

# RUSHMOOR BOROUGH COUNCIL RECORD OF EXECUTIVE DECISION



## Decision taken by an officer in consultation with a Cabinet member

### DECISION MAKER *(Name and designation)*

Tim Mills, Head of Property and Growth (in consultation with Cllr Keith Dibble, Portfolio Holder for Housing and Planning)

### DECISION AND THE REASON(S) FOR IT

On 15<sup>th</sup> October 2024, the Cabinet agreed to reconsult on the revised appraisal and management plan for Aldershot West Conservation Area, and delegate authority to the Executive Head of Property and Growth (in consultation with the Portfolio Holder) to make any necessary final amendments to the appraisal and management plan that are not substantive in the light of consultee comments received before it is finally adopted.

A six-week consultation was held between the 17<sup>th</sup> December 2024 and 11<sup>th</sup> February 2025. There were no substantive comments received.

The Council received five responses to the consultation. The comments received are attached. No objections were received to the proposed extension of the conservation area and no amendments were required in light of the consultee comments received.

Therefore, this decision approves the adoption of the Aldershot West Conservation Area Appraisal and Management Plan (CAAMP).

### DATE DECISION TAKEN

9<sup>th</sup> June 2025

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

*(Those examined by officers and generated by consultation, etc)*

To not adopt the Aldershot West CAAMP. This would not meet our legal obligations to review the Borough's conservations areas.

### ANY CONFLICTS OF INTERESTS DECLARED

*(conflict of interests of any executive member who is consulted by the officer which relates to the decision. A note of dispensation should be attached).*

N/A

Signed

A black rectangular box redacting the signature of Tim Mills.

**Tim Mills**

(Decision maker)

**Designation:** Head of Property and Growth



In consultation with Keith Dibble

**Designation:** Portfolio Holder for Housing and Planning

## **Guidance notes for using this form**

### **Recording executive decisions**

New regulations<sup>1</sup> came into effect on 10 September 2012, under which Council officers and Cabinet members are required to record every decision they take which is connected to the discharge of a function which is the responsibility of the Executive (Cabinet). This applies whether the decision is taken by an officer or an individual Cabinet member. This record must be published on the Council's website.

### **Which executive decisions must be recorded?**

The regulations state that any decision connected to the discharge of a function, which is the responsibility of the Cabinet, must be recorded and published. However, at Rushmoor we are restricting the recording requirement to those decisions that are 'closely' (rather than remotely) connected with the discharge of a function of the Cabinet. For guidance, this includes any decision that is either:

- A 'key decision'; or
- Delegated to an officer(s)/Cabinet member at a Cabinet meeting; or
- Delegated to an officer in consultation with a Cabinet member (within the scheme of delegation or authorised at Cabinet); or
- Any executive decision, whether or not it is in the Cabinet Scheme of Delegation, where there is a reasonable expectation of public interest in the matter being decided because it may have an impact on a community living or working in Rushmoor; or
- The subject of urgent action outside the Scheme of Delegation

Decisions which are administrative in nature – for example, purchasing low value items or are otherwise minor or routine, need not be recorded.

In addition, some decisions would be considered exempt from publication because, for example, they affect particular individuals rather than the public in general or concern the business affairs of any person (including the Council) where the information could be claimed to be commercially sensitive.

### **What are key decisions?**

Key decisions are not usually taken by individual Cabinet members or officers, unless specifically delegated by the Cabinet.

A key decision is one which is likely to:

- result in the Council incurring expenditure or making savings which are significant in as much as they will have a material effect on the level of Council tax or balances or contingencies in relation to the Council's overall budget; or

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<sup>1</sup> The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

## Aldershot West Conservation Area Appraisal and Management Plan

Summary of Comments Received and the Council's Response (December 2024-January 2025 Consultation)

Respondent	Comments
James Taylor, Basingstoke Canal	Thank you for consulting us about the Aldershot West conservation area. This does not cover, nor is it near the Basingstoke Canal, and therefore we have no observations.
Mark Herbert, Farnborough Airport	Farnborough Airport has no concerns to raise in relation to the consultation.
Rachel Fletcher, Historic England	<p>Thank you for consulting Historic England on the revised draft Conservation Area Appraisal and Management Plan for Aldershot West conservation area.</p> <p>We continue to welcome and support this document and have no further comments to add.</p>
Sharon Jenkins, Natural England	<p>Thank you for your consultation request dated and received by Natural England on 17 December 2024.</p> <p>Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced and managed for the benefit of present and future generations, thereby contributing to sustainable development.</p> <p>Natural England does not consider that this draft Aldershot West Conservation Appraisal and Management Plan poses any likely risk of opportunity in relation to our statutory purpose and so does not wish to comment on this consultation.</p> <p>The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish to make comments that might help the local planning authority (LPA) to fully take account of any environmental risks and opportunities relating to this document.</p> <p>If you disagree with our assessment of this proposal as low risk, or should the proposal be amended in a way which significantly affects its impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again.</p>
Chris Bagust	I am in favour of the proposed changes. The additions will help preserve the history and heritage of the town.