

# Public Document Pack



## RUSHMOOR BOROUGH COUNCIL

### POLICY AND PROJECT ADVISORY BOARD

*To be held at the Princes Hall, Aldershot on  
Tuesday, 31st January, 2023 at 7.00 pm*

**To:**

Cllr Marina Munro (Chairman)  
Cllr Jessica Auton (Vice-Chairman)  
Cllr P.I.C. Crerar (Vice-Chairman)

Cllr Jib Belbase  
Cllr C.W. Card  
Cllr M.S. Choudhary  
Cllr Jules Crossley  
Cllr Michael Hope  
Cllr Peace Essien Igodifo  
Cllr M.J. Roberts  
Cllr Jacqui Vosper

**Standing Deputies:**

Cllr P.J. Cullum  
Cllr Christine Guinness  
Cllr T.W.Mitchell

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

# **A G E N D A**

1. **MINUTES –** (Pages 1 - 4)

To confirm the Minutes of the Meeting held on 23<sup>rd</sup> November, 2022 (copy attached).

2. **FRIMLEY INTEGRATED CARE SYSTEM –**

To receive a presentation on the Frimley Integrated Care System (ICS) - Creating Healthier Communities Strategy Refresh, from Karen Edwards, Executive Director and Emma Lamb, Community and Partnerships Manager. Representatives from NHS Frimley will also be in attendance.

A copy of the draft strategy can be found [here](#).

3. **WORK PLAN –** (Pages 5 - 10)

To discuss the Policy and Project Advisory Board Work Plan (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 Panel 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 Panel Administrator fifteen working days prior to the meeting.

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# POLICY AND PROJECT ADVISORY BOARD

Meeting held on Wednesday, 23rd November, 2022 at the Council Offices, Farnborough at 7.00 pm.

## Voting Members

Cllr Marina Munro (Chairman)  
Cllr Jessica Auton (Vice-Chairman)  
Cllr P.I.C. Crerar (Vice-Chairman)

Cllr Jib Belbase  
Cllr C.W. Card  
Cllr M.S. Choudhary  
Cllr Jules Crossley  
Cllr Michael Hope  
Cllr Peace Essien Igodifo  
Cllr M.J. Roberts

Apologies for absence were submitted on behalf of Cllr Jacqui Vosper.

## 17. MINUTES

The minutes of the meeting held on 21st September, 2022 were agreed as a correct record.

Ms Barker provided an update from Hampshire County Council (HCC) on the future approach to parking, which was discussed at the previous meeting. The updates were focussed on two of the issues raised by the Board, as follows:

- Detail from HCC on the strategy regarding on street parking post 31st March 2023 – it was noted that, HCC intended to provide a service as good, or better, than currently provided. Existing CEO numbers would be matched or exceeded, however, this may not be the case in the first two – three months as the service was brought up to speed. HCC would continue to work with the Council to understand and target hotspots that had caused issues in the past, e.g. Aldershot Park and the Lido. Local knowledge would be obtained quickly, with the CEO's (employed by NSL) operating out of an office in the Farnborough Library.
- Special access route for Members to the HCC Highways Team - Members would be able to report issues directly, via the Hampshire website/email address. The issues would be diverted to the CEO team operating in Rushmoor from the Farnborough Library. Alternatively, matters could be escalated directly with the County Councillor.

Members requested an update on the letter that had been discussed at the last meeting, which would raise the Board's concerns around the move back to HCC.

This would be picked up with David Phillips and an update provided at the next Progress Group meeting.

## 18. HOUSING AND HOMELESSNESS STRATEGY

The Board welcomed Tim Mills, Head of Economy, Planning and Strategic Housing who provided an update on the work around the Housing and Homelessness Strategy.

The purpose of the session had been to agree the objectives under the themes agreed at the meeting in July, 2022. There were three themes, each with a number of objectives supporting it, as set out below:

- **Theme 1** – increase the supply of good quality homes for all residents and prospective residents, for every stage of life
  - Ensure we have up to date housing needs information to inform housing priorities in the Borough
  - Implement plans and policies which encourage the delivery of a diverse range of housing types and tenures, and which support the local housing market
  - Work collaboratively with developers in the private and social sectors and other partner agencies to maximise a sustainable housing supply and overcome challenges
- **Theme 2** - Support residents to access affordable, well managed and maintained housing in the private and social sectors
  - Continue to focus resources on preventing homelessness
  - Re imagine the housing advice front line to increase accessibility by proactively communicating information and advice to residents in order to prevent them getting into crisis situations
  - Work collaboratively with partners in the private and social sector to ensure homes are well managed and maintained
- **Theme 3** – work proactively to improve the condition and energy efficiency of housing in the Borough
  - Focus staff resource on enforcing standards and housing conditions in the knowledge that good housing conditions usually means good thermal efficiency
  - Communicate effectively via digital platforms to residents and landlords about the support, advice and funding available to them to install energy efficiency measures in the existing older housing stock
  - Work with partner organisations to improve energy efficiency, reduce fuel poverty and seek to support businesses in carbon offsetting through carbon credits to RPs for retrofitting and thereby improve residents' health and wellbeing and reduce carbon emissions per dwelling

The Board discussed each theme and it's objectives and raised a number of comments, including:

- Ensure we are building the right type of houses
- Work with developers to ensure appropriate development for the Borough - through the pre application process in planning
- Interaction with the Local Plan – it was noted that the Housing Plan sat below the Local Plan and provided a broader vision for the Borough
- Ensure new builds are future proofed
- Promote sustainable/energy efficient methods at pre planning application stage

In response to a query regarding the Local Plan, it was suggested that the work would expect to commence in the Autumn of 2023 due to the current political climate, delays in Levelling Up and Regeneration Bill and likelihood of further potential changes by the Secretary of State. The cost of developing a Local Plan would be in the region of £200,000 - 300,000 and could take up to 3-4 years.

The following comments were made on the wording of the objectives in Theme 3, as follows:

- Theme 3/Objective 1- end after conditions
- Theme 3/Objective 2 – focus on digital platforms may prevent access for some, ensure rolled roll out across the board being aware of staff resource
- Theme 3/Objective 3 – incorporate innovation and creative – ensure broader vision

Mr Mills advised that any further work on the Strategy would be undertake with the Strategic Housing and Local Plan Group (SHLPG), of which Cllr Crerar was the Board’s representative. It was expected that there would be a further two meetings with the SHLPG before the Strategy was presented to the Cabinet in March 2023. Members of the Board should feed comments into the SHLPG via Cllr Crerar.

The Chairman thanked Mr Mills for his presentation.

## 19. **COUNCIL BUSINESS PLAN**

Rachel Barker provided an update on the current position with the Council Business Plan and reported on the findings from the recent residents survey.

Ms Barker, referred to Report No. ACE2007 which set out the current position with the development of the Council Plan and the results of the 2022 Residents Survey. The Board noted the shift towards outcome based budgeting and the impact this would have on the development of the Council Plan, alongside consideration of the outcomes from the 2022 Residents Survey. It was therefore recommended that, the refresh of the Council Plan be “paused” until the work, as set out above, had been completed. The intention would then be for the refresh to be undertaken in February 2023, however, this date would be reviewed as the work progressed. An update on the development of the Council Plan would be provided at the January 2023 meeting of the Board.

The Board **NOTED** the current position.

The Board discussed the 2022 Residents Survey. It was noted that 1058 responses had been received which provided an insight into what residents were thinking/feeling. The Board discussed how more people could be encouraged to engage in the survey, including door-to-door and a town centre presence.

The Board discussed the mental health and wellbeing aspect of the survey and it was noted that the data received would help in discussions regarding national funding, such as Levelling Up, as national data had shown a different picture for Rushmoor than was the feeling locally.

Moving forward it would be important to engage residents from different age groups and minority backgrounds, to achieve a more representative response. This could be achieved by alternating what data was requested in each survey.

It was noted that the report would be shared with our partners to inform local work/initiatives.

## 20. **WORK PLAN**

The Board noted the current Work Plan.

Items for the next meeting of the Board on 25th January, 2023, including the Council Plan, would be picked up at the next Progress Group meeting.

The meeting closed at 8.43 pm.

CLLR MARINA MUNRO (CHAIRMAN)

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## POLICY AND PROJECT ADVISORY BOARD WORK PLAN

The purpose of the work plan is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Policy and Project Advisory Board, incorporating policy development work carried out through working groups.

### (A) CURRENT WORKING GROUPS APPOINTED BY THE POLICY AND PROJECT ADVISORY BOARD

GROUP	MEMBERSHIP 2022/23	CURRENT POSITION	CONTACT
<b>Elections Group</b>	<p>Cllrs Peter Crerar (as Vice-Chair of PPAB), Sue Carter (Cabinet Member with responsibility for electoral issues) Peter Cullum (Chairman of Corporate Governance, Audit and Standards Committee) with Clls Calum Stewart, Keith Dibble, Clive Grattan and Thomas Mitchell</p> <p>Chairman: Cllr Calum Stewart</p>	<p>A meeting was held on 4th July 2022. The Group reflected on the process and outcomes from the 2022 election, were provided with an update on the Elections Bill and a report was also provided on the 2022 canvass.</p> <p>At the meeting on 27<sup>th</sup> September, 2022, the Group received an update on the Annual Canvass, the review of Polling Places and progress with the implementation of the Elections Act 2022. Arrangements for the 2023 elections were also reviewed.</p> <p>At its meeting on 9th January, 2023, the Group were updated on the annual Canvass, preparatory work for the 2023 election, the Parliamentary Boundary Review and the Elections Act 2022.</p> <p>The next meeting would take place on 20<sup>th</sup> March, 2023 following an All Member Seminar on the Elections Bill on 6<sup>th</sup> February, 2023.</p>	<p>Andrew Colver Consultant <a href="mailto:andrew.colver@rushmoor.gov.uk">andrew.colver@rushmoor.gov.uk</a></p> <p>Elections Team 01252 398824 <a href="mailto:elections@rushmoor.gov.uk">elections@rushmoor.gov.uk</a></p>

GROUP	MEMBERSHIP 2022/23	CURRENT POSITION	CONTACT
<b>Transformation Task and Finish Group</b>	<p>Cllrs Marina Munro (Chair of PPAB), J.B. Canty (as Cabinet Member with responsibility for this area of work), with Cllrs Ade Adeola, P.J. Cullum, Jules Crossley, Sophie Porter and Craig Card</p> <p>Chairman: Cllr Marina Munro</p>	<p>At the meeting on 19<sup>th</sup> October, the Group were provided with an update on the Transformation Programme, Service Transformation – Customer, Digital and Technology Strategy and the People Strategy. Governance and frequency of meetings was also discussed.</p> <p>A date for the next meeting would be agreed shortly.</p>	<p>Karen Edwards Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a></p>

**(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME**

ISSUE	DETAILS	CONTACT DETAILS
<b>PLACE</b>		
<b>Farnborough Town Centre Strategy</b>	An update was provided at the meeting on 8 <sup>th</sup> June which gave an over view of the draft strategy. Any further comments on the strategy document should be shared with Karen Edwards.	<p>Karen Edwards Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a></p>
<b>PEOPLE</b>		
<b>Asylum Process Consultation</b>	An Asylum Process consultation was currently underway with a closing date of 1 <sup>st</sup> July, 2022. Following the meeting on 8 <sup>th</sup> June, were the Board reviewed the consultation, Members were asked to forward any further comments to Rachel Barker by 24 <sup>th</sup> June, 2022 to be incorporated into the response.	<p>Rachel Barker Assistant Chief Executive <a href="mailto:rachel.barker@rushmoor.gov.uk">rachel.barker@rushmoor.gov.uk</a></p>



	<b>OTHER MATTERS</b>	
<b>UK Shared Prosperity Fund</b>	<p>At its meeting in June, an update was provided on the next steps following the allocation of £1 million of funding from central Government.</p> <p>A progress update was provided at the Board meeting in July, it was noted that the final draft of the investment plan would be ready by 22<sup>nd</sup> July to allow time for internal sign off before the 1<sup>st</sup> August deadline for submission.</p> <p>Further updates would be provided as appropriate.</p>	<p>Rachel Barker Assistant Chief Executive <a href="mailto:rachel.barker@rushmoor.gov.uk">rachel.barker@rushmoor.gov.uk</a></p>
<b>Housing and Homelessness Strategy</b>	<p>Updates were provided at the meeting in July and November, 2022.</p> <p>Following the November meeting, it was agreed that any further work to the Strategy would be undertaken with the Strategic Housing and Local Plan Group (SHLPG), of which Cllr Crerar was the Board's representative.</p>	<p>Zoe Paine Strategy and Enabling Officer <a href="mailto:zoe.paine@rushmoor.gov.uk">zoe.paine@rushmoor.gov.uk</a></p> <p>Tim Mills Head of Economy, Planning and Strategic Housing <a href="mailto:tim.mills@rushmoor.gov.uk">tim.mills@rushmoor.gov.uk</a></p>

## POLICY AND PROJECTS ADVISORY BOARD

### AGENDA PLANNING – 2022-2023

<b>8<sup>th</sup> June 2022</b>	<ul style="list-style-type: none"> <li>• Town Centre Strategy – Update</li> <li>• UK Shared Prosperity Fund</li> <li>• Asylum Process Consultation</li> </ul>
<b>28<sup>th</sup> June 2022</b>	<ul style="list-style-type: none"> <li>• Farnborough Town Centre Feedback Session – in private</li> </ul>
<b>13<sup>th</sup> July 2022</b>	<ul style="list-style-type: none"> <li>• UK Shared Prosperity Fund – RB</li> <li>• Scoping and refresh of the Housing and Homelessness Strategy - TM</li> <li>• Consultation on proposed changes to supported passenger transport services and the Concessionary Travel Scheme in Hampshire – TM</li> </ul>
<b>21<sup>st</sup> September 2022</b>	<ul style="list-style-type: none"> <li>• Council Business Plan – Refresh - RB</li> <li>• Future Parking Approach – DP</li> </ul>
<b>23<sup>rd</sup> November 2022</b>	<ul style="list-style-type: none"> <li>• Council Business Plan</li> <li>• Housing and Homelessness Strategy – Update</li> </ul>
<b>31<sup>st</sup> January 2023</b>	<ul style="list-style-type: none"> <li>• Frimley ICS Strategy – KE</li> </ul>
<b>15<sup>th</sup> March 2023</b>	
<b><i>Potential items to be considered</i></b>	<ul style="list-style-type: none"> <li>• <i>Procurement Strategy – June 2023</i></li> <li>• <i>Strategic Economic Framework – June 2023</i></li> <li>• <i>Communications Strategy</i></li> <li>• <i>Town Centre Regeneration</i></li> <li>• <i>Leisure Contract – 2023/24</i></li> <li>• <i>Customer and Digital Strategy</i></li> <li>• <i>Southwood Country Park – Longer Term Management Plan – 2023/24</i></li> <li>• <i>Section 215 Notices - JT</i></li> <li>• <i>Shared Services with Hart – All Member Briefing stage 1</i></li> </ul>

## PROGRESS GROUP MEETINGS

Membership: Cllrs Jess Auton (Vice-Chairman), P.I.C. Crerar (Vice-Chairman), Marina Munro (Chairman), Peace Essien-Igodifo, Jules Crossley, M.J. Roberts and Craig Card.

<b>13 June 2022</b>	Cost of Living Crisis	Referred to OSC, to be looked at by Council Tax Support Group to consider including in their Terms of Reference
	HCC - Review of Public Transport Consultation	Deadline 24 <sup>th</sup> July, 2022 – response to be considered
	Marmot Report	Use this report as evidence when appropriate
	Future Parking Approach	Consider the Council's approach following HCC decision to take back control of on-street parking
	Meeting Platform	Offer Hybrid option
	Section 215 Notices	TM to be asked to provide a steer
	Cabinet engagement	Engage informally with the Cabinet on the Board's Work Plan
<b>27<sup>th</sup> July 2022</b>	UKSPF	Feedback expected from Government in October 2022. Potential to establish a Working Group post October
	Housing and Homelessness Strategy	Next update winter 2022
	Concessionary Travel Scheme – Consultation	Wording strengthened, circulated to Members and dispatched
	September Meeting	Business Plan and Future Parking Approach
	Future meetings	Agreed to hold main Board meetings in person. Shared services with Hart to be considered later in the Autumn
	Section 215 Notices	Follow up with Tim Mills
	Regeneration Update	Follow up with Karen Edwards
<b>13<sup>th</sup> October 2022</b>	Strategic Economic Framework – TM/LMcQ	Approved in April 2022, three year framework with annual review scheduled – economic context ever changing. Includes action on community wealth building – how practical to put in place/what's feasible?
	Marmot Borough – Community wealth Bid – MR	Social value key area – brings in additional funding/resources, gives community opportunity to come forward with ideas
	Submitted Regional Asylum Plan: South	Government taken away consultation with local authorities on all matters. If/when update

	East Indicative Regional Asylum Plan – IH/RB	provided an all Member briefing will be provided
<b>25th January 2023</b>		
<b>1st March 2023</b>		
<b>28<sup>th</sup> March 2023</b>		