

CABINET

Meeting held remotely on Tuesday, 8th December, 2020 at 7.00 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 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

An apology for absence was submitted on behalf of Councillor Marina Munro.

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 **21st December, 2020**.

36. MINUTES –

The Minutes of the meeting of the Cabinet held on 10th November, 2020 were confirmed by the Chairman.

37. REVENUE BUDGET MONITORING AND FORECASTING 2020/21 - QUARTER 2 – (Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. FIN2031, which set out the anticipated financial position for 2020/21, based on the monitoring exercise carried out during October and November, 2020. Members were informed that the Covid-19 pandemic had continued to have a widespread impact on local authority budgets, particularly in relation to a significant loss of income from services. In Rushmoor, the greatest impacts had been seen in relation to car parking income, planning fees and income from events and performances at the Princes Hall, Aldershot. It was reported that the Council had agreed to defer interest payments on loans to provide cashflow support to Farnborough International Limited, following the cancellation of the 2020 Airshow. Since this time, Barclays, as primary creditor, had proposed to capitalise interest in line with the Intercreditor Agreement. This would mean that, unless a compromise could be agreed with Barclays, the Council would not receive the deferred interest until 2026 at the earliest. Included in the other information contained in the Report were the risks and uncertainties faced by the Council at this time.

The Cabinet **RESOLVED** that

- (i) the latest revenue forecasts and financial impact from Covid-19, as set out in Report No. FIN2031, be noted; and
- (ii) the establishment of a Local Elections reserve, noting the reserve movement proposed to support the General Fund in 2020/21, be approved.

38. CAPITAL PROGRAMME MONITORING AND FORECASTING 2020/21 - QUARTER 2 –

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2029, which provided the latest forecast regarding the Council's Capital Programme for 2020/21, based on the monitoring exercise carried out during September, 2020. The Report advised that the Capital Programme for 2020/21, allowing for slippages from the previous financial year and additional approvals, totalled £56,299,000. It was noted that projects of major financial significance to the Council in the Capital Programme 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. It was explained that, of the approved capital budget of £56.3 million, only £33.3 million was forecast to be spent by the end of 2020/21. It was reported that the variance and increase in approved budget since its approval at the Council meeting on 20th February, 2020 were due to delays in capital projects being completed in the 2019/20 financial year.

The Cabinet RESOLVED that

- (i) the latest Capital Programme monitoring position, as set out in Tables 1 and 2 of Report No. FIN2029, be noted;
- (ii) the virement of £15,000 budget from Telephony Call Centre Upgrade to Ice Programme – Modernising Corporate and Service Systems be approved;
- (iii) the virement of £40,000 budget from App development of Love Rushmoor to Ice Programme – Modernising Corporate and Service Systems be approved; and
- (iv) the additional capital funding requests, as set out in paragraph 3.9 of the Report, be approved.

39. MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2024/25 - UPDATE –

(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet received Report No. FIN2032, which set out an outdate on the key factors influencing the preparation of the Council's 2021/22 budget. The Report also provided an update on the financial position of the Council and set out how Members would be kept informed of changes in the forecast over the medium term for financial planning purposes.

Members were informed that the Council, along with many other local authorities, continued to face significant financial challenges over the medium term. Risks and uncertainties, particularly around Brexit, Covid-19 and the global economy made it difficult for the Council to accurately predict its medium term financial position. The Report set out details of the 2021/22 Spending Review by the Government and the prospects for local government funding in 2021/22. The Cabinet was informed that all of the factors listed in the Report would make the budget setting process difficult

this year but Members were assured that, despite these pressures, it would be possible to set a balanced budget. The Cabinet expressed gratitude to Council officers that had contributed to the Council continuing to provide its core services in unprecedented circumstances.

The Cabinet NOTED the impact from Covid-19 on the financial planning process and associated risks and uncertainties, as set out in Section 7 of Report No. FIN2032.

40. **COUNCIL TAX SUPPORT SCHEME 2021/22 –**

(Cllr Diane Bedford, Chairman of the Council Tax Support Task and Finish Group)

The Cabinet considered Report No. FIN2030, which set out the work carried out by the Council's Council Tax Support Task and Finish Group in respect of potential changes to the Council Tax Support Scheme. The Chairman welcomed Cllr Mrs. D.B. Bedford, Chairman of the Council Tax Support Task and Finish Group, who was attending to report on the Group's recommendations.

The Council Tax Support Task and Finish Group had met on 2nd March, 2020 and 6th October, 2020 to consider its recommendations to the Cabinet. The Group had considered the on-going impact of Covid-19 and had paid specific attention to a number of matters during its deliberations and these were set out in paragraph 2 of the Report. Having considered all relevant factors, the Group recommended that no changes should be made to the Council Tax Support Scheme for 2021/22. This would mean that the minimum contribution would remain at 12%. Additionally, it was recommended that the fundamental review of the Scheme, that had been previously agreed to commence in 2020, should be deferred until 2021/22.

The Cabinet expressed gratitude to the Council Tax Support Task and Finish Group for its work in producing these recommendations.

The Cabinet

- (i) **RECOMMENDED TO THE COUNCIL** that the current Council Tax Support Scheme for working age customers be retained for 2021/22, with the usual alignment to Housing Benefit Rates; and
- (ii) **RESOLVED** that:
 - (a) in light of the impact of the Covid-19 pandemic, the deferral until 2021/22 of the fundamental review of the Council Tax Support Scheme be approved;
 - (b) the use of any remaining funds from the Covid-19 Council Tax Hardship Fund to continue to support recipients of Council Tax Support, alongside the Council's own Exceptional Hardship Fund, be approved;

- (c) the deliberations and considerations of the Council Tax Support Task and Finish Group in arriving at its recommendations, as set out in Report No. FIN2030, be noted; and
- (d) the Council Tax Support Task and Finish Group's views on Hardship Funds and Government funding in 2021/22, as set out in paragraphs 1.12 and 1.13 of the Report, be noted.

41. **RENEWAL OF BUILDING CONTROL PARTNERSHIP –**
(Cllr Marina Munro, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2036, which set out a proposal to renew the Hart and Rushmoor Building Control Partnership as a shared service between the two authorities to discharge the statutory building control functions for both areas until 31st March, 2025.

Members were reminded that Hart District Council and Rushmoor Borough Council had formed the Partnership in July, 2015. Since this time, the Partnership had performed well and now held an estimated 70% of local building control work. The Report set out how fees and costs had been split previously. It was proposed that, in future, the split would be proportionate to the amount of work carried out for each authority. The Report made reference to renewing the Partnership until 31st March 2026 but it was explained that Hart District Council had only received agreement for the period to 31st March, 2025. For this reason, agreement was now being sought for the same period. The Cabinet expressed strong support for the continuation of the Partnership and acknowledged the high quality of work carried out by the Partnership since its formation.

The Cabinet RESOLVED that the renewal of the Hart and Rushmoor Building Control Partnership, to provide a shared building control service until 31st March, 2025, unless terminated earlier in accordance with the provisions of the agreed deed, be approved.

42. **APPLICATION FOR RENT RELIEF BY ALDERSHOT TOWN FOOTBALL CLUB –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2017, which set out details of an application by Aldershot Town Football Club Limited for relief from rental payments due to the impact of the Covid-19 pandemic and the Club's inability to raise income.

Members were informed that the Club had been prohibited from playing games in front of crowds from March, 2020 until the end of the second national lockdown on 2nd December, 2020. It was reported that the Club was now allowed a prescribed number of spectators at home games, subject to strict Covid-secure requirements. Further discussions were taking place in respect of what this meant for the Club's ability to pay rent. In expressing support for the approval of the application for rent relief, Members made reference to the considerable amount of work that the Club and the Chairman, in particular, did in the local community. This was considered to be a reasonable step to help to support the Club at this difficult time.

The Cabinet RESOLVED that the granting of rent relief to Aldershot Town Football Club Limited, for the financial year 2020/21 or until such time as the Club would be able to operate and raise income through gate receipts, be approved.

The Meeting closed at 8.01 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

CABINET

Meeting held remotely on Tuesday, 19th January, 2021 at 7.00 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 Leader of the Council (Cllr D.E. Clifford) invited the Leader of the Labour Group (Cllr K. Dibble) to attend and contribute to the meeting.

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 **1st February, 2021**.

43. MINUTES –

The Minutes of the meeting of the Cabinet held on 8th December, 2020 were confirmed.

44. RECOMMENDATIONS FROM BUDGET STRATEGY WORKING GROUP – (Cllr Paul Taylor, Chairman of the Budget Strategy Working Group)

The Cabinet considered Report No. FIN2101, which set out recommendations from the Council's Budget Strategy Working Group in respect of the strategic financial issues that the Group had worked on throughout the year.

Members were reminded that the Corporate Services Portfolio Holder (Cllr P.G. Taylor) was the Chairman of the Group, which had met four times during the current financial year and had one further meeting for the year, scheduled for March, 2021. The Group had considered many matters during the year, including the strategic options around the Council's revenue and capital budget setting for the forthcoming financial year and ongoing impact of Covid-19 on the Council's financial position. The Group had also been introduced to the Council's Service Manager – Commercial Services and had expressed strong support for the work to be carried out under that new role. The Group had formulated a number of recommendations to the Cabinet and details of these were set out in the Report.

The Cabinet expressed gratitude to the Budget Strategy Working Group for its work in producing these recommendations and also to the Rushmoor staff that had supported the local community in recent months.

The Cabinet NOTED the following recommendations from the Budget Strategy Working Group, that

- (i) a new robust, balanced and proportionate savings and income programme for 2022/23 and the medium term strategy period be developed, with the Budget Strategy Working Group acting as a consultee on its development, as set out in the Group's Terms of Reference at Appendix A of Report No. FIN2101;
- (ii) an emphasis be placed on the Council acting more commercially and increasing the level of net income from services;
- (iii) the option be taken to spread any Collection Fund deficit over a three-year period, as set out by the Government in revised regulations; and
- (iv) whilst being mindful of the impact on Rushmoor residents, Council Tax be increased by the maximum permissible level of £5, given the financial pressures facing the Council.

45. **SUPPORTING COMMUNITIES STRATEGY AND ACTION PLAN 2021/23 –**
(Cllr Adrian Newell, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet considered Report No. DCS2101, which set out the Council's Supporting Communities Strategy and Action Plan 2021/23.

Members were informed that, whilst Rushmoor was, generally, a prosperous, safe and well-connected place, there were pockets of deprivation that the Council was seeking to address. In this respect, the Council had been working with partner organisations to develop a new, collaborative approach to addressing the challenges facing local communities. The Strategy and Action Plan had been developed to build stronger and more resilient communities over the three years to follow by maximising opportunities and reducing inequalities faced by residents in the Borough, especially in the most deprived areas. It was confirmed that the approach had received cross-party support and it was the Council's intention to work together to agree priorities to deliver the Strategy and Action Plan.

The Cabinet RESOLVED that

- (i) the Supporting Communities Strategy and Action Plan 2021/23, as set out in Report No. DCS2101, be approved; and
- (ii) the proposed expenditure, as set out in paragraph 4 of the Report, for utilising the earmarked reserve fund and the process for the allocation of the funding be approved.

46. **PEOPLE STRATEGY 2020-23 –**
(Cllr Paul Taylor, Corporate Services Portfolio Holder)

The Cabinet considered Report No. HROD2101, which set out the Council's People Strategy 2020-23.

Members were informed that the People Strategy had been developed to support the Council in developing a workforce that was agile, flexible and able to meet the significant and changing expectations of customers in relation to public service. The 2019 Peer Challenge Report had recognised that this was important to the Council in delivering its business plan and the ongoing Covid-19 pandemic had demonstrated further the need for the Council's services to be flexible, with many staff being redeployed to priority areas as part of the Council's local response. The Report set out details of the work carried out to devise the Strategy and Year 1 Action Plan. The Strategy would allow the Council to further adapt and change to face the challenges of the years to follow.

The Cabinet was supportive of the Strategy and felt it would assist the Council in continuing to deliver high quality services to local residents.

The Cabinet RESOLVED that the People Strategy 2020-23, as set out in Report No. HROD2101, be approved.

47. **REVIEW OF CHARGING FOR PRE-APPLICATION ADVICE –**
(Cllr Marina Munro, Planning and Economy Portfolio Holder)

The Cabinet considered Report No. EPSH2101, which set out proposed changes to the Council's level of charges for pre-application planning advice and proposed further amendments to the scheme.

Members were reminded that the charges were to potential planning applicants and developers for discussion and advice before the submission of planning applications and had been introduced in February, 2017. Recently, an exercise had been carried out to benchmark the levels of charges levied by local authorities across Hampshire. This had shown that Rushmoor's charges were in need of review to place them in line with those of other authorities. It was confirmed that the proposed level of charges reflected the cost of staff time involved in giving the advice and that the Council was not permitted to make a profit from this area of work. The Report set out the full results of the benchmarking exercise and the rationale for the proposed changes to the levels of charges. In response to a question, it was confirmed that charities would qualify for minimum charges for any advice given.

The Cabinet RESOLVED that

- (i) the continuation of the practice of charging for pre-application planning discussions be approved;
- (ii) with effect from 1st April, 2021, the level of charges be approved as follows:
 - £70 for small householder developments, domestic outbuildings and advertisements
 - £120 for two storey/complex and large householder extensions
 - £240 for changes of use
 - £405 for single house schemes and simple minor developments
 - £860 for small major schemes and medium sized housing developments

- £1,340 plus £195 per additional meeting for major developments;
- (iii) exemptions from pre-application charging in respect of Wellesley/Grainger PLC schemes in relation to the Aldershot Urban Extension, the Council's own developments and Hampshire County Council's schemes relating to the provision of public services in the Borough be approved; and
- (iv) the application of the minimum householder/minor development charge of £70 for requests for pre-application advice, irrespective of the proposal type, from community/charity groups be approved, subject to organisation meeting the following criteria:
- a registered charity
 - headquarters in Rushmoor
 - involved in activity which serves the people of Rushmoor
 - not part of a national charity with multiple UK or international offices.

48. **ALDERSHOT REGENERATION UPDATE - UNION STREET, ALDERSHOT –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2101, which set out an update in relation to the redevelopment of the Union Street, Aldershot regeneration site.

Members were reminded that the planning application for this site had been approved by the Council's Development Management Committee on 24th June, 2020. Details of the agreed scheme were set out in the Report. It was reported that Hill Partnerships Limited has been identified as the preferred partner to oversee the demolition works at the site. It was anticipated that demolition work would commence by the end of January, 2021. The Cabinet heard that the Council had engaged Grant Thornton UK LLP and, more recently, Lambert Smith Hampton to support the due diligence process. It was now proposed that a Cabinet Working Group should be established on a task and finish basis to evaluate the due diligence outputs and prepare a Cabinet report and recommendation, to be agreed by the Council in due course.

The Cabinet RESOLVED that

- i) the update on the demolition works being undertaken and the next steps with the development be noted;
- ii) the update on the due diligence process being undertaken in respect of the delivery of the consented scheme be noted; and
- iii) the establishment of a Cabinet Working Group, consisting of the Major Projects and Property Portfolio Holder (Cllr M.J. Tennant), the Corporate Services Portfolio Holder (Cllr P.G. Taylor) and the Leader of the Labour Group (Cllr K. Dibble), to work alongside officers on the due diligence being undertaken associated with the delivery of the consented scheme, be approved.

The Meeting closed at 7.48 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

LICENSING, AUDIT AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 23rd November, 2020 at the via Microsoft Teams and streamed live at 7.00 pm.

Voting Members

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

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

15. MINUTES

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

16. STATEMENT OF ACCOUNTS AND AUDIT RESULTS 2018/19

The Executive Head of Finance reported that the Letter of Representation and the Statement of Accounts for 2018/19 had been signed off on 23rd November, 2020, in accordance with the delegated authority given to the Chairman and Executive Head of Finance by the Committee at its meeting on 28th September, 2020.

17. EXTERNAL AUDIT PLAN - 2019/20 ANNUAL ACCOUNTS

The Chairman welcomed Maria Grindley (Associate Partner, Ernst & Young (EY)) and Justine Thorpe (Audit Manager, EY) to the meeting. The Committee received a copy of EY's Audit Planning Report for the 2019/20 audit, which provided a basis on which to review the proposed audit approach and scope for the 2019/20 audit in accordance with the requirements of the Local Audit and Accountability Act 2014, the National Audit Office's 2015 Code of Audit Practice, the Statement of Responsibilities issued by Public Sector Audit Appointments (PSAA) Ltd, auditing standards and other professional requirements.

The Audit Plan summarised the auditor's initial assessment of the key risks driving the development of an effective audit for the Council and outlined the planned audit strategy in response to those risks. It was noted that the Audit Plan would cover the work that was planned to provide the Council with:

- an audit opinion on whether the financial statements gave a true and fair view of the financial position as at 31st March 2020 and of the income and expenditure for the year then ended; and
- a conclusion on the Council's arrangements to secure economy, efficiency and effectiveness.

The audit would also take into account several key inputs, including:

- strategic, operational and financial risks relevant to the financial statements;
- developments in financial reporting and auditing standards;
- the quality of systems and processes;
- changes in the business and regulatory environment; and
- management's views on all of these inputs.

During discussion, EY representatives answered questions regarding the EY audit team's resourcing and availability to carry out the audit by the proposed deadline of 25 January, 2021; liquidity levels; and the going concern standard.

The Executive Head of Finance highlighted the change in deadlines as a result of Covid-19 and that the draft Accounts for 2019/20 had been prepared by the amended deadline of end August, 2020.

The Chief Executive advised the Committee that he was planning to write to the Senior Partner with Public Sector responsibility at EY to outline his concerns about both the delay in signing off the 2018/19 Accounts and the likelihood of deadlines for 2019/20 also being missed.

RESOLVED: That the Audit Planning report by Ernst & Young for the year ended 31st March, 2020 be noted.

18. ANNUAL GOVERNANCE STATEMENT - UPDATE

The Committee considered the Audit Manager's Report No. AUD20/09 which described the work carried out towards the implementation of the actions defined within the Annual Governance Statement, which had been presented to the Committee in July, 2020.

During discussion, the Audit Manager and Executive Head of Finance responded to questions on Risk Management responsibility, timing of report preparation, and the health and safety of staff working from home

RESOLVED: That the progress towards the implementation of the actions detailed within the Council's Annual Governance Statement, be noted.

The meeting closed at 7.40 pm.

CLLR S.J. MASTERSON (CHAIRMAN)

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 20th January, 2021 at 7.00 pm held 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)

52. **DECLARATIONS OF INTEREST**

Having regard to the Members' Code of Conduct, the following declaration of interest was made:

| Member | Application No. and Address | Interest | Reason |
|--------------------|--|-----------------|---------------|
| Cllr P.I.C. Crerar | 20/00785/FULPP (Development Site, Land at 'The Haven', No. 19 York Crescent, Aldershot) | Personal | |

53. **MINUTES**

Subject to an amendment to the second sentence of the second paragraph of Minute No. 49 (Application No. 20/00700/COU – Parkside Centre, No. 57 Guildford Road, Aldershot) to read "A majority of the Committee ...", the Minutes of the meeting held on 11th November, 2020 were approved and signed by the Chairman.

54. **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:

20/00916/RBCRG3 Aldershot Park Crematorium, Guildford Road, Aldershot

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

* 20/00149/FULPP Units 2A and 3, Blackwater Shopping Park, No. 12 Farnborough Gate, Farnborough

* 20/00785/FULPP Development Site, Land at 'The Haven', No. 19 York Crescent, Aldershot

- (iii) 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. EPSH2102, be noted;

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

20/00856/FULPP Land to the rear of Nos. 26-40 Cove Road, Farnborough

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

* The Head of Economy, Planning and Strategic Housing's Report No. EPSH2102 in respect of these applications was amended at the meeting

55. **REPRESENTATION 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 |
|------------------------|---|-----------------------|---|
| 20/00149/FULPP | Units 2A and 3 Blackwater Shopping Park, No. 12 Farnborough Gate, Farnborough | Mr. C. Tookey | Against |
| | | Mr. D. Pannell | In support |
| 20/00785/FULPP | Development Site, Land at 'The Haven', No. 19 York Crescent, Aldershot | Mr. H. Pietrzak | Against |
| | | Ms. C. Grant | In support |

56. APPEALS PROGRESS REPORT

(1) New Appeals

| Address | Description |
|---|---|
| The Chestnuts, No. 34 Church Circle, Farnborough | Against the refusal of planning permission for the formation of a dormer window to the front of the garage roof to facilitate a habitable room. It was noted that this appeal would be dealt with by means of the written procedure. |
| No. 244 Farnborough Road, Farnborough | Against the refusal of planning permission for the erection of a three-storey building comprising flexible use of either A1/A2 use on ground floor with two two-bedroom residential units to the upper floors and associated parking. It was noted that this appeal would be dealt with by means of the written procedure. |
| Land adjacent to No. 1 Pickford Street, Aldershot | Against the refusal of planning permission for the erection of a five-storey building to comprise fourteen two-bedroom flats with associated parking for No. 1 Pickford Street, Enterprise House, Nos. 84-86 Victoria Road and the proposed development. It was noted that this appeal would be dealt with by means of the written procedure. |

No. 16 Churchill Avenue, Aldershot

Against the refusal of planning permission for alterations and extensions to the existing dwelling to form two three-bedroom semi-detached dwellings and one three-bedroom detached dwelling house with parking and additional dropped kerb. It was noted that this appeal would be dealt with by means of the written procedure.

(2) **Appeal Decision**

Application / Enforcement Case No.

Description

Decision

19/00151/BOUND

Appeals (A and B) by two separate parties against an enforcement notice issued on 6th July 2020 requiring the removal of a partially open-sided outbuilding and the reduction in height of a front boundary fence and gates to one metre at No. 162 Fleet Road, Farnborough; and

Dismissed

20/00056/FUL

Against the refusal of planning permission for the retention of a two metres high timber fence with access front gate to the front of the property and covered car port (Appeal C) at No. 162 Fleet Road, Farnborough

Dismissed

RESOLVED: That the Head of Economy, Planning and Strategic Housing's Report No. EPSH2103 be noted.

The meeting closed at 8.50 pm.

CLLR J.H. MARSH (CHAIRMAN)

**DEVELOPMENT MANAGEMENT COMMITTEE
20TH JANUARY 2021**

APPENDIX "A"

Application No. & Date Valid: 20/00916/RBCRG3

8th December 2020

Proposal: Erection of single storey extension and containerised cremator within the rear service yard for a temporary period at **Aldershot Park Crematorium, Guildford Road, Aldershot, Hampshire**

Applicant: Mr Graham King, c/o Rushmoor Borough Council

- 1 The building hereby permitted shall be removed and the land restored to its former condition on or before 2 years and 6 months from the date of this permission.

Reason - Given the impact of the character and appearance of the structure, reconsideration in the light of prevailing circumstances at the end of the specified period would be appropriate in the interest of amenity.

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

4705-1001 C1

19-2009 13

19-2009 12

19-2009-11

19-2009-10

8124-0001 P2

Details within noise report 5007-1600-1001

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

- 3 The external walls of the extension hereby permitted [excluding the containerised cremator] shall be finished in materials of a similar colour and type as those of the existing building. The development shall be completed and retained in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.

APPENDIX "B"

**Application No. 20/00149/FULPP
& Date Valid:**

24th February 2020

Proposal:

Refurbishment and amalgamation of existing Units 2A & 3 Blackwater Shopping Park, including removal of existing mezzanine floors, revised car parking and servicing arrangements; relief from Condition No. 4 of planning permission 93/00016/FUL dated 10 January 1994 to allow use as a foodstore (Use Class A1) with new mezzanine floor to provide ancillary office and staff welfare facilities, ancillary storage and plant machinery areas; use of part of new foodstore unit as self-contained mixed retail and cafe/restaurant use (Use Classes A1/A3); relief from Condition No. 17 of planning permission 93/00016/FUL dated 10 January 1994 to allow extended servicing hours for the new foodstore unit of 0600 to 2300 hours Monday to Saturday (including Bank Holidays) and 0700 to 2000 hours on Sundays; loss of existing parking spaces to front of proposed foodstore to provide new paved area with trolley storage bays and cycle parking; installation of new customer entrances to new units; widening of site vehicular access to Farnborough Gate road to provide twin exit lanes; and associated works (re-submission of withdrawn application 19/00517/FULPP) at

Units 2A and 3, Blackwater Shopping Park, No. 12 Farnborough Gate, Farnborough

Applicant:

Lothbury Property Trust Company Ltd

Reasons:

- 1 It is considered that there is a sequentially preferable suitable and available town centre location which could accommodate the proposed development. Development in this out of town location would therefore be contrary to the objective of regenerating Farnborough town centre and would adversely impact upon the vitality and viability of the town centres within the Borough. As such the proposal conflicts with Policies SS1, SS2, SP1, SP2 and LN7 of the adopted New Rushmoor Local Plan (2014-2032), the advice contained in the National Planning Policy Framework and the objectives of the Supplementary Planning Documents on Farnborough Town Centre (July 2007) and accompanying Prospectus.
- 2 The proposal fails to make the appropriate financial contributions for the implementation and monitoring of a Travel Plan. The proposals thereby fail to meet the requirements of Policy IN2 of the adopted New Rushmoor Local Plan (2014-2032).

Application No. & Date Valid: 20/00785/FULPP

22nd October 2020

Proposal: Erection of 1 x 4-bedroom detached and 2 x 4-bedroom semi-detached dwellinghouses with associated access, parking, refuse storage, landscaping and ancillary works at
Development Site, Land at 'The Haven' 19 York Crescent, Aldershot, Hampshire

Applicant: Mr S and H Sandhu

- Reasons:**
- 1 The proposal has failed to demonstrate through adequate surveys of the application land and appropriate proposals for mitigation and management measures, that there would be no adverse impact on protected wildlife species and biodiversity having regard to the requirements of adopted Rushmoor Local Plan (2014-2032) Policies NE2 and NE4.
 - 2 The proposals fail to provide adequate details of surface water drainage measures for the proposed development to take account of the significant additional hard-surfaced area that is proposed contrary to adopted Rushmoor Local Plan (2014-2032) Policy NE8.
 - 3 In the absence of a s106 Planning Obligation, the proposed development fails to make provision to address the likely significant impact of the additional residential units on the objectives and nature conservation interests of the Thames Basin Heaths Special Protection Area. The proposals are thereby contrary to the requirements of retained South East Plan Policy NRM6 and adopted Rushmoor Local Plan (2014- 2032) Policies NE1 and NE4.
 - 4 In the absence of a s106 Planning Obligation, the proposal fails to make provision for public open space in accordance with the requirements of Policy DE6 of the adopted Rushmoor Local Plan (2014 to 2032).

LICENSING, AUDIT AND GENERAL PURPOSES COMMITTEE

Meeting held on Monday, 25th January, 2021 via Microsoft Teams and streamed live at 7.00 pm.

Voting Members

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

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

Apologies for absence were submitted on behalf of Cllr Prabesh KC.

19. MINUTES

The Minutes of the meeting held on 23rd November, 2020 were approved and would be signed by the Chairman at a later date.

20. SELECTION OF MAYOR AND DEPUTY MAYOR 2021/2022

The Chief Executive reported on the outcome of the selection process for the Mayor-Elect and the Deputy Mayor-Elect for 2021/22. The appropriate Members on the seniority list had been contacted and Cllr C.P. Grattan was the next Member able to accept the nomination for Deputy Mayor. Through normal progression, Cllr B.A. Thomas, currently Deputy Mayor, would progress to the position of Mayor for 2021/22.

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

- (i) Cllr B.A. Thomas be appointed as Mayor-Elect for the 2021/22 Municipal Year; and
- (ii) Cllr C.P. Grattan be appointed as Deputy Mayor-Elect for the 2021/22 Municipal Year.

21. REVIEW OF RUSHMOOR'S POLLING DISTRICTS AND POLLING PLACES

The Committee considered the Head of Democracy and Community's Report No. DCS2102, which recommended changes to the arrangements for polling districts

and places following a review that had been undertaken by the Elections Group and other Members of the Council.

The Committee was advised that, in carrying out the review, consideration had been given to a range of issues with specific regard to the criteria of:

- using existing polling places where possible
- accessibility for electors
- avoiding the use of mobile stations/temporary structures
- ensuring the facilities meet the requirements of a range of electoral events

The stages of the review process were as follows:

- notification of the review primarily through the Council's website and online media
- consultation process with stakeholders and the local community
- preliminary consideration by the Elections Group
- discussion with Ward Members where issues were raised through the consultation to consider the issues and to finalise proposed polling districts and places
- review meeting by the Elections Group on 13th January 2021
- recommendation to the Licensing, Audit and General Purposes Committee (25th January 2021) and the Council on 25th February 2021.

The Report set out a schedule of all the polling places in the Borough, which largely met the criteria established at the start of the review process and the number of changes proposed was minimal. Following consideration by the Elections Group, it was proposed that there should be two new polling places: Parsonage Farm Nursery and Infant School (St. John's Ward) and Elim Pentecostal Church Hall (North Town Ward). The Group was also recommending a change to the polling district of St John's Ward.

The Elections Group had also been advised that Ascension Church Hall (Rowhill Ward) would not be available for use in 2021 and consideration was being given to the use of a temporary arrangement, and this was likely to be the Aldershot Traction Club.

The Head of Democracy and Community advised the Committee that, in Wellington Ward, the Elections Group had agreed that consideration should be given in the future to an additional polling place in Wellesley when the population there increased. The Committee noted that Princes Hall was currently in use as a vaccination centre and, after consideration by the Elections Group of possible other polling place locations, it had been agreed that another location would be used within Princes Hall for a polling place.

RESOLVED: That the Council be **RECOMMENDED TO APPROVE** the proposed changes to polling districts and polling places, as set out in the Head of Democracy and Community's Report No. DCS2102.

22. **UPDATE ON THE LOCAL GOVERNMENT ASSOCIATION MODEL CODE AND DRAFT NEW CODE OF CONDUCT FOR MEMBERS**

The Committee considered the Monitoring Officer's Report No. LEG2101, which recommended the approval of a draft new Code of Conduct for Councillors for a six-week period of consultation with Councillors, members of the public, community organisations and neighbouring authorities. Following the consultation exercise, a final draft new Code would then be considered by the Committee on 29th March 2021 for recommendation for adoption by the full Council at the meeting on 22nd April 2021.

The Report advised Members that the current Code of Conduct for Councillors required updating and being consulted upon in line with the best practice recommendations of the Committee on Standards in Public Life following their report into Ethical Standards in Local Government. A new Model Councillor Code of Conduct had been produced by the Local Government Association, designed to protect a councillor's democratic role, encourage good conduct and safeguard the public's trust in local government. The new draft Code also sought to reassure members of the public that those they elected would be accountable in meeting the behaviours set out in the Seven Principles of Public Life and taking decisions in a fair and transparent way.

Rushmoor's draft new Code of Conduct for Councillors, as set out in the Report, mirrored the Local Government Association's Model Code and had been produced for consideration and consultation in order to finalise a new Code for adoption by the Council.

The Committee was advised that the draft new Code applied to all forms of communication and interaction, including social media communications. The draft Code set out the minimum standards of conduct required of councillors with guidance on the reasons for the obligations and how they should be followed. If a councillor's conduct fell short of these standards it was made clear that, on receipt of any complaint, this might result in action being taken. The obligations included:

- treating others with respect
- not bullying or harassing anyone
- the promotion of equalities
- not attempting to compromise the impartiality of anyone working for, or on behalf of, the Council
- confidentiality
- not using knowledge gained solely as a result of being a councillor for the advancement of self or others
- not preventing anyone from getting information they were entitled to by law
- not bring role of the Council into disrepute
- not use or attempt to use the position of councillor improperly to the advantage/disadvantage of themselves or others
- not misuse Council resources
- undertake training on the Code
- co-operate with any investigation under the Code

- register and disclose interests
- disclose gifts and hospitality with a value of over £50 within 28 days of receipt and register any significant gift or hospitality offered but that has been refused

In respect of the registration and disclosure of interests, the new Code maintained the legal requirement within 28 days of election or re-election to register Disclosable Pecuniary Interests in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. There was also a requirement to register the details of other personal interests. The new Code set out a list and description of these types of interest and also the implications of the existence of such interests in relation to a councillor taking part in any discussion or decision making on a matter in which they have any interest. It was noted that the new draft Code simplified the description and impact of personal interests and did not contain reference to the concept of 'prejudicial interests', in so doing removing the requirement to apply an additional subjective test.

RESOLVED: That

- (i) the draft new Code (as set out in the Report) be agreed for public consultation;
- (ii) approval be given to a six-week period of consultation on the draft new Code with Councillors, members of the public, community organisations and neighbouring authorities;
- (iii) following the period of public consultation, a report be brought to the Committee with a final new draft Code for consideration and recommendation to the Council for adoption, if appropriate.

23. **INTERNAL AUDIT - AUDIT UPDATE**

The Committee received the Audit Manager's Report No. AUD2101, which provided: an overview of the work carried out by Internal Audit for quarter 3 of 2020/21; an update on the overall progress towards the 2020/21 audit plan; a schedule of work expected to be delivered in Quarter 4; and, an update on counter-fraud work carried out to December 2020.

In respect of the audit assurance opinion given on Alderwood Leisure, the Head of Democracy and Community informed the Committee that action was taking place, with some considerable progress having been made, on many of the issues raised in the audit. He had recommended that a follow-up audit should be carried out on Alderwood Leisure.

During discussion, Members raised questions regarding: the use of the facilities at Alderwood Leisure; pressure on staffing resources within Internal Audit; use of staffing resources from Wokingham Borough Council; the need to build in resilience within the Council's staffing resource; and, the effect of home working on delivering projects and targets.

RESOLVED: That the Audit Manager's Report No. AUD2101 be noted.

24. **STATEMENT OF ACCOUNTS 2019/20 - UPDATE**

The Committee received the Executive Head of Finance's Report No. FIN2102, which gave an update on audit progress for the Council's Statement of Accounts for 2019/20 and provision of the audit opinion since the meeting on 23rd November 2020.

Members were reminded that, as reported to the meeting on 23rd November 2020, the Council's external auditor opinion was not due to be received until after the statutory deadline, with a commitment to work towards an opinion being available for this meeting. The Committee was advised that there were 265 public bodies that had not received an auditor opinion by 30th November, 2020, which equated to around 55%. This figure had been 43% in 2018/19.

The Report advised that officers and Ernst and Young had worked through a number of audit issues since November with a number of audit areas completed. However, there remained a number of outstanding queries in relation to asset valuations which needed to be resolved before an opinion could be given. It was likely that the Council would need to respond to Ernst and Young on any valuation differences and whether these gave rise to an adjustment to the financial statements. Members were also informed that the Council would also have to provide Ernst and Young with an updated impact on the Council's finances from Covid-19 and any Post Balance Sheet Event given the ongoing risk Covid-19 posed to the Council's financial standing. It was noted that, in order to complete the accounts and audit opinion process, the Statement of Accounts would need to include a detailed Disclosure Note that addressed going concern. A Disclosure Note would be drafted with an updated forward projection of the Council's reserves and balances and a projection of the Council's cashflow and liquidity for the next 12-18 months as well as a forward projection of reserve deployment over the Medium Term Financial Strategy period.

The Committee was advised that, at a meeting with Ernst and Young on 14th January 2021, it had been agreed that the current audit work would be paused until mid-February. This would allow the Finance Team to complete work on the 2021/22 budget setting process unencumbered by other work pressures. The audit would be reconvened in mid-February with the intention to have a scaled-up audit resource to allow the completion of the audit process to be achieved in advance of the next meeting of the Committee on 29th March 2021. Members were reassured that the additional time take was not due to errors, omissions or matters concerning the quality of the final accounts.

RESOLVED: That the Executive Head of Finance's Report No. FIN2102 be noted.

25. **TREASURY MANAGEMENT AND NON-TREASURY INVESTMENT OPERATIONS 2020/21**

The Committee received the Executive Head of Finance's Report No. FIN2033, which set out the main activities of the Treasury Management and non-Treasury Investment Operations during the first half of 2020/21. The report was a statutory requirement under the CIPFA Code of Practice on Treasury Management.

It was noted that the Council's treasury team continued to concentrate on the security of investments with due regard for the returns available. Increased levels of borrowing meant that the treasury team continually reviewed the borrowing strategy, weighing up interest rate levels and risk of refinancing. During the 2020/21 financial year, short-term interest rate levels had decreased and were forecast to remain low. However, borrowing levels had increased, which raised the refinancing risk. All treasury management decisions were taken with due regard to refinancing risk.

The Committee was advised that total borrowing at 30th September 2020 was £87.0 million, which represented a decrease of £3.0 million from the 2019/20 year-end position. Year-end borrowing was forecast to be £116.7 million below estimated levels due to the timing of investment property purchases. The lower level of borrowing and lower interest rates had resulted in forecast interest cost of borrowing reducing by £0.5 million. The Council was forecast to have non-treasury investments risk exposure of £1.32 million, of which £91.6 million was funded via external loans. The return of non-treasury investments was forecast to be below estimated return for 2020/21 due to the deferral of interest on the Farnborough International Loan until 2026.

During discussion, questions were raised regarding: where the Council stood in relation to other authorities within the Arlingclose portfolio in respect of capital appreciation; the forecast proportion of gross service expenditure funded by investment activity; and, the market commentary provided by the Council's treasury management advisors (Arlingclose). The Executive Head of Finance undertook to contact Members of the Committee by email on the issues raised.

RESOLVED: That the Executive Head of Finance's Report No. FIN2033 be noted.

26. **TREASURY MANAGEMENT STRATEGY 2021/22 - UPDATE**

The Committee received the Executive Head of Finance's Report No. FIN2103, which advised Members of the anticipated changes to be made to the Council's Annual Treasury Management Strategy and Annual Non-Treasury Investment Strategy for 2021/22 taking into account the current economic outlook, the impact from Covid-19 and the Council's budget and medium term financial forecasts.

The Committee was advised that the significant changes to the Treasury Management Strategy would be due to the revised Public Works Loan Board Lending Terms. The new lending terms had taken effect for all Public Works Loan Board loans from 26th November 2020. The lending terms were more restrictive and would require the Council to review its capital expenditure and financing plans. However, the Government would, as a result of the reforms, lower the interest rate of Public Works Loan Board lending by 100bps (1.00%) for all new loans arranged from 26th November 2020 that had been announced by the Government in the Spending Review on 25th November 2020. The new lending terms reflected the Government's view that local authorities should not undertake capital expenditure on investments assets that would be held primarily for yield. The lending terms set out four broad areas of activity that would be supported: service spending; housing; regeneration projects; and, preventative action.

It was noted that, as a result of these changes, the Capital Strategy, Capital Programme and the Treasury Management Strategy and Annual Non-Treasury Investment Strategy would be amended to explicitly remove any capital expenditure activity that was not compliant with the new lending terms.

The Committee was also advised that the Strategy would also be amended to reflect updated forecasts for investment income (from Pooled Funds in particular), borrowing requirement and other prudential indicators. The Strategy would also need to revise the Borrowing Strategy in the light of interest rate forecasts and the changes to the Public Works Loan Board Lending Terms.

The Treasury Management Strategy would be considered by the Cabinet and Council in February 2021. However, it was likely that the Strategy would require significant updates during the 2021/22 financial year given the decisions that were likely to come forward on the Union Street and Civic Quarter regeneration schemes. Given the scale and complexity of these regeneration schemes, they would not be included in the Capital Programme and would be brought forward to the Cabinet and Council in due course upon completion of the due diligence work.

RESOLVED: That the Executive Head of Finance's Report No. FIN2103 be noted.

27. **APPOINTMENTS TO OUTSIDE BODIES**

RESOLVED: That the appointment of Cllr Marina Munro (Portfolio Holder for Planning and Economy) to a vacancy on the Police and Crime Commissioner Panel Hampshire Gypsy and Traveller Community Support Panel for the remainder of the 2020/21 Municipal Year be noted.

The meeting closed at 8.32 pm.

CLLR S.J. MASTERSON (CHAIRMAN)
