

CABINET

Tuesday, 15th December, 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)

a 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)

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

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **31st December, 2015**.

224. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 17th November, 2015 were confirmed and signed by the Chairman.

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

The Cabinet received the Head of Financial Services' Report No. FIN1522, which set out the main activities of the treasury management operations during the first half of 2015/16 and provided an update on the current economic conditions affecting treasury management decisions. The appendix to the Report showed the actual prudential indicators relating to capital and treasury activities for the first half of 2015/16 and compared these to the indicators which had been set in the Annual Treasury Management Strategy for the year, which had been approved by the Council in February, 2015.

The Cabinet was informed that the Council's existing treasury management advisers, Arlingclose Limited, had been successful in a recent tendering exercise and would, therefore, continue to provide advice for a further contract period. It was noted that the current year had remained challenging in terms of treasury management. Following the previously agreed changes to the Strategy, the Council's treasury team had continued to concentrate on the security of investments but had diversified the range of counterparties used to maximise returns, following guidance from its advisers. In particular, investment activity had been extended further into pooled funds,

which had provided higher returns than investments that had been favoured previously. It was noted that the capital value of some pooled fund investments had fallen, although income returns were still performing well. Those funds which had fallen in value would be retained until the capital value was greater than the initial investment, meaning that no loss would be recognised. Members heard how losses on capital value were only recognised on sale of the fund or at such time that the reduction was material and sustained. It was normal for these assets to fluctuate in value. Arlingclose had compiled a benchmarking list of its clients and the Council's return on its total investment portfolio during the previous six months had been 1.7%, which compared favourably against the average of 0.87% of 122 local authority clients. The Cabinet was informed that it was not proposed to alter the treasury management strategy at the present time.

It was confirmed that the Council had complied with its Treasury and Prudential Indicators for 2015/16.

The Cabinet NOTED the Council's treasury management operations in the first half of 2015/16, as set out in the Head of Financial Services' Report No. FIN1522.

226. **REVIEW OF FEES AND CHARGES –**
(Leisure and Youth / Environment and Service Delivery / Health and Housing)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1522, which recommended new charges for the Aldershot Crematorium, cemeteries, halls and pavilions, allotments, football, cricket, Princes Hall, waste management and Environmental Health and Housing services.

The Cabinet noted that the core prices for the Farnborough Leisure Centre, Aldershot Pools and Southwood Golf Course would be subject to increases in line with the contracts, linked to the January Retail Price Index, which would be available from March, 2016. It was proposed to raise the cremation fee from £797 to £817.50. The results of benchmarking indicated that this fee remained competitive but towards the upper end of the scale, reflecting the high quality of service provided.

The new fees and charges would be introduced on 1st April, 2016, with the charges for football pitches being increased for the 2016/17 season and allotments from 1st April, 2017, as a year's notice had to be given.

The additional annual income resulting from the increase in fees and charges was estimated at £35,000, which would form part of the 2016/17 draft budget.

The Cabinet RESOLVED that the fees and charges, as set out in the Head of Community and Environment Services' Report No. COMM1522, be approved.

227. **RUSHMOOR LOCAL PLAN WORK PROGRAMME –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1558, which provided an update the future work programme for the preparation for the new Rushmoor Local Plan. It was explained that it was necessary to make some changes to the work programme due to changes to the plan making process, as set out in the National Planning Policy Framework and supporting National Planning Practice Guidance, in particular as they related to cross boundary working on key strategic planning issues. Also, the Housing and Planning Bill was, currently, making its way through Parliament and the implications of this would also need to be considered. It was confirmed that the Council did have an adopted Core Strategy in place, which many other local authorities did not have at this point. The delays described meant that the timescale for the production of a new Local Plan would slip by around a year. It was noted that this extra time would allow for new staffing arrangements, agreed by the Cabinet in November, 2015, to become established.

Members heard how consultation on the new plan, originally scheduled for January, 2016, would now take place in October, 2016. Adoption of the new Plan would now be scheduled for December, 2017. If agreed, these changes to the work programme would be published on the Council's website with effect from 1st January, 2016. Members were assured that the new work programme would enable the Council to produce a Local Plan that was robust and sound. There were still some risks due to uncertainty relating to the evolution of the Housing and Planning Bill and it was possible that the timetable would need to be adjusted again, once the implications of the Bill had become clearer.

The Cabinet RESOLVED that

- (i) the revised timetable for the next steps in the preparation of the Rushmoor Local Plan, as set out in paragraph 5.2 of the Head of Planning's Report No. PLN1558, be approved;
- (ii) an updated Rushmoor Local Development Scheme 2016 – 2019, incorporating the timetable changes agreed at resolution (i) above, be approved for publication on the Council's website, with effect from 1st January, 2016; 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 to the Local Development Scheme.

The Meeting closed at 4.53 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

CABINET

Tuesday, 12th January, 2016 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 **26th January, 2016**.

228. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 15th December, 2015 were confirmed and signed by the Chairman.

229. **COUNCIL TAX SUPPORT SCHEME 2016/17 –** (Concessions and Community Support)

The Cabinet considered the Corporate Director's Report No. CD1601, which set out the outcome of the recent public consultation exercise and the recommendations and comments of the Council's Welfare Reform Task and Finish Group in respect of potential changes to the Council Tax Support Scheme. Prior to commencing this item, the Cabinet was advised of a request from Cr. A.H. Crawford to address the Cabinet on this issue. However, as Cr. Crawford's representation had already been distributed to all Cabinet Members for consideration during the item, the Cabinet did not support the request.

Members heard how the Council had developed its own Council Tax Support Scheme, which had run since 1st April, 2013, to replace the previous national Council Tax Benefit Regulations. The Scheme had been well received and had operated successfully but, in light of the Government's ongoing reform of the welfare system, the Cabinet had agreed, at its meeting on 20th October, 2015, to carry out a public consultation on options to make changes to the Scheme. The public consultation exercise had run for a six week period starting on 9th November, 2015 and had been sent to all 2,565 working age Council Tax Support claimants and a randomly selected 3,000 Council Tax payers. The survey had also been available online throughout the consultation period. A total of 791 completed surveys had been returned, which the Welfare Reform Task and Finish Group had considered to be a good rate of

return, considering the complexity of the survey. It was reported that a wide range of views had been expressed and these were set out in Appendix 3 to the Report. A clear view had been expressed that residents did not wish for the Scheme to be funded by either an increase in Council Tax or a reduction in service provision.

The Welfare Reform Task and Finish Group had met six times during 2015 and its work had included considering potential changes to the Council Tax Support Scheme, taking into account the results of the public consultation. The Group recommended five changes to the Scheme, summarised as:

- To increase the minimum contribution from 8% to 10%
- To remove the Family Premium for new working age claimants
- To reduce the amount of savings from £16,000 to £6,000 before claiming Council Tax Support
- To limit support at the level applicable for a Band D property, for those living in properties banded higher than Band D
- To reduce the limit of backdated claims to four weeks

Furthermore, the Group considered a number of issues that were raised in the consultation that were not being recommended for adoption and these were set out in the Report.

In endorsing the recommendations of the Welfare Reform Working Group in relation to potential changes to the existing Scheme, the Cabinet expressed satisfaction that the Council's amended Scheme would continue to ensure that residents in Aldershot and Farnborough were treated fairly. In particular, it was noted that the exceptional Hardship Fund would remain in place for those adversely affected by the changes during a period of transition.

The Cabinet

- (i) **NOTED** the information set out in the Corporate Director's Report No. CD1601 and the work and the recommendations of the Welfare Reform Task and Finish Group in relation to potential changes to the Council's Council Tax Support Scheme; and
- (ii) **RECOMMENDED TO THE EXTRAORDINARY MEETING OF THE COUNCIL ON 27TH JANUARY, 2016** that the changes to the Council Tax Support Scheme, as set out in the Report, be approved to take effect from the financial year 2016/17.

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

The Cabinet received the Head of Community and Environmental Services' Report No. COMM1601, which set out details of applications for grants from voluntary organisations. In accordance with the agreed procedure for the allocation of grants, the Cabinet Member for Concessions and Community Support had approved three grants for £1,000 or less.

The Cabinet NOTED that the following grants totalling £2,350 had been approved by the Cabinet Member for Concessions and Community Support:

Acornwood Pre-school	£850
Aldershot and Farnborough Festival of Music and Dance	£500
Fleet and District Beekeepers Association	£1,000

NOTE: Cr. K.H. Muschamp declared a personal but non prejudicial interest in this item in respect of his involvement with the Aldershot and Farnborough Festival of Music and Dance and, in accordance with the Members' Code of Conduct, remained in the meeting.

231. **HART LOCAL PLAN – CONSULTATION ON REVISED OPTIONS FOR STRATEGIC NEW HOMES GROWTH AND SITE ALLOCATIONS –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1601, which sought agreement to submit comments on Hart District Council's Refined Options for Strategic New Homes Growth and Site Allocations document, which was open to consultation until 15th January, 2016. Also included in the consultation was Hart's draft Local Plan Vision and Strategic Priorities document. The Cabinet was reminded that the Council had submitted comments on Hart District Council's consultation on its Housing Development Options in October 2014. It was also explained that Hart, Rushmoor and Surrey Heath Councils were, currently, jointly undertaking an update to the evidence base relating to housing and employment needs to inform the preparation of their respective Local Plans.

The Report set out the context of this consultation in terms of National Planning Policy and explained how Hart, Rushmoor and Surrey Heath Councils together formed the Housing Market Area. It was explained that the Council welcomed the opportunity to work with Hart District Council on developing a planning strategy to meet the housing needs of the Housing Market Area within the area covered by the three councils. Once the joint evidence had been updated, it would be possible for the three authorities to demonstrate positive outcomes through Plan making, as required by the Duty to Co-operate and reflected in the tests of soundness at Examination of Local Plans.

The Cabinet RESOLVED that the Council make representations on the Hart Refined Options for Strategic New Homes Growth and Site Allocations and the draft Local Plan Vision and Strategic Priorities documents, based on the comments set out in the Head of Planning's Report No. PLN1601.

232. **ALDERSHOT TOWN CENTRE PROSPECTUS SUPPLEMENTARY PLANNING DOCUMENT –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1602, which set out the Aldershot Town Centre Prospectus Supplementary Planning Document for approval. Members were informed that public consultation had taken place for six weeks, commencing on 30th September, 2015. This had been supplemented with a number of consultation events, including staffed exhibition days and a public meeting. The consultation process had attracted 180 representations and the comments received were summarised in the Consultation Report at Annex 2 to the Report. The draft document had been amended to take account of these representations and the key changes were summarised as:

- Executive summary added
- Increased emphasis on accessing the town by a variety of sustainable modes of transport, including additional references to public transport in the town and reference added to improving cycling provision
- Reference to a review of the Council's parking strategy added
- Comment added about the Council investigating the potential to purchase vacant units
- Strengthened statements on the historic environment
- Deleted inaccurate reference to Willow House being of historic significance
- Reference added to the importance of integrating Westgate with the rest of the town centre
- Added explicit reference to refurbishment of the Princes Hall
- Clearer reference to the potential to create a town square as part of the redevelopment of the Union Street and former Marks and Spencer site added
- Information added on potential funding sources

The Cabinet RESOLVED that

- (i) to supplement the existing Core Strategy policies, the Aldershot Town Centre Prospectus Supplementary Planning Document be adopted; and
- (ii) the Head of Planning, in consultation with the Cabinet Member for Environment and Service Delivery, be authorised to make any necessary minor amendments to the Supplementary Planning Document, prior to its publication.

The Meeting closed at 5.18 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

CABINET

***Tuesday, 2nd February, 2016 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 **16th February, 2016**.

233. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 12th January, 2016 were confirmed and signed by the Chairman.

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

The Cabinet considered the Head of Financial Services' Report No. FIN1603, as amended at the meeting, which made final recommendations on the budget, Council Tax requirement and proposals for budget savings for 2016/17. The Report also set out the General Fund revenue budget summary, detailed base revenue budgets in Cabinet portfolio order, lists of additional items for inclusion in the budget and the Capital Programme.

At its meeting on 17th November, 2015, the Cabinet had considered and endorsed the Head of Financial Services' Report No. FIN1518, which had included the Council's Medium Term Financial Strategy for 2015/16 – 2018/19 and set out the high level strategic financial direction for the Council, after taking account of the Medium Term Financial Forecast.

The main areas where the Council would be facing increased levels of risk and uncertainty over the medium term were set out in the Report, which also outlined the way in which these increased risks would be mitigated by maintaining current reserves, such as the Stability and Resilience Reserve, to protect the Council from adverse fluctuations in its financial position and the Service Improvement Fund, to ensure sufficient resources were available to progress key invest-to-save projects. This would enable the Council to take a strategic, longer term approach that built upon the Council's 8 Point Plan, focusing on key projects that would contribute towards the savings required to

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

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

The update to the Report provided a revised General Fund Summary due to the finalisation of the Council's estimates for business rates for both 2015/16 and 2016/17, as reported to DCLG via the submitted NNDR1 form.

The General Fund Revenue Budget would enable the Council to deliver services at similar to current levels and identified reductions in the level of net spending of £900,000, to be delivered during 2016/17. The General Fund summary showed that the revenue balances were expected to be around £1.5 million by the end of 2016/17. This was at the mid-point of the approved range of balances of £1 million - £2 million and was deemed to be acceptable given the levels of risks and uncertainty that had been identified. The General Fund Revenue Budget assumed a 1.99% increase in Council Tax, which accorded with Government policy assumptions and fell within the permissible level of increase before triggering a local referendum. This equated to an increase of £3.66 per annum for a Band D property. The Cabinet was advised that the Business Rate Retention Scheme represented a volatile income stream and, for this reason, the budget proposals included a transfer of £800,000 to the Stability and Resilience Reserve, which had been set up during 2012/13 to manage the increased level of risk and provide protection against potentially adverse fluctuations. It was reported that uncertainty over the time period that successful Business Rate appeals might be backdated continued to represent a significant risk to the Council. Future changes to the New Homes Bonus and the pace and extent of the Council's invest-to-save programme and regeneration plans would bring further potential pressures to the revenue budget over the medium term. Additional items for inclusion in the budget had been kept to a minimum and were only included where they had been identified as having a high priority in terms of achieving the Council's aims. These items were expected to total £44,350 in 2016/17.

The Capital Programme of £8.8 million in 2016/17 was set out in Appendix 4 of the Report. The use of revenue contributions of £550,000 to capital spending would continue to support a sustainable Capital Programme. Implementation of the core Programme in 2016/17 would require the use of £5.4 million in capital receipts, together with £2.6 million use of developers' Section 106 contributions and income from other capital grants. In addition, the Programme would be supported by revenue contributions to improvement grants of £200,000.

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

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to:
 - (a) the General Fund Revenue Budget Summary, as set out in the amended Appendix 1 of the Head of Financial Services' Report No. FIN1603;
 - (b) the detailed General Fund Revenue Budget Summary, as set out in Appendix 2;
 - (c) the additional items for inclusion in the budget, as set out in Appendix 3;
 - (d) the Council Tax requirement of £5,664,404 for this Council;
 - (e) the Council Tax level for Rushmoor Borough Council's purposes of £187.73 for a Band D property in 2016/17;
 - (f) the Capital Programme, as set out in Appendix 4;
 - (g) the Head of Financial Services' Report under Section 25 of the Local Government Act, 2003, as set out in the Report;
 - (h) the holding of reserves, as set out in the Report;
 - (i) the delegation of authority to the Council's Section 151 Officer, in consultation with the Leader of the Council and the Cabinet Member for Corporate Services, to consider and accept, or otherwise, the Government's four-year settlement offer; and
- (ii) **RESOLVED** that authority be delegated to the Council's Section 151 Officer, in consultation with the Leader of the Council and the Cabinet Member for Corporate Services, to make any necessary changes to the General Fund Summary arising from the final confirmation of the Local Government Finance Settlement and the Business Rates Retention Scheme estimates.

235. ANNUAL TREASURY MANAGEMENT STRATEGY 2016/17 AND PRUDENTIAL INDICATORS FOR CAPITAL FINANCE –
(Corporate Services)

The Cabinet considered Head of Financial Services' Report No. FIN1602, which set out the Treasury Management Strategy for 2016/17, the Annual Investment Strategy, the Prudential Indicators for Capital Finance, the Minimum Revenue Provision Statement and revisions to treasury management practices. Members were reminded that the purpose of the treasury management operation was to ensure that the Council's cash flow was planned, so that sufficient cash was available when needed but also that any surplus funds were invested in counterparties or instruments, in line with the Council's agreed Investment Strategy. The Strategy allowed for the use of a wide range of financial institutions and investments, after due consideration of security and liquidity, to enable the generation of improved returns. The Strategy also provided the flexibility to pursue a range of diverse investment opportunities, within appropriate investment boundaries. This approach was in line with the latest advice from the Council's treasury advisers, Arlingclose.

The Cabinet RECOMMENDED TO THE COUNCIL that

- (i) the Treasury Management Strategy, Annual Borrowing Strategy and Annual Investment Strategy, as set out in Appendix A of the Head of Financial Services' Report No. FIN1602, be approved;
- (ii) the Prudential Indicators, as set out in Appendix B, be approved; and
- (iii) the Minimum Revenue Provision (MRP) Statement, as set out in Appendix C, be approved.

236. WASTE REGULATIONS 2012 – RECYCLING SYSTEM ASSESSMENT FOR RUSHMOOR –
(Environment and Service Delivery)

The Cabinet considered the Head of Community and Environmental Services' Report No. COMM1602, which set out the results of a recycling assessment carried out under the Waste (England and Wales) Regulations 2012 (as amended in 2014).

It was reported that local authorities were required to maximise high quality recycling and apply the waste hierarchy as a priority order for the management of waste materials. The legislation required authorities to collect the range of materials separately but only where it was "Technically, Environmentally and Economically Practicable" (TEEP) to do so. Members heard that the Council, along with all other authorities within Hampshire, collected mixed recyclable materials in one container, with glass collected in a separate container. It was considered that the Council's recycling yield was, currently, relatively low and this yield would decrease if residents were asked

to further sort recycling materials into additional containers. Rushmoor's assessment had been carried out in conjunction with consultants White Young Green and the Report broke down the process used.

The Cabinet RESOLVED that the TEEP assessment, as outlined in the Head of Community and Environmental Services' Report No. COMM1602, be endorsed and that the current collection system be deemed fit for purpose.

237. 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
238	3	Information relating to financial or business affairs

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

238. ACQUISITION OF UNIT NO. 20 BLACKWATER VALLEY INDUSTRIAL ESTATE, ALDERSHOT

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1601, which sought approval for the purchase of the leasehold interest in Unit No. 20 Blackwater Valley Industrial Estate, Aldershot as an investment asset, subject to securing a pre-let.

Members heard how discussions had been held with the current leaseholders and that they were willing to surrender the lease for an appropriate payment. It was anticipated that this unit would attract a rent of up to £7 per square foot. Members were informed that a potential tenant had been identified. It was explained that this business would be displaced from its current location, should the council proceed with the purchase of its preferred site for its refuse and street cleansing depot. The purchase price had been recommended by the Council's professional valuer.

The Cabinet RESOLVED that

- (i) subject to obtaining a pre-let agreement with the prospective tenant, a variation to the 2015/16 Capital Programme, in the sum of the purchase price of Unit No. 20 Blackwater Valley Industrial Estate, as set out in the Solicitor to the Council's Exempt Report No. LEG1601, be approved; and

- (ii) if required, the establishment of a sinking fund towards future repairs and maintenance of the unit be approved.

239. **MR DAVID QUIRK – CORPORATE DIRECTOR –**

On behalf of the Cabinet, the Leader of the Council thanked Mr. David Quirk for his excellent and long service to the Council and wished him well for his retirement. Mr. Quirk had been a great asset to the Council and would be deeply missed by Members and Officers.

The Meeting closed at 5.07 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 30th November, 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
Cr. Liz Corps
Cr. A.H. Crawford

Cr. Barbara Hurst
Cr. B. Jones
Cr. A.R. Newell

Cr. M.D. Smith
Cr. L.A. Taylor
Cr. Jacqui Vosper

240. **MINUTES –**

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

241. **2014/15 ANNUAL AUDIT LETTER –**

The Committee received the Head of Financial Services' Report No. FIN1519, which set out a copy of the Annual Audit Letter, which had been issued by the Council's auditors, Ernst & Young.

RESOLVED: That the Annual Audit Letter be noted.

242. **EXTERNAL AUDIT UPDATES –**

The Committee received the Head of Financial Services' Report No. FIN1523, which included a copy of Ernst & Young's most recent briefing for local government committees. It was noted that some elements of the update were more relevant to Rushmoor than others as the briefings covered issues affecting local government as a whole, as well as a wider look at the public sector and the context in which Ernst & Young undertook its audits.

RESOLVED: That the External Audit Updates be noted.

243. **TREASURY MANAGEMENT OPERATIONS – MID-YEAR REPORT 2015/16 –**

The Committee considered the Head of Financial Services' Report No. FIN1522, which provided details of the main activities of the Treasury Management Operations during the first half of 2015/16, an update on the economic conditions that had affected Treasury Management decisions and a forward look for the remainder of 2015/16.

With the exception of pooled funds, which had been managed at the discretion of external fund managers associated with each fund, the Committee heard that all investment activity had been carried out by the Council's own Treasury Team, with independent treasury advisory services from Arlingclose Ltd. It was noted that Arlingclose had provided treasury advice to 25% of UK local authorities including technical advice on debt and investment management and long-term capital financing. The company had also advised on investment trends, developments and opportunities consistent with the Council's Treasury Management Strategy.

Members were given information on the economic background, including information on UK economy, the global economic situation, market reaction during the half year period and a forecast on interest rates. It was noted that Arlingclose's expectation for the first rise in the bank base rate remained the third calendar quarter of 2016, with a forecast of an overall interest rate of 1.7%.

The Council had been making use of a revolving infrastructure fund from the Local Enterprise Partnership by borrowing £3 million to progress the Aldershot regeneration schemes and £1.7 million for Ball Hill SANG. It was heard that these loans had 0% interest. The Committee was advised that there had been potential future borrowing requirements, however, these were to be explored as part of the financial appraisal process of any capital investment schemes identified.

During the six months to 30th September, 2015, the Council's return on its total investment portfolio was 1.7%, which was amongst the highest when benchmarked against the average of 0.87% of 122 local authority clients. It was noted that the Council's pooled funds had performed well and continued to generate good returns.

It was reported that the latest advice from Arlingclose was that the Council should continue to focus on diversification of risk, spreading smaller amounts over an increasing number of counterparties and aim to invest longer term with counterparties other than banks. In addition to this, the Council's in-house team had been evaluating a number of future investment options if sufficient cash was available. These included Housing Associations and Reverse Repurchase Agreements.

Members were advised that the Council's budgeted investment income for the year was estimated at £800,000. It was noted that this was a significant increase in comparison to £500,000 in 2014/15. The UK Bank Rate had been maintained at 0.5% since March, 2009 and was not expected to rise until June, 2016. The Council had anticipated an investment outturn of £849,000 for 2015/16. The position had resulted from enhanced returns generated from existing pooled fund investments, additional (short term NNDR) cash available to invest during 2015/16 together with increased diversification within the Council's investments portfolio.

The Committee was advised that 2015/16 had provided a significant challenge for treasury management. It was confirmed that the Council had complied with its treasury and prudential indicators for 2015/16, which had been set in February 2015 as part of the Council's Treasury Management Strategy.

RESOLVED: That the Head of Financial Services' Report No. FIN1522 in relation to the activities carried out during the first half of 2014/15, be noted.

The Meeting closed at 7.47 p.m.

A.M. FERRIER
CHAIRMAN

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 9th December, 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. 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. J.H. Marsh

Non-Voting Member

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

244. **DECLARATION OF INTEREST –**

There were no declarations of interest.

245. **MINUTES –**

The Minutes of the Meeting held on 11th November, 2015 were approved and signed by the Chairman.

246. **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:

15/00811/REVPP	(ASDA, Westmead, Farnborough)
* 15/00863/ADV	(Existing Monolith Wayfinding Signs, at Barrack Road, Court Road, Grosvenor Road, Station Road, Union Street, Upper Union Street, Victoria Road and Wellington Street, Aldershot);

- (ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1561, be noted;
- (iii) the following application be determined by the Head of Planning, in consultation with the Chairman:
 - * 15/00813/FULPP (Proposed extension to Princes Mead, Westmead, Farnborough); and
- (iv) the current position with regard to the following application be noted pending consideration at a future meeting:
 - 15/00770/FULPP (Thomson House, No. 296 Farnborough Road, Farnborough).
 - * The Head of Planning's Report No. PLN1561 in respect of these applications was amended at the meeting.

247. 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
15/00811/REVPP	(ASDA, Westmead, Farnborough)	Mr. J. Moller	Against
		Mr. P. Bartram	In support

248. APPLICATION NO. 15/00811/REVPP – ASDA, WESTMEAD, FARNBOROUGH –

The Committee received the Head of Planning's Report No. PLN1561 (as amended at the meeting) regarding the removal of Condition No. 1 of Planning Permission 15/00117/REVPP dated 30th April, 2015 and the variation of Conditions 2 and 4 of this permission to allow one delivery to be made to the Asda service yard between the hours of 9.00 a.m. and 5.00 p.m. on Sundays and Bank Holidays, in accordance with the approved Service Yard Management Plan.

The Committee noted that there had been a number of breaches of the existing arrangements and that there had been little dialogue between Asda and local residents. It was therefore proposed by the Chairman and seconded by Cr. John Marsh, that:

- (i) the recommendation in the Report (to grant planning permission for a new trial period of one year) be amended to reduce the trial to three months;
- (ii) that ASDA be requested to meet with Ward Councillors and with local residents;
- (iii) the wording in Condition No. 3 should be amended to read 'statutory and bank holidays'; and
- (iv) it be investigated as to whether, where possible, deliveries in respect of this variation be monitored.

RESOLVED: That permission be granted, subject to the conditions and informatives set out above and in the Head of Planning's Report No. PLN1561 (as amended).

249. **APPLICATION NO. 15/00813/FULPP – PROPOSED EXTENSION TO PRINCES MEAD, WESTMEAD, FARNBOROUGH –**

The Committee received the Head of Planning's Report No. PLN1561 (as amended at the meeting) regarding the erection of an extension to the existing shopping centre to provide two retail units to include external display areas to the front, alterations to the external appearance of the existing tower feature, the creation of a rear service yard with access from Hawthorn Road and alterations to the existing car park layout and landscaping.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990 by 1st February, 2016 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) 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 as set out in the Head of Planning's Report No. PLN1561 (as amended); however

- (ii) in the event that a satisfactory planning obligation is not received by 1st February, 2016, 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 Document 'Planning Contributions' – Transport.

250. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT – FORMER COTTAGE TO THE REAR OF JOB'S FARM, NO. 100 SANDY LANE, FARNBOROUGH –**

The Committee received the Head of Planning's Report No. PLN1559 which provided an update with regard to the position on the former cottage which lay to the rear of Job's Farmhouse on Sandy Lane, Farnborough.

The Committee was informed that the former cottage, was a Grade II listed building. It was reported that the cottage was in a poor state of repair and, despite some protection work three years previously, now required some further work in the near future to stabilise the structure. In June, 2015 the Committee had given authority for the Council to serve an Urgent Works Notice on the building should the owner not take appropriate measures to secure it.

The decision to take enforcement action, should it have been necessary, had instigated a dialogue with the owner who had stated his intention to repair and restore the building for use as an annexe to the house. The owner had informed the Council that he was currently preparing to submit a planning application to the Council. More importantly, it was reported that considerable measures had now been taken to stabilise the building. A framework of scaffolding had been erected around and through the most vulnerable parts of the building, supporting the walls and the temporary corrugated iron roof. The site had been inspected by the Council's Conservation Officer and the Chief Building Control Surveyor, who had confirmed that the works were comprehensive and indeed superior to those that could have been insisted upon through an Urgent Works Notice.

It was therefore not considered necessary, at this stage, to take any formal enforcement action. The former cottage had been stabilised and the Council had fulfilled its duty to protect the listed building.

RESOLVED: That the Head of Planning's Report No. PLN1559 be noted.

251. **APPEALS PROGRESS REPORT –**

(1) **New Appeals –**

Application No.	Description
--	Against the Council's decision to serve an Enforcement Notice on 28th September, 2015 on the owner of the land at the former Lafarge Site, Hollybush Lane, Aldershot. The Planning Inspectorate had decided that the appeal should be heard at a Public Inquiry at a date in 2016 to be set in due course.
15/00153/FULPP	Against the Council's decision to refuse planning permission for the erection of a pair of semi-detached dwellings with access and parking on land at No. 28 Blackthorn Crescent, Farnborough. The appeal would be dealt with by means of the written procedure.

(2) **Appeal Decisions –**

Application No.	Description	Decision
15/00041/FULPP	Against the Council's decision to refuse planning permission for the erection of two semi-detached dwellings with associated access and parking from Peabody Road on land at the junction of Peabody Road and Queens .Road, Farnborough.	Allowed
15/00439/FUL	Against the Council's decision to refuse planning permission for a single storey front extension at No. 13 Anglesey Road, Aldershot.	Dismissed
15/00094/FULPP	Against the Council's decision to refuse planning permission for the erection of five dwellings (two two-bedroom and three three-bedroom) with associated access, parking and landscaping on land to the rear of Nos. 87 – 97 Rectory Road, Farnborough.	Dismissed

RESOLVED: That the Head of Planning's Report No. PLN1562 be noted.

The Meeting closed at 7.50 p.m.

G.B. LYON
CHAIRMAN

STANDARDS AND AUDIT COMMITTEE

Meeting held on Monday, 14th December 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

252. **MINUTES –**

The Minutes of the Meeting held on 2nd July, 2015 were approved and signed by the Chairman.

253. **INTERNAL AUDIT – AUDIT MANAGER’S UPDATE –**

The Committee received the Audit Manager’s Report No. AUD1503, which provided an update on the work of Internal Audit carried out during May 2015 to November 2015.

The Committee welcomed Nikki Hughes, Auditor, to the meeting, who presented a summary of the recent audit work as set out in paragraph 2 of the Report. This included a review of the Queensmead capital project, a review to ensure the recommendations from the HMRC audit had been implemented, and an audit to identify the processes in place for identifying and reducing business rates evasion and to understand more about business rates avoidance. It was explained that this was a complex and sensitive area of work, as there was a fine line between evasion and avoidance.

With reference to the review of small to medium sized financial grants to community organisations, Members asked for further details about the changes and improvements that had been recommended, and how to find out about financial support given to local organisations such as the Foodbanks. It was agreed that the Audit Manager would report back with further information on the changes which had been made as part of the follow-up report.

RESOLVED: That the Report be noted and endorsed.

254. **ANNUAL OMBUDSMAN REPORT FOR PERIOD ENDING 31ST MARCH 2015 –**

The Committee considered the Solicitor to the Council's Report No. LEG1521, which set out the contents of the Annual Review Letter from the Ombudsman for the Council.

The Solicitor to the Council explained that the role of the Local Government Ombudsman (LGO) was to look at complaints about councils in a fair and independent way and that each year the Council received an annual review letter, which provided a summary of statistics on the complaints made to the LGO about the Council. The purpose of the report was to help the Council assess its performance in relation to ombudsman's complaints, but needed to be considered alongside the information held about local complaints.

The Committee noted that for the year ended 31st March 2015, there had been ten referrals about Rushmoor to the LGO, and that only two of those complaints had been upheld as described in paragraph 3.4 of the Report. In both cases, the ombudsman had been satisfied with the Council's response. In discussing the headline data, the Committee asked that the following year's report include a comparison of complaint numbers for other similar District Councils.

In response to a question about the powers of the LGO, it was explained that while there were no legal powers to force councils to follow ombudsman recommendations, most councils did as a matter of good practice. Councils were required to consider the recommendations, and could be required to consider matters at a full Council meeting if the LGO was unsatisfied with a Council's response. There was a power of influence, as complaints figures had to be published and, in this way, Councils could be subject to negative publicity. The involvement of the LGO was also useful in resolving cases where an impasse had been reached with a vexatious complainant.

The Committee also noted that work was underway to refresh the Corporate Complaints Policy, and that the procedures for dealing with ombudsman complaints would be reviewed as part of this.

RESOLVED: That

- (i) the Annual Review letter be noted;
- (ii) the Council's procedures for dealing with LGO's complaints be reviewed in relation to the work being undertaken for a refresh of the Corporate Complaints Policy; and
- (iii) a report on the review of the Complaints Policy be brought to a future meeting the Committee.

255. **UPDATE ON CODE OF CONDUCT ISSUES –**

The Solicitor to the Council gave a brief roundup of some recent Code of Conduct cases from other councils, including councillors caught watching football on a tablet during a full Council meeting, use of foul language and the first case with a councillor convicted of a pecuniary interest offence under the Localism Act.

In response to a question, it was confirmed that it was within the Committee's remit to make recommendations around Members' use of tablets and mobile phones at meetings.

RESOLVED: That the report be noted.

The Meeting closed at 6.44 p.m.

J.H. MARSH
CHAIRMAN

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 25th January, 2016 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
Cr. Liz Corps
Cr. A.H. Crawford

Cr. Barbara Hurst
Cr. B. Jones
Cr. A.R. Newell

Cr. M.D. Smith
Cr. L.A. Taylor
Cr. Jacqui Vosper

256. **MINUTES –**

The Minutes of the Meeting held on 30th November, 2015 were approved and signed by the Chairman.

257. **SELECTION OF THE MAYOR AND DEPUTY MAYOR 2016/17 –**

The Chief Executive reported on the outcome of the selection process for the Mayor-Elect and the Deputy Mayor-Elect for 2016/17. The Chief Executive had contacted the appropriate Members on the seniority list and reported that Cr. Sophia Choudhary was the next Member able to accept the nomination for Deputy Mayor. Through normal progression, Cr. Jacqui Vosper, currently Deputy Mayor, would progress to the position of Mayor for 2016/17.

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

- (i) Cr. Jacqueline Mary Vosper be appointed as Mayor-Elect for the 2016/17 Municipal Year; and
- (ii) Cr. Sophia Choudhary be appointed as Deputy Mayor-Elect for the 2016/17 Municipal Year.

NOTE: Cr. Jacqui Vosper declared a prejudicial interest relating to the discussion on the nomination for Mayor-Elect and left the meeting during the discussion and voting thereon.

258. **EXTERNAL AUDIT UPDATE –**

The Chairman welcomed to the meeting Mr. Alan Gregory and Mr. Adrian Balmer from Ernst and Young, who were attending the meeting to present the Certification of Claims and Returns Annual Report 2014/15, which had been appended to the Head of Financial Services' Report No. FIN1601.

The Certification of Claims and Returns Annual Report 2014/15 summarised the results of the certification work on the Council's major grant claim under the Housing Benefits Subsidy Scheme for the financial year 2014/15. The Report described the work carried out and the issues reported. It was noted that the Department for Work and Pensions would not be amending the Council's subsidy claim and would be awarding the full value of the claim (£37,307,517).

It was noted that, although the errors that had been reported by the audit had not resulted in any financial loss to the Council, the Housing Benefits team had taken steps to ensure that these errors would not be repeated in the future. The team had undertaken to carry out monthly checks on a sample of wage claim calculations, per assessor, to ensure that calculations were correct. These steps addressed the recommendations of the auditor, set out in section 4 of the Certification of Claims and Returns Annual Report.

Mr. Gregory paid testament to the quality of the work carried out by the Council.

RESOLVED: That the Head of Financial Services' Report No. FIN1601 and the Certification of Claims and Returns Annual Report 2014/15 be noted.

259. **ANNUAL TREASURY MANAGEMENT STRATEGY 2016/17 AND PRUDENTIAL INDICATORS FOR CAPITAL FINANCE –**

The Committee considered the Head of Financial Services' Report No. FIN1602 which set out the Treasury Management Strategy for 2016/17, the Annual Investment Strategy, Prudential Indicators for Capital Finance, Minimum Revenue Provision Statement and revisions to treasury management practices.

The purpose of the treasury management operation was to that cash flow was adequately planned, with cash being available when it was needed. Surplus monies were invested in counterparties or instruments commensurate with the Council's low risk approach, pursuing optimum performance while ensuring that security of the investment was considered ahead of investment return. The Council was required to operate a balanced budget, which broadly meant that cash raised during the year would meet cash expenditure.

The second main function of the treasury management service was the funding of the Council's capital plans (i.e. the longer-term cash flow planning to ensure that the Council could meet its capital spending obligations). The purpose of Prudential Indicators was to set a framework for affordable, prudent and sustainable capital investment. The Report set out the Treasury Management Strategy and the Council's Prudential Indicators for 2016/17 to 2018/19 and fulfilled key legislative requirements and included the Annual Borrowing Strategy, Annual Investment Strategy and the Minimum Revenue Provision Statement. It was noted that these policies and parameters provided an approved framework within which officers undertook the day-to-day capital and treasury activities.

The Committee was advised that the Council's in-house team continued to explore a variety of investment options. These included expanding the Council's portfolio of longer term investments and investing with Housing Associations. The latest advice from Arlingclose indicated that the Council should continue to diversify investment risk, spreading smaller amounts over an increasing number of counterparties. The Report also explored the potential for borrowing to fund future capital expenditure, dependent on the timing and extent of future investment plans, including setting limits on borrowing and prudential indicators for capital financing.

RESOLVED: That the Cabinet be recommended to approve

- (i) the Treasury Management Strategy, Annual Borrowing Strategy and Annual Investment Strategy, as set out Appendix A to the Head of Financial Services' Report No. FIN1601;
- (ii) the Prudential Indicators, set out in Appendix B; and
- (iii) the Minimum Revenue Provision Statement, set out in Appendix C.

260. CAB SHARING ARRANGEMENTS FOR FARNBOROUGH INTERNATIONAL AIRSHOW 2016 –

The Committee considered the Head of Environmental Health and Housing's Report No. EHH1601, which outlined proposals for a cab-sharing scheme to run for the duration of the Farnborough International Airshow 2016.

The Committee was informed that, following discussions with the taxi trade, requests from at least 10% of the taxi trade had been received for the Council to implement a cab-sharing scheme for the duration of the trade and public days of the Airshow 2016 (11th – 17th July 2016) to be run on a similar basis to that operated during the 2014 Airshow.

It was noted that the procedure to be followed in making a cab-sharing scheme was laid down in the Taxis (Schemes for Hire at Separate Fares) Regulations, 1986. These regulations required the authority to obtain the consent of the highway authority and/or the landowner in respect of any place that was not on the highway. The authority was also required to consult the local Chief Constable of Police and local County Council, together with local taxi owners and/or their representatives. It was also required to publish the proposed scheme and invite public representations and for such representations to be considered as may be appropriate before implementing its preferred arrangements.

The taxi trade had requested that a scheme should be established for return journeys between the official Airshow rank and Farnborough mainline station and the Report set out the proposed arrangements in respect of authorised places for taxi ranks, signs on vehicles and authorised places, exclusive and shared compellability, fares and marshalling.

Members were advised that the Highways Authority and those with relevant land interests had confirmed their approval of the proposals. However, to date, statutory consultees had not made any comments. It was felt that a cab-share scheme offered the opportunity for a 'win-win' situation for taxi drivers, proprietors and passengers alike. Such a scheme provided an opportunity to improve public transport options at reduced costs to the customer whilst permitting the taxi trade to benefit and widen its market at a time of peak demand. The proposed scheme was relatively simple and straightforward and generally built upon and complimented the traffic arrangements used to accommodate the Airshow.

The Committee was also advised that, while the Council might incur some limited administrative costs in terms of necessary consultations and provision of appropriate signage, there were no significant financial implications associated with the proposed cab-share scheme. All costs could be borne by existing budgets.

RESOLVED: That the proposed cab share scheme, as set out in the Head of Environmental Health and Housing's Report No. EHH1601, be approved for public consultation and local advertisement as outlined.

261. **PAY POLICY STATEMENT –**

The Committee considered the Head of Strategy, Engagement and Organisational Development's Report No. SEOD160, the purpose of which was to set out the framework within which pay was determined in Rushmoor and to provide an analysis comparing the remuneration of the Chief Executive with others employed by the Council.

The Committee was advised that the comparisons looked at the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed in the lowest grade within the Council's structure. It was noted that the ratio was 7.5:1 which was slightly lower than when the exercise had been undertaken the previous year when it had been 7.6:1. A series of other ratios were contained within the report. Analysis had been undertaken by using the mean and median salaries for all staff. An alternative exercise had also been undertaken which excluded Directors and Heads of Service from the calculation and again there had been no significant change in the ratios over the previous twelve months.

The Committee **RECOMMENDED TO THE COUNCIL** that the Pay Policy Statement 2016/17 be approved for adoption.

The Meeting closed at 7.35 p.m.

A.M. FERRIER
CHAIRMAN

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 3rd February, 2016 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

Cr. G.B. Lyon (Chairman)
Cr. B.A. Thomas (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. J.H. Marsh

Non-Voting Member

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

262. **DECLARATION OF INTEREST –**

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

Member	Application No. and Address	Interest	Reason
Cr. B.A. Thomas	15/00970/FULPP (Nos. 24 - 26 Church Lane East, Aldershot, Hants)	Prejudicial	Proximity of home to the site.

263. **MINUTES –**

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

264. **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. PLN1603, be noted;
- (ii) the following applications be determined by the Head of Planning, in consultation with the Chairman:
 - * 15/00770/FULPP (Thomson House, No. 296 Farnborough Road, Farnborough);
 - * 15/00970/FULPP (Nos. 24 – 26 Church Lane East, Aldershot);
- (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:
 - 15/00897/REMPP (Zone C – Cambridge Military Hospital, Aldershot Urban Extension, Alisons Road, Aldershot);
 - 15/00898/REMPP (Zone C – Cambridge Military Hospital, Aldershot Urban Extension, Alisons Road, Aldershot);
 - 15/00930/LBC2PP (Zone C – Cambridge Military Hospital, Aldershot Urban Extension, Alisons Road, Aldershot);
 - 15/00931/LBC2PP (Zone C – Cambridge Military Hospital, Aldershot Urban Extension, Alisons Road, Aldershot);
 - 15/00925/FULPP (Land off Sarah Way, to the rear of Nos. 49 – 51 Victoria Road, Farnborough);
 - 16/00007/FULPP (Land at Dingley Way, Farnborough); and
 - 16/00027/FUL (Asda, Westmead, Farnborough).
 - * The Head of Planning's Report No. PLN1603 in respect of these applications was amended at the meeting.

265. REPRESENTATIONS BY THE PUBLIC –

There were no representations by the public.

266. APPLICATION NO. 15/00770/FULPP – THOMSON HOUSE, NO. 296 FARNBOROUGH ROAD, FARNBOROUGH –

The Committee received the Head of Planning's Report No. PLN1603 (as amended at the meeting) regarding the change of use and extension to the existing office building to form 30 flats (145 flats in total), with 172 car parking spaces (including eight disabled spaces), spaces for 145 cycles and bin storage at Thomson House, No. 296 Farnborough Road, Farnborough.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990 by 31st March, 2016 to secure:
 - (a) a contribution towards the maintenance of the Special Protection Area avoidance and mitigation of £670,834;
 - (b) a contribution towards the off-site provision of public open space of £242,500;
 - (c) a contribution of £3,000 towards off-site highway improvements;
 - (d) a contribution towards the Hampshire County Council Travel Plan approval and monitoring fees of £16,500; and
 - (d) financial viability reassessment clauses should the implementation and completion of the scheme be protracted;

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. PLN1603 (as amended at the meeting); however

- (ii) in the event that a satisfactory planning obligation is not received by 31st March, 2016, 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 public open space (in accordance with Core Strategy Policies CP10, CP11 and CP12 and saved Local Plan Policy OR4), transport contributions (in accordance with the Council's adopted Transport Contributions Supplementary Planning Document and Core Strategy Policies CP10, CP16 and CP17) and a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area (in accordance with the Rushmoor Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and Core Strategy Policies CP11 and CP13).

267. APPLICATION NO. 15/00970/FULPP – NOS. 22 - 26 CHURCH LANE EAST, ALDERSHOT –

The Committee received the Head of Planning's Report No. PLN1603 (as amended at the meeting) regarding the erection of three dwellings comprising a pair of semi-detached two bedroom houses and one detached three bedroom house with associated parking at Nos. 22 - 26 Church Lane East, Aldershot.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory planning obligation under Section 106 of the Town and Country Planning Act, 1990 by 5th February, 2016 to secure appropriate financial contributions towards open space provision, transport and 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. PLN1603 (as amended at the meeting); however
- (ii) in the event that a satisfactory planning obligation is not received by 5th February, 2016, 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 public open space (in accordance with Core Strategy Policies CP10, CP11 and CP12 and saved Local Plan Policy OR4), transport contributions (in accordance with the Council's adopted Transport Contributions Supplementary Planning Document and Core Strategy Policies CP10, CP16 and CP17) and a financial contribution to mitigate the effect of the development on the Thames Basin Heaths Special Protection Area (in accordance with the Rushmoor Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and Core Strategy Policies CP11 and CP13).

268. PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER OCTOBER – DECEMBER, 2015 –

The Committee received the Head of Planning's Report No. PLN1605 (as amended at the meeting) which provided an update on the position with respect to achieving performance indicators for the Development Management Section of Planning and the overall workload of the Section for the period 1st October to 31st December, 2015.

RESOLVED: That the Head of Planning's Report No. PLN1605 be noted.

269. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1604 concerning the following appeals:

(1) **New Appeals –**

Application No.	Description
--	Against the Council's decision to serve an Enforcement Notice on 28th September, 2015 on the owner of the Old Warehouse, Star Yard, Victoria Road, Aldershot, relating to an alleged unauthorised change of use from storage and distribution to an eighteen bedroom house in multiple occupation. The appeal would be dealt with by means of the written procedure.
--	Against the Council's decision to serve an Enforcement Notice on the owner of the former Beehive Public House, No. 264 High Street, Aldershot, relating to an alleged unauthorised change of use of the premises to a seven bedroom house in multiple occupation at first floor level and six self-contained studio flats at the rear of the property. The appeal would be dealt with by means of the Public Inquiry procedure.
09/00016/COU	Against the Council's decision to serve an Enforcement Notice on the owner of No. 14 Church Circle, Farnborough, regarding the installation of UPVC windows following the change of use of the property from a community home to three two bedroom and two one bedroom flats. Planning permission 09/00016/COU had specified that any replacement windows should match the style and appearance of the existing windows, which had been described as single glazed timber sash windows. The appeal would be dealt with by means of the written procedure.

(2) **Appeal update –**

Application No.	Description
14/00706/FULPP	Against the Council's decision to refuse planning permission in relation to the site at the Ham and Blackbird, No. 281 Farnborough Road, Farnborough. It was reported that the Planning Hearing had commenced on 9th December, 2015 but had been adjourned to allow

time for the appellants to discuss possible solutions to overcome the highways objections to the scheme with Hampshire Highways Development Planning. The Planning Hearing would resume on 25th February, 2016.

RESOLVED: That the Head of Planning's Report No. PLN1604 be noted.

The Meeting closed at 8.20 p.m.

G.B. LYON
CHAIRMAN

**Development Management Committee
9th December 2015**

Appendix "A"

Application No. & Date Valid: **15/00811/REVPP** **14th October 2015**

Proposal: Removal of condition 1 of planning permission 15/00117/REVPP dated 30/4/2015 and variation of conditions 2 and 4 of this permission to allow one delivery to be made to Asda service yard between the hours of 0900 and 1700 on Sundays and Bank Holidays, in accordance with the approved Service Yard Management Plan at **ASDA Westmead Farnborough Hampshire**

Applicant: Mr Robert Parkes - Asda Stores Ltd

Conditions: 1 The deliveries to the rear service yard hereby permitted on Sundays and Bank Holidays shall be discontinued on or before the end of a period of three months from the date of this permission unless the Local Planning Authority shall have previously permitted their continuation for a further period.

Reason - In the interests of residential amenity.

2 With the exception of the single delivery permitted by this planning permission or those permitted by planning permission 14/00298/FUL, no lorries shall enter or leave the site for the purpose of loading or unloading except between the hours of 0700 and 2200 Monday to Saturday and not at all on Sundays or Statutory or Bank Holidays.

Reason - In the interests of residential amenity.

3 There shall be no use of the rear service yard on Sundays or Bank Holidays except in connection with the deliveries hereby approved.

Reason - In the interests of residential amenity.

4 The deliveries hereby permitted shall be undertaken strictly in accordance with the Service Yard Management Plan which was submitted to the Local Planning Authority pursuant to condition 4 of planning permission 15/00117/REVPP and approved by the Local Planning Authority on 16 July 2015 under reference

15/00422/CONDPP.

Reason - In the interests of residential amenity.

Application No. & Date Valid: **15/00813/FULPP** **15th October 2015**

Proposal: Erection of an extension to the existing shopping centre to provide two retail units to include external display areas to front, alterations to the external appearance of existing tower feature, creation of rear service yard with access from Hawthorn Road and alterations to existing car park layout and landscaping at **Proposed Extension To Princes Mead Westmead Farnborough Hampshire**

Applicant: Lancashire County Council C/o Knight Frank Investment Manage

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 No works shall start on site until a schedule and/or samples of the external materials to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The Development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.*

3 No works shall start on site until a schedule and/or samples of surfacing materials, including those to access driveways/forecourts to be used in the development have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be completed and retained in accordance with the details so approved

Reason - To ensure satisfactory external appearance and drainage arrangements.*

4 Prior to occupation or use of any unit within the new development hereby approved, details of satisfactory

provision for the storage and removal of refuse from the unit to which it relates shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out and retained in accordance with the details so approved.

Reason - To safeguard the amenities of the area.*

- 5 No machinery shall be operated within the service yard, nor shall any deliveries or refuse collections be made to or from the site or unloaded within the service yard outside the following times:

0700-2200 hours Mondays to Saturdays and
0800-1300 hours on Sundays and Bank or Statutory
Holidays.

Reason - To safeguard the amenities of neighbouring occupiers

- 6 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.

- 7 No works pursuant to this permission shall commence until there has been submitted to and approved in writing by the Local Planning Authority: -

i. a desk top study carried out by a competent person documenting all previous and existing uses of the site and adjoining land, and potential for contamination, with information on the environmental setting including known geology and hydrogeology. This report should contain a conceptual model, identifying potential contaminant pollutant linkages.

ii. if identified as necessary; a site investigation report documenting the extent, scale and nature of contamination, ground conditions of the site and incorporating chemical and gas analysis identified as appropriate by the desk top study.

iii. if identified as necessary; a detailed scheme for remedial works and measures shall be undertaken to

avoid risk from contaminants/or gas identified by the site investigation when the site is developed and proposals for future maintenance and monitoring, along with verification methodology. Such scheme to include nomination of a competent person to oversee and implement the works.

Where step iii) above is implemented, following completion of the measures identified in the approved remediation scheme a verification report that demonstrates the effectiveness of the remediation shall be submitted for approval in writing by the Local Planning Authority.

Reason - To ensure that the site is safe for the development permitted and in the interests of amenity and pollution prevention.*

- 8 All plant and machinery shall be enclosed with soundproofing materials and mounted in a way which will minimise transmission of structure-borne sound in accordance with a scheme to be first submitted to and approved in writing by the Local Planning Authority.

Reason - To protect the amenity of neighbouring occupiers.*

- 9 In the event that unforeseen ground conditions or materials which suggest potential or actual contamination are revealed at any time during implementation of the approved development it must be reported, in writing, immediately to the Local Planning Authority. A competent person must undertake a risk assessment and assess the level and extent of the problem and, where necessary, prepare a report identifying remedial action which shall be submitted to and approved in writing by the Local Planning Authority before the measures are implemented.

Following completion of measures identified in the approved remediation scheme a verification report must be prepared and is subject to approval in writing by the Local Planning Authority.

Reason - To ensure that the site is safe for the development permitted and in the interests of amenity and pollution prevention

- 10 Unless otherwise agreed in writing and notwithstanding

any details submitted with the application, no works shall start on site until a fully detailed landscape and planting scheme (to include, where appropriate, both landscape planting and ecological enhancement) has been submitted to and approved in writing by the Local Planning Authority. Once approved the scheme shall be implemented in full prior to the first occupation of the development or the first available planting season whichever is the sooner. Any tree/shrub removed, dying or becoming seriously diseased shall be replaced by trees/shrubs of similar size and species to those originally required to be planted.

Reason - To ensure the development makes an adequate contribution to visual amenity

- 11 The development hereby approved shall not be occupied until the car, motorcycle and cycle parking facilities shown on the approved plans have been completed and made ready for use. The parking facilities shall be thereafter retained solely for parking purposes (to be used by the occupiers of, and visitors to, the development). *

Reason - To ensure the provision and availability of adequate off-street parking and to promote sustainable transport.

- 12 With the exception of the seasonal storage area and the external display areas shown on the approved plans no display or storage of goods, materials, plant, or equipment shall take place other than within the building.

Reason - To protect the amenities of the area and neighbouring property and in the interests of pedestrian safety

- 13 Prior to the commencement of development details of a lighting strategy for the site shall be submitted to and approved by the Local Planning Authority. Once approved the lighting strategy shall be implemented prior to the first occupation of the development and thereafter retained unless otherwise agreed in writing.

Reason - In the interests of the visual amenities of the area and the residential amenities of adjoining occupiers.

- 14 The new development hereby approved shall not be subdivided in any way (ie to create larger or smaller units) without the prior written approval of the Local Planning

Authority.

Reason - To accord with the terms of the application and supporting information and to safeguard the vitality and viability of Farnborough town centre

- 15 The net retail sales floorspace within the development shall not exceed 3703 square metres.

Reason - To accord with the terms of the application and supporting information and to safeguard the vitality and viability of Farnborough town centre

- 16 The use of the mezzanine floor proposed within unit 3 shall be restricted to ancillary storage purposes only. In the interests of clarity it shall not be used for any retail sales.

Reason - To accord with the terms of the application and supporting information and to safeguard the vitality and viability of Farnborough town centre

- 17 With the exception of 30% of the net sales area, the use of the development shall be restricted to the retail sale of non food goods only, and for no other purpose within Class A1 of the Town and Country Planning (Use Classes) Order 1987 as amended and in particular shall not be used for the general sale of food items.

Reason - To accord with the terms of the application and supporting information and to safeguard the vitality and viability of Farnborough town centre

- 18 No works shall start on site until a construction method statement has been submitted to and approved in writing by the Local Planning Authority, which shall include:

- i. programme of construction work;
- ii. the provision of long term facilities for contractor parking;
- iii. the arrangements for deliveries associated with all construction works;
- iv. methods and phasing of construction works;
- v. access and egress for plant and deliveries;
- vi. protection of pedestrian routes during construction;
- vii. location of temporary site buildings, site compounds, construction materials and plant storage areas;
- viii. controls over dust, noise and vibration during the

construction period;

ix. provision for storage, collection and disposal of rubbish from the development during the construction period

x. lorry routing; and

xi. provision for the on-site parking and turning of construction vehicles

Construction shall only take place in accordance with the approved method statement.

Reason - To protect the amenities of neighbouring, to prevent pollution and to prevent adverse impact on highway conditions in the vicinity.*

- 19 Unless otherwise agreed in writing, within 6 months of the completion of the development a copy of a final BREEAM certificate shall be submitted for the approval of the Local Planning Authority certifying that BREEAM 'Very Good' standard has been achieved for the development.

Reason - To ensure the sustainability of the development in accordance with Core Strategy Policy CP3.

- 20 The pedestrian crossing on Hawthorn Road as shown on the approved plans shall be provided and made available for use prior to the first occupation of the development.

Reason - In the interests of pedestrian safety

- 21 Prior to the removal of the footpath from public use that runs parallel with the Princes Mead shopping centre, an alternative pedestrian route through the Princes Mead shopping centre shall be provided in accordance with a scheme to be submitted to the Local Planning Authority for approval. Once approved the scheme shall be fully implemented in accordance with the approved scheme and thereafter retained.

Reason - In the interests of pedestrian safety and to promote sustainable transport choices

- 22 The permission hereby granted shall be carried out in accordance with the following approved drawings -P-001 rev A, 002 rev A, 003 rev A 004 rev C, 005 rev A, P-100 rev D, P-101 rev A, P-102 rev A, P-103 rev A, P-104 rev B, P-200 rev A, P-300 rev B, P-301 rev C, P-302, P-350 rev A, P-351 rev A, P-352 rev A, 353 rev A, 12/205/100-A, 100-B and 100-C

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

Application No. & Date Valid: 15/00863/ADV

5th November 2015

Proposal: Display of intermittent images on digital screens within existing/proposed monolith wayfinding signs at **Existing Monolith Wayfinding Signs Barrack Road, Court Road, Grosvenor Road, Station Road, Union Street, Upper Union Street, Victoria Road And Wellington Street Aldershot**

Applicant: Rushmoor Borough Council

Conditions: 6 The signage hereby permitted shall be carried out in accordance with the following approved drawings - 20.6.22/M/100, 101, 102, 103, 104, 105, 106, 107, 108 and 109

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