



RUSHMOOR BOROUGH COUNCIL

POLICY AND PROJECT ADVISORY BOARD

*at the Council Offices, Farnborough on
Wednesday, 23rd January, 2019 at 7.00 pm*

To:

Cllr A.R. Newell (Chairman)
Cllr Sophia Choudhary (Vice-Chairman)
Cllr Marina Munro (Vice-Chairman)

Cllr J.B. Canty
Cllr A.H. Crawford
Cllr P.I.C. Crerar
Cllr R.L.G. Dibbs
Cllr Mara Makunura
Cllr M.J. Roberts
Cllr P.F. Rust
Cllr J.E. Woolley

Enquiries regarding this agenda should be referred to the Administrator, Justine Davie, Democratic and Customer Services, Tel. (01252) 398832, Email. justine.davie@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Meeting held on 21 November, 2018 (copy attached).

2. **FARNBOROUGH CIVIC QUARTER –**

To receive an update on the Farnborough Civic Quarter workshop and public engagement work being carried out.

3. **UPDATE FROM SUB GROUPS – (Pages 5 - 6)**

To receive an update report on the work of the Advisory Board sub groups (copy attached).

4. **WORK PROGRAMME – (Pages 7 - 12)**

To discuss the Policy and Projects Advisory Board Work Programme (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 three 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.

POLICY AND PROJECT ADVISORY BOARD

Meeting held on Wednesday, 21st November, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr A.R. Newell (Chairman)
Cllr Sophia Choudhary (Vice-Chairman)
Cllr Marina Munro (Vice-Chairman)

Cllr J.B. Canty
Cllr A.H. Crawford
Cllr P.I.C. Crerar
Cllr Mara Makunura
Cllr M.J. Roberts
Cllr P.F. Rust
Cllr J.E. Woolley

Apologies for absence were submitted on behalf of Cllr R.L.G. Dibbs.

17. MINUTES

The Minutes of the meetings held on 19th and 26th September, 2018 were approved and signed by the Chairman.

18. HEALTH AND WELLBEING IN RUSHMOOR

The Board received a copy of the Community Audit which studied the effects school and local environments had on childhood obesity rates in the Borough of Rushmoor which was published in October 2018. The Council's Health and Physical Activity Officer highlighted the key messages in the Audit and the Board was asked to consider the priority actions to be taken forward.

The purpose of the study was to examine potential influences within school catchment environments which could be contributing to the above average levels of younger years' obesity in the Borough. All 29 infant, junior and primary schools across Rushmoor were included in the audit which had received a 100% return rate. The survey had asked schools for data around health and physical activity promotion, services or schemes that were provided relating to outdoor spaces, school and packed lunches, healthy eating education, extra-curricular sport activities and active travel to school. The study highlighted that, in catchment areas where there was relatively high deprivation affecting children, the weights of Year R and Year 6 children were significantly above the Hampshire average. Those school catchments with good open spaces and leisure facilities and a lower number of takeaway restaurants in the vicinity of the school had lower obesity rates.

There were a number of recommendations in the Audit that could be progressed in the short term, which included linking the Active Travel Team to schools not registered, encouraging all schools to sign up to the Daily/Golden Mile scheme, helping schools to access facilities to promote physical activity, and provide the survey outcomes so that best practice could be shared. The short-term recommendations had already been actioned or were in the process of being actioned. One of the medium/longer term actions was for the Council to establish a Local Action Group, with stakeholders to drive forward the work required to effect change within Rushmoor.

As a result a Local Action Group had been established with members from Public Health, representatives from six schools in the Borough and Hampshire County Council. A workshop was scheduled to discuss the recommendations in the report around supporting communities and creating healthy environments, improving eating habits and increasing activity, and education and promotion. The Local Action Group would aim to develop a series of ideas to be developed with the priority schools to reduce the obesity rates over the coming years.

The Board discussed the Audit data and recommendations and raised a number of issues for the Local Action Group and the Council to consider:

- Accessible outdoor space recommendations to be fed into the Southwood Park Management Plan.
- The policy on saturation of takeaways in one particular area to be addressed by Planning Services.
- Include health visitors as a group able to advise new parents.
- Work with takeaways restaurants to explore offering healthier alternative options.
- Work with Rushmoor Healthy Living to address home and family life issues.
- Run an achievement event at the end of the year for the most improved schools.
- Reference the [Local Government Association's Healthy Weights, Healthy Futures](#) document which showcased a number of actions being undertake across the country to tackle childhood obesity.

The recommendations from the Board would be reported to the Local Action Group for consideration. The actions agreed at the Local Action Group would be reported to the Progress Group. A progress report on the actions would be compiled which would be monitored by the Progress Group and any substantive issues would be reported back to the Board.

Action to be taken	By whom	When
Report issues raised by the Advisory Board to the next meeting of the Local Action Group	Martin Sterio	December 2018
Follow up Planning Policy issue on saturation of takeaways	Tim Mills	December 2018
Report back on actions agreed by the Local Action Group to the Progress Group	Martin Sterio	February 2019
Compile a report for the actions agreed for the Progress Group to monitor and report substantive issues back to the Advisory Board.	Justine Davie	February 2019

19. DEVELOPMENT OF REGENERATION POLICY - ADVISORY BOARD ROLE

The Advisory Board considered the Joint Report ED1809 from the Executive Director and Head of Regeneration and Property which set out options and issues regarding the Advisory Board role in the development of the Council's regeneration policy. The Advisory Board had previously agreed that regeneration related matters should be considered by the Progress Group and/or the Advisory Board and then passed on to the relevant Task and Finish Group for further consideration. However, the Progress Group requested further information on the key regeneration work expected over the coming 12 months to agree which groups should be involved in each area.

The areas where key regeneration decisions would be required over the coming 12 months were set out as follows:

- Aldershot Town Centre Strategy
- Farnborough Civic Quarter and Masterplan engagement
- The Galleries scheme and other major planning applications by third parties
- Rushmoor Development Partnership (RDP) site proposals for the RDP Business Plan
- Farnborough Growth Package
- Strategies supporting or related to regeneration e.g. parking, housing, electric vehicles, open spaces

The Advisory Board discussed each of the areas of work and agreed that the Aldershot Town Centre Strategy should be reported to the full Advisory Board early in the New Year. The Galleries scheme was discussed and Members were concerned at the length of time it was taking for decisions to be made. The Advisory Board was advised that regular meetings were being held with the developer and, once an application was agreed, it was proposed that the Members of the Advisory Board should be engaged with any consultation activities. The Progress Group could then consider if any further action was required.

It was proposed that the Advisory Board should be consulted on the RDP business plan for key sites and could make recommendations to Cabinet where required. It was expected that the outline of the business plan would be finalised in Summer 2019.

A workshop was being held on 3rd January on the Farnborough Civic Quarter and all Members of the Advisory Board were encouraged to attend, if required an item could be included on a future agenda if Members wished to recommend any matters to the RDP or Cabinet. It was agreed that the Farnborough Civic Quarter Masterplan should also be reported to the full Advisory Board. The public engagement on the Farnborough Civic Quarter Masterplan was discussed and officers were encouraged to ensure that public engagement was interactive and well publicised. It was agreed that any strategies supporting or related to regeneration be reported to the full Advisory Board.

The Advisory Board supported that all issues relating to regeneration policy and consultation should be reported to the Progress Group and/or the full Advisory

Board. It was agreed, as a consequence, that the Farnborough Regeneration Task and Finish Group and the Aldershot Regeneration Task and Finish Group should be dissolved as the issues were of significant importance and of interest to all Members of the Advisory Board.

Action to be taken	By whom	When
Work programme to be updated to include reports on the areas of regeneration activity discussed.	Justine Davie	December 2018
Members of the Advisory Board attend consultation workshops and events and bring issues forward to the Progress Group where required.	All Advisory Board Members	Ongoing

20. **WORK PROGRAMME**

The Board **NOTED** the work programme. It was requested that a report was circulated to the full Advisory Board on the issues discussed by the Progress Group and progress reports should be provided from the task and finish groups.

Action to be taken	By whom	When
Provide an update from the Progress Group and task and finish groups at each Advisory Board meeting	Chairman/Vice Chairman	January 2019

The meeting closed at 8.20 pm.

CLLR A.R. NEWELL (CHAIRMAN)

POLICY AND PROJECTS ADVISORY BOARD

23 JANUARY 2019

UPDATE FROM POLICY AND PROJECT ADVISORY BOARD SUB-GROUPS

1. PROGRESS GROUP

- 1.1. The Progress Group have agreed their terms of reference. The Progress Group are responsible for co-ordinating and planning the Board's overall work programme, developing agendas for future Board meetings, tracking progress on Groups appointed by the Board, and preparing terms of reference, expected outcomes and timescales as appropriate for new Groups appointed by the Board.
- 1.2. The Progress Group has met between Board meetings and discussed items to include on the agenda. A number of the items discussed have been included on the Board agenda throughout the year including Leisure Facilities and Contracts, Aldershot Town Centre Strategy, Health, Wellbeing and Obesity, Local Housing Company and Regeneration.
- 1.3. There have been other issues raised as possible agenda items:
 - Budget Strategy/Medium Term Financial Strategy - will continue to monitor and put on agenda if Board input required
 - Supplementary Planning Documents, in particular saturation of takeaways in the Borough – it was agreed that the Strategic Housing and Local Plan Group would look at the SPDs.
 - Energy Strategy, Asset Management Strategy, Procurement, Social Value and Civic Society – details from officers sought to identify if any work currently underway in these areas and if any involvement required from the Board
- 1.4. Issues that will be covered by the Progress Group at future meetings and are included on the work programme include the Fair Funding consultation, the strategy for future investment in relation to playgrounds in the Borough and Rushmoor Development Partnership Business Plan. Other consultation documents will be reviewed by the Progress Group and brought to the Board as they arise during the year, if required.

2. Strategic Housing and Local Plan Group

- 2.1. The Strategic Housing and Local Plan Group has met twice since its inception, in July and November 2018.
- 2.2. Subject matters discussed so far include:
 - Update on the preparation of the Rushmoor Local Plan and feedback on the Main Modifications Consultation
 - Information regarding the appointment of the Thames Basin Heaths Special Protection Area Project Officer
 - Update on the implementation of the Housing and Homelessness Strategy
 - Discussion around the commencement of the preparation of a Green Infrastructure Strategy for the Borough

- Overview of the implications of the new National Planning Policy Framework and Guidance
- Presentation on the Housing Delivery Test and Five-year housing land supply update
- Discussion on the Council's response to the Social Housing Green Paper

2.3. A programme of further meetings, with indicative subject matters to be discussed, has been agreed with the Group for the period January to July 2019.

Date of meeting	Item(s)
30 th January 2019	Adoption of the Rushmoor Local Plan
	Work planning exercise for the team, including SPDs
	Affordable Housing Delivery Supplementary Planning Document
	Biodiversity Net Gain response to Government consultation
	Update on the implementation of SGC SANG
	Housing and Homelessness Strategy Update
27 th March 2019	Progress on SPA Project Officer work streams
	Green Infrastructure Strategy progress update
	Update on Self-Build and Custom-Build obligations and progress
	Net Gain for Biodiversity and Green Infrastructure SPD
	Revision to the Statement of Community Involvement
	Conservation Area Reviews
4 th June 2019	Update to the Gypsy and Traveller Accommodation Assessment
	Householder Design Guidance Supplementary Planning Document
16 th July 2019	What next for CIL in Rushmoor?
	Update on implementation of SGC SANG
	Housing and Homelessness Strategy Update

3. Leisure Facilities & Contracts Task and Finish Group

3.1. A meeting of the Leisure Facilities & Contracts Task and Finish Group has been convened for 12th February 2018. At the first meeting Members will be advised of the process and then asked to agree the role they will play in the process going forward.

4. Rushmoor 2020 Task and Finish Group

4.1. The first meeting of the Rushmoor 2020 Task and Finish Group is being held on 23 January. The first meeting will look at the progress of ongoing and completed projects and discuss the ten-year vision and three-year Council Business Plan. The Group will also be asked to develop an approach to engage with residents and businesses on the ten-year vision and agree communications on the Rushmoor 2020 programme with Members.

5. Elections Group

5.1. The Elections Group appointed Cllr John Woolley as Chairman and met in August and November 2018. The Group received the web statistics following the election in May 2018, which showed that the website had mainly been accessed for information on candidates and Election Day results. The Group was updated on the 2018 election and Members were given the opportunity to raise any issues. New developments in electoral administration were discussed including voter ID in polling stations and changes to the canvass process. The Group was provided with a presentation from the Electoral Services Review Team to hear about how the process might be updated and changed moving forward.

Justine Davie – Policy and Project Advisory Group Administrator

POLICY AND PROJECT ADVISORY BOARD WORK PROGRAMME

The purpose of the work programme 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 PROJECTS ADVISORY BOARD

GROUP	MEMBERSHIP 2018/19	CURRENT POSITION	CONTACT
Elections Group	<p>Cllrs Sophia Choudhary, G.B. Lyon, J.E. Woolley, S.J. Masterson, K. Dibble and B. Jones</p> <p>Cllr P.G. Taylor also in attendance</p> <p>Chairman: Cllr John Woolley</p>	<p>Meeting held on 2/8/18 - review of elections 2018, current work in relation to electoral reviews, and new developments.</p> <p>Next meeting planned for September. The main activity will be arrangements for the 2019 election and outcomes from the elections 'systems thinking' review/ planning next steps.</p>	<p>Andrew Colver, Head of Democracy, Strategy and Partnerships, Tel: (01252) 398820, Email: andrew.colver@rushmoor.gov.uk</p>
<p>Strategic Housing and Local Plan Group</p> <p>To steer the development of the Local Plan and monitor updates to the Housing and Homelessness Strategy</p>	<p>Cllrs A.R. Newell, D.E. Clifford, Barbara Hurst, B.A. Thomas, R.L.G. Dibbs, M.J. Tennant, M.J. Roberts, C.P. Grattan, D.M.T Bell</p> <p>Chairman: Cllr Adrian Newell</p>	<p>Meeting held on 31/7/18:</p> <ul style="list-style-type: none"> • Update on the Rushmoor Local Plan - feedback from the Examination and next steps to adoption • Housing and Homelessness Strategy update • Green Infrastructure Strategy <p>A work programme for the period September 2018 to July 2019 has been prepared. Next meeting planned for November 2018.</p>	<p>Keith Holland Head of Planning Tel: (01252) 398790 keith.holland@rushmoor.gov.uk</p> <p>Louise Piper Planning Policy and Conservation Manager</p> <p>Zoe Paine Strategy and Enabling Manager (Housing)</p>

GROUP	MEMBERSHIP 2018/19	CURRENT POSITION	CONTACT
Aldershot Regeneration Group	Cllrs Sophia Choudhary, M.J. Tennant, P.I.C Crerar, M.L. Sheehan, A.H. Crawford and Sue Dibble Chairman: TBC	The Cabinet agreed the Regeneration Programme on 29/5/18. Members' Seminar to update on the projects to be held on 27/9/18. The Board agreed to dissolve the Aldershot Regeneration Group at the meeting on 21/11/18 and regeneration matters will be covered by the Progress Group and/or the full Advisory Board.	Paul Brooks Head of Regeneration and Property Tel: (01252) 398544 paul.brooks@rushmoor.gov.uk
Farnborough Regeneration Group	Cllrs Marina Munro, M.J. Tennant, Liz Corps, P.G. Taylor, C.P. Grattan and B. Jones Chairman: TBC	The Cabinet agreed the Regeneration Programme on 29/5/18. Members' Seminar to update on the projects will be held on 27/9/18. The Board agreed to dissolve the Farnborough Regeneration Group at the meeting on 21/11/18 and regeneration matters will be covered by the Progress Group and/or the full Advisory Board.	Paul Brooks Head of Regeneration and Property Tel: (01252) 398544 paul.brooks@rushmoor.gov.uk
Leisure Facilities and Contracts	Cllrs C.P. Grattan, T.D. Bridgeman, A. Newell, Mara Makunura, Marina Munro, Liz Corps and D. Bell Chairman: Cllr Adrian Newell	On 12/7/18, the Board considered an item on current leisure provision and potential future options and agreed the appointment of a task and finish group. On 25/7/18, the Progress Group agreed draft terms of reference, subject to identifying priorities and setting timescales for specific tasks. Information on current and future leisure trends to be circulated to the new Group. Linked to this, the Progress Group has identified future work around the development of a new Procurement Strategy . It was noted that this should be informed by Overview and Scrutiny review activity.	James Duggin Head of Operational Services Tel: (01252) 398543 james.duggin@rushmoor.gov.uk

GROUP	MEMBERSHIP 2018/19	CURRENT POSITION	CONTACT
Rushmoor 2020 Modernisation and Improvement Programme Task and Finish Group	<p>Cllrs K. Dibble, A. Crawford, A Newell, J Canty, Veronica Graham-Green and John Marsh)</p> <p>Chairman: Cllr Adrian Newell</p>	<p>On 19/9/18, the Board to consider appointing a task and finish group to help shape projects and policies associated with the Rushmoor 2020 Modernisation and Improvement Programme.</p> <p>The Progress Group agreed draft terms of reference at its meeting on 25/7/18.</p> <p>The Progress Group has identified issues that could be incorporated within the 2020 modernisation work;</p> <ul style="list-style-type: none"> • big data and digital strategy - including getting different council systems to work together. • longer-term visioning piece to incorporate key issues relevant to Rushmoor from existing resources i.e. Carbon Strategy, Intergenerational Report. 	<p>Karen Edwards, Executive Director Tel: (01252) 398800 karen.edwards@rushmoor.gov.uk</p>

(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME

ISSUE	DETAILS	CONTACT DETAILS
Aldershot Town Centre Strategy	<p>On 19/9/18, the Board considered a report with proposals for the development of an Aldershot Town Centre Strategy.</p> <p>Members considered the priorities for the short-term, during the regeneration phase, as well as the longer-term strategy.</p> <p>The Board commented on the development proposal which would be incorporated into the development of the draft Aldershot Town Centre Strategy to be submitted to Cabinet for approval and budget allocations.</p>	<p>David Phillips Town Centre and Cultural Services Manager Tel: (01252) 398570 david.phillips@rushmoor.gov.uk</p>
Establishment of a Local Housing Company	<p>The Policy and Project Board considered arrangements for the establishment of a Local Housing Company at a special meeting on 30th August, 2018, and will continue its consideration at a meeting on 26th September.</p> <p>A report with recommendations to be made to the Cabinet meeting on 16th October, 2018.</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 karen.edwards@rushmoor.gov.uk</p>
HCC T19 – public consultation on street lighting, supported passenger transport services and the concessional travel scheme	<p>The Board considered the HCC T19 consultation at its meeting on 12/7/18.</p> <p>The portfolio holder submitted a written response, informed by the Board's comments to meet the consultation deadline on 5th August, 2018.</p>	<p>Ian Harrison Executive Director Tel: (01252) 398400 ian.harrison@rushmoor.gov.uk</p>

Health, Wellbeing and Obesity	<p>At the Council Meeting on 18/4/18, a Notice of Motion on the topic of 'tackling obesity' was referred for further consideration.</p> <p>On 21/11/18, the Board to hold a scoping session, with a view to understanding more about the issue, areas where progress has been made, and potential issues for future policy change/support.</p> <p>Data from the Obesity Audit discussed at the Board meeting on 21/11/18. It was agreed that the actions from the Local Action Group would be monitored by the Progress Group and any substantive items would be reported to the Advisory Board.</p>	<p>Andrew Colver Head of Democracy, Strategy and Partnerships Tel: (01252) 398820 andrew.colver@rushmoor.gov.uk</p>
Southwood Park Management Plan	<p>Update on the latest position to be discussed at the Progress Group once the results from commissioned work are available.</p>	<p>Ian Harrison Executive Director Tel: (01252) 398400 ian.harrison@rushmoor.gov.uk</p>
Green Paper – A New Deal for Social Housing	<p>Discussed at Progress Group on 15/10/18 and draft response from the Council was circulated to the Progress Group for comment before being submitted.</p>	<p>Tim Mills Head of Economy, Plannign and Strategic Housing Tel. (01252) 398542 tim.mills@rushmoor.gov.uk</p>
Regeneration Consultation and Policy	<p>Discussed at the Advisory Board on 21/11/18 and agreed that the Progress Group and/or the Advisory Board would be a consultee on key regeneration matters including Farnborough Civic Quarter, The Galleries scheme, Rushmoor Development Partnership, Farnborough Growth Package and other strategies supporting or related to regeneration.</p>	<p>Paul Brooks Head of Regeneration and Property Tel: (01252) 398544 paul.brooks@rushmoor.gov.uk</p>

POLICY AND PROJECTS ADVISORY BOARD**AGENDA PLANNING – 2018-2019**

12th July 2018	<ul style="list-style-type: none"> • Leisure Facilities and Contracts • Response to T19 Consultation – street lighting, supported passenger transport services and concessionary travel • Hampshire Vision 2050 - Commission of Inquiry
30th August 2018	<ul style="list-style-type: none"> • Establishment of a Local Housing Company
19th September 2018	<ul style="list-style-type: none"> • Aldershot Town Centre Strategy • Fire and Rescue Combined Authority Consultation • Appointment of Rushmoor 2020 Modernisation and Improvement Programme Task and Finish Group
26th September 2018	<ul style="list-style-type: none"> • Establishment of a Local Housing Company
21st November 2018	<ul style="list-style-type: none"> • Scoping session – health, wellbeing and obesity • Regeneration – role of Aldershot and Farnborough Regeneration Groups
23rd January 2019	<ul style="list-style-type: none"> • Report from PPAB sub-groups • Farnborough Civic Quarter
3rd April 2019	<ul style="list-style-type: none"> • Aldershot Town Centre Strategy • Farnborough Civic Quarter
5 June 2019	<ul style="list-style-type: none"> • Strategy for future investment in relation to playgrounds within the Borough
31 July 2019	<ul style="list-style-type: none"> •
25 September 2019	<ul style="list-style-type: none"> •
20 November 2019	<ul style="list-style-type: none"> •
22 January 2020	<ul style="list-style-type: none"> •
25 March 2020	<ul style="list-style-type: none"> •
10 June 2020	<ul style="list-style-type: none"> •

PROGRESS GROUP MEETINGS

Membership: Cllrs A.R. Newell, Marina Munro, Sophia Choudhary, J.B. Canty, M.J. Roberts and P.F. Rust (Standing Deputy – Cllr R.L.G. Dibbs)

4th December 2018	<ul style="list-style-type: none"> • Review Progress Group's terms of reference • Farnborough Civic Quarter • Local Plan Policies
6th February 2019	<ul style="list-style-type: none"> • Monitor Local Action Group actions • Aldershot Town Centre Strategy
8th April 2019	<ul style="list-style-type: none"> • Forthcoming Regeneration matters
FUTURE MEETINGS	<ul style="list-style-type: none"> • Medium Term Financial Strategy/Budget Strategy • Fair Funding consultation • Strategy for future investment in relation to playgrounds within the Borough (June 2019) • Rushmoor Development Partnership – Business Plan