



RUSHMOOR BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

*at the Council Offices, Farnborough on
Thursday, 16th June, 2022 at 7.00 pm*

To:

Cllr M.D. Smith (Chairman)

Cllr Gaynor Austin
Cllr Mrs. D.B. Bedford
Cllr K. Dibble
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Sophie Porter
Cllr A. Adeola
Cllr Prabesh KC
Cllr Marina Munro
Cllr S. Trussler

Standing Deputy

Cllr Jib Belbase
Cllr Nadia Martin

Enquiries regarding this agenda should be referred to the Administrator, Adele Taylor, Democracy and Community, Tel. (01252) 398831, Email. adele.taylor@rushmoor.gov.uk.

A G E N D A

1. APPOINTMENT OF VICE-CHAIRMEN –

To appoint the Vice-Chairmen of the Committee for the 2022/23 Municipal Year.

2. MINUTES OF THE PREVIOUS MEETING – (Pages 1 - 6)

To confirm the Minutes of the Meeting held on 7th April, 2022 (copy attached).

3. APPOINTMENTS 2022/23 –

To consider the setting up of Task and Finish Groups for the 2022/23 Municipal Year and where appropriate appoint Members:

- Overview and Scrutiny Progress Group – the proposed representation for the 2022/23 Municipal Year is the Chairman (Cllr. M.D. Smith), the two Vice-Chairman and a Standing Deputy from each group.
- Council Tax Support - the representatives for the 2021/22 Municipal Year were:

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Mrs D.B. Bedford
Conservative Group	Cllr J.B. Canty Cllr L. Jeffers
Labour Group	Cllr Christine Guinness Cllr M.J. Roberts

- Educational Improvement - the representatives for the 2020/21 Municipal Year were:

Chairman	Cllr M.D. Smith
Vice-Chairmen	Cllr Mrs D.B. Bedford Cllr S.J. Masterson
Conservative Group	Cllr M.S. Choudhary
Labour Group	Cllr Gaynor Austin Cllr Nadia Martin

- Review of Registered Providers – the representatives for the 2020/21 Municipal Year were:

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Mrs D.B. Bedford
Conservative Group	Cllr R.M. Cooper Cllr Nem Thapa
Labour Group	Cllr T.D. Bridgeman Cllr K. Dibble

A report on nominations will be made at the meeting.

4. **CABINET CHAMPIONS - ROLE AND PRIORITIES 2022/23 –**

At the last meeting the Committee requested that for 2022/23 a report should be provided that the start of the Municipal Year that sets out the priorities for Cabinet Champions for the year. The appointments for 2022/23 are:

- Armed Forces Champion – Cllr Nem Thapa
- Climate Change Champion – Cllr Steve Masterson
- Equalities Champion – Cllr Mara Makunura

The three Cabinet Champions have been invited to the meeting to explain the priorities for the 2022/23 Municipal Year.

5. **COUNCIL BUSINESS PLAN - PERFORMANCE MONITORING –**

The Assistant Chief Executive will report on progress made in delivering the priorities contained in the Council's Business Plan for the 4th quarter in 2022 and progress made during 2021/22 as a whole. Report No. ACE2203 submitted to the Cabinet on 7th June, 2022 can be found [here](#).

6. **WORK PLAN – (Pages 7 - 12)**

To consider the Work Plan for the 2022/23 Municipal Year (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Committee Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Committee Administrator fifteen working days prior to the meeting.

This page is intentionally left blank

OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Thursday, 7th April, 2022 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr S.J. Masterson (Vice-Chairman)

Cllr Gaynor Austin
Cllr Jib Belbase
Cllr M.S. Choudhary
Cllr R.M. Cooper
Cllr K. Dibble
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Nem Thapa

26. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting held on 17th February, 2022 were **AGREED** as a correct record.

27. REGISTERED PROVIDERS TASK AND FINISH GROUP - ANNUAL REPORT 2021/22

Cllr Mrs D.B. Bedford, Chairman of the Registered Providers Task and Finish Group and Ms Zoe Paine, Strategy and Enabling Manager, introduced Report No. EPSH2211 on the work of the Group during 2021/22.

Cllr Bedford, advised that no major problems had been identified with the three Registered Providers (RP) that had been scrutinised during the year; VIVID, Stonewater and Metropolitan Thames Valley. However, site visits continued to be restricted due to the pandemic and the Group had had to put trust in the views of the RPs, Officers and residents. It was also noted that, when issues did arise or complaints were made by residents, they were generally dealt with quickly.

In addition to the programmed reviews, it was noted that a number of issues had arisen with A2 Dominion during the year and the Group had requested a meeting with them before the end of April, 2022 to address the issues.

A request was made to review the option of site visits moving into the 2022/23 Municipal Year and to consider the option of drop in visits. It was also noted that Members should be encouraged to feed any issues from residents raised with them directly into the Group.

Ms Paine, commented on the direct access reporting system for councillors, which gave councillors the option to report issues directly on behalf of their residents. This system was now available with both VIVID and Metropolitan Thames Valley. The contact details would be circulated to all Members.

The Committee **ENDORSED** the work of the Registered Providers Task and Finish Group during 2021/22 and **APPROVED** the preparation of a programme of reviews for the 2022/23 Municipal Year.

The Chairman thanked Cllr Bedford and Ms Paine for their report.

28. **CABINET CHAMPIONS**

The Committee welcomed the three Cabinet Champions, Cllr Abul Chowdhury (Equalities and Diversity Champion), Cllr Jacqui Vosper (Armed Forces Champion) and Cllr Mara Makunura (Health and Wellbeing Champion) who had been invited to give reports on their work during the 2021/22 Municipal Year.

(1) Equalities and Diversity Champion – Cllr Chowdhury gave an overview of some of the work he had been carrying out during the year, to help build relations with the Borough's diverse communities, increase access to services and instil trust.

- A range of meetings with different community groups had been undertaken to hear their stories and experiences about living locally and accessing local services. Groups represented were from the Nepalese, Fijian, the Cameroon, Pakistani, Bangladeshi and Muslim communities and several local church groups representing other BAME communities.
- Issues identified at these meetings were generally around funding and grant assistance to carry out activities within the different communities, Cllr Chowdhury had been able to signpost groups to funding and grant schemes through the Council's networks.
- More complex issues had also emerged for some individuals within these diverse communities, including suitable housing – large enough properties to house large families and understanding of the English language to access services digitally. Cllr Chowdhury reported that he had frequently been called on to assist members of the communities with day to day tasks relating to language or digital access and was in discussion with Officers on how the community could be supported more with these issues.
- It was also noted that several cases of discrimination had been reported during the Municipal Year via the Champion and, with Officer support, those affected had been guided and supported.

(2) Armed Forces Champion – Cllr Vosper reported on the activities carried out as part of her role:

- It was noted that the Armed Forces Act had received Royal Assent which enshrined the Armed Forces Covenant in law. Cllr Vosper had been involved in the development of the provisions contained in the Act through her work in the All Party Armed Forces Covenant Legislation Parliamentary Group.
- A review was underway of the structure and working arrangements of the North Hampshire Covenant Partnership. It was felt that a conference could be held 1-2 times a year which would be attended by a range of stakeholders within the military and civilian communities.
- Through the response to the pandemic, joint working between the Military, Council and NHS had enabled improved engagement with service personnel and their dependents.
- It was reported that the Veterans' Hubs in both Aldershot and Farnborough had recently reopened. Through working with the Veteran's Hub in Camberley lessons had been learnt to help improve attendance and identify activities to be carried out locally. Cllr Vosper advised that veterans were often difficult to locate as they didn't want to be found. Work was underway to identify service personnel coming up to retirement/leaving the armed forces to allow for early engagement.
- The Garrison Community Hub had recently been refurbished, the idea for the hub was to become a centre for local civilian and military communities to come together.
- Cllr Vosper reported on the school examination achievements of military children. It was noted that, at secondary school, achievement levels were in line with children from non-military backgrounds, with the exception of GCSE English grades, which were lower and at A-level, grades dropped by 10-15% overall. It was also noted that military children attending state schools were less likely to go on to university than their non-military counterparts. Cllr Vosper felt that these statistics should be better understood.

The Committee were also advised of an initiative to introduce "Pupil Passports" for military children which would detail their education to assist when moving between schools.

- Cllr Vosper had attended a number of events during the year, these included:
 - The Cameroon Festival
 - The Bula Festival
 - Remembrance Sunday events
 - The Community Carol Services – an event organised jointly between the Council and the Garrison
 - The 50th Anniversary on the IRA bombing of the Officers' Mess in Aldershot

(3) Health and Wellbeing Champion – Cllr Makunura advised on the focus of her role:

- A range of initiatives had been worked on, in conjunction with Council Officers and key organisations such as Citizens' Advice and Rushmoor Voluntary Services. These included:
 - Health and wellbeing signposting
 - The Grub Hub
 - Increased physical activity
 - Community gardens and Men's Shed
- Cllr Makunura reported on the work undertaken to establish the Rushmoor Accessibility Access Group. Working with key community groups, the Group had been established to raise the profile and awareness of access and inclusion. The Group's aim would be to represent the views of people with disabilities and accessibility issues in order to provide support and advice on key work areas such as planning, and regeneration. Cllr Makunura had been keen to develop the work of the Group further to deliver improvements for people with disabilities. A number of initiatives had been identified for 2022/23, should the role continue, these were:
 - Accessibility at polling stations
 - Increased interaction and communication about access issues with local organisations and businesses
 - Improved local environment to ensure equal access for all
- In response to the pandemic, joint working with the NHS and local Primary Care Networks had enabled improved engagement and partnership working.
- A number of events have been held throughout the year, these included:
 - Delivery of the Heritage Trails and promotion of community walks
 - The "We Can Do It" campaign to promote physical activity
 - Wellness walks to encourage social interaction and reduce loneliness
- Forthcoming activities included The Garrison Community Health Fair on 26th May, 2022 and a project within schools to help address mental health issues supported by B&Q

The Committee discussed the activities of the Champions and a number of suggestions were made, including:

- Consideration be given to attendance at the first meeting of the Committee in the new Municipal Year, to outline plans for the forthcoming year to assist Members to measure effectiveness of the roles and set performance - these would then be reviewed at the last meeting of the Municipal Year
- Consideration be given to change the name to "Council Champion"
- More liaison between Champions and Shadow Champions
- Greater communication with all Members on the work being undertaken, in particular with Ward Members when work impacted their Ward

In response to a query regard the Rushmoor Accessibility Access Group it was agreed that elected Members be given the opportunity to attend and raise awareness of the Group. It was noted that the Head of Economy, Planning and Strategic Housing had also been approached to add the Group to the list of consultees for planning matters.

The Chairman thanked the Cabinet Champions for their reports And it was agreed that the arrangements would be discussed at the next meeting of the Progress Group.

29. CLIMATE CHANGE ACTION PLAN

The Committee received a presentation from Andrew Colver, Head of Democracy and Community, on progress with the Climate Change Action Plan and proposals for the future.

The Committee was apprised of the background to the work on the Climate Change Emergency declared in 2019, and the philosophy and development of the Strategy Statement and Action Plan. It was noted that, the Action Plan was currently being reviewed in view of the Council's Carbon Footprint findings and new Government policies. The process being undertaken to carry out the review had been to establish a programme of projects that were then assessed by assessing: projects versus business as usual, ranking into achievable deliverables and impacts, assigning projects against budget/resource and prioritising top actions by service. It was also advised that the Climate Change Action Plan would be closely aligned with the emerging Green Infrastructure Plan currently being developed.

The Action Plan highlighted five priority areas with 90 actions spread over three different time frames (2020/21, 2021/22 and 2023 onwards). The priorities included, energy performance, community engagement, planning and delivery of adaptation and mitigation measures in regeneration projects, introduction of a food waste service and waste minimalisation scheme and, supporting the Council's new ways of working project.

The Committee was advised on actions that had been delivered to date, these included:

- Development of a climate change funding stream database
- Provisions within the Procurement Strategy established to ensure sustainable and ethical procurement
- Introduction of food waste scheme
- Participation in schemes such as the iChoser solar panel scheme and the LAD2 funding scheme
- Webpage update
- Schools outreach – Eco Schools and young people competition
- Southwood tree planting and edible hedgerow planting on the Blackwater Valley Path
- Membership of the Sustainable Business Network
- Joint working with Hart District Council

The Committee reviewed the reserve fund spend to date and it was noted that currently about half of the fund had been allocated. It was noted that a Climate Change apprentice had been employed within the Democracy and Community Team and this role had been funded through the reserve fund. Other spend to note was the work within schools and pump priming resources for EV Infrastructure projects.

The Committee noted that Rushmoor was to join an EV Charging Infrastructure trial with Hampshire County Council. The scheme was currently operating in Winchester and Eastleigh and the trial covered both on street and car park EV charging points. It was hoped that the trial would commence in Rushmoor later in the year.

A number of green events were scheduled to take place in the coming months, this included a Tour de Moon event in June, which was an initiative aimed at young people and consisted of a convoy of electric vehicles and floats housing, amongst others, a pop up cinema and recording studio. A sustainability fair and big green week were also planned for September, 2022.

In response to a query regarding the “on hold” and “removed” items that had been identified in the Action Plan, it was advised that officers had gone through a process of identifying projects within the programme that were resource intensive and/or had a low impact, the main focus for projects were ones that achieved the greatest carbon emission reduction. Details of the identified projects would be shared and discussed with the Climate Change Working Group, in the first instance.

The Chairman thanked Mr Colver for his presentation and it was agreed that the Progress Group should consider any specific areas in the Climate Change Action Plan for further scrutiny.

30. **WORK PLAN**

The current Work Plan was **NOTED**.

The Committee thanked the Chairman for the opportunity to scrutinise a wide range of issues during the year and the way the meetings had been handled.

As this was the last meeting of the Municipal Year it was also noted that the Annual Report would be drafted and shared with the Chairman in advance of the Council Meeting on 28th April, 2022.

The meeting closed at 9.28 pm.

CLLR M.D. SMITH (CHAIRMAN)

OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN

The purpose of the work plan is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Overview and Scrutiny Committee. It will be updated regularly and presented to each meeting of the Committee. It will include issues that are currently being actioned as well as those that will be subject to future work.

The Committees Terms of Reference are as follows:

- to perform all overview and scrutiny functions on behalf of the Council;
- to appoint such formal sub-committees and informal task and finish groups as it considers necessary to assist it in discharging its functions;
- to prepare and approve the overview and scrutiny work programme so as to ensure that the Committee's time is effectively and efficiently utilised;
- to undertake investigations into such matters relating to the Council's functions and powers as:
 - (1) may be referred by the Council, Committees, the Cabinet, or the Leader; or
 - (2) the Committee may consider appropriate; or
 - (3) have been referred to the Committee pursuant to the "call-in" procedure set out in the Overview and Scrutiny Procedure Rules in Part 4 of this Constitution. (These can be decisions taken by the Cabinet, a Cabinet Member, key decisions taken by an officer or under joint arrangements).
- to monitor and review the performance of the Council and services against relevant performance indicators and adopted plans;

- to review and/or scrutinise decisions proposed to be made (pre-decision scrutiny) or actions taken in connection with the discharge of any of the Council's functions;
- to review existing policy and strategy with a view to securing continuous improvement in the way in which the Council's functions are exercised, having regard to a combination of economy, efficiency and effectiveness;
- to make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of any functions;
- to review and/or scrutinise any matter affecting the area or its inhabitants;
- to discuss initiatives put forward for consideration by individual members of the Committee and any relevant 'call-for-action' in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution; and
- to consider petitions referred to the Overview and Scrutiny Committee in accordance with provisions set out in the Petition Scheme set out in Part 4 of this Constitution.

(A) ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE TASK AND FINISH GROUPS

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
To monitor the performance and activities of Registered Providers working in the Borough.	Task and Finish Group established consisting of:	2022/23		
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of:	2022/23		
Educational Improvement	A Task and Finish Group has been set up consisting of:	2022/23		

(B) OTHER ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE

ISSUE	TIMETABLE	CURRENT WORK	STATUS
Safer North Hampshire and Policing Matters	2022/23	A further review will be undertaken in 2022/23	
Food Waste Service – Communications and Education Plan	2022/23	An update briefing note will be circulated in Spring/Summer 2022.	
Supporting Communities	2022/23	An update on the Strategy and Action Plan would be provided in December 2022	
Primary Care Networks	2022/23	The PCNs would be invited back to a future meeting.	

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2022- March 2023

DATE		ITEMS
16th June 2022		<ul style="list-style-type: none"> • Cabinet Champions • Performance Monitoring
21 st July 2022		<ul style="list-style-type: none"> •
15 th September 2022		<ul style="list-style-type: none"> •
20 th October 2022		<ul style="list-style-type: none"> •
1 st December 2022		<ul style="list-style-type: none"> •
9 th February 2023		<ul style="list-style-type: none"> •
30 th March 2023		<ul style="list-style-type: none"> •
Potential Future Items for Committee		<ul style="list-style-type: none"> • <i>Supporting Communities Strategy and Action Plan – update – December 2022</i> • <i>Property Services – Autumn 2022</i> • <i>Regeneration</i> • <i>Business Plan</i> • <i>Car Boots</i>

OVERVIEW AND SCRUTINY COMMITTEE

Progress Meetings 2022/23

(Circulate the Cabinet Forward Plan, the Committee Work Plan and notes of the previous Committee meeting to each meeting of the Progress Group)

DATE		ITEM	NOTES
7 or 11 July 2022			
3 August 2022			
29 September 2022			
3 November 2022			
2 March 2023			
Items for Future Progress Meetings			