

# CABINET

***Tuesday, 13th December, 2016 at 7.00 p.m.***  
*at the Council Offices, Farnborough*

Councillor D.E. Clifford (Leader of the Council)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

a Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor Barbara Hurst (Health and Housing Portfolio)  
Councillor G.B. Lyon (Concessions and Community Support Portfolio)  
Councillor P.G. Taylor (Corporate Services Portfolio)  
Councillor M.J. Tennant (Environment and Service Delivery Portfolio)

An apology for absence was submitted on behalf of Councillor Sue Carter.

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 **29th December, 2016**.

252. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 15th November, 2016 were confirmed and signed by the Chairman.

253. **TREASURY MANAGEMENT OPERATIONS MID-YEAR REPORT 2015/16 –**  
**(Corporate Services)**

The Cabinet received the Head of Financial Services' Report No. FIN1626, which set out the main activities of the treasury management operations during the first half of 2016/17 and provided an update on the current economic conditions affecting treasury management decisions. The appendix to the Report showed the actual prudential indicators relating to capital and treasury activities for the first half of 2016/17 and compared these to the indicators which had been set in the Annual Treasury Management Strategy for the year, which had been approved by the Council in February, 2016.

The Cabinet was informed that the Council had continued to receive treasury management advice from Arlingclose Limited, who provided advice to around 25% of local authorities. It was noted that the result of the referendum on European Union membership in June, 2016 had had a significant effect on projections of domestic economic growth. It was also explained that the Council had now began borrowing to finance the acquisition

of income yielding investment properties. The Report set out a summary of the Council's investment activity in the first half of 2016/17.

In response to a question, it was confirmed that the Council would continue to maintain a diverse range of types of investment in order to maintain a balanced and resilient portfolio.

**The Cabinet NOTED** the Council's treasury management operations in the first half of 2016/17, as set out in the Head of Financial Services' Report No. FIN1626.

254. **PERFORMANCE UPDATE REPORT TO END NOVEMBER 2016 –**  
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1606, which set out performance monitoring information for the first half of 2016/17, with further updates where relevant.

The Chief Executive explained that a major review of the Council's priorities had been undertaken, based on the concept of "Listen, Learn and Deliver – Better". The Council now had four new priorities underpinning its stated purpose of "Rushmoor Borough Council, working with others to improve the quality of people's lives". These were:

- Sustaining a thriving economy and boosting local business
- Supporting and empowering our communities and meeting local needs
- Cleaner, greener and more cultural Rushmoor
- Financially sound with services fit for the future

It was reported that, against each priority, the majority of indicators showed good progress, with very few 'red' areas. Members queried in which areas the 'red' indicators were located and also sought and obtained confirmation that the targets that had been set had been sufficiently demanding.

**The Cabinet NOTED** the Directors' Management Board Report No. DMB1606 and the performance in the first six months of the 2016/17 municipal year.

255. **SCRAP METAL DEALERS – FEES AND CHARGES –**  
(Business, Safety and Regulation)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1626, which recommended new charges for licences in respect of scrap metal and vehicle recycling activities and proposed an approach for the setting of fees in future years.

The Cabinet was informed that the setting of fees for both site and collectors' licences had come about as a result of the Scrap Metal Dealers Act 2013, which had created an improved regulatory regime for the scrap metal recycling and vehicle dismantling industries. The Report set out how the proposed charges had been calculated and also the reasons for seeking a change to the Council's Scheme of Delegation to allow officers to continue to administer this licensing regime.

Following a question from a Member, it was confirmed that these fees would be added to the Council's overall fees and charges schedule and updated annually, as agreed at the Cabinet meeting on 15th November, 2016.

**The Cabinet RESOLVED that**

- (i) the approach used in setting the fees and the recommended level of fees for both site and collector's licences, as set out in Appendix 1 of the Head of Environmental Health and Housing's Report No. EHH1626, be approved; and
- (ii) the updating of the Council's Scheme of Delegation, to reflect the changes introduced by the Act, be approved.

**256. REVIEW OF COUNCIL'S HUMAN RESOURCES POLICIES –**  
(Corporate Services)

The Cabinet considered the Corporate Director's Report No. CD1606, which set out updates made to the Council's Dignity at Work and Organisational Change policies. Members were informed that the Human Resources team were in the process of updating all of the Council's human resources policies. The proposed changes for the two policies in question were set out in the Report. The Report also set out a request that, in future, any minor changes to other policies should be agreed by the Chief Executive, in consultation with the Cabinet Member for Corporate Services. During questioning, it was agreed that any significant changes to policies would be referred to the Cabinet and that the Council would continue to demonstrate its approach of openness with its staff in relation to human resources issues.

**The Cabinet RESOLVED that**

- (i) the revised Dignity at Work and Organisational Change policies, as set out in the appendices to the Corporate Director's Report No. CD1606, be approved;
- (ii) the Chief Executive, in consultation with the Cabinet Member for Corporate Services, be authorised to agree future updates to existing human resources policies; and
- (iii) consequential changes to the Council's Constitution, to reflect any changes made, be approved.

257. **HIGH STREET MULTI-STOREY CAR PARK, ALDERSHOT –**  
(Corporate Services/Environment and Service Delivery)

The Cabinet considered the Solicitor to the Council's Report No. LEG1616, which set out a proposal for the redevelopment of the High Street Multi-Storey Car Park, Aldershot, as part of the Galleries redevelopment. The Report set out details of the proposal, which would include the provision of a Council operated public car park within phase one of the Galleries redevelopment scheme. It was confirmed that there were structural problems with the existing car park and that it had reached the end of its useful life. Members were reminded that the Council was required to obtain best value when disposing of its assets and, therefore, the terms of any financial offer would be assessed by the District Valuer and the results of this would be presented to the Cabinet before any deal was agreed.

The Cabinet discussed the proposals and expressed support for the regeneration of this key site in Aldershot. Members stressed the need, however, for the car park to be re-provided at an early stage of the redevelopment and requested that this should be clearly stated in the development agreement.

**The Cabinet RESOLVED** that the disposal of the High Street Multi-Storey Car Park to the developer, upon the grant by long lease of public parking for up to 300 spaces within phase one of the Galleries redevelopment, be approved, subject to:

- either an independent valuer agreeing that the terms of the agreement provided best value or a further decision of the Cabinet that any disposal at an undervalue not exceeding £2 million would help to secure the improvement of the economic or environmental well being of Aldershot;
- the Solicitor of the Council agreeing the terms of the development agreement; and
- the developer meeting the Council's reasonable legal and valuation costs.

258. **FIRST WESSEX COVENANT ISSUES AND DISPOSALS –**  
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Report No. LEG1615, which sought authority for the disposal of 69 garage sites owned by First Wessex to Hampshire Garage Investments Limited.

Members heard that Hampshire Garage Investments Limited would give the Council the same covenant as currently with First Wessex. This would mean that, if the sites were redeveloped in the future, the Council would seek a share of the increased value of the site as a condition of granting its consent for the disposals. It was reported that Hampshire Garage

Investments Limited would actively market the garage stock to increase letting, which currently stood at 21%. It was noted that this matter had been considered by the Community Policy and Review Panel.

**The Cabinet RESOLVED** that the Solicitor to the Council be authorised to issue consent to First Wessex transferring the 69 garage sites, as set out in the appendix to the Solicitor to the Council's Report No. LEG1615, to Hampshire Garage Investments Limited, subject to:

- the completion of a deed of covenant from Hampshire Garage Investments Limited agreeing not to transfer, whether freehold or long leasehold, or otherwise redevelop the garage sites (other than for garaging or parking) without the Council's consent;
- First Wessex entering into an agreement with the Council to ring fence the capital receipt to provide housing within the Borough; and
- payment of Council's legal fees by First Wessex in connection with the matter.

The Meeting closed at 7.49 p.m.

D.E. CLIFFORD  
LEADER OF THE COUNCIL

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# CABINET

***Tuesday, 10th January, 2017 at 7.00 p.m.***  
***at the Council Offices, Farnborough***

Councillor D.E. Clifford (Leader of the Council)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor Barbara Hurst (Health and Housing Portfolio)  
Councillor G.B. Lyon (Concessions and Community Support Portfolio)  
Councillor P.G. Taylor (Corporate Services Portfolio)  
Councillor M.J. Tennant (Environment and Service Delivery Portfolio)

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 January, 2017**.

259. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 13th December, 2016 were confirmed and signed by the Chairman.

260. **COUNCIL TAX SUPPORT SCHEME 2017/18 –**  
(Concessions and Community Support)

The Cabinet considered the Head of Financial Services' Report No. FIN1701, which set out the outcome of the recent public consultation exercise and the recommendations and comments of the Council's Welfare Reform Task and Finish Group in respect of potential changes to the Council Tax Support Scheme.

Members heard how the Council had developed its own Council Tax Support Scheme, which had run since 1st April, 2013, to replace the previous national Council Tax Benefit Regulations. The Scheme had been well received and had operated successfully but, in light of the Government's ongoing reform of the welfare system, the Cabinet had agreed, at its meeting on 18th October, 2016, to carry out a public consultation on options to make changes to the Scheme. The changes were largely of a technical nature, bringing the Council's scheme in line with changes to other welfare benefits such as Housing Benefit and Universal Credit. The public consultation exercise had run for just over five weeks, starting on 4th November, 2016, and had been carried out, primarily, using an online survey. A total of 84 responses had been received and a detailed consultation report was set out in Appendix 1 to the Report.

The Welfare Reform Task and Finish Group had continued to meet during 2016 and its work had included monitoring the impact of welfare reform and the Council Tax Support Scheme in particular. The Group had recommended four changes to the Scheme, summarised as:

- To reduce the time a person could be absent from Great Britain to four weeks at one time and still be in receipt of Council Tax Support
- To remove the work related activity payment for new claimants of Employment and Support Allowance (ESA) when calculating Council Tax Support
- To remove the Severe Disability Premium (SDP) from Council Tax Support calculations when the claimant was being looked after by someone in receipt of the carer's element of Universal Credit
- To disregard 70% of the new postgraduate student loan when calculating entitlement to Council Tax Support

**The Cabinet RECOMMENDED TO THE EXTRAORDINARY MEETING OF THE COUNCIL ON 25TH JANUARY, 2017** that the changes to the Council Tax Support Scheme for 2017/18, as set out in the Head of Financial Services' Report No. FIN1701, be approved.

261. **FOLLOW UP FROM AUDIT RESULTS REPORT –**  
(Corporate Services)

The Cabinet received the Head of Financial Services' Report No. FIN1702, which set out the Council's response to an issue raised by the Council's appointed auditor, Ernst & Young LLP, in their annual Audit Response Report. It was confirmed that the matter had been considered by the Licensing and General Purposes Committee in September, 2016.

The Cabinet was informed that Ernst & Young had identified a sum that had needed to be written back to the General Fund and that this action required Cabinet approval. It was reported that this debt had been created prior to 1999 and appeared to relate to the Large Scale Voluntary Transfer of Rushmoor's housing stock in 1995. It was confirmed that the amount would have represented a tiny fraction of the total sums involved in the transfer. It was proposed to put in place a robust process to review regularly the recoverability of all debtors on the Council's balance sheet in future.

In response to a question, it was confirmed that the Council had carried out extended testing and that no further historical errors had been identified.

**The Cabinet RESOLVED** that

- (i) the actions proposed in response to the Audit Results Report, as set out in the Head of Financial Services' Report No. FIN1702, be noted; and

- (ii) the sum of £76,405 be written back to the General Fund.

**262. APPLICATIONS FOR DISCRETIONARY RATE RELIEF –**  
(Concessions and Community Support)

The Cabinet considered the Head of Financial Services' Report No. FIN1703, which set out details of applications for rate relief from The Source Young People's Charity (Suite No. 3, Wesley Chambers, Queens Road, Aldershot) and Boro FC Limited (Farnborough Football Club, Cherrywood Road, Farnborough). In relation to the Boro FC application, a proposal was set out in the Report to harmonise the treatment of Aldershot Town and Farnborough Football Clubs. It was confirmed that, under the proposal, relief for both clubs would expire concurrently at the end of March 2017. At that time, a wider review of financial support to both clubs would be carried out.

**The Cabinet RESOLVED** that

- (i) 20% top-up discretionary relief be awarded to The Source Young People's Charity for part-year 2015/16 and for year 2016/17; and
- (ii) 50% discretionary relief be awarded to Boro FC Limited for years 2015/16 and 2016/17.

**263. HOUSING AND HOMELESSNESS STRATEGY –**  
(Health and Housing)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1701, which set out the Council's proposed new Housing and Homelessness Strategy, which would, subject to the Cabinet's approval, be submitted for adoption by the Council at its meeting on 23rd February, 2017.

Members heard that the current Housing and Homelessness Strategy would expire at the end of March 2017. It was proposed that the new Strategy would be a rolling document, which would make it easier to update in the future. It was confirmed that the proposed Strategy would support the Council's priorities and reflected the contents of the Notice of Motion agreed by the Council on 8th December, 2016. The Report set out the details of the consultation exercise that had taken place.

The Cabinet was supportive of the proposed new Strategy and discussed areas including how to encourage owners to let empty properties, the viability of Rushmoor residents seeking housing being signposted to suitable accommodation outside of the Rushmoor area and the importance of providing more larger-sized family homes.



**The Cabinet RECOMMENDED TO THE COUNCIL** that approval be given to the Housing and Homelessness Strategy, as set out in the Head of Environmental Health and Housing's Report No. EHH1701.

264. **GRANTS TO VOLUNTARY ORGANISATIONS –**  
(Concessions and Community Support)

The Cabinet received the Head of Community and Environmental Services' Report No. COMM1702, which set out details of applications for grants from voluntary organisations. In accordance with the agreed procedure for the allocation of grants, the Cabinet Member for Concessions and Community Support had approved three grants for £1,000 or less. Three awards had also been made under the Ward Community Grant scheme. It was also recommended that Young Enterprise should receive an award of £2,000 towards the delivery of employability skills to schools in Rushmoor.

**The Cabinet**

- (i) **NOTED** that the following grants totalling £1,900 had been approved by the Cabinet Member for Concessions and Community Support:

Aldershot Civic Society	£300
Farnborough Bowling Club	£1,000
Mustard Seed Autism Trust	£600

- (ii) **NOTED** that the following Ward Community Grants totalling £1,270 had been approved by the Cabinet Member for Concessions and Community Support:

St. John's Church (St. John's Ward)	£270
Farnborough Bowling Club (Knellwood Ward)	£500
Towards replacement of community noticeboards (North Town Ward)	£500

- (iii) **RESOLVED** that a grant of £2,000 to Young Enterprise be approved.

265. **RENT RELIEF TO VOLUNTARY ORGANISATIONS –**  
(Concessions and Community Support)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1701, which set out details of a review of the rent relief provided to the 27 organisations that leased land and/or buildings from the Council.

Members heard that rent relief of up to 100% was awarded on a three-yearly basis and that the current reliefs were due to expire at the end of March 2017. The Cabinet Member for Concessions and Community Support felt that all organisations should make some contribution towards the rent payable in future and it was, therefore, proposed that from 2018/19, a maximum relief of 90% would be applied. In 2019/20, the maximum would be reduced to between 80% and 90%, following further consideration by the Cabinet Member. The Cabinet Member was also arranging to meet these organisations to develop more proactive partnership arrangements to ensure their longer term sustainability.

**The Cabinet RESOLVED that**

- (i) rent relief be awarded for 2017/18 to 2019/20, as set out in the Head of Community and Environmental Services' Report No. COMM1701; and
- (ii) approval be given for the identification of ways of developing more proactive partnership arrangements with these important organisations.

**266. COMMUNITY DEVELOPMENT – STAFF CHANGES AND REVIEW OF PLAYSCHEMES –**  
(Leisure and Youth)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1703, which set out proposed changes to staffing within the Community Development Team and also made recommendations relating to the provision of the Council's playschemes.

The Report set out a number of changes to the staffing structure which were intended to provide greater resources to the priority area of skills and employment. It was reported that the Council currently provided playschemes at the Wavell Community Campus and the Connaught Leisure Centre. It was explained that there was capacity at the Connaught Leisure Centre to provide places for all potential participants and, with Connaught being the most cost effective option, it was proposed to stop providing a playscheme at the Wavell Community Campus in future.

In response to a question, it was explained that there was alternative provision in Farnborough and that the Connaught Leisure Centre was accessible by public transport. Research had shown that playscheme users already travelled a reasonable distance, with some coming from outside of the Borough.

**The Cabinet RESOLVED** that

- (i) the staff changes set out in the Head of Community and Environmental Services' Report No. COMM1703 be approved; and
- (ii) approval be given for the Council's playschemes provision being concentrated at the Connaught Leisure Centre in future.

The Meeting closed at 7.43 p.m.

D.E. CLIFFORD  
LEADER OF THE COUNCIL

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# SPECIAL MEETING OF THE CABINET

***Wednesday, 1st February, 2017 at 7.00 p.m.***  
*at the Council Offices, Farnborough*

Councillor D.E. Clifford (Leader of the Council)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor Barbara Hurst (Health and Housing Portfolio)  
Councillor G.B. Lyon (Concessions and Community Support Portfolio)  
Councillor P.G. Taylor (Corporate Services Portfolio)  
Councillor M.J. Tennant (Environment and Service Delivery Portfolio)

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 **14th February, 2017**.

## 267. **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>Report Para. No.</b>	<b>Schedule 12A Para. No.</b>	<b>Category</b>
268	3	Information relating to financial or business affairs

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

## 268. **AWARD OF THE WASTE, RECYCLING, STREET CLEANSING, GROUNDS AND PUBLIC CONVENIENCES CONTRACT(S) –** (Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1704 and confidential appendix, which sought approval to award the Council's contracts in respect of waste and recycling collections, street cleansing, grounds maintenance and the cleaning of public toilets.

Members were informed of the sensitive nature of the information contained in the confidential appendix and, subsequently, discussed at the meeting. It was stressed that the details of the contractors involved and any

financial details could not be disclosed at that stage, to prevent jeopardising the legally prescribed procurement process.

The Cabinet was reminded that bidders had submitted expressions of interest in respect of three lots:

- Lot 1 – Waste collection and street cleansing
- Lot 2 – Grounds maintenance and toilet cleaning
- Lot 3 – Combination of Lots 1 & 2

Members were informed that some bidders had pulled out of the process prior to the Competitive Dialogue stage and another had pulled out afterwards. The bids for the first stage had been received in November, 2015 and had been assessed on quality and price, with separate evaluation teams considering each element independently. At that stage, the evaluation had been weighted 60:40 in favour of quality over price. This had had the effect of identifying and eliminating any poor quality bids at an early stage. At subsequent stages, the weighting had been equalised. This process had produced a short list of three bidders for each of the three lots, including some companies that had been shortlisted for more than one lot.

Stage 2 submissions had been received from the remaining bidders in March, 2016 and, overall, these had been of a better quality than the submissions received previously. Prices had been keen and had demonstrated potential savings for the Council. It was felt that this improvement in quality had been brought about, in part, by the use of the Competitive Dialogue process. At that stage, one further bidder on each lot had been eliminated, leaving two bidders in respect of each lot.

It was reported that a further two and a half weeks of Competitive Dialogue had been carried out with bidders in October, 2016 and final tenders had been received during December, 2016. These had been evaluated and moderated during January, 2017, using a scoring system set up to identify the arrangement that would be the most economically advantageous for the Council. The system had involved the independent scoring of each of the submitted Method Statements in terms of price and quality, followed by the ranking of the bids accordingly to the combined score. The confidential appendix set out the scores and the final ranking.

The Cabinet was informed that the Future Contracts Member Working Group had continued to meet regularly throughout the process. The Group had carried out scrutiny and had supported the process in many ways. Members of the Group had been directly involved at various stages, including carrying out visits to the premises of bidders and assisting with the evaluation of the final tenders. The Group had met on Monday 30th January, 2017 and had endorsed the recommendations set out in the Report. A member of the Group, Cr. C.P. Grattan, was invited to address the meeting. Cr. Grattan expressed disappointment that the Council had not decided to pursue a Joint

Venture with Norse, rather than procure a new contract. He was, however, pleased to offer his support to the outcome of the procurement exercise.

The Cabinet discussed the contents of the Report and confidential appendix and asked questions to seek clarification in many areas, including recycling rates, weed treatment and the removal of chewing gum and other detritus. In particular, Members welcomed the financial savings and numerous service improvements that were offered by the proposed new contract.

**The Cabinet RESOLVED** that

- (i) the award of the Waste, Recycling, Street Cleansing, Grounds and Public Convenience contract(s) to the contractor(s) set out in the confidential appendix to the Head of Community and Environmental Services' Report No. COMM1704 be approved;
- (ii) a supplementary estimate of £22,000 for 2017/18 onwards, to cover the annual costs of the residents' survey and the visual inspection of street cleansing, be approved; and
- (iii) the provision of £155,000 from the flexible use of capital receipts, to cover the additional mobilisation and IT costs, be approved (the formal authorisation of the flexible use of capital receipts was included within the Capital Programme 2017/18, which would be submitted to the Cabinet on 7th February, 2017 for recommendation to the Council on 23rd February, 2017).

The Meeting closed at 8.01 p.m.

D.E. CLIFFORD  
LEADER OF THE COUNCIL

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# CABINET

***Tuesday, 7th February, 2017 at 7.00 p.m.  
at the Council Offices, Farnborough***

Councillor D.E. Clifford (Leader of the Council)  
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and  
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)  
Councillor Barbara Hurst (Health and Housing Portfolio)  
Councillor G.B. Lyon (Concessions and Community Support Portfolio)  
Councillor P.G. Taylor (Corporate Services Portfolio)  
Councillor M.J. Tennant (Environment and Service Delivery Portfolio)

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 **21st February, 2017**.

269. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 10th January, 2017 were confirmed and signed by the Chairman.

270. **REVENUE BUDGET, CAPITAL PROGRAMME AND COUNCIL TAX LEVEL –**  
(Leader of the Council)

The Cabinet considered the Head of Financial Services' Report No. FIN1708, which made final recommendations on the budget, Council Tax requirement and proposals for budget savings for 2017/18. The Report also set out the General Fund revenue budget summary, detailed base revenue budgets in Cabinet portfolio order, lists of additional items for inclusion in the budget and the Capital Programme.

At its meeting on 20th September, 2016, the Cabinet had considered and endorsed the Head of Financial Services' Report No. FIN1619 which had included the Council's Medium Term Financial Strategy for 2016/17 – 2019/20 and had set out the high level strategic financial direction for the Council, after taking account of the Medium Term Financial Forecast. The main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in the Report, which also outlined the way in which these increased risks would be mitigated by maintaining current reserves, such as the Stability and Resilience Reserve, to protect the Council from adverse fluctuations in its financial position and the Service Improvement Fund, to ensure sufficient resources were available to progress key invest-to-save projects. This would enable the Council to take a strategic, longer term approach that built upon the Council's 8-Point Plan, focusing on key projects that would contribute towards the savings required to maintain a balanced

budget, while moving the Council towards financial stability in the medium to long term.

The Cabinet was advised that the Report had been prepared on the basis that there would be no change to the provisional local government finance settlement figure. Any changes which materially altered the figures contained in the budget summary, particularly in respect of the local government finance settlement figure or the operation of the Business Rates Retention Scheme, would be made by the Council's Section 151 Officer, in consultation with the Leader of the Council, under the delegation arrangements agreed by the Council on 20th January, 2014.

The General Fund Revenue Budget would enable the Council to deliver services at similar to current levels and identified reductions in the level of net spending of £550,000, to be delivered during 2017/18. The General Fund summary showed that the revenue balances were expected to be marginally above £1.5 million by the end of 2017/18. This was at the mid-point of the approved range of balances of £1 million - £2 million and was deemed to be acceptable given the levels of risks and uncertainty that had been identified. The General Fund Revenue Budget assumed a £5 increase in a Band D charge for Council Tax, which accorded with Government policy assumptions and fell within the permissible level of increase before triggering a local referendum. This equated to an increase of 2.66% per annum for a Band D property. The Cabinet was advised that the Business Rate Retention Scheme represented a volatile income stream and, for this reason, it was necessary to maintain sufficient reserves to meet any unforeseen shocks to the system. Future changes to the New Homes Bonus and the pace and extent of the Council's invest-to-save programme and regeneration plans would bring further potential pressures to the revenue budget over the medium term. Additional items for inclusion in the budget had been kept to a minimum and were only included where they had been identified as having a high priority in terms of achieving the Council's aims. These items were expected to total £63,010 in 2017/18.

The Capital Programme of £13.6 million in 2017/18 was set out in Appendix 4 of the Report. The Programme no longer included contributions from the Council's revenue account as these would now be used to cover borrowing costs, when required. Implementation of the core Programme in 2017/18 would require the use of £10.3 million in capital receipts or from borrowing, together with £3.3 million use of developers' Section 106 contributions and income from other capital grants.

Under Section 25 of the Local Government Act, 2003, the Head of Financial Services, being the Council's Chief Finance Officer, was required to report to the Council on the robustness of the estimates contained in the budget and the adequacy of the reserves maintained by the Council. The Council had to have regard to this report when making its decisions on the budget. The Chief Finance Officer was satisfied that the budget was robust and that it was supported by adequate reserves.



## **The Cabinet**

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to:
  - (a) the General Fund Revenue Budget Summary, as set out in Appendix 1 of the Head of Financial Services' Report No. FIN1708;
  - (b) the detailed General Fund Revenue Budget Summary, as set out in Appendix 2 of the Report;
  - (c) the additional items for inclusion in the budget, as set out in Appendix 3 of the Report;
  - (d) the Council Tax requirement of £5,863,664 for this Council;
  - (e) the Council Tax level for Rushmoor Borough Council's purposes of £192.73 for a Band D property in 2017/18;
  - (f) the Capital Programme, as set out in Appendix 4 of the Report;
  - (g) the Head of Financial Services' Report under Section 25 of the Local Government Act, 2003, as set out in the Report;
  - (h) the holding of reserves, as set out in the Report; and
- (ii) **RESOLVED** that authority be delegated to the Council's Section 151 Officer, in consultation with the Leader of the Council and the Cabinet Member for Corporate Services, to make any necessary changes to the General Fund Summary arising from the final confirmation of the Local Government Finance Settlement and the Business Rates Retention Scheme estimates.

### **271. ANNUAL TREASURY MANAGEMENT STRATEGY 2017/18 AND PRUDENTIAL INDICATORS FOR CAPITAL FINANCE – (Corporate Services)**

The Cabinet considered the Head of Financial Services' Report No. FIN1705, which set out an update to the Treasury Management and Prudential Indicators for 2016/17, the Treasury Management Strategy for 2017/18, the Annual Borrowing Strategy, the Annual Investment Strategy, the Prudential Indicators for Capital Finance and the Minimum Revenue Provision Statement. Members were reminded that the purpose of the treasury management operation was to ensure that the Council's cash flow was planned, so that sufficient cash was available when needed but also that any surplus funds were invested in counterparties or instruments, in line with the

Council's agreed Investment Strategy. The Strategy allowed for the use of a wide range of financial institutions and investments, after due consideration of security and liquidity, to enable the generation of improved returns. The Strategy also provided the flexibility to pursue a range of diverse investment opportunities, within appropriate investment boundaries, in line with the advice from the Council's treasury advisers, Arlingclose. It was reported that, while investment holdings remained significant, the Council would incur some borrowing to support the financing of its Capital Programme in the current year.

**The Cabinet RECOMMENDED TO THE COUNCIL** that approval be given to:

- (i) the revised Treasury Management and Prudential Indicators for the year 2016/17, as set out in Appendix A of the Head of Financial Services' Report No. FIN1705;
- (ii) the Treasury Management Strategy, Annual Borrowing Strategy and Annual Investment Strategy, as set out in Appendix B of the Report;
- (iii) the Prudential Indicators, as set out in Appendix C of the Report; and
- (iv) the Minimum Revenue Provision (MRP) Statement, as set out in Appendix D of the Report.

272. **RUSHMOOR BOROUGH COUNCIL PLAN 2017/18 –**  
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1701, which introduced the draft Rushmoor Borough Council Plan for 2017/18.

Members were informed that the proposed Council Plan had built on the four priorities and 36 key actions that had been identified by the Cabinet. The development of the Plan had taken into account the need to respond to the continued economic pressures and uncertainty that local government faced. It was confirmed that the document would be regularly monitored to ensure that progress was being made against the agreed priorities.

**The Cabinet RECOMMENDED TO THE COUNCIL** that the Rushmoor Borough Council Plan 2017/18, as set out in the Directors' Management Board's Report No. DMB1701, be approved.

273. **REVIEW OF DISCRETIONARY RATE RELIEF 2017/18 –**  
(Concessions and Community Support)

The Cabinet considered the Head of Financial Services' Report No. FIN1709, which set out discretionary rate relief applications made by organisations in respect of the beginning of the new five year rating list, which would take effect from April, 2017.

The Cabinet was reminded that discretionary rate relief was granted to charities and not-for-profit organisations to offset business rate liabilities. The Cabinet Member for Concessions and Community Support had carried out a review of the amounts and periods of discretionary rate relief and had made a number of recommendations, which were set out in the Report. It was proposed that, in the cases of four specific organisations, a different approach should be taken and the reasons for this were set out in the Report. Furthermore, it was proposed that, where organisations had not yet returned an application, the Cabinet Member for Concessions and Community Support should be authorised to decide on the level of relief to be awarded, based on the adopted approach.

**The Cabinet RESOLVED** that

- (i) discretionary rate relief awards, as set out in the Head of Financial Services' Report No. FIN1709, be approved;
- (ii) the proposed approach for the four organisations, as set out at paragraph 4.9 of the Report, be endorsed; and
- (iii) where organisations had yet to return an application, the Cabinet Member for Concessions and Community Support be authorised to determine the level of support to be awarded, once the application had been received and assessed.

**NOTE:** Cr. P.G. Taylor declared an interest in this item in respect of his involvement with The Triangle bookshop and café, which was, currently, in receipt of discretionary rate relief and, in accordance with the Members' Code of Conduct, left the meeting during the discussion and voting thereon.

274. **DEPLOYMENT OF RIGHT TO BUY CAPITAL RECEIPTS TO THE NORTH TOWN REGENERATION SCHEME –**  
(Health and Housing)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1703, which sought approval to utilise Right to Buy receipts, including all interest accrued, to the sum of £457,775.67 in support of the North Town regeneration scheme. The regeneration of North Town was a strategic housing priority for the Council. First Wessex had requested that the money was made available to contribute towards the funding of units of

affordable housing. The Right to Buy Agreement stated that Right to Buy receipts would be used for the provision of affordable housing in Rushmoor.

**The Cabinet RESOLVED** that the deployment of Right to Buy receipts, including all interest accrued, to the sum of £457,775.67 in support of the North Town regeneration scheme be approved, as set out in the Head of Environmental Health and Housing's Report No. EHH1703.

275. **PRIVATE SECTOR RENT HOUSING COMPANY –**  
(Health and Housing)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1704, which set out options for the development of a housing company to help the Council to meet the Borough's housing needs.

The Report set out details of the demand for private rented accommodation. Officers had researched the options for setting up a housing company, through which the Council would be able to provide private rented homes. It was felt that the development of a wholly owned housing company would best enable the Council to deliver the priority of providing more homes in the Borough.

The Cabinet discussed the proposal and was supportive of the principle of developing a housing company.

**The Cabinet RESOLVED** that

- (i) the principle of setting up a wholly owned housing company, initially to develop and/or purchase property for private rent lettings, as set out in the Head of Environmental Health and Housing's Report No. EHH1704, be approved; and
- (ii) the Head of Environmental Health and Housing, in consultation with the Solicitor to the Council and the Head of Financial Services, be authorised to:
  - prepare a brief and seek quotes for external advice on housing market demand, legal, financial, insurance and tax issues arising from setting up a company; and
  - progress the detailed arrangements for setting up the housing company, in consultation with the Cabinet Members for Health and Housing and Corporate Services, as required.

276. **ANTI SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 – DRAFT PUBLIC SPACES PROTECTION ORDERS –**  
(Business, Safety and Regulation)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1706, which set out the provisions set out in the Anti Social Behaviour, Crime and Policing Act 2014 in relation to the introduction of Public Spaces Protection Orders (PSPOs) to control individuals or groups committing anti social behaviour in a public space. The Leader of the Council welcomed Acting Chief Inspector Karen McManus of Hampshire Police and Ms. Caroline Ryan of Safer North Hampshire to the meeting.

The Report set out how, under the new legislation, existing Designated Public Places Orders (DPPOs) in relation to Aldershot and Farnborough would convert to PSPOs. Additionally, it was proposed to introduce new PSPOs in Aldershot and Farnborough town centres. It was reported that there would be some overlap between the new and converted PSPOs and that it was likely, therefore, that the converted PSPOs would be discharged later in 2017.

The Cabinet asked several questions in relation to the changes. Assurance was given that PSPOs could be extended to areas outside of the town centres if evidence was provided of ongoing anti social issues.

**The Cabinet RESOLVED** that the draft Public Spaces Protection Orders be approved for a period of public consultation.

277. **EXCLUSION OF THE PUBLIC –**

**RESOLVED:** That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned items to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the items:

<b>Report Para. Nos.</b>	<b>Schedule 12A Para. Nos.</b>	<b>Categories</b>
278	1	Information relating to an individual
279 and 280	3	Information relating to financial or business affairs

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

278. **LEGAL AND ESTATES SERVICES – SERVICE CHANGES –**  
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1701, which set out proposed changes to staffing within the Council's Legal and Estates Services.

Members were informed that the work of both the Legal Services and Estates Services teams had changed substantially over the previous year to reflect the Council's priorities under the 8-Point Plan. In particular, staff had faced an increased workload in respect of making better use of the Council's assets and seeking to generate additional income from property acquisitions. The Report set out other areas of legal work where the workload had also increased.

The Cabinet was supportive of the additional work being carried out in this area and agreed that the proposals would provide the resources required.

**The Cabinet RESOLVED** that

- (i) the establishment changes set out in the Solicitor to the Council's Exempt Report No. LEG1701 be approved; and
- (ii) the associated costs, as set out in Appendix 3 to the Report, be approved for inclusion in the budget for 2017/18.

279. **LAND AND PROPERTY AT NO. 2A WINDSOR WAY, ALDERSHOT –**  
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1703, which set out a proposal to purchase the leasehold interest of No. 2A Windsor Way, Aldershot. It was reported that the Council was already the freehold owner of the land and property at the site, which was, currently, unoccupied following the vacation of St. John Ambulance, who had used it as an ambulance station. Members heard that, if the Council were to buy the leasehold interest, there would be a number of alternative options for the site. If approved, a further Report would be submitted to the Cabinet in this regard in due course.

**The Cabinet RESOLVED** that the Solicitor to the Council be authorised to:

- purchase the leasehold interest, on the terms set in the confidential appendix to the Solicitor to the Council's Exempt Report No. LEG1703; and
- prepare options for the future use of the site.

280. **UNION STREET EAST, ALDERSHOT REGENERATION –**  
(Environment and Service Delivery)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1702, which notified the Cabinet of two urgency decisions that had been taken in respect of the Union Street East regeneration project. The project involved a number of properties and the Council was making good progress in acquiring those that were necessary to intervene effectively in the regeneration of that part of Aldershot town centre.

**The Cabinet RESOLVED** that the actions taken, as set out in the Solicitor to the Council's Exempt Report No. LEG1702, be noted.

The Meeting closed at 7.58 p.m.

D.E. CLIFFORD  
LEADER OF THE COUNCIL

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# LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 28th November, 2016 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

Cr. A. Jackman (Chairman)  
Cr. M.L. Sheehan (Vice-Chairman)

Cr. Sophia Choudhary	Cr. B. Jones	Cr. L.A. Taylor
Cr. Liz Corps	Cr. S.J. Masterson	a Cr. Jacqui Vosper
Cr. A.H. Crawford	Cr. M.D. Smith	Cr. J.E. Woolley

An apology for absence was submitted on behalf of Cr. Jacqui Vosper.

## 281. MINUTES –

The Minutes of the Meeting held on 26th September, 2016 were approved and signed by the Chairman.

## 282. APPOINTMENT OF EXTERNAL AUDITOR –

The Committee considered the Head of Financial Services' Report No. FIN1625, which sought approval to recommend to the Council that Rushmoor should opt in to the "appointing person" arrangements made by Public Sector Appointments for the appointment of external auditors and to authorise the Head of Financial Services to sign the notice of acceptance on behalf of the Authority, subject to the Council's decision.

The Committee was advised that, following the demise of the Audit Commission, new arrangements were needed for the appointment of external auditors. The Local Audit and Accountability Act, 2014 required authorities to either opt in to the appointing person regime or to establish an auditor panel and conduct their own procurement exercise. The Report advised that notice had to be given to the Public Sector Audit Appointments (PSAA) by 9th March, 2017 of an intention to opt-in to the appointed person regime. It was further noted that the appointment of auditors for the 2018/19 financial year was required by 31st December, 2017.

The Committee considered the advantages of using PSAA and also the disadvantages if the Council was to decide to undertake its own procurement. It was noted that the use of PSAA would minimise the risks inherent in the Council undertaking its own procurement. The Committee also considered the financial implications and were of the opinion that economies of scale would mean that procuring via PSAA would be significantly less than procuring individually or through a smaller group of authorities.



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

- (i) the Council opt in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors; and
- (ii) the Head of Financial Services be authorised to sign the notice of acceptance on behalf of the Council.

**283. ANNUAL AUDIT LETTER –**

The Chairman welcomed Mr. Andrew Brittain, Executive Director at Ernst & Young LLP, to the meeting to present the external auditors' Annual Audit Letter for the year ended 31st March, 2016.

The purpose of the Audit Letter was to communicate to Members and external stakeholders the key issues arising from the work of the external auditors which it was considered should be brought to the attention of the Council. Detailed findings from the 2015/16 audit results report had already been presented to the Committee on 26th September, 2016. The matters reported in the Audit Letter were the most significant for the Council.

**RESOLVED:** That the Annual Audit Letter for the year ended 31st March, 2016 be noted.

**284. TREASURY MANAGEMENT OPERATIONS MID-YEAR REPORT 2016/17 –**

The Committee received the Head of Financial Services' Report No. FIN1626, which set out the main activities of the Treasury Management Operations during the first half of 2016/17 and an update on the current economic conditions that affected Treasury Management decisions. The Report also showed the actual prudential indicators relating to capital and treasury activities for the period and compared these to the indicators which had been set in the Annual Treasury Management Strategy for the year.

It was noted that 2016/17 had continued to present challenges for treasury management. The Council's treasury team had concentrated on the security of deposits and investments while having regard to the returns available. It was estimated that the Council's increased capital expenditure in the current year would raise the level of external borrowing at the end of the year.

Further capital expenditure in 2017/18 and future years would require progressive redemption of the Council's investments as borrowing increased. Every effort was being made to retain the higher yielding investments for as long as possible, as their redemption in the future to raise cash for capital purposes would cause significant revenue effects in relation to the loss of investment income. The Council continued to seek to diversify its investments in order to maximise returns and to safeguard the Council's treasury management position.

The Committee was advised that the Council had complied with its Treasury and Prudential Indicators for 2016/17.

During debate on the item, Members raised questions regarding pooled funds and the risk profile of investments. Following discussion on the subject, it was agreed that the Committee should receive more frequent treasury management operations reports.

**RESOLVED:** That the Head of Financial Services' Report No. FIN1626 be noted.

The Meeting closed at 7.34 p.m.

A. JACKMAN  
CHAIRMAN

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 7th December, 2016 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

- Cr. B.A. Thomas (Chairman)  
a Cr. J.H. Marsh (Vice-Chairman)
- |                         |                    |                    |
|-------------------------|--------------------|--------------------|
| a Cr. Mrs. D.B. Bedford | Cr. P.I.C. Crerar  | Cr. D.S. Gladstone |
| Cr. D.M.T. Bell         | Cr. Sue Dibble     | Cr. C.P. Grattan   |
| Cr. R. Cooper           | Cr. Jennifer Evans | Cr. A.R. Newell    |

## Non-Voting Member

- a Cr. M.J. Tennant (Cabinet Member for Environment and Service Delivery) (ex officio)

Apologies for absence were submitted on behalf of Crs. J.H. Marsh, Mrs. D.B. Bedford and M.J. Tennant.

Cr. S.J. Masterson attended as standing deputy in place of Cr. J.H. Marsh.

## 285. DECLARATION OF INTEREST –

There were no declarations of interest.

## 286. MINUTES –

The Minutes of the Meeting held on 9th November, 2016 were approved and signed by the Chairman.

## 287. TOWN AND COUNTRY PLANNING ACT, 1990 (AS AMENDED) - TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER, 1995 - DEVELOPMENT APPLICATIONS GENERALLY –

**RESOLVED:** That

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

- \* 16/00800/FULPP (Part of Nos. 14 to 16 and 13,  
Wellington Centre, Aldershot)

16/00801/ADVPP	(Part of Nos. 14 to 16 and 13, Wellington Centre, Aldershot)
16/00841/FUL	(Market site at Queensmead, Farnborough)
* 16/00843/FUL	(Market site at Union Street and Wellington Street and land at High Street, Aldershot)
16/00900/ADVPP	(Proposed advertising site adjacent to Nos. 142 to 144 Victoria Road, Aldershot);

(ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1644, be noted;

(iii) the following applications be determined by the Head of Planning, in consultation with the Chairman:

16/00133/REMPP	(Zone E – Gunhill, Aldershot Urban Extension, Alisons Road, Aldershot); and
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(iv) the current position with regard to the following applications be noted pending consideration at a future meeting:

16/00757/REMPP	(Zone B – Corunna, Aldershot Urban Extension, Alisons Road, Aldershot)
16/00815/FULPP	(Old Fire Station, Ordnance Road, Aldershot)
16/00837/FULPP	(The Crescent, Southwood Business Park, Summit Avenue, Farnborough)
16/00878/FULPP	(No. 52 Victoria Road, Aldershot).

\* The Head of Planning's Report No. PLN1644 in respect of these applications was amended at the meeting.

**288. REPRESENTATIONS BY THE PUBLIC –**

There were no representations by the public.

**289. APPLICATION NO. 16/00133/ REMPP – ZONE E – GUNHILL, ALDERSHOT URBAN EXTENSION, ALISON'S ROAD, ALDERSHOT, HAMPSHIRE –**

The Committee received the Head of Planning's Report No. PLN 1644 regarding the approval for reserved matters for 107 dwellings (87 flats and 20 houses) in Gunhill (Zone E), pursuant to Condition 4 (1 to 21), attached to Outline Planning Permission 12/00958/OUT dated 10th March, 2014 on land

at Wellesley, Aldershot Urban Extension, centred on Queen's Avenue and Alison's Road, Aldershot, Hampshire.

It was noted that the recommendation was to grant planning permission, subject to the completion of a legal agreement under Section 106 of the Town and Country Planning Act, 1990.

**RESOLVED:** That

- (i) the Head of Planning, in consultation with the Head of Environmental Health and Housing, be authorised to approve an Affordable Housing Development Zone Strategy for Gunhill Development Zone E under the terms of the outline planning permission Section 106 agreement;
- (ii) Subject to the completion of a Deed of Variation (to vary the terms of the legal agreement relating to the Outline Planning Permission) under Section 106A of the Town and Country Planning Act, 1990 to secure:
  - a. an appropriate restriction upon occupation of dwellings (across the AUE site) to ensure that the units identified for affordable housing on drawing number 2243.1-C-1006-A-AH are transferred to a registered provider (in accordance with the terms of the outline Section 106 legal agreement) in the following phases:
    - i. The transfer of the first nine affordable units within ten years from first occupation of the Gunhill units or occupation of 3,200 residential units on the development as a whole, whichever is earlier.
    - ii. The transfer of a further six affordable units within eleven years from first occupation of the Gunhill units or occupation of 3,350 residential units on the development as a whole, whichever is earlier.
    - iii. The transfer of the final 22 affordable units within twelve years from first occupation of the Gunhill units of occupation of 3,500 residential units on the development as a whole, whichever is earlier.
  - b. the updating of the Affordable Housing Strategy by a replacement of Table 3 of Schedule 15 of the Section 106 agreement, demonstrating how affordable housing is to be provided for the whole development, which is to be approved as a part of the Affordable Housing Development Zone Strategy for Gunhill Development Zone E;

the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1644.

**290. ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT –**

The Committee received the Head of Planning's Report No. PLN1645 (as amended at the meeting). Item No. 1 of the Report regarding Nos. 1-14 Church Circle, Farnborough was deferred pending further consideration and discussion.

Item No. 2 of the Report, regarding a complaint received against No. 29 Rectory Road, Farnborough, advised the Committee that 1.8 metre high fencing had been erected in the area. The complainant was under the impression that the fencing had been erected on Council land.

It was noted that in discussions with the owner of the property, it had been established that the fencing was solely on the land of the property and did not encroach onto highway land. The owner was informed that planning permission was required for the fencing as it was over one metre in height and closer to the highway than the original fencing.

The Committee was informed that no application had been submitted. However, taking into account the location of the fence line and the fact that there had been no highway obstructions or affected site lines, were an application to be submitted, it would be considered acceptable, having regard to policy CP2 and CP16 of the Rushmoor Core Strategy and "saved" policy ENV17 and H15 of the Rushmoor Local Plan, and the Council's supplementary planning document Car and Cycle Parking Standards 2012.

**RESOLVED:** That no further action be taken.

**291. DEED OF VARIATION – WELLESLEY (AUE) DEVELOPMENT, WESTERN PRIMARY SCHOOL –**

The Committee received the Head of Planning's Report No. PLN1648 (as amended at the meeting), regarding the provision of the Western Primary School on a site to the south of the junction of Queen's Avenue and Alison's Road. It had originally been intended that the school would be provided in September, 2017; however, this deadline had been extended to September, 2018 by agreement with Hampshire County Council.

The purpose of the Report was to seek authority to vary the terms of the 2014 Section 106 agreement in respect of the terms of the transfer of the Western Primary School site from the developer to Hampshire County Council. The proposed amendments were outlined in the Report.

**RESOLVED:** That the Solicitor to the Council, subject to being satisfied, in consultation with the Head of Planning and Hampshire

County Council, with the proposed terms, be authorised to enter into a Deed of Variation under Section 106A of the Town and Country Planning Act, 1990, incorporating these changes summarised in paragraph 2.1 of the amended Head of Planning's Report No. PLN1648.

292. **THOMSON HOUSE, NO. 296 FARNBOROUGH ROAD, FARNBOROUGH –**

The Committee received the Head of Planning's Report No. PLN1646 regarding an application submitted in September, 2016, seeking amendments to the previously approved scheme (Application No. 16/00775/REVPP) in respect of the elevations of the existing building. The amendments gave rise to consequential internal alterations and the result was a revised mix of dwellings, increasing the number of one-bedroom units by six with a corresponding reduction of six two-bedroom units. The number of dwelling units within the existing building would remain at 115. The additional 30-flat new-build element of the scheme was unaffected by the proposed amendments and the development remained with a total of 145 dwelling units.

As a consequence of the revised mix, it was necessary to re-calculate the Special Protection Area (SPA) and public open space contributions, as these had differed for one and two-bedroom units. The original Section 106 legal agreement was required to be subject to a Deed of Variation to insert the re-calculated SPA and public open space financial contributions, totalling £663,052 and £240,250 respectively.

It was noted that the proposed amendments to planning application 16/00775/REVPP were considered to be acceptable in planning terms and the necessary revisions to the Section 106 legal agreement was the substitution of the re-calculated financial contributions for SPA and public open space only; all other requirements of the agreement would remain.

**RESOLVED:** That the Solicitor to the Council be authorised to enter into a Deed of Variation in respect of the Section 106 legal agreement, dated 22nd March, 2016, to amend the SPA and public open space contributions.

293. **APPEALS PROGRESS REPORT –**

<b>Application No.</b>	<b>Description</b>
15/00043/HMO	Against the Council's decision to issue an Enforcement Notice in respect of the unauthorised change of use from a care home with an ancillary garage and store to a fourteen-bedroom House in Multiple Occupation and a one-bedroom house at Grasmere House, No. 33 Cargate Avenue, Aldershot.

16/00391/FULPP      Against the Council's decision to refuse planning permission for the demolition of an existing single rear element and erection of a single-storey side and rear extension at No. 21 Connaught Road, Aldershot.

**RESOLVED:** That the Head of Planning's Report No. PLN1647 be noted.

The Meeting closed at 7.34 p.m.

B.A. THOMAS  
CHAIRMAN

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**DEVELOPMENT MANAGEMENT COMMITTEE  
7TH DECEMBER 2016**

**APPENDIX “A”**

- Application No. & Date Valid:**     **16/00800/FULPP**                             **21st October 2016**
- Proposal:**                     Change of use from Use Class A1 (retail) to Use Class D2 (gym), with associated external alterations to form new glazed entrance to Victoria Road. at **Part Of 14 To 16 And 13 Wellington Centre Aldershot Hampshire**
- Applicant:**                     London And Cambridge Properties Investments Limited
- Conditions:**
- 1         The development hereby permitted shall be begun before the expiration of three years from the date of this permission.  
  
Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
  
  - 2         The permission hereby granted shall be carried out in accordance with the following approved drawings -  
  
Reason - To ensure the development is implemented in accordance with the permission granted.
  
  - 3         Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order, 1987 (as amended) (or any other Order revoking or re-enacting that Order), the premises the subject of this planning permission shall be used only for the purpose of a Gymnasium and for no other purpose, including any other purpose within Class D2, without the prior permission of the Local Planning Authority.  
  
Reason - To prevent the introduction of future alternative D2 or other uses that may have the potential to harm the vitality and viability of town centre uses in Aldershot and which would require due consideration against Government Planning Policy & Guidance. Also in order to enable the appropriate consideration to be given to such matters as impact on neighbours and highways issues.
  
  - 4         No     sound     reproduction     equipment,     conveying

messages, music, or other sound which is audible outside the premises shall be installed on the site.

Reason - To protect the amenity of neighbouring property.

**Application No. & Date Valid:**      **16/00801/ADVPP**                              **3rd October 2016**

Proposal:                      **ADVERTISEMENT CONSENT : Display of internally illuminated fascia sign, high-level sign with built up aluminium letters and logo, poster box, and projecting box sign on Victoria Road frontage at Part Of 14 To 16 And 13 Wellington Centre Aldershot Hampshire**

Applicant:                      London And Cambridge Properties Investments Limited

Conditions:                      1              The signage hereby permitted shall be carried out in accordance with the following approved drawings -

Reason - To ensure the signage is displayed in accordance with the permission granted.

**Application No. & Date Valid:**      **16/00841/FUL**                              **14th October 2016**

Proposal:                      Use of public highway as a market (maximum of 38 stalls) on Tuesdays and Fridays to include a craft fayre on the 3rd Saturday of each month and on 12 other occasions through a calendar year with associated works (Amendment to planning permission 14/00958/FULPP). at **Market Site Queensmead Farnborough Hampshire**

Applicant:                      Rushmoor Borough Council

Conditions:                      1              The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2              Access to the market site for the purposes of setting up shall only take place between the hours of 7.30am and 9am.

Reason - To safeguard the amenities of adjoining occupiers.

- 3 No more than 3 of the Tuesday or 3 of the Friday markets shall finish after 8pm in any calendar year with the market site being fully vacated by 9pm on such days.

Reason - To safeguard the amenities of adjoining residents.

- 4 With the exception of the Tuesday/Friday markets as set out in condition 3 above, the market shall be fully vacated by 6pm.

Reason - To safeguard the amenities of adjoining residents

- 5 No sound reproduction equipment including the use of amplified sound shall be used by stall holders.

Reason - To safeguard the amenities of adjoining residents

- 6 No markets shall take place on Sundays.

Reason - To safeguard the amenities of adjoining residents

- 7 The permission hereby granted shall be carried out in accordance with the following approved drawings - 20.6.13-2/100 and 102.

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

**Application No.  
& Date Valid:**

**16/00843/FUL**

**14th October 2016**

Proposal:

Use of public highway as a market (maximum 77 stalls) on Mondays and Thursdays to include a craft fayre on the 1st Saturday of each month and on 12 other occasions through a calendar year with associated works (amendment to planning permission 05/00585/RBCRG3). at **Market Site At Union Street And Wellington Street And Land At High Street Aldershot Hampshire**

Applicant:

Rushmoor Borough Council

Conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 Access to the market site for the purposes of setting up shall only take place between the hours of 7am and 9am.

Reason - To safeguard the amenities of adjoining occupiers.

- 3 No more than 3 of the Monday and 3 of the Thursday markets shall finish after 8pm in any calendar year with the market site being fully vacated by 9pm on such days.

Reason - To safeguard the amenities of adjoining residents.

- 4 With the exception of the Monday/Thursday markets as set out in condition 3 above, the markets shall be fully vacated by 6pm.

Reason - To safeguard the amenities of adjoining residents

- 5 No sound reproduction equipment including the use of amplified sound shall be used by stall holders.

Reason - To safeguard the amenities of adjoining residents

- 6 No markets shall operate on Sundays.

Reason - in the interests of the amenities of adjoining residents

- 7 The permission hereby granted shall be carried out in accordance with the following approved drawing - MPD\_100 revision A

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

**Application No. & Date Valid:** 16/00900/ADVPP

**2nd November 2016**

Proposal: Advertisement Consent : Display of internally-illuminated square sign on building facade in vicinity of Victoria Road pedestrian entrance into Wellington Centre at **Proposed Advertising Site Adjacent To 142 To 144 Victoria Road Aldershot Hampshire**

Applicant: London & Cambridge Properties Investments Limited

Conditions: 1 The signage hereby permitted shall be carried out in accordance with the following approved drawings -  
  
Reason - To ensure the signage is displayed in accordance with the permission granted.

# LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 30th January, 2017 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

Cr. A. Jackman (Chairman)

a Cr. M.L. Sheehan (Vice-Chairman)

a Cr. Sophia Choudhary  
Cr. Liz Corps  
Cr. A.H. Crawford

Cr. B. Jones  
Cr. S.J. Masterson  
Cr. M.D. Smith

a Cr. L.A. Taylor  
Cr. Jacqui Vosper  
Cr. J.E. Woolley

Apologies for absence were submitted on behalf of the Vice-Chairman (Cr. M.L. Sheehan) and Crs. Sophia Choudhary and L.A. Taylor.

## 294. MINUTES –

The Minutes of the Meeting held on 28th November, 2016 were approved and signed by the Chairman.

## 295. SELECTION OF THE MAYOR AND DEPUTY MAYOR 2017/18 –

The Chief Executive reported on the outcome of the selection process for the Mayor-Elect and the Deputy Mayor-Elect for 2017/18. The Chief Executive had contacted the appropriate Members on the seniority list and reported that Cr. S.J. Masterson was the next Member able to accept the nomination for Deputy Mayor. Through normal progression, Cr. Sophia Choudhary, currently Deputy Mayor, would progress to the position of Mayor for 2017/18.

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

- (i) Cr. Sophia Choudhary be appointed as Mayor-Elect for the 2017/18 Municipal Year; and
- (ii) Cr. Stephen John Masterson be appointed as Deputy Mayor-Elect for the 2017/18 Municipal Year.

## 296. THE AUDIT PLAN –

The Chairman welcomed to the meeting Mr. Adrian Balmer, Manager, Government and Private Sector of Ernst & Young who reported to the Committee on the Audit Plan which set out how the company intended to carry out its responsibilities as auditor. The Plan summarised an initial assessment of the key risks driving the development of an effective audit for the Council and outlined a planned audit strategy in response to those risks.

**RESOLVED:** That the Audit Plan be noted.

297. **CERTIFICATION OF CLAIMS AND RETURNS ANNUAL REPORT 2015/16 –**

The Committee received a copy of Ernst & Young's Certification of Claims and Returns Annual Report 2015/16 in connection with the audit of the Council's claim to the Department for Work and Pensions in respect of the housing benefit subsidy. It was noted that the claim had been checked and certified with a total value of £37,327,041 and that the submission deadline had been met. Members also noted that the 2015/16 certification fee was £8,652 and that the indicative certification fee for 2016/17 was £7,511.

**RESOLVED:** That Ernst & Young's Certification of Claims and Returns Annual Report 2015/16 be noted.

298. **EXTERNAL AUDITOR'S SECTOR BRIEFING –**

The Committee received Ernst & Young's Local Government Audit Committee Briefing paper, which covered Government and economic news, accounting, auditing and governance, regulation news and key questions for the audit committee.

**RESOLVED:** That the Local Government Audit Committee briefing paper be noted.

299. **FEES AND CHARGES – SKIN PIERCING –**

The Committee considered the Head of Environmental Health and Housing's Report No. EHH1702, which sought approval for revised fees and charges for skin piercing registration functions provided by the Environmental Health and Housing Service

The Committee was advised that fees for the registration services had last been reviewed in January, 2011 and had been set at £125 to register a business premises and £92 to register a person. Following a review of the work required to deliver the registration activity, and based on the principle of full cost recovery for the services provided, it was proposed that the fee for the registration of the premises should be set at £180 and the fee per person should be set at £90. The fees would come into effect from 1st April, 2017.

**RESOLVED:** That approval be given to the revised fees, as set out in the Head of Environmental Health and Housing's Report No. EHH1702.

300. **INTERNAL AUDIT UPDATE –**

The Committee received the Audit Manager's Report No. AUD1701, which set out the work of internal audit undertaken during the period September to December, 2016.

The Report set out details in respect of: Housing Benefits; treasury

management; Council Tax billing and collection; Council Tax and NNDR recovery; server virtualisation; audit follow-ups; and, mobile devices follow-up. Members were also advised that audit work was currently underway in respect of Public Sector Internal Audit Standards, cash receipting, parking machine income and Activation Aldershot (Capital Project).

During discussion, a question was raised in respect of payment of National Insurance in connection with the calculation of Members' allowance payments at the start of a Municipal Year. It was agreed that this issue would be raised with Human Resources.

**RESOLVED:** That the Audit Manager's Report No. AUD1701 be noted.

301. **ANNUAL TREASURY MANAGEMENT STRATEGY 2017/18 AND PRUDENTIAL INDICATORS FOR CAPITAL FINANCE –**

The Committee considered the Head of Financial Services' Report No. FIN1703, which provided an update on the Treasury Management Indicators and Prudential Indicators for capital financing for the year 2016/17. The Report also set out the proposed Treasury Management Strategy for the year 2017/18, including the borrowing and investment strategies and treasury management indicators, the Prudential Indicators for capital finance for 2017/18 and the Minimum Revenue Provision Statement.

The Report advised that funds invested consisted of short-term cash available due to timing of income and expenditure (e.g. from movements in working capital or from reserves that needed to be available in the short term) and potentially longer-term investment funds derived from the Council's capital receipts. Arlingclose's advice continued to indicate that the Council should diversify investment risk by spreading smaller amounts over an increasing number of counterparties.

Members noted that the Council would now need to incur some borrowing to support the financing of its approved Capital Programme in the current year. The Council therefore would commence 2017/18 in a position where its investment holdings remained significant, but it also carried some debt. There would be an inevitable requirement to incur some additional borrowing to service capital expenditure in 2017/18. Careful observation of the Prudential Indicator "gross debt versus capital financing requirement" would need to be undertaken progressively throughout the financial year. This meant that the Council would have to redeem an element of its market investments towards the end of 2017/18 and in future years in order to reflect the requirements of this Indicator.

During discussion, Members raised questions concerning a cap on borrowing, property assets and sources of long-term and short-term borrowing.

**RESOLVED:** That Cabinet be recommended to approve:

- (i) the revised Treasury Management and Prudential Indicators for the year 2016/17, as set out in Appendix A to the Head of



Financial Services' Report No. FIN1703;

- (ii) the Treasury Management Strategy, Annual Borrowing Strategy and Annual Investment Strategy, as set out in Appendix B to the Report;
- (iii) the Prudential Indicators, as set out in Appendix C to the Report; and
- (iv) the Minimum Revenue Provision Statement, as set out in Appendix D to the Report.

**302. FOLLOW UP FROM AUDIT RESULTS REPORT –**

The Committee considered the Head of Financial Services' Report No. FIN1704, which set out the Council's response to an issue which had been raised by Ernst & Young in its Annual Audit Results Report and considered by the Committee on 26th September, 2016.

By way of background, the Committee was advised that the Audit Report had identified an uncorrected error in the accounts and the proposed treatment of this had been set out in the Letter of Representation from Management which had been discussed and approved by the Committee. In the Letter of Representation a commitment had been made to review the entire population of debtors and to correct any errors subsequently identified, prior to the submission of the accounts for 2016/17 and to adopt necessary procedures to ensure that all debtor balances were adequately evidenced and provided against where necessary.

The Committee was advised that the Accountancy Team within Financial Services had carried out a complete exercise on all debtors that fell outside of the verifiable systems (i.e. sundry debtors, Council Tax, business rates, housing benefit, purchase ledger) to identify all accounts where there had been no movement during 2015/16. These had then been reviewed for supporting evidence. This exercise had identified four other balances where sufficient supporting evidence of a collectable debt was no longer available and of action taken since. The total amount written back to the General Fund would be £91,877, which represented 1.85% of total debtors. It was advised that a process would be built into the annual accounts timetable going forward so that information relating to debtors was adequately maintained and an assessment would be made for any provision against bad debt and doubtful debt.

The Report informed the Committee that the debtors that fell outside of the main systems were a small fraction of the total debtors category and were largely highways related (where works were recharged to others such as Hampshire County Council) or are in receipt of rent deposits or car loans, all of which were recorded well within services. A working paper had been prepared to share with the auditors to demonstrate compliance with best practice and with the proposals set out in the Letter of Representation.

Members were also advised that the variance in the revenue account had been reported to the Cabinet as part of the October budget monitoring report (Report No. FIN1622) and had therefore been taken into account when estimating the outturn position for 2016/17.

**RESOLVED:** That the action proposed in response to the Audit Results Report, as set out in the Head of Financial Services' Report No. FIN1704, be noted.

303. **PAY POLICY STATEMENT –**

The Committee considered the Corporate Director's Report No. CD1701, which set out the framework within which pay was determined at the Council and provided an analysis comparing the remuneration of the Chief Executive with others employed by the Council.

The Committee was advised that the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed on the lowest grade was 7.1:1, which was lower than when the exercise had been undertaken for the previous year when the figure had been 7.5:1. It was also advised that the ratio that looked at the median remuneration of staff compared to the Chief Executive showed no change from the previous year and remained at 3.8:1.

The Committee **RECOMMENDED TO THE COUNCIL** that the Pay Policy Statement 2017/18 be adopted.

The Meeting closed at 8.00 p.m.

A. JACKMAN  
CHAIRMAN

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 1st February, 2017 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

a Cr. B.A. Thomas (Chairman)  
Cr. J.H. Marsh (Vice-Chairman) (In the Chair)

Cr. Mrs. D.B. Bedford	Cr. P.I.C. Crerar	Cr. D.S. Gladstone
Cr. D.M.T. Bell	a Cr. Sue Dibble	Cr. C.P. Grattan
Cr. R. Cooper	Cr. Jennifer Evans	Cr. A.R. Newell

## Non-Voting Member

a Cr. M.J. Tennant (Cabinet Member for Environment and Service Delivery) (ex officio)

Apologies for absence were submitted on behalf of Cr. Sue Dibble.

Cr. C.P. Grattan was present during consideration of items at Report Para. Nos. 310 – 312.

## 304. MINUTES –

The Minutes of the Meeting held on 7th December, 2016 were approved and signed by the Chairman.

## 305. TOWN AND COUNTRY PLANNING ACT, 1990 (AS AMENDED) - TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER, 1995 - DEVELOPMENT APPLICATIONS GENERALLY –

**RESOLVED:** That

- (i) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1649, be noted;
- (ii) the following applications be determined by the Head of Planning, in consultation with the Chairman:

16/00815/FULPP (The Old Fire Station, Ordnance Road,  
Aldershot);

16/00878/FULPP (No. 52 Victoria Road, Aldershot); and  
16/00961/FULPP (Queensgate, Phase 9, Farnborough)

(iii) the current position with regard to the following applications be noted pending consideration at a future meeting:

16/000757/REMPP (Zone B – Corunna Aldershot Urban Extension Alisons Road, Aldershot);  
16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue);  
16/00905/FULPP (Wellington Centre, Aldershot)  
16/00938/REVPP (No. 13 Invincible Road, Farnborough)  
16/00981/FULPP (Aldershot Bus Station, No. 3 Station Road, Aldershot)  
16/01009/FULPP (Old School Studios, No. 40 Lynchford Road, Farnborough)

### 306. REPRESENTATIONS BY THE PUBLIC –

In accordance with the guidelines for public participation at meetings, the following representation was made to the committee and was duly considered before a decision was reached:

<b>Application No.</b>	<b>Address</b>	<b>Representation</b>	<b>In support of or against the application</b>
16/00961/FULPP	(Queensgate, Phase 9, Farnborough)	Ms. R. Caines	In support

### 307. APPLICATION NO. 16/00815/FULPP – THE OLD FIRE STATION, ORDNANCE ROAD, ALDERSHOT –

The Committee received the Head of Planning's Report No. PLN1649 regarding the erection of two three storey blocks comprising 32 flats (10 one-bedroom and 22 two-bedroom flats) with associated parking, access and landscaping at the Old Fire Station, Ordnance Road, Aldershot, Hampshire.

It was noted that the recommendation was to grant planning permission subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990.

**RESOLVED:** That

(i) subject to no new substantial or material matters being raised as a result of the neighbour notification period, and the completion of a satisfactory Agreement under Section 106 of the Town and Country Planning Act 1990 by 9th March 2017 to secure financial contributions towards SPA mitigation, affordable

housing and highway improvements, the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1649; however

- (ii) in the event that a satisfactory Unilateral Undertaking is not received by 9th March 2017 the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that
  - (a) the proposal does not make satisfactory contribution towards highway safety improvements to mitigate an increased number of multi-modal trips associated with the site in accordance with Core Strategy Policies CP16 and CP17 and Transport Contributions Supplementary Planning Document;
  - (b) the proposal does not make a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area in accordance with the Rushmoor Thames Heaths Special Protection Area Avoidance and Mitigation Strategy (2014) and Core Strategy Policies CP11 and CP13; and
  - (c) an appropriate contribution to affordable housing provision has not been made as required by Policy CP6.

**308. APPLICATION NO. 16/00878/FULPP – NO. 52 VICTORIA ROAD, ALDERSHOT**

The Committee received the Head of Planning's Report No. PLN1649 regarding the erection of a five-storey building comprising 56 flats (18 one-bedroom, 31 two-bedroom and 7 three-bedroom units) with undercroft surface parking (71 spaces) with vehicular accesses from Crimea Road following demolition of the existing commercial building at No. 52 Victoria Road, Aldershot, Hampshire.

It was noted that the recommendation was to grant planning permission subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990.

**RESOLVED:** That

- (i) subject to satisfactory additional information concerning the proposed SUDS drainage scheme for the site being received and the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act 1990 by 28th February to secure the following:

- (a) a financial contribution of £288,595 towards the maintenance of SPA avoidance and mitigation;
- (b) a £137,349 transport contribution; and
- (c) provision of 20 on-site affordable housing units of a mix to meet local housing need

the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1649; however

- (ii) in the event that a satisfactory Section 106 Agreement is not received by 28th February 2017 the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal does not make satisfactory provision for a transport contribution in accordance with the Council's adopted 'Transport Contributions' SPD and Core Strategy Policies CP10, CP16, and CP17; and a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area in accordance with the Rushmoor Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and Core Strategy Policies CP11 and CP13.

**309. APPLICATION NO. 16/00961/FULPP – PHASE 9, QUEENSGATE, FARNBOROUGH –**

The Committee received the Head of Planning's Report No. PLN1649 regarding the erection of 80 dwellings (27 one-bedroom flats, 52 two-bedroom flats and 1 three-bedroom apartment) with associated car parking, bin and cycle storage, landscaping and footpath improvements at Phase 9, Queens Gate Site, Government House Road, Farnborough, Hampshire.

It was noted that the recommendation was to grant planning permission, subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990.

**RESOLVED:** That

- (i) subject to the satisfactory resolution of any outstanding drainage issues and views received from Hampshire County Council, as Local Lead Flood Authority by 3rd February, 2017 and the completion of a Section 106 legal agreement by 24th March, 2017 to
  - (a) secure 35% affordable housing provision within the site in accordance with the agreed plan and phasing schedule;

- (b) deliver financial contributions towards open space and SPA mitigation as set out in the Report;
- (c) include fitting out and maintenance in perpetuity of the communal spaces/play area shown on the submitted plans prior to the occupation of any residential unit; and
- (d) allocation and linkage by freehold ownership in perpetuity of parking spaces to individual dwellings in accordance with an agreed schedule

the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1649 (as amended); however

- (ii) if the requisite agreement is not completed by 24th March, 2017, planning permission be refused on the grounds that the development does not make appropriate provision for affordable housing, car parking or open space and does not mitigate its impact on the Thames Basin Heaths Special Protection Area.

### 310. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT –**

The Committee received the Head of Planning's Report No. PLN1650, in respect of two items related to enforcement and possible unauthorised development.

**RESOLVED:** That

- (i) enforcement action at The Former Rising Sun Public House, No. 96 Queens Road, Aldershot as set out in Report No. PLN1650 be noted; and
- (ii) no further action be taken in respect of an alleged breach of planning control at No. 20 Aspen Grove, Aldershot, Hampshire as set out in Report No. PLN1650.

### 311. **APPEALS PROGRESS REPORT –**

#### (1) **New Appeals –**

<b>Application No.</b>	<b>Description</b>
16/00356/FULPP	Against the refusal of planning permission for the change of use of the rear ground floor from Use Class A2 (financial and professional services) to a one-bedroom flat, with minor external alterations. It was noted that the appeal would be dealt with by written representations.

(2) **Appeal Decisions –**

<b>Application No.</b>	<b>Description</b>	<b>Decision</b>
--	Against the enforcement notice requiring the material change of use of the land from use for agriculture to a mixed use at land at former Lafarge Site, Hollybush Lane, Aldershot.	Dismissed
15/00964/FUL	Against refusal to grant planning permission for the erection of 3 single storey extensions to provide 3 classrooms, a single storey hall extension and a detached single storey teaching block to provide 3 early years classrooms at St Joseph's Roman Catholic Primary School, Bridge Road , Aldershot.	Dismissed
16/00391/FULPP	Against refusal to grant planning permission for the demolition of existing single storey rear element and erection of a single storey side and rear extension at No. 21 Connaught Road, Aldershot.	Dismissed

**RESOLVED:** That the Head of Planning's Report No. PLN1651 be noted.

312. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER OCTOBER – DECEMBER, 2016 –**

The Committee received the Head of Planning's Report No. PLN1652 which provided an update on the position with respect to achieving performance indicators for the Development Management Section of Planning and the overall workload of the Section for the period 1st October to 31st December, 2016.

**RESOLVED:** That the Head of Planning's Report No. PLN1652 be noted.

The Meeting closed at 8.23 p.m.

B.A. THOMAS  
CHAIRMAN

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# LICENSING AND GENERAL PURPOSES COMMITTEE

Special Meeting held on Thursday, 2nd February, 2017 at the Council Offices, Farnborough at 5.30 p.m.

## Voting Members

Cr. A. Jackman (Chairman)  
Cr. M.L. Sheehan (Vice-Chairman)

a Cr. Sophia Choudhary	Cr. B. Jones	Cr. L.A. Taylor
Cr. Liz Corps	Cr. S.J. Masterson	Cr. Jacqui Vosper
a Cr. A.H. Crawford	Cr. M.D. Smith	Cr. J.E. Woolley

The Leader of the Council (Cr. D.E. Clifford) and the Cabinet Member for Corporate Services (Cr. P.G. Taylor) were also in attendance at this meeting.

Apologies for absence were submitted on behalf of Crs. Sophia Choudhary and A.H. Crawford.

## 313. EXCLUSION OF THE PUBLIC –

**RESOLVED:** That the public be excluded from this meeting during the discussion of the undermentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against such item:

Report Para. No.	Schedule 12A Para. No.	Category
314	1	Information relating to an individual

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

## 314. APPOINTMENT OF THE CHIEF EXECUTIVE/HAID OF PAID SERVICE–

The Committee considered the Chairman's Exempt Report No. LGP1701, which set out the recommendation of the recruitment panel following the conclusion of the Chief Executive recruitment process, which had been concluded earlier that day. In accordance with the Council's Constitution, the Committee's recommendation would be considered by the full Council for approval.

The Report advised the Committee that, following the announcement by the Chief Executive that he would be leaving at the end of February, 2017, a recruitment process had been put in place, supported by Solace in Business, which had concluded on 2nd February. It was noted that the selection process had been agreed by the Cabinet on 15th November, 2016 (Report No. CEX1605), where a recruitment panel of four Members (Leader of the Council, Chairman of the Licensing and General Purposes Committee, Cabinet Member for Corporate Services and the Leader of the Labour Group) had been established to manage the process. A job description and person specification for the role of Chief Executive had been agreed, including the statutory responsibilities of Head of Paid Service, the Borough's Electoral Registration Officer and Returning Officer. The post had been advertised in The Guardian and the Municipal Journal. It was noted that 32 applications had been received and a long-list of twelve candidates had been selected for a technical interview with a consultant from Solace in Business and a technical assessor who was an ex-local authority Chief Executive.

The Committee was advised that a confidential report had been prepared following the technical interviews, which had been considered and a short-list of five candidates had been invited to an Assessment Centre on 1st February, 2017. The five candidates had participated in a range of exercises to assess their suitability for the role. Details were set out in the Exempt Report of the presentations, exercises, discussions and profiling which had been undertaken by the candidates. Following the conclusion of the Assessment Centre, the recruitment panel met with the team of assessors from Solace and considered feedback about each of the candidates. After careful consideration, it had been agreed that three candidates would be invited back to attend a final interview on 2nd February. It was noted that the candidates had been invited individually to give a presentation to an interview panel drawn from the Licensing and General Purposes Committee, plus the recruitment panel, on a topic previously unseen until shortly before the interview, which was then followed by a formal interview.

The Committee was advised that, at the conclusion of the rigorous and detailed selection process, it had been decided to recommend to the Committee that Mr. Paul Shackley, be agreed as Chief Executive-designate.

The Committee considered the financial implications and legal and procedural issues concerning the recommendation. It was advised that the position of Chief Executive was an established post in the Council's staffing structure and was funded from within the existing staffing budget. The appointment was within the Chief Executive grade of the Council's existing pay structure and would be in accordance with the Pay Policy Statement.

It was further noted that, in accordance with Section 4 of the Local Government and Housing Act, 1989 and the Council's Constitution, the Committee's recommendation for the appointment as Chief Executive/Head of Paid Service, would be considered for approval by the full Council.

The Committee **RECOMMENDED TO THE COUNCIL** that Mr. Paul Shackley be appointed as Chief Executive.

The Meeting closed at 5.45 p.m.

A. JACKMAN  
CHAIRMAN

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