

CABINET

Tuesday, 7th March, 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 March, 2017**.

327. **MINUTES –**

The Minutes of the meetings of the Cabinet held on 1st February, 2017 and 7th February, 2017 were confirmed and signed by the Chairman.

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

The Cabinet considered the Head of Financial Services' Report No. FIN1711, which set out details of applications for rate relief from The Well of Life (formerly KC21) (Ground Floor Rear, No. 57 Lynchford Road, Farnborough) and Limbcare (Shop Mobility) (Mobility Scooter Hire Store, Kingsmead, Farnborough).

The Cabinet RESOLVED that

- (i) 20% top-up discretionary relief be awarded to The Well of Life from 24th September, 2015 to 31st March, 2022; and
- (ii) 20% top-up discretionary relief be awarded to Limbcare from 31st July, 2015 to 31st March, 2022.

329. **MOOR ROAD RECREATION GROUND – LONG TERM VISION –** (Leisure and Youth)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1705, which sought approval to submit a planning application in respect of new facilities for the Moor Road Recreation Ground.

Members were informed that, to develop a long term vision for the Moor Road Recreation Ground, the Council had adopted the consultation and mapping process that had been used successfully to develop and deliver the vision for Aldershot Park in 2008. This process had produced a vision for Moor Road that had included a BMX pump track, perimeter bike skills course, new playground, youth shelter, multi use games area, outdoor gym, picnic / barbeque area and a skate park. It was reported that the skate park currently located next to the Farnborough Leisure Centre was likely to close due to the redevelopment of the Farnborough Civic Quarter. The Cabinet was informed that the scheme would be financed using developers' contributions and other funding streams, some of which had already been confirmed.

The Cabinet was broadly supportive of the scheme but expressed concern over the proposed youth shelter, as similar installations elsewhere in the Borough had presented anti social behaviour problems. It was agreed that this would be reconsidered before any such facility was installed at this site. The Cabinet also requested that options should be identified for further potential sites for skate parks in Farnborough, in addition to the proposed new facility at Moor Road Recreation Ground.

The Cabinet RESOLVED that approval be given to the Head of Community and Environmental Services to seek planning permission for the new facilities at Moor Road Recreation Ground, as set out in the Head of Community and Environmental Services' Report No. COMM1705.

330. **KINGS MOAT CAR PARK – TEMPORARY PLANNING PERMISSION –**
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1706, which sought approval to submit a planning application to extend by three years the temporary planning permission for the Kings Moat car park, which would expire in May, 2017.

In 2007, permission had been given to use this land as a 58 space car park for a period of three years. The time limit had been agreed to ensure that the long-term objectives for the redevelopment of Farnborough town centre were not prejudiced by the permanent use of this land for car parking. In 2011 and again in 2014, permission had been given to continue using this land as a car park. With no redevelopment proposals at the present time that affected the Kings Moat car park, it was proposed that planning permission be sought to retain the parking for a further three years.

It was noted that the car park attracted 79,000 visits per year with a net income of £60,000 per annum and expenditure of £8,000 per annum.

The Cabinet RESOLVED that approval be given to the Head of Community and Environmental Services to seek planning permission to continue using the land as a car park for a further three years.

331. **FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND –**
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1707, which sought approval to award grants from the Farnborough Airport Community Environmental Fund to assist local projects.

The Cabinet Member for Environment and Service Delivery had considered three applications and had recommended that two awards should be made. It was noted that a further award to 3rd Farnborough Scout Group had not been recommended, as the project to provide fencing and cut back trees did not meet the criteria of the fund.

The Cabinet RESOLVED that grants be awarded from the Farnborough Airport Community Environmental Fund to the following organisations:

| | |
|--|--------|
| Farnborough Grange Nursery and Infant School | £5,000 |
| Southwood Infant School | £7,796 |

332. **URGENCY DECISION RELATING TO LAND ADJOINING OPTREX INDUSTRIAL ESTATE, ROTHERWICK, HOOK –**
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Report No. LEG1705, which notified the Cabinet, for information, of an urgency decision that had been taken in respect of the making of an offer to acquire land adjoining the Optrex Business Park, Rotherwick, Hook. The decision had been made under urgency powers in order to secure the purchase of this land, in light of an alternative offer that had been submitted to the owner by a third party.

The Cabinet RESOLVED that the actions taken, as set out in the Solicitor to the Council's Report No. LEG1705, be noted.

333. **CORPORATE POLICY ON THE USE OF COVERT INVESTIGATORY TECHNIQUES –**
(Corporate Services)

The Cabinet received the Solicitor to the Council's Report No. LEG1704, which set out a revised corporate policy on the use of covert investigatory techniques under the Regulation of Investigatory Powers Act 2000 (RIPA).

Members were informed that the policy had last been reviewed and revised in April 2013. The proposed changes incorporated the latest guidance, implemented recommendations following an inspection in 2016 and reflected changes in the Council's structure. It also included some new provisions relating to communications data and the use of social networking sites.

The Cabinet RESOLVED that the Council's corporate policy on the use of covert investigatory techniques under the Regulation of Investigatory Powers Act 2000 (RIPA), as set out in Appendix 1 to the Solicitor to the Council's Report No. LEG1704, be approved.

334. **CHANGES TO THE POWERS OF THE SOLICITOR TO THE COUNCIL UNDER THE SCHEME OF DELEGATION –**
(Corporate Services)

The Cabinet received the Solicitor to the Council's Report No. LEG1706, which proposed changes to the powers of the Solicitor to the Council in the scheme of delegation.

Members were informed that the changes were being proposed to enable decisions to be made promptly and efficiently in relation to the Council's growing property portfolio. Members discussed the proposals and it was agreed that, in relation to the new power for the Solicitor to the Council to be authorised to action the release of restrictive covenants, Ward Councillors should receive informal notification of such action. It was agreed that the new arrangements should be reviewed after a period of twelve months.

The Cabinet RESOLVED that the changes to the powers of the Solicitor to the Council in the Council's scheme of delegation, as set out in Appendix 2 of the Solicitor to the Council's Report No. LEG1706, be approved.

335. **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:

| Report Para. No. | Schedule 12A Para. No. | Category |
|-----------------------------|-----------------------------------|---|
| 336 | 3 | Information relating to financial or business affairs |

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

336. **APPLICATION FOR SECTION 49 REMISSION OF NON-DOMESTIC RATES –**
(Concessions and Community Support)

The Cabinet considered the Head of Financial Services' Exempt Report No. FIN1712, which set out an application for the remission of non-domestic rates on the grounds of hardship.

Members assessed the application from Ms. Anusha Sareen trading as Mangobean, No. 52 Union Street, Aldershot, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the business. The Cabinet took into account the nature and circumstances of the business and the availability of alternative facilities in the area.

The Cabinet Member for Concessions and Community Support had visited the premises and had discussed the application with Ms. Sareen. The Cabinet discussed the application but, taking into account the financial information supplied by the applicant, felt unable to support the application.

The Cabinet RESOLVED that the application for hardship relief by Ms. Anusha Sareen trading as Mangobean be refused.

The Meeting closed at 8.05 p.m.

D.E. CLIFFORD
LEADER OF THE COUNCIL

CABINET

*Tuesday, 4th April, 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 **19th April, 2017**.

337. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 7th March, 2017 were confirmed and signed by the Chairman.

338. **REVENUE BUDGET MONITORING AND FORECASTING 2016/17 – POSITION AT MARCH, 2017 –** (Corporate Services)

The Cabinet considered the Head of Financial Services' Report No. FIN1713, which set out the anticipated financial position for 2016/17, based on the monitoring exercise carried out during March 2017. It was proposed that, should the savings reported in Section 3 of the Report be realised, then transfers should be made to and from the Stability and Resilience Reserve and the Service Improvement Fund to leave the General Fund balance at £2 million, which was at the top of the range set out in the Medium Term Financial Strategy. The Report explained that several variances had been identified and these were set out in Appendix B to the Report.

The Cabinet RESOLVED that

- (i) the latest Revenue Budget monitoring position, as set out in the Head of Financial Services' Report No. FIN1713, be noted;
- (ii) the estimates for the use of the Service Improvement Fund, as set out in the Report, be approved; and
- (iii) the transfers between the General Fund, the Stability and Resilience Reserve and the Service Improvement Fund, as set

out in the Report, be approved in principle, subject to the final outturn position.

339. **CAPITAL PROGRAMME MONITORING AND FORECASTING 2016/17 – POSITION AT MARCH, 2017 –**
(Corporate Services)

The Cabinet received the Head of Financial Services' Report No. FIN1714, which provided the latest forecast regarding the Council's Capital Programme for 2016/17, based on the monitoring exercise carried out during February and March 2017. The Report advised that the Capital Programme for 2016/17, following additions approved during the year, totalled £28,107,000. The recent monitoring exercise had identified that, due to a number of slippages and underspends, the forecasted outturn was approximately £25,407,000, with a forecasted shortfall of £2,700,000 against the approved Programme. The identified areas of slippage were set out in the Report.

The Cabinet RESOLVED that

- (i) the latest Capital Programme monitoring position, as set out in the Head of Financial Services' Report No. FIN1714, be noted; and
- (ii) the 2016/17 capital budget virement of £52,000 from the Beaumont Wall railings scheme to the main wall renovations scheme, as set out in the Report, be approved.

340. **STRATEGY FOR THE FLEXIBLE USE OF CAPITAL RECEIPTS 2017/18 –**
(Corporate Services)

The Cabinet received the Head of Financial Services' Report No. FIN1713, which provided an update on the flexible use of capital receipts, as approved at the Council Meeting on 21st April, 2016 and set out the planned strategy for 2017/18.

Members were reminded that the Council had set a strategy in April 2016 to take advantage of the favourable short term relaxation of expenditure rules relating to the treatment of costs as capital expenditure. Guidance relating to the scheme required that the Council should produce an annual strategy and also provide an update on projects approved in previous years, and these were set out in the Report. Members were supportive of the approach being taken.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to the Strategy for the Flexible Use of Capital Receipts 2017/18; and

(ii) **RESOLVED** that

- (a) the contents of the Head of Financial Services' Report No. FIN1713 be noted;
- (b) the updated estimates for the use of the £500,000 capital receipt obtained in 2016/17 be approved; and
- (c) a variation to the Capital Programme for 2017/18 of £300,000 be approved.

341. **NEW DISCRETIONARY RATE RELIEF POLICY – GROWTH INCENTIVE RELIEF POLICY –**
(Concessions and Community Support)

The Cabinet considered the Head of Financial Services' Report No. FIN1716, which set out a proposed new Business Rates Relief Policy, which was intended to attract inward investment and economic growth.

Members were informed that the new policy would allow the Council to use its discretionary powers to award temporary relief to support its growth aims, within the key priority of sustaining a thriving economy and boosting local business. The details of the proposed scheme were set out in Appendix A of the Report.

The Cabinet RESOLVED that the adoption of the new Growth Incentive Relief Policy, as set out in the Head of Financial Services' Report No. FIN1716, be approved.

342. **REVIEW OF CORPORATE INVESTIGATIONS TEAM –**
(Corporate Services)

The Cabinet considered the Head of Financial Services' Report No. FIN1717, which set out the work undertaken by the Council's Investigations Officers during the period January 2016 to March 2017 and proposed the retention of the two posts.

Members were informed that the team had, over the previous year, carried out investigatory work that had resulted in financial savings to the Council of £267,939, with over 2,300 individual cases looked at. The budget for the team in 2017/18 was £98,120.

The Cabinet was supportive of the work being carried out in this area and agreed that the proposal represented good value to the Council.

The Cabinet RESOLVED that the retention of the two posts within the Council's Corporate Investigations Team, as set out in the Head of Financial Services' Report No. FIN1717, be approved.

343. **RUSHMOOR LOCAL PLAN – DRAFT SUBMISSION CONSULTATION –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1701, which set out the Draft Submission Rushmoor Local Plan, which would, subject to the Cabinet's endorsement, be submitted to the Council at its meeting on 20th April, 2017 to seek approval to carry out a statutory six-week consultation exercise.

In response to questions, Members were informed that, whilst some hard copies would be available during the consultation period, consultees would be encouraged to access the document electronically. It was explained that neighbouring authorities were at varying stages in the production of their Local Plans but Members were assured that this would not have a material effect on Rushmoor or the production of the Rushmoor Local Plan.

The Cabinet RECOMMENDED TO THE COUNCIL that

- (i) the draft Rushmoor Local Plan, as set out at Annex A to the Head of Planning's Report No. PLN1701, be approved for public consultation;
- (ii) the changes to the Policies Map, as set out at Annex B to the Report, be approved for public consultation; and
- (iii) the Head of Planning, in consultation with the Cabinet Member for Environment and Service Delivery, be authorised to make any necessary minor amendments, including any necessary changes arising from the Environment Policy and Review Panel, to the Local Plan, Policies Map and supporting documentation, prior to the commencement of public consultation.

344. **PROPOSED INCREASE IN PLANNING APPLICATION FEES –**
(Business, Safety and Regulation)

The Cabinet considered the Head of Planning's Report No. PLN1702, which notified the Cabinet of an urgency decision to approve an increase in planning application fees by 20% from July 2017. It was confirmed that the Department for Communities and Local Government had written to all local planning authorities allowing them to increase the nationally set planning application fees, so long as the additional fee income would be invested in the planning department. It was not known at this point exactly how the additional income would be spent. In response to a question, it was confirmed that the relatively small increase in fees was not likely to deter potential developers.

The Cabinet RESOLVED that the actions taken, as set out in the Head of Planning's Report No. PLN1702, be noted.

345. **CUSTOMER AND DIGITAL STRATEGY –**
(Corporate Services)

The Cabinet received the Head of IT and Facilities Services' Report No. IT1701, which introduced the draft Rushmoor Borough Council Customer and Digital Strategy 2017 – 2020 that would, subject to the Cabinet's endorsement, be submitted to the Council at its meeting on 20th April, 2017 for adoption.

It was explained that that the proposed Customer and Digital Strategy pulled together in one document the Council's digital ambitions, five key themes and action plans and set out the Council's general direction of travel in this area. In response to a question, Members were informed that the Council was likely to move towards cloud based solutions in the relatively short term. Information was provided on the opportunities of smart cities and the future challenges of addressing digital inclusion and cyber security. The Cabinet was supportive of the Strategy and the approach being proposed.

The Cabinet RECOMMENDED TO THE COUNCIL that the Council's Customer and Digital Strategy 2017 - 2020, as set out in the Head of IT and Facilities Services' Report No. IT1701, be approved.

346. **FIRST WESSEX REQUEST FOR ALLOCATION OF CAPITAL GRANT FUNDING –**
(Health and Housing)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1710, which set out a request from First Wessex for the allocation of £46,000 from the Council's budget for Capital Grants to Registered Providers of Social Housing 2017/18 for a scheme of new affordable homes. The allocation, along with other funding streams, would facilitate the delivery of four three-bedroom, family homes, with the Council having 100% nomination rights on the first lets. It was anticipated that construction would start in late Spring 2017.

The Cabinet RESOLVED that the allocation of £46,000 from the Council's budget for Capital Grants to Registered Providers of Social Housing 2017/18, as set out in the Head of Environmental Health and Housing's Report No. EHH1710, be approved.

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

The Cabinet received the Head of Community and Environmental Services' Report No. COMM1709, 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 four grants for £1,000 or less. Ten awards had also been made under the Ward Community Grant scheme. It was also recommended that the Pinewood Family Group Pre-school and The Vine

Centre should receive awards totalling £3,500.

The Cabinet

- (i) **NOTED** that the following grants totalling £2,850 had been approved by the Cabinet Member for Concessions and Community Support:

| | |
|-----------------------------|--------|
| Creating Futures | £1,000 |
| 7th Farnborough Scout Group | £350 |
| Parkside | £500 |
| 2nd Aldershot Scout Group | £1,000 |

- (ii) **NOTED** that the following Ward Community Grants totalling £3,350 had been approved by the Cabinet Member for Concessions and Community Support:

| | |
|---|------|
| Parkside (Aldershot Park Ward) | £500 |
| Mayfield Community Partnership (Cherrywood Ward) | £150 |
| 3rd Farnborough Scout Group (Cherrywood Ward) | £200 |
| Farnborough Street Resident Association (Empress Ward) | £300 |
| 3rd Farnborough Scout Group (Empress Ward) | £200 |
| Fernhill Primary School (Fernhill Ward) | £250 |
| Fernhill School (Fernhill Ward) | £250 |
| 2nd Aldershot Scout Group (Manor Park Ward) | £500 |
| The Vine Centre (Wellington Ward) | £500 |
| Cove Brook Greenway Group (West Heath Ward) | £500 |

- (iii) **RESOLVED** that grants of £2,000 to Pinewood Family Group Pre-school and £1,500 to The Vine Centre be approved.

348. 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:

| Report Para. No. | Schedule 12A Para. No. | Categories |
|-----------------------------|-----------------------------------|---|
| 349 | 3 | Information relating to financial or business affairs |

THE FOLLOWING ITEM WAS CONSIDERED IN THE ABSENCE OF THE PUBLIC

349. **FORMER OPERATIONAL PROPERTIES AT MANOR PARK, ALDERSHOT –**
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1707, which set out a proposed course of action in relation to two former operational properties situated within Manor Park, Aldershot, known as Manor Park Cottage and Manor Park Lodge.

Members heard that both properties had been let out to housing associations for some years but had now been vacated and handed back to the Council, on expiration of their most recent leases. It was explained that the plot in relation to Manor Park Cottage was large enough to accommodate an additional dwelling and it was proposed that planning permission should be sought to achieve this. It was proposed to refurbish and then let Manor Park Cottage. It was reported that Manor Park Lodge was in good condition and was not in need of refurbishment. An amendment to the recommendation was agreed to give authority to the Solicitor to the Council, in consultation with the Cabinet Member for Corporate Services, to decide whether to dispose of or let Manor Park Lodge.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - apply for planning permission and secure a contractor to build an additional dwelling in the grounds of Manor Park Cottage;
 - let Manor Park Cottage, following its refurbishment;
 - decide whether to dispose of or let Manor Park Lodge, in consultation with the Cabinet Member for Corporate Services;
 - take any ancillary steps as necessary to facilitate the above resolutions; and
- (ii) approval be given to a variation to the Capital Programme of £211,000 to enable the build of the additional dwelling in the grounds of the Manor Park Cottage, as set out in the Solicitor to the Council's Exempt Report No. LEG1707.

The Meeting closed at 8.08 p.m.

D.E. CLIFFORD
LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

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

Voting Members

Cr. B.A. Thomas (Chairman)
Cr. J.H. Marsh (Vice-Chairman)

| | | |
|-----------------------|--------------------|--------------------|
| 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

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

350. DECLARATIONS OF INTEREST –

There were no declarations of interest.

351. MINUTES –

Following an amendment to show that the Chairman had been present at the meeting and to delete “(In the Chair)” after Cr. J.H. Marsh, the Minutes of the Meeting held on 1st February, 2017 were approved and signed by the Chairman.

352. 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. PLN1653, be noted;
- (ii) the following applications be determined by the Head of Planning, in consultation with the Chairman:

- * 16/00757/REMPP (Zone B, Corunna, Aldershot Urban Extension, Alison's Road, Aldershot);
- (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:
 - 16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);
 - 16/00905/FULPP (Proposed residential development, Wellington Centre, Aldershot)
 - 16/00981/FULPP (Aldershot Bus Station, No. 3 Station Road, Aldershot)
 - 16/01009/FULPP (Old School Studios, No. 40 Lynchford Road, Farnborough)
 - 17/00027/FULPP (Grasmere House, No. 33 Cargate Avenue, Aldershot)
 - 17/00075/FULPP (No. 122 Hawley Lane, Farnborough)

353. APPLICATION NO. 16/00757/REMPP - ZONE B, CORUNNA, ALDERSHOT URBAN EXTENSION, ALISON'S ROAD, ALDERSHOT –

The Committee considered the Head of Planning's Report No. PLN1653 (as amended at the meeting) regarding the construction of 277 residential dwellings together with associated landscaping, access and parking, in Development Zone B (Corunna) pursuant to Condition 4 (1 to 21), attached to Hybrid Outline Planning Permission 12/00958/OUT dated 10th March, 2014.

The recommendation was amended at the meeting to include an additional Condition and that approval should be subject to the completion of a 5th Deed of Variation relating to the revised Gunhill Reserved Matters Application (ref: 16/00133/REMPP) within three months of the date of the resolution to grant.

RESOLVED: That authorisation be delegated to the Head of Planning, in consultation with the Head of Housing, to grant conditional approval, subject to:

- (i) the conditions set out in the Head of Planning's Report No. PLN1653 (as amended at the meeting) and an additional Condition 16 (Affordable Housing); and
- (ii) the completion of a 5th Deed of Variation relating to the revised Gunhill Reserved Matters Application (ref: 16/00133/REMPP), within three months of the date of the resolution to grant approval.

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

- (i) **No. 16 Netley Street, Farnborough and Nos. 99-101 Brighton Road, Aldershot –**

RESOLVED: That the Committee note the decision to take enforcement action by the Head of Planning in accordance with the Council's Scheme of Delegation, more particularly specified in the Head of Planning's Report No. PLN1654.

- (ii) **No. 82 Southwood Road, Farnborough –**

The Committee considered the Head of Planning's Report No. PLN1654 regarding the erection of a front extension at No. 82 Southwood Road, Farnborough. The alleged breach was that the extension was slightly above the permitted development allowance for a porch. The property owners had not been aware that permission was required and had been invited to submit a retrospective planning application. To date, no planning application had been submitted.

It was noted that the property was a mid-terraced two-storey, double fronted house. The front extension was approximately four metres in height and had a slightly more than three square metres external area. The extension had been built in a matching red brick with buff decorative brickwork around the door and had matching roof tiles. The extension was visually compatible with the house. Members were advised that, had an application been submitted, the recommendation would have been to grant planning permission.

RESOLVED: That no further action be taken in respect of an alleged breach of planning control at No. 82 Southwood Road, Farnborough, as set out in Report No. PLN1653.

The Meeting closed at 7.35 p.m.

B.A. THOMAS
CHAIRMAN

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 27th March, 2017 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. Liz Corps
Cr. A.H. Crawford

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

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

355. MINUTES –

The Minutes of the Meeting held on 30th January and 2nd February, 2017 were approved and signed by the Chairman.

356. EXTERNAL AUDIT – PROGRESS REPORT –

The Committee welcomed to the meeting Mr. Andrew Brittain, Executive Director, Ernst & Young, who reported to the Committee on the progress of the 2016/17 audit.

Members were advised that the external auditors had been on site for planning and interim testing. This was an accelerated programme of testing to ensure that the requirements of the ‘faster close’ arrangements could be met, in preparation for when these were due to take effect in 2017/18.

RESOLVED: That the Audit Progress Report be noted.

357. EXTERNAL AUDIT – LOCAL GOVERNMENT AUDIT COMMITTEE BRIEFING –

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

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

358. INTERNAL AUDIT – AUDIT PLAN –

The Committee considered the Audit Manager’s Report No. AUD1702, which set out the audit plan for 2017/18 and gave details of the work carried out

in order to develop a more efficient audit plan process, which was more appropriate for meeting the needs of the current environment and which would utilise resources more effectively.

The Committee was advised that the audit plan was developed using the risk universe, which comprised all potential areas that could be audited within the Council. Each auditable area was rated against risk criteria which covered: financial materiality; business risk; previous audit experience; and, fraud and corruption. The audit plan was set in March for the year, however, this was subject to changes due to factors including: unplanned work/investigations; ad hoc audits taking longer than estimated; and, concerns being raised by Members or officers. Members were advised that, due to changes within Internal Audit, a review of work had been required to ensure that resources were being used in the most effective and efficient way. As a result, it was felt appropriate to review the way in which the audit plan was developed. The risk universe had been updated to show auditable areas as at January, 2017 and this would be reviewed as appropriate. The risk criteria had also been reviewed to ensure that they captured all relevant areas to be considered in determining the level of risk exposure within an auditable area. The risk criteria now included: corporate priority; impact on reputation; assurance from others; concerns raised; laws or regulations; financial transactions total; and, vulnerability.

The Report advised that the first six months' work would be established on the auditable areas which presented the highest risk to the Council. This would be agreed with the Directors' Management Board and the Committee. The work for the following quarters would be determined at subsequent Board and Committee meetings, as set out in the Report. It was noted that the list of audits would be subject to change, due to the changing needs of the organisation or resource availability.

During discussion, a question was raised regarding corporate priorities and the work of the Budget Strategy Working Group and how this fitted into the Audit Plan. The subject of cyber security was also raised.

RESOLVED: That approval be given to

- (i) the new methodology for selecting areas and the rolling programme to commence in 2017/18; and
- (ii) the new monitoring arrangements for the audit plan.

359. DRAFT FOOD AND HEALTH AND SAFETY SERVICE PLAN 2017/18 –

The Committee considered the Head of Environmental Health and Housing's Report No. EHH1707 which sought comments on the Council's draft combined Food Safety and Health and Safety Service Plan 2017/18. It was reported that the Council was required to produce annual Food Safety and Health and Safety Service Plans in accordance with guidance issued by the Food Standards Agency and the Health and Safety Executive respectively. Subject to the views of the Committee, the combined Service Plan would be

submitted for a period of public consultation with local businesses and business organisations, with any substantial changes to be considered by the Head of Environmental Health and Housing in consultation with the Cabinet Member for Business, Safety and Regulation.

The Committee noted that the draft Service Plan had been prepared taking into account continuing Government reviews of regulatory services to reduce red tape, to support businesses in the current economic climate and to deliver risk based interventions. The Service Plan responded to the Council's 8-Point Plan for financial sustainability and had developed opportunities for income generation. It was noted that Environmental Health Officers were also engaged in a variety of corporate projects to support the Council's Organisational Development work.

The draft Plan also had a strong link to the Council Plan and the stated purpose of "working with others to improve the quality of people's lives" and also contributed to the priorities of "cleaner, greener and more cultural Rushmoor", "sustaining a thriving economy and boosting local business", "supporting and empowering our communities and meeting local needs" and "financially sound with services fit for the future".

Members' questions were answered in respect of who was responsible for reporting unsafe working practices and also on the food hygiene rating system. The Committee wished to place on record its appreciation of the excellent work done by the food safety and health and safety teams.

RESOLVED: That the draft combined Food Safety and Health and Safety Service Plan for 2017/18 be approved for consultation with local businesses and business organisations, with any substantial proposed changes to be considered by the Head of Environmental Health and Housing in consultation with the Cabinet Member for Business, Safety and Regulation.

360. **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 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 |
|-----------------------------|-----------------------------------|---------------------------------------|
| 361 | 1 | Information relating to an individual |

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

361. **COMMUNITY AWARD 2017 – NOMINATIONS –**

The Committee considered the Head of Democratic and Customer Services' Report No. DCS1701, which provided details of nominations received for Rushmoor's Community Award 2017. The Report gave details of how the scheme had been publicised and gave details of the criteria against which nominations would be assessed and compared. The Report explained that the purpose of the scheme was to recognise outstanding achievements in the Borough by local people and particularly to mark long-term commitment.

Members discussed the merits of the nominations which had been set out in an exempt appendix to the Report, taking account of the advice from the Head of Democratic and Customer Services. After careful consideration of the nominations received, the Committee agreed that Mr. Michael Mills and Mrs. Caroline Mills should each be selected for the Award. In the case of Mr. Mills, this would be in recognition of his contribution to the community through his role in Scouting, as Secretary of the Aldershot Branch of the Royal British Legion and his involvement with the Aldershot Branch of the Royal Naval Association. In the case of Mrs. Mills, this would be in recognition of her contribution to the community through her involvement in Scouting and with the Aldershot Branch of the Royal Naval Association as well as being the Poppy Appeal Organiser for the Aldershot Branch of the Royal British Legion.

RESOLVED: That Mr. Michael Mills and Mrs. Caroline Mills be each selected to receive Rushmoor's Community Award 2017.

The Meeting closed at 7.45 p.m.

A. JACKMAN
CHAIRMAN

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 29th March, 2017 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

Cr. B.A. Thomas (Chairman)
Cr. J.H. Marsh (Vice-Chairman)

| | | |
|-----------------------|--------------------|--------------------|
| 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

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

362. DECLARATIONS OF INTEREST –

There were no declarations of interest.

363. MINUTES –

The Minutes of the Meeting held on 1st March, 2017 were approved and signed by the Chairman.

364. AFFORDABLE HOUSING POLICY –

The Committee received the Head of Planning's Report No. PLN1704 and a presentation explaining the requirement in Government Policy for Local Plan policies on affordable housing to be subject to viability considerations when considering planning applications.

The Committee noted that a new Local Plan, to replace the Rushmoor Core Strategy, was due to be considered by Cabinet on 4th April, 2017, and this had been developed consistent with Government Policy as set out in the National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG). The Local Plan had been developed in conjunction with the Local Plan Member Steering Group.

RESOLVED: That the Head of Planning's Report No. PLN1704 be noted.

365. **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 as set out in Appendix “A” attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

17/00120/FULPP (Nos. 78-82 Victoria Road, Aldershot);
* 17/00163/FULPP (No. 12 Arthur Street, Aldershot);
17/00127/FUL (No. 306 Pinewood Park, Farnborough);

- (ii) planning permission/consent be refused in respect of the following application as set out in Appendix “B” attached hereto for the reasons mentioned therein:

* 16/00905/FULPP (Proposed Residential Development,
Wellington Centre, Aldershot);

- (iii) 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. PLN1705, as updated at the meeting, be noted;

- (iv) the following application be determined by the Head of Planning, in consultation with the Chairman:

17/00027/FULPP (Grasmere House, No. 33 Cargate
Avenue, Aldershot);

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

16/00837/FULPP (The Crescent, Southwood Business
Park, Summit Avenue, Farnborough);
16/00981/FULPP (Aldershot Bus Station, No. 3 Station
Road, Aldershot);
16/01009/FULPP (Old School Studios, No. 40 Lynchford
Road, Farnborough);
17/00075/FULPP (No. 122 Hawley Lane, Farnborough)

- (vi) the receipt of a petition in respect of the following application be noted:

17/00118/FUL (No. 8 High View Road, Farnborough)

- * The Head of Planning's Report No. PLN1705 in respect of these applications was amended at the meeting

366. REPRESENTATIONS BY THE PUBLIC –

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

| Application No. | Address | Representation | In support of or against the application |
|------------------------|--|-----------------------|---|
| 16/00905/FULPP | (Proposed Residential Development, Wellington Centre, Aldershot) | Mr. R. Kelway | Against |
| | | Mr. D. Dunlop | In support |

367. APPLICATION NO. 17/00027/FULPP – GRASMERE HOUSE, NO. 33 CARGATE AVENUE, ALDERSHOT –

The Committee considered the Head of Planning's Report No. PLN1705 regarding the demolition of a two-storey outbuilding at the rear of the site, external alterations and change of use of main building from Care Home to provide five self-contained flats, with parking spaces and amenity space at rear.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory Agreement under Section 106 of the Town and Country Planning Act 1990 by 11th April 2017 to secure a financial contribution towards special protection area mitigation, 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. PLN1705; however
- (ii) in the event that a satisfactory Agreement is not received by 11th April 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 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.

368. ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT –

(i) Land Adjacent to No. 16 Highfield Path, Farnborough –

RESOLVED: That the Committee note the decision to take enforcement action by the Head of Planning in accordance with the Council's Scheme of Delegation, as set out in the Head of Planning's Report No. PLN1706.

(ii) The Beehive, No. 264 High Street, Aldershot –

RESOLVED: That the current position set out in the Head of Planning's Report No. PLN1706 (as amended at the meeting) be noted.

(iii) The Old Warehouse, Star Yard, Victoria Road, Aldershot –

RESOLVED: That the current position set out in the Head of Planning's Report No. PLN1706 (as amended at the meeting) be noted.

369. PROPOSED INCREASE IN PLANNING APPLICATION FEES –

The Committee received the Head of Planning's Report No. PLN1703, which explained the urgency decision taken in respect of the increase in planning application fees, as set by the government. It was noted that the Head of Financial Services, as the Council's Section 151 Officer, in consultation with the Leader of the Council, the Cabinet Member for Business, Safety and Regulation, and the Chairman of the Environment Policy and Review Panel, had responded to the Department of Communities and Local Government (DCLG) on 10 March 2017, accepting the proposed 20% increase in planning application fees and confirming that the amount raised through these higher fees would be spent entirely on planning functions. A report on this urgency action was due to be presented to the Cabinet at its meeting on 4th April, 2017.

RESOLVED: That the Head of Planning's Report No. PLN1706 be noted.

370. URGENT ACTION – OLD FIRE STATION, ORDNANCE ROAD, ALDERSHOT –

The Committee received the Head of Planning's Report No. PLN1708 (as amended at the meeting), which explained the further delay in the

completion of the Legal Agreement due to the need for it to be signed for and on behalf of Hampshire County Council.

RESOLVED: That the Head of Planning's Report No. PLN1708 be noted.

371. **APPEALS PROGRESS REPORT –**

(1) **Appeal Decisions –**

| Application No. | Description | Decision |
|------------------------|---|-----------------|
| 16/00356/FULPP | Against refusal to grant planning permission for the change of use of rear ground floor from use Class A2 (financial and professional services) to a one-bedroom flat, with minor external alterations at Ground Floor Rear, No. 41 Victoria Road, Farnborough. | Dismissed |
| 16/00284/TPO | Against refusal to grant consent to undertake work to a tree protected by a Tree Preservation Order at No. 2 The Birches, Farnborough. | Dismissed |

(2) **Update Following Appeal Decision –**

| Application No. | Description | Decision |
|------------------------|--|---|
| -- | 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. | Enforcement appeal has been remitted to the Planning Inspectorate for re-determination solely in respect of the Ground (f) appeal |

RESOLVED: That the Head of Planning's Report No. PLN1707 be noted.

The Meeting closed at 9.08 p.m.

B.A. THOMAS
CHAIRMAN

**DEVELOPMENT MANAGEMENT COMMITTEE
29TH MARCH 2017**

APPENDIX "A"

Application No. & Date Valid: 17/00120/FULPP

13th February 2017

Proposal: Change of use from B1 Office to D1 Educational use at **78 - 82 Victoria Road Aldershot Hampshire**

Applicant: MYF Training

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 Prior to the commencement of development, details of disabled access shall be submitted to the Local Planning Authority for approval. Once approved the disabled access shall be provided in full prior to the first occupation of the development and thereafter retained for its designated purpose.*

Reason - To ensure that adequate access is provided to serve the building having regard to "saved" local plan policy ENV21.

3 Prior to the first occupation of the development, the cycle storage facilities shall be provided in full as shown on the approved and thereafter retained for their designated purpose.

Reason - To promote alternative modes of transport *

4 The permission hereby granted shall be carried out in accordance with the following approved drawings - 1/13, 2/13, 3/13, 4/13, 5/13, 6/13, 7/13, 8/13, 9/13, 10/13 rev A, 11/13, 12/13, 13/13 and 14/14.

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

Application No. & Date Valid: 17/00163/FULPP

27th February 2017

Proposal: Change of use from B1a to C3 at ground and first floor levels to provide 2 two bedroom flats with associated external alterations at **12 Arthur Street Aldershot Hampshire**

Applicant: Rushmoor Borough Council

Conditions: 1 The development hereby permitted shall be begun before the expiration of one year 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, to reflect the objectives of the Council's Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy as amended July 2014 and to accord with the resolution of Rushmoor's Cabinet on 17 June 2014 in respect of Planning Report no PLN1420.

2 Any making good of brickwork shall be finished in materials of the same colour and type as those of the existing building, and in the case of brickwork matching the existing bond and pointing. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.

3 Prior to the commencement of development, details of cycle parking to serve the development shall be submitted to the Local Planning Authority for approval. Once approved the cycle parking facilities shall be provided in full prior to the first occupation of the development and thereafter retained for their designated purpose.

Reason - To promote alternative modes of transport.*

4 Construction or demolition work of any sort within the area covered by the application shall only take place between the hours of 0800-1800 on Monday to Fridays and 0800-1300 on Saturdays. No work at all shall take place on Sundays and Bank or Statutory Holidays.

Reason - To protect the amenities of neighbouring residential properties and to prevent adverse impact on traffic and parking conditions in the vicinity.

- 5 The permission hereby granted shall be carried out in accordance with the following approved drawings - 1507-001.P1, 002.P1, 100.P1, 101.P1, 130.P1, 140.P1, 141.P1, 200.0.P3, 201.0.P1, 300.0.P3 and 400.P3.

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

Application No. & Date Valid: 17/00127/FUL

9th February 2017

Proposal: Erection of single storey front extension at **306 Pinewood Park Farnborough Hampshire**

Applicant: Justine Davie

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 – Location Plan 01 and Combined Plan 1701-1-A

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

APPENDIX "B"

Application No. & Date Valid: 17/00118/FUL

2nd February 2017

Proposal: Conversion of 3-bedroom house (Use Class C3) into a 5-bedroom house in multiple occupation (Use Class C4) at **8 High View Road, Farnborough**

Applicant: Sergio Andreou

A petition has been received containing 35 signatures, objecting to the proposal on the following grounds;

1. There is insufficient parking to service the developed property;
2. The road is highly congested and the Local Fire service had significant issues access a recent fire. The proposal will exacerbate existing highway issues;
3. A densely populated HMO will be detrimental to local noise levels.