal Services, be authorised to enable the disposal of the 82 residential apartments in line with the approach set out for Option 4(a), subject to any further due diligence and any further valuations considered necessary by the Corporate Manager – Legal Services or Executive Head of Finance; and
- (iii) the disposal would also be subject to revised Heads of Terms, enabling local people on the Council's housing waiting list who were employed by the local hospital to be eligible for housing within the development.

The Meeting closed at 7.09pm on Monday 14th April, 2025.

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# CABINET

Report of the meeting held on Tuesday, 22nd April, 2025 at the Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cllr Gareth Williams, Leader of the Council

Cllr Jules Crossley, Policy, Performance & Sustainability Portfolio Holder

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 the Deputy Leader of the Council (Cllr Sophie Porter) and Cllr A.H. Crawford

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 **5th May, 2025**.

## **83. DECLARATIONS OF INTEREST –**

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

## **84. COUNCIL DELIVERY PLAN 2025/26 –** (Cllr Gareth Williams, Leader of the Council)

The Cabinet considered Report No. ACE2507, which set out a Council Delivery Plan for 2025/26.

Members were informed that the plan set out the Council's priorities and the key projects and activities that the Council would undertake over the following year to contribute to delivering the new strategic priorities. The plan was structured across five themes:

- Skills, Economy and Regeneration
- Homes for All: Quality Living, Affordable Housing
- Community and Wellbeing: Active Lives, Healthier and Stronger Communities
- Pride in Place: Clean, Safe and Vibrant Neighbourhoods
- The Future and Financial Sustainability

It was explained that there were two amendments to the version of the plan that had been published with the agenda pack; firstly that the first theme, as listed above, would now read 'Skills, Economy and Regeneration' instead of 'Skills, Economy and Business' and secondly, that 'Supporting the priorities of the Armed Forces Champion to deliver activities for the Armed Forces Community' would be added under the community and cultural activity priority.

In discussing this matter, the Cabinet was pleased that the Council Delivery Plan now reflected the current administration's priorities and would provide a solid base from which the Council would be able to take on the significant challenges it would face over the following years, including achieving financial sustainability, local government reorganisation and devolution. It was confirmed that, in future, annual delivery plans would be brought forward each year.

### **The Cabinet**

- (i) **RECOMMENDED TO THE COUNCIL** that the Council Delivery Plan 2025/26, as set out in Report No. ACE2507 and amended as above, be approved;
- (ii) **RESOLVED** that, following the decision to include Hampshire in the priority programme for devolution, the refreshed priorities, as set out in the Report, be approved; and
- (iii) **RESOLVED** that a commitment to produce annual Delivery Plans over the following three years be approved.

### **85. UPDATED PENSION DISCRETIONS POLICY AND ORGANISATIONAL CHANGE POLICY –** (Cllr A.H. Crawford, Finance & Resources Portfolio Holder)

The Cabinet considered Report No. PEO2504, which set out changes to the Council's Pension Discretions Policy and Organisational Change Policy.

Members were informed that the new Pension Discretions Policy would reflect additional discretions that had been introduced since the policy had been last updated in August 2010. The Council's Organisational Change Policy had been reviewed at the same time and it had been identified that the clause outlining the process for the protection of pension benefits was no longer valid and should be removed.

### **The Cabinet RESOLVED that**

- (i) the adoption of the updated Pension Discretions Policy, as set out in Appendix A of Report No. PEO2504, be approved; and
- (ii) the deletion of the clause regarding the process for the protection of pension benefits in the Organisational Change Policy, as set out in Appendix B of the Report, be approved.

### **86. FIXED PENALTY NOTICE FINES –** (Cllr Christine Guinness, Pride in Place / Neighbourhood Services Portfolio Holder)

The Cabinet considered Report No. OS2507, which set out proposed amendments to the level of fines applicable for the various fixed penalty notice offences where the level of fine was discretionary.

Members were informed that included in the changes was an increase in the fine in respect of fly-tipping from a maximum of £400 to a maximum of £1,000. Members

felt that this would represent a much more effective deterrent against fly-tipping. The full list of proposed changes was set out in Appendix 1 of the Report. The Cabinet requested that the new fees should be widely publicised to maximise the effect as a deterrent.

**The Cabinet RESOLVED** that the amendments to the level of fines, as set out in Report No. OS2507, be approved, to take effect from 1st May, 2025.

**87. 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:

<b>Minute No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
88	3	Information relating to financial or business affairs

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

**88. TEMPORARY ACCOMMODATION - APPROACH TO CURRENT AND FUTURE PROVISION –**  
(Cllr Keith Dibble, Housing & Planning Portfolio Holder)

The Cabinet considered Exempt Report No. PG2510, which set out the Council's current and proposed future approaches to the provision of temporary accommodation.

Members were reminded that local housing authorities had a duty to secure accommodation for unintentionally homeless households in priority need under Part 7 of the Housing Act 1996. The Council currently maintained a number of units of temporary accommodation across the Borough and also used Bed and Breakfast accommodation when required. The Report set out a number of proposals in relation to the future provision of this accommodation and the reasons for the changes.

The Cabinet expressed support for the proposed approach, particularly in respect of the extension of the use of providers that were proven in the delivery of this specialised service.

**The Cabinet RESOLVED** that

- (i) the approach for entering into a short-term contract until December, 2026 for the provision of supported accommodation at the named property, as set out in Exempt Report No. PG2510, be approved; and
- (ii) the approach for securing appropriate temporary accommodation to meet future need, as set out in the Exempt Report, be approved.

The Meeting closed at 7.40 pm.

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# CABINET

Report of the meeting held on Tuesday, 3rd June, 2025 at the Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cllr Gareth Williams, Leader of the Council  
Cllr Sophie Porter, Deputy Leader and Healthy Communities & Active Lives Portfolio Holder

Cllr A.H. Crawford, Finance & Resources Portfolio Holder  
Cllr Jules Crossley, Policy, Performance & Sustainability Portfolio Holder  
Cllr Keith Dibble, Housing & Planning Portfolio Holder  
Cllr Julie Hall, Economy, Skills & Regeneration Portfolio Holder

An apology for absence was submitted on behalf of Cllr Christine Guinness.

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 **16th June, 2025**.

### **1. DECLARATIONS OF INTEREST –**

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

### **2. MINUTES –**

The Minutes of the meetings of the Cabinet held on 8th April, 2025 and 22nd April, 2025 were confirmed and signed by the Chairman.

### **3. COUNCIL PLAN, PERFORMANCE AND RISK REGISTER QUARTERLY UPDATE AND YEAR END 2024/25 –**

(Cllr Jules Crossley, Policy, Performance and Sustainability Portfolio Holder)

The Cabinet received Report No. ED2501, which set out the performance monitoring information for the Council Plan and key service measures for the fourth quarter and end of year 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. The Cabinet heard that the Council's Corporate Risk Register identified factors that could impact on the Council's wider operations and 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 continued to help Portfolio Holders to better track performance within their areas of responsibility and provided a more balanced and transparent view of the Council's activities.

## **The Cabinet NOTED**

- (i) the progress made towards delivering the Council Plan and the latest performance information in relation to Council services, as set out in Report No. ED2501; and
- (ii) the changes highlighted in the Corporate Risk Register, as set out in paragraphs 4.4 – 4.7 of the Report.

### **4. NEW NEONATAL CARE POLICY –**

(Cllr Alex Crawford, Finance & Resources Portfolio Holder)

The Cabinet considered Report No. PEO2505, which set out a new Neonatal Care Policy within the Council's Special Leave Policies.

Members were informed that the new policy reflected a recent legislative change brought about by the Neonatal Care (Leave and Pay) Act 2023, that had come into effect on 6th April, 2025. The new law had introduced the right for parents to have additional time off to be with a baby who was receiving neonatal care.

In discussing this, Members expressed their strong support for the introduction of this new policy and the exercising of discretionary powers to support staff in this situation as extensively as possible.

**The Cabinet RESOLVED** that the adoption of the Neonatal Care Policy, as set out in Appendix A of Report No. PEO2505, be approved.

### **5. REVIEW OF THE COUNCIL'S GAMBLING LICENSING STATEMENT OF PRINCIPLES –**

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

The Cabinet considered Report No. OS2509, which set out changes to the Council's Gambling Licensing Statement of Principles.

It was advised that a review of the Statement of Principles had been carried out in light of changes to legislation and guidance and that a public consultation exercise had been carried out, as required by the legislation. Comments received as a result of the exercise had been considered and, where appropriate, amendments had been made to the proposed Statement of Principles.

In discussing the proposed changes, a query was raised as to whether comments made by the Police should be considered in respect of any of the licensing objectives and not just one licensing objective, as was indicated in the proposed change of wording at paragraph 2.12. It was agreed that this would be investigated and that any minor changes of this nature would be delegated to the Executive Head of Operations, in consultation with the Portfolio Holder.

**The Cabinet RECOMMENDED TO THE COUNCIL** that the proposed Gambling Licensing Statement of Principles, as set out in Appendix C of Report No. OS2509, be approved, subject to any minor amendments being agreed by the Executive Head

of Operations, in consultation with the Pride in Place / Neighbourhood Services Portfolio Holder.

## 6. **APPOINTMENTS TO CABINET WORKING GROUPS 2025/26 –**

**The Cabinet RESOLVED** that

- (i) the following Cabinet Working Groups be appointed for the 2025/26 Municipal Year based on the memberships as set out below:

### **(1) Strategic Housing and Local Plan Working Group**

Cabinet Member with responsibility for the Local Plan  
(Cllr Keith Dibble)

Chairman of Development Management Committee  
(Cllr Gaynor Austin)

Chairman or Vice-Chairman of Policy and Project Advisory Board  
(Cllr Abe Allen)

One Labour Member  
(Cllr Jules Crossley)

Two Conservative Members  
(Cllrs Sue Carter and S.J. Masterson)

One Liberal Democrat Member  
(Cllr C.W. Card)

One vacancy

### **(2) Union Yard Project Board**

Finance & Resources Portfolio Holder  
(Cllr A.H. Crawford)

Economy, Skills & Regeneration Portfolio Holder  
(Cllr Julie Hall)

Two Conservative Members  
(Cllrs P.G. Taylor and M.J. Tennant)

### **(3) Member Development Group**

Portfolio Holder with responsibility for Member development  
(Cllr Sophie Porter)

Three Labour Members  
(Cllrs Thomas Day, Bill O'Donovan and Sarah Spall)

Two Conservative Members  
(Cllrs Sue Carter and Peace Essien Igodifo)

One Liberal Democrat Member  
(Cllr C.W. Card)

**(4) Financial Recovery Working Group**

Chairman of Corporate Governance, Audit and Standards  
Committee  
(Cllr Bill O'Donovan)

Finance & Resources Portfolio Holder  
(Cllr A.H. Crawford)

Two Labour Members  
(Cllr Thomas Day + one vacancy)

Two Conservative Members  
(Cllrs A.H. Gani and S.Trussler)

One Liberal Democrat Member  
(Cllr C.W. Card)

**(5) SERCO Waste Contract Extension Group**

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

Cabinet Champion for Pride in Place  
(Cllr Lisa Greenway)

One Labour Member  
(Cllr C.P. Grattan)

One Conservative Member  
(Cllr M.J. Tennant)

One Liberal Democrat Member  
(Cllr Leola Card)

**(6) Pathways to Work Working Group**

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

Two Labour Members  
(Cllrs Thomas Day and Ivan Whitmee)

One Conservative Member  
(Cllr S.J. Masterson)

One Liberal Democrat Member  
(Cllr T.W. Mitchell)

- (ii) the Corporate Manager - Democracy, in consultation with Group Leaders, be authorised to finalise the appointments to the Groups as required.

**7. 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:

<b>Minute No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
8	3	Information relating to financial or business affairs

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

**8. ALDERSHOT SKI CENTRE - PROPOSED NEW OPERATIONAL ARRANGEMENTS –**

(Cllr Sophie Porter, Healthy Communities & Active Lives Portfolio Holder)

The Cabinet received Exempt Report No. OS2510, which set out urgent action that had been taken to allow the Aldershot Ski Centre to reopen following the failure of the previous operator.

Members were informed that the Centre had been closed since 2nd April, 2025. Since that time, the Council had been assessing its options for the facility, including bringing the operation in-house, contracting a new operator or closing the Centre. Following engagement with the Council's incumbent leisure operator, Places Leisure, a temporary arrangement had been proposed to enable the centre to reopen, also providing a period to consider more permanent arrangements. It was explained that the decisions set out in the Exempt Report had been urgent in nature due to the imperative to reopen the facility as soon as possible, to retain the staff and to maintain access to necessary booking systems and had been taken in consultation with the Leader of the Council, in accordance with the Access to Information Procedure Rules within the Constitution and would be considered, for the reasons of urgency, to be exempt from the call-in process.

In discussing the Report, Members expressed satisfaction that the facility had been well used since reopening.

**The Cabinet ENDORSED the urgent decisions to**

- (i) terminate the contract with Active Nation for the operation of the Alpine Snowsports Centre due to a material breach of contract by the contractors, as set out in Exempt Report No. OS2510;
- (ii) reopen the facility through a temporary contract to enable a full options appraisal to be brought forward;
- (iii) enter into an interim contract for up to twelve months and financial arrangements with Places Leisure for the operation of the Alpine Snowsports Centre on the basis set out in the Exempt Report, in order that the facility reopened as soon as possible;
- (iv) accept the financial implications outlined in Section 4 of the Exempt Report and resultant impacts on budget;
- (v) accept the risks in Section 4 of the Exempt Report on the basis of the Council not holding all of the relevant information from Active Nation relating to financial, health and safety and employee matters; and
- (vi) approve the budget provision set out in the Exempt Report, funded from the Stability and Resilience Reserve, to support the decision to reopen the facility.

The Meeting closed at 7.52 pm.

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# CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the Meeting held on Wednesday, 2nd April, 2025 at the Council Offices,  
Farnborough at 7.00 pm.

## **Voting Members**

Cllr Bill O'Donovan (Chairman)  
Cllr Rhian Jones (Vice-Chairman)

Cllr Abe Allen  
Cllr A. Adeola  
Cllr C.W. Card  
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 Gaynor Austin.

## **Non-Voting Member**

Mr. Tom Davies (ex officio)

### **36. APPOINTMENT OF CHAIRMAN**

**AGREED:** The appointment of Cllr Bill O'Donovan as Chairman of the Committee for the remainder of the 2024/25 Municipal Year in place of Cllr A. H. Crawford.

### **37. APPOINTMENT OF VICE-CHAIRMAN**

**AGREED:** The appointment of Cllr Rhian Jones as Vice-Chairman of the Committee for the remainder of the 2024/25 Municipal Year in place of Cllr Bill O'Donovan.

### **38. MINUTES**

The minutes of the meeting held on 29th January 2025 were agreed and signed as a correct record of the proceedings.

### **39. APPOINTMENT OF INTERIM MANAGING DIRECTOR AND HEAD OF PAID SERVICE**

The Committee received the Leader of the Council's Report No. PEO2503, which set out the process undertaken for the recruitment of the Council's Interim Managing Director and Head of Paid Service, as approved by Council on 5th February 2025. In accordance with the Constitution, the recommendation for the appointment of the

preferred candidate was made by the Corporate Governance, Audit and Standards Committee.

Report No. PEO2503, followed the report approved by the Council on the 5th February 2025 and put in place arrangements for the Head of Paid Service and Monitoring Officer functions for 6 months.

During discussion, the Committee were advised that, as the Chief Executive was leaving the Council on the 6th May 2025 for reasons of redundancy, there would be a handover period between the Chief Executive and the Interim Managing Director, with the statutory role of Head of Paid Service being transferred to the Interim Managing Director on the 11th April 2025. The Committee noted that the role of Interim Managing Director and Head of Paid Service was for a period of 6 months because of the upcoming reorganisation of the Council.

The Committee **RECOMMENDED TO THE COUNCIL:**

- (i) the appointment of Ian Harrison as the Council's Interim Managing Director and Head of Paid Service with effect from the 11th April 2025 for an initial period of 6 months; and
- (ii) that the post of Corporate Manager – Legal Services be designated as the Council's Monitoring Officer from the 11th April 2025 for an initial period of 6 months.

#### 40. **ACCOUNTING POLICIES FOR THE YEAR**

The Committee considered the Executive Head of Finance's Report No. FIN2510, which reviewed the proposed accounting policies to be applied for the closure of the 2024/25 accounts. These were prepared in line with Chartered Institute of Public Finance Accountants (CIPFA) Code of Practice on Local Authority Accounting in the UK.

The report stated the changes to the accounting policies and informed Members of additional/amended disclosures and the level of internal materiality to be applied in the Annual Statement of Accounts for 2024/25.

The Committee noted that an approved set of accounting policies enabled the Finance team to complete the Annual Statement of Accounts with considered rules and assumptions, and provided clarity to the readers of the Accounts as to how they had been prepared.

**RESOLVED:** That:

- (i) the Accounting Policies, including the amendment disclosed at Appendix 1 for closure of the 2024/25 account, be adopted; and
- (ii) the updated disclosures and internal level of materiality be included within the Statement of Accounts for 2024/25, be noted.

#### **41. INTERNAL AUDIT - AUDIT UPDATE ON 2024/25**

The Committee received the Audit Manager's Report No. AUD25/02, 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, Members raised questions regarding the number of audits undertaken each year and virements, which were described as the movement of money between services.

**RESOLVED:** That:

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

#### **42. INTERNAL AUDIT - CHARTER AND AUDIT PLAN 2025/26**

The Committee received the Head of Partnership's Report No. AUD25/02, which set out the Internal Audit Charter and Internal Audit Plan for 2025/26.

The Committee heard from Neil Pitman, from Southern Internal Audit Partnership (SIAP), who reported that the Internal Audit Charter and Internal Audit Plan 2025/26 were required by the Global Internal Audit Standards in UK Public Sector. The Internal Audit Charter was a formal document that included the internal audit function's mandate, organisational position, reporting relationships, scope of work, types of service, and other specifications. The Internal Audit Plan was a document, developed by the Chief Internal Auditor, that identified the engagements and other internal audit services anticipated to be provided during a given period.

The Internal Audit Charter was reported to the Corporate Governance, Audit and Standards Committee annually for review and approval and it had been updated to reflect the requirements of the new Standards. The proposed risk based Internal Audit Plan had been developed at a strategic level providing a value adding, and proportionate level of assurance aligned to the Council's strategic outcomes. It was based on a range of inputs including review of the Council's strategic risk register, sector knowledge and discussions with management teams.

During discussion, Members raised questions regarding SIAP's role in Internal Audit, engagement with Unitary Councils and potential areas of focus for future audits.

**RESOLVED:** That:

- (i) the Internal Audit Charter 2025/26 be approved; and
- (ii) the Internal Audit Plan 2025/26 be approved.

#### 43. **SELECTION OF MAYOR AND DEPUTY MAYOR 2025/26**

The Committee considered the Chief Executive's Report No. DEM2502 which set out the current position on the selection process for the Mayor and Deputy Mayor for the 2025/26 Municipal Year.

The Council had established a process and criteria for selecting the Mayor and Deputy Mayor which was adopted as part of the Council's Constitution. In accordance with the procedure, the Chief Executive wrote to all Councillors in December 2024 to invite expressions of interest in the role of Deputy Mayor for 2025/26, progressing to the position of Mayor in 2026/27.

The Committee was advised by the Corporate Manager – Democracy that the Deputy Mayor, Cllr Calum Stewart, had confirmed his wish to proceed through the normal progression to the position of Mayor for 2025/26.

It was reported that for the position of Deputy Mayor, it had not yet been possible to secure a nomination for recommendation to the Committee that met all of the requirements of the selection criteria. It was proposed to convene a meeting of Group Leaders to review the process to elicit a candidate for the role of the Deputy Mayor and agree the basis of determining a candidate that would secure broad based support.

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

- (i) Cllr Calum Stewart be appointed as Mayor-Elect for the 2025/26 Municipal Year; and
- (ii) the process for seeking a nomination for Deputy Mayor 2025/26 was underway with a view to securing a nomination before the Annual Council Meeting, be noted.

The meeting closed at 8.19 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Report of the Meeting held on Wednesday, 9th April, 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 S.J. Masterson  
Cllr Calum Stewart

Apologies for absence were submitted on behalf of Cllr Peace Essien Igodifo, Cllr Lisa Greenway, Cllr Dhan Sarki, Cllr P.G. Taylor and Cllr Ivan Whitmee.

Cllr Rhian Jones and Cllr Nadia Martin attended the meeting as a Standing Deputy.

## **Non-Voting Member**

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

### **32. DECLARATIONS OF INTEREST**

There were no declarations of interest for this meeting.

### **33. MINUTES**

The Minutes of the Meeting held on 12th February, 2025 were approved and signed as a correct record of proceedings.

### **34. PLANNING APPLICATIONS**

**RESOLVED:** That

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

- |   |                |  |
|---|----------------|--|
| * | 24/00517/REMPP | Headquarters Fourth Division Buildings, Steeles Road, Wellesley, Aldershot |
| * | 24/00504/LBCPP | Headquarters Fourth Division Buildings, Steeles Road, Wellesley, Aldershot |

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

\* 24/00702/OUT Land At Former Jubilee Social Club, No. 101 Hawley Lane, Farnborough

- (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. PG2511, 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 Nos. 235-237 High Street, Aldershot

\*\* 24/00465/FULPP Land at Former Lafarge Site, Hollybush Lane, Aldershot

24/00748/FUL & Land at Orchard Rise  
24/00746/LBCPP No.127 & La Fosse House  
No.129 Ship Lane, Farnborough

24/00117/REVPP No. 1 North Close, Aldershot

\* The Executive Head of Property and Growth's Report No. PG2511 in respect of these applications was amended at the meeting.

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

### 35. **PLANNING APPLICATION NO. 24/00702/OUT - LAND AT FORMER JUBILEE SOCIAL CLUB, NO. 101 HAWLEY LANE, FARNBOROUGH**

The Committee considered the Executive Head of Property and Growth's Report No. PG2511 (as amended at the meeting) regarding the approval of the outline planning application (with scale, layout, appearance and landscaping reserved for future

consideration) for up to 5,225sqm of employment space (use classes E(g)(iii), B2 and B8) and associated highway access works. During discussion, it was requested that the schemes included within Section 106 related to those provided by Hampshire County Council and as related to the Local Cycling and Walking Infrastructure Plans (LCWIP), with the details confirmed following the meeting and the specified agreement.

**RESOLVED:** That:

The Executive Head of Property and Growth, in consultation with the Chairman, be authorised to GRANT subject to a Section 106 Agreement and Conditions, in particular, Heads of Terms for Transport Contributions to be amended to be more generic and the Draft Habitat Management and Monitoring Plan (HMMP) 27.03.2025, to be added to the list of approved plans.

### 36. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

Enforcement Reference No.	Description of Breach
24/00064/OUTBDG	<p>Pergola erected in rear garden at No. 27 Chetwode Place, Aldershot.</p> <p>A complaint was received that a pergola had been erected in the rear garden of the property, which was 2.6 metres high and within 2 metres of the boundary with the complainant. The owner was contacted but an application was not forthcoming. Due to the pergola being only 100mm above the permitted development limit, it was considered that, had an application been submitted, it would have been granted permission as there was no material adverse planning impact arising in respect of any neighbour. The recommendation was that no further action be taken.</p>

During discussion, Members asked for a list of the grounds of appeal against a Planning Enforcement Notice, for clarity.

#### **ACTION**

<b>What</b>	<b>By whom</b>	<b>When</b>
A list of grounds of appeal against a Planning Enforcement Notice be circulated to Committee Members.	Planning Department	Following the meeting

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2512 be noted.

### 37. APPEALS PROGRESS REPORT

The Committee received the Executive Head of Property and Growth's Report No. PG2513 concerning the following appeal decisions:

Application / Enforcement Case No.	Description	Decision
Units 1, 2 and 3, 14 Camp Road, Farnborough 25/00001/REFUSE	Appeal against the refusal of planning permission for the regularised use of Units 1-3 and the forecourts as a vehicle service repair and MOT premises.	New appeal
Units 1, 2 and 3, 14 Camp Road, Farnborough 25/0003/ENFA	Appeal against an Enforcement Notice against a breach of planning control for a material change of use of the land from use for Mixed Use Class B8 Warehouse and Distribution with Use Class E Commercial office/light industrial/retail use, to a use for Class B2 General Industrial vehicle repair service, and unlawful building operations for the erection of steel awning structures outside Units 1 & 2.	New appeal
No. 116 Chapel Lane, Farnborough 24/00202/FULPP	Appeal against refusal of planning permission for continued use of land and building for car wash and valeting.	Dismissed

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2513 be noted.

The meeting closed at 8.44 pm.

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 21st May, 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 A.H. Gani  
Cllr S.J. Masterson  
Cllr Dhan Sarki  
Cllr Calum Stewart  
Cllr Jacqui Vosper

Apologies for absence were submitted on behalf of Cllr Lisa Greenway, Cllr Ivan Whitmee and Cllr Keith Dibble.

## 1. DECLARATIONS OF INTEREST

Having regard to the Members' Code of Conduct, the following declarations of interest were made. All Members who had or believed that they had any interest under Rushmoor Borough Council's Councillor Code of Conduct, adopted in April 2021, in any matter to be considered at the meeting disclosed that interest at the start of the meeting or as soon as possible thereafter and took the necessary steps in light of their interest as to any participation in the agenda item:

Member	Application No. and Address	Interest	Action
Cllr Gaynor Austin	25/00117/REVPP – MacDonalds, No. 1 North Close, Aldershot	Personal	Cllr Austin did not take part in the meeting during the discussion and voting thereon
Cllr Calum Stewart	25/00117/REVPP – MacDonalds, No. 1 North Close, Aldershot	Personal	Cllr Stewart did not take part in the meeting during the discussion and voting thereon

## 2. MINUTES

The Minutes of the Meeting held on 9th April, 2025 were approved and signed as a correct record of proceedings.

### 3. REPRESENTATIONS OF 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
25/00117/REVPP	No. 1 North Close, Aldershot	Sarah Walton (resident)	Against

### 4. PLANNING APPLICATIONS

**RESOLVED:** That

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

- \* 25/00204/FUL Farnborough Market Site, Queensmead, Farnborough

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

- \* 25/00117/REVPP Macdonald’s, No. 1 North Close, Aldershot

- \* 24/00634/FULPP Royal Pavilion, Wellesley Road, 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. PG2516, 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
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23/00713/FUL	Manor Park Cottage, St Georges Road East, Aldershot
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	23/00794/REVPP	Farnborough Airport
	24/00237/FUL	Nos. 235-237 High Street, Aldershot
**	24/00465/FULPP	Land at Former Lafarge Site, Hollybush Lane, Aldershot
	24/00748/FUL & 24/00746/LBCPP	Land at Orchard Rise No.127 & La Fosse House No.129 Ship Lane & Farnborough Hill School, No. 312 Farnborough Road, Farnborough
	25/00096/FULPP	Land at Nos. 38A-42 Southwood Road, Farnborough
*	The Executive Head of Property and Growth's Report No. PG2516 in respect of these applications was amended at the meeting.	
**	It was agreed that a site visit would be arranged to this site.	

5. **PLANNING APPLICATION NO. 25/00117/REVPP - MACDONALD'S, NO. 1 NORTH CLOSE, ALDERSHOT**

The Committee considered the Executive Head of Property and Growth's Report No. PG2516 (as amended at the meeting), regarding the variation of Condition 1 imposed on planning permission, to allow permitted hours of operation from 06:00 to 23:00, 7 days a week.

**ACTION**

<b>What</b>	<b>By whom</b>	<b>When</b>
To request Site Management Plan be amended to include a requirement that the lighting is switched off automatically.	Planning Department	As soon as possible
To check wording of SPEAK letter to ensure procedure is clear.	Planning Department	As soon as possible

6. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

Enforcement Reference No.	Description of Breach
24/00115/OUTBDG	Outbuilding erected to the rear of No. 68 Rectory Road, Farnborough.

A complaint had been made that an outbuilding had been erected to the rear of No. 68 Rectory Road, which overhung the properties abutting the boundaries and was over 3 metres in height. Upon inspection, the outbuilding did not encroach onto neighbouring properties as it was located over a metre away from the boundaries. However, it was over 2.5 metres in height which was the permitted development allowance within 2 metres of a boundary and did require planning permission. The owner was told that planning permission was required but no application was forthcoming. Due to the position of the outbuilding and the distance from the boundaries, had an application been submitted, it would have been supported. It was not therefore necessary to take enforcement action.

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2517 be noted.

## 7. **APPEALS PROGRESS REPORT**

The Committee received the Executive Head of Property and Growth's Report No. PG2518 concerning the following appeal decisions:

<b>Application / Enforcement Case No.</b>	<b>Description</b>	<b>Decision</b>
Unit 1 No. 106 Hawley Lane, Farnborough 25/0004/REFUSE	Appeal against refusal of planning permission to allow an increase in external building material storage heights to 5.5m.	New appeal
Car Park at Carmarthen Close, Farnborough	Appeal against the refusal of planning permission for the erection of a pair of semi-detached, two storey, 3-bed houses.	Dismissed
Units 1, 2 and 3, 14 Camp Road, Farnborough 25/00001/REFUSE and 25/00003/ENFA	Appeal against the refusal of planning permission for the regularised use of Units 1-3 and the forecourts as a vehicle service repair and MOT premises. The Inspector for the enforcement appeal had given the Council an opportunity to respond to the appellant's final comments, and third-party representations, by 21 May 2025.	Appeal ongoing

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2518 be noted.

8. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER 1ST JANUARY 2025 TO 31ST MARCH 2025**

The Committee received the Executive Head of Property and Growth's Report No. PG2519 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 January 2025 to 31st March 2025 and for the year 2024/25.

During discussion, the Committee noted that there were two minor errors in the Report, but these were not considered consequential. A query was raised as to whether Rushmoor could work with neighbouring authorities in future to align planning fees in time for Local Government Reorganisation (LGR). The Committee were advised that statutory planning fees were set nationally by the Government, although it could be subject to change in the future. It was noted that a quarterly Report would be produced in future detailing all Section 106 contributions, not just those relating to the Wellesley development.

**RESOLVED:** That the Executive Head of Property and Growth's Report No. PG2519 be noted.

**ACTION**

**What**

To produce a Report detailing all Section 106 contributions.

**By whom**

Planning Department

**When**

End of the first quarter

The meeting closed at 8.07 pm.

CLLR GAYNOR AUSTIN (CHAIRMAN)

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# CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE

Report of the Meeting held on Thursday, 22nd May, 2025 at the Council Offices,  
Farnborough at 7.00 pm.

## **Voting Members**

Cllr Bill O'Donovan (Chairman)  
Cllr Rhian Jones (Vice-Chairman)

Cllr Gaynor Austin  
Cllr C.W. Card  
Cllr Sue Carter  
Cllr P.J. Cullum  
Cllr Thomas Day\*  
Cllr C.P. Grattan  
Cllr M.J. Roberts  
Cllr Jacqui Vosper

Apologies for absence were submitted on behalf of Cllr Sarah Spall and Cllr P.G. Taylor.

\*Cllr Thomas Day attended the meeting as a Standing Deputy.

## **Non-Voting Member**

Mr. Tom Davies – Independent Member (Audit)

### **1. MINUTES**

The minutes of the meeting held on 2nd April 2025 were agreed and signed as a correct record of the proceedings.

### **2. AUDITOR'S ANNUAL REPORT 2023/24**

The Chairman welcomed Simon Mathers, Director, 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. 24RBC. The purpose of the Auditor's Annual Report was to bring together all of the auditor's work over the year and the value for money commentary, including confirmation of the opinion given on the financial statements; and, by exception, reference to any reporting by the auditor using their powers under the Local Audit and Accountability Act 2014. In doing so, the auditors comply with the requirements of the 2024 Code of Audit Practice (the Code) published in November 2024 and the supporting guidance of the National Audit Office (NAO) published within their Auditor Guidance Note 3 (AGN 03). The commentary aimed to draw to the attention of the Council and the

wider public, relevant issues from the auditing work, including recommendations arising in the current year and follow-up of recommendations issued previously, along with the auditor's view as to whether they had been implemented satisfactorily.

The Committee noted that the report expressed an opinion on the 2023/24 financial statements, conclusions related to going concern and the consistency of other information published with the financial statements, including the narrative statement.

The Committee were advised that the Council needed to fully implement and action its Financial Resilience Plan which contained a range of medium and shorter-term actions designed to ensure its financial sustainability. Specifically:

- Develop and implement appropriate arrangements to deliver a permanent removal from the base budget of £0.5 million each year for the four years commencing 2024/25.
- Identify and deliver a £40 million asset disposal programme to achieve the Council's interest and cost reduction savings targets.
- Seek to replace short-term with long-term borrowing to reduce the Council's exposure to interest rate risk and allow for more certainty in its medium-term financial planning arrangements.

During discussion, Committee Members commented on the use of reserves to ensure the achievement of a balanced budget and raised a question regarding asset disposal.

**RESOLVED:** That the Auditor's Annual Report No. RBC24 be noted.

### **3. EXTERNAL AUDIT PROPOSED AUDIT PLANNING REPORT 2024/25**

The Committee received the 2024/25 Audit Planning Report No. RBC25. The report aimed to provide Members with a basis to review the proposed audit approach and scope for the 2024/25 audit. This was in accordance with the requirements of the Local Audit and Accountability Act 2014, the National Audit Office's 2024 Code of Audit Practice, the Statement of Responsibilities issued by Public Sector Audit Appointments (PSAA) Ltd, auditing standards, and other professional requirements. The report summarised the evaluation of the key issues driving the development of an effective audit. The report also addressed the broader impact of the Government's proposals aimed at establishing a sustainable local audit system.

During discussion, Members raised questions regarding materiality, discounted rates and valuation of properties.

In answer to a question regarding assurance, the Committee were advised that almost a full programme of work was undertaken by the external auditors in 2024/25 and the level of assurance they could give would increase each year.

**RESOLVED:** That the Auditor's Annual Report No. RBC25 be noted.

#### **4. ANNUAL GOVERNANCE STATEMENT 2024/25**

The Committee considered the Financial Governance Manager's Report No. AUD25/03 which presented the Draft Annual Governance Statement 2024/25 for review and approval.

The Accounts and Audit Regulations 2015 stated that, for each financial year, the Council must conduct a review of the effectiveness of the Council's internal control and prepare an annual governance statement for review and approval by the Committee prior to it being signed by the Interim Managing Director and Leader of the Council. The statement would then be finalised with the signed Statement of Accounts.

The Report set out the methodology for compiling the Annual Governance Statement and the requirements of the Committee to ensure a meaningful review of the Annual Governance Statement. Members were reminded that they needed to be satisfied that the Annual Governance Statement reflected the governance environment and any actions required to improve it. Members also had to be satisfied that it demonstrated how governance supported the achievement of the Council's objectives.

**RESOLVED:** That the Council's Annual Governance Statement 2024/25 be approved.

#### **5. INTERNAL AUDIT - ANNUAL AUDIT OPINION 2024/25**

The Committee considered the Financial Governance Manager's Report No. AUD25/04 which set out the Internal Audit Manager's independent annual audit opinion for 2024/25 on the adequacy and effectiveness of the Council's framework of governance, risk management and internal control environment. The Financial Governance Manager presented the report as, although they had changed roles from Audit Manager in February 2025, they were best placed to share the report. With reference to Appendix 1 of the Report, the Committee noted that assurance levels had been provided for each of these areas in order to provide a clear assessment:

- Internal Control Environment – It was noted that, in the opinion of the Audit Manager, the internal control environment for the Council was reasonable. The level of substantial assurances had decreased; however the level of reasonable has increased significantly, along with the limited assurances decreasing. No limited assurances had been given for the key financial systems across the 3-year cycle.
- Governance - It was noted that, in the opinion of the Audit Manager, governance for the Council was reasonable. Governance issues were addressed through the corporate governance group, and it had been acknowledged that work needed to be done to improve the governance arrangements within the Council following the CIPFA and Peer Challenge reviews carried out in June 2024. As a result of the reviews, action plans had been put in place to implement the

recommendations made. The Council took a view on outstanding audit recommendations given the passage of time and the evolution of processes over the years. Accordingly, a reduced number of recommendations were present to Corporate Governance, Audit and Standards Committee as still outstanding. These would continue to be followed up for implementation.

- Risk Management – It was noted that, in the opinion of the Audit Manager, risk management for the Council was reasonable. Whilst a reasonable assurance has been provided, the process continued to require improvement to ensure that it was an effective management tool rather than just process driven. The Committee heard that the Council had in place Service Risk Registers and a Corporate Risk Register. Quarterly, the overall changes were reported to the Corporate Management Team (CMT) for review and scrutiny. Following this, the report was presented to Cabinet. CMT and Cabinet acted as layers of defence to ensure that risks had been identified and where necessary, actions taken to appropriately mitigate the risk. The Committee noted that a risk appetite statement had not been defined and agreed with Members. However, work was progressing in this area with a workshop being held and facilitated by an external consultant in order to define risk appetite for the Council.

During discussion, a question was raised regarding how the Council could gain full assurance in all areas. It was noted by the Committee that, as it was a risk-based audit, the Council needed to seek out areas of weakness, in order to make improvements and make it a better environment in terms of risk and control. Questions were also raised regarding risk management, procurement cards and an update was given on areas shown by the audit to have limited levels of assurance.

**RESOLVED** That:

- (1) the Audit Opinion given for governance, risk management and internal control for 2024/25 be noted, and
- (2) the self-assessment exercise against the Public Sector Internal Audit Standards (PSIAS) be noted.

**6. TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS 2024-25**

The Committee considered the Executive Head of Finance Report No. FIN2511 which set out the activities of the Treasury Management Strategy and Non-Treasury Investment Operations for Quarter 4 in the Financial Year 2024/25, as at 31st March 2025 and reported on compliance with Prudential Indicators. These were a statutory requirement under the Chartered Institute of Public Finance Accountants (CIPFA) Code of Practice on Treasury Management.

The Committee noted that for the forecast to 31st March 2025, the Council was estimated to have net borrowing of £125.20m arising from its revenue and capital income and expenditure. At 31st March 2025, the Council held £166m of loans, (an increase of £4m on 31st March 2024), as part of its strategy for funding previous and current years' capital programmes.

It was advised that all activity was conducted within the approved Treasury Management Practices (TMPs). The majority of borrowing was currently short-term Local Authority (LA), although the Public Works Loan Board (PWLb) interest rate was lower than LA rates and therefore some borrowing was secured with PWLB for 18 months. This diversified the borrowing the Council held. The Committee noted that the Council had borrowed substantial sums of money and was therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remained central to the Authority's treasury management strategy.

During discussion, a question was raised about the Council's loan to Farnborough International Limited, who were supported during the Covid Pandemic. The Committee noted that the money would be paid back in two tranches over the following two years. Questions were also asked about debt counterparties and prudential indicators.

The Committee **RECOMMENDED TO CABINET** that the Executive Head of Finance Report No. FIN2511, be noted.

**7. GRANTING DISPENSATION FROM PROVISIONS OF THE CODE OF CONDUCT FOR MEMBERS – ITEM WITHDRAWN**

The Committee were advised that the Monitoring Officer's Report No. LEG25/01, which sought the granting of dispensations relating to the declarations of interest, as set out in the Code of Conduct for Members, be withdrawn from the Meeting. The Committee noted that it was not considered to be of Pecuniary Interest and it was the decision of the Monitoring Officer, who was new to the post, to withdraw the report which had been submitted by their predecessor.

**8. CONSTITUTION AND COMMITTEE REVIEW UPDATE**

The Committee considered the Corporate Manager – Democracy Report No. DEM2505, which set out proposed updates to the Constitution in respect of:

- a proposed update to Standing Orders with a scheme to enable public questions at full Council Meetings (as set out in Para 3 and attached to the Report)
- a proposal to specify expected core training topics for all Elected Members in the Code of Conduct for Councillors (as set out in Para 4)
- a proposal to split the current Corporate Governance Audit and Standards Committee (CGAS) into two committees – creating an 'Audit and Governance Committee', and 'Licensing & Council Business Committee', with training plans to support Members on each.
- a proposal for a cross party 'work programme management group' to co-ordinate the work programmes of the non-executive committees (Policy & Project Advisory Board (PPAB), Overview and Scrutiny Committee (OSC) and the Committee with responsibility for audit and governance). The individual Progress Groups would no longer meet.

- the PPAB work programme to be more closely aligned to deliver Council Plan Priorities and with Cabinet Member engagement.

The Committee discussed the principle of splitting the CGAS Committee, and the responsibilities to be allocated to the new Licensing and Corporate Business Committee. A question was raised regarding political balance, and it was confirmed that the balance calculation would enable a seat on both committees for the Liberal Democrat group, and it was noted that licensing hearings did not need to be politically balanced. It was indicated that three meetings of the Licensing and Corporate Business Committee would be scheduled per annum.

During discussion on the proposed scheme for public questions at full Council, it was confirmed that the scheme included provision to reject questions and there were parameters for limits on time allowed.

In terms of next steps, it was agreed that the Constitution Working Group would progress the further detailed work to update the terms of reference for the committees to support the changes to the committee structure arising from the Committee Review. It was requested that there be an opportunity for the Members of the Corporate Governance and Audit Committee to review the proposed updates in advance of a report to the full Council.

- (i) **RECOMMENDED TO THE COUNCIL** that subject to any further modifications recommended by the Constitution Working Group the updates to the Constitution in respect of public questions at the full Council Meeting as set out in Para 3 of the Report, and updates to the Councillors Code of Conduct, as set out in Para 4 of the Report be approved, as set out in the Corporate Manager – Democracy Report No. DEM2505;
- (ii) **RESOLVED** that the Constitution Working Group be asked to progress the further detailed work to support the changes to the committee structure arising from the Committee Review as set out in paras 5.5. and 5.6 of the report, with an opportunity for the Committee to review the proposed updates in advance of a report to Council.
- (iii) **RESOLVED** that the Corporate Manager – Democracy be authorised, in consultation with the Chairman of CGAS, and Leader of the Council to make any further minor updates to the Constitution documents to be recommended for update to the Council, in advance of the report to the Council.

## 9. **APPOINTMENTS TO OUTSIDE BODIES, LICENSING SUB-COMMITTEES AND CONSTITUTION WORKING GROUP**

### (1) **Outside Bodies –**

**RESOLVED:** That the appointment of representatives to outside bodies for the 2025/26 Municipal Year, as set out in the attached Appendix, be approved, with the following amendments:

- Councillors Lisa Greenway and Ivan Whitmee be appointed to the Aldershot and Farnborough Festival of Music and Art.
- Councillor Clive Grattan was appointed to the Hampshire Buildings Preservation Trust AGM

(2) **Appointments and Appeals Panels –**

**RESOLVED:** That the Corporate Manager – Democracy be authorised to make appointments to Appointments and Appeals Panels in accordance with the membership criteria set out in the Officer Employment Procedure Rules in the Constitution.

(3) **Licensing Sub-Committee –**

**RESOLVED:** That the following Members be appointed to serve on the Licensing Sub-Committee for the 2025/26 Municipal Year (three Labour representatives; two representatives of other Groups):

Labour Group: Cllrs Rhian Jones, Bill O'Donovan and Sarah Spall

Conservative Group: Cllr Jacqui Vosper

Liberal Democrat: Cllr C.W. Card

(4) **Licensing Sub-Committee (Alcohol and Entertainments) –**

**RESOLVED:** That the Corporate Manager – Democracy be authorised to make appointments from the membership of the Corporate Governance, Audit and Standards Committee in accordance with the procedure agreed by the Committee at its meeting on 21<sup>st</sup> May 2009 and detailed in the Licensing Sub-Committee (Alcohol and Entertainments) Hearings Protocol and Procedure.

(5) **Licensing Sub-Committee (Taxis) –**

**RESOLVED:** That the Corporate Manager – Democracy be authorised to make appointments from the membership of the Corporate Governance, Audit and Standards Committee, in accordance with the procedure agreed by the Committee at its meeting on 27<sup>th</sup> June 2021 and detailed in the Licensing Sub-Committee (Taxis) Hearings Protocol and Procedure.

(6) **Constitution Working Group –**

**RESOLVED:** That the following Members be appointed to serve on the Constitution Working Group for the 2025/26 Municipal Year (seven Members, including a Cabinet Member, the Chairman of the Committee and representatives of other groups):

- two Cabinet Members (Cllr Sophie Porter and a vacancy to be decided by the Leader of the Council)

- the Chairman of the Corporate Governance, Audit and Standards Committee (Cllr Bill O'Donovan)
- one representatives of the Labour Group (Cllr Gaynor Austin)
- two representatives of Conservative Group (Cllrs G.B. Lyon and Steve Harden)
- one representative of the Liberal Democrats (Cllr Craig Card)

The meeting closed at 9.02 pm.

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**CORPORATE GOVERNANCE, AUDIT AND STANDARDS COMMITTEE  
22ND MAY 2025**

**REPRESENTATION ON OUTSIDE BODIES**

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2025/26</b>
Aldershot & Farnborough Festival of Music & Art	Cllrs Lisa Greenway and Ivan Whitmee
Blackbushe Airport Consultative Committee	Cllr Julie Hall with Cllr Keith Dibble as Standing Deputy
Blackwater Valley Advisory Panel for Public Transport	Cllrs Keith Dibble and Steve Harden with Cllr Mike Roberts as Standing Deputy
Blackwater Valley Countryside Partnership	Cllrs Jules Crossley and Akmal Gani with Cllrs Clive Grattan and Gareth Lyon as Standing Deputy
Brickfield Country Park, Friends of	Three Manor Park Ward Members (Cllrs Peace Essien Igodifo, Ivan Whitmee and Becky Williams)
Citizens Advice Rushmoor Trustee Board	Cllr Bill O'Donovan (Observer)
Cove Brook Greenway Group	Cllrs Clive Grattan and Rhian Jones
District Council's Network (DCN)	Leader of the Council (Cllr Gareth Williams)
Hampshire Place Board	Leader of the Council (Cllr Gareth Williams) with the Deputy Leader of the Council (Cllr Sophie Porter) as Standing Deputy
Frimley Integrated Care Partnership Assembly	Cabinet Member (Cllr Sophie Porter)
Farnborough Aerodrome Consultative Committee (FACC)	Cabinet Member (Cllr Keith Dibble) and Cllr Craig Card (as a representative of an adjoining ward) with Cllr Mara Makunura as Standing Deputy

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2025/26</b>
457 Squadron Farnborough RAF Air Cadets	Cllr Abe Allen
Hampshire and Isle of Wight Local Government Association	Leader of the Council (Cllr Gareth Williams) and Deputy Leader of the Council (Cllr Sophie Porter)
Hampshire Police and Crime Panel	Cabinet Member with responsibility for Community Safety (Cllr Christine Guinness)  And Cllr Halleh Koohestani as Standing Deputy
Hampshire Buildings Preservation Trust AGM	Cllrs Thomas Day and Cllr Clive Grattan
Local Government Association - General Assembly	Leader of the Council (Cllr Gareth Williams)
North Hampshire Area Road Safety Council	Cllr Christine Guinness with Cllr Jules Crossley as Standing Deputy
PATROL	Cllr Christine Guinness
Parity for Disability	Cllr Thomas Day (vacancy for Standing Deputy)
Project Integra Strategic Board	Cllr Christine Guinness (Cabinet Member)
Royal British Legion (Farnborough Branch) Remembrance Day Arrangements	Cllrs Clive Grattan and Gareth Lyon
Rushmoor Voluntary Services Board	Cllr Lisa Greenway
South East Employers – Annual General Meeting	Cllr Alex Crawford (Cabinet Member) and Cllr Keith Dibble as Standing Deputy
Thames Basin Heaths Joint Strategic Partnership Board	Cllr Keith Dibble (Cabinet Member)

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2025/26</b>
Wellesley Residents Trust Ltd	Cllr Keith Dibble

## **REPRESENTATION ON COUNCIL GROUPS, PARTNERSHIPS AND BOARDS**

<b>GROUP</b>	<b>REPRESENTATIVE(S) 2025/26</b>
Safer North Hampshire Community Safety Partnership	Cllr Christine Guinness (Cabinet Member)
Crime and Disorder Joint Scrutiny Committee	Cllrs Halleh Koohestani, Becky Williams and Martin Tennant
Rushmoor Development Partnership LLP (RDP) Board	Cllr Julie Hall, Managing Director (IH) and Executive Director (KE)
Rushmoor Housing Ltd (RHL) – Board of Directors	Cllrs Gareth Williams, one vacancy and Stuart Trussler

# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 25th June, 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 S.J. Masterson  
Cllr Dhan Sarki  
Cllr Calum Stewart  
Cllr Jacqui Vosper  
Cllr Ivan Whitmee

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

## 9. DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

## 10. MINUTES

The Minutes of the Meeting held on 21st May, 2025 were approved and signed as a correct record of proceedings.

## 11. 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
24/00465/FULPP	Land at Former Lafarge Site, Hollybush Lane, Aldershot	Mr Geoff Megarity, Principal Planner, Bell Cornwell Chartered Town Planners	In support

## 12. PLANNING APPLICATIONS

**RESOLVED:** That

- (i) the following application be determined by the Executive Head of Property and Growth, in consultation with the Chairman, subject to the prior completion of a S106 legal agreement and the conditions as detailed in the report:

\* 24/00465/FULPP Land at Former Lafarge Site, Hollybush Lane, Aldershot

- (ii) the applications dealt with by the Executive Head of Property and Growth, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Executive Head of Property and Growth's Report No. PG2520, 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
23/00713/FUL	Manor Park Cottage, St. Georges Road East, Aldershot
23/00794/REVPP	Farnborough Airport, Farnborough
24/00237/FUL	Nos. 235-237 High Street, Aldershot
25/00287/REMPP	Zone G Pennefathers, Aldershot Urban Extension, Alison's Road, Aldershot
24/00748/FUL & 24/00746/LBCPP	Land at Orchard Rise No.127 & La Fosse House No.129 Ship Lane & Farnborough Hill School, No. 312 Farnborough Road, Farnborough

\* The Executive Head of Property and Growth's Report No. PG2520 in respect of these applications was amended at the meeting.

The meeting closed at 7.37 pm.

CLLR GAYNOR AUSTIN (CHAIRMAN)

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