

CABINET

Meeting held remotely on Tuesday, 11th August, 2020 at 5.00 pm.

Voting Members

Cllr D.E. Clifford, Leader of the Council
Cllr K.H. Muschamp, Deputy Leader and Customer Experience and Improvement
Portfolio Holder

Cllr Marina Munro, Planning and Economy Portfolio Holder
Cllr A.R. Newell, Democracy, Strategy and Partnerships Portfolio Holder
Cllr M.L. Sheehan, Operational Services Portfolio Holder
Cllr P.G. Taylor, Corporate Services Portfolio Holder
Cllr M.J. Tennant, Major Projects and Property 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 **24th August. 2020.**

13. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 14th July, 2020 were confirmed.

14. **REVENUE BUDGET MONITORING AND FORECASTING 2020/21 - POSITION AT JULY, 2020 –**

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2022, which set out the anticipated financial position for 2020/21, based on the monitoring exercise carried out during June and July, 2020. Members were informed that Covid-19 was having a widespread impact on local authority budgets, nationally. The Report provided an update on the likely impact on the Council's finances and set out any known significant variations to budgets for the current financial year, along with any associated key issues and actions to be taken. The Cabinet had been advised in June 2020 that the net adverse variation had been forecasted to be £633,000 but, following the further review of the revenue budget, this figure had risen to £789,000. It was confirmed that this figure would be covered by the use of reserves at the current time. In response to a comment, it was acknowledged that the acceleration of projects within the Council's transformation programme, as a result of the Covid-19 pandemic, had incurred additional costs but that this had been required to continue to provide the Council's services to its customers.

The Cabinet RESOLVED that

- (i) the latest revenue forecasts and financial impact from Covid-19, as set out in Report No. FIN2022, be noted; and
- (ii) the establishment of a reserve to support work on the Council's view on devolution proposals, as set out in paragraph 7.6 of the Report, be approved.

15. **CAPITAL PROGRAMME MONITORING AND FORECASTING 2020/21 - POSITION AT JULY, 2020 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2023, which provided the latest forecast regarding the Council's Capital Programme for 2020/21, based on the monitoring exercise carried out during June, 2020. The Report advised that the Capital Programme for 2020/21, allowing for slippages from the previous financial year and additional approvals, totalled £56,319,000. It was noted that projects of major financial significance to the Council in the Capital Programme for 2020/21 included the Aldershot Town Centre Integration and Union Street developments, the Farnborough Civic Quarter development, the replacement of cremators at the Rushmoor Crematorium, the conversion of Voyager House, the establishment of a housing company and the further acquisition of investment properties. The Report also set out details of a contribution of £460,000 from the North East Hampshire and Farnham Clinical Commissioning Group to support the conversion of Voyager House and the withdrawal of a budget for improvements at the Aldershot Park Angling Club.

The Cabinet RESOLVED that

- (i) The latest Capital Programme monitoring position, as set out in Report No. FIN2023, be noted;
- (ii) contributions of £460,000 from the North East Hampshire and Farnham Clinical Commissioning Group, to support the conversion of Voyager House, be approved; and
- (iii) the withdrawal of a budget of £20,000 for the Aldershot Park Angling Club improvement project, as set out in the Report, be approved.

16. **PROCUREMENT STRATEGY 2020 - 2024 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2021, which sought approval for a revised Procurement Strategy for the Council.

Members were informed that the Strategy had been updated so that it would more clearly reflect the Council's strategic objectives, build upon the new National Procurement Strategy and incorporate new legislation and best practice. It was explained that the Strategy would not only focus on financial matters but would also consider the social implications of procurement practices. The use of local contractors would be encouraged and environmental factors would receive high priority.

In considering this item, the Cabinet requested that the following amendments should be made to the document before adoption:

- that procurement activities should be coordinated across Council departments to enable the Council to achieve potential economies of scale; and

- that the Council's commitment to supporting, wherever possible, local businesses in its procurement activities should be highlighted early in the document.

It was confirmed that these changes would be made and the revised document circulated to members of the Cabinet prior to adoption.

The Cabinet RESOLVED that, subject to the changes to the document and the process set out above, the adoption of the Procurement Strategy 2020 - 2024, as set out in Report No. FIN2021, be approved.

17. **COUNCIL BUSINESS PLAN QUARTERLY UPDATE APRIL - JUNE 2020/21 –**
(Cllr Adrian Newell, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet received Report No. ELT2003, which set out progress against the Council Business Plan, as at the end of the first quarter of the 2020/21 municipal year. The Report brought together monitoring information in respect of the actions identified as key activities in the three year business plan, including the Council's corporate projects and the Regeneration and ICE Programmes, which had been identified as two key areas of work that were essential in delivering the priorities. It was confirmed that the Council had continued to perform well in all areas, despite restrictions imposed as a result of Covid-19.

The Cabinet NOTED the progress made towards delivering the Council Business Plan, as set out in Report No. ELT2003.

18. **FARNBOROUGH LEISURE AND COMMUNITY HUB - APPROVAL OF PROPOSED MAIN CONTRACTOR PROCUREMENT ROUTE –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2012, which set out a proposed procurement route to appoint a construction contractor to deliver the Leisure Centre and Community Hub.

Members were informed that, whilst the scheme was in the early stages of feasibility at present, the approval of the proposed procurement route at this time would allow for early engagement and input from the contractor, prior to the formal appointment of a main contractor, should the decision be taken to proceed with the scheme. The Report set out the procurement routes available to the Council. It was recommended that the Procurement Hub Major Projects Framework would be the most effective model for the Council and this would result in the appointment of Wilmott Dixon Construction as contractor. Members were informed that this company was based locally and had good experience of delivering combined leisure and civic developments.

The Cabinet expressed strong support for the proposed approach, especially in light of Wilmott Dixon Construction's local connection.

The Cabinet RESOLVED that

- (i) the proposed procurement approach to appoint a construction contractor to deliver the Leisure Centre and Community Hub project via a direct award framework, as set out in Report No. RP2012, be approved; and
- (ii) the engagement of Wilmott Dixon Construction, through the Procurement Hub Consortium Major Projects Framework, as set out in the Report, be approved.

19. **CIVIC QUARTER PLACEMAKING PRINCIPLES –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2013, which set out a set of proposed placemaking principles in relation to the next stage of the masterplanning process for the Civic Quarter development.

The Report set out the process by which a set of sixteen placemaking principles had been established, including input from the Policy and Project Advisory Board. These would now be passed onto the Rushmoor Development Partnership, for use in its RIBA Stage 2 masterplanning process.

In response to a question, it was confirmed that the green agenda had been given the highest priority rating and that good quality buildings and the provision of a landmark building as part of the scheme had been set out in the document.

The Cabinet RESOLVED that

- (i) the Civic Quarter placemaking principles, established as a result of input from Members and the Policy and Project Advisory Board, as set out in Report No. RP2013, be approved to inform the next stage of the masterplanning process by the Rushmoor Development Partnership; and
- (ii) the next steps in further developing the Council's policy position on the key principles, particularly in terms of sustainable regeneration, as set out in the Report, be noted.

20. **FUTURE PROVISION OF CCTV SERVICE –**
(Cllr Maurice Sheehan, Operational Services Portfolio Holder)

The Cabinet considered Report No. OS2011, which set out options for the future delivery of the Council's CCTV service, following a recent review.

Members were reminded that the CCTV service had started in 2002 and had, since 2013, operated jointly in conjunction with Hart District Council. It was reported that many of the cameras and associated equipment were now outdated and were approaching end of life. In considering how the service might be provided in future, the review had indicated that the best option for the Council would be to enter into an agreement with an external provider rather than to provide an in house service. The provision of an external service would necessitate the ending of the shared service arrangement with Hart District Council. The Council had entered into a 'soft market testing' process with a number of public and private sector companies and this had shown that Runnymede Borough Council was best placed to offer both an enhanced service and significant cost saving opportunities for the Council.

The Cabinet was supportive of the suggested approach but requested that the provision of mobile cameras should be added to the specification and that the wording of this should be agreed with the Leader of the Council, prior to the making of the legal agreement with Runnymede Borough Council.

The Cabinet

- (i) **RESOLVED** that approval be given to:
- (a) the establishment of a legal agreement for the Council's CCTV service to be provided by agreement with Runnymede Borough Council, as set out in Report No. OS2011, subject to the addition of mobile cameras to the specification, in consultation with the Leader of the Council, as set out above;
 - (b) the commencement of all necessary technical feasibility and other preliminary works to effect the external provision of the service;
 - (c) the termination of the existing shared service agreements with Hart District Council; and
- (ii) **RECOMMENDED TO THE COUNCIL** that approval be given to:
- (a) an additional revenue budget of £10,000 to meet the costs of the associated works in 2020/21, as set out in the Report;
 - (b) a separate capital budget programme of works of £400,000 to upgrade the Council's camera stock and network to a partially wireless system in preparation for the change; and
 - (c) a revenue budget of £75,000 in 2021/22 for the decommissioning of the current CCTV control room.

21. **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
22	3	Information relating to financial or business affairs

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

22. **DISPOSAL OF PARSONS BARRACKS CAR PARK –**
(Cllr Ken Muschamp, Deputy Leader of the Council)

The Cabinet considered Exempt Report No. RP2014, which set out an update on progress in relation to the disposal of the Parsons Barracks Car Park, Aldershot. The Chairman invited the Leader of the Labour Group (Cllr K. Dibble) to attend and contribute to this item.

Members were reminded that the decision to dispose of the Council's freehold interest associated with the Parsons Barracks Car Park had been taken by the Cabinet at its meeting on 15th October, 2019. The purpose of bringing back the item to Cabinet was to agree terms in relation to the clawback clause in favour of the Ministry of Defence, included in the 1988 transfer from the Ministry of Defence to the Council. Negotiations had taken place with the Ministry of Defence and it was now proposed that a settlement should be made to facilitate the removal of the clause. The Ministry of Defence had indicated that it was prepared to settle at the figure set out in the Report.

At the meeting, Exempt Report No. RP2014 was amended at paragraph 4.1 to remove the word "neither", which had been included in error.

In considering this item, Members were assured that the settlement figure would be partly offset by a contribution from the end user of the site.

The Cabinet RESOLVED that the payment to release the covenant, in the sum set out in Exempt Report No. RP2014, as amended at the meeting, be approved, subject to the agreement of the Rushmoor Development Partnership Board that it is treated as a priority return and paid contemporaneously to the Council from the receipt of the monies from the end user.

NOTE: The Leader of the Council (Cllr D.E. Clifford) and Cllr M.J. Tennant each declared a personal interest under Part 6 of the Members' Code of Conduct, by virtue of their appointment, by the Council, to the Rushmoor Development Partnership Board. This interest was not considered to be a disclosable pecuniary interest as no payments and, therefore, no profits or gains would be due to partners. This personal interest was considered, however, to be prejudicial, under Part 8 of the Code, as this matter affected the financial position of the Rushmoor Development Partnership and a member of the public, with knowledge of the relevant facts, would reasonably regard this to be so significant as to prejudice that councillor's judgement of the public interest. Therefore, Cllrs Clifford and Tennant left the meeting during the discussion and voting on this item.

The Meeting closed at 6.14 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

CABINET

Meeting held remotely on Tuesday, 15th September, 2020 at 5.00 pm.

Voting Members

Cllr D.E. Clifford, Leader of the Council

Cllr Marina Munro, Planning and Economy Portfolio Holder

Cllr M.L. Sheehan, Operational Services Portfolio Holder

Cllr P.G. Taylor, Corporate Services Portfolio Holder

Cllr M.J. Tennant, Major Projects and Property Portfolio Holder

Apologies for absence were submitted on behalf of the Deputy Leader of the Council (Cllr K.H. Muschamp) and Cllr A.R. Newell.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **28th September, 2020**.

23. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 11th August, 2020 were confirmed.

24. **GENERAL FUND REVENUE BUDGET OUTTURN 2019/20 –** (Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2024, which set out the provisional outturn position on the General Fund revenue budget for 2019/20, 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, given the timing of the report and the impact of Covid-19 on the Council's finances in the current financial year, the Report did not provide a detailed analysis of all of the outturn variations on the revenue budget. Members were informed that the outturn position was positive and that this could be utilised to mitigate the financial impact from Covid-19 in 2020/21 and over the medium term. The Report also set out the latest position relating to the Council's treasury management activities, the Savings Plan and Government funding, Council Tax and Business Rates. It was confirmed that, for the time being, the Council would continue to utilise the Stability and Resilience Reserve to cover the forecasted deficits on the General Fund in 2020/21 and to mitigate the expected impact from Covid-19 over the medium term. It was acknowledged that the Council's budget strategy would need to ensure that balances and reserves would be maintained at an adequate level.

The Cabinet RESOLVED that

- (i) the draft revenue budget outturn position for 2019/20, as set out in Report No. FIN2024, be noted;

- (ii) the carry forward requests from 2019/20 into 2020/21, as set out in Table 3a of the Report, be approved; and
- (iii) the transfers to reserves to support the Council's financial sustainability in light of the impact from Covid-19, as set out in Table 8a of the Report, be approved.

25. **CAPITAL PROGRAMME OUTTURN 2019/20 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2025, which set out the provisional outturn position on the General Fund Capital Programme for 2019/20, subject to audit.

The Report set out an overview of performance and any material variations to the capital budget. Key issues and actions were also highlighted. Members were reminded that the Council had approved the revised Capital Programme of £50.628 million at its meeting on 20th February, 2020. It was reported that a number of variations within the Capital Programme were due to timing differences on major projects and these would be treated as slippage from 2019/20 to 2020/21. The major variations related to the Voyager House project, regeneration activities at Union Street, Aldershot and the establishment of the Housing Company.

The Cabinet RESOLVED that

- (i) the draft Capital Programme outturn position for 2019/20, as set out in Report No. FIN2025, be noted;
- (ii) the slippages totalling £4.188 million from 2019/20 to 2020/21, as set out in the Report, be approved.

26. **CORPORATE POLICY AND GUIDANCE ON SURVEILLANCE AND THE USE OF THE REGULATION OF INVESTIGATORY POWERS ACT 2000 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. LEG2001, which set out a proposed update to the Council's corporate policy on the use of covert investigatory techniques, including surveillance within and outside of the scope of the Regulation of Investigatory Powers Act 2000 (RIPA).

The Report set out the reasons why the policy had been reviewed at this time. Members were informed that the revision took into account that most, if not all, of the surveillance undertaken by the Council would be outside of RIPA. It also implemented the latest guidance, took account of both of the recommendations made by the inspector in 2020 and reflected changes in the Council's structure. It also included new provisions relating to communications data and the use of social networking sites when carrying out investigations.

The Cabinet RESOLVED that the revised corporate Surveillance and Regulation of Investigatory Powers Act 2000 (RIPA) Policy and Guidance, as set out in Appendix 1 to Report No. LEG2001, be approved.

The Meeting closed at 5.18 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 22nd July, 2020 at 7.00 pm via Microsoft Teams and streamed live.

Voting Members

Cllr C.J. Stewart (Vice-Chairman), in the Chair

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr K. Dibble
Cllr C.P. Grattan

Apologies for absence were submitted on behalf of Cllr J.H. Marsh, Cllr Nadia Martin and Cllr B.A. Thomas.

Cllr Sophie Porter attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr Marina Munro (Planning and Economy Portfolio Holder) (ex officio)

22. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

23. **MINUTES**

The Minutes of the meeting held on 24th June, 2020 were approved and signed by the Vice-Chairman.

24. **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:

20/00301/FULPP (Farnborough College of Technology, Boundary Road, Farnborough);

(ii) the applications dealt with by the Head of Economy, Planning and Strategic Housing, 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 Economy, Planning and Strategic Housing's Report No. EPSH2024, be noted;

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

18/00367/OUTPP (Former Police Station, Pinehurst Avenue, Farnborough);

20/00149/FULPP (Units 2A & 3, Blackwater Shopping Park, 12 Farnborough Gate, Farnborough);

20/00400/FULPP (Land at former Lafarge site, Hollybush Lane, Farnborough).

25. REPRESENTATIONS ON APPLICATIONS

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

Application No.	Address	Representation	In support of or against the application
20/00301/FULPP	Farnborough College of Technology, Boundary Road, Farnborough	Mr. M. Miller	In support

26. APPEALS PROGRESS REPORT

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2025 concerning the following new appeal:

Application /Enforcement Case No.	Description
20/00056/FUL	Against the refusal of planning permission for the retention of a two-metre-high timber fence with access gate to the front of the property and covered carport at 162 Fleet Road, Farnborough.

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2025 be noted.

The meeting closed at 7.40 pm.

CLLR C.J. STEWART (VICE-CHAIRMAN)

Development Management Committee

Appendix "A"

Application No. & Date Valid: **20/00301/FULPP** **7th May 2020**

Proposal: Erection of replacement part single storey, part two storey building for aerospace research and development ancillary to existing educational use at **Farnborough College Of Technology Boundary Road Farnborough Hampshire**

Applicant: Farnborough College of Technology

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

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

2 The permission hereby granted shall be carried out in accordance with the following approved drawings and details

- o 1001, 1005, 2005, 2006, 2007, 4001, DR102 A, 3001 A.
- o Mach Group Environmental Noise Assessment dated 19/03/2020.
- o Hambleton Partnership Consulting Engineers Aerospace and Innovation Centre Drainage Strategy and SuDS Report March 2020.
- o The Construction & Traffic Management Plan by Stuart Michael Associated Ltd dated May 2020
- o 'Indigo Surveys Trees and Construction BS5837:2012 Tree Survey, Arboricultural Implications Assessment & Method Statement Ref: 19581/A2/AIA/AMS March 2020'.

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

3 Prior to the occupation of the development a Travel Plan shall be submitted to and approved in writing by the local planning authority. The travel plan shall include a programme of implementation and proposals to promote alternative forms of transport to and from the site, other

than by the private car and provide for periodic review. The travel plan shall be fully implemented, maintained and reviewed as approved.

Reason: To encourage the use of all travel modes. Relevant policy: NPPF Section (Sustainable Transport) and Local Plan policy IN2.

- 4 Construction above ground level of the of the development hereby approved shall not start until a schedule and/or samples of the materials to be used in them have been submitted to, and approved in writing by, the Local Planning Authority.

Reason - To ensure satisfactory external appearance.

- 5 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.

- 6 The Construction & Traffic Management Plan by Stuart Michael Associated Ltd dated May 2020 so approved shall be adhered to at all times as specified within until all construction and fitting out works have been completed.

Reason - In the interests of the safety and convenience of adjoining and nearby residential properties and the safety and convenience of highway users.

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

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

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

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

- 8 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

- 9 All plant and machinery shall be enclosed with soundproofing materials and mounted in a way which will minimise transmission of structure-borne sound in accordance with the recommendations set out within Mach Group Environmental Noise Assessment dated 19/03/2020.

Reason - To protect the amenity of neighbouring occupiers.

- 10 Prior to use of the building hereby approved, the drainage system shall be constructed in accordance with the Recommendations and within the submitted Hambleton Partnership Consulting Engineers Aerospace and Innovation Centre Drainage Strategy and SuDS Report March 2020 and proposed Drainage Layout Plan Dr.102 Rev A. Any changes to the approved documentation must be submitted to and approved in writing by the Local Planning Authority and

Lead Local Flood Authority. Any revised details submitted for approval must include a technical summary highlighting any changes, updated detailed drainage drawings and detailed drainage calculations.

Reason: To reflect the objectives of Policy NE8 of the Rushmoor Local Plan (2019)

- 11 During construction the existing trees and hedges which are to be retained shall be adequately protected from damage during site clearance and works in accordance with the recommendations within 'Indigo Surveys Trees and Construction BS5837:2012 Tree Survey, Arboricultural Implications Assessment & Method Statement Ref: 19581/A2/AIA/AMS March 2020'.

Reason - To preserve the amenity value of the retained tree(s) and shrubs.

LICENSING, AUDIT AND GENERAL PURPOSES COMMITTEE

Meeting held on Tuesday, 28th July, 2020 at 7.00 pm via Microsoft Teams and streamed live

Voting Members

Cllr S.J. Masterson (Chairman)
Cllr Mara Makunura (Vice-Chairman)

Cllr Sophia Choudhary
Cllr A.K. Chowdhury
Cllr Veronica Graham-Green
Cllr Christine Guinness
Cllr A.J. Halstead
Cllr L. Jeffers
Cllr Prabesh KC
Cllr Jacqui Vosper

Apologies for absence were submitted on behalf of Cllr A.H. Crawford.

6. MINUTES

The Minutes of the meeting held on 28th May, 2020 were approved and would be signed by the Chairman at a later date.

7. AUDIT RESULTS REPORT AND STATEMENT OF ACCOUNTS 2018/19 - UPDATE 5

The Committee received the Executive Head of Finance's Report No. FIN2019 which provided Members with an update on audit progress for the Council's Statement of Accounts for 2018/19 and on the provision of audit opinion since the last meeting on 28th May, 2020.

The Executive Head of Finance reminded members that at the meeting in May 2020, they were advised that Covid-19 had given rise to a Post Balance Sheet Event (PBSE) and posed an ongoing risk to the Council's financial standing. It had been noted that, in order to complete the Accounts and Audit Opinion process, the Statement of Accounts needed to include a detailed Disclosure Note that addressed the impact on the Council's finances from Covid-19 and consideration of the Going Concern basis.

The Executive Head of Finance advised that whilst a draft Disclosure Note had been prepared and shared with Ernst & Young (EY) in early July, 2020, it required amendment to include the latest financial information, based on the Q1 2020/21 budget monitoring position, and a projection of the Council's cashflow for the following twelve months and reserves over the current Medium Term Financial

Strategy (MTFS) period. Once these amendments had been made, the Disclosure Note would be subject to EY's audit and assurances processes.

To agree the accounts and audit opinion before the next scheduled meeting of the Committee on 28th September, 2020, it was proposed that, in order to finalise the Statement of Accounts process and receive the external Auditor's Report, authority was delegated to the Chairman and to the Executive Head of Finance to approve formally and certify the audited 2018/19 Statement of Accounts and receive the External Auditor's Report from EY. Members would be provided with a copy of the final draft documents in advance to give them a limited opportunity to ask questions and seek clarification on matters identified in the report.

The Committee noted the new deadlines for the completion and publication of the 2019/20 Statement of Accounts, as set out in the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 which came into force on 30th April, 2020.

RESOLVED: That, subject to Members of the Committee being provided with a copy of the audited Statement of Accounts and the Audit Results Report in advance, the Chairman of the Committee and the Executive Head of Finance be authorised to approve formally and certify the audited Statement of Accounts 2018/19 and to receive the External Auditor's Report.

8. INTERNAL AUDIT - AUDIT UPDATE

The Committee considered the Audit Manager's Report No. AUD20/06 which provided an update on work carried out by Internal Audit for quarter 1 2020/21, including the work slipped from quarter 4 2019/20, and the expected deliverables for quarter 2.

The Audit Manager responded to queries on 'Timing of Invoice Issue' and 'Changes to Insurance Requirements'. In respect of compliance with the Payment Card Industry Data Security Standards (PCI DSS) in relation to a card terminal at Princes Hall, the Executive Head of Finance would provide Members with a written response on this matter.

RESOLVED: That the audit work carried out in quarter 1 2020/21, including work slipped from quarter 4 2019/20, and the expected deliverables for quarter 2 2020/21, as set out in the Audit Manager's Report No. AUD20/06, be noted.

9. ANNUAL GOVERNANCE STATEMENT

The Committee considered the Audit Manager's Report No. AUD20/07, which set out the Annual Governance Statement 2019/20 for publication alongside the Council's Statement of Accounts.

It was noted that the Accounts and Audit Regulations 2015 required councils to prepare and publish an Annual Governance Statement in order to report publicly on the extent to which the Council complied with its Code of Corporate Governance, including how the Council had monitored the effectiveness of arrangements in the year and on any planned changes to the governance arrangements in the following

year. In particular, the Committee noted that, due to the current Covid-19 pandemic, details of the changes impacting on the governance arrangements within the Council had been included, to provide an update on the current situation and the potential challenges facing the Council during 2020/21.

RESOLVED: That approval be given to:

- (i) the Council's Annual Governance Statement 2019/20;
- (ii) authorising the Chief Executive and Leader of the Council to sign the Annual Governance Statement; and
- (iii) the publication of the Annual Governance Statement alongside the Council's Statement of Accounts for 2019/20.

10. **MODEL CODE OF CONDUCT CONSULTATION**

The Corporate Manager – Legal Services introduced the Model Code of Conduct Consultation. The Committee noted that the Local Government Association (LGA) was carrying out a review of the current model member code of conduct and had recently published a consultation document on the new model code for comment by 17th August, 2020. Members were encouraged to provide feedback on the proposed new Code which would then be presented in its final form to the LGA General Assembly in Autumn 2020.

RESOLVED: That the consultation on a revised Model Code of Conduct be noted.

The meeting closed at 7.55 pm.

CLLR S.J. MASTERSON (CHAIRMAN)

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 19th August, 2020 at 7.00 pm via Microsoft Teams and streamed live

Voting Members

Cllr C.J. Stewart (Vice-Chairman), in the Chair

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr K. Dibble
Cllr C.P. Grattan
Cllr Nadia Martin
Cllr B.A. Thomas

Apologies for absence were submitted on behalf of Cllr J.H. Marsh.

Non-Voting Member

Cllr Marina Munro (Planning and Economy Portfolio Holder) (ex officio)

27. DECLARATIONS OF INTEREST

There were no declarations of interest.

28. MINUTES

The Minutes of the meeting held on 22nd July, 2020 were approved and would be signed by the Vice-Chairman at a later date.

29. PLANNING APPLICATIONS

RESOLVED: That

- (i) the applications dealt with by the Head of Economy, Planning and Strategic Housing, 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 Economy, Planning and Strategic Housing's Report No. EPSH2026, be noted;
- (ii) the current position with regard to the following applications be noted pending consideration at a future meeting:

20/00149/FULPP (Units 2A & 3, Blackwater Shopping Park, 12 Farnborough Gate, Farnborough);

20/00400/FULPP (Land at former Lafarge site, Hollybush Lane, Farnborough);

20/00508/FULPP (The Galleries, High Street, Aldershot);

(iii) the receipt of a petition in respect of the following application be noted:

20/00310/FULPP (The Old Bakery, Hawley Road, Blackwater).

30. **ITEM WITHDRAWN**

The Committee noted that the following planning application had been withdrawn:

Application No.	Address
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20/00310/FULPP	The Old Bakery, Hawley Road, Blackwater
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31. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT - THE OLD BAKERY, HAWLEY ROAD, BLACKWATER**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2026 (as amended at the meeting following the withdrawal of the associated planning application by the applicant) regarding the unauthorised use of the premises as a mixed use comprising a hand car wash and a MOT Testing Station and vehicle repairs.

The Committee noted that the unauthorised change of use had exposed the occupants of the adjoining residential properties to excessive noise, to the detriment of their residential amenity and was thereby contrary to Policies DE1 and DE10 of the Rushmoor Local Plan (2014-2032).

The Committee was advised that the applicant's agent had advised that the unauthorised use had ceased. This was confirmed by a site visit carried out on 17th August, 2020. In order to preclude any resumption of the unauthorised use, it was proposed that authority should be given to enable an enforcement notice to be issued.

RESOLVED: That the Corporate Manager, Legal Services, be authorised to issue an Enforcement Notice with regard to the unauthorised use of the premises as a mixed use comprising a hand car wash and a MOT Testing Station and vehicle repairs at The Old Bakery, Hawley Road, Blackwater, Camberley, GU17 9ES, for the reason that the unauthorised change of use had exposed the occupants of the adjoining residential properties to excessive noise, to the detriment of their residential amenity and was thereby contrary to Policies DE1 and DE10 of the Rushmoor Local Plan (2014-2032), with one month for compliance.

32. **APPEALS PROGRESS REPORT**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2027 concerning the following new appeal:

Application /Enforcement Case No. Description

19/00482/FULPP	Against the refusal of planning permission for the demolition of existing garage and erection of two detached dwellings to the rear with ancillary parking and access road at No. 14 Hilder Gardens, Farnborough. It was noted that this appeal would be dealt with by means of the written procedure.
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RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2027 be noted.

33. **PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER APRIL - JUNE 2020**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2028 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 April to 30th June, 2020.

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2028 be noted.

The meeting closed at 7.55 pm.

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 16th September, 2020 at 7.00 pm via Microsoft Teams and streamed live

Voting Members

Cllr J.H. Marsh (Chairman)
Cllr C.J. Stewart (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr K. Dibble
Cllr C.P. Grattan
Cllr Nadia Martin
Cllr B.A. Thomas

Non-Voting Member

Cllr Marina Munro (Planning and Economy Portfolio Holder) (ex officio)

34. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

35. **MINUTES**

The Minutes of the meeting held on 19th August, 2020 were approved and signed by the Chairman.

36. **PLANNING APPLICATIONS**

RESOLVED: That

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

- * 20/00440/RBCRG3 Manor Park, Church Hill, Aldershot;
- 20/00441/RBCRG3 King George V Playing Field, Sycamore Road, Farnborough

- (ii) the applications dealt with by the Head of Economy, Planning and Strategic Housing, 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 Economy, Planning and Strategic Housing's Report No. EPSH2029, be noted;
 - (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:
 - 20/00149/FULPP (Units 2A & 3, Blackwater Shopping Park, 12 Farnborough Gate, Farnborough);
 - 20/00400/FULPP (Land at former Lafarge site, Hollybush Lane, Farnborough);
 - 20/00508/FULPP (The Galleries, High Street, Aldershot);
 - (iv) the receipt of a petition in respect of the following application be noted:
 - 20/00511/FULPP (Gold Valley Lakes, Government Road, Aldershot).
- * The Head of Economy, Planning and Strategic Housing's Report No. EPSH2029 in respect of this application was amended at the meeting

37. SITE VISIT

RESOLVED: That a site visit be undertaken in respect of the following planning application for the reason set out:

Application No.	Address	Reason for Site Visit
20/00400/FULPP	Land at former Lafarge site, Hollybush Lane, Aldershot	To assist in consideration of the application given its inaccessibility to the public.

The meeting closed at 7.45 pm.

CLLR J.H. MARSH (CHAIRMAN)

Development Management Committee
16th September 2020
Appendix "A"

Application No. & Date Valid: **20/00440/RBCRG3** **29th June 2020**

Proposal: Erection of a 'Big Rig' outdoor gym frame near playground and removal of Chestnut Tree at **Manor Park Church Hill Aldershot Hampshire**

Applicant: Mr Martin Sterio

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

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

2 The permission hereby granted shall be carried out in accordance with the following approved drawings
Drawing numbers:

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

3 External materials of the frame will be in accordance with the submitted Design and Access Statement.

Reason - To ensure satisfactory external appearance and impact on the Conservation Area.

Location Plan scale 1:1250 Block Plan scale 1:500
HK8716 00 Elevation Plan HK8716 01 Elevation Plan

4 Prior to first occupation or use of the development hereby approved a planting scheme incorporating location and species of replacement tree as suggested in the Arboricultural Report dated 31.08.20 shall be first submitted to and approved in writing by the Local Planning Authority.

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

- 5 All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the buildings or the practical completion of the development, whichever is the sooner and shall be so retained.

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

Application No. & Date Valid: **20/00441/RBCRG3** **26th June 2020**

Proposal: **Erection of 'Big Rig' outdoor gym frame near playground at King George V Playing Field Sycamore Road Farnborough Hampshire**

Applicant: Mr Martin Sterio

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

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

- 2 The permission hereby granted shall be carried out in accordance with the following approved drawings
Drawing numbers:

Location Plan scale 1:1250 Block Plan scale 1:500 HK 8716 00 Elevation Plan HK 8716 01 Elevation Plan

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

- 3 External materials of the frame will be in accordance with the details submitted in the Design and Access Statement.

Reason - To ensure satisfactory external appearance.