



RUSHMOOR BOROUGH COUNCIL

POLICY AND PROJECT ADVISORY BOARD

*at the Council Offices, Farnborough on
Wednesday, 31st July, 2019 at 7.00 pm*

To:

Cllr J.B. Canty (Chairman)
Cllr Sophia Choudhary (Vice-Chairman)
Cllr P.I.C. Crerar (Vice-Chairman)

Cllr Gaynor Austin
Cllr P.J. Cullum
Cllr A.S. Dekker
Cllr Prabesh KC
Cllr Sophie Porter
Cllr M.J. Roberts
Cllr C.J. Stewart
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 - 6)

The confirm the Minutes of the Meeting held on 5th June, 2019 (copy attached).

2. **END VIOLENCE AT WORK CHARTER –** (Pages 7 - 20)

To consider the Executive Director’s Report No. ED1906 (copy attached) on the End Violence at Work Charter which provides the background to the Charter, details how the Council currently meet the standards and sets out some options for potential further action.

3. **STRATEGY FOR FUTURE INVESTMENT IN RELATION TO PLAYGROUNDS WITHIN THE BOROUGH –** (Pages 21 - 22)

To further consider the approach to developing a strategy for the future investment in playgrounds in the Borough. In order to facilitate the discussion at the meeting Members are provided with a number of key points to consider (paper attached).

4. **WORK PROGRAMME –**

a) **UPDATE ON PROJECTS –** (Pages 23 - 24)

To receive an update on the Vision for Aldershot and Farnborough 2030, Civic Quarter Masterplan, Aldershot Town Centre Strategy, Leisure Contracts and Conservation Area Reviews since they were last reported to the Board (paper attached).

b) **WORK PROGRAMME –** (Pages 25 - 30)

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, 5th June, 2019 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr J.B. Canty (Chairman)
Cllr Sophia Choudhary (Vice-Chairman)
Cllr P.I.C. Crerar (Vice-Chairman)

Cllr Gaynor Austin
Cllr P.J. Cullum
Cllr A.S. Dekker
Cllr Prabesh KC
Cllr Ms S. Porter
Cllr M.J. Roberts
Cllr C.J. Stewart
Cllr J.E. Woolley

1. APPOINTMENT OF CHAIRMAN

RESOLVED: That Cllr J.B. Canty be appointed Chairman for the 2019/20 Municipal Year.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Cllrs Sophia Choudhary and P.I.C. Crerar be appointed Vice-Chairmen for the 2019/20 Municipal Year.

3. MINUTES

The minutes of the meeting held on 3rd April, 2019 were approved and signed by the Chairman.

4. ROLE OF THE POLICY AND PROJECT ADVISORY BOARD

Ian Harrison, Executive Director (Operations), provided a brief overview on the role of the Policy and Project Advisory Board. The main purpose of the Board was to assist and advise the Cabinet in the development of policies and strategies. The Board would undertake research, consultation and review and make recommendations to the Cabinet. The Cabinet would consider the information when making decisions.

The Advisory Board would meet six times per year, however additional meetings could be arranged if the volume of work required. Items for the agenda would be considered by the Progress Group. Any member of the Board could put forward

items for the agenda which could be considered by the Progress Group. The Board **NOTED** the information.

5. **ALDERSHOT AND FARNBOROUGH 2030 CONSULTATION ANALYSIS**

The Board considered the Head of Strategy, Democracy and Partnership's Report No. DSP1903 which set out the approach to the consultation carried out to help shape the development of a long-term vision for the Borough. The Report set out the key findings and outcomes from the survey and engagement activity.

Six themes were identified at a network meeting of Rushmoor's key partners which took place in November 2018. The six themes, which reflected the issues that were thought to be the most important to residents and businesses, were developed for the public consultation. The consultation on the long-term vision and three-year business plan for the Borough was carried out during February and March 2019. There were three key strands to the consultation which comprised an online survey, public drop-in consultation stands and discussions with community groups and an Instagram poll.

There were 1,101 responses received to the full survey, short survey and Instagram poll. Around 2,000 separate comments were received in response to the consultation questionnaire and consultation discussions at drop-in sessions. The Board was advised on the outcomes of the full survey which placed opportunities for everyone (quality education and a skilled workforce) as the most important theme and vibrant and distinctive town centres in second place. The short survey placed vibrant and distinctive town centres and housing for every stage of life as the most important two themes with opportunities for everyone as the third most important. Vibrant and distinctive town centres also received the highest average score through the Instagram poll.

The Board received details on the key messages in each of the six theme areas. There were a number of key messages highlighted from the consultation exercise which would need to be taken into account in the development of the long-term vision. Overall there was strong support for the themes and aspirations within the draft vision. There were three additional issues which it was recommended should be incorporated in the long-term vision which were community safety, stronger communications with the community and green and environmentally-friendly living.

The Board discussed the consultation work that had been carried out and commented on how thorough the engagement process had been, and in particular the additional work to consult with hard to reach audiences. There was some discussion regarding the connected communities theme and how well the audience understood the meaning of the theme. It was agreed that consideration should be given to renaming the connected communities theme. Board members were invited to send any additional comments to Jill Shuttleworth and the comments would be considered when developing the vision.

The Board **RECOMMENDED to Cabinet** that the key messages, subject to the Board's comments, as set out in the Head of Strategy, Democracy and Partnership's

Report No. DSP1903, be incorporated in the development of a new long-term vision for Rushmoor.

6. **STRATEGY FOR FUTURE INVESTMENT IN RELATION TO PLAYGROUNDS WITHIN THE BOROUGH**

The Board received a presentation from Andy Ford, Parks Manager, setting out the current provision of playgrounds in the Borough. Cllr M.L. Sheehan, the Operational Services Portfolio Holder, joined the meeting for the item.

The Board was advised that there were 69 equipped playgrounds in the Borough and, of those, 39 were owned by the Council. Since 2005, 14 sites had been refurbished, the remaining 25 were older and in need of investment. There were a variety of types of play areas in the Borough categorised as: Local Areas for Play (LAP) 100m distance or a minute walk; Local Equipped Areas for Play (LEAP) 400m distance or a 5 minute walk; and, Neighbourhood Equipped Area for Play (NEAP) 1km distance or a 12 minute walk. There were also two destination play areas, one in Farnborough and one in Aldershot, where residents were prepared to travel greater distances to visit.

The Board was shown a number of maps which set out where the LAPs, LEAPs and NEAPs were located in the Borough. Figures were also provided setting out the usage of the various playgrounds during August 2017 which showed that both the destination playgrounds, King George V Playing Fields in Farnborough and Aldershot Park in Aldershot, had the highest usage. Details were provided on the cost of the maintenance of the playgrounds. The cost of the maintenance of the sites was split into the very high value sites which had the highest usage down to the lower value sites which were a much smaller provision with limited use. The equipment in some of the smaller sites was reaching the end of its life and items would need to be either repaired, replaced or removed in the near future. The total cost commitment over a 15-year cycle for investment in the current playground provision was £3.28m with annual inspection, repair and maintenance costs of £66k.

The Board was asked to consider the best way to develop the strategy to ensure that the provision of playgrounds was appropriate for current and projected communities. The Board discussed the current provision and the best way to progress the development of a strategy. Details on the time and date of when the playground usage was monitored was requested. The Board was asked to request any additional data before the next meeting through the Board Administrator. A site visit for Board Members would try to be arranged before the following meeting. Board Members were also encouraged to make their own visits to a selection of the playgrounds.

The Board **AGREED** that the strategy development would be discussed further at the following Advisory Board meeting.

7. APPOINTMENTS TO GROUPS FOR 2019/20

(1) Progress Group

RESOLVED: That the following members be appointed to serve on the Policy and Project Advisory Board Progress Group for the 2019/20 Municipal Year.

PPAB Chairman	Cllr J.B. Canty
PPAB Vice Chairmen	Cllr Sophia Choudhary Cllr P.I.C. Crerar
Conservative Group	Cllr C.J. Stewart
Labour Group	Cllr Gaynor Austin Cllr M.J. Roberts
Liberal Democrat Group	Cllr A.S. Dekker

(2) Strategic Housing and Local Plan Group

RESOLVED: That the following members be appointed to serve on the Strategic Housing and Local Plan Group for the 2019/20 Municipal Year.

PPAB Vice-Chairman	Cllr P.I.C. Crerar
Leader of the Council	Cllr D.E. Clifford
Cabinet Member with responsibility for the Local Plan	Cllr Marina Munro
Chairman of Development Management Committee	Cllr B.A. Thomas
Conservative Group	Cllr C.J. Stewart Cllr M.J. Tennant
Labour Group	Cllr C.P. Grattan Cllr M.J. Roberts
Liberal Democrat Group	Cllr A.S. Dekker

(3) Leisure Facilities and Contracts Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Leisure Facilities and Contracts Task and Finish Group for the 2019/20 Municipal Year.

PPAB Chairman	Cllr J.B. Canty
Conservative Group	Cllr Prabesh KC Cllr Mara Makunura Cllr C.J. Stewart
Labour Group	Cllr T.D. Bridgeman Cllr C.P. Grattan
Liberal Democrat Group	Cllr A.S. Dekker

(4) Rushmoor 2020 Modernisation and Improvement Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Rushmoor 2020 Modernisation and Improvement Task and Finish Group for the 2019/20 Municipal Year.

PPAB Chairman	Cllr J.B. Canty
Cabinet Member with responsibility for Customer Experience and Improvement	Cllr K.H. Muschamp
Conservative Group	Cllr Sophia Choudhary Cllr P.J. Cullum Cllr J.H. Marsh
Labour Group	Cllr Gaynor Austin Cllr Nadia Martin
Liberal Democrat Group	One vacancy

(5) Elections Group

RESOLVED: That the following members be appointed to serve on the Elections Group for the 2019/20 Municipal Year.

PPAB Vice-Chairman	Cllr Sophia Choudhary
Cabinet Member with responsibility for Electoral Issues	Cllr A.R. Newell
Chairman of Licensing, Audit and General Purposes Committee	Cllr J.E. Woolley
Conservative Group	Cllr S.J. Masterson
Labour Group	Cllr T.D. Bridgeman Cllr K. Dibble
Liberal Democrat Group	One vacancy

8. WORK PROGRAMME

The Board **NOTED** the Work Programme and that it would be developed through the Progress Group

The meeting closed at 9.50 pm.

CLLR J.B. CANTY (CHAIRMAN)

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31 JULY 2019

End Violence at Work Charter

1. INTRODUCTION

- 1.1 In April 2018 Unison launched a campaign to end violence at work in the community sector, encouraging employers to publicly sign up to a charter.
- 1.2 At its meeting in February the Council considered the following motion,

“That Rushmoor Borough Council recognises its staff is its greatest resource, and, as a good employer, must ensure all staff feel safe and secure in their place of work. We therefore call on the Council to sign up to UNISON’s ‘Violence at Work Charter’.”

and agreed that the Motion be referred to the appropriate body to ensure that the Council was meeting the points in the Charter.
- 1.3 This report provides the background to the Charter and explains its intended focus. It sets out how the Council currently meets the standards in the Charter and sets out some options if Members still wished to take further action in relation to the Charter.

2. BACKGROUND AND CONTEXT

- 2.1 The End Violence at Work Charter is a campaign by Unison, a public services union, to encourage employers in the community sector (charities and housing associations) to take violence against staff seriously. The charter (Appendix 1) specifies 10 simple steps, covering training, prevention and support which Unison feel all employers should be able to take, showing they take violence against their employees seriously.
- 2.2 Unison, had conducted a number of surveys amongst their members and they found that almost half of their members working within the community sector had experienced an incident of violence or aggression at work in the previous two years.
- 2.3 Furthermore, data gathered by ‘Inside Housing’ also revealed that violent and verbal abuse of workers from housing associations is an acute problem.

- 2.4 As the incidence of violence and abuse was on the increase in these sectors Unison developed ten measures that they felt every employer within the community sector should be able to support. Through the campaign Unison is asking employers within the community and voluntary sectors to sign up, show their commitment to end violence and make changes to their practices to improve the safety of their workers.

3. THE COUNCIL'S POSITION

- 3.1 Whilst this charter is designed for the community and voluntary sectors and not for local authorities, the Council is committed to supporting the health, safety and wellbeing of its staff and has in place comprehensive policies and procedures to ensure the health and safety of employees.
- 3.2 Council data shows that the number of incidents of violence towards staff has increased over the past 3 years.

	2016	2017	2018
Verbal abuse / threat	14	20	24
Info / warning from third party	3	2	2
Physical attack	2	2	4
Animal attack	0	2	2
Other	0	2	4
Total	14	28	36

- 3.2 As a result of the campaign and interest by elected members Rushmoor's Unison representatives and managers have met to review how the ten standards identified in the campaign are currently addressed by the Council. Unison have confirmed that they are content with the council's position (See Appendix 3) and representatives have been invited to attend the PPAB meeting.
- 3.3 Appendix 2 sets out how the Council suggests it meets each of the standards set out in the Charter.

4. THE CHARTER AND THE ROLE OF THE COUNCIL

- 4.1 At the Council meeting it was clear that members wished to consider the role the Council might have in supporting the adoption of the charter by voluntary and community sector organisations operating in the Borough. A number of options have been identified and these are set out below.
- (1) The charter be raised at a future meeting of the Voluntary Sector Forum, the next Registered Providers Liaison Meeting and as part of general discussions with the major organisations the Council support's financially
 - (2) The Portfolio holder for Democracy, Strategy and Partnerships could write to all voluntary and community sector organisations and housing associations

operating in the borough, bringing their attention to the charter and encouraging them to sign up

- (3) To consider, in appropriate cases, when the Council is procuring services from voluntary and community sector organisations to require that health and safety measures similar to those set out in the Charter to be in place before any contract is issued.
- (4) To take (3) a step further as three UK councils – Liverpool, mid-Suffolk and Southwark – have done by making signing the charter part of their council's commissioning/procurement processes, showing they expect service providers seeking contracts to sign up to the charter.

5. RECOMMENDATION

5.1. Policy and Projects Advisory Board is invited to:

- (i) Note the ongoing commitment and supporting policies and procedures that the Council has in place to safeguard its staff against incidents of violence and aggression at work.
- (ii) Consider whether it wishes to recommend that Cabinet take any further steps in supporting the adoption of the charter by voluntary and community sector organisations operating in the Borough

KAREN EDWARDS
EXECUTIVE DIRECTOR

Contact: Karen Edwards, Executive Director Ext: 8800 Estelle Rigby, Interim HR Manager Ext 4420 estelle.rigby@rushmoor.gov.uk

List of appendices:

1. Unison – End Violence at Work Charter
2. Council assessment against charter standards
3. Unison NE Hants Branch Response

Rushmoor Borough Council assessment against Union's Violence at Work Charter Standards for the Voluntary and Community sector

1. The employer has a written violence and aggression at work policy, which is available to all staff. The policy should also cover lone working.

RBC have a number of relevant policies:

- Emergency Evacuation Procedures – Council Offices, this includes the response to violent incidents / attack and 'invacuation'
- Building User Guide - details general policy on use of building, hours, access control, badges etc
- Security Policy - details arrangements and policy for main reception area, response to violent incidents, CCTV and use of panic alarms etc
- Potentially Violent Persons Policy -details arrangements for reporting and recording incidents. This is in addition to the maintenance of an up to date register and 'red flagging' to front line services
- Lone Working Policy - general policy on assessment of risks and controls
- Risk Assessments - violence at work and lone working are addressed within team risk assessments to ensure local controls are in place to meet general policy

2. Responsibility for implementing these policies lies with a senior manager.

Guidance and advice provided by Roger Sanders, Principal Health & Safety Officer however policy sets out structure by which all policies / arrangements are implemented – that is by Heads of Service, with a named Lead Director for Health & Safety.

3. Measures are taken to reduce staff working in isolated buildings, offices or other work areas to a minimum

Local managers are committed to undertaking health and safety risk assessments, which are reviewed by the corporate health & safety team. This is required to take place at team level due to wide variability in roles, hours, ways of working etc.

4. Staff are encouraged to report all violent incidents and that are told how to do this

Clear policy and procedures in place and led by Corporate Health & Safety along with representatives in all services. The reporting system is available 24/7 via online portal and staff and managers are encouraged to report all incidents/information.

5. The employer collects and monitors data on violent incidents on a regular and ongoing basis

Data is collected, reviewed and monitored by Corporate Health & Safety team and discussed during health, safety and welfare group meetings. Quarterly stats are provided and considered by CLT.

6. Where they are in place, union safety reps are able to access this data and are consulted on solutions to issues relating to violence in the workplace.

Unison is represented at formal H&S meetings where data is shared and solutions discussed. Unison are a key stakeholder and asked to comment on all significant changes to policies and procedures.

7. Thorough risk assessments are conducted for staff placed in vulnerable situations.

As above, risk assessments are conducted locally in teams where staff may be in vulnerable situations. Review and support is provided by the corporate health & safety team.

8. The employer has support pathways in place for staff who are victims of violence at work, so that they know where to turn for advice and support

Line managers are involved in the reporting / investigation process and staff are signposted or can be referred to the Councils EAP (Employee Assistance Programme).

9. Training to ensure staff are aware of the appropriate way to deal with threatening situations

Those likely to face threatening situations receive training in Conflict Management – work taking place to ensure 'mandatory' status of this training. Encouraged to make mandatory for higher risk teams during discussion with corporate health & safety.

10. Where appropriate, independent counselling services are available to staff who are the victims of violence at work.

Independent counselling services are available to staff 24 hours a day, 7 days a week through the Employee Assistance Programme.

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**END
VIOLENCE
AT WORK**

UNISON's Violence at Work Charter

**Campaigning for an end to violence at work
in the community sector**



END VIOLENCE AT WORK

Background to the Violence at Work Charter

For some years now, it has been recognised that violence towards people working in the community and voluntary sector, including housing associations, is a significant problem – and it is getting worse.

UNISON surveys of our members in the community sector consistently find that almost half had experienced an incident of violence or aggression at work in the previous two years. Data gathered by 'Inside Housing' has also shown that violence and verbal abuse of workers from housing associations is an acute problem. UNISON believes violence must not be seen as “part of the job”.

These appalling incidents include staff being punched, pushed and kicked. Staff have also been threatened with weapons and held against their will. UNISON reps in the sector tell us they are seeing more and more examples of violence against members who are simply doing their jobs.

UNISON wants to work with employers to put in place a basic level of monitoring, support, safeguards and training. These are measures that every employer should be able to deliver. We are asking only that charities and housing associations take their duty of care to staff seriously.

In common with the Health and Safety Executive, UNISON defines violence at work as “Any incident in which an employee is abused, threatened or assaulted in circumstances relating to their work.”

Meeting these standards will show the workforce and the employers' stakeholders that organisations founded on the principles of care and social responsibility are serious about protecting their staff.

Additionally, meeting the standards shows the organisation is prepared to put in place measures that prevent people they are responsible for from being assaulted as they carry out their work.

The Violence at Work Charter standards

To qualify for the UNISON Violence At Work Charter mark, employers must meet the following standards:

1. The employer has a written violence and aggression at work policy, which is available to all staff. The policy should also cover lone working.
2. Responsibility for implementing these policies lies with a senior manager.
3. Measures are taken to reduce staff working in isolated buildings, offices or other work areas to a minimum.
4. Staff are encouraged to report all violent incidents and they are told how to do this.
5. The employer collects and monitors data on violent incidents on a regular and ongoing basis.
6. Where they are in place, union safety reps are able to access this data and are consulted on solutions to issues relating to violence in the workplace.
7. Thorough risk assessments are conducted for staff placed in vulnerable situations.
8. The employer has support pathways in place for staff who are victims of violence at work, so that they know where to turn for advice and support.
9. Training to ensure staff are aware of the appropriate way to deal with threatening situations.
10. Where appropriate, independent counselling services are available to staff who are the victims of violence at work.



**END
VIOLENCE
AT WORK**

Implementation of the Violence at Work Charter

UNISON will approach all major employers in the community and voluntary sector and ask them to sign up to the charter.

All employers seeking to sign up will be asked for evidence of their compliance with the 10 points prior to signing.

Organisations which need to make changes to their practices will be given one year to make those changes and state, at the time of signing, what their plan is to deliver on all 10 points.

To find out more about UNISON's Violence at Work Charter, contact UNISON's Community national officer Gavin Edwards at g.edwards@unison.co.uk

UNISON's Violence at Work Charter

Campaigning for an end to violence at work in the community sector

Violence at Work Charter Standards

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RBC have a number of relevant policies:

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Independent counselling services are available to staff 24 hours a day, 7 days a week through the Employee Assistance Programme.



Secretary *Janine Wraight*
Treasurer *Peter Woodward*
Administrator *Julie Fortune*

North East Hampshire LG UNISON Branch

UNISON, Rushmoor Borough Council Offices, Farnborough Road, Farnborough, Hants GU14 7JU
Tel: 01252 398070 email nehants.unison@gmail.com
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North East Hampshire Branch Committee response the Chief Executive on the Violence at Work Charter

Dear Paul,

On 5 March 2017, a press release stated that 70% of housing association workers in a 12 month period reported that physical or verbal abuse is a daily reality according to a BBC report.

That is why at a Community service group conference UNISON agreed to launch a 'Violence at Work Charter', which would see employers commit to a series of interventions to reduce the number of violent incidents at work.

It was explained that council staff undertake training to deal with and breakaway from potential confrontations. They also receive support if they have been the victim of physical or verbal abuse. However, this is not always the case for staff working in the community and voluntary sectors.

At Rushmoor Borough Council (RBC), Management and UNISON take these issues extremely seriously and have worked together to come up with a comprehensive policy to limit the risks to their staff and members.

As UNISON branch secretary for North East Hampshire, I have again looked at our policy, together with the UNISON Health and Safety Representative and the Health and Safety Officer at RBC. We feel that we have covered the 10 points in the charter. This policy was overhauled as recently as October 2018, with input from all of the relevant parties. However, we are committed to revisiting the policy as and when the situation changes.

This Charter is not directly aimed at Local Authorities (LA's), who already have robust measures in place to protect their staff, which is evident by the lack of LA's who have signed the charter (it is only community and voluntary services who have signed up). For clarity the website states:

'We are pleased to announce that the employers named below have signed UNISON's third sector Violence at Work Charter and made the commitment to be vigilant about protecting their staff at work.'

Get more involved

*If you are a UNISON member and want to get your employer to sign the charter, please email our **community and voluntary sector team**.*

<https://www.unison.org.uk/at-work/community/key-issues/end-violence-work/end-violence-work-charter/>).

I have also consulted the branch committee and we unanimously feel that, although we would not seek to oppose signing up to the charter, we, at RBC, are more than capable of making any necessary changes 'in house' as and when appropriate for the welfare of our staff.

To quote the old saying, 'if it ain't broke, don't fix it'. Why create more work for already overstretched services off the back of a charter not intended for us.

If there are any particular areas that any party feel are not being adequately addressed, UNISON would welcome comments. Janine.wraight@rushmoor.gov.uk

Yours sincerely

Janine Wraight
Branch Secretary
North East Hampshire Branch

POLICY AND PROJECT ADVISORY BOARD

31ST JULY 2019

POINTS TO CONSIDER FOR RBC PLAYGROUND STRATEGY

1. Assessment of demand

In 2019, the five wards with the highest number of children (0-14 years) are Wellington, St. Marks, Manor Park, Cove and Southwood and St Johns.

In 2024, the five wards with the highest number of children (0-14 years) are forecast to be Wellington, St. Marks, Empress, Manor Park and Cove and Southwood.

2. Assessment of Supply

Looking at the large-scale desktop maps showing playground hierarchy and coverage (based on the national standard of 400m or 5-minute walk of every residence):

- Is the level of supply adequate?
- Are there any gaps in supply?
- Is there any over-supply?

3. Looking at the hierarchy, is there a need to adjust the level of supply? (NEAP to LEAP or LEAP to LeAP or vice versa).

Considered in the context of the Rushmoor Local Plan (2019) which states:

“Opportunity for play should continue to be provided for at a local level with provision enhanced where possible to achieve the standards for quality, quantity and value as set out in this study. Where appropriate, traditional playgrounds could be enhanced through the creation of natural play spaces. NOTE: Rushmoor’s local standards are NEAP 600m, LEAP 240m which is more stringent than the national standard, however it is recognised that these are more pertinent to new developments rather than comparing to existing provision.”

4. Compliance issues

- Buffer separation zones; LEAP 20m & NEAP 30m min separation between activity zone and boundary of dwelling. Some historic non-compliance, what are we going to do?
- BSEN equipment standards; older sites have non-compliant equipment, need for upgrading or amalgamation.

5. Ownership issues

Consider the 4 current sites historically managed by RBC, but not on land owned by this Council (sites are end-of-life with old and non-compliant equipment):

- Fleming Close/Ship Lane (private ownership)
- Curly Bridge Close (Housing Association)
- Derwent Close (HCC)
- Highclere Road (HCC)

6. Sustainability issues

Consideration of the best balance of types of playgrounds for the next 10 – 15 years from a financial and environmentally sustainable position.

7. Development of the Strategy and public engagement

Desirable process for developing the strategy and considerations for public engagement.

POLICY AND PROJECT ADVISORY BOARD**31st July 2019****WORK PROGRAMME PROJECTS UPDATE****1. INTRODUCTION**

- 1.1 This report has been prepared to inform the Policy and Project Advisory Board on the current position on the Vision for Aldershot and Farnborough 2030, Civic Quarter Masterplan, Aldershot Town Centre Strategy, Leisure Contracts and the Conservation Area Review.

2. CURRENT POSITION WITH PROJECTS**a) Vision for Aldershot and Farnborough 2030**

- 2.1 Following the Board meeting on 5th June the comments received were incorporate in the final "Your Future, Your Place - A Vision for Aldershot and Farnborough 2030" which was recommended by the Cabinet to Council on 25th July to be approved.

b) Civic Quarter Masterplan

- 2.2 LDA, the masterplanner for London Olympic Park, has been appointed by the Rushmoor Development Partnership to prepare a masterplan for the Farnborough Civic Quarter site. Currently the team is gathering information with a view to preparing an initial draft after the summer break.

c) Aldershot Town Centre Strategy

- 2.3 The Aldershot Town Centre Strategy is progressing with a number of pieces of work underway including:

- an initial stock take,
- a car parking study,
- developing a brief for work to assess the impact of the proposed development on the retail and leisure prospects of the town,
- continuing work with the LEP on the development of 5G and digital

- 2.4 The Aldershot Taskforce has now had its first two meetings and will be looking at issues of branding and signage at its next meeting in September. The Aldershot Civic Society with the support of the Council and Taskforce is undertaking a "progressive conversation" with residents to help form their vision for the Town and inform the Council's strategy. This is due to conclude in September/October and it is hoped their will be a presentation to the Aldershot Taskforce at their meeting in October 2019. It is considered important that the voice of residents informs the Aldershot Town Centre Strategy and therefore the timetable for the work has now taken account of this engagement. The next report to PPAB is anticipated in November with a further report in January to take account of the outcomes of the progressive conversation.

d) Leisure Contracts

- 2.5 A meeting of the Leisure Facilities and Contracts Task and Finish Group is being held on 23rd July. At the meeting the Group will be given an update on the project background, progress to date and member input required moving forward. A presentation will be given by GT3 Architects and Strategic Leisure on the emerging design brief for a potential new leisure centre in Farnborough. A workshop with the group has also been arranged for 15th August to look at the specification which will form a key part of the leisure operating contract.

e) Conservation Area Reviews

- 2.6 A workshop was held on 4th July to provide an opportunity for all Members to give feedback on how the Conservation Area Review should proceed. The Strategic Housing and Local Plan Group will be taking the Conservation Area Review work forward and the next meeting has been arranged for 28th August
- 2.7 A report is being considered by the Cabinet on 23 July to confirm a proposed area of search for a Heritage Action Zone as part of the Conservation Area Appraisal of the Aldershot West Conservation Area Review. This enables a bid for funding to be submitted to Historic England through the High Streets Heritage Action Zones scheme.

3. CONCLUSION

- 3.1 The Board are asked to note the update,

Justine Davie
24 July 2019

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 2019/20	CURRENT POSITION	CONTACT
Elections Group	<p>Cllrs Sophia Choudhary, A.R. Newell, J.E. Woolley, S.J. Masterson, T.D. Bridgeman and K. Dibble (one Liberal Democrat vacancy)</p> <p>Chairman: Cllr Sophia Choudhary</p>	<p>The next meeting is to be arranged in August 2019.</p>	<p>Andrew Colver, Head of Democracy, Strategy and Partnerships, Tel: (01252) 398820, 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 P.I.C. Crerar, D.E. Clifford, Marina Munro, B.A. Thomas, C.J. Stewart, M.J. Tennant, C.P. Grattan, M.J. Roberts and A.S. Dekker</p> <p>Chairman: Cllr P.I.C. Crerar</p>	<p>A work programme to July 2019 has been prepared. The next meeting is planned for 16 July 2019.</p> <p>Agreed by Advisory Board on 3 April that a scoping review on conservation areas to report to Cabinet will be tasked to the Strategic Housing and Local Plan Group.</p>	<p>Tim Mills Head of Planning Tel: (01252) 398790 tim.mills@rushmoor.gov.uk</p> <p>Anna Lucas Principal Planning Officer</p> <p>Zoe Paine Strategy and Enabling Manager (Housing)</p>

GROUP	MEMBERSHIP 2019/20	CURRENT POSITION	CONTACT
Leisure Facilities and Contracts	<p>Cllrs J. B. Canty, Prabesh KC, Mara Makunura, C.J. Stewart, T.D. Bridgeman, C.P. Grattan and A.S. Dekker</p> <p>Chairman: Cllr J.B. Canty</p>	<p>Initial meeting had been held in February 2018 where a presentation was given from GT3. Members were advised of the process and asked to agree the role they would play in the process going forward.</p> <p>The second meeting is to be arranged.</p>	<p>James Duggin Head of Operational Services Tel: (01252) 398543 james.duggin@rushmoor.gov.uk</p>
Rushmoor 2020 Modernisation and Improvement Programme Task and Finish Group	<p>Cllrs J.B. Canty, K.H. Muschamp, Sophia Choudhary, P.J. Cullum, J.H. Marsh, Gaynor Austin and Nadia Martin (one Liberal Democrat vacancy)</p> <p>Chairman: Cllr. J.B. Canty</p>	<p>The response to the Aldershot and Farnborough 2030 consultation was discussed at the Advisory Board on 05/06/19 and agreed that the key messages from the consultation work be incorporated into the development of a new long-term vision for Rushmoor.</p> <p>The next meeting is scheduled for 8 July 2019.</p>	<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>An update on progress will be provided at the 31/07/19 Board meeting.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 tim.mills@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>

<p>Regeneration Consultation and Policy</p>	<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>Work on the Aldershot Town Centre Strategy and Farnborough Civic Quarter Masterplan was discussed at the meeting in April 2019.</p> <p>The response to the Aldershot and Farnborough 2030 consultation was discussed at the Advisory Board on 05/06/19 and agreed that the key messages from the consultation work be incorporated into the development of a new long-term vision for Rushmoor.</p> <p>An update on progress will be provided at the 31/07/19 Board meeting.</p>	<p>Paul Brooks Head of Regeneration and Property Tel: (01252) 398544 paul.brooks@rushmoor.gov.uk</p>
<p>Conservation Area Reviews</p>	<p>Discussed at the Advisory Board on 03/04/19 and agreed for a scoping report to be prepared to report to Cabinet in May. The work would be picked up by the Strategic Housing and Local Plan Group.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 tim.mills@rushmoor.gov.uk</p>
<p>Strategy for Future Investment in Relation to Playgrounds within the Borough</p>	<p>Discussed at the Advisory Board on 05/06/19 and agreed that the strategy development would be taken forward at the next full Advisory Board meeting.</p>	<p>James Duggin Head of Operational Services Tel: (01252) 398543 james.duggin@rushmoor.gov.uk</p>

POLICY AND PROJECTS ADVISORY BOARD**AGENDA PLANNING – 2018-2020**

12 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
30 August 2018	<ul style="list-style-type: none"> • Establishment of a Local Housing Company
19 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
26 September 2018	<ul style="list-style-type: none"> • Establishment of a Local Housing Company
21 November 2018	<ul style="list-style-type: none"> • Scoping session – health, wellbeing and obesity • Regeneration – role of Aldershot and Farnborough Regeneration Groups
23 January 2019	<ul style="list-style-type: none"> • Report from PPAB sub-groups • Farnborough Civic Quarter
3 April 2019	<ul style="list-style-type: none"> • Aldershot Transition Plan and Town Centre Strategy • Farnborough Civic Quarter • Asset Management Plan • Conservation Area Reviews
5 June 2019	<ul style="list-style-type: none"> • Strategy for future investment in relation to playgrounds within the Borough • Results of Aldershot and Farnborough 2030 Consultation
31 July 2019	<ul style="list-style-type: none"> • Notice of Motion – Violence at Work Charter • Development of the strategy for future investment in relation to playgrounds within the Borough
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 Gaynor Austin, J.B. Canty, Sophia Choudhary, P.I.C. Crerar, A.S. Dekker, M.J. Roberts and C.J. Stewart.

4 December 2018	<ul style="list-style-type: none"> • Review Progress Group's terms of reference • Farnborough Civic Quarter • Local Plan Policies
6 February 2019	<ul style="list-style-type: none"> • Monitor Local Action Group actions • Aldershot Town Centre Strategy
8 April 2019	<ul style="list-style-type: none"> • Strategy for future investment in relation to playgrounds within the Borough • Notice of Motion – Violence at Work Charter • Results of Aldershot and Farnborough 2030 Consultation • Forthcoming Regeneration matters
27 June 2019	<ul style="list-style-type: none"> • Notice of Motion – Violence at Work Charter • Development of the strategy for future investment in relation to playgrounds within the Borough
2 September 2019	<ul style="list-style-type: none"> •
21 October 2019	<ul style="list-style-type: none"> •
9 December 2020	<ul style="list-style-type: none"> •
24 February 2020	<ul style="list-style-type: none"> •
16 April 2020	<ul style="list-style-type: none"> •
FUTURE MEETINGS	<ul style="list-style-type: none"> • Medium Term Financial Strategy/Budget Strategy • Fair Funding consultation • Rushmoor Development Partnership – Business Plan • Income Crisis – policy development