



RUSHMOOR BOROUGH COUNCIL

CABINET

*Tuesday, 13th June, 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 **27th June, 2017**.

13. **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:

Minute No.	Schedule 12A Para. No.	Category
14	3	Information relating to financial or business affairs

THE FOLLOWING ITEM WAS CONSIDERED IN THE ABSENCE OF THE PUBLIC

14. DEPOT CONSTRUCTION –

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

The Cabinet considered Report No. COMM1715, which set out the latest position in relation to a design and build contract for the construction of the Council's new depot in Lysons Avenue, Ash Vale.

The Report set out the process to date. It was confirmed that a design and build contract had been awarded to Kier Construction, under a Hampshire County Council Framework Agreement. That Agreement provided for the delivery of pre-construction services and contained a discretion to allow the Council to either proceed with the building of the depot with Kier Construction or to award the construction contract to another provider. Kier had submitted a revised budget in January 2017 which had been significantly above the Council's budget and this had prompted the Council to carry out a tendering exercise for the depot construction. It was now proposed to award the contract to Neilcott Construction Limited, who had submitted the lowest tender. It was confirmed that the figure quoted was within the Council's agreed budget and that the anticipated completion date for the operational depot was early March 2018.

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

- (i) award a Joint Contracts Tribunal (JCT) Intermediate Building Contract for the construction of the depot to Neilcott Construction Limited and to advise Kier Construction of the alternative award of the contract; and
- (ii) take all other steps necessary, including the revision of the form of contract with Neilcott Construction Limited in the event of the novation of agreements between Kier Construction and their contractors was unachievable or was delayed.

The Meeting closed at 7.17 p.m.

D.E. CLIFFORD
LEADER OF THE COUNCIL



RUSHMOOR BOROUGH COUNCIL

CABINET

*Tuesday, 27th June, 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
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 **11th July, 2017**.

15. **MINUTES –**

Further to Minute No. 8, in respect of Manor Park, Aldershot – fence replacement, it was agreed to include that the Cabinet requested that, if practicable, a plaque should be erected close to the replacement railings to explain that the original railings had been donated to the war effort during World War Two.

Subject to the above amendment, the Minutes of the meetings of the Cabinet held on 30th May, 2017 and 13th June, 2017 were confirmed and signed by the Chairman.

16. **TREASURY MANAGEMENT OPERATIONS FOR 2016/17 AND REVISIONS TO THE 2017/18 PRUDENTIAL INDICATORS –**
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN1724, which set out the main treasury management activities during 2016/17, provided a review of the treasury management practices and schedules and set out a proposal for an increase to the capital budget for 2017/18, which required a revision to the prudential indicators for

capital financing for 2017/18. It was explained that the Council would continue to take advantage of borrowing at lower, short-term interest rates for the time being, whilst closely monitoring the financial markets for signs of potential future interest rate increases. The Cabinet expressed its support for the approach taken in this area.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that approval be given to:
 - (a) the updates treasury management practices and schedules, as set out in Report No. FIN1724;
 - (b) a variation to the Capital Programme of £15 million, with delegation to the Cabinet to draw down for the purposes of investment property acquisition in 2017/18;
 - (c) the updated 2017/18 prudential indicators, as set out in Appendix E of the Report; and
- (ii) **NOTED** the Council's treasury management operations carried out during 2016/17, as set out in Report No. FIN1724.

17. REVIEW OF COMMUNITY WARD GRANTS SCHEME – (Councillor Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Report No. CD1703, which set out a review of the activity undertaken during 2016/17 under the Community Ward Grants Scheme pilot.

The Cabinet was informed that the pilot had been well received by Ward Councillors and that grants had been made in all thirteen Ward areas. The Cabinet was assured that Ward Members would be encouraged to use future grants to provide seed funding for new initiatives where possible, rather than to support existing causes. It was confirmed that the application process had now been simplified.

The Cabinet RESOLVED that the continuation of the Community Ward Grants Scheme for 2017/18 and the increase in the value of awards to £1,000 per annum per Ward, as set out in Report No. CD1703, be approved.

18. CAR AND CYCLE PARKING STANDARDS - REVIEW OF SUPPLEMENTARY PLANNING DOCUMENT – (Councillor Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. PLN1719, which set out the draft Rushmoor Car and Cycle Parking Standards Supplementary Planning Document 2017 and sought agreement for this to be published for a period of public consultation.

Members were informed that the previous Supplementary Planning Document had been adopted in April 2012. It was reported that, in October 2016, the Cabinet had set up the Parking Strategy Member Working Group and that this Group had had a significant input in the development of the updated standards. It was explained that

the standards aimed to provide a framework to minimise parking issues on future developments. They were intended to be stringent but defensible in the case of an appeal. Members were assured that the Working Group had started to address areas where there were known parking problems at present.

The Cabinet considered the draft Supplementary Planning Document and discussed many issues, including the currency of the data used in preparing the document, the use of shared disabled / visitor spaces and the provision of car parking at educational establishments.

The Cabinet RESOLVED that

- (i) the outcome of the review of the Council's Car and Cycle Parking Standards Supplementary Planning Document, as set out in Report No. PLN1719, be noted; and
- (ii) the draft Supplementary Planning Document, as set out in the Report, be approved for consultation; and
- (iii) the Environment and Service Delivery Portfolio Holder, in consultation with the Head of Planning, be authorised to make any necessary minor changes, prior to publication for public consultation.

19. EXCLUSION OF THE PUBLIC –

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

Minute Nos.	Schedule 12A Para. No.	Category
20 and 21	3	Information relating to financial or business affairs

THE FOLLOWING ITEMS WERE CONSIDERED IN THE ABSENCE OF THE PUBLIC

20. PARTIAL DISPOSAL OF LAND SOUTH OF CRANMORE LANE, ALDERSHOT –
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. LEG1712, which sought approval to appropriate land to be held for planning purposes and then to dispose of the land to the occupier of No. 5 Innisfail Gardens, Aldershot, to allow the land to be used as garden land.

It was explained that the plot in question, to the side of No. 5 Innisfail Gardens, Aldershot, had been left over when the adjoining housing had been built. It was confirmed that no objections had been received to the disposal of the open space, when this had been advertised as part of the planning application process.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to publish a notice, under Sections 232 (4) and 233 (4) of the Town and Country Planning Act, giving notice of intention to appropriate the land, shown edged red on the plan at Appendix 1 of Exempt Report No. LEG1712, for planning purposes;
- (ii) the Solicitor of the Council, in consultation with the Corporate Services Portfolio Holder, be authorised to consider any objections to the proposed appropriation and disposal; and
- (iii) the Solicitor of the Council, subject to the consideration of any objections, be authorised to dispose of the land outlined in red in Appendix 1, under Section 233 of the Town and Country Planning Act, at the price stated in the Exempt Report, subject to imposing covenants to fence the land and preventing any built development upon the land without the Council's consent.

21. **LAND AND PROPERTY AT NO. 2A WINDSOR WAY, ALDERSHOT –**
(Councillor Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. LEG1711, which sought approval to dispose of No. 2A Windsor Way, Aldershot to the Church of England Diocese of Guildford, to be used for the expansion of the Holy Trinity Church in Aldershot.

Members were reminded that the site had been used previously by St. John Ambulance as an ambulance station but that they no longer required it. The Church was seeking to buy it to expand its existing site to allow more Church activities. It was confirmed that the Church would be required to enter into a planning obligation to restrict the use to a community use in connection with the Church and granting the Council a right of pre-emption should the Church ever wish to dispose of the property.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to sell No. 2A Windsor Way, Aldershot to the Church of England Diocese of Guildford for the sum set out in the Exempt Report No. LEG1711, subject to the Church:
 - (a) completing the purchase within a period of six months;
 - (b) entering into a planning obligation restricting the use of the land to use in connection with the Church;
 - (c) granting a right of pre-emption requiring the Church to offer to sell the property back to the Council at community use value should they wish to dispose of the property in the future; and
- (ii) the net capital receipt from the sale be set aside for use under the Council's Strategy for the Flexible Use of Capital Receipts.

The Meeting closed at 8.03 p.m.

D.E. CLIFFORD
LEADER OF THE COUNCIL

This page is intentionally left blank

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 21st June, 2017 at the Council Offices, Farnborough at 7.00 pm.

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 Members

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

14. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

15. **MINUTES**

The Minutes of the Meeting held on 24th May, 2017 were approved and signed by the Chairman.

16. **PLANNING APPLICATIONS**

RESOLVED: That

- (i) permission be given to the following application, as set out in Appendix "A" attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

17/00344/REVPP (No. 225 Ash 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. PLN1721, be noted;

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

- * 17/00182/MMA (No. 34 Cranmore Lane, Aldershot);
17/00264/FULPP (Building 4.2 Frimley Business Park);

(iv) 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);
- 17/00348/FULPP (Farnborough Business Park, Templer Avenue, Farnborough);
- 17/00447/FULPP (The Beehive, No. 264 High Street, Aldershot)

- * The Head of Planning's Report No. PLN1721 in respect of this application was amended at the meeting

17. **APPLICATION NO. 17/00182/MMA - NO. 34 CRANMORE LANE, ALDERSHOT**

The Committee considered the Head of Planning's Report No. PLN1721 (as amended at the meeting) regarding the variation of Condition 2 of planning permission 12/00967/FUL dated 15th March, 2013 to allow retention of dwelling with four bedrooms, patio and amendments to elevations and parking.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory Unilateral Undertaking under Section 106 of the Town and Country Planning Act 1990 by 14th July, 2017 to secure a financial contribution towards special protection area mitigation, the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1721 (as amended at the meeting); however
- (ii) in the event that a satisfactory Unilateral Undertaking is not received by 14th July, 2017, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal does not mitigate its impact upon the Thames Basin Heaths Special Protection Area.

18. **APPLICATION NO. 17/00264/FULPP - BUILDING 4.2 FRIMLEY BUSINESS PARK**

The Committee considered the Head of Planning's Report No. PLN1721 regarding the erection of a three storey Use Class B1/B2/B8 building with associated car parking and landscaping works.

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

RESOLVED: That

- (i) subject to the completion of a satisfactory Legal Agreement under Section 106 of the Town and Country Planning Act 1990 by 27th July, 2017 to secure the submission, approval and future operation of a travel plan to include appropriate provision for further monitoring of the plan in order to maximise opportunities for travel to and from the site by non car based transport and encourage the use of alternative modes of transport, 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. PLN1721; however
- (ii) in the event that a satisfactory Section 106 Agreement is not completed by 27th July, 2017, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal fails to promote sustainable transport choices to minimise traffic generation by reducing reliance on the private car contrary to the provisions of Policy CP16 of the Rushmoor Core Strategy.

19. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT - NO. 26 NORTHBROOK ROAD, ALDERSHOT**

The Committee noted the decision to take enforcement action by the Head of Planning in accordance with the Council's Scheme of Delegation, set out in the Head of Planning's Report No. PLN1722 (as amended at the meeting).

RESOLVED: That the Report be noted.

The meeting closed at 7.23 pm.

CLLR B.A. THOMAS (CHAIRMAN)

**Development Management Committee
21st June 2017**

Appendix "A"

Application No. & Date Valid: 17/00344/REVPP 21st April 2017

Proposal: Variation of conditions 2, 3, 5, 8, 10, 11, 13, 14, 15, 21, 23 and 25 attached to planning permission 16/00411/FULPP dated 20/07/2016 for the erection of restaurant with drive-thru and takeaway facility (Use Class A3 / A5) with associated structures, fencing, parking, landscaping and vehicular access from North Close (following demolition of existing buildings and closure of access onto North Lane) to allow for changes to the site layout. at **225 Ash Road Aldershot Hampshire GU12 4DD**

Applicant: McDonald's Restaurants Ltd

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 development hereby permitted shall be completed in the external materials as approved under application reference 16/00767/CONDPP dated 2 December 2016.

Reason - To ensure satisfactory external appearance.

3 The development hereby approved shall be completed in the surfacing materials as shown on 6485-SA-8085-P304 C.

Reason - To ensure satisfactory external appearance and drainage arrangements.

4 With the exception of the proposed acoustic fencing, the boundary treatment as shown in the approved plans shall be implemented in full prior to the premises being opened to the public and thereafter retained/maintained.

Reason - To safeguard the amenities of neighbouring property.*

- 5 The development hereby approved shall be undertaken in accordance with the site levels shown on the approved plans.

Reason - To ensure a satisfactory form of development in relation to neighbouring property.

- 6 Provision shall be made for services to be placed underground. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development)(England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification) no overhead electricity, telecommunications or service lines shall be erected or placed above the ground of the site without the express written consent of the Local Planning Authority.

Reason - In the interests of the amenities and character of the area

- 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 The development shall only take place in accordance with the construction management plan reference R/161444/001 version 2 dated April 2017 prepared by Hydrock and drawing numbers 161444-HYD-XX-XX-DR-TP-0001 Rev P2 and 0200 rev P2.

Reason - To protect the amenities of neighbouring residential occupiers and to prevent adverse impact on highway conditions in the vicinity,

- 9 The landscaping scheme hereby approved shall be implemented in full prior to the first use of the building by the public or the first available planting season whichever is the sooner. Any tree/shrub removed, dying or becoming seriously diseased within five years of planting 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

- 10 Prior to the first occupation of the building the drainage strategy for this site shall be implemented in accordance with the details shown on drawing number 161444-DR-0002 rev P04 and thereafter retained in perpetuity.

Reason - To reflect the objectives of policy CP4 of the Rushmoor Core Strategy

- 11 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

- 12 Prior to the first occupation of the development the lighting strategy for this site shall be implemented in accordance with drawing number D-195408 rev 3 and the details of streetlighting columns and LUMA luminaires and thereafter maintained/retained.

Reason - In the interests of visual and residential amenity.

- 13 The plant and machinery hereby approved shall be installed in accordance with the noise levels and mitigation measures as set out in the Environment Noise Assessment and supplementary Environment Noise Information prepared by Peter Ashford of Acoustic Associates South West Ltd dated 13 October 2015 and 4 April 2016 prior to the premises opening to the public and thereafter retained in accordance with these approved details.

Reason - To protect the amenity of neighbouring occupiers.*

- 14 Prior to the first use of the development the means of suppressing and directing fumes and smells from the premises shall be installed in accordance with the details approved under application reference 16/00738/CONDPP dated 14 December 2016 and thereafter maintained/retained.

Reason - To safeguard the amenities of neighbouring properties.*

- 15 The restaurant/takeaway/drive through uses hereby permitted shall not be open to customers outside the hours of 07:00 to 23:00.

Reason - To safeguard the amenities of existing and future neighbouring occupiers

- 16 Deliveries and refuse collections to/from the premises shall only take place between the hours of 8am to 9pm

Reason - To safeguard the amenities of adjoining and future occupiers

- 17 Unless shown on the approved plans no display or storage of goods, materials, plant, or equipment shall take place other than within the buildings.

Reason - To protect the amenities of neighbouring property and the character of the area.

- 18 The development hereby approved shall not be occupied until the vehicle and cycle parking facilities shown on the approved plans have been completed and made ready for use by customers. 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 choices

- 19 No part of the development hereby approved shall be used or occupied until the proposed means of vehicular access and associated works on North Close and North

Close/North Lane junction as shown on the approved plans have been completed and made available for use.

Reason - To ensure adequate means of access is available to the development

- 20 Any existing means of access or part thereof not incorporated within the approved arrangement hereby permitted shall be permanently closed as soon as the new means of access has been constructed and brought into use in accordance with the details as shown on drawing number 161444-DR-0004 rev P03.

Reason - In the interest of highway and pedestrian safety.*

- 21 Notwithstanding the details shown on drawing number 6485-SA-8986-P205 B, the first floor windows in the east elevation shall be obscurely glazed to a minimum height of 1.7 metres above the internal floor level and so retained.

Reason - To maintain appropriate levels of privacy for the occupiers of Clyde Court.

- 22 The acoustic fencing shown on the approved plans shall be retained and maintained in accordance with these details and as approved under application reference 16/00745/CONDPP dated 2 December 2016 for the duration of the operational life of the premises.

Reason - To safeguard the amenities of adjoining occupiers.

- 23 The permission hereby granted shall be carried out in accordance with the following approved drawings - 6485-SA-8085-P302A, P304 C, 6485-SA-8986-P205 B and 206 A, Sign type 8, 161444-DR-0002 rev P04, 0003 rev P06 and 0004 rev P03, MK MCD ALD 01 (Rev D), 161444-HYD-XX-XX-DR-TP-0001 Rev P2 and 0200 rev P2 and D195408 rev 3.

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

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 26th June, 2017 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr J.E. Woolley (Vice-Chairman) – In the Chair

Cllr Liz Corps
Cllr Jennifer Evans
Cllr B. Jones
Cllr S.J. Masterson
Cllr M.D. Smith
Cllr L.A. Taylor

Apologies for absence were submitted on behalf of Cllr Sue Carter, Cllr Sophia Choudhary, Cllr A. Jackman and Cllr Jacqui Vosper.

In the absence of the Chairman, the meeting was chaired by the Vice-Chairman (Cllr J E Woolley)

6. MINUTES

The Minutes of the Meeting held on 25th May, 2017 were approved and signed by the Vice-Chairman.

7. INTERNAL AUDIT - UPDATE

The Committee considered the Audit Manager's Report No. AUD1704, which gave an overview of the work completed by Internal Audit during Quarter 1, an update on progress made and changes required for the expected deliverables for Quarters 1 and 2 and a schedule of work expected to be delivered in Quarter 3.

The Committee was advised that resources within Internal Audit were being re-organised following the departure of the Audit Manager under the Mutually Agreed Resignation Scheme. Contractors had been commissioned to carry out some audits within Quarters 2, 3 and 4 to assist the Internal Audit team to ensure that appropriate audit coverage was provided for 2017/18.

The Committee noted that work had been carried out on parking machine income, external tenants, Activation Aldershot (Capital Programme) and heating payments during Quarter 1. In addition, Internal Audit had reported to the Committee on the Audit Opinion and Public Sector Internal Audit Standards on 25th May, 2017.

In addition, the Report advised Members of audit follow-up work to be carried out during Quarter 2 and the current status on the following areas: external tenants;

capital projects; Aldershot/Farnborough markets; purchase and sale of property and land; Capital Programme and accounting (Activation Aldershot); contract letting and tendering; transparency code; and, cyber security.

The work expected to be delivered in Quarter 3 was detailed in the Report and had been selected from the high risk areas set out in Appendix B to the Report. As with previous quarters, it was pointed out that the audits could be subject to change due to the changing nature of the organisation or resource availability. The services to be audited in Quarter 3 were: DMB (HMRC and taxation requirements); Finance (financial borrowing); Planning (planning applications); Community (parking machine income follow-up); and, Finance (Financial Management System/bank reconciliation and purchase ledger). It was noted that the some of the financial audits may change to NNDR billing and collection or payroll depending on which order the contractor to be employed to carry out these audits completed the standard financial audits.

RESOLVED: That

- (i) the audit work carried out in Quarter 1 and the update to the expected deliverables in Quarters 2 and 3, as set out in the Audit Manager's Report No. AUD1704, be noted; and
- (ii) the expected deliverables for Quarter 3 be endorsed.

8. **STATEMENT OF ACCOUNTS 2016/17 - DUTIES AND RESPONSIBILITIES**

The Committee received the Head of Financial Services' Report No. FIN1723, which set out the duties and responsibilities of the Committee in providing effective scrutiny of the Council's financial statements, in preparation for consideration of the Auditors' Report and audited Statement of Accounts by the Committee in September, 2017. Appended to the Report was a draft copy of the Statement of Accounts.

The Report advised Members that, when considering the Statement of Accounts, there was a need to have regard to: materiality; transparency; valuation; consistency; completeness; legality/litigation; classification; economic climate/going concern principle; risk of error; and, rights and obligations. The Report also set out other sources of information and assurance that were available to Members to assist them in their consideration of the final statement of accounts.

RESOLVED: That the Head of Financial Services' Report No. FIN1723 be noted.

9. **TREASURY MANAGEMENT OPERATIONS FOR 2016/17 AND REVISIONS TO THE 2017/18 INDICATORS**

The Committee considered the Head of Financial Services' Report No. FIN1724, which set out the treasury management operations for 2016/17. A copy of a revised Appendix A to the Report was circulated at the meeting.

It was noted that the Council's treasury team had continued to concentrate on the security of investments, having regard to the returns available. Continued low

interest rates throughout the financial year coupled with a lack of suitable counterparties with whom to invest, continued to make the activity challenging. However, overall investment income still managed to produce a buoyant return to the General Fund revenue account. It was confirmed that all treasury management activity during 2016/17 had been carried out in accordance with the Annual Treasury Management Strategy, which had been agreed by the Council in February, 2016.

The 2017/18 Treasury Management Strategy had been approved by the Council on 23rd February, 2017. In addition to the approval of the Strategy, the CIPFA Code required the setting out of responsibilities and duties of Members and officers, allowing a framework for reporting and decision making on all aspects of treasury management. The Committee was advised that one of the recommendations of the Code was for the creation and maintenance of Treasury Management Practices that incorporated the principles and schedules that achieved treasury management policies and objectives. A review of these principles and schedules had been undertaken and details were set out in Appendix D to the Report.

The Committee was advised that approved property acquisitions in 2016/17 had amounted to around £17 million and had generated significant revenue gains to the General Fund revenue account. In order to finance these acquisitions and some other capital expenditure in the year, a significant proportion of the Council's capital receipts had been utilised for the purposes of financing the Capital Programme. As a result, a variation to the Capital Programme in 2017/18 of £15 million was proposed, with delegation to the Cabinet to draw down on this budget for suitable commercial property acquisitions. The significance of the proposed capital budget and use of borrowing therefore required re-appraisal of the prudential indicators in the Treasury Management Strategy for 2017/18 and these revised indicators were set out in Appendix E to the Report.

During discussion, Members raised questions concerning who recommended properties to be acquired, the allocating of funds to buy these properties and also the role of the Committee in scrutinising processes.

RESOLVED: That

- (i) the contents of the Head of Financial Services' Report No. FIN1724 in relation to the treasury management operations carried out during 2016/17 be noted; and
- (ii) it be **RECOMMENDED TO THE COUNCIL** to approve the updated treasury management practices and the revised prudential indicators for 2017/18, as set out in the Report.

10. **LOCAL GOVERNMENT AUDIT COMMITTEE BRIEFING**

The Committee received the local government audit committee briefing paper prepared by the Council's external auditors, Ernst & Young.

RESOLVED: That the briefing paper be noted.

11. **CONSULTATION ON PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGES FARES**

The Committee considered the Head of Environmental Health and Housing's Report No. EHH1723, which outlined proposals to vary the current scheme of hackney carriage fares which, following the approval of the Cabinet, had been published for public consultation, to be concluded on 7th July, 2017. The Committee was a specified consultee in the review process and was invited to consider the proposals and make comments or recommendations for consideration by the Cabinet for any changes to take effect from 1st September 2017.

The Committee was advised that Section 65 of the Local Government (Miscellaneous Provisions) Act, 1976 gave the Council the power (a discretionary ability) to fix the rates or fares in connection with the hire of a hackney carriage vehicle within its district by means of a scheme of fares. The current scheme had last been uplifted on 29th November, 2013 and the scheme was set out in the Report.

It was reported that the Cabinet had noted that the process of setting hackney carriage fares was complex, time-consuming and costly. Members had also expressed concern as to whether the setting of fares best served the public interest and/or supported wider transportation policies; particularly as other service charges in the private and/or self-employed sectors were not similarly regulated. The Cabinet had therefore requested that officers look at the efficacy of and options for the (de)regulation of setting hackney carriage fares. As a consequence of this work, it had been considered appropriate to develop and consult on a more simplified scheme of fares in the first instance. This had resulted in two separate variation proposals that had not found favour with the taxi trade and had subsequently been withdrawn in 2014 and 2015 respectively.

The Committee was advised that, following this, the Cabinet had resolved that a cross-party task and finish group should be established to make recommendations on all future changes to the scheme. It had now been over three years since the fare scheme had been uplifted. To reduce the significance and impact of any fare increase following a prolonged review and minimise the potential for challenge, it was proposed that an interim increase of 4% should be applied, deferring any remaining uplift amount to, and pending the next fare review and/or reworking of the scheme. As an interim uplift, it was proposed that this should be applied as an adjustment to the pull-off rate yardage (i.e. the initial distance to be travelled for the initial engagement charge on the meter) and running mile unit (i.e. the distance travelled for each meter tick-over charge after the initial pull-off distance). This accorded with historical methods of uplift application and the proposed fares scheme was set out in Appendix B of the Report. The Report also set out fare cost comparisons and a cost comparison of a number of local journeys. The Report also set out other relevant issues and guidance to be researched when considering an uplift to the scheme.

During discussion, Members raised issues concerning the working of the Hackney Carriage Fares Working Group, benchmarking fares and fouling charges.

RESOLVED: That, in response to the consultation, the Cabinet be advised that the Committee supports the proposals for an interim uplift of 4% to the hackney carriage fares scheme, as outlined in the Head of Environmental Health and Housing's Report No. EHH1723.

12. **CODE OF CORPORATE GOVERNANCE**

The Committee considered the Solicitor to the Council's Report No. LEG1709, which set out an updated Code of Corporate Governance.

The Report advised that the Code of Corporate Governance was reviewed every year and the latest revision reflected the latest guidance in the CIPFA/SOLACE Framework which had been published in April, 2016. The main changes to the new CIPFA framework included the positioning of sustainable, social and environmental outcomes as a key focus of governance processes and structures. CIPFA considered the links between governance and public financial management were crucial in the current financial climate and underpinned the need for local authorities to focus on long-term solutions.

The Committee noted that the CIPFA/SOLACE guidance "Delivering Good Governance in Local Government; Framework 2016 Edition" had seven core principles, and full details were set out in the Report. Rushmoor's Code of Corporate Governance identified the actions and behaviours to be taken by the Council in relation to each of the core principles and associated sub-principles and the updated Local Code of Corporate Governance was set out in Appendix B to the Report.

During discussion, it was suggested that all Members should receive a briefing or training on this and it was agreed that the matter would be raised with the Member Training and Development Group.

RESOLVED: That

- (i) the **COUNCIL BE RECOMMENDED** to approve the Code of Corporate Governance; and
- (ii) the Member Training and Development Group be requested to consider briefing/training for Members on the Code of Corporate Governance.

13. **ANNUAL GOVERNANCE STATEMENT 2016 - 2017**

The Committee considered the Solicitor to the Council's Report No. LEG1710, which set out the draft Annual Governance Statement for the year 2016/17. The final version of the Annual Governance Statement would be considered at the meeting on 25th September, 2017 when the Committee would also be considering the Statement of Accounts.

It was noted that the new Code of Corporate Governance was scheduled to be adopted by the Council at its July meeting before the Annual Governance Statement could be approved. The Committee was advised that the draft Annual Governance

Statement had been prepared against the revised Code of Corporate Governance, which had been considered earlier in the meeting.

The Accounts and Audit Regulations 2003 (as amended in 2006 and 2011) had introduced the requirement for local authorities to conduct at least annually a review of the effectiveness of its system of internal control, prepare an Annual Governance Statement and to publish this Statement with the Statement of Accounts. These regulations had now been replaced by the Accounts and Audit Code of Regulations 2015, and Regulation 6(1) continued the requirement to prepare an Annual Governance Statement. The Regulations required councils to ensure their financial management was adequate and effective and there was a sound system of internal control. This facilitated the effective exercise of the Council's functions including the management of risk and review of performance management. The system of internal control included matters such as the establishment and monitoring of objectives, the arrangements for decision-making and ensuring compliance with established policies. The Annual Governance Statement was required to include notification of any significant internal control issues and an action plan to address them. The Committee was advised that no significant issues had been identified. A number of actions for the current year had been identified and would be addressed during the year.

The Report also set out a review of governance issues that had been identified in the 2015/16 Annual Governance Statement, showing the actions identified and an update on tasks undertaken.

RESOLVED: That the Annual Governance Statement 2016/17, as set out in the Solicitor to the Council's Report No. LEG1710, be approved for publication with the Council's Statement of Accounts.

The meeting closed at 8.00 pm.

CLLR A. JACKMAN (CHAIRMAN)
