

# CABINET

***Tuesday, 2nd May, 2017 at 7.00 p.m.***  
***at the Council Offices, Farnborough***

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

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

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 May, 2017**.

## 1. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 4th April, 2017 were confirmed and signed by the Chairman.

## 2. **APPLICATIONS FOR DISCRETIONARY RATE RELIEF –** (Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered the Head of Financial Services' Report No. FIN1718, which set out details of applications for rate relief from the Aldershot Town FC Community Trust (Unit No. 3, No. 48 Camp Road, Farnborough) and Places for People Leisure (Farnborough Leisure Centre, Westmead, Farnborough and Aldershot Pools Complex, Guildford Road, Aldershot).

**The Cabinet RESOLVED** that

- (i) 20% top-up discretionary relief be awarded to the Aldershot Town FC Community Trust from 12th December, 2016 to 31st March, 2022; and
- (ii) 100% discretionary relief be awarded to Places for People Leisure from 1st April, 2017 to the end of the current contract, due to expire in February 2019.

## 3. **STREET CLEANSING AND WEED CONTROL – STAFFING –** (Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered the Head of Community and Environment Services' Report No. COMM1711, which set out a request for additional staff resources to provide an increased level of monitoring of street cleansing and weed control. Members were informed that the new waste, recycling, street cleansing, public conveniences and grounds maintenance contract would provide for a specification for street cleansing

that was based on performance as opposed to frequency, as with the previous contract. It would also include the treatment of weeds on the public highway and both of these elements would require a greater level of monitoring than previously.

**The Cabinet RESOLVED** that

- (i) the staffing proposals, as set out in the Head of Community and Environmental Services' Report No. COMM1711, be approved; and
- (ii) a supplementary estimate of £12,000 per annum be approved.

4. **HOUSING WHITE PAPER – RESPONSE TO CONSULTATION –**  
(Councillor Barbara Hurst, Health and Housing and Councillor M.J. Tennant, Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1709, which had been prepared jointly with the Head of Environmental Health and Housing and sought agreement to submit comments on the Government's Housing White Paper: Fixing Our Broken Housing Market. Appendix A to the Report set out the proposed detailed response and Appendix B set out a proposed response to: Planning and Affordable Housing for Build to Rent which, although part of the White Paper, was subject to a separate consultation. Members heard that the White Paper was intended to provide a long term strategy to build the homes needed nationally and to address people's housing needs and aspirations in the shorter term.

The Cabinet was in broad agreement with the proposed response but made a number of suggestions of where the response should be altered. These were mainly around whether the previous track record of developers should be considered when dealing with planning applications and it was agreed that the response should be altered to state that the Council would be open to this, subject to the mechanism by which this would be delivered. Members also discussed the issue of classifying starter homes as affordable housing.

**The Cabinet RESOLVED** that the Council make representations on the Government's Housing White Paper: Fixing Our Broken Housing Market, as set out in Appendix A to Head of Planning's Report No. PLN1709 (as amended at the meeting) and the Planning and Affordable Housing for Build to Rent consultation, as set out in Appendix B.

5. **ADOPTION OF PUBLIC SPACES PROTECTION ORDERS –**  
(Councillor K.H. Muschamp, Business, Safety and Regulation Portfolio Holder)

The Cabinet considered the Head of Environmental Health and Housing's Report No. EHH1717, which proposed the adoption of Public Spaces Protection Orders (PSPOs) for Aldershot and Farnborough, following a period of public consultation. Members were reminded that the purpose of the Orders was to control individuals or groups committing anti social behaviour in a public space. It was explained that the consultation had generated 225 responses and that any concerns raised during the process had been addressed in the preparation of the draft Orders. Responses

showed a high level of general support for the proposals.

The Cabinet asked several questions in relation to the proposed Orders and discussed issues including how the effectiveness of the Orders would be scrutinised, residents' perception of current crime levels and whether the Police and the Council currently had sufficient expertise and capacity to enforce the Orders effectively.

**The Cabinet RESOLVED** that the Public Spaces Protection Orders, as set out in the Head of Environmental Health and Housing's Report No. EHH1717, be approved.

**6. ADOPTION OF ARTICLE 4 DIRECTION ORDER FOR EMPLOYMENT LAND –**

(Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered the Head of Planning's Report No. PLN1708, which sought approval to confirm a non immediate Article 4 Direction to withdraw permitted development rights related to the change of use of offices, light industrial units and storage or distribution units to residential use within the Strategic Employment Sites and Locally Important Employment Sites identified within the draft Rushmoor Local Plan, following a period of public consultation. The Direction would require developers to make a planning application for the conversion of offices, light-industrial units and storage or distribution units to residential use.

The Cabinet was supportive of protecting strategic employment land in the Borough, especially in light of local businesses reporting a shortage of suitable, available commercial space.

**The Cabinet RESOLVED** that the confirmation of the Article 4 Direction, under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), as set out in the Head of Planning's Report No. PLN1708, be approved.

**7. EXCLUSION OF THE PUBLIC –**

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

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

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

8. **APPLICATION FOR SECTION 49 REMISSION OF NON-DOMESTIC RATES –**  
(Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered the Head of Financial Services' Exempt Report No. FIN1719, which set out an application for the remission of non-domestic rates on the grounds of hardship.

Members assessed the application from Dr. Hema Rajah, North Lane Dental Surgery, No. 38 North Lane, Aldershot, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the business. The Cabinet took into account the nature and circumstances of the business and the availability of alternative facilities in the area.

The Cabinet Member for Concessions and Community Support and the local Ward Councillors had visited the premises to discuss the application with Dr. Rajah. The Cabinet discussed the application and, taking into account that the applicant was currently in the process of bidding for NHS contracts that would make the business financially sustainable in the future, felt that support should be offered for a period of six months. The Cabinet also discussed what other support might be offered, such as the services of a business mentor.

**The Cabinet RESOLVED** that 50% hardship relief be granted to Dr. Hema Rajah of North Lane Dental Surgery for a period of six months.

The Meeting closed at 7.55 p.m.

CLLR. D.E. CLIFFORD  
LEADER OF THE COUNCIL

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# CABINET

***Tuesday, 30th May, 2017 at 7.00 pm***  
*at the Council Offices, Farnborough*

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

Councillor Barbara Hurst, Health and Housing Portfolio Holder  
Councillor G.B. Lyon, Concessions and Community Support Portfolio Holder  
Councillor M.L. Sheehan, Leisure and Youth Portfolio Holder  
a Councillor P.G. Taylor, Corporate Services Portfolio Holder  
Councillor M.J. Tennant, Environment and Service Delivery Portfolio Holder

An apology for absence was submitted on behalf of Councillor 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 **13th June, 2017**.

1. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 2nd May, 2017 were confirmed and signed by the Chairman.

2. **GENERAL FUND PROVISIONAL OUTTURN 2016/17 –**  
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN1721, which set out the provisional outturn position on the General Fund (revenue and capital) for 2016/17, subject to audit. The Report set out the General Fund Revenue Summary and Revenue Balances, with the principal individual variations between the current approved estimates and actual expenditure.

The Cabinet was advised that, in its original budget for 2016/17, the Council had set a savings figure of £860,000 to be achieved through reductions in service costs and additional income generation, in addition to £315,000 of expected staff turnover savings. It was reported that these savings had been achieved during the first half of 2016/17 and the efficiencies identified had been built into the Council's revised budget, as set out in Appendix A to the Report. The revised budget figure had been further adjusted to reflect any subsequent virements, supplementary estimates and use of the Service Improvement Fund, to form the current approved budget, with estimated year-end balances of £1.88 million.

The provisional outturn showed an improvement in the Council's financial position, with a favourable variance of approximately £1,371,000 against the current approved budget and £568,000 compared with the last budget monitoring position, before accounting for any transfers between the General Fund, the Service

Improvement Fund and the Stability and Resilience Reserve. A list of the principal variations between the provisional outturn position and the current approved budget was set out in Appendix B to the Report. The net effect of the variances was to increase the General Fund revenue balance to approximately £3.25 million, which exceeded the top of the range of balances set out in the Medium Term Financial Strategy (£1 million - £2 million).

Appendix C of the Report set out the Capital Outturn Summary and showed a total net underspend of £6,188,000 against the current approved budget. This underspend was due mainly to the re-scheduling of work on a number of projects with a consequent slippage of expenditure of £6,432,000 into 2017/18. The most significant variations in expenditure were listed in Appendix D to the Report.

The Cabinet discussed many aspects of the Report, including the Council's approach to borrowing. Members expressed appreciation for the work carried out by the Financial Services Team.

**The Cabinet RESOLVED** that

- (i) the latest revenue and capital budget monitoring position be noted; and
- (ii) subject to the final outturn position, the transfers between the General Fund, the Stability and Resilience Reserve and the Service Improvement Fund, as set out in Report No. FIN1721, be approved.

**3. COUNCIL PROGRESS MONITORING REPORT - END OF YEAR 2016/17 –**  
(Councillor David Clifford, Leader of the Council)

The Cabinet received Report No. DMB1702, which set out the Council's performance management monitoring information for the second half of the 2016/17 municipal year.

**The Cabinet NOTED** the performance achieved in delivering against the Council's priorities for the 2016/17 municipal year, as set out in Report No. DMB1702.

**4. PREVENTION OF SOCIAL HOUSING FRAUD ACT 2013 –**  
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN1722, which set out a proposed procedure to allow the Council to exercise investigatory and enforcement powers on behalf of registered providers under the Prevention of Social Housing Fraud Act 2013.

Members heard that the Council already worked in close partnership with local housing associations to reduce fraud. It was confirmed that local authorities had a discretionary power to prosecute offenders under the Prevention of Social Housing Fraud Act 2013. Registered providers did not have the power to prosecute. The Solicitor to the Council would seek an agreement with the registered provider to recover the Council's reasonable legal and investigation costs. The Council would also seek to have nomination rights to any returned properties.

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

- (i) agree the terms for undertaking investigative and enforcement work with registered providers, to enable the powers to be used under the Prevention of Social Housing Fraud Act 2013; and
- (ii) prosecute offenders under the Act and, where appropriate, apply for Unlawful Profit Orders on behalf of registered providers.

**5. PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGE FARES –**

(Councillor Ken Muschamp, Business, Safety and Regulation Portfolio Holder)

The Cabinet considered Report No. EHH1720, which outlined proposals to vary the current scheme of hackney carriage fares, which had been last amended on 29th November, 2013. Members were asked to consider whether to approve the uplift for public consultation.

Members were reminded that the Cabinet had set up the Hackney Carriage Fares Review Task and Finish Group to work collaboratively with the taxi trade to produce a simplified fare structure. To date, the Group had not been able to reach agreement with the taxi trade. As it was now over three years since the fare scheme was last uplifted, it was felt to be unfair to delay this any further. It was, therefore, proposed that an interim increase of 4% should be applied at this time. This would allow time for further negotiation with the taxi trade over a reworking of the scheme in due course.

**The Cabinet RESOLVED** that the proposed scheme of fares reflecting a 4% uplift, as set out in Report No. EHH1720, be approved for public consultation as may be appropriate.

**6. DRAFT HART LOCAL PLAN STRATEGY AND SITES DOCUMENT 2011 - 2032 - CONSULTATION RESPONSE –**

(Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered the Head of Planning's Report No. PLN1713, which sought agreement to submit comments in response to the Draft Hart Local Plan: Strategy and Sites document 2011 - 2032.

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 a Housing Market Area. It was predicted in the document that Hart District Council would exceed its objectively assessed housing need within its administrative area. The document also expressed a commitment to ensuring appropriate provision of infrastructure in areas of new housing development.

The Cabinet discussed several elements of the consultation, including the need for improved infrastructure, the maintenance of the strategic gap between the Hart

area and Farnborough, SANG provision and the protection of employment land.

**The Cabinet RESOLVED** that the Council makes representations on the Draft Hart Local Plan: Strategy and Sites document 2011 - 2032, based on the comments set out in Report No. PLN1713.

7. **NEW SPORTS PAVILION - IVY ROAD PLAYING FIELDS, NORTH TOWN, ALDERSHOT –**  
(Councillor Maurice Sheehan, Leisure and Youth Portfolio Holder)

The Cabinet considered Report No. COMM1708, which set out a proposal to provide a new sports pavilion on the Ivy Road Playing Fields, North Town, Aldershot.

Members heard that the proposed new pavilion would be leased to the Aldershot Boys and Girls Football Club and that this lease would include a requirement to provide for a minimum of 20 hours of community use each week. It was reported that, given the lack of demand for a large community facility on the North Town redevelopment, Vivid Housing Association (formerly First Wessex) would seek, through the Development Management Committee, to vary their Section 106 agreement to provide an additional community space, which was both secure and well-lit, within the new sports pavilion, for which additional funds would be made available and to provide a meeting room in part of Alma House on the redevelopment.

**The Cabinet RESOLVED** that

- (i) the Head of Community and Environmental Services be authorised to apply for planning permission to build a new sports pavilion with a community room on the Ivy Road Playing Fields, North Town, Aldershot;
- (ii) the Solicitor to the Council:
  - be authorised to agree a six year lease, contracted out under the Landlord and Tenant Act, on a full repairing and insuring basis, subject to a Deed of Variation having been completed releasing Vivid Housing Association from its obligations under the Stage 1 Section 106 agreement;
  - be required to ensure that the lease includes a requirement for 20 hours of community use per week, to be secured by a user agreement between the Council and the Aldershot Town Boys and Girls Football Club and a break clause, exercisable by the Council on twelve months' notice, with the Club for the new facility;
  - be required to recover from Vivid the Council's reasonable legal and estates costs in connection with the lease, the user agreement and the deed of variation; and
- (iii) the Solicitor to the Council be authorised to extend the length of the term of the lease in the event that the securing of any grant funding required a

lease of more than six years, to include advertising the disposal of the public open space under Section 123 of the Local Government Act and to consider any objections to the disposal, in consultation with the Corporate Services Portfolio Holder.

8. **MANOR PARK, ALDERSHOT - FENCE REPLACEMENT –**  
(Councillor Maurice Sheehan, Leisure and Youth Portfolio Holder)

The Cabinet considered Report No. COMM1710, which sought approval to vary the 2017/18 Capital Programme to replace an old chain link fence with metal railings, on the Church Hill side of Manor Park, Aldershot.

The Cabinet was informed that the estimated cost of the scheme was £23,000, which would be funded from accrued developers' contributions.

**The Cabinet RECOMMENDED TO THE COUNCIL** that approval be given to a variation to the 2017/18 Capital Programme of £23,000 to enable the replacement of the old chain link fencing with metal railings at Manor Park, Aldershot to be completed, as set out in Report No. COMM1710.

9. **FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND –**  
(Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. COMM1713, which sought approval to award grants from the Farnborough Airport Community Environmental Fund to assist local projects.

The Environment and Service Delivery Portfolio Holder had considered four applications and had recommended that three awards should be made. It was noted that a further award to Limbicare had not been recommended as the environmental impact of the project had not been demonstrated.

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

Wellington Primary School	£5,122
South Farnborough Infant School	£12,000
Fleet and District Beekeeping Association	£5,800

**NOTE:** Crs. D.E. Clifford and M.J. Tennant declared prejudicial interests in this item, Cr. Clifford in respect of his membership of the Fleet and District Beekeeping Association and Cr. Tennant in respect of his child attending the South Farnborough Infant School and, in accordance with the Members' Code of Conduct, both left the meeting during the discussion and voting thereon for those specific items.

10. **APPOINTMENTS TO CABINET WORKING GROUPS –**

**The Cabinet RESOLVED** that appointments be made to Cabinet working groups for the 2017/18 Municipal Year as follows:

**i) Aldershot Regeneration**

Environment and Service Delivery  
Portfolio Holder -

Cr. M.J. Tennant

Conservative Group -

Crs. P.I.C. Crerar,  
A.R. Newell and M.L.  
Sheehan

Labour Group -

Crs. A.H. Crawford and  
Sue Dibble

**ii) Budget Strategy**

Corporate Services Portfolio Holder -

Cr. P.G. Taylor

Chairman of the Corporate Services  
Policy and Review Panel -

To be appointed

Conservative Group -

Crs. Mrs. D.B. Bedford, A.  
Jackman, S.J. Masterson and  
A.R. Newell

Labour Group -

Crs. A.H. Crawford and B.  
Jones

UKIP Group -

Cr. D.M.T. Bell

**iii) Community Cohesion**

Leader of the Council -

Cr. D.E. Clifford

Conservative Group -

Crs. M.S. Choudhary, J.H.  
Marsh, S.J. Masterson and  
K.H. Muschamp

Labour Group -

Crs. A.H. Crawford and  
B. Jones

UKIP Group -

Cr. D.M.T. Bell

**iv) Member Development**

Corporate Services Portfolio Holder -

Cr. P.G. Taylor

Cabinet Member -	Cr. G.B. Lyon
Chairman of Corporate Services Policy and Review Panel -	To be appointed
Conservative Group -	Cr. J.E. Woolley
Labour Group -	Crs. B. Jones and L.A. Taylor
UKIP Group -	Cr. D.M.T. Bell

**v) Parking Strategy**

Environment and Service Delivery Portfolio Holder -	Cr. M.J. Tennant
Chairman of Aldershot Regeneration Group -	Cr. M.L. Sheehan
Conservative Group -	Crs. Marina Munro and B.A. Thomas
Labour Group -	Crs. K. Dibble and L.A. Taylor
UKIP Group -	Cr. M. Staplehurst

**11. EXCLUSION OF THE PUBLIC –**

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

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

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

**12. RENAULT GARAGE, NO. 252 ASH ROAD, ALDERSHOT –**  
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. LEG1708, which advised Members of an offer made, using urgency procedures, to acquire No. 252 Ash Road, Aldershot, subject to a survey and the resolution of title issues. The Report also sought authority to purchase this property and for the Cabinet to recommend to the

Council to approve a variation in the Capital Programme to fund the acquisition.

Members were informed that the property was currently in use as a car dealership. Whilst the primary reason for acquisition was the generation of revenue, the site was in a strategic position should an alternative use be required in the future.

### **The Cabinet**

- (i) **RESOLVED** that
  - (a) the urgency decision made in 12th April, 2017 to make an offer for the property, as set out in Exempt Report No. LEG1708, be noted;
  - (b) the acquisition of No. 252 Ash Road, on the terms set out in the Report, be approved; and
- (ii) **RECOMMENDED TO THE COUNCIL** that approval be given to a variation of the Capital Programme, as set out in the Report, to fund the acquisition.

The Meeting closed at 7.58 p.m.

CLLR. D.E. CLIFFORD (LEADER OF THE COUNCIL)

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 26th April, 2017 at the Council Offices, Farnborough at 7.00 p.m.

## **Voting Members:**

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

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

## **Non-Voting Member:**

a Cr. M.J. Tennant (Environment and Service Delivery  
Portfolio Holder) (ex officio)

Apologies for absence were submitted on behalf of Crs. D.S. Gladstone and M.J. Tennant.

Cr. S.J. Masterson attended as standing deputy in place of Cr. D.S. Gladstone.

## **1. DECLARATIONS OF INTEREST –**

There were no declarations of interest.

## **2. MINUTES –**

The Minutes of the Meeting held on 29th March, 2017 were approved and signed by the Chairman.

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

**RESOLVED:** That

- (i) planning permission/consent be refused in respect of the following applications as set out in Appendix "A" attached hereto for the reasons mentioned therein:

- \* 16/01009/FULPP (Old School Studios, 40 Lynchford Road, Farnborough);
- 17/00022/FULPP (No. 24 Northbrook Road, Aldershot);

(ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council’s Scheme of Delegation, more particularly specified in Section “D” of the Head of Planning’s Report No. PLN1710, be noted;

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

- 16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);
- 16/00981/FULPP (Aldershot Bus Station, No. 3 Station Road, Aldershot);
- 17/00075/FULPP (No. 122 Hawley Lane, Farnborough);
- 17/00241/ADJ (Hartland Park, Bramshot Lane, Fleet)

\* The Head of Planning’s Report No. PLN1710 in respect of this application was amended at the meeting

**4. REPRESENTATIONS BY THE PUBLIC –**

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

<b>Application No.</b>	<b>Address</b>	<b>Representation</b>	<b>In support of or against the application</b>
17/00022/FULPP	(24 Northbrook Road, Aldershot)	Mr. M. Young	Against

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

(i) **No. 44 Gravel Road, Farnborough –**

**RESOLVED:** That the Committee note the Head of Planning’s Report No. PLN1711 (as amended at the meeting).

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

**RESOLVED:** That the Committee note the Head of Planning’s Report No. PLN1711 (as amended at the meeting).

6. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1712 concerning the following new appeal:

<b>Application No.</b>	<b>Description</b>
16/00957/TPOPP	Against refusal to grant consent to fell a sweet chestnut tree which is subject to a TPO at No. 9 Leopald Avenue, Farnborough. Whilst consent was granted for crown reduction of the tree, its removal was refused. It was noted that the appeal would be dealt with by written representations.

**RESOLVED:** That the Head of Planning's Report No. PLN1712 be noted.

The Meeting closed at 7.55 p.m.

CLLR. B.A. THOMAS (CHAIRMAN)

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Bat Report and Preliminary Ecological Appraisal; Roy Pontifex Ltd. Asbestos Survey Reports; Vail Williams Development Viability Report; GPE Preliminary Contamination Survey; Energy Performance Certificates for existing building; and Supplemental Supporting Statement (and attachment) received 25 Apr 2017.

**Application No. & Date Valid:**      **17/00022/FULPP**                      **10th January 2017**

Proposal:                      Demolition of detached garage and erection of two-storey side extension including integral garage at **24 Northbrook Road Aldershot Hampshire GU11 3HE**

Applicant                      Mr Andy Rigg

Reason for Refusal:                      1    The proposed extension, by reason of its size, mass, design and appearance, would be out of character with its surroundings, would be of poor design and would have an adverse impact upon the adjoining residential properties in terms of their outlook and amenity. The proposal would thereby be contrary to Policy CP2 of the Rushmoor Core Strategy and saved Policy H15 of the Rushmoor Local Plan Review.

# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 24th May, 2017 at the Council Offices, Farnborough at 7.00 p.m.

## **Voting Members:**

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

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

## **Non-Voting Member:**

Cr. M.J. Tennant (Environment and Service Delivery  
Portfolio Holder) (ex officio)

Cr. D.S. Gladstone arrived at 7.50 p.m. at the start of consideration of Planning Application No. 17/00246/COUPP (No. 201 Weybourne Road, Aldershot) and did not vote on any of the previous items.

## **1. DECLARATIONS OF INTEREST –**

Cr. A.R. Newell declared a prejudicial interest in respect of planning application 17/00246/FULPP (No. 201 Weybourne Road, Aldershot) in respect of his one-third ownership of a property in the vicinity and, in accordance with the Members' Code of Conduct, left the meeting during the discussion and voting thereon.

## **2. MINUTES –**

The Minutes of the Meeting held on 26th April, 2017 were approved and signed by the Chairman.

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

**RESOLVED:** That

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

- \* 17/00222/COUPP (No. 9 Bridge Road, Farnborough);
- \* 17/00351/COUPP (Kings Moat Car Park, Westmead, Farnborough);

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

- \* 17/00246/FULPP (No. 201 Weybourne Road, Aldershot);

(iii) objection be raised in respect of the application listed below and set out in Appendix “C” attached hereto for the reasons mentioned therein:

- \* 17/00332/ADJ (Guillemont Park, Minley Road, Blackwater, Camberley, Surrey)

(iv) 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. PLN1714, be noted;

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

- \* 17/00075/FULPP (No. 122 Hawley Lane, Farnborough);

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

- 16/00837/FULPP (The Crescent, Southwood Business Park, Summit Avenue, Farnborough);
- 16/00981/FULPP (Aldershot Bus Station, No. 3 Station Road, Aldershot);
- 17/00241/ADJ (Hartland Park, Bramshot Lane, Fleet)
- 17/00264/FULPP (Building 4.2 Frimley Business Park, Frimley, Camberley); and
- 17/00348/FULPP (Farnborough Business Park, Templer Avenue, Farnborough)

- \* The Head of Planning’s Report No. PLN1714 in respect of these applications was amended at the meeting.

#### 4. **PETITION –**

**RESOLVED:** That the petition received in respect of the following application be noted, as set out in the Head of Planning’s Report No. PLN1714 (as amended at the meeting):

<b>Application No.</b>	<b>Address</b>
17/00222/COUPP	No. 9 Bridge Road, Farnborough

**5. 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:

<b>Application No.</b>	<b>Address</b>	<b>Representation</b>	<b>In support of or against the application</b>
17/00222/COUPP	No. 9 Bridge Road, Farnborough	Mr. R. Kemp	Against
17/000246/FULPP	No. 201 Weybourne Road, Aldershot	Mr. D. Neame	In support

**6. PLANNING APPLICATION NO. 17/00075/FULPP – NO. 122 HAWLEY LANE, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1714 (as amended at the meeting) regarding the erection of a new storage and distribution warehouse with ancillary offices, entrance gatehouse, parking and landscaping (Use Class B8) following the demolition of all existing buildings on the site at No. 122 Hawley Lane, Farnborough.

The Committee was advised that the applicant's agents had confirmed that they had no objections to the suggested conditions as set out in the Report, with one minor correction to Condition 23, to read "The development hereby permitted shall comprise no more than 16,098 square metres of gross external floorspace unless with the prior written permission of the Local Planning Authority."

The Committee was further advised that the applicant's agents had also contacted the Council that day to advise that they were encountering significant difficulties engaging with the Environment Agency to seek to resolve their technical objections, which was likely to result in some time delays. As a result, the applicant had requested an extension of time for the Council's determination of the application until 31st July, 2017.

**RESOLVED:** That, subject to

- (i) the completion of a satisfactory Section 106 Planning Obligation between the applicants and Hampshire County Council to be submitted to Rushmoor Borough Council by 28th July, 2017 to secure £16,500 for the implementation, evaluation and monitoring of the Travel Plan; and
- (ii) the Environment Agency confirming they have no objections to the proposals;

the Head of Planning, in conjunction 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. PLN1714 (as amended at the meeting), but with amended Condition No. 23, as follows:

“23 The development hereby permitted shall comprise no more than 16,098 square metres of gross external floorspace unless with the prior written permission of the Local Planning Authority”; and

- (iii) in the event that a satisfactory Section 106 Planning Obligation is not received and/or the Environment Agency objections are not resolved by 28th July, 2017, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal:
  - (a) does not secure the satisfactory implementation, evaluation and monitoring of a Travel Plan to the detriment of the safety and convenience of highway users contrary to Core Strategy Policies CP1 and CP16 and saved Local Plan Policy TR10; and/or
  - (b) it has not been satisfactorily demonstrated that adequate measures will be taken to protect the development from the possibility of flooding and that the proposed development will not put adjoining land at increased risk of flooding contrary to Rushmoor Core Strategy Policy CP2 and saved Local Plan Policies ENV41-43.

**7. PLANNING APPLICATION NO. 17/00222/COUPP – NO. 9 BRIDGE ROAD, FARNBOROUGH –**

Prior to consideration of the Head of Planning's Report No. PLN17014 (as amended at the meeting), the Committee received representation from Mr. R. Kemp against the planning application.

The planning application was for the change of use of the existing café/restaurant (Use Class A3) to include a takeaway (Use Class A5) both of which to be open to customers Monday – Friday 0700 – 2300 hours, Saturday 0700 – 0000 hours and Sundays/Bank Holidays 0800 – 2230 hours, together with an additional window in the side extension at No. 9 Bridge Road, Farnborough.

It was noted that, subject to an additional planning condition 8, as set out in the Head of Planning Services Report No. PLN1714 (as amended at the meeting), the recommendation was to grant planning permission.

During the debate, it was proposed that the planning condition in respect of the use of the decking to the front of the premises be amended to until 2100 hours. The Committee agreed to the amended planning condition.

Members also requested that a parking survey should be undertaken in the area of the premises to ascertain whether there were sufficient parking spaces for the

proposed use. An additional informative was also requested to ensure that there was not a litter problem in the vicinity of the premises.

**RESOLVED:** That, subject to no new substantial or material matters being raised as a result of neighbour notification period, 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. PLN1714 (as amended).

#### 8. **APPOINTMENTS TO STANDING CONSULTATION GROUP –**

**RESOLVED:** That the Chairman or the Vice-Chairman and Crs. D.M.T. Bell, Sue Dibble and J.H. Marsh be appointed to the Standing Consultation Group for the 2017/18 Municipal Year.

#### 9. **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 2017/18 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 2017/18 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 2017/18 Municipal Year.

#### 10. **PHASE 9, QUEENSGATE, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1715, which sought authority to vary the terms of the legal agreement relating to affordable housing at Phase 9, Queensgate, Farnborough. Members were reminded that, in March 2007, planning permission 16/00961/FULPP had been granted for the erection of 80 dwellings (27 one-bedroom, 52 two-bedroom and one three-bedroom apartments) with associated car parking, bin and cycle storage, landscaping and footpath improvements. This permission had been subject to a legal agreement which secured:

- 35% affordable housing provision within the site in accordance with the agreed plan and phasing schedule
- financial contributions towards open space and SPA mitigation

- fitting out and maintenance in perpetuity of the communal spaces/play area shown on the submitted plans prior to the occupation of any residential unit
- allocation and linkage by freehold ownership in perpetuity of parking spaces to individual dwellings in accordance with an agreed schedule

The planning permission had secured the provision of 28 affordable housing units. Members were advised that the developer had exchanged contracts with Thames Valley Housing to be the Registered Affordable Housing Provider on this site. Thames Valley Housing had reviewed the completed Section 106 Agreement and had advised that some of the provisions made therein did not satisfy its lender's requirements for securitisation purposes. The main amendments related to the Mortgagee in Possession clause and any subsequent references to the Mortgagee.

There was also a request to vary the agreement to delete clause 4.5 on the grounds of duplication of clause 4.2. In addition, it was proposed to include a clause that stated that the 2012 agreement for the wider Queensgate site would not apply to Phase 9. The justification from Thames Valley Housing for this was "The proposed clause 25 is required as it is our understanding that the S106 agreement dated 27 July 2012 is still subsisting and binding on the site (and is noted on your client's current title as C24). The S106 Agreement already contains affordable housing provisions and financial contribution requirements – therefore this carve out is required."

Members were advised that the Head of Environmental Health and Housing had been consulted on the proposed changes in relation to the Mortgagee in Possession clauses and the deletion of clause 4.5. She had advised that the Mortgagee in Possession clauses would not affect the delivery of affordable housing on this site. Clause 4.5 was a duplication of clause 4.2 and as such no objection was raised to this amendment.

The 2012 Section 106 Agreement had not included the application site, notwithstanding it related to a different form and use of development which would require a separate reserved matters submission if the development approved under the 2012 permission was to be implemented. In the interests of clarity, there was no objection to the proposed clause as requested.

**RESERVED:** That the request to vary the existing Section 106 Agreement with a deed of variation, as set out in the Head of Planning's Report No. PLN1715, be agreed subject to the Council's costs being paid by the applicant.

#### 11. **WELLINGTON CENTRE SITE, WELLINGTON CENTRE, ALDERSHOT –**

The Committee considered the Head of Planning's Report No. PLN1716, which sought authority for the Solicitor to the Council to complete a legal agreement to address the impacts of the development as identified in Reason for Refusal Nos. 2, 3 and 4. Authority was also sought to include in the legal agreement an appropriate financial viability re-assessment clause.

The Committee was advised that, further to the decision by the Committee in March 2017 to refuse planning permission (16/00905/FULPP) for a “proposed residential development involving erection of extensions above both the existing Boots shop and the Wellington Centre multi-storey car park comprising of a total of 43 dwelling units (15 one-bedroom, 25 two-bedroom and 3 three-bedroom units), to include construction of new building access cores, elevational alterations to the multi-storey car park and alterations to the entrance of Victoria House”, the applicant had indicated that they intended to lodge an appeal to the Planning Inspectorate. In this respect, the applicant had advised that they wished to submit a draft Section 106 Agreement to the Inspector in order to address those reasons for refusal that related to Section 106 contributions.

The Committee was further advised that there was a general duty imposed on all involved in the appeal process to act reasonably and to seek to resolve matters of dispute where possible. Undertaking the work in connection with Section 106 contributions would not affect the Council’s position in relation to Reason for Refusal No. 1, the details of which were set out in the Report, but would remove the need for the Council to defend Reason for Refusal Nos. 2, 3 and 4 with the appeal proceedings.

The Report advised that, as had been set out in the Report presented to the Committee on 29th March, 2017, as any planning permission that might be granted on this site could take some time to build-out once implemented, there was also a need (as had been recommended by the District Valuer in assessing the applicant’s Financial Viability Assessment which had been submitted with the application) for the Section 106 Agreement to be subject to a financial re-assessment clause. This would ensure that the applicant/developer did not benefit from any improvement in the market value of the scheme that could justify provision of affordable housing or an equivalent financial contribution in the event that completion of the proposed development were to be protracted. This had been subject to discussion with the applicants and their solicitors prior to the refusal of the application and it was considered essential that this clause would remain to ensure compliance with the requirements of Rushmoor’s Core Strategy Policy CP6 (Affordable Housing).

**RESOLVED:** That

- (i) authority be given to the Solicitor to the Council to complete a legal agreement to address the impacts of the development as identified in Reason for Refusal Nos. 2, 3 and 4 as set out in the Head of Planning’s Report No. PLN1716; and
- (ii) authority be given for the legal agreement to include an appropriate financial viability re-assessment clause for the reasons re-stated in the Report.

## **12. APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning’s Report No. PLN1717 concerning the following new appeal:

<b>Application No.</b>	<b>Description</b>	<b>Decision</b>
15/00043/HMO	Against an enforcement notice in respect of the unauthorised change of use from a care home with ancillary garage and store to a fourteen bedroom House in Multiple Occupation and a one-bedroom house at Grasmere House, No. 33 Cargate Avenue, Aldershot.	Appeal dismissed  Enforcement notice upheld

**RESOLVED:** That the Head of Planning's Report No. PLN1717 be noted.

13. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JANUARY – MARCH 2017 AND FOR THE FINANCIAL YEAR 2016 – 2017.**

The Committee received the Head of Planning's Report No. PLN1718 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 quarter from 1st January to 31st March, 2017. The Report also provided summary figures for the financial year 2016-2017.

**RESOLVED:** That the Head of Planning's Report No. PLN1718 be noted.

The Meeting closed at 8.29 p.m.

CLLR. B.A. THOMAS (CHAIRMAN)

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**Development Management Committee  
24th May 2017**

**Appendix "A"**

**Application No. & Date Valid:**      **17/00222/COUPP**                      **15th March 2017**

**Proposal:**                      Change of use of existing cafe/restaurant (Use Class A3) to include a take-away (Use Class A5) which would be open to customers Monday - Saturday 0700 - 2300 hours and 0800 - 2230 hours Sundays/Public Holidays together with an additional window in side extension at **9 Bridge Road Farnborough Hampshire GU14 0HT**

**Applicant:**                      Mr A SARILMAZ

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

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

2              The permission hereby granted shall be carried out in accordance with the following approved drawings - Site Location Plan at 1:1250, 088.15/06 & 088.15/07.

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

3              The use hereby permitted shall not be open to customers outside the following times:  
0700 - 2300 Mondays to Saturdays and 0800 - 2230 on Sundays and public holidays.

Reason - To safeguard the amenities of neighbouring occupiers.

4              The use of the decking area to the front of the premises shall not be open to customers outside the following times:  
0700 - 2100 Mondays to Saturdays and 0800 - 2100 on Sundays and public holidays.

Reason - To safeguard the amenities of neighbouring

occupiers.

- 5 No works shall start on site/the use hereby approved shall not commence, until further details of the means of suppressing and directing smells and fumes from the premises have been submitted to and approved in writing by the Local Planning Authority. These details shall include further information in respect of the carbon filter unit proposed and details of the recommended dwell time for gases in the stream for the type of cooking that is proposed. The development shall be carried out in accordance with the details so approved and thereafter retained.

Reason - To safeguard the amenities of neighbouring property.\*

- 6 Unless otherwise agreed in writing by the Local Planning Authority, no home delivery service shall be operated from these premises.

In the interests of residential amenity and highway safety.

- 7 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.

- 8 Prior to the commencement of the use hereby permitted, the parking, landscaping, refuse storage facilities and boundary fencing shown on plan number 088.15/06 shall be completed in accordance with the details shown and thereafter retained for the use specified.

Reason - In the interest of visual amenity and to ensure the provision and availability of off-street parking.

**Application No. & Date Valid:** 17/00351/FUL

**24th April 2017**

**Proposal:** Continued use of informal leisure land as a hard surfaced 58 spaced pay and display car park to operate 24 hours a day, 7 days a week at **Kings Moat Car Park Westmead Farnborough Hampshire**

**Applicant:** Rushmoor Borough Council

**Conditions:** 1 The use hereby permitted shall be discontinued and the land restored to its former condition on or before 3 years from the date of this permission unless the Local Planning Authority shall have previously permitted the use for a further period.

Reason - To ensure that the long-term objectives for the redevelopment of Farnborough town centre are not prejudiced by the permanent use of this land as car parking.

2 Unless agreed in writing by the Local Planning Authority, the permission hereby granted shall be carried out in accordance with the following approved drawings - KMoatCP\_17 1:1250 and 1:500.

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

## Appendix "B"

**Application No.  
& Date Valid:**

**17/00246/FULPP**

**24th March 2017**

Proposal:

Extend the existing two storey residential building to create additional residential accommodation providing 4 x 1 bedroom apartments at **201 Weybourne Road Aldershot Hampshire GU11 3NE**

Applicant:

Mr Archer

Reasons for  
refusal:

- 1 The proposed development, by reason of the restricted size of the plot, the footprint/siting of the proposed building and the lack of adequate space around the proposed building would be an unacceptably cramped, poorly contrived and incongruous form of development which would relate poorly and unsympathetically to its surroundings and would be detrimental to the street scene and the character of the area. The units would provide a poor living environment for future occupants by reason of their restricted internal dimensions and the lack of useable and private open space. The proposal would therefore constitute an unacceptable overdevelopment of the site contrary to the provisions of Rushmoor Core Strategy Policies CP1 and CP2 and saved Local Plan Policies ENV13 and ENV17; the Council's adopted "Housing Density and Design" and "Sustainable Design and Construction" Supplementary Planning Documents, April 2006, the Technical Housing Standards - Nationally Described Space Standard and the National Planning Policy Framework/Practice Guidance.
- 2 The proposal fails to provide mitigation for the impact of the development on the Thames Basin Heaths Special Protection Area in accordance with the Council's Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy and is therefore contrary to Policy CP13 of the Rushmoor Core Strategy.
- 3 **INFORMATIVE** - The Local Planning Authority's commitment to working with the applicants in a positive and proactive way is demonstrated by its offer of preapplication discussion to all, and assistance in the validation and determination of applications through the provision of clear guidance regarding necessary supporting information or amendments both before and after submission, in line with the National Planning Policy Framework.

## APPENDIX "C"

**Application No. & Date Valid:** 17/00332/ADJ 6th April 2017

**Proposal:** Consultation from Hart District Council in respect of the demolition of the existing office buildings. Comprehensive redevelopment of the site for the construction of 323 residential dwellings along with internal roads, open space, landscaping and associated infrastructure with existing access from the Minley Road at **Guillemont Park Minley Road Blackwater Camberley**

**Applicant:** Hart District Council

**Reasons:**

- 1 The applicant has failed to provide detailed evidence through an Infrastructure Delivery Statement of how the impacts of the proposed development in respect of education and health care will be mitigated appropriately. Hence, it fails to demonstrate how planned or committed infrastructure is sufficient to accommodate the requirements associated with the development proposed.
- 2 The applicant intends to provide off-site mitigation capacity through utilising Land at Bramshot Lane Suitable Alternative Natural Greenspace (SANG)' to mitigate the impacts of the development in relation to the Thames Basin Heaths Special Protection Area. However, the detailed arrangements for securing mitigation against this emerging SANG have yet to be established and as such Rushmoor is concerned that deliverable SANG is not currently in place.

# LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Thursday, 25th May, 2017 at the Council Offices, Farnborough at 7.00 p.m.

## Voting Members

Cr. A. Jackman (Chairman)  
Cr. J.E. Woolley (Vice-Chairman)

Cr. Sue Carter	Cr. Jennifer Evans	a Cr. M.D. Smith
Cr. Sophia Choudhary	Cr. B. Jones	Cr. L.A. Taylor
Cr. Liz Corps	Cr. S.J. Masterson	Cr. Jacqui Vosper

## 1. MINUTES –

The Minutes of the Meeting held on 27th March, 2017 were approved and signed by the Chairman.

## 2. INTERNAL AUDIT – PUBLIC SECTOR INTERNAL AUDITING STANDARDS –

The Committee considered the Audit Manager's Report No. AUD1701, which described the results of a self-assessment carried out by the Audit Manager against the Public Sector Internal Auditing Standards (PSIAS) and set out a plan to address or minimise any non-compliance against the new standards.

The Committee was advised that the PSIAS superseded the CIPFA Code of Practice for Internal Audit. There were eleven overall standards which were broken down into 336 fundamental principles against which to achieve compliance. The Accounts and Audit (England) Regulations 2015 stated that the standards should be taken into account when evaluating the effectiveness of the Council's risk management control and governance processes. Following a self-assessment exercise to highlight areas of compliance, partial compliance and non-compliance within the Council, it was noted that full non-compliance was only applicable to 16 out of the 336 fundamental principles. 278 fundamental principles were fully compliant and partial compliance had been achieved for 30. The Report set out a summary of the results, a copy of the full self-assessment, together with areas of non-compliance and details of work required to be compliant. The Council was required to demonstrate to external audit that work was underway to reduce the amount of partial or non-compliance each financial year until compliance was achieved.

It was noted that regulations stated that, as part of the evaluation of the effectiveness of the Council's risk management, control and governance processes the standards should be taken into account. The Council's external auditors, Ernst & Young, had indicated that they would consider compliance towards the standards in their consideration of the Council's overall control environment. A Quality Assurance Improvement Plan (QAIP) would be developed to show the work that would be undertaken over the following financial year towards compliance with the standards. In

subsequent years, the QAIP would be updated to show the work that would be carried out until compliance was achieved. This would be submitted to the Committee and the Directors' Management Board. The Committee was also advised that work was being carried out with the Council's Systems Thinking team to review the way in which internal audit carried out its work.

**RESOLVED:** That the Quality and Assurance Improvement Plan, as set out in the Audit Manager's Report No. AUD1701, be endorsed.

### **3. INTERNAL AUDIT – AUDIT OPINION –**

The Committee considered the Audit Manager's Report No. AUD1703 which explained the legislative requirements and best practice guidance for reporting on the adequacy and effectiveness of the Council's framework of governance, risk management and control environment and set out the Audit Manager's opinion on the level of assurance.

The Report advised that, in accordance with the requirements of the Public Sector Internal Audit Standards (PSIAS), the Audit Manager was required to report on an annual basis on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control, including the result of the PSIAS self-assessment and the Quality Assurance Improvement Plan for the internal audit service for 2017/18.

The Committee was informed of the audit work for 2016/17, the audit plan for which had been communicated to the Committee in June, 2016.

The Report set out an assurance opinion on the adequacy of the system of internal control on each of the audit assignments completed in 2016/17. It was noted that there were five categories of assurance that could be given and details of these were set out in the Report. In assessing the level of assurance to be given for 2016/17 in respect of previous audit work, the opinion was based on: all audits undertaken during 2016/17; the results of any follow-up action carried out in 2016/17 in respect of previous audit work; and, any significant recommendations not accepted by management and any potential consequences. The opinion of the Audit Manager was that, using the information outlined in the report, her professional opinion was that substantial assurance on the effectiveness of the Council's risk management, control and governance for 2016/17 could be given. The category of assurance of 'substantial' meant that key controls designed to achieve the system/function/process objectives were in place and that there were opportunities to enhance/strengthen these controls.

The Report gave details of the PSIAS and it was noted that the Quality Assurance and Improvement Plan would look to address some of the non-compliance and partial compliance over the following financial year, taking into account the resources available.

In respect of the Quality Assurance and Improvement Plan (QAIP), the Committee noted that the Hampshire Audit Managers' Group was carrying out an external assessment as a peer review exercise, the scope of which would be discussed and agreed with the Chief Finance Officer, with the results to be reported to the Committee. Members were advised that the QAIP would be reported annually to the Committee

alongside the Audit Opinion in order to inform Members of progress against compliance with standards and the level of assurance on the adequacy and effectiveness of the Council's control environment. The Audit Opinion report structure would be reviewed to ensure the inclusion of all relevant areas of the PSIAS. The Committee was also advised that changes to the Audit Plan would be communicated to senior managers and the Committee for review and approval. Future Audit Plans would detail the approach to using other sources of assurance, such as external audit, Department for Work and Pensions and National Fraud Initiative data matching exercises.

The Annual Governance Statement was produced annually and published alongside the Council's Statement of Accounts in September. This showed how the Council had complied with its Code of Corporate Governance and reported on the governance framework in place at Rushmoor. The Auditor's Opinion on the adequacy and effectiveness of the Council's risk management, control and governance was required to be considered ahead of the Annual Governance Statement as it provided underlying assurances which were key to that Statement. The Auditor was required to consider whether there were any governance issues that should be raised within the Annual Governance Statement, as well as the revised reporting lines of the Audit team. The Audit team now reported to the organisation and, in particular, to the Chief Executive, the leadership team and the Chairman of the Licensing and General Purposes Committee.

**RESOLVED:** That the Audit Manager's Report No. AUD1703 be noted.

#### **4. ACCOUNTING POLICIES AND RELATED MATTERS FOR THE YEAR 2016-17**

—

The Committee considered the Head of Financial Services' Report No. FIN1720 which reviewed the proposed accounting policies to be applied for the closure of the 2016/17 accounts. The accounts would be prepared in line with CIPFA's Code of Practice on Local Authority Accounting in the UK 2016/17. The Report also advised Members of the nature of updated disclosures required, reviewed the internal level of materiality and provided information about a prior period adjustment to be contained in the 2016/17 statement of accounts.

**RESOLVED:** That

- (i) approval be given to the adoption of the accounting policies, including the amendment disclosed in the Head of Financial Services' Report No. FIN1720 for the closure of the 2016/17 accounts; and
- (ii) the updated disclosures, internal level of materiality and information relating to a prior period adjustment to be made in the statement of accounts for 2016/17 be noted.

5. **APPOINTMENTS –**

(1) **Outside Bodies –**

**RESOLVED:** That the appointment of representatives to outside bodies for the 2017/18 Municipal Year, as set out in Appendix 1 (attached herewith), be approved.

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

**RESOLVED:** That the following Members be appointed to serve on the Appointments and Appeals Panel for the 2017/18 Municipal Year (1 Conservative: 1 Labour: 1 UKIP and a representative of the Cabinet):

Conservative Group - Cr. S.J. Masterson with Cr. A. Jackman as Standing Deputy.

Labour Group - Cr. P.F. Rust with Cr. B. Jones as Standing Deputy.

UKIP Group - Cr. D.M.T. Bell (Position of Standing Deputy vacant)

Corporate Services Portfolio Holder - Cr. P.G. Taylor

(3) **Elections Group –**

**RESOLVED:** That the following Members be appointed to serve on the Elections Group for the 2017/18 Municipal Year:

Concessions and Community Support Portfolio Holder –  
Cr. G.B. Lyon

Chairman of the Licensing and General Purposes Committee –  
Cr. A. Jackman

Chairman of the Borough Services Policy and Review Panel – To be confirmed

Conservative Group - Cr. S.J. Masterson

Labour Group - Crs. K. Dibble and B. Jones

(4) **Licensing Sub-Committee –**

**RESOLVED:** That the following Members be appointed to serve on the Licensing Sub-Committee for the 2017/18 Municipal Year (3 Conservative: 2 Labour):

Conservative Group - Crs. Liz Corps, S.J. Masterson and Jacqui

Vosper

Labour Group -

Crs. B. Jones and L.A. Taylor

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

**RESOLVED:** That:

- (i) the Licensing Sub-Committee (Alcohol and Entertainments) be re-established until the first meeting of the Licensing and General Purposes Committee of the 2017/18 Municipal Year, comprising any three trained members of the Licensing and General Purposes Committee; and
- (ii) the Head of Democratic and Customer Services be authorised to make appointments to the Licensing Sub-Committee (Alcohol and Entertainments) in accordance with the provisions agreed by the Committee at its meeting on 21st May, 2009.

(6) **Local Plan Members Group –**

**RESOLVED:** That the following Members be appointed to serve on the Local Plan Members Group for the Municipal Year 2017/18 on the basis of eight Members (5 Conservative: 2 Labour: 1 UKIP):

Leader of the Council -

Cr. D.E. Clifford

Environment and Service  
Delivery Portfolio Holder -

Cr. M.J. Tennant

Chairman of the Development  
Management Committee -

Cr. B.A. Thomas

Conservative Group -

Crs. R.L.G. Dibbs and A. Jackman

Labour Group -

Crs. M.J. Roberts and C.P. Grattan

UKIP Group -

Cr. D.M.T. Bell

The Meeting closed at 7.30 p.m.

CLLR. A. JACKMAN (CHAIRMAN)

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**LICENSING AND GENERAL PURPOSES COMMITTEE  
25TH MAY 2017**

**REPRESENTATION ON OUTSIDE BODIES 2017/18**

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2017/18</b>
Age Concern, Farnborough	Crs. Liz Corps, L.A. Taylor and Jacqui Vosper
Aldershot & Farnborough Festival of Music & Art	Crs. D.M.T. Bell, Jennifer Evans and K.H. Muschamp
Aldershot Military Museum Strategic Local Agreement Meeting	Crs. Mrs. D.B. Bedford and B. Jones
Aldershot Town Centre Business and Retailers Group	Crs. M.L. Sheehan, M.S. Choudhary, A.H. Crawford and J.J. Preece
Basingstoke Canal Joint Management Committee	Crs. J.H. Marsh and L.A. Taylor with Crs. R. Cooper and C.P. Grattan as Standing Deputies
Blackbushe Airport Consultative Committee	Cr. Liz Corps with Cr. J.E. Woolley as Standing Deputy
Blackwater Valley Advisory Committee for Public Transport	Environment and Service Delivery Portfolio Holder (Cr. M.J. Tennant) and Cr. B. Jones with Crs. R. Cooper and M.J. Roberts as Standing Deputies
Blackwater Valley Countryside Partnership	Crs. L.A. Taylor and P.G. Taylor with Crs. C.P. Grattan and Barbara Hurst as Standing Deputies
Brickfields Country Park, Friends of	Three Manor Park Ward Members (Crs. D.E. Clifford, P.I.C. Crerar and B.A. Thomas)

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2017/18</b>
Council for the Protection of Rural England (Hart & Rushmoor Group)	Cr. P.G. Taylor
Cove Brook Greenway Group	Crs. C.P. Grattan and Marina Munro
Enterprise M3 Joint Leaders Board	Leader of the Council (Cr. D.E. Clifford)
Farnborough Aerodrome Consultative Committee	Environment and Service Delivery Portfolio Holder (Cr. M.J. Tennant) and Cr. P.G. Taylor (as a representative of an adjoining ward) with Cr. Barbara Hurst as Standing Deputy
Farnborough Community Centre Executive Committee	Crs. Liz Corps and B. Jones
Farnborough and Cove War Memorial Hospital Trust Limited	Cr. R.L.G. Dibbs
457 Farnborough Squadron	Cr. J.H. Marsh
Farnham Quarry Liaison Group	One Aldershot Park Member (Cr. M.J. Roberts) with the other two Aldershot Park Members as Standing Deputies (Crs. T.D. Bridgeman and A.R. Newell)
Hampshire and Isle of Wight Local Government Association	Leader of the Council (Cr. D.E. Clifford) with the Corporate Services Portfolio Holder (Cr. P.G. Taylor) as Standing Deputy
Hampshire Buildings Preservation Trust AGM	Crs. D.S. Gladstone and Marina Munro
Hampshire Districts Health and Wellbeing Forum	Health and Housing Portfolio Holder (Cr. Barbara Hurst)

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2017/18</b>
Hampshire Police and Crime Panel	Business, Safety and Regulation Portfolio Holder (Cr. K.H. Muschamp)
Local Government Association - General Assembly	Leader of the Council (Cr. D.E. Clifford)
North Hampshire Area Road Safety Council	Cr. S.J. Masterson with Cr. P.G. Taylor as Standing Deputy
North Hampshire Community Safety Partnership	Business, Safety and Regulation Portfolio Holder (Cr. K.H. Muschamp)
Joint Scrutiny Committee (Hart/Basingstoke/Rushmoor) North Hampshire Community Safety Partnership	Chairman of the Borough Services Policy and Review Panel and Vice-Chairman of the Policy and Review Panel and Cr. A.H. Crawford with Cr. B. Jones as Standing Deputy
Parity for Disability	Cr. Barbara Hurst with Cr. Sue Carter as Standing Deputy
PATROL Annual Joing Committee Meeting (formerly National Parking Adjudication Services)	Under review
Project Integra Strategic Board	Environment and Service Delivery Portfolio Holder (Cr. M.J. Tennant)
Royal British Legion (Farnborough Branch) Remembrance Day Arrangements	Cr. D.B. Bedford
Rushmoor Citizens' Advice Bureaux Trustee Board	Cr. Barbara Hurst and Cr. P.F. Rust

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2017/18</b>
Rushmoor In Bloom Forum	Crs. Mrs. D.B. Bedford, M.S. Choudhary, Liz Corps, Jennifer Evans and C.P. Grattan
Rushmoor Local Strategic Partnership	Cr. K.H. Muschamp with Cr. Barbara Hurst as Standing Deputy
Rushmoor Mediation Management Committee	Crs. C.P. Grattan, M.D. Smith and P.G. Taylor
Rushmoor Sports Forum	Crs. Mrs. D.B. Bedford and Sue Carter
Rushmoor Swimming Association	Crs. D.S. Gladstone and G.B. Lyon
Rushmoor Voluntary Services Board	Cr. Barbara Hurst
Rushmoor Youth Forum	Crs. D.M.T. Bell, G.B. Lyon and L.A. Taylor
South East Employers – Full Meeting	Corporate Services Portfolio Holder (Cr. P.G. Taylor) with Cr. K. H. Muschamp as Standing Deputy
South East Employers – Local Democracy and Accountability Network	Crs. S.J. Masterson and P.F. Rust
South East England Councils (SEEC) All Member Meeting	Cr. Barbara Hurst
Southwood Golf Club Committee	Cr. D.S. Gladstone
Vivid Housing Group – Annual General Meeting	Health and Housing Portfolio Holder (Cr. Barbara Hurst)

<b>NAME OF ORGANISATION</b>	<b>REPRESENTATIVE(S) 2017/18</b>
West End Centre Management Committee	Crs. M.S. Choudhary and B.A. Thomas