

# CABINET

Meeting held on Tuesday, 17th April, 2018 at the Council Offices, Farnborough at 7.00 pm.

## Voting Members

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

Cllr Barbara Hurst, Health and Housing Portfolio Holder  
Cllr G.B. Lyon, Concessions and Community Support Portfolio Holder  
Cllr M.L. Sheehan, Leisure and Youth Portfolio Holder  
Cllr P.G. Taylor, Corporate Services Portfolio Holder  
Cllr 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 **30th April, 2018**.

### 81. MINUTES –

The Minutes of the meeting of the Cabinet held on 6th March, 2018 were confirmed and signed by the Chairman.

### 82. REVENUE BUDGET MONITORING AND FORECASTING 2017/18 - POSITION AT MARCH, 2018 –

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN1815, which set out the anticipated financial position for 2017/18, based on the monitoring exercise carried out during March, 2018. The Report set out an updated forecast of the revenue position as the end of 2017/18 and this was set out at Appendix A to the Report. The Report also contained sections on reported variances, the level of reserves and risks.

#### The Cabinet **RESOLVED** that

- (i) the latest Revenue Budget monitoring position and associated risks, as set out in Report No. FIN1815, be noted;
- (ii) the latest forecasts for the use of the Service Improvement Fund and the flexible use of capital receipts, as set out in the Report, be noted; and
- (iii) the approach to reserves and balances, as set out in the Report, be approved, subject to the final outturn position.

83. **CAPITAL PROGRAMME MONITORING AND FORECASTING 2017/18 - POSITION AT MARCH, 2018 –**  
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN1816, which provided the latest forecast regarding the Council's Capital Programme for 2017/18, based on the monitoring exercise carried out during February, 2018. The Report noted that the revised Capital Programme of £32,398,000 had been approved by the Council on 22nd February, 2018. The Report set out significant over and under spend variations along with the major areas of slippage that had been identified.

**The Cabinet NOTED** the latest Capital Programme monitoring position and the Prudential Indicators for 2017/18, as set out in Report No. FIN1816.

84. **DISCRETIONARY RATE RELIEF –**  
(Cllr Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Report No. FIN1814, which provided details of an application for rate relief from Limbcare Limited (Suite No. 3c, Third Floor, Westmead House, Westmead, Farnborough) and set out a proposal to bring forward the date by which charitable and not-for-profit organisations would have to reapply for discretionary rate relief to 31st March, 2021 rather than 2022. This date change was necessary to bring the process into line with the Government's next proposed national revaluation.

**The Cabinet RESOLVED** that

- (i) 20% top-up discretionary relief be awarded to Limbcare Limited from 17th March, 2017 to the end of the current Business Rates Valuation List, expected to be on 31st March, 2021; and
- (ii) the approach of undertaking a review of Discretionary Rate Relief awarded to charitable organisations in line with the date of the Government's national revaluation, which had been brought forward to 1st April, 2021, be approved.

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

The Cabinet considered Report No. COMM1804, 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 all four awards should be made.

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

|                             |        |
|-----------------------------|--------|
| The Species Recovery Trust  | £4,000 |
| The Land Restoration Trust  | £4,182 |
| Rushmoor Voluntary Services | £5,000 |
| The Farnborough Society     | £7,500 |

**NOTE:** Cr. Barbara Hurst declared a prejudicial interest in this item in respect of her roles as the Council's representative at Rushmoor Voluntary Services and as a Director with the Farnborough Society and, in accordance with the Members' Code of Conduct, left the meeting during the discussion and voting thereon.

86. **THAMES BASIN HEATHS SPECIAL PROTECTION AREA AVOIDANCE AND MITIGATION STRATEGY UPDATE –**  
(Cllr Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. PLN1808, which set out proposed changes to the Rushmoor Thames Basin Heaths Avoidance and Mitigation Strategy, to incorporate arrangements to facilitate town centre regeneration proposals.

Members were informed that the changes would allow a longer commencement period for specific developments within the Borough's designated town centres, where the current commencement period of twelve months had been proving unrealistic.

**The Cabinet RESOLVED** that the amendments to Appendices 4 and 5 of the Rushmoor Thames Basin Heaths Avoidance and Mitigation Strategy, based on the draft set out in Appendix 1 to Report No. PLN1808, be approved.

87. **PLANNING FEE INCREASE AND RESOURCING IN PLANNING –**  
(Cllr Martin Tennant, Environment and Service Delivery Portfolio Holder / Cllr Ken Muschamp, Business, Safety and Regulation Portfolio Holder)

The Cabinet considered Report No. PLN1809, which set out a proposed variation to the planning fee income budget and a proposed programme of improvements to the Planning Service, in order to comply with Government requirements to facilitate a 20% increase in planning fees.

Members were informed that the changes within the Planning Service would be aimed at improving the service given to customers. The Report also acknowledged the successful bid to the Government for £250,000 from the Planning Delivery Fund. This would be used to facilitate joint working between Rushmoor, Hart and Surrey Heath to enable appropriate Special Protection Area mitigation arrangements for new housing in each respective area.

**The Cabinet RESOLVED** that

- (i) a variation to the planning fee income budget, as set out in Report No. PLN1809, be approved;

- (ii) the programme of improvements to the Planning Service, as set out in the Report, be approved; and
- (iii) the initial spend of Planning Delivery Fund monies, as set out in the Report, be approved.

88. **ENVIRONMENTAL LITTERING - REVISIONS TO PILOT PROJECT –**  
(Cllr Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. COMM1805, which set out details of two proposed revisions to the one-year agency agreement with East Hampshire District Council to better tackle littering and dog fouling.

Members were reminded that the pilot project had been agreed by the Cabinet at its meeting on 6th February, 2018. The two proposed changes were in relation to the adoption of a zero tolerance approach to littering and the level of the fixed penalty fine in respect of dog fouling. These changes were set out in the Report.

**The Cabinet RESOLVED** that

- (i) a zero tolerance approach to littering and dog fouling, with offenders being issued with a Fixed Penalty Notice regardless of whether or not they subsequently remove the waste, as set out in Report No. COMM1805, be approved;
- (ii) a £50 penalty for dog fouling, rising to £75 once the Public Space Protection Order agreed at iii) below is in place, be approved; and
- (iii) the Solicitor to the Council and the Head of Environmental Health and Housing be authorised to start the process of introducing a Public Space Protection Order for dog fouling and to review whether wider dog controls contained in the Council's bylaws should be updated at the same time.

89. **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:

| <b>Minute Nos.</b> | <b>Schedule 12A Para. No.</b> | <b>Category</b>                                       |
|--------------------|-------------------------------|---|
| 90 and 92          | 3                             | Information relating to financial or business affairs |

**THE FOLLOWING ITEMS WERE CONSIDERED  
IN THE ABSENCE OF THE PUBLIC**

**90. APPLICATIONS FOR SECTION 49 REMISSION OF NON-DOMESTIC RATES –**  
(Cllr Gareth Lyon, Concessions and Community Support Portfolio Holder)

The Cabinet considered Exempt Report No. FIN1817, which set out three applications for the remission of non-domestic rates on the grounds of hardship.

Members assessed the applications from Tradec Supplies Limited, No. 5 Queens Road, Farnborough; Allrite Limited trading as Wimpey Farnborough at No. 93 Queensmead, Farnborough and Wimpey (Aldershot) Limited, Nos. 29 - 31 Wellington Centre, Aldershot, taking into account the evidence of financial hardship supplied and whether it was in the interests of local taxpayers to subsidise the businesses. The Cabinet took into account the nature and circumstances of the businesses and, where appropriate, the availability of alternative facilities in the area. It was confirmed that the Concessions and Community Support Portfolio Holder had visited each of the premises.

**The Cabinet RESOLVED** that

- (i) 50% hardship relief be granted to Tradec Supplies Limited for twelve months;
- (ii) 50% hardship relief be granted to Allrite Limited trading as Wimpey Farnborough for twelve months; and
- (iii) the Head of Financial Services, in consultation with the Concessions and Community Support Portfolio Holder, be authorised to determine whether hardship relief should be granted in respect of Wimpy (Aldershot) Limited, following further discussions with the applicant.

**91. HOTEL PROVISION IN FARNBOROUGH - ITEM WITHDRAWN –**

The Cabinet was advised that this item had been withdrawn.

**92. COMMERCIAL PROPERTY ACQUISITION –**  
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. LEG1804, which set out a proposal to purchase the head leasehold investment of a property of which the Council was, currently, the freehold owner. The Exempt Report also requested the Cabinet to recommend to the Council that a variation should be made to the Capital Programme for the acquisition and that a supplementary estimate for associated revenue budgets should be approved.

Members were informed that it was anticipated that this investment would produce a good rate of return and its acquisition would assist in the future regeneration of that locality.

**The Cabinet**

- (i) **RESOLVED** that the acquisition of the property, on the terms set out in Exempt Report No. LEG1804, be approved; and
- (ii) **RECOMMENDED TO THE COUNCIL** that a variation to the Capital Programme to enable the purchase of the property, on the terms set out in Exempt Report No. LEG1804, be approved.

93. **ADDITIONAL ITEM - 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>Minute No.</b> | <b>Schedule 12A Para. No.</b> | <b>Category</b>                                       |
|-------------------|-------------------------------|---|
| 94                | 3                             | Information relating to financial or business affairs |

94. **ADDITIONAL ITEM - FARNBOROUGH INTERNATIONAL LIMITED - DEVELOPMENT FUNDING –**

(Cllr David Clifford, Leader of the Council / Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Exempt Report No. FIN1818, which sought approval to enter into a loan agreement with Farnborough International Limited and also requested the Cabinet to recommend to the Council that a variation be made to the Capital Programme in respect of the loan.

The Report set out the full details of the proposal and the financial implications and associated risks.

It was noted that there was a request for a variation to the Capital Programme in 2018/19 and, taking account of the variations requested for the commercial property acquisition recommended earlier in the meeting, a report had been prepared to request a total variation of £10 million. This would enable these and other potential projects during the year to proceed subject to consideration of appropriate business cases.

**The Cabinet**

- (i) **RESOLVED** that
  - (a) the offer of a loan to Farnborough International Limited, on the terms set out in Exempt Report No. FIN1818, be approved;
  - (b) the Head of Financial Services, in consultation with the Corporate Services Portfolio Holder and the Solicitor to the Council, be authorised to agree all loan terms and documentation in respect of the loan agreement, within the parameters set out in the Exempt Report; and

- (ii) **RECOMMENDED TO THE COUNCIL** that approval be given to a variation of the Capital Programme, as set out in Exempt Report No. FIN1818, for the loan.

The Meeting closed at 7.48 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

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# CABINET

Meeting held on Tuesday, 29th May, 2018 at the Council Offices, Farnborough at 7.00 pm.

## Voting Members

Cllr D.E. Clifford, Leader of the Council

Cllr Barbara Hurst, Health and Housing Portfolio Holder  
Cllr G.B. Lyon, Concessions and Community Support Portfolio Holder  
Cllr M.L. Sheehan, Leisure and Youth Portfolio Holder  
Cllr M.J. Tennant, Environment and Service Delivery Portfolio Holder

Apologies for absence were submitted on behalf of Cllrs K.H. Muschamp and 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 **11th June, 2018**.

### 1. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 17th April, 2018 were confirmed and signed by the Chairman.

### 2. **RUSHMOOR 2020 - MODERNISATION AND IMPROVEMENT PROGRAMME –** (Cllr David Clifford, Leader of the Council)

The Cabinet considered Report No. CEX1801, which set out the Rushmoor 2020 programme as the Council's approach to modernisation and improvement for the coming two years.

Members were informed that the ambition for the programme was to modernise and improve how the Council worked to increase customer focus, deliver sustainable savings, provide excellent services and drive forward the Council's ambitious regeneration programme. The document pulled together all key improvement and sustainability projects and reflected the Council's new governance arrangements and took account of the findings of the recent peer challenge exercise, the staff survey and the customer experience project. It was anticipated that the bulk of the programme would be delivered by the end of 2020.

**The Cabinet RESOLVED** that

- (i) the Rushmoor 2020 Modernisation and Improvement Programme, based on the outline programme set out in Appendix 3 to Report No. CEX1801, be approved;
- (ii) the proposed Member engagement and governance arrangements for the Programme, as set out in Section 3.2 of the Report, be approved;



- (iii) the resourcing arrangements set out in Section 4 of the Report be noted and the related recommendations, as set out in Report No. CEX1802, be considered later in the meeting, under Item No. 4; and
- (iv) the use of the Service Improvement Fund to support the Programme be approved.

3. **REGENERATING RUSHMOOR PROGRAMME –**  
(Cllr Martin Tennant, Environment and Service Delivery Portfolio Holder)

The Cabinet considered Report No. CD1802, which sought authority to establish the Regenerating Rushmoor Programme to enable the delivery of the Council's regeneration plans.

The Report set out proposed Council and partnership governance arrangements and requested delegations to enable key projects to move forward. The key regeneration sites were highlighted in the Report, along with proposed next steps to progress their delivery. It was reported that the Council process to select an investment partner had received a good level of interest and that three prospective partners would be invited to attend the Council for the next stage of the selection process.

The Cabinet also considered the matters in the Exempt Appendix 2 of the Report. During this discussion, the public were excluded from the meeting to avoid the disclosure of exempt information within Paragraph 3 of Schedule 12A to the Local Government Act, 1972 (information relating to financial or business affairs).

**The Cabinet RESOLVED that**

- (i) the establishment of the Regenerating Rushmoor programme and the outline governance arrangements, as set out in Report No. CD1802, be approved;
- (ii) the projects included with the programme and their current status be noted;
- (iii) a recommendation to the Policy and Projects Advisory Board to establish task and finish groups for Aldershot Regeneration and Farnborough Regeneration and the appointment of the Leader, the Deputy Leader and the Major Projects and Property Portfolio Holder to the Steering Group be approved;
- (iv) a further period of working with officers from RegenCo (East Hampshire District Council) to help deliver the programme until the Council's proposed resources or other interim arrangements are in place, as set out in Report No. CEX1802, be approved;
- (v) the transfer to the current Legal Services Manager from 1st June, 2018 and, subsequently, to the new role of Corporate Manager Legal Services once appointed, of all existing delegations to the Solicitor to the Council in relation to legal activities and future legal transactions ancillary and pursuant to the delivery of the Regeneration Programme be approved;
- (vi) the Executive Director, in consultation with the Chief Executive and the Major

Projects and Property Portfolio Holder, be authorised to agree the approach and negotiate and acquire by agreement the properties set out in Exempt Appendix 2 to the Report and the potential need for a future variation to the Capital Programme to enable the completion of all acquisitions be noted;

- (vii) the risk for expenditure borne by the Council, as set out in Exempt Appendix 2 to the Report, be noted and the use of prudential borrowing, until the Housing Investment Fund conditions are satisfied and funding released by Homes England, be approved;
- (viii) the Executive Director be authorised to negotiate an extension to the Civic Quarter Memorandum of Understanding with the existing partners;
- (ix) the Executive Director be authorised to vire the revenue budgets, as set out in paragraph 6.1 of the Report; and
- (x) the change in use of the Capital Budget for pre-development works, as set out in paragraph 6.3 of the Report, be approved.

#### 4. **ORGANISATIONAL REDESIGN AND STRUCTURAL REVIEW –**

The Cabinet considered Report No. CEX1802, which set out proposed changes to the Council's senior management structure and functional arrangements.

It was explained that the proposed changes would support the Council's priorities, as set out in the Council Plan, and would also equip the Council to deliver the Modernisation and Improvement and Regeneration programmes discussed earlier in the meeting. Members were informed that the formulation of the staffing structure was the responsibility of the Chief Executive but that any changes to budgets in this respect had to be agreed by the Cabinet. Under the new arrangements, the role of Monitoring Officer would be transferred from the Solicitor to the Council post to the Executive Director (Operations) post. This change would require the approval of the Council. It was expected that some of the members of the existing senior management team would be leaving the organisation around Autumn 2018 and that interviews for any vacant positions would be carried out over the Summer period. Training would be made available for any existing staff wishing to apply for any of the senior management posts.

#### **The Cabinet**

- (i) **RESOLVED** that
  - (a) the new arrangements for the delivery of the Council's functions and services be approved and the revised senior management structure, as determined by the Chief Executive under delegated powers and set out in Report No. CEX1802, be endorsed;
  - (b) the Chief Executive, in consultation with the Leader of the Council, be authorised to make any further adjustments to the services and structures as part of the implementation process;

- (c) the budget virement of existing staffing budgets to those posts outlined in the new structure as required be approved and the Chief Executive be authorised to vire existing staffing budgets to enable the efficient implementation of subsequent and future changes to the staffing structure to support the implementation of priorities, particularly the Regeneration and Modernisation and Improvement programmes; and
- (ii) **RECOMMENDED TO THE COUNCIL** that approval be given to the changes to the arrangements for the role of Monitoring Officer, namely that the designation is to the Executive Director (Operations), as set out in Report No. CEX1802.

5. **REVIEW OF PORTFOLIOS –**  
(Cllr David Clifford, Leader of the Council)

The Cabinet considered Report No. DEM1801, which set out details of a review of the Cabinet portfolios.

It was explained that the review had been carried out in light of the Rushmoor 2020 Modernisation and Improvement Programme and the restructuring of the Council's services. The review had resulted in a number of changes to the portfolio structure and, in addition, three new roles of Cabinet Champions were being proposed. The Report set out the revised portfolio structure and also showed Council Plan actions attributed according to the new structure.

**The Cabinet RESOLVED** that

- (i) the revised portfolio structure, as agreed by the Leader of the Council and set out in Report No. DEM1801, be noted; and
- (ii) the appointment of the following Cabinet Champions for the 2018/19 Municipal Year be approved:

Education and Youth – Cllr Sue Carter  
Armed Forces – Cllr Jacqui Vosper  
Events and Civic Pride – Cllr Liz Corps

6. **GENERAL FUND PROVISIONAL OUTTURN 2017/18 –**  
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN1820, which set out the provisional outturn position on the General Fund (revenue and capital) for 2017/18, 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 2017/18, the Council had set a savings figure of £550,000 to be achieved through reductions in service costs and additional income generation, in addition to £320,000 of expected staff turnover savings. It was reported that these savings had been achieved during the first half of 2017/18 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 £1.42 million.

The provisional outturn showed an improvement in the Council's financial position, with a favourable variance of approximately £1,129,000 against the current approved budget and £550,000 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 £2.55 million, which exceeded the top of the range of balances set out in the Medium Term Financial Strategy (£1 million - £2 million). It was proposed to transfer any amount over the £2 million upper limit for the General Fund to the Stability and Resilience Reserve in order to mitigate risk to the medium term financial forecast. This increase in reserves was considered essential given the level of risk that the organisation was facing, especially in relation to the potential effects of reductions in funding by Hampshire County Council.

Members were informed that a further switch in funding was being requested, from the Flexible Use of Capital Receipts to the Service Improvement Fund. Members were assured that this transfer was of a technical nature only and due to accounting regulations.

It was reported that the Capital outturn was largely as reported in previous monitoring reports with a significant level of slippage into 2018/19, largely around property acquisitions. This had now progressed with two acquisitions having been completed in the preceding week.

**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. FIN1820, be approved.

**7. COUNCIL PLAN FOURTH QUARTER 2017/18 PERFORMANCE UPDATE REPORT –**

(Cllr David Clifford, Leader of the Council)

The Cabinet received Report No. ELT1803, which set out the Council's performance management monitoring information for the fourth quarter of the 2017/18 Municipal Year. Members were informed that the target date for the completion of the review of the licensing policy in respect of alcohol, entertainments and late night refreshments had been incorrectly printed as December 2019 and that this should have read December 2018.

**The Cabinet NOTED** the progress made towards delivering the Council Plan 2017/18, as set out in Report No. ELT1803, as amended at the meeting.

8. **PROPOSED VARIATION TO THE SCHEME OF HACKNEY CARRIAGE FARES –**  
(Cllr Ken Muschamp, Business, Safety and Regulation Portfolio Holder)

The Cabinet considered Report No. EHH1814, which outlined proposals to vary the current scheme of hackney carriage fares, which had been last amended on 1st August, 2017. Members were asked to consider whether to approve the changes for public consultation. Before considering the item, the Cabinet received representations from Ms C. Burrige on behalf of the taxi trade.

The Report set out the proposed changes to the scheme of fares. It was confirmed that the changes had been proposed by the taxi trade. The matter would be brought back to the Cabinet for a final decision in the event of representations being received during the consultation exercise. If no representations were received, the revised scheme of fares would take effect from 1st September, 2018. In reply to a question, Members were informed by the trade that the average length of a taxi journey, nationally, was considered to be two miles.

**The Cabinet RESOLVED** that the proposed scheme of fares, as set out in Report No. EHH1814, be approved for public consultation, with a view to their implementation from 1st September, 2018.

9. **HOUSING OPTIONS - SERVICE CHANGES AND RESOURCING –**  
(Cllr Barbara Hurst, Health and Housing Portfolio Holder)

The Cabinet considered Report No. EHH1817, which set out details of a review of the work and resources of the Council's Housing Options Team.

Members were reminded that the Homelessness Reduction Act had come into force on 3rd April, 2018 and had placed a number of new duties on district councils. The Cabinet had, previously, agreed to the recruitment of one additional full-time Housing Options Officer at Grade G5 to support the implementation of the Act. It was now felt that, by reallocating work within the team, this additional workload could be better met by employing two team members at Grade 4, with the more complex Grade 5 work being undertaken by existing staff.

**The Cabinet RESOLVED** that

- (i) the approach for the use of the grants, as set out in Report No. EHH1817, be endorsed;
- (ii) the necessary budget amendments to reflect receipt of the grants and the use thereof, as set out in Appendix 2 to the Report, be approved; and
- (iii) the Head of Environmental Health and Housing, in consultation with the Health and Housing Portfolio Holder, be authorised to initiate any future spend of the homelessness ring-fenced grants.

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

**The Cabinet RESOLVED** that

**i) Budget Strategy**

the Head of Democratic and Customer Services, in consultation with the Political Group Leaders, be authorised to make appointments to the Budget Strategy Working Group for the 2018/19 Municipal Year on the basis of one Cabinet Member, the Chairman or one of the Vice-Chairmen of the Overview and Scrutiny Committee, the Chairman or one of the Vice-Chairmen of the Policy and Projects Advisory Board, two Conservative Group Members and three representatives of minority groups (including at least two Labour Group representatives); and

**ii) Member Development**

the Head of Democratic and Customer Services, in consultation with the Political Group Leaders, be authorised to make appointments to the Member Development Group for the 2018/19 Municipal Year on the basis of one Cabinet Member, the Chairman or one of the Vice-Chairmen of the Policy and Projects Advisory Board, two Conservative Group Members and three representatives of minority groups (including at least two Labour Group representatives).

The Meeting closed at 7.40 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 25th April, 2018 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.M. Cooper  
Cllr Sue Dibble  
Cllr Jennifer Evans  
Cllr D.S. Gladstone  
Cllr C.P. Grattan  
Cllr A.R. Newell

Apologies for absence were submitted on behalf of Cllr P.I.C. Crerar.

Cllr S.J. Masterson attended the meeting.

## **Non-Voting Members**

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

## **66. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **67. MINUTES**

The Minutes of the meeting held on 28th March, 2018 were approved and signed by the Chairman.

## **68. PLANNING APPLICATIONS**

**RESOLVED:** That

- (i) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1810, be noted;
- (ii) the following application be determined by the Head of Planning, in

consultation with the Chairman:

- \* 18/00025/FULPP (Block 3, Queensmead, Farnborough);
- (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:
  - 16/00981/FULPP (Aldershot Bus Station, No. 3, Station Road, Aldershot);
  - 18/00140/FULPP (Meudon House, Meudon Avenue, Farnborough);
  - 18/00264/FULPP (La Fontaine Public House, No. 92 Windmill Road, Aldershot);
- \* The Head of Planning's Report No. PLN1810 in respect of this application was amended at the meeting

**69. APPLICATION NO. 18/00025/FULPP - BLOCK 3, QUEENSMEAD, FARNBOROUGH**

The Committee considered the Head of Planning's Report No. PLN1810 (as amended at the meeting) regarding the partial demolition of Kingsmead shopping centre (existing Debenhams store), erection of an extension (Block 3) comprising retail use on the ground floor (3710sqm), leisure use on the first floor (2414sqm), 68 apartments over eight floors, private amenity space, 58 car parking spaces, 118 bicycle parking spaces, a bridge link and alterations to the existing car park on Block 2, a new entrance to The Meads shopping centre and associated works.

It was noted that the recommendation was to grant permission subject to the completion of an appropriate Planning Obligation under Section 106 of the Town and Country Planning Act 1990.

**RESOLVED:** That

- (i) subject to the completion of an appropriate Planning Obligation under Section 106 of the Town and Country Planning Act 1990 by 18th June, 2018 in respect of open space, affordable housing and highway matters as set out in the Head of Planning's Report No. PLN1810 (as amended at the meeting), 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 Report (as amended at the meeting).
- (ii) In the event of failure to complete the appropriate Planning Obligation by 18th June, 2018 the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal fails to make appropriate provision for open space and affordable housing nor mitigates its impact in highway terms contrary to development plan policies and the provisions of the Council's supplementary planning document Planning Contributions –



Transport 2008.

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

The Committee received the Head of Planning's Report No. PLN1811, which provided an update with regard to the position of the former Lafarge site and adjoining land at Hollybush Lane North, south of North Camp railway station.

The Committee was informed that an Enforcement Notice was served in September 2015 in respect of unauthorised material change of use of land to: (a) commercial car spares/car sales use; and (b) storage of scrapped cars; both with associated development comprising construction of bunds, hard surfaces, roads, fences and siting of structures on the land. This Enforcement Notice was subject to an appeal heard at a Public Inquiry in October 2016. This appeal was dismissed by two subsequent Inspector's decisions dated 30th November, 2016 and 23rd August, 2017 and an amended Enforcement Notice took effect from 23rd August, 2017. This Notice required staged compliance within three months (by 23rd November, 2017), within six months (by 23rd February, 2018) and within twelve months (by 23rd August, 2018).

The Committee was advised that an inspection of the site was undertaken on 6th April, 2018 as a check at an intermediate stage on the landowner's progress towards compliance with the requirements of the Enforcement Notice. This inspection revealed that substantial progress had been made and the site was now largely empty and the breaches of planning control had mostly been rectified. As a result of this progress, the Committee noted that it was not currently considered expedient for the Council to commence prosecution proceedings in respect of the residual non-completion of some requirements due to have been completed by 23rd November, 2017 and 23rd February, 2018.

**RESOLVED:** That the Head of Planning's Report No. PLN1811 be noted.

71. **APPEALS PROGRESS REPORT**

The Committee received the Head of Planning's Report No. PLN1812 concerning the following appeal decision:

| <b>Application No.</b> | <b>Description</b>  | <b>Decision</b> |
|------------------------|---|-----------------|
| 17/00707/PRIOR         | Against the Council's refusal of prior approval under Class M of the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended, for a proposed change of use of the ground floor from a shop (Class A1) to a use falling within Use Class C3 (dwellinghouse) namely two flats at No. 55 High Street, Aldershot | Allowed         |

**RESOLVED:** That the Head of Planning's Report No. PLN1812 be noted.

72. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JANUARY - MARCH 2018 AND FOR THE FINANCIAL YEAR 2017-2018**

The Committee received the Head of Planning's Report No. PLN1813 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, 2018. The Report also provided summary figures for the financial year 2017-2018.

**RESOLVED:** That the Head of Planning's Report No. PLN1813 be noted.

The meeting closed at 7.40 pm.

CLLR B.A. THOMAS (CHAIRMAN)

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# DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 23rd May, 2018 at the Council Offices, Farnborough at 7.00 pm.

## **Voting Members**

Cllr J.H. Marsh (Vice-Chairman), in the Chair

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

Cllr Mara Makunura arrived at 7.20 p.m. during the consideration of Planning Application No. 18/00264/FULPP (La Fontaine Public House, No. 92 Windmill Road, Aldershot) and did not vote on this item.

Cllr Veronica Graham-Green attended the meeting.

Apologies for absence were submitted on behalf of Cllr B.A. Thomas. It was noted that Cllr Thomas had a prejudicial interest in the application relating to La Fontaine Public House, No. 92 Windmill Road, Aldershot.

## **1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **2. MINUTES**

The Minutes of the meeting held on 25th April, 2018 were approved and signed by the Vice-Chairman.

## **3. PLANNING APPLICATIONS**

**RESOLVED:** That

- (i) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Planning's Report No. PLN1814, be noted;

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

- \* 18/00264/FULPP (La Fontaine Public House, 92 Windmill Road, Aldershot);

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

- 16/00981/FULPP (Aldershot Bus Station, No. 3, Station Road, Aldershot);
- 18/00140/FULPP (Meudon House, Meudon Avenue, Farnborough);
- 18/00117/REMPP (Zone B – Corunna, Aldershot Urban Extension, Alisons Road, Aldershot);
- 18/00225/LBCPP (Ramsden Garden Wall Memorial – Montgomery Lines, Aldershot);
- 18/00251/FULLPP (Willow House, No. 23 Grosvenor Road, Aldershot);

- \* The Head of Planning’s Report No. PLN1814 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 representations were made to the Committee and were duly considered before a decision was reached:

| Application No. | Address   | Representation | In support of or against the application |
|-----------------|---|----------------|--|
| 18/00264/FULPP  | La Fontaine Public House, No. 92 Windmill Street, Aldershot | Mr. J. Coll    | Against                                  |
|                 |   | Ms. C. Foo     | In support                               |

#### 5. APPLICATION NO. 18/00264/FULPP - LA FONTAINE PUBLIC HOUSE, NO. 92 WINDMILL ROAD, ALDERSHOT

The Committee considered the Head of Planning’s Report No. PLN1814 (as amended at the meeting) regarding the erection of replacement rear extension, installation of two dormer extensions in rear roof slope and other external elevational alterations to facilitate change of use from Public House (Use Class A4) to residential use (Use Class C3) comprising six one-bedroom flats, together with creation of bin store and on-site parking to rear with vehicular access from Holly Road.

It was noted that the recommendation was to grant permission subject to the completion of an appropriate Planning Obligation under Section 106 of the Town and Country Planning Act 1990.

**RESOLVED:** That

- (i) subject to the completion of a satisfactory Planning Obligation under Section 106 of the Town and Country Planning Act 1990 by 13th June, 2018 to secure a financial contribution of £24,234 towards Special Protection Area (SPA) avoidance and mitigation, the Head of Planning, in consultation with the Vice-Chairman, be authorised to grant planning permission subject to the conditions and informatives set out in the Head of Planning's Report No. PLN1814 (as amended at the meeting).
- (ii) in the event of failure to complete the appropriate Planning Obligation by 13th June, 2018 the Head of Planning, in consultation with the Vice-Chairman, be authorised to refuse planning permission on the grounds that the proposal does not secure a financial contribution to mitigate the effect of the development on the Thames Basin Heaths SPA in accordance with the Rushmoor Thames Basin Heaths SPA Interim Avoidance and Mitigation Strategy and Core Strategy Policies CP11 and CP13.

## 6. **APPOINTMENTS TO STANDING CONSULTATION GROUP**

**RESOLVED:** That the Chairman or Vice-Chairman and Cllrs D.M.T. Bell and Sue Dibble be appointed to the Standing Consultation Group for the 2018/19 Municipal Year.

## 7. **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 2018/19 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 2018/19 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 2018/19 Municipal Year.

The meeting closed at 7.50 pm.

CLLR. B.A. THOMAS (CHAIRMAN)

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# LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Thursday, 24th May, 2018 at the Council Offices, Farnborough at 7.00 pm.

## Voting Members

Cllr J.E. Woolley (Chairman)  
Cllr Jacqui Vosper (Vice-Chairman)

Cllr M.S. Choudhary  
Cllr A.K. Chowdhury  
Cllr Liz Corps  
Cllr A.H. Crawford  
Cllr A.J. Halstead  
Cllr B. Jones  
Cllr Marina Munro  
Cllr M.D. Smith

Apologies for absence were submitted on behalf of Cllr Sue Carter.

## 1. MINUTES

The Minutes of the Meeting held on 9th April, 2018 were approved and signed by the Chairman.

## 2. SEX ESTABLISHMENT FEES AND CHARGES

The Committee considered the Head of Environmental Health and Housing's Report No. EHH1812 which set out proposed revised fees and charges for the licensing of sex establishments.

The Report set out the methodology of the calculation of the proposed fees, together with legal and specific sex establishment licensing regime considerations.

The Committee was advised that, following legislative changes, case law developments and a challenge to existing fee level arrangements, sex establishment licensing fees and charges had been subject to a full and comprehensive review. Having taken account of LGA guidance and the principles established by case law developments, this had resulted in a marked reduction in the proposed licence application fees and charges as outlined in the Report. The fees would be subject to review in accordance with the recently established corporate process and timetable.

**RESOLVED:** That approval be given to the revised fees and charges, as set out below and in the Head of Environmental Health and Housing's Report No. EHH1812, with effect from 1st June, 2018:

| <b>Service</b>  | <b>Current charge</b> | <b>Charge from 01.06.18</b> |
|---|-----------------------|-----------------------------|
| Sex establishments licence (new) (per application)        | £6925                 | £1115                       |
| Transfer of sex establishment's licence (per application) | £6925                 | £1115                       |
| Sex establishments licence (renewal) (per annum)          | £3200                 | £270                        |

### 3. **TERMS OF REFERENCE AND WORK PLAN 2018/19**

The Committee considered the Head of Financial Services' Report No. FIN1818, which set out the proposed revised terms of reference and work programme for the Committee, together with consequential changes to the Constitution.

The Report set out the core functions of the Committee, which covered the areas of: governance, risk and control; internal audit; external audit; financial reporting; and, accountability arrangements. Details were also given of the characteristics of a good audit committee, which included the additional duties which had previously been held by the Standards and Audit Committee and encompassing the scrutiny of treasury management arrangements. More recently, the Committee had reviewed the Council's revised approach to risk management and had approved a new template for the Corporate Risk Register. Training had been arranged for Members of the Committee for both its audit activities and treasury management role. Cyclical reporting had been introduced for risk management and additional information had been supplied to the Committee covering the work of the Public Sector Audit Appointments Ltd.

The Committee was advised that planned improvements for the municipal year included incorporating the work of the Council's Corporate Investigation Team as part of the quarterly internal audit updates, reporting on progress against actions within the Annual Governance Statement, in addition to progress on compliance with PSIAS and the Quality Assurance and Improvement Plan, carrying out an annual self-assessment of the Committee's effectiveness and reporting annually on the work of the Committee.

The Report also set out the proposed work programme for the Committee for the 2018/19 municipal year. It was also stated that the terms of reference should adequately reflect the core responsibilities of the Committee and that these should be periodically reviewed against best practice.

During discussion, it was suggested that the issue of investigating money laundering should also be included as part of the Committee's work programme. It was also suggested that there should be a reference to training within the Committee's terms of reference.



**RESOLVED:** That, subject to the inclusion of the issue of training within the terms of reference and the investigation of money laundering within the work programme, the Head of Financial Services' Report No. FIN1818 be approved.

The Committee **RECOMMENDED TO THE COUNCIL** that approval be given to the changes to the Constitution, as set out in Appendix 1 to the Head of Financial Services' Report No. FIN1818.

#### 4. **INTERNAL AUDIT - AUDIT OPINION**

The Committee considered the Audit Manager's Report No. AUD1803, which set out the Internal Audit coverage, findings and performance for 2017/18 and presented the Audit Manager's overall assurance opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control environment. The Report also covered the self-assessment carried out against the Public Sector Internal Audit Standards and the progress on the Quality of Assurance Improvement Plan for the year.

It was noted that twelve audits had originally been planned to be completed within 2017/18 in order to contribute to the audit assurance opinion. However, due to additional higher priority work having been identified within 2017/18 on card payments, IT equipment and an investigation into a potential data breach, the following lower priority audits had been dropped from the Audit Plan in order to free up audit time: planning applications; weekly refuse and recycling contract; and, financial borrowing. Members were advised that an audit from the 2016/17 Audit Plan – Activation Aldershot – had now been completed and had been incorporated as part of the 2017/18 audit opinion. It was advised that the audit on the Depot was a work in progress and would be carried forward into the 2018/19 Audit Plan as part of providing an audit assurance opinion in 2018/19. It was further noted that six follow-ups on recommendations made within previous audits had also been carried out in 2017/18 in order to ensure that recommendations were implemented in a timely manner. These audited areas were: HMRC – IR35 requirements; external tenants; capital projects; Farnborough and Aldershot Markets; community assets; and, IT network security.

The Committee was advised of the various factors that had been taken into account in assessing the level of assurance to be given for 2017/18. It was noted that the Audit Manager was satisfied that sufficient internal audit work had been undertaken to allow a reasonable opinion to be given on the adequacy and effectiveness of the Council's risk management, control and governance processes. There were, however, a few areas where action would enhance the adequacy and effectiveness of governance, risk management and control, which included: rolling out of the reconstituted risk management process across the Council; incorporating the requirements of the General Data Protection Regulation within all areas of the Council; development of an Asset Management Strategy; and, improvement in the implementation of audit recommendations.

Members noted that the Quality Assurance and Improvement Plan would address some of the non-compliance and partial compliance over the following financial year, taking into account resources available.

The Annual Governance Statement, which was published alongside the Council's Statement of Accounts, set out how the Council had complied with its Code of Corporate Governance and reported on the governance framework at the Council. It was noted that the Internal Auditor would be recommending that the progress towards the roll-out of the reconstituted risk management process should be reported within the Annual Governance Statement as well as progress on incorporating the General Data Protection Regulation requirements within all areas of the Council. The Internal Auditor would also include mention of progress towards developing an Asset Management Strategy.

**RESOLVED:** That

- (i) the Audit Manager's Report No. AUD1803 be noted; and
- (ii) the Quality and Assurance Improvement Plan for 2018/19 be endorsed.

#### 5. **INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD1802 which gave details of the work carried out by Internal Audit for Quarter 4 and an overview of the audits completed during 2017/18 as part of the previously agreed Audit Plan.

It was noted that, during Quarter 4, audits had been carried out in respect of: FMS and bank reconciliation; purchase ledger; NNDR billing and collection; payroll; IT equipment; Community Asset follow-up; and, IT network security follow-up. The work on parking machine income follow-up had been deferred until 2018/19 and the audit was still in progress on the Depot (Capital project) and would be carried forward to be completed within 2018/19. Members were advised that Internal Audit had also provided input and advice as part of the Risk Management Group and input had also been provided to ensure that the Council was set up to comply with the new General Data Protection Regulations from May 2018. An investigation into allegations of a potential breach of data had also been undertaken, which had concluded that there was no evidence that a breach by Council staff had occurred.

The Report set out an overview of the audit work carried out during 2017/18 and the categories of assurance that had been given as part of the audit opinion. The Committee was advised that the audits on planning applications, weekly refuse and recycling collection contract and financial borrowing had not taken place due to resource limitations.

**RESOLVED:** That the Audit Manager's Report No. AUD1802 be noted.

#### 6. **ANNUAL GOVERNANCE STATEMENT 2017 - 2018**

The Committee considered the Solicitor to the Council's Report No. LEG1805 which sought approval of the Council's Annual Governance Statement 2017-2018 for

publication alongside the Council's Statement of Accounts, under Regulation 6(1) of the Accounts and Audit Regulations 2015.

It was noted that the Regulations required councils to ensure that their financial management was adequate and effective and that 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 more than the financial aspects of the Council's business. It included matters such as the establishment and monitoring of objectives, the arrangements for decision-making and ensuring compliance with established policies.

The Report advised that the Annual Governance Statement for 2017/18 had identified risk management, EU General Data Protection Regulation and risk of non-delivery of key projects as governance issues and major risks for the Council. The Committee was advised that no significant internal control issues had been identified. A number of actions had been identified for 2018/19 and these were set out in the Annual Governance Statement.

**RESOLVED:** That approval be given to

- (i) the Council's Annual Governance Statement 2017-2018; and
- (ii) the publication of the Governance Statement alongside the Council's Statement of Accounts for 2017/18.

## **7. STATEMENT OF ACCOUNTS 2017/18 - DUTIES AND RESPONSIBILITIES**

The Committee received the Head of Financial Services' Report No. FIN1819, which set out the duties and responsibilities of the Licensing and General Purposes Committee in order to provide effective scrutiny of the Council's financial statements.

A copy of the draft Statement of Accounts was tabled at the meeting. The Committee was reminded that, in providing effective scrutiny of the financial statements, Members should satisfy themselves that appropriate steps had been taken to meet statutory and professional practices, together with having regard to such factors as: materiality; transparency; valuation; consistency; completeness; legality/legislation; classification; economic climate/going concern principle; risk of error; fraud; and, rights and obligations.

The Report advised Members that consideration should also be given to what sources of information that could be used to help them approve the accounts and from whom they might seek assurance regarding the financial performance of the organisation. Such sources included: internal audit; the work of the Committee in considering fraud, risk and internal audit reporting; statements of senior officers; external audit opinion; other external evaluation (e.g. Local Government Peer Review); other inspection regimes (e.g. H.M.R.C. – V.A.T, P.A.Y.E.); financial and performance reports; Members own knowledge of the affairs of the Council; the context (i.e. economic climate, interest rates, property prices, inflation); and, expert knowledge (e.g. actuarial reports, property valuations).

**RESOLVED:** That the Head of Financial Services' Report No. FIN1819 be noted.

8. **APPOINTMENTS**

(1) **Outside Bodies –**

**RESOLVED:** That the appointment of representatives to outside bodies for the 2018/19 Municipal Year, as set out the Appendix (set out below), be approved.

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

**RESOLVED:** That the following Members be appointed to serve on the Appointments and Appeals Panel for the 2018/19 Municipal Year (1 Conservative: 1 Labour: 1 Independent and a representative of the Cabinet):

|                    |   |
|--------------------|---|
| Conservative Group | Cllr S.J. Masterson with Cllr J.E. Woolley as Standing Deputy |
| Labour Group       | Cllr P.F. Rust with Cllr B. Jones as Standing Deputy          |
| Independent Group  | Cllr D.M.T. Bell  |
| Cabinet Member     | Cllr G.B. Lyon  |

(3) **Licensing Sub-Committee –**

**RESOLVED:** That the following Members be appointed to serve on the Licensing Sub-Committee for the 2018/19 Municipal Year (3 Conservative: 2 Labour):

|                    |   |
|--------------------|---|
| Conservative Group | Cllrs Liz Corps, Jacqui Vosper and J.E. Woolley |
| Labour Group       | Cllrs A.H. Crawford and B. Jones                |

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

**RESOLVED:** That the Head of Democratic and Customer Services be authorised to make appointments from the membership of the Licensing and General Purposes Committee to the Licensing Sub-Committee (Alcohol and Entertainments) in accordance with the procedure agreed by the Committee at its meeting on 21st May, 2009.

The meeting closed at 8.28 pm.

CLLR J.E. WOOLLEY (CHAIRMAN)

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**LICENSING AND GENERAL PURPOSES COMMITTEE  
24TH MAY 2018**

**REPRESENTATION ON OUTSIDE BODIES 2018/19**

| <b>NAME OF ORGANISATION</b>                                 | <b>REPRESENTATIVE(S) 2018/19</b>   |
|---|--|
| Age Concern, Farnborough                                    | Crs. Liz Corps, C.P. Grattan and Jacqui Vosper   |
| Aldershot & Farnborough Festival of Music & Art             | Crs. D.M.T. Bell, Jennifer Evans, Liz Corps 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. Sophia Choudhary, M.S. Choudhary, A.H. Crawford, Jennifer Evans and A.R. Newell                   |
| Basingstoke Canal Joint Management Committee                | Crs. J.H. Marsh and Nadia Martin with Crs. Veronica Graham-Green 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   | Cr. M.L. Sheehan and Cr. B. Jones with Crs. R. Cooper and M.J. Roberts as Standing Deputies            |
| Blackwater Valley Countryside Partnership                   | Crs. Mrs. D.B. Bedford and P.G. Taylor with Crs. A.J. Halstead 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) 2018/19</b>  |
|--|---|
| Cove Brook Greenway Group                                | Crs. C.P. Grattan and Veronica Graham-Green   |
| District Council's Network (DCN)                         | Leader of the Council (Cr. D.E. Clifford)   |
| Enterprise M3 Joint Leaders Board                        | Leader of the Council (Cr. D.E. Clifford)   |
| Farnborough Aerodrome Consultative Committee             | Cabinet Member (Cr. M.L. Sheehan) and Cr. P.G. Taylor (as a representative of an adjoining ward) with Cr. Martin Tennant as Standing Deputy |
| Farnborough and Cove War Memorial Hospital Trust Limited | Cr. R.L.G. Dibbs  |
| 457 Farnborough Squadron                                 | Cr. J.H. Marsh  |
| Hampshire and Isle of Wight Local Government Association | Leader of the Council (Cr. D.E. Clifford) and Cr. P.G. Taylor (Cabinet Member)  |
| Hampshire Buildings Preservation Trust AGM               | Crs. Veronica Graham-Green and Marina Munro   |
| Hampshire Districts Health and Wellbeing Forum           | Cr. Barbara Hurst (Cabinet Member)  |
| Hampshire Police and Crime Panel                         | Cr. K.H. Muschamp (Cabinet Member)  |
| Local Government Association - General Assembly          | Leader of the Council (Cr. D.E. Clifford)   |
| North Hampshire Area Road Safety Council                 | Cr. Mara Makunura with Cr. P.G. Taylor as Standing Deputy   |

| <b>NAME OF ORGANISATION</b>   | <b>REPRESENTATIVE(S) 2018/19</b>   |
|---|--|
| North Hampshire Community Safety Partnership  | Cr. K.H. Muschamp (Cabinet Member)   |
| Joint Scrutiny Committee (Hart/Basingstoke/Rushmoor) North Hampshire Community Safety Partnership | Two representatives from Chairman and Vice-Chairmen of the Overview and Scrutiny Committee, Cr. A.H. Crawford<br><br>Substitutes: Cr. B. Jones, remaining Scrutiny Chairman or Vice-Chairman |
| Parity for Disability   | Cr. Barbara Hurst with Cr. Sue Carter as Standing Deputy   |
| Project Integra Strategic Board   | Cr. M.L. Sheehan (Cabinet Member)  |
| 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  |
| 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. Barbara Hurst (Cabinet Member) and Cr. K.H. Muschamp (Cabinet Member) as Standing Deputy   |
| Rushmoor Swimming Association   | Crs. Sue Carter and M.L. Sheehan   |
| Rushmoor Voluntary Services Board   | Cr. Barbara Hurst  |
| Rushmoor Youth Forum (virtual)  | Crs. J.B. Canty, Sue Carter, A.J. Halstead   |

| <b>NAME OF ORGANISATION</b>                                       | <b>REPRESENTATIVE(S) 2018/19</b>                                      |
|---|---|
| South East Employers – Full Meeting                               | Cr. G.B. Lyon (Cabinet Member) and Cr. P.G. Taylor as Standing Deputy |
| South East Employers – Local Democracy and Accountability Network | Crs. P.F. Rust and J.E. Woolley                                       |
| South East England Councils (SEEC) All Member Meeting             | Cr. Barbara Hurst (Cabinet Member)                                    |
| Vivid Housing Group – Annual General Meeting                      | Cr. Barbara Hurst (Cabinet Member)                                    |
| West End Centre Management Committee                              | Crs. M.S. Choudhary and Nadia Martin                                  |