

CABINET

Tuesday, 30th June, 2015 at 4.30 p.m.
at the Council Offices, Farnborough

Councillor P.J. Moyle (Leader)
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)
Councillor R. Hughes (Health and Housing Portfolio)
Councillor A. Jackman (Concessions and Community Support Portfolio)
a Councillor P.G. Taylor (Corporate Services Portfolio)

An apology for absence was submitted on behalf of Cr. P.G. Taylor.

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 July, 2015**.

54. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 2nd June, 2015 were confirmed and signed by the Chairman.

55. **FUTURE SERVICE PROVISION FOR REFUSE, RECYCLING, STREET CLEANSING, GROUNDS MAINTENANCE AND TOILET CLEANSING –** (Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1507, which set out the next stages of the procurement process and sought approval of various matters.

The Cabinet was reminded that the Council's current environmental services contract with Veolia ES (UK) Limited was ending in March 2017 and that the Future Contracts Member Working Group had been set up to make recommendations on how to deliver services after this date. It was reported that the Group had met eight times and had explored a number of areas relating to the delivery of services, including:

- The Council's financial position
- Recycling performance
- Innovation in contract letting
- Other models of service delivery including joint venture
- Views of Rushmoor residents
- Social Value
- Service specifications

The Group had agreed three objectives of the procurement process:

- Reduce costs in line with the Council's 8-Point Plan
- Maintain or improve service quality
- Improve recycling performance

It was explained that a timetable had been established and this would lead to a final contract award taking place by September 2016. In order to meet this deadline, it was necessary for the procurement to progress in line with the outline timetable set out in Appendix 1 of the Report. The Group had considered whether the services should be let in an integrated contract or split into separate lots and had recommended that the most suitable procurement method would be to split the services into smaller lots comprising waste collection and street cleansing as lot one, grounds maintenance and toilet cleaning as lot two, with the third lot being a combination of the two.

It was explained that the current service specifications for grounds maintenance would remain largely unchanged but, taking on board feedback from soft market testing, would include the use of newer technology and incorporate a place based approach to parks management. The proposed street cleansing specifications had been altered to place more onus on the contractor to keep the Borough clean rather than to keep to a specific schedule. Regarding the specifications for the waste and recycling contract, the Working Group had considered ways to improve recycling performance and had concluded that, whilst some measures could lead to a modest improvement in the recycling rate, the most significant improvement would be brought about by the restriction in the volume of residual waste collection by either the provision of smaller refuse bins or a switch to alternate weekly collections. It was reported that, of these options, only a switch to alternate weekly collections would provide a financial saving to the Council. The Cabinet decided that this particular issue would require further consideration and it was, therefore, agreed to defer this element of the overall decision, so that it might be fully debated at an additional meeting of the Cabinet, which would be set up for Tuesday 14th July, 2015 at 4.30 p.m..

During discussion, Members discussed the concept of Competitive Dialogue and the circumstances under which this process would be considered to be appropriate, when procuring services.

The Cabinet RESOLVED that

- (i) the contract procurement structure for the procurement to be carried out in three lots, as set out in paragraph 5.4 of the Corporate Director's Report No. CD1507, be approved;
- (ii) the contract conditions, as set out in the Report, be approved;
- (iii) the approach to the specifications for grounds maintenance and street cleansing for stage one of the procurement process, with authority to finalise these documents for use in the process

being delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery, be approved;

- (iv) consideration of the options for the future specifications for refuse and recycling be deferred to an additional meeting of the Cabinet, to be arranged for Tuesday 14th July, 2015;
- (v) authority to agree documentation describing the requirements and to make amendments as necessary to ensure that the Council's needs and requirements were clearly described at the commencement of the procurement be delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery; and
- (vi) authority to advertise the opportunity, select bidders to be invited to participate in the dialogue process, in accordance with the selection evaluation model, and, generally, to do everything necessary, through the multi-stage dialogue and submission of solutions process (including making amendments to the draft specifications and draft conditions of the contract as may be required to better reflect the Council's requirements and / or may be commercially appropriate), to identify solutions that best meet the requirements of the Council, such that contract(s) could be awarded to the successful bidder(s) be delegated to the Corporate Director, in consultation with the Cabinet Member for Environment and Service Delivery.

56. **PROJECT INTEGRA ACTION PLAN 2015 - 2018 –**
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1506, which set out the Project Integra Action Plan for the period 2015-18 and some minor changes to the partnership's constitution. It was noted that the partnership had, for many years, been split into three main work streams:

- The Project Integra Executive, which included the employed staff that delivered the bulk of the actions in the plan
- The Materials Analysis Facility (MAF), which provided compositional analysis for waste across the county and helped to apportion income
- Recycle for Hampshire, which was the countywide communications programme

It was now proposed to discontinue most of the Recycle for Hampshire campaign to allow authorities to focus communications at a local level. It was further proposed to move to a true three-year action plan to replace the three-year rolling action plan that had been in place previously.

This would mean that the action plan would only need to be approved every three years as opposed to every year as at present. Update reports would still be produced on an annual basis. The action plan focused on nine key projects and those of particular interest to Rushmoor were the activity to increase the quality and quantity of recycling collected, the delivery of the schools education programme and the implementation of the Waste Prevention Plan.

Rushmoor's financial contribution for 2015/16 would be £13,373. This represented a reduction in the payment for the previous financial year. It was proposed to make minor changes to the partnership's constitution to reflect the move away from the three-year rolling action plan and also to clarify the implications for partner authorities not wishing to take part in any of the actions contained in the action plan.

In addition to the projects in the Project Integra Action Plan, the main focus for the Council would be the re-letting of the contract for direct services.

It was noted that Rushmoor's recycling performance stood at around 26%, which was slightly lower than previous years. This was partly due to a national downturn in performance since the recession. The current performance fell short of the 50% target in the Waste Strategy for England 2007. To reach this level of performance, Rushmoor would need to bring about a step change in recycling performance. Options to improve performance were being explored by the Future Contracts Member Working Group as part of the project to re-let the contract.

The Cabinet RESOLVED that

- (i) the Project Integra Action Plan for 2015-18 be endorsed; and
- (ii) the changes to the partnership's constitution, as set out in the Head of Community and Environmental Services' Report No. COMM1506, be approved.

57. ADMINISTRATION AND MONITORING FEES FOR SECTION 106 AGREEMENTS –
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1529, which set out a proposal to amend the Council's scheme for charging for the administering, monitoring and enforcing of clauses in Section 106 agreements.

Members were informed that a recent court case, Oxfordshire CC v. Secretary of State and others, had held that local planning authorities should not be routinely making such charges. It was concluded that the cost of essential administration, monitoring and enforcement should be met out of an authority's own budget. It was accepted, however, that fees could be levied

from developers in exceptional cases, such as where the development involved was particularly large or complex. It was considered that, on this basis, the Wellesley development would continue to qualify for the imposition of such fees.

The Cabinet RESOLVED that the proposal to cease charging administration and monitoring fees on Section 106 Agreements, other than in exceptional and justifiable circumstances, be approved.

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

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1512, 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 eight applications and had recommended that six awards should be made.

It was noted that two further awards had not been recommended. Firstly, to the Cove Junior School, where the applicants had been advised to re-apply for the sensory garden element of the project. Secondly, to the Cove Brook Greenway Group, where the benefits of the proposal to create a grazing area for cattle at Southwood Meadows, were not deemed to be sufficient to warrant an award.

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

Bechkwin Community Cycling Club	£4,800
Farnborough Lawn Tennis Club	£3,921
The Farnborough Society	£5,000
The Species Recovery Trust	£2,500
Tweseldown Infant School PTFA	£5,000
The Vine Day Centre	£15,000

NOTE: Cr. K.H. Muschamp declared a personal interest in this item in respect of his involvement with the Bechkwin Community Cycling Club and, in accordance with the Members' Code of Conduct, remained in the meeting during the discussion and voting thereon.

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

The Cabinet received the Head of Community and Environmental Services' Report No. COMM1513, 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 twelve grants for £1,000 or less. The Cabinet Member also recommended that the Aldershot Garrison should receive an award of £2,000 towards the cost of putting on the Aldershot Military Festival 2015.

The Cabinet

- (i) **NOTED** the following grants totalling £8,930 had been approved by the Cabinet Member for Concessions and Community Support:

Farnborough Football in the Community	£400
Aldershot Library	£250
Blackwater Valley Scouts	£250
Sixth Form College Farnborough	£1,000
Cove Football Club	£1,000
Creating Futures Charity (The Gaming Zone)	£1,000
Coppers Project (Farnborough Sixth Form College)	£600
Fernhill Primary School	£995
Parkside (Aldershot and District Learning Disability)	£500
Hampshire Cultural Trust	£1,000
Let's Crochet UK	£935
The Vine Day Centre	£1,000

- (ii) **RESOLVED** that a grant of £2,000 to the Aldershot Garrison be approved.

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

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1510, which set out details of applications received from voluntary organisations for rent relief.

Members heard that all 27 applicants represented organisations that leased land and / or buildings from the Council and all were, currently, in receipt of rent relief. In carrying out a review of the rent relief currently granted, the Cabinet Member for Concessions and Community Support proposed that, given the considerable benefits these organisations and their volunteers provided for local residents, the current level of rent relief should be extended to 31st March, 2017.

In discussing this, the Cabinet felt that, over time, the level of relief granted should be reviewed, especially in cases where organisations were performing particularly well.

The Cabinet RESOLVED that rent relief be awarded to the 27 organisations set out in Appendix A of the Head of Community and Environmental Services' Report No. COMM1510.

61. **ALDERSHOT LIDO – REVISED FINANCIAL ARRANGEMENT FOR 2015 –**
(Leisure and Youth)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1511, which set out a revised financial arrangement for 2015 in respect of the Aldershot Lido.

It was reported that the Council and Places for People had been working closely with the Friends of Aldershot Lido (FOAL) and were promoting a new range of family season tickets, discounted books of tickets and a loyalty card. Places for People had also promoted the Lido through a military magazine. Members heard that the Council would be redecorating the changing rooms and toilets prior to the summer holiday period and Places for People were about to install additional seating close to the café area and had installed Wi-Fi around the grounds. It was hoped that all these activities would help to increase attendances at the Lido.

In light of the additional work carried out by FOAL and the Council, through discussions with Places for People, it was proposed to share equally any surpluses or deficits from Places for People's budgeted profit figure of £21,000, with a maximum risk or return to the Council capped at £20,000. This would help to ensure that any increased support from local residents would have the potential to reduce the Council's subsidy rather than solely improve the profit to the contractor.

The Cabinet expressed its support of the innovative approaches that had been introduced this year with the aim of increasing attendances at the Aldershot Lido.

The Cabinet RESOLVED that the revised financial arrangements for the 2015 Aldershot Lido season, as set out in the Head of Community and Environmental Services' Report No. COMM1511, be approved.

62. **BUDGET STRATEGY WORKING GROUP –**
(Corporate Services)

The Cabinet considered the Corporate Director's Report No. CD1504 which proposed changes to the current Budget Working Group. Members were reminded that this Group had been set up in 2008 by the Corporate Services Policy and Review Panel. Its aim had been to consider issues in relation to Member involvement in the budget process and the overall scrutiny of the Council's strategic approach to its budget. Whilst much valuable work had been carried out, Members of the group had recently queried the current scope of the group and its future role especially in light of the financial challenges facing the Council and the development of a strategic approach through the 8-Point Plan. This was why these changes were being proposed.

It was proposed that the Group's role should be expanded to cover the Council's 8-Point Plan and the themes within it. The Cabinet Member for

Corporate Services had recently joined the Group and for this reason and with its more strategic role, it was felt that it should be renamed the Budget Strategy Working Group and that it should become a Cabinet working group. The proposed Terms of Reference for the new Group were set out in an appendix to the Report and it was suggested that the initial membership should include all of the Members that were on the Budget Working Group in 2014/15, together with the Cabinet Member for Corporate Services and one other Cabinet Member. The new Group would meet on a regular basis and would make recommendations to the Cabinet directly and through the officer reports it would receive on budget and finance issues. The revised approach had been discussed and endorsed at the meeting of the Corporate Services Policy and Review Panel on the 4th June 2015.

The Cabinet RESOLVED that

- (i) the establishment of a Budget Strategy Working Group be approved;
- (ii) the Terms of Reference for the new group, as set out in the Corporate Director's Report No. CD1504, be endorsed; and
- (iii) the following appointments be made to the Budget Strategy Working Group for the remainder of the 2015/16 Municipal Year, on the basis of nine Members including the Cabinet Member for Corporate Services, one other Cabinet Member, the Chairman of the Corporate Services Policy and Review Panel and six Members (3 Conservative: 3 Minority Groups):-

Cabinet Member for Corporate Services -	Cr. P.G. Taylor
Cabinet Member -	Cr. A. Jackman
Chairman of Corporate Services Policy and Review Panel -	Cr. Jacqui Vosper
Conservative Group -	Crs. D.E. Clifford, Barbara Hurst and G.B. Lyon
Minority Groups -	Crs. D.M.T. Bell, A.H. Crawford and B. Jones

63. 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
64	3	Information relating to financial or business affairs

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

**64. PURCHASE OF PLOT NO. 10A WELLESLEY HOUSE, FARNBOROUGH INDUSTRIAL ESTATE, FARNBOROUGH –
(Corporate Services)**

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1512, which sought approval for the purchase of the leasehold interest in Plot No. 10A Wellesley House, Farnborough Industrial Estate, Farnborough as an investment asset.

Members heard how the current leaseholders had entered administration on 10th November, 2014. There was, currently, a sub-tenant on part of the ground floor and it was anticipated that they would remain occupiers if the purchase were to proceed. The remainder of the property was vacant and the Council had sought advice from Hollis Hockley as to the probable market rent that the Council would be likely to achieve for this premises. It was anticipated that this would attract a rent in the region of between £10 and £12 per square foot. The property had been inspected and was considered to be in good repair and condition. A survey would be carried out should the purchase proceed. Members were informed that demand for office accommodation in Farnborough had increased over the past two years, with a number of other sites having been converted to domestic accommodation or with consent for such a conversion. Comparisons had been made with other office accommodation available in the Farnborough and Aldershot areas and this was considered to offer best value. The purchase price had been recommended by the Council's professional valuer.

The Cabinet RESOLVED that

- (i) a variation to the 2015/16 Capital Programme, in the sum of the purchase price of Plot No. 10A Wellesley House, as set out in the Solicitor to the Council's Exempt Report No. LEG1512, be approved;
- (ii) the Solicitor to the Council be authorised to purchase Plot No. 10A Wellesley House on the terms stated in the Solicitor to the Council's Exempt Report No. LEG1512 and to take other related action to secure tenants for the vacant floor space and to agree

the rental terms and lease provisions in connection with such lettings; and

- (iii) the establishment of a sinking fund towards future repairs and maintenance be approved.

The Meeting closed at 5.09 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

CABINET

*Tuesday, 14th July, 2015 at 4.30 p.m.
at the Council Offices, Farnborough*

Councillor P.J. Moyle (Leader)
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)
Councillor R. Hughes (Health and Housing Portfolio)
Councillor A. Jackman (Concessions and Community Support Portfolio)
Councillor P.G. Taylor (Corporate Services 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 **28th July, 2015**.

65. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 30th June, 2015 were confirmed and signed by the Chairman.

66. **FUTURE OF REFUSE AND RECYCLING SERVICES –**
(Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1508, which set out options for the future specification of the waste and recycling services provided by the Council.

The Cabinet was reminded that, at its meeting on 30th June 2015, it had agreed many matters relating to the specification for the renewal of the contract covering refuse, recycling, street cleansing, grounds maintenance and toilet cleansing. At that meeting, it had been agreed, however, that due to the significance of a decision to either retain weekly collections of residual waste or switch to alternate weekly collections and also to consider reducing the size of residual waste bins, an extra meeting of the Cabinet should be set up in order for these matters to be considered fully.

The Council's current financial position was set out and it was reported that the most recent budget on 8th July had changed little. The Council's financial position remained challenging, with the introduction of the Minimum Living Wage likely to have the effect of making services provided by contractors, in particular, more expensive.

Members were informed that the current contract had performed well and that residents had, generally, expressed a high level of satisfaction with waste and recycling collection services. The Council's recycling performance,

however, stood at around 26%, which fell well short of the UK target to recycle or compost 50% of total waste by 2020. Whilst it was considered that the introduction of alternate weekly collections for residual waste would have the greatest effect in increasing recycling rates, there were other initiatives that would be likely to improve the rate also, including:

- Free garden waste collections
- Incentive schemes
- Increasing the range of recyclable materials collected
- Improved education
- Introduction of smaller residual waste bins

In considering this matter, the Cabinet discussed many issues, including the likely increased cost of contractors' services due to the introduction of the Minimum Living Wage, the need for the Council to make savings, how knowledge and awareness of recycling might be improved and residents' views on the current level of service. Members felt that residents approved of the current frequency of collections and, for this reason, agreed that a weekly collection of residual waste should be maintained. The current level of recycling was, however, of concern and it was agreed, therefore, that the policy of reducing the size of residual waste bins over time should be continued and it was recommended that the Future Contracts Member Working Group should investigate additional ways of improving recycling levels.

The Cabinet RESOLVED to continue with the weekly collection of residual waste and maintain the current policy of issuing 140 litre residual waste bins as replacements or for new dwellings.

67. DEVOLUTION: PROPOSALS FOR A HAMPSHIRE WIDE COMBINED AUTHORITY –
(Leader of the Council)

The Cabinet considered the Chief Executive's Report No. CEX1502, which set out the current position within Hampshire regarding the potential devolution of power from central to local government.

Members heard how, prior to the previous parliamentary election, there had been significant national debate around the devolution of power, funding and responsibilities. The creation of a combined authority for Greater Manchester had become a flagship for how this could be achieved. It was reported that authorities within the Hampshire and Isle of Wight Local Government Association's (HLOWLA) area had already engaged in a significant amount of joint working and projects. Members heard how all member authorities of HLOWLA, which included Hampshire County Council, Southampton and Portsmouth unitary authorities, the Isle of Wight Council

and eleven district councils, had been in agreement that to develop a proposal for a devolved administration would be in the best interests of Hampshire residents. This would involve the creation of a 'Combined Authority' for Hampshire.

It was clarified that such an arrangement would not constitute a restructure of local government and that sovereignty would remain with individual authorities. It would, however, provide an opportunity for closer joint working, economies and service improvements. The first stage was to make a submission to start the process which would make a number of 'asks' of Government. Whilst not confirmed these might include:

- Local control over funding for skills, post-sixteen education, apprenticeships and lifelong learning
- More local control over national infrastructure spending on transport and housing
- A HIOWLA wide 'Better Care Fund' to better integrate health and social care across local government and the NHS
- Freedom to borrow against the forecast proceeds of local growth (to support enabling infrastructure)
- A comprehensive public sector land bank, making surplus NHS and Ministry of Defence land available for housing
- Ability to use public procurement and national business support budgets to support local business growth
- Greater retention of growth in business rates

The Cabinet discussed the proposal and was supportive of the principle of devolution, particularly in relation to the opportunities for expanding shared services and driving down costs. It was agreed that any future 'devolution deal' would be closely examined to ensure it would be beneficial to Rushmoor residents as well as the broader Hampshire and Isle of Wight area.

The Cabinet RECOMMENDED TO THE COUNCIL that

- (i) the local discussions, on the devolution of powers and responsibilities, be noted;
- (ii) the actions taken by the Leader, through the Hampshire and Isle of Wight Local Government Association, in supporting the principle of a Combined Hampshire Authority as a basis for developing a devolution deal for the area be endorsed;

- (iii) the principle of the Leader and Chief Executive working alongside colleagues in Hampshire and the Isle of Wight to develop a model for devolution which meets local needs be approved; and
- (iv) the Chief Executive, in consultation with the Leader, be authorised to approve the initial proposal for submission to the Government.

The Meeting closed at 5.14 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 24th June, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

Cr. G.B. Lyon (Chairman)
Cr. B.A. Thomas (Vice-Chairman)

Cr. D.B. Bedford	Cr. P.I.C. Crerar	Cr. D. Gladstone
Cr. D.M.T. Bell	Cr. Sue Dibble	Cr. C.P. Grattan
Cr. R. Cooper	Cr. Jennifer Evans	Cr. J.H. Marsh

Non-Voting Member

Cr. R.L.G. Dibbs (Cabinet Member for Service and Delivery) (ex officio)

68. DECLARATIONS OF INTEREST –

Having regard to the Members' Code of Conduct, the following declaration of interest was made. Those Members with a disclosable pecuniary interest left the meeting during the debate on the relevant agenda items:

Member	Application No. and Address	Interest	Reason
Cr. R.L.G. Dibbs	15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Farnborough)	Personal	Met with the applicant before this application was submitted. The application was not discussed and the Head of Planning was aware of the meeting.

69. MINUTES –

The Minutes of the Meeting held on 27th May, 2015 were approved and signed by the Chairman.

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

15/00068/LBC2PP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

15/00326/COU (Nos. 28 – 50 Kingsmead, Farnborough)

- * 15/00347/FUL (Flat 7, Grazley Lodge, Osborne Road, Farnborough);

- (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. PLN1531, be noted; and

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

* 15/00069/REMPP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

* 15/00176/FULPP (Proposed extension to Princes Mead, Westmead, Farnborough)

* 15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Farnborough).

* The Head of Planning’s Report No. PLN1531 in respect of these applications was amended at the meeting.

71. **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
15/00194/FULPP	(Site of the former Christmas Lodge, Evelyn Avenue, Aldershot)	Mr. J. Lassiter	Against
		Mr. K. Rushe	In support

72. **APPLICATION NO. 15/00069/REMPP – GUN HILL HOUSE AND WATER TOWER, GUN HILL, ALDERSHOT –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the approval of reserved matters (for part of Development Zone C – Cambridge Military Hospital) relating to the conversion of Gun Hill House and Water Tower (including external alterations and the part demolition of the link building) to provide seventeen flats with associated parking, access, landscaping and public open space in Development Zone C (Cambridge Military Hospital) pursuant to Condition No. 4 (1 to 21) attached to Outline Planning Permission 12/00958/OUT dated 10th March, 2014. The issue for the Committee was whether the reserved matters, as laid out in the Head of Planning's Report No. PLN1531 (as amended), should receive its approval. It was noted that the recommendation was to approve the reserved matters subject to the completion of a Deed of Variation under Section 106A of the Town and Country Planning Act, 1990.

RESOLVED: That 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

- (i) an appropriate restriction upon occupation of 2,000 dwellings (across the Aldershot Urban Extension site) to ensure that 56 units are provided for affordable housing (21 of which will be provided in the Cambridge Military Hospital Development Zone C), as detailed within the Affordable Housing Development Zone Strategy, are transferred to a registered provider (in accordance with the terms of the Principal Agreement);
- (ii) replacement of the Affordable Housing Strategy contained within the Schedule 15 of the Principal Agreement to demonstrate how affordable housing is to be adjusted across the subsequent phases of the Wellesley development, to accord with the terms of the Outline Planning Permission Section 106 agreement; and
- (iii) the insertion of a new schedule to the Principal Agreement to secure an Affordable Housing Development Zone Strategy for the Cambridge Military Hospital Development Zone C under the terms of the Outline Planning Permission Section 106 legal agreement

the Head of Planning, in consultation with the Chairman, be authorised to approve the matters reserved (for part of Development Zone C – Cambridge Military Hospital) by Condition No. 4 (1 to 21) attached to Outline Planning Permission 12/00958/OUT dated 10th March, 2014, subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1531 (as amended).

73. **APPLICATION NO. 15/00176/FULPP – PRINCES MEAD, WESTMEAD, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the erection of an extension to the existing shopping centre to provide three retail units, alterations to the external appearance of the existing tower feature, the creation of the rear service yard with access from Hawthorn Road and alterations to the existing car park layout and landscaping at Princes Mead, Westmead, Farnborough.

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 completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990 by 23rd July, 2015 to secure
 - (a) a contribution towards accident reduction of £15,000 and £10,000 for the Clockhouse and Pinehurst roundabouts respectively;
 - (b) a contribution towards the Farnborough Wayfinding Scheme of £15,000 to update mapping to include Princes Mead and further totem signage to identify the shopping areas and links between them, facilitating linked trips;
 - (c) a contribution of £25,000 towards pedestrian improvements at Northmead Junction with Victoria Road and Elmgrove Road; and
 - (d) the submission and implementation of a full travel plan, payment of the travel plan approval and monitoring fees, and provision of a surety mechanism to ensure implementation

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. PLN1531 (as amended); however

- (ii) in the event that a satisfactory planning obligation is not received by 23rd July, 2015, 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 or a travel plan in accordance with the Council's adopted Supplementary Planning Documents 'Planning Contributions' – Transport.

74. **APPLICATION NO. 15/00194/FULPP – SITE OF THE FORMER CHRISMAS LODGE, EVELYN AVENUE, ALDERSHOT –**

The Committee considered the Head of Planning's Report No. PLN1531 (as amended at the meeting) regarding the erection of a part two and part three-storey building to provide 29 one, three two and two three-bedroom residential units (34 in total) for disabled or vulnerable veterans and their dependents, a shared common room, staff accommodation, car and cycle parking, refuse storage, landscaping and associated works at the site of the former Christmas Lodge, Evelyn Avenue, Aldershot. Before considering the application in detail, the Committee received representations in accordance with the scheme of public representation from Mr. J. Lassiter against the application and Mr. K. Rushe in support.

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. On discussing the application it was requested that an additional informative be added to include the reuse of existing hard core materials on site.

RESOLVED: That, subject to the completion of a satisfactory planning obligation, to be agreed by the Head of Planning in consultation with the Solicitor to the Council under Section 106 of the Town and Country Planning Act, 1990, to secure

- (i) a minimum of 35% of affordable housing in accordance with the requirements of the Head of Environmental Health and Housing;
- (ii) a financial contribution towards open space provision, namely for dredging and improvements to the pond area and the provision of natural play features at Brickfield Country Park and pitch improvements at Aldershot Park; and
- (iii) a financial contribution towards Rowhill Copse Suitable Alternative Green Space and Strategic Access Management and Monitoring as mitigation for the impact on the Thames Basin Heaths Special Protection Area;

the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to

- (i) also being first satisfied of an agreed and binding arrangement to ensure that the allocation of parking spaces and residents' car ownership and use, together with that of staff and visitors, will not give rise to demand for parking in excess of the number of spaces provided within the site; this would be achieved through the provisions of the Section 106 agreement, imposition of conditions, a combination of both, or such other means as may be determined satisfactory; and

- (ii) the conditions and informatives set out in the Head of Planning's Report No. PLN1531 (as amended).

75. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT – FORMER LAFARGE SITE AND ADJOINING LAND AT HOLLYBUSH LANE NORTH, SOUTH OF NORTH CAMP RAILWAY STATION –**

The Committee received the Head of Planning's Report No. PLN1532 (as amended at the meeting) regarding the unauthorised material change of use of land to commercial car sales use and storage of scrapped cars; both with associated ancillary development comprising construction of bunds, hard-surfaces, roads, fences and the siting of structures on land at Hollybush Lane North, south of North Camp Railway Station.

The Report provided an update which followed previous reports presented for information to the Committee between 11th June, 2014 and 4th March, 2015. The Committee was reminded that the Committee had authorised the taking of enforcement action on 7th January, 2015 and this Report was to update Members on further progress with respect to this matter and other matters that had arisen since then.

The Committee was informed that, shortly before the Committee had agreed to commence enforcement action, the landowner had submitted a second part retrospective planning application to Hampshire County Council for the scaled down use of the site to provide an end of life treatment facility. The Council had resolved to raise an objection to this application at the meeting on 4th March, 2015. On 18th May, 2015 the County Council had announced that this application had now been withdrawn by the applicants.

The Committee was also informed that, following concerns raised by the Environment Agency about works undertaken to infill the northern fishing lake and the subsequent reduction in flood storage, the Environment Agency had confirmed that it would support Rushmoor with technical flood risk evidence in respect of any appeal that may be lodged against enforcement notices served by the Council raising flood risk concerns. The Environment Agency had recently confirmed that it was pursuing its own enforcement action, although the Agency's efforts to quantify the extent of the infilling and land raising had been hampered by the landowner who was yet to allow the Environment Agency access to the land.

It was confirmed that enforcement notices were now in an advanced stage of drafting and the Solicitor to the Council was currently consulting with legal counsel in this respect. A meeting had also been arranged with Hampshire County Council and the Environment Agency in order to exchange information and discuss co-ordinated enforcement action.

RESOLVED: That the Head of Planning's Report No. PLN1532 (as amended) be noted.

76. **FORMER COTTAGE TO THE REAR OF JOB'S FARM, NO. 100 SANDY LANE, FARNBOROUGH – URGENT WORKS NOTICE –**

The Committee received the Head of Planning's Report No. PLN1533 which sought authority to serve an Urgent Works Notice on the former cottage which lay to the rear of Job's Farmhouse on Sandy Lane, Farnborough. It was reported that the Grade II listed building was in a poor state of repair and, despite some protection work three years ago, required some further work in the near future if it was to be retained.

The Committee was informed that in January, 2013 the Development Control Committee had resolved to serve an Urgent Works Notice to make the building wind and weatherproof. In the event, it had not been necessary to serve the notice since the owner had taken the required action himself and had erected a corrugated iron roof over the building. This roof had protected the building for the previous two years. However, over the passage of time, the timbers had dried out and an internal wall had collapsed. The whole structure was now very fragile. In March, 2015 the property had again been surveyed at the Council's request by an historic buildings consultant who had recommended that the Council should be minded to pursue enforcement action through an Urgent Works Notice or a Repairs Notice.

The Committee was advised of the possible courses of action, as set out in the Report, and was informed that, despite attempts over the last six months to encourage the owner to protect and carry out repairs to the listed cottage, no positive action had been forthcoming. The building now lay unprotected and would be further damaged by the elements unless some urgent action was taken. The Committee was advised that it was considered that an Urgent Works Notice should be prepared and served on the owner in order to secure the preservation of Job's Farm Cottage and was advised that this may result in the Council having to carry out the works and then recover the costs.

RESOLVED: That an Urgent Works Notice be prepared and served on the owner of Job's Farm Cottage with the objective of preserving this important listed building and executing any works deemed necessary.

77. **APPOINTMENTS TO STANDING CONSULTATION GROUP –**

RESOLVED: That the Chairman or the Vice-Chairman and Crs. Sue Dibble and J.H. Marsh be appointed to the Standing Consultation Group for the 2015/16 Municipal Year.

78. **APPOINTMENTS TO DEVELOPMENT MONITORING GROUPS –**

(1) **Farnborough Town Centre –**

RESOLVED: That the Chairman or Vice-Chairman and the three Empress Ward Councillors be appointed to the Farnborough Town Centre Development Monitoring Group for the 2015/16 Municipal Year.

(2) **North Town – Aldershot –**

RESOLVED: That the Chairman or Vice-Chairman and the three North Town Ward Councillors be appointed to the North Town Development Monitoring Group for the 2015/16 Municipal Year.

(3) **Wellesley – Aldershot Urban Extension –**

RESOLVED: That the Chairman or Vice-Chairman and the three Wellington Ward Councillors be appointed to the Wellesley Development Monitoring Group for the 2015/16 Municipal Year.

79. **CONSULTATION ON THE DRAFT RUSHMOOR LOCAL PLAN –**

The Committee received the Head of Planning's Report No. PLN1530 which informed the Committee of the progress on the preparation of the new Rushmoor Local Plan.

The Committee was reminded that, in October, 2011, the Council had adopted the Core Strategy, which set out strategic policies for the Borough covering the period 2010 to 2027. The intention had been to follow this with a supporting Local Plan document which would have set out detailed policies and proposals in a 'Delivering Development' document. However, following changes to the planning system, the Council had agreed to prepare a comprehensive Local Plan for the Borough covering the period to 2032. The Local Plan would set out the long term broad strategic framework for future development in the Borough and the detailed planning policies and site allocations required to deliver it.

The Plan would also contain specific policies for areas including Aldershot and Farnborough town centres, Wellesley and Farnborough Airport. The Plan would also refresh the Core Strategy policies as well as incorporate detailed development management policies that would have been included within the Delivering Development Document.

The Committee was informed that the process by which the Local Plan should be prepared was set out in legislation and would go through an independent examination process before being adopted. On adoption the new Local Plan would replace saved policies in the Rushmoor Local Plan 2000 and the policies in the Core Strategy.

The Local Plan set out various options for dealing with different land use issues in the Borough and the consultation sought views on these options. Any comments for alternative options would be welcomed. The supporting evidence and documentation had been published on the Council's website and was available for viewing alongside the draft Local Plan.

The consultation period would run until 20th July, 2015 and the comments received during the consultation would be used to inform the next version of the Local Plan. This would be a draft submission version which

was due to be published for comment during January and February, 2016, before being submitted to the Secretary of State in Spring 2016. It was anticipated that the Local Plan would be adopted in December, 2016.

RESOLVED: That the Head of Planning's Report No. PLN1530 be noted.

80. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1534 (as amended at the meeting) concerning the following appeals:

Application No.	Description
14/00706/FULPP	<p>It had been reported at the previous meeting that an appeal had been received against the Council's decision to refuse planning permission for the demolition of a public house/restaurant building and the erection of one five- storey and one six-storey building to provide 25 one-bedroom and 37 two-bedroom flats, a community/arts/food and drink facility, public plazas and parking at the lower ground floor level, with revised access arrangements and associated highways and improved pedestrian access works at The Ham and Blackbird, No. 281 Farnborough Road, Farnborough.</p> <p>This appeal would be dealt with by way of the hearing procedure. In this respect, a hearing date had now been agreed between the main appeal parties for 9th December, 2015. At the meeting it was noted that the Planning Inspectorate had now provided written confirmation to this effect.</p>
15/00041/FULPP	<p>An appeal had been received in respect of the refusal of planning permission for the erection of a pair of semi-detached three-bedroom houses with associated access and parking from Peabody Road on land at the junction of Peabody Road and Queen's Road, Farnborough. This appeal would be dealt with by way of the written representations procedure. All documents were to be submitted by 8th July, 2015.</p>

RESOLVED: That the Head of Planning's Report No. PLN1534 be noted.

The Meeting closed at 9.40 p.m.

G.B. LYON
CHAIRMAN

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 29th June, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

Cr. A.M. Ferrier (Chairman)
Cr. S.J. Masterson (Vice-Chairman)

Cr. R. Cooper	a Cr. Barbara Hurst	Cr. M.D. Smith
Cr. Liz Corps	Cr. B. Jones	Cr. L.A. Taylor
Cr. A.H. Crawford	Cr. A.R. Newell	Cr. Jacqui Vosper

An apology for absence was received on behalf of Cr. Barbara Hurst.

81. MINUTES –

The Minutes of the Meeting held on 28th May, 2015 were approved and signed by the Chairman.

82. STATEMENT OF ACCOUNTS – DUTIES AND RESPONSIBILITIES –

The Committee considered the Head of Financial Services' Report No. FIN1514, which set out the duties and responsibilities of the Committee in respect of the Statement of Accounts.

The Committee was reminded that the Statement of Accounts for 2014/15 had been prepared in line with CIPFA's 'Code of Practice on Local Authority Accounting' for 2014/15, under International Financial Reporting Standards and in accordance with the Accounts and Audit (England) Regulations, 2011. These Regulations required a committee of the Council to consider the Statement after completion of the audit of the accounts and presentation of the auditor's Audit Results Report. CIPFA also recommended that the Statements should be issued in advance of the approval meeting in order to allow sufficient time for due consideration of the information.

The Committee reviewed the Council's unaudited Statement of Accounts, copies of which were circulated at the meeting, to give Members sufficient time for their due consideration ahead of the approval meeting in September, 2015.

The Statement of Accounts 2014/15 consisted of:

- An introduction and summary of significant financial issues during the year (explanatory foreword)
- Statement of responsibilities

- Four key financial statements – Movement in Reserves, Comprehensive Income and Expenditure Statement, Balance Sheet and Cash Flow
- Notes to the core financial statements – including accounting policies
- Collection Fund and accompanying notes
- Auditors' Results Report.

The Head of Financial Services gave a summary of the documents that had been considered by the Committee over recent months in respect of the Council's Statement of Accounts. On the decluttering of the Statement of Accounts, the Committee agreed the reasoning behind the items that had been removed from the Statement.

The Report reminded Members of the various factors which should be borne in mind when considering the accounts. Once these factors had been considered, Members should be satisfied that the accounts represented a true and fair view of the Council's financial position. The Committee was advised of other sources of information and assurance which could be used to help Members approve the accounts. These included:

- The Council's 8-Point Plan
- Internal audit
- The work of the Standards and Audit Committee in considering fraud, risk and internal audit reporting
- Statements of senior officers
- External audit opinion
- Other inspections – HMRC (VAT, PAYE)
- Financial and performance reports
- Members' own knowledge of the affairs of the Council
- The context (eg economic climate, interest rates, property prices, inflation)
- Expert knowledge (eg actuarial reports)

The Head of Financial Services guided the Committee through the draft Statement of Accounts and answered Members' questions. Members asked questions concerning business rates, remuneration and expenses allowances, retirement and replacement dates, the process for decluttering the accounts, access to the audited accounts by members of the public, the work of Internal Audit and the revised Contract Standing Orders. Members felt that the session had been a useful exercise in preparing for the approval of the Statement of Accounts in September. Members were advised that, if required, they could see the Head of Financial Services individually with any questions on the accounts.

RESOLVED: That

- (i) the Head of Financial Services' Report No. FIN1514 be noted; and
- (ii) a presentation on the work of Internal Audit be given to the Committee at a future meeting.

The Meeting closed at 7.55 p.m.

A.M. FERRIER
CHAIRMAN

STANDARDS AND AUDIT COMMITTEE

Meeting held on Thursday, 2nd July, 2015 at the Council Offices, Farnborough at 6.00 p.m.

Voting Members

Cr. J.H. Marsh (Chairman)
Cr. A.M. Ferrier (Vice-Chairman)

Cr. D.M.T. Bell

Cr. C.P. Grattan

Cr. M.D. Smith

Non-Voting Co-opted Members

Mr. D. Austin

Mr. B. Hambleton

83. APPOINTMENT OF CHAIRMAN –

RESOLVED: That Cr. J.H. Marsh be appointed Chairman of the Committee for the 2015/16 Municipal Year.

84. APPOINTMENT OF VICE-CHAIRMAN –

RESOLVED: That Cr. A.M. Ferrier be appointed Vice-Chairman of the Committee for the 2015/16 Municipal Year.

85. MINUTES –

The Minutes of the Meeting held on 9th March, 2015 were approved and signed by the Chairman.

86. INTERNAL AUDIT – AUDIT MANAGER'S UPDATE –

The Committee received the Audit Manager's Report No. AUD1502, which provided an update on the work of Internal Audit and the opinion on the Council's system of internal control for 2014/15.

The Committee welcomed Ms. Mandy Fahey to the meeting, who was the Council's Section 151 Chief Finance Officer, which included some responsibility for corporate governance and risk. She presented a summary of the recent audit work as set out in paragraph 2 of the Report and confirmed the Audit Manager's opinion that there were no major weaknesses in the systems audited.

During discussion and with reference to the Contracts Register, it was confirmed that, when making purchases from a supplier, the value of the contract should be based on the aggregated spend over a four-year period. It was noted that staff training on this requirement and the new Contract Standing Orders was currently underway within the organisation. With reference to the Mobile Device Management System, it was clarified that in

the event that data needed to be remotely wiped from a Council owned mobile phone or device, the data would not be lost to the organisation.

RESOLVED: That the Report be noted and endorsed.

87. ANNUAL GOVERNANCE STATEMENT 2014-2015 –

The Committee considered the Solicitor to the Council's Report No. LEG1513, which set out the Council's Annual Governance Statement for the year 2014/15 for consideration and approval. The Statement confirmed that no significant issues had been identified. However, a number of actions for the current year had been identified.

The Solicitor to the Council explained that the Annual Governance Statement set out how the Council complied with its Code of Corporate Governance, which set out all of the arrangements that the Council had in place to promote and ensure effective governance in all aspects of the Council's work.

A number of governance issues had been identified for action, which included ensuring that all councillors received appropriate training on the revised Code of Conduct, enabling greater visibility of information about the Council's land and property assets, and work towards the public sector equalities duty. It was also reported that a new central recording system had been introduced for complaints made to the Council. In discussing this, Members emphasised the importance of organisational learning from complaints and the need to ensure that processes would be in place for the sharing of learning from complaints. The Committee suggested that a report on complaints monitoring could be presented periodically to the Cabinet.

RECOMMENDED to the Cabinet: That the Annual Governance Statement, attached as Appendix 1 to Report No LEG1513, be approved for adoption and published with the Council's Statement of Accounts.

88. RUSHMOOR MEMBERS' ALLOWANCES SCHEME - ATTENDANCE AT MEETINGS -

The Committee considered the Head of Democratic Services' Report No. DEM1503, which set out details of Members' attendance at meetings during the 2014/15 Municipal Year in accordance with the arrangements for monitoring Rushmoor's Allowances Scheme. The Committee noted that attendance at meetings for 2014/15 had remained at the same level as the preceding year with 8% absence across all principal meetings. It was also reported that there had been a rise in the number of Cabinet working groups, and that attendance at all-Member seminars was approximately 50% of councillors.

Following discussion, the Committee requested that the following monitoring report should include more detailed information on each individual councillor's attendance at principal meetings.

RESOLVED: That the Report be noted.

The Meeting closed at 6.45 p.m.

J.H. MARSH
CHAIRMAN
