



RUSHMOOR BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

*at the Council Offices, Farnborough on
Thursday, 30th March, 2023 at 7.00 pm*

To:

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr K. Dibble (Vice-Chairman)

Cllr A. Adeola
Cllr Gaynor Austin
Cllr L. Jeffers
Cllr Prabesh KC
Cllr Mara Makunura
Cllr Marina Munro
Cllr Sophie Porter
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. **MINUTES OF THE PREVIOUS MEETING –** (Pages 1 - 6)

To confirm the Minutes of the Meeting held on 9th February, 2023 (copy attached).

2. **MANAGEMENT OF DAMP AND MOULD WITHIN THE LOCAL HOUSING SECTOR –**

To receive a presentation on the management of damp and mould in the local housing sector, to cover; a background to legislation and guidance; local processes for dealing with disrepair; local data on the current situation; and, recent Government consultation and the Council's response.

Cllr Maurice Sheehan, (Deputy Leader and Operational Services Portfolio Holder), James Duggin, (Executive Head of Operations), Suzannah Hellicar (Service Manager – Housing) and Hilary Smith (Private Sector Housing Manager) will be present at the meeting.

3. **CABINET CHAMPIONS –** (Pages 7 - 18)

To receive reports from the three Cabinet Champions on their work during the 2022/23 Municipal Year (copy attached). The Champions are as follows:

- Climate Change – Cllr Steve Masterson
- Armed Forces – Cllr Nem Thapa
- Equality and Diversity - Cllr Mara Makunura

Cllr Sue Carter, (Democracy, Strategy and Partnerships Portfolio Holder), Rachel Barker, (Assistant Chief Executive) and Jill Shuttleworth (Corporate Manager – Democracy) will join the meeting either online or in person.

4. **WORK PLAN –** (Pages 19 - 32)

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.

OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Thursday, 9th February, 2023 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr K. Dibble (Vice-Chairman)

Cllr Gaynor Austin
Cllr L. Jeffers
Cllr Marina Munro
Cllr Sophie Porter

Apologies for absence were submitted on behalf of Cllr A. Adeola, Cllr Prabesh KC, Cllr Mara Makunura and Cllr S. Trussler.

Cllr Jib Belbase attended the meeting as Standing Deputy.

23. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1st December, 2023 were agreed as a correct record.

The Chairman advised the Committee that Cllr Prabesh KC had been absent from three consecutive meetings of the Committee held on 20th October, 1st December 2022 and 9th February 2023. Under the Council's Constitution, Standing Order 4 (5) stated that 'if any Member shall be absent from three consecutive meetings of a committee, he or she shall cease to be a Member thereof, unless he or she shall in the opinion of the Committee show reasonable grounds for their absence.'

It was noted that the Chairman would contact Cllr KC to determine the reasons for his absence at these meetings and report back at the meeting to be held on 30th March, 2023.

24. FARNBOROUGH AIRPORT

The Committee welcomed, Simon Geere, Chief Executive, and Mark Sanderson, Group Corporate Responsibility Manager, at Farnborough Airport, Tim Mills, (Executive Head of Property and Growth) and Richard Ward, (Environment and Airport Monitoring Officer) who were in attendance to provide presentations on the environmental and economic impacts of Farnborough Airport. This followed the publication of the Economic Impact of Farnborough Airport Report produced by Lichfields. In Addition, Luke Bonnici, Associate Director – Economics, Lichfields, joined the meeting online.

Mr Mills provided a background to the Economic Impact Report. It was noted that the previous Report had been published in 2009 and had been commissioned to inform the Rushmoor Local Plan. The current Report had been commissioned jointly by the Council and Farnborough Airport to update the previous Report; calculate the Airport's actual economic impact, as observed in 2019 (pre-covid baseline); and, revise how the economic impact of the airport might change as it increased its Air Traffic Movements (ATMs) and reached its current 50,000 ATMs per annum planning limit.

It was noted that the Report had been split into sections, also including an introduction and executive summary, as set out below :

- Section 3 - An overview of Farnborough Airport, its facilities and operations, and other economic activities based there, which were considered in the economic assessment – key points
 - The Airport occupied 7% of the Boroughs land area
 - Operations were restricted by planning conditions
 - Key infrastructure included a 1800m runway, a state of the art control tower, modern terminal building and hangar space. Considerable investment in infrastructure and facilities on the site was also ongoing
 - Over 70 tenants co-occupied the space, including Gulfstream, Flight Safety International and Farnborough International
- Section 4 - Definition of business aviation and an overview of the role Farnborough Airport played within the sector – key points
 - Farnborough was the largest UK business aviation airport
 - Business aviation had shown more resilience than commercial aviation during the pandemic
 - Farnborough was one of five “red list” entry ports in the UK
- Section 5 - An overview of the policy context and socio-economic conditions in the area – key points
 - Policy context which influenced current operations and future growth included, Government Policy, Sub-Regional Policy and the Local Plan
 - Socio-Economic characteristics of the local economy included, a resilient and strong local economy, stable employment levels with low levels of unemployment and dominant service sector/knowledge based industries
- Section 6 - Examination of the economic impact of Farnborough Airport and consideration of how this had changed – key points
 - Total employment in Rushmoor, both direct and indirect, estimated to be in the region of 1,735 FTE jobs (3.5% of the Boroughs employment), an increase of 44.9% since 2009
 - Total economic contribution, at Borough level, estimated to be in the region of £151.8 million, as increase of 63.2% since 2009
 - Total fiscal contribution of £2.04 million in 2022/23 and capital investment of £55 million

- Section 7 - The economic impact associated growth in ATMs (up to 50,000 movements per annum) – key points
 - The study set out updated projections for FTE jobs and direct GVA, based upon the Airport reaching 50,000 ATMs. Jobs were estimated to be between 4,125 and 4,260 and direct GVA between £187.3 million and £193.7 million

- Section 8 - The Airport's catalytic and wider community and economic effects – key points
 - Catalytic effects related to the wider role of an airport in attracting investment and businesses to an area, where no direct economic linkages are quantifiable, but gain/competitive advantage, may be made from a location near an airport
 - Local opportunities related mainly to the Airshow, through local employment opportunities and supporting skills development

- Section 9 - The overall conclusions for the study
 - Farnborough Airport played a key role in supporting the vitality and resilience of the Borough's economy through both the direct and wider (i.e., supply chain and induced) effects of the Airport's activities (i.e., both on-Airport and off-Airport). In addition to benefits associated with the clustering effect around aviation, defence and related industries across the sub-region
 - The Airport's overall impact, as annual ATMs increased to 50,000, was now anticipated to be higher than the impact estimated in the 2009 Study. Overall, total employment was estimated to be between 37.4% and 43.2% higher than identified in the 2009 Study. In addition, the Airport's economic output (i.e. direct GVA) was expected to be between 53.2% and 57.5% higher than identified in the 2009 Study

The Committee discussed the Report and raised a number of queries, relating to;

- When would the ATMs reach 50,000 – it was noted that in 2019 they were 31,561 and by 2022 they were about 33,000. The Airport was not in a position to predict when the 50,000 would be reached
- Noise level monitoring – it was advised that there were currently two fixed noise level monitors at each end of the runway, with mobile units utilised in other locations. It was noted that overall complaint levels relating to noise, were considered to be low
- Hiring and increasing skills locally – It was noted that the Airport held Generation Aviation Careers Days, apprenticeship programmes (four per year) and were in liaison with Farnborough College of Technology regarding aviation specific educational courses.
- Relocation of aviation companies to Rushmoor – it was noted that when a company relocated some employees relocated with the company and others were employed locally

- Farnborough Airport Consultative Committee (FACC) – it was recognised that the Consultative Committee needed to improve engagement with the community
- Environmental Impacts – Farnborough Airport’s operations had been carbon neutral since 2018 and a role model in the industry. Current initiatives included solar, hydrogen, electric vehicles and green fuel

The Chairman thanked Mr Mills for his presentation and asked Mr Ward to provide his presentation on Air Quality.

Mr Ward advised that it was the Council’s responsibility to review and assess air quality. There were seven key pollutants, of which the main pollutant of concern in Rushmoor was nitrogen dioxide (NO₂) – emissions from traffic. Through the Section 106 Agreement, the Council monitored air quality in and around the Airport. It was advised that as part of the Local Air Quality Management (LAQM) scheme Rushmoor monitored 20 general sites, 13 sites in and around the Airport and six sites on the A331.

The Committee reviewed data on emissions which showed a decrease at all key sites in and around the Airport up to the start of the pandemic in early 2020. It was advised that emissions had risen slightly once ATMs had recommenced but were still considerably below the target levels. In addition, it was noted that the A331 site readings had dipped during the pandemic but were now, generally, back to pre-pandemic levels.

The Committee discussed the presentation and raised a number of queries, including:

- Particle PM_{10/2.5} – it was advised that the main contributors of PM_{10/2.5} particles was users/vehicles. The Airport was not considered to be a large contributor to PM_{10/2.5} particles
- Offsetting – it was advised that most of the Airport’s offsetting was carried out abroad
- Airport emissions – it was noted that most of the emissions from the Airport related to ground services
- Sustainable Aviation Fuel (SAF) – It was noted that the Airport used JetA1 biofuel

Following discussion, it was formally proposed that a Task and Finish Group should be set up to look closer at the economical and environmental impacts of the Airport on the Borough. It was suggested that this should be picked up at the next Progress Group meeting, at which a way forward could be determined.

The Chairman thanked Mr Ward for his presentation and asked Mr Geere and Mr Sanderson to make their presentation.

As a flagship employer in the Borough, it was noted that the Airport was committed to driving prosperity in the region, by doing so, Rushmoor had recorded a 6% increase in annual GDP growth compared to a national average of 1.8%. It was also noted that employment during the pandemic had remained resilient, resulting in no redundancies and all furloughed monies being paid back to the government. In

addition, continued investment in the Airport could result in more jobs and further growth.

It was noted that over the last 10 years the Farnborough Airport Community Environment Fund had awarded over £700k in grants to enhance community areas and facilities within a 5km radius of the Airport. Following a discussion, it was requested that the terms of reference for the fund should be reviewed, possibly to open the funding pot to all Wards in the Borough.

It was noted that a significant number of employees lived within a 10 mile radius of the Airport and in 2022 the Airport was certified with 'Great Place to Work' – the global authority on workplace culture. It was advised that, where possible, local recruitment was preferential and recently a former Farnborough Sixth Form student had been recruited as an apprentice; this tied into a commitment to attract and inspire talent from all backgrounds in the Borough.

It was noted that there was a dedicated sustainability team at the Airport who managed the impact of noise, air quality, carbon emissions, waste recycling, biodiversity and wildlife management through an ISO 14001 certified system. It was advised that in 2022, having measured the carbon footprint, the Airport had launched a Net Zero Roadmap to Net Zero by 2030 – the aim of which was to reduce emissions, within both direct and indirect control of the Airport, by 91% by 2030 or earlier. It was also noted that new ways to supply and create sustainable energy sources were being considered, from solar power to Sustainable Aviation Fuels (SAF). Following an emissions reduction pathway would enable the Airport to reduce a wider scope of emissions, which included aircraft movements up to 3,000 feet, by more than 40% by 2035 or sooner.

The Chairman thanked Mr Geere and Mr Sanderson for their presentation and for taking the time to come and talk to the Committee.

25. **WORK PLAN**

The Committee noted the current Work Plan and was advised that the next meeting, scheduled for 30th March, 2023 would include a presentation on the management of damp and mould in the Local Housing Sector and the annual reports of the Council's Cabinet Champions.

It was noted that a combined letter, from the Overview and Scrutiny Committee and the Policy and Project Advisory Board, had been sent to Hampshire County Council regarding a range of highways issues that had been raised by Members. An update would be provided at the next Progress Group.

The meeting closed at 9.31 pm.

CLLR M.D. SMITH (CHAIRMAN)

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REPORTS OF CABINET CHAMPIONS 2022/23 (1)**CLIMATE CHANGE CABINET CHAMPION 2022/23**

This Annual Report of the Cabinet Champion for Climate Change, Cllr Steve Masterson, provides an overview of the year which summarises the role and priorities, key activity achieved in 2022/23 and recommendations for 2023/24.

1. Background

- 1.1 The Overview and Scrutiny Committee meeting on 16 June 2022 considered the priorities for the Climate Change Cabinet Champion in 2022/23. These are attached at Annex A.
- 1.2 At this meeting, I spoke of the need to be realistic and not to over-promise and under-deliver and the focus of my year as Cabinet Champion for Climate Change has been to set the foundations so that the Council has achievable aims and goals in place for the future so that the target of being carbon neutral by 2030 can be achieved.
- 1.3 This report sets out the work of the Climate Change Cabinet Champion over 2022/23 in taking forward the activities and priorities listed at Annex A. It also provides updates on a range of other activities that have taken place over the last 12 months to progress actions in line with the Council's Climate Change Action Plan and strategy.
- 1.4 All activity outlined in this report has been delivered in close partnership with the Shadow Champion for Climate Change, Cllr Jules Crossley and I would like to thank her for her support over the last year.

2. Key activities**Climate Change Working Group**

- 2.1 A key role for the Climate Change Cabinet Champion has been to Chair the Climate Change Working Group and work with Officers to establish a work programme for the group. The Working Group has met three times in 2022/23 with meetings in August, October and December and with a further meeting planned for April 2023. The Working Group has been fortunate enough to hear from a number of external speakers including Rushmoor Voluntary Services, Vivid Housing and Hampshire County Council are due to present on their Hampshire 2050 strategy at the April 2023 Working Group meeting. These external presentations have allowed for the Council to align its plans with those of key stakeholders who have a significant role to play in reducing emissions across Rushmoor.

Measuring progress against targets

- 2.2 In addition to receiving presentations from external stakeholders, the Working Group has also played a role in overseeing work associated with measuring the Council's carbon footprint, building upon the work that was undertaken to measure the Council's 2019/20 carbon footprint. This work will conclude shortly and will be reported to the next Climate Change Working Group. Working with the Shadow Champion, I have received briefings from officers about how the footprint is calculated and I am pleased to report that the approach taken will give the Council a baseline from which to measure future progress in the year's to come. The detail of the 2020/21 carbon footprint will be presented to Cabinet in June 2023 alongside a refreshed Climate Change Strategy and Action Plan.

Climate Change Strategy and Action Plan

- 2.3 The development of the Council's Climate Change Action Plan was listed as a key role for the Cabinet Champion. Over the course of this year, detailed work has been undertaken to review progress against each of the actions listed in the Climate Change Action Plan which was agreed by Cabinet in November 2020. Strong progress has been made against a number of these actions with notable successes including the roll out of the food waste collection, the launch of the Repair Café and working with local schools on climate change projects, . On the latter, I am pleased to report that the schools project will continue in 2023, with four local schools participating in this project (up from two schools in 2022).
- 2.4 The Strategy and Action Plan is now being refreshed, taking account of the new carbon footprint information. Having reflected on my year as Cabinet Champion, engaged with officers and reviewed how other Council's and organisations approach their Climate Change Action Plan, I am of the view that a new Action Plan should be more focussed, with a smaller number of key projects to be delivered. It is therefore intended that a refreshed Strategy and Action Plan will contain approximately five key areas in which the Council will focus, each with measurable targets linked to the carbon footprint and which can be measured on an annual basis. This new strategy and Action Plan will be presented to Cabinet in June 2023.

Communications and Engagement

- 2.5 Another key area of focus over the last 12 months has been to improve communications and the profile of the Council's climate change activity. The presence of external speakers at Climate Change Working Groups has helped to achieve this and I am delighted that Sarah Wood has joined the Working Group representing Blackwater Valley Friends of the Earth. I would like to thank Sarah for the contributions to the working group that she has made in the last year.
- 2.6 December's edition of Arena magazine included a page entitled 'positive steps to tackle climate change'. This included updates for residents on the schools project (as mentioned in 2.3), detail on the sustainable approach to building that

has been taken at Southwood Country Park and Field Centre, and the positive impact that the roll out of the food waste service is having in terms of increasing recycling rates. This article in Arena also included details of the changes that the Council is making to its planting and mowing regimes to increase biodiversity and reduce water usage.

- 2.7 I have also worked with Officers to increase the frequency that Members receive updates on climate change work through the use of the Chief Executive's weekly bulletin email, recognising that climate change is an area of interest that extends beyond the Climate Change Working Group. In addition to this, the webpages relating to Climate Change on the Council's website have been extensively refreshed, providing residents with detail on what is being achieved as well as advice on how they can reduce their own carbon footprint.
- 2.8 Finally, I have been working with the Shadow Champion to plan events for the year ahead. Big Green Week in 2023 will run from 10 – 18 June 2023 and will coincide with Victoria Day and I have asked the officer team to consider opportunities associated with both these events. Opportunities are also being investigated to hold an 'Eco Fair' in September 2023 at Southwood Country Park. This will be an opportunity for partners to take stalls and 'showcase' projects and for local residents to find out more.

3. Recommendations and next steps

- 3.1 Much of my work over the last year has been focused on building on the strengths of the previous Action Plan and developing the foundations for a refreshed plan, linked closely to the outcomes from the latest carbon footprint. This has meant that some of the activities in the priority areas have not been progressed in recent months but will be addressed in the context of the new Action Plan. On Electric Vehicle (EV) charge points, there has been a change in staffing at Hampshire County Council which has led to some delays in the planned project and my recommendation is that this is an area of focus in the year ahead.
- 3.2 I have also benefitted from others sharing information with me on climate change and from attending a LGA webinar and would encourage all Members to take advantage of these wherever possible. It has been clear during my time as Climate Change Champion that change can only be delivered through broad engagement and action and through engagement with other partners.

Appendix A – Climate Change Champion Roles and Responsibilities 2022/23

Purpose: Support the Council's work to drive forward action to meet the aim to ensure the Council is carbon neutral by 2030 and the Borough is more sustainable.

Champion Roles:

- (1) Chair the Climate Change Working Group
- (2) Support the development of the Climate Change Action Plan and actively monitor the Council's carbon footprint to ensure progress towards the Council's target
- (3) Work with Members and local communities to understand the impacts of climate change and to exploit opportunities
- (4) Support events held by the Council and other organisations to address climate action in the Borough
- (5) Report back regularly to the Council, and especially the Cabinet, on plans, projects and activities -

Champion Priority areas for 2022/23:

- (1) Support the development of the EV infrastructure in the Borough and promote the use of electric vehicles
- (2) Work with the Council and other organisations to raise awareness of ways to reduce carbon emissions
- (3) Support schemes within the Council to reduce car use and to promote fuel efficient driving
- (4) In conjunction with the Working Group, support the development of a range of targets and performance indicators for the reduction of carbon emissions in the Borough
- (5) Work to develop the re-provision of Rushmoor in Bloom to focus on planting which is more resilient to a changing climate and on gardening for wildlife

REPORTS OF CABINET CHAMPIONS 2022/23 (2)

ARMED FORCES CABINET CHAMPION

This Annual Report of the Cabinet Champion for Armed Forces, Cllr Nem Thapa, provides an overview of the year which summarises the role and expectations for the year, key activity achieved in 2022/23 and recommendations for 2023/24.

1. ROLE AND PRIORITIES – EXPECTATIONS FOR THE YEAR

- 1.1 The role of the Cabinet Champion for Armed Forces is to promote the objectives of the Armed Forces Covenant on behalf of the Council through local action and by building connections between the Military and civilian communities. The Armed Forces Act 2021 has now brought the Covenant principles into law to help protect military personnel, their close family, and veterans from being disadvantaged due to service life when accessing essential public services like healthcare, education, and housing.

The top priorities this year:

- (1) Work with the Garrison Commander and officers to establish new covenant partnership arrangements in North Hampshire
- (2) Contribute to the programme of joint Military/civilian events in 2022/23 and actively support the events to encourage community cohesion and integration.
- (3) Work with the veterans' hubs in the Borough to encourage attendance and participation of veterans, with a view to supporting other projects like the Repair Café and Men's Sheds
- (4) Work with service families and supporting organisations to encourage engagement with local health and wellbeing services through the Primary Care Network and Clinical Commissioning Group

A full copy of the roles and responsibilities as agreed at the beginning of the year is attached as an Appendix.

2. SUMMARY OF ACHIEVEMENTS AND ACTIVITY IN 2022/23

- 2.1 In June 2022, I took part in an Armed Forces Champion partnership event and induction tour of the Aldershot Garrison, together with the Shadow Champion for Armed Forces, Cllr Nadia Martin, and the military champions from Basingstoke and Deane Borough Council and Hart District Council. It was clear that there is a strong interest to work collaboratively across the three districts in North Hampshire to deliver benefits for serving personnel and veterans through covenant partnership arrangements. Joint discussion was held to agree the approach to a proposed Partnership Conference and the potential for working through smaller focus groups in future between conference events.

Covenant Partnership Conference

- 2.2 On 25th November 2022, Cllr Nadia Martin and I participated in the North Hampshire Armed Forces Covenant Partnership Conference hosted by the Garrison in Aldershot. The event brought together a range of partners from the military and civilian communities working towards the effective delivery of the provisions of the Armed Forces Covenant and Armed Forces Act 2021. This included representatives from the Garrison, local authorities, Frimley Park Hospital, Rushmoor Voluntary Services, Citizens Advice Rushmoor, Royal British Legion, SSAFA the Armed Forces Charity and the local MP. The event provided a forum for collective discussion around the Armed Forces Act 2021, with the opportunity to develop network connections, and to identify opportunities to link stakeholders and services.

Community Hub and 'Meet and Greet' Network Meetings

- 2.3 As part of my role to build connections between military and civilian communities, and to support service families I have attended and assisted the quarterly family liaison events held at the Aldershot Garrison Community Hub which bring together a range of welfare and advice organisations to support families, both military and non-military. I have also participated at Network Meet and Greet events at the Hub on a regular basis this year. Each event is held with a different theme with guest speakers on a specialist topic e.g., personal and home safety, and mental health and wellbeing.
- 2.4 Through our support to these events, the Shadow Champion and I have picked up and followed through on a range of casework during the year, in particular linked to housing.

Veterans

- 2.5 This year I have taken steps to find out more about, and develop connections with, the veterans' hubs in Aldershot and Farnborough and to understand the current provision of formal and informal clubs for veterans, which includes the British Legion and several coffee morning style clubs which meet regularly in various venues. I have also initiated a monthly surgery for veterans at the Prospect Community Centre. There is a role for the Champion for Armed Forces to help encourage attendance by veterans, facilitate links between veterans' organisations, and to help facilitate links between veterans' clubs and local support organisations, such as health services, with a view to helping to shape services for veterans in the future.

Events

- 2.6 Throughout the year, the Shadow Champion and I have played a key role in supporting military events which have focused on promoting integration and cohesion. These included:
- Opening of the CESSAC Café at the Garrison Community Hub – June 2022
 - Beating the Retreat at the Aldershot Military Museum – June 2022
 - Armed Forces Day Celebration – June 2022
 - Commonwealth Games, Queens Baton Relay – July 2022

- Bula Festival which focused on the role of the Fijian community – August 2022
- Service Families Christmas Party, supporting regiments while families are away – December 2022
- Community Carol Service – December 2022
- Commemorative event of the 51st Anniversary of the IRA bombing of the Officers' mess in Pennefathers Road in 1972 – February 2023

3. **RECOMMENDATIONS AND NEXT STEPS**

Looking ahead to 2023/24 and building on the work that has been achieved in my first year as Armed Forces Champion, it is recommended that the following actions be incorporated into next year's priorities for the role:

- i) It would be beneficial to have an Armed Forces Champion webpage on the Council's website with signposting and relevant links, informed by information that the Champion has curated through their networks. This would help to embed the work of the Champion within the Council organisation. This could be incorporated into the Council's existing Military Covenant webpage.
- ii) There is an important and meaningful role for the Champion in helping to increase the visibility of the veteran community in the Borough, which can help to facilitate and improve links between veterans and support services. It is recommended to continue to promote and develop connections with, and between, veterans' clubs (including the British Legion and informal breakfast clubs and coffee mornings).
- iii) Continue to support the development of the covenant partnership arrangements for North Hampshire and plans for a community partnership conference in 2023/24.
- iv) Re-examine the criteria and possibility for Rushmoor Borough Council to work towards the Gold Award standard of the Defence Employer Recognition Scheme.
- v) Support the programme of military community events planned to encourage community cohesion in 2023/24.

Cllr Nem Thapa
Cabinet Champion for Armed Forces 2022/23

**Armed Forces Champion
Roles and Responsibilities**

Purpose: Promote the objectives of the Armed Forces Covenant on behalf of the Council through local action and by building connections between the Military and civilian communities.

Roles:

- (1) Ensure that Council services reflect the principles of the Armed Forces and Military Community Covenants
- (2) Provide a conduit for all parts of the military community, including veterans, who are looking for assistance from the Council
- (3) Understand the needs of the local military community and act as a signpost and interface between the military and the community
- (4) Brief and raise awareness of Council Members and staff on the role of the champion and the objective of the Covenant
- (5) Establish effective lines of communication between military organisations and the Council, to include meetings with Unit Armed Forces Champions
- (6) Support events held by and for the military community
- (7) Report back regularly to the Council, and especially the Cabinet on plans, projects and activities

Champion Priorities in 2022/23

- (1) Work with the Garrison Commander and officers to establish new covenant partnership arrangements in North Hampshire
- (2) Contribute to the programme of joint Military/civilian events in 2022/23 and actively support the events to encourage community cohesion and integration
- (3) Work with the veterans' hubs in the Borough to encourage attendance and participation of veterans, with a view to supporting other projects like the Repair Café and Men's Sheds
- (4) Contribute towards the review of the trial of the Future Accommodation Model in Aldershot and work with the Garrison to ensure the arrangements work effectively
- (5) Work with service families and supporting organisations to encourage engagement with local health and wellbeing services through the Primary Care Network and Clinical Commissioning Group

REPORTS OF CABINET CHAMPIONS 2022/23 (3)

EQUALITY AND DIVERSITY CABINET CHAMPION

This Annual Report of the Cabinet Champion for Equality and Diversity, Cllr Mara Makunura, provides an overview of the role and expectations for the year, key activity achieved in 2022/23 and recommendations for 2023/24.

1. BACKGROUND

- 1.1 The Overview and Scrutiny Committee meeting on 21 July 2022 considered the priorities for the Equality and Diversity Cabinet Champion in 2022/23. These are attached at Appendix A.
- 1.2 This report sets out the work of the Equality and Diversity Cabinet Champion over 2022/23 in taking forward the activities and priorities listed at Appendix A.
- 1.3 I would like to thank Council Officers who have worked with me over the last year to support the activity listed below.

2. SUMMARY OF ACHIEVEMENTS AND ACTIVITY IN 2022/23

Rushmoor Accessibility Action Group

- 2.1 One of my early actions as Champion was to establish the Rushmoor Accessibility Action Group (RAAG). The overarching aim of RAAG is to develop the awareness in the borough around accessibility and safety for residents and visitors and to highlight the importance of inclusivity for all.
- 2.2 The group has met on four occasions (July, October, January and March) with another meeting scheduled for 26 June 2023. At these meetings RAAG have received a variety of presentations from organisations such as Hampshire County Council, the deputy Police and Crime Commissioner as well as receiving briefings from Rushmoor officers on taxi licensing policy, access to polling stations and access to parks. There are over 40 members of the RAAG group and further information can be found at - [Rushmoor Accessibility Action Group - RAAG | Facebook](#). New Members are always welcome to join the group which meets in a hybrid fashion to increase accessibility to the meetings.

Rushmoor Cohesive Communities

- 2.3 I have also established the Rushmoor Cohesive Communities group (RCC) which contributes to the action in the Council's Equality and Diversity Action Plan to broaden engagement with communities across Rushmoor.
- 2.4 The RCC Group has met on two occasions (November and February) and has around 15 different nationalities represented at the moment. The first two meetings have discussed community events and business support/assistance. This group is particularly interested in exploring

opportunities to hold a Rushmoor Cultural Day which would be an opportunity to celebrate the many different cultures and nationalities within the Borough. Linked to these discussions I have also had meetings with the West End Centre and Council officers to discuss how we promote the diverse range of arts and culture in Rushmoor.

- 2.5 I also spoke at Overview and Scrutiny last year about opportunities to link my work with that of Rushmoor International Association. With the Leader of the Council and Mayor, we welcomed the Mayor of Gweru in Zimbabwe and we gave them a tour of the Borough. The Mayor of Gweru is interested in developing longer-term links with the Borough.

Black History Month

- 2.5 October saw the Council celebrate Black History Month with the Council hosting an Art and Photography Exhibition showcasing pieces from Farnborough College of Technology, local writers and historical photographs. The event was well received and the launch event was attended by students who were displaying their art, members of the community as well as a number of Councillors. In addition to the art event, the Council's social media was also used to profile a series of prominent local people to ask what Black History Month means to them and why it is important to celebrate it locally. Work is now underway to plan for Black History Month 2023.

International Women's Day

- 2.6 I also worked with Council officers to produce a video to celebrate International Women's Day in March 2023. This brought together women from both the Rushmoor Accessibility Action Group and the Rushmoor Cohesive Communities Group to talk about their experiences of International Women's Day.

Supporting Homes for Ukraine

- 2.7 Following the launch of the Homes for Ukraine scheme in March 2022, I have attended events that have been designed to support these new residents and to help them feel welcome. In particular, in September 2022 I was delighted to attend a Family Welcome event in Princes Gardens to meet with some of the families who have come to live locally.

Equality and Diversity Action Plan

- 2.8 Over the course of the year, I have met with the Portfolio Holder and Assistant Chief Executive to brief them on the work and the outcomes from the Champion Role. This has helped to ensure that the activity listed above has been in support of the Council's Equality and Diversity Action Plan.
- 2.9 In support of the activity listed above and the Council's Equality and Diversity Action Plan, I have attended the Disability Works Job Fair held in the Princes Hall in January 2023. The Shots Foundation is also assisting with a newly formed visually impaired football taking place at the Garrison once a month and I have been supporting this.

3. RECOMMENDATIONS AND NEXT STEPS

- 3.1 A focus over the year has been to put in place structures to support the Council's Equality and Diversity Action Plan and there are now two operational groups in the form of RAAG and RCC. I would recommend that consideration is given to the longer-term future for these groups and how they will be supported to grow and develop as they have shown that they have a key role to play.
- 3.2 As it is now two years since the Equality and Diversity Peer Review was undertaken and the Council's Action Plan was produced, I would also recommend that this is reviewed and refreshed to ensure that all actions remain relevant and up to date.

BACKGROUND DOCUMENTS:

Appendix A - Equality and Diversity Champion Roles and Responsibilities for 2022/23

Appendix A – Equality and Diversity Champion Roles and Responsibilities 2022/23

Equality and Diversity Cabinet Champion

Purpose: Support the delivery of the Equality and Diversity Action Plan and work with partners to address issues for people with disabilities

Roles:

- (1) Work with the Council's Community Development and Communications teams to identify and promote cultural, religious and heritage festivals and events in the Borough
- (2) Promote engagement with under-reached groups across the Borough
- (3) Monitor the Equality and Diversity Action Plan and influence proposals for further phases of its delivery
- (4) Work to improve awareness of Members and Officers of equality, diversity and disability issues in the Borough
- (5) Report back regularly to the Council, and especially the Cabinet, on plans, projects and activities

Champion Priorities in 2022/23

- (1) Act as the Council's representative on the evolving Disabilities Forum and assist with the development and delivery of its priorities
- (2) Support the delivery of the agreed projects from the Equality and Diversity Action Plan
- (3) Support the Council's engagement work to improve understanding of satisfaction levels within and needs of minority groups within the Borough
- (4) Encourage minority communities to be involved with local events organised by the Council and other bodies

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: Cllrs Diane Bedford, Mike Smith, Nem Thapa, Keith Dibble and Sophie Porter.	2022/23	<ul style="list-style-type: none"> • Southern Housing Group (SHG) – The Group met on 19th October, 2022 with representatives from SHG. The Group learnt about the stock transfer of properties from London and Quadrant Housing Association (LQHA) which would take place in December, 2022, new affordable housing to let at The Crescent, Southwood (Southwood Mews), the proactive approach being taken with customers impacted by the cost of living crisis, in particular, funding that has been made available to help with one off expenses not covered by other emergency measures. It was also noted that thermal efficiency was an important issue for both residents and the RP and the Group were reassured that all L&Q property stock would be reviewed over and above the survey work carried out as part of the due diligence. <p>Matters around handling of ASB at Mills House were considered and it was noted</p>	Green

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
			<p>that staff seem to be dealing with issues more effectively.</p> <p>The Group requested a direct contact stream, which is in use with other RP's – this would be provided.</p> <ul style="list-style-type: none"> • Grainger Trust – On 17th November 2022, the Group learned about the ongoing development at Wellesley, all feedback from Ward Councillors and members of the Group were positive. Grainger advised of additional support systems put in place to assist with the cost of living crisis, including support streams on their website, software to identify what benefits were available for individuals, partnership with Havant Housing Association and their life skills team to assist those deemed vulnerable and needing additional support. • VIVID – The Group met with Vivid Homes on 19th January 2023. The Group learned that Vivid had established a Damp and Mould specialist team that would be expanded in 2023/24 to tackle damp and mould issues in their housing stock. Vivid 	

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
			<p>were part of a health initiative that allowed local GPS to report any mould or damp issues causing health problems directly. Vivid planned to recruit more staff to their Customer Experience team to improve the service that residents were experiencing. They were committed to clearing the repairs backlog, and having all new repairs completed within 2 weeks by September 2023. They would be focusing on Fire safety works and estate improvements in the coming year.</p> <p>The annual report would be presented to the Committee at its meeting in June.</p>	
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of: Cllrs Diane Bedford, Lee Jeffers, Mike Smith, Stuart Trussler, Christine Guinness and Mike Roberts.	2022/23	<p>During 2022/23 the Group will be looking at cost of living issues following the motion presented to the Council in April, 2022.</p> <p>At its meeting in August 2022, the Group agreed to meet in October 2022, to receive an update from the Council and third sector partners on the impacts of the cost of living increases to residents. In light of this</p>	Green

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
			<p>evidence, the Group would discuss and consider what options would be available for providing additional support from the Council directly. Members agreed to look at the Council Tax Support scheme and any possible changes in light of this discussion and evidence.</p> <p>At the meeting in October, the Group received presentations from Alex Hughes, Citizens Advice and Emma Lamb, Community and Partnerships Manager, on the local impact of the Cost of Living rise. An update was provided on the Government's funding in respect of the rising energy costs and data showing the position of the Council's Council Tax Support scheme. A discussion was had around partnership working including joint information and targeting support projects. Communication to get the message out about where residents could find extra support was key.</p> <p>At the meeting in November 2022, Alex Hughes provided an update to the Group on CA research projects into continuing local impacts.</p>	

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
			In December, 2022 the Committee received a presentation on Council Tax Support and other funds to assist residents during the cost of living crisis.	
Educational Improvement	A Task and Finish Group has been set up consisting of: Cllrs Diane Bedford, Peter Cullum, Mike Smith, Gaynor Austin and Jules Crossley.	2022/23	This Group has not met during this Municipal Year.	Red

(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	At the meeting in September the Committee welcomed Chief Inspector Hart and James Knight, Service Manager – Place Protection who provided an update on policing and community safety matters in the Borough. A request was made for specific data on 101 calls and this would be made available. A request was also made regarding a meeting with Hampshire Youth Services and this would be followed up at the Progress Group	Green
Food Waste Service – Communications and Education Plan	2022/23	An update would be provided in the new Municipal Year	
Supporting Communities	2022/23	An update was provided on the Strategy and Action Plan at the December 2022 meeting. At the meeting the Committee also received a report on the work of the Council Tax Support Group, in particular around the cost of living crisis.	Green
Primary Care Networks	2022/23	The PCNs would be invited back to a future meeting.	
Cabinet Champions	2022/23	A review of the Role and Priorities of the Cabinet Champions was undertaken at the meetings in June and July, 2022. The champions would be invited back to the committee in March 2023 to report back on their progress during the year.	Green
Corporate Customer Contact Data	2022/23	At the meeting in July a presentation was provided on customer contact data. It was requested that a follow up presentation be provided towards the end of the municipal year. An open invitation was given to Members	Green

		<p>to observe the CSU, contact should be made with Marybeth Quaintmere or Mary Timmins to arrange.</p> <p>An update would be provided at the June 2023 meeting.</p>	
Parks and Playgrounds	2022/23	An update at the October 2022 was provided on the Playground Strategy and the financial implications.	Green
Property Services	2022/23	An overview of the property service was provided at the October 2022 meeting. A request was made for a separate meeting to go through the whole portfolio of properties.	Green
Farnborough Airport	2022/23	At the meeting in February, the Committee met with representatives from Farnborough Airport to discuss environmental and economic impacts of the Borough. It was agreed that a Task and Finish Group would be established at the start of the new Municipal Year to take this work forward.	Green

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2022- March 2023

DATE	ITEMS
16th June 2022	<ul style="list-style-type: none"> • Cabinet Champions (Climate Action & Armed Forces) • Performance Monitoring
21 st July 2022	<ul style="list-style-type: none"> • Cabinet Champion (Equalities) • Corporate Customer Contact Indicators
15 th September 2022	<ul style="list-style-type: none"> • Community Safety/Police (Emma Hart DC/James Knight)
20 th October 2022	<ul style="list-style-type: none"> • Property Services • Parks and Playgrounds
1 st December 2022	<ul style="list-style-type: none"> • Supporting Communities Strategy and Action Plan – update • Council Tax Support – update
9 th February 2023	<ul style="list-style-type: none"> • Farnborough Airport – Economic and Environmental Impacts
30 th March 2023	<ul style="list-style-type: none"> • Management of Damp and Mould within the Local Housing Sector – JD/HS • Cabinet Champions (Climate Action, Armed Forces and Equality and Diversity)
Potential Future Items for Committee	<ul style="list-style-type: none"> • Corporate Customer Contact Indicators (Session 2) – June 2023 • Registered Providers T&F Annual Report – June 2023 • <i>Regeneration</i> • <i>Business Plan</i> • <i>Waste and Recycling</i> • <i>Charitable Support</i> • <i>Ward Grant – Review – winter 2023</i> • <i>Telecommunications Infrastructure</i> • <i>Highways (state of the roads)</i> • <i>Asset Management – September 2023</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
11 July 2022	Priorities	<p>A discussion was held on priorities for the year, these included;</p> <ul style="list-style-type: none"> • Customer response data • Farnborough Airport – how it effects the environment/economy • Property Investment/Asset Review • Regeneration • Food Waste Service • Crime and Disorder • RVS/CA Draft Service Level Agreements
30 August 2022	Property Services Community Safety/Policing Farnborough Airport Parks and Playgrounds	<p>Item from Tim Mills at October meeting to cover:</p> <ul style="list-style-type: none"> - Overview of investments/returns/portfolio - Community buildings – is the current approach right? - Are current practices performing well? - How the change in the financial climate will inform practices moving forward - Internal/external resources <p>Item from James Knight (Community Safety) and Emma Hart (Police) at September meeting, to cover:</p> <p>Community Safety</p> <ul style="list-style-type: none"> - Key issues in Rushmoor - Update on PSPO's - Place Protection projections (3yrs) - Community Safety Partnership - timelines/planning <p>Police</p> <ul style="list-style-type: none"> - Plan/vision for the future - Crime levels - Priorities/resourcing – including 101, feedback to residents, managing expectations <p>Work around them and host a one off meeting if necessary.</p> <p>James Duggin to provide an outline at the meeting in October on the investment and operational plan for parks and playgrounds.</p>
29 September 2022	Policing and Community Safety Parks and Playground Property Services Farnborough Airport HCC On-Street Parking	<p>IH had arranged a meeting with DI Hart and James Knight to pick up on the issues raised.</p> <p>At the October meeting a report would be provided on</p> <ul style="list-style-type: none"> - The Strategy and Action Plan - Progress and Plans - How the work is moving forward <p>A presentation would be given at the October meeting providing an overview of the service.</p> <p>It was noted that some work was being undertaken on the economic impact assessment for the airport. This piece of work would provide a good evidence base to help shape a meeting with airport representatives.</p> <p>Following the decision by HCC to take back management of on-street parking as of April 2023. A request was made</p>

Last Updated 22/03/2023

		to keep a watching brief on the situation, in particular around comms, tariff changes etc. to ensure any issues that may arise are dealt with accordingly.
1 November 2022	<p>Parks and Playgrounds</p> <p>Supporting Communities Strategy and Action Plan/Council Tax Support Scheme</p> <p>Youth Services</p> <p>Airport</p> <p>Any Other Business</p>	<p>Cllr Sheehan asked if there were funds in the Supporting Communities fund for playgrounds in deprived areas?</p> <p>Report in December to include:</p> <ul style="list-style-type: none"> - Communication strategy - Schemes - what and where? - How do they become schemes? - Mapping of where schemes are across the borough - Comparable data year on year - Mapping by ward - Accessibility to support <p>ACTION – IH to draft letter to senior officers at HCC with more specific questions/items to be addressed</p> <p>Update – the airport and council had commissioned an independent economic assessment of the airport – a draft of which was due shortly – which would guide the discussions with the airport. It was expected that the item would come before committee in February 2023.</p> <p>A request was made for an item on ward grants following more requests to plug gaps in services.</p>
13 December now2022	<p>Toob – Cllr Calum Stewart in attendance</p> <p>Farnborough Airport</p> <p>Management of Mould</p> <p>Highways (potholes etc.)</p> <p>Any other Business</p>	<p>Arrange meeting to raise issues on behalf of the residents, IH to contact Toob to check availability.</p> <p>Economic assessment final document due imminently. Meeting on 9th February to include representatives from the airport, Tim Mills, Lee McQuade and Richard Ward. Richard to provide an update on air quality in the location of the airport and the borough in general.</p> <p>To scope an item to include, RHL, Military/MOD (DIO), Housing Association and private housing stock. 1-2 sessions, first session to cover the Council's role and responsibilities, processes etc. and the second to invite other providers. IH/JD/AT to scope and provide updates to the Progress Group.</p> <p>IH/JT/AT to scope an item regarding the state on the boroughs roads to include, what the issues are and what would be expected from the County in response.</p> <p>Cllr Trussler would take the vacant place on the Registered Providers Group for the remainder of the Municipal Year.</p>
2 March 2023	<p>Registered Providers T&F</p> <p>Recycling and Food Waste</p> <p>Highways</p>	<p>Annual Report – June meeting. Request for report to be circulated in advance to Group Members</p> <p>Request for an update in 2023/24</p> <p>Letter sent to HCC and shared with Members. The response will be shared when available.</p>
3 April 2023 Annual Review		OSC Annual Report

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