



BOROUGH OF RUSHMOOR

To the Mayor and Members of the Council,

YOU ARE HEREBY SUMMONED to attend a Virtual Meeting of the Council on **Thursday, 30th July, 2020 at 7.00 pm** for the transaction of the business set out on the Agenda given below.

A G E N D A

1. **MINUTES** – (Pages 1 - 6)

To confirm the Minutes of the Ordinary Meeting of the Council held on 25th June, 2020 (copy Minutes attached).

2. **MAYOR'S ANNOUNCEMENTS** –

3. **STANDING ORDER 8 - QUESTIONS** –

To receive any questions by Members submitted in pursuance of Standing Order 8 (3).

4. **NOTICE OF MOTION - VOLUNTARY ORGANISATIONS –**

To consider the following Notice of Motion, which has been submitted by Cllr Christine Guinness pursuant to Standing Order 9 (1):

“This Council records our gratitude and thanks to the many organisations, community groups and individuals who stepped forward at a time of great uncertainty, during the Covid-19 pandemic, to help the most vulnerable and isolated residents in Rushmoor. They were able to provide an essential point of contact and aid before Government support could be put in place.

The Council commits to the on-going support of voluntary organisations within the Borough, reflecting the invaluable contribution they make to our communities, and insuring their ability to react quickly to future need.”

5. **RECOMMENDATION OF THE CABINET – (Pages 7 - 16)**

To consider the recommendation of the Cabinet in relation to the following item:

Rushmoor Borough Council Business Plan – 2020-23

To receive a report from the Cabinet (copy attached – Annex 1), which recommends the approval of the Council’s three year Business Plan 2020-23. The Portfolio Holder for Democracy, Strategy and Partnerships (Cllr A.R. Newell) will introduce this item.

6. **QUESTIONS FOR THE CABINET –**

To receive any questions by Members to Cabinet Members submitted in accordance with the Procedure Note.

7. **REPORTS OF CABINET AND COMMITTEES – (Pages 17 - 24)**

To receive and ask questions on the Reports of the following Meetings (copy reports attached):

Cabinet 14th July 2020

Committees

Development Management 24th June 2020

8. **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE AND POLICY AND PROJECT ADVISORY BOARD – (Pages 25 - 44)**

To note the Reports of the following meetings (copy reports attached):

Policy and Project Advisory Board 10th June 2020
Overview and Scrutiny Committee 11th June 2020
Policy and Project Advisory Board 15th July 2020

A.E. COLVER
Head of Democracy and Community

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 22nd July 2020

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BOROUGH OF RUSHMOOR

MEETING OF THE BOROUGH COUNCIL held remotely on Thursday, 25th June, 2020 at 6.30 pm.

The Worshipful The Mayor (Cllr M.S. Choudhary (Chairman))
The Deputy Mayor (Cllr B.A. Thomas (Vice-Chairman))

Cllr Gaynor Austin
Cllr T.D. Bridgeman
Cllr Sue Carter
Cllr A.K. Chowdhury
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr K. Dibble
Cllr C.P. Grattan
Cllr A.J. Halstead
Cllr Prabesh KC
Cllr J.H. Marsh
Cllr S.J. Masterson
Cllr Marina Munro
Cllr A.R. Newell
Cllr M.J. Roberts
Cllr M.D. Smith
Cllr M.J. Tennant

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr Sophia Choudhary
Cllr D.E. Clifford
Cllr A.H. Crawford
Cllr P.J. Cullum
Cllr Veronica Graham-Green
Cllr Christine Guinness
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Nadia Martin
Cllr T.W. Mitchell
Cllr K.H. Muschamp
Cllr Sophie Porter
Cllr M.L. Sheehan
Cllr C.J. Stewart
Cllr Jacqui Vosper

Apologies for absence were submitted on behalf of Cllr P.G. Taylor.

Before the meeting was opened, the Mayor's Chaplain, the Reverend George Newton, led the meeting in prayers.

11. **MINUTES**

It was **MOVED** by Cllr D.E. Clifford; **SECONDED** by Cllr K.H. Muschamp and

RESOLVED: That the Minutes of the Extraordinary Meeting of the Council on 14th May, 2020 and the Annual Meeting of the Council on 26th May 2020 (copies having been circulated previously) be taken as read, approved and signed as a correct record.

12. **MAYOR'S ANNOUNCEMENTS**

- (1) The Mayor reported that he had visited Aldershot Town Centre on 16th June 2020 to support the essential businesses that had remained open throughout Covid-19 and the non-essential businesses that were re-opening at that time. He had been accompanied by officers from Environmental Health who provided businesses with public health posters and advice sheets and the Mayor had spoken with a number of businesses.

- (2) The Mayor advised that he had attended the Armed Forces Day flag raising ceremony at Princes Gardens on 22nd June 2020. The ceremony had been low-key due to the restrictions surrounding the coronavirus pandemic. The Mayor's Chaplain, Reverend George Newton, had led a short service that had also been attended by the Garrison Commander (Lt. Col. Paddy Baines MBE) and the Garrison Sergeant Major (WO1 William Biggar) and the Council's Military Champion (Cllr Jacqui Vosper). The flag would be flown until 27th June 2020, which was Armed Forces Day. The Mayor advised Members that there would be a series of online activities on the Council's website for people to join in and watch to mark Armed Forces Day.

13. STANDING ORDER 8 - QUESTIONS

The Mayor reported that no questions had been submitted under Standing Order 8.

14. NOTICE OF MOTION - BLACK LIVES MATTER

The Council was asked to consider a Motion which had been submitted by Cllr D.E. Clifford in accordance with the provisions of Standing Order 9 (1). As an exception in the case of this item, the Mayor had agreed that Standing Order 9 (6) in relation to the limit on the number of words in the Motion would not not apply. The Motion stated that:

“Rushmoor Borough Council place on record our deep sadness and revulsion at the senseless killing of George Floyd in Minnesota, USA.

Whilst we recognise that every life matters we echo the cries for justice and the assertion that ‘Black Lives Matter’ given the unique historic and contemporary challenges faced by black communities.

We stand together unreservedly with black members of our communities to work hard for current and future generations, in particular those citizens within our borough, to eradicate racism in all its forms and to proactively educate our citizens so that our towns are inclusive and anti-racist, not just in name and policies but in action. This starts with an all-party review led by the Policy and Project Advisory Board, including Black, Asian and Minority Ethnic members of our community, of processes, policies and organisational attitudes regarding racism.”

Speaking on his Motion, Cllr Clifford thanked Rev Malcolm Cummins for the words and spirit of the motion, which was one of love and reconciliation and not hate and division. Cllr Clifford stated that the Motion was a genuine and humble attempt to listen, learn and deliver better for all. He felt that, however historic and profound the Motion was, the solutions to racism would not come from the government, law enforcement or council motions alone. It would come from every individual in the community humbly and quietly reflecting on their own views and attitudes.

During discussion, reference was made to the recent Black Lives Matter rally in the Borough, at which Rev Newton, the Mayor's Chaplain, had spoken. The view was also expressed that the motion mentioned an all-party review of the Council's processes, policies and organisational attitudes, including Black, Asian and Minority

Ethnic (BAME) members of the community. It was felt that this was welcome and had to include all councillors reaching out to these residents, listening and learning from their lived experience – not simply deferring to ‘community leaders’ who already held positions of influence and had a platform for their views. If Members were to “proactively educate our citizens” as the motion stated, it was felt that they must first educate themselves and those around them by reading, listening, openly discussing and deconstructing what were deeply ingrained thoughts, views and habits. It must be acknowledged that racism did not only exist in the hearts and minds of ‘bad people’; because if this did not happen, the defensive walls built around people would never be broken down sufficiently for genuine change to happen.

The view was also expressed that the huge challenges currently faced - the climate emergency, the coronavirus pandemic, Brexit and the certain economic crisis to come - brought with them the potential threat of rising conflict within society. It was also felt that facing these issues also brought an opportunity to come together, to address racism, to develop a green economic recovery and a fairer, more inclusive society.

In putting the motion into action, it was felt that the Council should focus on the Borough’s local context and the actual lived experience of Black, Asian and Minority Ethnic people who lived in the Borough. It was also mentioned that the issues raised by the Motion should be addressed in the development of the Council’s People Strategy by considering how the diversity of the workforce could be improved, reviewing the Council’s existing equalities policies and enhancing the training that Members and staff received. It was also felt that the Borough’s faith and community groups were already making an impact on breaking down barriers between communities in Rushmoor. The Council needed to help community groups build on this good work, with the Council as an enabling force to deliver a stronger, united, diverse and integrated community in Rushmoor.

During discussion, it was **MOVED** by Cllr T.W. Mitchell, **SECONDED** by Cllr Gaynor Austin, that the motion be amended by deleting the words “Whilst we recognise that every life matters” from the beginning of the second paragraph of the motion. Following a debate, the amendment was put to the meeting. There voted **FOR: 2; AGAINST: 26; ABSTAINED: 5** and the amendment was **DECLARED LOST**.

In further debate on the original Motion, personal, moving and inspiring testimonies were given by Black and Asian members of the Council who had experienced racism in educational establishments as well as the workplace.

Cllr K. Dibble, who had seconded the Motion, stated that Black, Asian and Minority Ethnic members of the community had unique and historic challenges. For example, a black person was twice as likely to die in Police custody and nine times more likely to be stopped and searched. A person who was Black, Asian or Minority Ethnic, was also shown to be more likely to die from Covid-19. These statistics were not because of the colour of skin, but because of social inequalities of health, housing and employment. It was noted that only 1% of the UK’s top bosses were black. It was noted that, according to the Rowntree Trust, figures for child poverty were 11% white, 26% black and children from Bangladeshi families equated to 67% of the total number. Cllr Dibble stated that black lives needed to matter more than ever and be

treated equally as white lives. He believed that Rushmoor had a proud record of diversity and multiculturalism through Aldershot being the home of the British Army, welcoming friends from across the Commonwealth and other allies and also the sudden growth in numbers of Nepalese people within the Borough. Cllr Dibble called on Members to support the Motion as the Council had a duty to scrutinise why the BAME communities in the Borough disproportionately suffered from poor health, housing and employment and that it was now time for action.

After further debate, the Motion was put to the Meeting. There voted FOR: 36; AGAINST: 0 and the Motion was **DECLARED CARRIED unanimously**.

15. **CONSTITUTION REVIEW - STANDING ORDERS FOR THE REGULATION OF BUSINESS**

The Chairman of the Licensing, Audit and General Purposes Committee (Cllr S.J. Masterson) introduced the Committee's Report and reminded Members that, at the Extraordinary Meeting of the Council on 14th May 2020, an updated Constitution had been approved. However, in accordance with the Council's Procedure Rules, the Standing Orders for the Regulation of Business had stood adjourned to this meeting for consideration and adoption.

Cllr Masterson advised that, since the last Council meeting, the provisions in Standing Order 9, which related to the length of Notices of Motion, had been reconsidered by the Constitution Working Group. Further to this discussion, Cllr Masterson proposed an amendment to allow an increase in the number of words permitted for Motions – from 100 to 200 words. This meant that Standing Order 9, new paragraph 8, would be changed to read:

“No Motion, other than a motion which may be moved without notice under Standing Order 12, shall exceed 200 words in length including any document appended thereto.”

This change was intended to enable councillors to include greater clarifying context and explanation - particularly for more complex topics presented in Motions.

Cllr S.J. Masterson **MOVED** and Cllr Mara Makunura **SECONDED** – That the Council adopt the revised Standing Orders for the Regulation of Business, for inclusion in Part 4 of the Constitution, subject to the amendment of Standing Order 9(6) to allow Motions to be submitted of up to 200 words.

Following discussion, there voted FOR: 35; AGAINST: 0; ABSTAINED: 1 and the Recommendation was **DECLARED CARRIED**.

16. **RECOMMENDATION OF THE CABINET**

The Leader of the Council (Cllr D.E. Clifford) introduced the Report of the Cabinet Meeting held on 3rd March 2020, which recommended the adoption of the International Holocaust Remembrance Alliance (IHRA) Working Definition of Antisemitism. It was **MOVED** by Cllr D.E Clifford and **SECONDED** by Cllr T.D.

Bridgeman – That the Council adopt the IFRA Working Definition of Antisemitism as follows:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

The adoption of the definition would demonstrate the Council’s commitment to engaging with the experiences of Jewish communities and to the provision of support where necessary. The adoption of the definition was not designed to be legally binding but would provide a valuable tool to improve understanding and to make a clear statement that antisemitism would not be tolerated. The definition would also support the Council’s continuing work within its policy framework to combat other forms of racism and hate crimes. This was particularly important given the multicultural population profile within the Borough.

During discussion, the comment was made that, in adopting this definition, Rushmoor would be joining over 150 other local authorities, the devolved governments of Scotland and Wales and 30 other countries. Members were advised that there had been a growing number of antisemitic incidents each year since 2016. The view was expressed that the Council should also seek to embed parts of the Board of Deputies’ Manifesto for Local Government that had been published in 2018. It was suggested that the Council’s Education Improvement Task and Finish Group should explore the current level of provision in Rushmoor. The manifesto also called for councils to identify opportunities for civic events with the Jewish community and it was also suggested that the Council should build on its commemoration of Holocaust Memorial Day each year in January.

There voted FOR: 35; AGAINST: 0 and the Recommendation was **DECLARED CARRIED**.

17. **QUESTIONS FOR THE CABINET**

The Mayor reported that two questions had been submitted for response by the Cabinet.

- (1) Cllr Nadia Martin asked a question of the Portfolio Holder for Operational Services (Cllr. M.L. Sheehan) about weekly bin collections.

In response, Cllr Sheehan stated that the fortnightly green bin collection had been introduced by Serco to maintain services as a result of the coronavirus pandemic. Currently, the levels of absenteeism and also in light of fears regarding a second peak in the number of people catching the virus meant that the fortnightly collection would remain for the time being.

- (2) Cllr Nadia Martin asked a question of the Portfolio Holder for Planning and Economy (Cllr Marina Munro) regarding discussions with London and Cambridge about the opening of the toilets in the Wellington Centre.

In response, Cllr Munro stated that she would provide a written response to Cllr Martin.

18. **REPORTS OF CABINET AND COMMITTEES**

RESOLVED: That the Reports of the following meetings be received:

Cabinet	3rd March 2020 28th April 2020 2nd June 2020
Development Management	11th March, 2020
Licensing, Audit and General Purposes	23rd March, 2020
Development Management	27th May, 2020
Licensing, Audit and General Purposes	28th May, 2020

19. **REPORT OF OVERVIEW AND SCRUTINY COMMITTEE**

RESOLVED: That the Report of the Overview and Scrutiny Committee held on 13th February, 2020 be noted.

The meeting closed at 8.10 pm.

COUNCIL MEETING – 30TH JULY 2020**AGENDA ITEM NO. 5****RUSHMOOR BOROUGH COUNCIL BUSINESS PLAN – 2020-23**

Report from a meeting of the Cabinet held on 14th July 2020.

SUMMARY AND RECOMMENDATIONS:

This report sets out the proposed update to the Council's Business Plan, building on the 16 priorities identified by Cabinet, which support the Vision for Aldershot and Farnborough 2030. The plan includes a range of activities which have been carried forward from 2019/20 and a number of new activities. It also takes account of the impact of the Covid-19 pandemic and its longer-term effects on the Council's work.

The Council is Recommended to approve the Council Business Plan (April 2020 to March 2023) as attached at Appendix 1.

1. INTRODUCTION

- 1.1 This report sets out the proposed update to the three year Business Plan for the Council. The original plan ran from April 2019 to March 2022 and was approved by Council on the 25th July, 2019. The plan then and in the proposed update, sets 16 priorities for the Council under the four themes of **People, Place, Partnerships** and **Better Public Services**, it also identifies key activities the Council will be undertaking in the coming three years. The Council's Business Plan supports the delivery of 'Your future, Your place - A vision for Aldershot and Farnborough 2030'.

2. CONTEXT

- 2.1 The first year of the Council Business Plan saw significant progress with some of the key activities completed and other new areas of work identified. However, the Council has had to adapt to the effect of Covid-19 and it will continue to adapt for the medium term.
- 2.2 Covid-19 has had an unprecedented impact on the residents and businesses in Rushmoor, the local economy and the Council's services. Planning and implementing plans for recovery and the restoration of services will be key. The Council has been working in partnership in ensuring a robust response and, taking account of Government advice, has ensured that the effects have been mitigated where it can. However, the full impacts are still not known and may not be known for quite a while. Covid-19 has also meant that some activities

have been delayed and other priority actions have taken precedence to respond to the pandemic.

- 2.3 To assist in the delivery of the Council Business Plan, the Cabinet approved a new Performance Management Framework for the Council at its meeting on the 31st of March, 2020. The new framework has been developed to act as a tool to strengthen performance management within the authority and to ensure that the Council is delivering against its priorities. The work to implement the new framework is still progressing and will be fully introduced during the year.

3. COUNCIL BUSINESS PLAN UPDATE

- 3.1. During February/March 2020 Heads of Service finalised their three year Service Business Plans. These Service Business Plan have since been reviewed to reflect the implications of Covid-19 and the recovery work being planned by the Council. This process was used to update the key activities which the Council will be undertaking during the next three years although each year they are likely to be updated and changed. Consultation has also taken place with Cabinet Members.
- 3.2 The updated plan (Appendix 1) sets out the Council's priorities and key deliverables for the next three year Business Plan period (April 2020 to March 2023). The Council's main objectives around regeneration, the ICE programme, green issues and deprivation are still intended as the top priorities.

4. MONITORING

- 4.1 The progress being made towards achieving these activities and actions will be regularly monitored. As set out in the Council's new Performance Management Framework, Portfolio Holders will play a key part in the monitoring of the actions and activities in their portfolios and the Cabinet will maintain an overview of performance on progress to deliver the priorities.

5. CONCLUSIONS

- 5.1. Taking note that Covid-19 will affect the delivery of the Business Plan, the refreshed Council Business Plan reflects the aspirations of Members to make significant improvements to the Borough and support the Vision even in these challenging times.

CLLR A.R. NEWELL
DEMOCRACY, STRATEGY AND PARTNERSHIP
PORTFOLIO HOLDER



People



Place



Partnerships



*Better
Public Services*

Rushmoor Council Business Plan

April 2020 to March 2023

Welcome

We are in challenging times, the like of which none of us has experienced before. The coronavirus pandemic will continue to have an impact on us all for some time to come. Rushmoor Borough Council has been working, and will continue to work, to protect our residents and local businesses and to help to make sure Rushmoor returns to being the place we are accustomed to living. Planning and implementing plans for recovery and the restoration of services will be key. This aspiration for recovery will only be delivered by working well with our residents, businesses and partners. Much of how we serve our local community must continue and the challenge is, in part, how we can best do this by adapting to our new situation. Valuable work has already been done, but more will be needed. In this updated Council Business Plan, we are setting out what we, as a Council, are committed to do over the next three years as our part in making sure that the vision for the borough - Your Future, Your Place – still becomes a reality by 2030. This plan identifies the key actions we will be taking and demonstrates how we plan to listen, learn and deliver - better. These commitments focus on four themes:

People

Place

Partnerships

Better Public Services.



Underpinning this plan are service action plans which include more detailed information. You can check our progress at www.rushmoor.gov.uk/councilplan

We look forward to delivering for you. Stay safe.

Councillor David Clifford
Leader - Rushmoor Borough Council

Paul Shackley
Chief Executive - Rushmoor Borough Council

People

Our priorities

- We will help improve the health and wellbeing of residents
- We will encourage volunteering and being involved and help people become more connected within their communities
- We will help residents to remain independent in their homes
- We will help our residents and businesses be more sustainable - including reducing waste, recycling more and making sustainable transport choices like cycling



Key activities in 2020-21

- Prepare a strategy and plan in conjunction with key partners for supporting communities to address areas of need to include a focus on keeping the population safe and well informed following the coronavirus emergency
- Delivery of a new health centre in Farnborough at Voyager House in partnership with the CCG
- Develop a plan for improved walking and cycling infrastructure in the Borough which encourages residents to be more active
- Undertake a review of polling places and polling districts
- Agree the Rough Sleeper Strategy and action plan recognising the long term effects of Covid-19 on the Council's obligations
- Develop a revised waste strategy in line with our residents' ambitions and the Environment Bill, including exploring the introduction of a food waste collection service

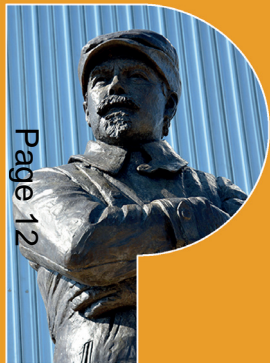
Activities ongoing over the next three years

- Deliver the Council's plans for supporting communities, to include:
 - Tackling areas of deprivation where it exists
 - Improving health outcomes and wellbeing, with a focus on mental health and social isolation
 - Raising aspirations of and supporting young people
 - Initiatives that help improve education outcomes
- Deliver the Rough Sleeper Strategy and action plan
- Implement the plan for improved walking and cycling facilities in the Borough
- Implement the Temporary Accommodation Strategy and identify alternative sites for temporary accommodation
- Deliver changes to electoral processes to make it easier for residents to register and vote
- Continue to deliver the Housing and Homelessness Strategy 2017-2022

Place

Our priorities

- We will continue to drive forward the regeneration of Aldershot and Farnborough town centres
- We will maintain and develop excellent indoor and outdoor facilities
- We will increase our response to addressing climate change and other environmental issues
- We will facilitate more homes being built that will meet the needs of local people
- We will work to grow the local economy in a sustainable way



Key activities in 2020-21

- Agree and commence implementation of the Aldershot Town Centre Strategy
- Commence development of the Union Street, Aldershot regeneration scheme
- Develop and submit the Masterplan application for regeneration of the Civic Quarter in Farnborough, including an option for a new leisure facility/civic and community hub, public open space, a hotel, new homes, shopping, restaurants and cafés and offices
- Complete the preparation and commence delivery of the Council's climate change strategy and action plan including establishing the carbon footprint for the Borough and the Council's services
- Agree sustainable (climate friendly/carbon neutral) approaches to the design and delivery of all Council led developments
- Develop policies and initiatives to improve green infrastructure and enhance biodiversity across the borough
- In line Government advice, work with the Councils leisure provider to recover services at the Farnborough Leisure Centre and the Aldershot Indoor Pools and Lido complex
- Develop a visitor centre, café and other facilities for visitors to the Southwood Country Park
- Complete and open the new leisure and play facilities at Moor Road playing fields
- Develop the digital economy including opening the Digital Hub in Aldershot

Activities ongoing over the next three years

- Begin development at the Farnborough Civic Quarter
- Support the ongoing development at Wellesley
- Take forward the strategic economic actions to support recovery and growth
- Deliver plans contained in the Climate Change Strategy and Action Plan to work towards being a carbon neutral council by 2030
- Monitor and, where possible, support improvements in local air quality
- Manage the planning processes relating to Esso Pipeline efficiently to ensure safe implementation that minimises, as far as possible, the impact on people and habitats
- Continue to deliver the Affordable Housing Delivery Programme to provide 150 affordable homes each year
- Develop and deliver homes for private rent through Rushmoor Homes
- Develop proposals for a visitor attraction related to aviation heritage including educational opportunities to help grow tourism
- Subject to a feasibility study, deliver a closed-circuit cycle track in the borough
- Undertake the procurement of an operator for the Council's key leisure contracts

Partnerships

Our priorities

- We will work with our partners to help people feel safer
- We will strengthen relationships with the voluntary and community sectors to maximise the value they bring to our community
- We will continue to support our military community
- We will work with schools, businesses and other partners to improve educational attainment and raise career aspirations



Key activities in 2020-21

- Implement improved arrangements for the Council's Community Safety Service and maintain strong links with partners through the Rushmoor, Basingstoke and Hart Community Safety Partnership
- Develop new working arrangements with community/voluntary sector groups and public sector partners to support recovery processes from the coronavirus pandemic
- Renew the CCTV network for the borough
- Support the Centre of Excellence at Farnborough College of Technology for the development of support to the aerospace industry through apprenticeship and research and innovation offers

Activities ongoing over the next three years

- Progress Military Covenant priorities and prepare and deliver a plan to seek Defence Employers Recognition Scheme Gold
- Develop a new community support hub arrangement jointly with key partner organisations, including Rushmoor Voluntary Services and Citizens' Advice
- Deliver the Safer North Hampshire (SNH) Community Safety Partnership Plan and support regeneration by maintaining safe, clean and healthy town centres
- Work with our partners to support and encourage street attached individuals to seek access to specialist support services to make positive changes in behaviour
- Encourage and establish business, education and community links with support from the Rushmoor International Association with:
 - Dayton, Ohio, United States
 - Gorkha Municipality, Nepal
 - Rzeszow, Poland

Better Public Services

Our priorities

- We will transform and modernise the way we deliver our services to customers
- We will listen and learn from our residents and businesses and improve the ways we engage and communicate
- We will manage our finances well, increase income and deliver the savings and efficiencies we need to ensure we can deliver excellent services to residents



Key activities in 2020-21

- To continue to respond to the Coronavirus Pandemic and adapt services accordingly alongside the Local Resilience Forum and with partners, as required and directed by Government
- To develop and implement delivery plans for the recovery phase(s) of the Coronavirus Pandemic
- Deliver against the three-year ICE transformation programme to improve and modernise the Council's core business and create a consistently excellent customer service
- Introduce a new website and increase take up of online services across the Council
- Review the Council's approaches to communications and make sure our residents and business are well informed and can influence decisions that affect them and the places where they live and work
- Adopt the new 2020-2024 Procurement Strategy
- Develop a balanced and proportionate Savings Plan that addresses the budget deficit forecast over the medium-term
- Continue to develop a more commercial approach across Council services to help increase income, reduce costs and generate new commercial opportunities
- Make better use of new digital technologies to provide better connections with our customers and use data more effectively to inform our business decisions

Activities ongoing over the next three years

- Deliver the Savings Plan to address the budget deficit forecast over the medium-term
- Implement new technology to protect the Council from the threat of cyber crime
- Continue to develop the Council's workforce so that staff have the skills they need for now and the future
- Taking into account the financial implications of Covid-19 manage and develop our commercial property portfolio well and identify opportunities with other council owned and regeneration properties to ensure the Council sees both a good return and wider economic benefits to local business tenants

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CABINET

Meeting held on Tuesday, 14th July, 2020 at 5.00 pm via Microsoft Teams and streamed live.

Voting Members

Cllr D.E. Clifford, Leader of the Council
Cllr K.H. Muschamp, Deputy Leader and Customer Experience and Improvement Portfolio Holder

Cllr Marina Munro, Planning and Economy Portfolio Holder
Cllr A.R. Newell, Democracy, Strategy and Partnerships Portfolio Holder
Cllr M.L. Sheehan, Operational Services Portfolio Holder
Cllr P.G. Taylor, Corporate Services Portfolio Holder
Cllr M.J. Tennant, Major Projects and Property Portfolio Holder

The Leader of the Council (Cllr D.E. Clifford) invited the Leader of the Labour Group (Cllr K. Dibble) to attend and contribute to the meeting.

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **27th July, 2020**.

7. MINUTES –

The Minutes of the meeting of the Cabinet held on 2nd June, 2020 were confirmed.

8. RUSHMOOR BOROUGH COUNCIL BUSINESS PLAN - 2020/23 –

(Cllr Adrian Newell, Democracy, Strategy and Partnerships Portfolio Holder)

The Cabinet considered Report No. DCS2001, which set out proposed updates to the Council's three year business plan.

Members were informed that the business plan would build on the sixteen priorities that had been identified by the Cabinet and that supported the Council's Vision for Aldershot and Farnborough 2030. Members were informed that the business plan would be presented at the Council Meeting on 30th July, 2020.

In response to a question, it was confirmed that Members would be informed of any priority areas that had been seriously impacted by the Covid-19 pandemic.

The Cabinet RECOMMENDED TO THE COUNCIL that the Rushmoor Borough Council Business Plan (April 2020 to March 2023), as set out in Report No. DCS2001, be approved.

9. FARNBOROUGH LEISURE AND CIVIC HUB – APPROVAL OF OUTLINE BUSINESS CASE AND NEXT STEPS –

(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2009, which sought additional funding to

proceed with a detailed feasibility study for the potential development of a combined leisure centre and civic hub within the Farnborough Civic Quarter site.

Members were reminded that a capital budget of £100,000 for the commissioning of a feasibility study in relation to the potential development of a new leisure centre had been agreed previously by the Cabinet. It was now proposed that the scope of the feasibility study should be broadened to consider the creation of a new civic hub as part of the development. This would require the establishment of a further budget of up to £100,000. Members were informed that the Council had appointed GLK Solutions to work with officers to produce the Outline Business Case appended to the Report.

The Cabinet considered the details of the business case and was supportive of the approach suggested. In particular, Members discussed issues around the condition of the existing council offices and the requirement for the Council to reduce its carbon footprint over the coming years.

The Cabinet RESOLVED that

- (i) the Outline Business Case, as set out in Appendix A to Report No. RP2009, be approved;
- (ii) the recommendations, as set out in paragraph 3.4 of the Report and in accordance with the Outline Business Case, be approved; and
- (iii) a further budget of up to £100,000 to support the delivery of the feasibility study, as set out in paragraph 4.5 of the Report, be approved.

10. **REGENERATING RUSHMOOR PROGRAMME - UNION STREET, ALDERSHOT REGENERATION SCHEME –**
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Report No. RP2011, which set out an update on progress in relation to the Union Street, Aldershot redevelopment site.

Members were informed that planning permission had been granted for the scheme in June, 2020. Approval was now required to carry out the necessary demolition and clearance works to maintain the development timetable. This would enable the Council to secure the external grant funding that had been secured against the scheme and would ensure the timely delivery of the agreed student accommodation to the University for the Creative Arts.

In response to a question, it was confirmed that the exercise to select a demolition contractor would be subject to appropriate procurement practices and would be Official Journal of the European Union (OJEU) compliant. Members also discussed the importance of securing the external funding to offset the overall cost of the scheme.

The Cabinet RESOLVED that

- (i) the update on the due diligence being undertaken and the proposed decision making process, as set out in Report No. RP2011, be noted;
- (ii) the progression of the demolition of the site, including the procurement of demolition services and the awarding of contracts (up to £1.25 million) through an appropriate framework, to clear and prepare the site for construction as soon as practicable, be approved;
- (iii) the meeting of the demolition and site clearance costs from the capital budgets already set aside for the regeneration of Union Street, Aldershot be approved;
- (iv) the establishment of an internal (client) project team be noted and the appointment of other advisers and the procurement of advice, as necessary, to complete the due diligence process and support the demolition and clearance of the site be approved, with the costs being met from budgets already agreed for the regeneration programme;
- (v) in relation to planning application no. 20/00171/FULPP, the entering into the necessary legal agreement(s) in relation to the planning obligations set out in Section 4.4 to secure planning consent in a timely manner be approved;
- (vi) the appointment of external solicitors to progress the Agreement for Lease and associated documents with the University for the Creative Arts be noted; and
- (vii) the formal approval by the Enterprise M3 LEP of grant funding of £1.2 million be noted.

11. EXCLUSION OF THE PUBLIC –

RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned item to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the item:

Minute No.	Schedule 12A Para. No.	Category
12	3	Information relating to financial or business affairs

**THE FOLLOWING ITEM WAS CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

12. UNION STREET, ALDERSHOT REGENERATION - LAND ASSEMBLY –
(Cllr Martin Tennant, Major Projects and Property Portfolio Holder)

The Cabinet considered Exempt Report No. RP2010, which set out proposals to secure the vacant possession of land within the Union Street, Aldershot regeneration site.

Members were informed of the circumstances around two properties within the site. In each case, the legal position of the properties had been complex and this had led to protracted negotiations with the occupiers. It was, however, in the Council's interests to secure vacant possession to enable progress to be made in delivering the redevelopment project plan. Members were supportive of the approach proposed and considered that the regeneration of this site remained one of the Council's key priorities. Officers were authorised to negotiate with the occupiers to obtain vacant possession, within prescribed limits.

The Cabinet RESOLVED that

- i) in order to make progress with the demolition of the site and with the implementation of the planning permission obtained, Council officers be authorised to secure vacant possession of the properties, as set out in Exempt Report No. RP2010, by negotiation up to the limits agreed at the meeting and set out in the Restricted Minute appended; and
- ii) the setting aside of a revenue budget for temporary holding costs, as set out in paragraphs 5.4–5.5 of the Exempt Report, be approved.

The Meeting closed at 6.07 pm.

CLLR D.E. CLIFFORD, LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 24th June, 2020 at 7.00 pm
via Microsoft Teams and streamed live.

Voting Members

Cllr J.H. Marsh (Chairman)
Cllr C.J. Stewart (Vice-Chairman)

Cllr Mrs. D.B. Bedford
Cllr J.B. Canty
Cllr R.M. Cooper
Cllr P.I.C. Crerar
Cllr P.J. Cullum
Cllr C.P. Grattan
Cllr Nadia Martin
Cllr B.A. Thomas

Apologies for absence were submitted on behalf of Cllr K. Dibble.

Cllr Sophie Porter attended the meeting as a Standing Deputy.

Non-Voting Member

Cllr Marina Munro (Planning and Economy Portfolio Holder) (ex officio)

15. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

16. **MINUTES**

The Minutes of the meeting held on 27th May, 2020 were approved and signed by the Chairman.

17. **PLANNING APPLICATIONS**

RESOLVED: That

- (i) the applications dealt with by the Head of Economy, Planning and Strategic Housing, where necessary in consultation with the Chairman, in accordance with the Council's Scheme of Delegation, more particularly specified in Section "D" of the Head of Economy, Planning and Strategic Housing's Report No. EPSH2020, be noted;
- (ii) the following applications be determined by the Head of Economy, Planning

and Strategic Housing, in consultation with the Chairman:

- * 20/00171/FULPP (Development at Union Street, Aldershot);
- * 20/00287/FULPP (Land at Solartron Retail Park, Solartron Road, Farnborough);

(iii) the current position with regard to the following applications be noted pending consideration at a future meeting:

18/00367/OUTPP (Former Police Station, Pinehurst Avenue, Farnborough);

20/00149/FULPP (Units 2A & 3, Blackwater Shopping Park, 12 Farnborough Gate, Farnborough);

20/00301/FULPP (Farnborough College of Technology, Boundary Road, Farnborough).

- * The Head of Economy, Planning and Strategic Housing's Report No. EPSH2020 in respect of these applications was amended at the meeting

18. **APPLICATION NO. 20/00171/FULPP - DEVELOPMENT AT UNION STREET, ALDERSHOT**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2020 (as amended at the meeting) regarding the demolition of the existing buildings and construction of 100 residential units (Use Class C3) and 128 student units (Sui Generis) together with 2,237sm Gross External Area (GEA) of flexible retail/commercial/business/community floor space (Use Classes A1-A5,B1,D1), public realm enhancements including hard and soft landscaping and associated access, servicing, car parking and cycle parking.

RESOLVED: That subject to the completion of a satisfactory Planning Obligation under Section 106 of the Town and Country Planning Act 1990 or such other suitable alternative legal mechanisms to secure the planning obligations as set out in the Report (as amended at the meeting):

- (i) the Head of Economy, Planning and Strategic Housing be authorised to grant planning permission subject to the conditions and informatives set out in Report No. EPSH2020 (as amended at the meeting); and
- (ii) The Head of Economy, Planning and Strategic Housing, in consultation with the Chairman of the Development Management Committee, be authorised, prior to the issue of planning permission, to:
 - a) add, delete or vary conditions as best required for securing the planning obligations;
 - b) negotiate and agree the terms of any other agreements or

arrangements to secure planning obligations entered into with the Local Planning Authority, as the case may be.

19. **APPLICATION NO. 20/00287/FULPP - LAND AT SOLARTRON RETAIL PARK, SOLARTRON ROAD, FARNBOROUGH**

The Committee considered the Head of Economy, Planning and Strategic Housing's Report No. EPSH2020 (as amended at the meeting) regarding the refurbishment, extension and amalgamation of Units 3 and 4 Solartron Retail Park to facilitate new enlarged single retail premises (Class A1) to be used as a 'foodstore'. The application included associated works to Unit 2 Solartron Retail Park, service yard and reconfiguration of the car park and relief from Conditions No. 3 (to allow unrestricted servicing) and No. 7 (to allow a revised layout of service yard) of Planning Permission 03/00502/FUL, dated 10th March, 2005.

RESOLVED: That, subject to the completion of a satisfactory Planning Obligation under Section 106 of the Town and Country Planning Act 1990 and/or Deed of Variation to the 2005 Section 106 Agreement, dated 12th May, 2005 to:

- (i) secure £16,500 for the implementation, evaluation and monitoring of the Travel Plan;
- (ii) vary the terms of the 2005 Section 106 Agreement, dated 12th May, 2005 relating to Solartron Retail Park to allow the proposed amalgamated retail unit created from Units 3 and 4 to be used for the retail sale of foodstuffs and non-bulky goods

the Head of Economy, Planning and Strategic Housing, in consultation with the Chairman, be authorised to grant planning permission, subject to the conditions and informatives set out in Report No. EPSH2020 (as amended at the meeting).

20. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT**

(i) **No. 61 Rowhill Avenue, Aldershot –**

The Committee noted that the carport, due to its scale, design and siting forward of the principal elevation of the property, did not respect the established character and building line of Rowhill Avenue and had resulted in an obtrusive and overbearing development, harmful to the amenity of neighbouring properties and the character and appearance of the streetscene. The development therefore conflicted with Policy DE1 (Design in the Built Environment) of the adopted Rushmoor Local Plan (2014-2032) and Supplementary Planning Document 'Home Improvements and Extensions February 2020'.

RESOLVED: That the decision to take enforcement action, taken in accordance with the Council's Scheme of Delegation and outlined in the Head of Economy, Planning and Strategic Housing's Report No. EPSH2021, be noted.

(ii) **No. 162 Fleet Road, Farnborough –**

The Committee noted that it was considered that the existing timber fencing and access gates and open sided outbuilding sited along the front boundary of the property gave rise to an unacceptable form of development that had an adverse impact on the character of the existing property and on the visual amenity of the street scene. Therefore, the development conflicted with the objectives of policy DE1 (Design in the Built Environment) of the Rushmoor Local Plan 2014 - 2032 Adopted February 2019.

RESOLVED: That the decision to take enforcement action, taken in accordance with the Council's Scheme of Delegation and outlined in the Head of Economy, Planning and Strategic Housing's Report No. EPSH2021, be noted.

21. **DEED OF VARIATION - THE CRESCENT, SOUTHWOOD BUSINESS PARK, SUMMIT AVENUE, FARNBOROUGH**

The Committee received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2022 (as amended at the meeting) which sought authority to vary the terms of a legal agreement relating to affordable housing and Section 106 contributions, granted on 19th March, 2019, in relation to The Crescent, Southwood Business Park, Summit Avenue, Farnborough.

The Committee was advised that the developers were seeking a deed of variation of the S. 106 agreement in respect of:

- i) the Registered Provider's mortgagee duties prior to disposing of any Affordable Housing Units; and
- ii) the triggers for payment of financial contributions in respect of the Special Protection Area and off-site Public Open Space.

It was noted that the reason for seeking the variations was to assist the owner in coping with the financial effects of the Covid-19 pandemic and to enable the owner to commit to proceed with the development within agreed timescales to help secure the prompt delivery of market and affordable housing.

RESOLVED: That, subject to them being satisfied by 28th June, 2020 that there is no substantive reason not to proceed, authority be delegated to the Head of Economy, Planning and Strategic Housing, in consultation with the Chairman of the Development Management Committee, to agree the details of and sign a deed of variation to the existing 106 agreement in respect of The Crescent, Southwood Business Park, Summit Avenue, Farnborough.

The meeting closed at 8.50 pm.

CLLR C.J. STEWART (VICE-CHAIRMAN)

POLICY AND PROJECT ADVISORY BOARD

Minutes of Remote Meeting held on Wednesday, 10th June, 2020 at 7.00 pm.

Voting Members

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

Cllr Sophia Choudhary
Cllr P.J. Cullum
Cllr Prabesh KC
Cllr T.W. Mitchell
Cllr Sophie Porter
Cllr M.J. Roberts
Cllr B.A. Thomas

Cllr A.H. Crawford (Standing Deputy)

Apologies for absence were submitted on behalf of Cllr Nadia Martin.

1. APPOINTMENT OF VICE CHAIRMEN

RESOLVED: That Cllrs P.I.C. Crerar and C.J. Stewart be appointed Vice-Chairmen for the 2020/21 Municipal Year.

2. MEMBERSHIP OF THE POLICY AND PROJECT ADVISORY BOARD

It was advised that, following the appointments to committees made at the Extraordinary Council Meeting on 14th May 2020, a change had been made by the Conservative Group to its membership of the Board. It was noted that Cllr Jacqui Vosper had replaced Cllr Veronica Graham-Green as Standing Deputy.

3. MINUTES

The minutes of the meeting held on 22nd January 2020 were approved and signed by the Chairman.

4. ALDERSHOT TOWN CENTRE STRATEGY - UPDATE

The Board received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2019, which provided an update on the Aldershot Town Centre Uses Study that had been commissioned by the Council in December 2019 to provide evidence to support an updated Strategy for Aldershot Town Centre.

The Chairman welcomed Dr. Steven Norris (Director and National Head of Planning, Development and Regeneration) and Blathnaid Duffy (Director, Planning, Development and Regeneration) from the Council's consultants, Lambert Smith Hampton, who had joined the meeting to give a presentation on the Study. The Study had been carried out to provide evidence to enable the Council to determine the likely level of need for retail, office, cultural and leisure floorspace in Aldershot Town Centre from the current baseline looking ahead five years, ten years and beyond. The forecasts would take account of the development proposed both within the town centre and beyond to advise how demographic changes associated with development of this scale were likely to influence demand.

A copy of the presentation had been circulated to the Board in advance of the meeting. The presentation covered:

- the scope of the work
- core study outputs
- key trends and challenges
- the impact of Covid-19 (accelerating trends)
- headline findings of Part 1 of the study (market research)
- population and expenditure
- shopping patterns/market shares for food shopping and non-food shopping
- retail floorspace capacity forecasts
- an assessment of commercial leisure needs
- Aldershot town centre health check (diversity of uses, market position and perception of town centre (household survey v in-centre survey))
- emerging strengths, weaknesses, opportunities and threats for the town centre
- an outline of the next steps of the Study (Part 2 – potential to support new office floorspace, strategy for managing future change and growth, potential steps to recovery following Covid-19)

During discussion, questions were raised regarding:

- convenience retail and food/beverage offers being “strengths” for Aldershot town centre and how the Council could build on these going forward
- the possibility of developing the area around the train station
- the repurposing of space/buildings for leisure uses
- the use of the “strengths” identified in the development of the Union Street East and Galleries sites
- how to make the best use of the town centre's heritage offer
- the cost of the provision of open space
- the impact of an increased population on security

- the profile of the sample of residents used in the market research and the need to ensure that the thoughts and aspirations of young people were captured
- the findings of the market research on residents' thoughts on Aldershot Town Centre's unique selling point
- what the Council can do to retain the Borough's young talent to stay in the area

The Head of Economy, Planning and Strategic Housing outlined the next steps of the Study (Part 2) to the Board, which would be continued over the following two months. It was anticipated that an interim Aldershot Town Centre Strategy would be published in the autumn. Due to the changing situation as a result of Covid-19, the finalised Strategy would be published later than had originally been envisaged to capture a clearer assessment of people's shopping habits and the challenges for the town centre as the Borough recovered from the effects of Covid-19.

Action to be taken	By whom	When
Submit questions to Head of Economy, Planning and Strategic Housing to be sent to Lambert Smith Hampton for response	Board Members	As soon as possible
The Board's comments to be included in shaping the Aldershot Town Centre Strategy	Head of Economy, Planning and Strategic Housing	Autumn 2020
A copy of the Retail and Town Centre Uses Study to be sent to the Board Members	Head of Economy, Planning and Strategic Housing	June 2020

5. **PROCUREMENT STRATEGY**

The Board considered the Draft Procurement Strategy 2020-2024, which set out the Council's vision for procurement and its priorities for the following four years to 2024 and was consistent with the latest government procurement legislation and initiatives. It was a statement of the procurement commitments of the Council. The success of the Strategy relied on the commitment of Members, senior managers and staff undertaking procurement activity following processes set out in the document and could have a positive impact on a range of socio-economic factors. These included a successful local economy, a thriving voluntary sector, community empowerment, environmental issues and value for money.

The Executive Head of Finance encouraged Members to give feedback via email so that comments could be taken into account before the final draft Strategy was submitted to the Cabinet for approval.

During discussion, proposed changes were submitted by the Chairman in respect of

- the need to have regard to the Climate Change Statement, strategic framework and action plan, with the aim of achieving the Council’s objective of becoming carbon neutral by 2030;
- amendments to the current outcome measures under “Definitions of Economic, Social, Environmental Outcomes”

which the Executive Head of Finance agreed to include and build upon in the final draft. Questions were also raised regarding: break clauses in large scale contracts; the use of in-house and consultants for contract negotiations; combatting procurement fraud; the impact of Brexit on public procurement regulations; collaborative procurement; the assessment of the financial standing of suppliers; and, missing timescales in the current draft Strategy.

Action to be taken	By whom	When
Board Members to submit comments on the draft Strategy to the Executive Head of Finance, to be taken into account when finalising the draft Strategy for submission to the Cabinet (including the Chairman’s comments submitted at the meeting)	Board Members	July 2020

6. APPOINTMENTS TO GROUPS FOR 2020/21

(1) Progress Group

RESOLVED: That the following members be appointed to serve on the Policy and Project Advisory Board Progress Group for the 2020/21 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
PPAB Vice-Chairmen	Cllr P.I.C. Crerar Cllr C.J. Stewart
Conservative Group	Cllr P.J. Cullum
Labour Group	Cllr Nadia Martin Cllr M.J. Roberts
Liberal Democrat Group	Cllr T.W. Mitchell

(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 2020/21 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 J.H. Marsh
Conservative Group	Cllr P.J. Cullum Cllr C.J. Stewart
Labour Group	Cllr C.P. Grattan Cllr M.J. Roberts
Liberal Democrat Group	Cllr T.W. Mitchell

(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 2020/21 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
Conservative Group	Cllr Sue Carter Cllr Mara Makunura Cllr C.J. Stewart
Labour Group	Cllr C.P. Grattan Cllr Sophie Porter
Liberal Democrat Group	Cllr T.W. Mitchell

(4) Transformation Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Transformation Task and Finish Group for the 2020/21 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
Labour Group	Cllr Gaynor Austin Cllr Sophie Porter
Liberal Democrat Group	One vacancy

(5) Elections Group

RESOLVED: That the following members be appointed to serve on the Elections Group for the 2020/21 Municipal Year:

PPAB Vice-Chairman	Cllr C.J. Stewart
Cabinet Member with responsibility for Electoral Issues	Cllr A.R. Newell
Chairman of Licensing, Audit and General Purposes Committee	Cllr S.J. Masterson
Conservative Group	Cllr P.I.C. Crerar
Labour Group	Cllr T.D. Bridgeman

	Cllr K. Dibble
Liberal Democrat Group	Cllr T.W. Mitchell

(6) **Regeneration Sustainability Group**

During discussion on the establishment of this group, it was agreed that the best way forward for Member input on regeneration and sustainability issues would be to hold a series of all Member webinars where different experts would join the discussions, therefore providing all Members with an earlier opportunity to have an input, rather than a small working group.

RESOLVED: That the establishment of a Regeneration Sustainability Group be not progressed, for the reasons set out above.

7. **WORK PROGRAMME**

The Chairman gave an update on the current situation with regard to the Playground Action Plan. It was noted that, in future, this would be dealt with by the Cabinet Member with responsibility for playgrounds.

The Board was also advised that the issue of a consultation on the Byelaws Review of Aldershot and District Military Lands had been added to the work programme, pending publication of the document.

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

The meeting closed at 10.03 pm.

CLLR J.B. CANTY (CHAIRMAN)

OVERVIEW AND SCRUTINY COMMITTEE

Minutes of the Remote Meeting held on Thursday, 11th June, 2020 at 6.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr Sue Carter (Vice-Chairman)

Cllr Gaynor Austin
Cllr T.D. Bridgeman
Cllr R.M. Cooper
Cllr Veronica Graham-Green
Cllr Christine Guinness
Cllr L. Jeffers
Cllr Mara Makunura
Cllr S.J. Masterson

1. COMMITTEE MEMBERSHIP

It was advised that, following the appointments to committees made at the Extraordinary Council Meeting on 14th May 2020, a change had been made by the Conservative Group to its membership of the Committee. It was noted that Cllr Veronica Graham Green had replaced Cllr Jacqui Vosper as a member of the Committee.

2. APPOINTMENT OF VICE-CHAIRMEN

RESOLVED: That Cllrs. Mrs D.B. Bedford and Sue Carter be appointed as Vice-Chairmen of the Committee for the 2020/21 Municipal Year.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13th February, 2020 were agreed as a correct record.

4. INTRODUCTION TO THE COMMITTEE

Mr. Andrew Colver, Head of Democracy, Strategy and Partnerships, gave a presentation on the working arrangements of the Committee. The Committee noted that the Council had to have a scrutiny committee, that was politically balanced and could give an independent view. There was little restriction on issues could be scrutinised within the Council executive and, non-executive functions and external organisations could also be scrutinised. However, it was important to avoid duplication with the work of the Policy and Project Advisory Board and regular meetings would be scheduled between the Chairmen to discuss current and future work.

The Committee would have regular items on the work plan, in particular performance monitoring which would take place once a quarter. These items would be scheduled into the work plan at the beginning of each Municipal Year.

The work plan would be considered at the progress meetings which would take place between each main committee meeting. It was important that there was a planned/purposeful approach when considering items for the work plan. It was noted that not more than four to five task and finish groups should be operating at any one time and consideration should be given to resources when determining areas for detailed scrutiny at task and finish groups.

A request was made for future items that could be considered at the next Progress Group meeting. These should be shared with the Chairman, Mr. Colver or the committee administrator.

It was proposed that a scrutiny training session could be held for the whole committee. This was agreed in principle and a date would be sought.

In summary, the Committee provided a key role within the governance structure and had the freedom to choose what to scrutinise and act upon it. It was felt important that the process was outcome driven and the scrutiny process provided constructive challenge.

The Chairman thanked Mr. Colver for his presentation.

5. REGISTERED PROVIDERS TASK AND FINISH GROUP - ANNUAL REPORT

The Committee received the 2019/20 annual report on the work of the Registered Providers Task and Finish Group from Cllr Mrs. D.B. Bedford, Chairman, and Mrs. Sue Thornett, Strategy and Enabling Officer.

Cllr Bedford, commented that the 2019/20 Municipal Year review had worked well. The five registered providers selected to be reviewed, had engaged with Members, met on site for visits to properties and attended meetings with Members at the Council Offices to discuss issues in more detail. The Group continued to build relationships with registered providers and would decide which providers would be scrutinised during 2020/21 at their first meeting of the new Municipal Year. A suggestion was made to ensure VIVID was included, as the largest provider, for the 2020/21 review.

In response to a query, it was noted that during the Coronavirus pandemic 25% of VIVID staff had been furloughed. However they had been working closely with Hampshire County Council and Rushmoor Borough Council to provide accommodation to those in need and had worked with local foodbanks providing food for those in need. During the peak of the pandemic, registered providers had been providing emergency work/repairs in their properties and it was hoped now restrictions were to be eased other non-essential work could commence.

A discussion was held around gas safety checks and the complications around mixed tenancy properties. Leaseholders could not be forced to carry out gas safety checks to comply with safety standards. Providers were currently looking at initiatives for offering the service to leaseholders at a discounted rate and adding a clause in the lease agreement, but this could still be refused. This would be followed up as part of the 2020/21 review.

The Committee **ENDORSED** the report with the proviso that the any issues were raised with the Portfolio Holder.

The Chairman thanked Cllr Bedford and Mrs. Thornett for the report.

6. **TOWN CENTRE MARKETS AND CAR BOOT PERFORMANCE REPORT**

The Committee welcomed Mr. John Trusler, Principal Engineer, who was in attendance to provide a report on the town centre markets and car boot sales.

Mr. Trusler gave an overview of the background to the current position regarding markets and car boots. In 2013/14, the market in Farnborough had operated out of the Princesmead car park and at that time there had been some uncertainty around continuing to trade in that location. As a result, a decision had been taken to look at a different approach in both towns. In 2015, the Council had decided to take the day to day operation of the markets and car boots back in house and relocate the Farnborough market in the pedestrianised Queensmead area. An independent market assessor had been asked to carry out a review and it had been estimated that the Council could be earning in the region of £214,000 per year from its market and car boot offer. Unfortunately, this amount had never been realised and the most the Council had earned had been around £128,000 in 2015/16, with a steady decrease year on year since, resulting in earnings of less than £20,000 in 2019/20.

Planning conditions restricting calling out, music etc. in Queensmead had contributed to the decline in Farnborough and the Aldershot market had seen a decline following the closure of Marks and Spencer and other High Street stores. The Farnborough car boot, however, had continued to perform well making an average of £1-1.5k per day, with the Aldershot car boot operating at a loss.

A number of actions had been taken during this period to improve the offer, these included:

- A cut in running costs
- A health check by the National Market Trader Association on the Farnborough market
- Recruitment of a Market Operative to encourage new traders, build relations etc.
- Market testing to find a provider to run the offer – one operator showed an interest but wanted the Council to run it on their behalf with no income

The Coronavirus Pandemic had also had an impact on the markets and car boots. The street markets were operating again with certain restrictions in place although the restrictions and the reduction in space meant that some traders had been turned

away. Consideration was currently being given to the re-opening of the car boots sales, but it was difficult to see how this could happen in the current situation. There were a number of options to consider moving forward with the opening of the car boot sales, these included an amalgamation of the two sites and the provision of an open air offer during the summer months and a covered site in the winter.

The current situation with COVID-19 offered an opportunity to review the operating arrangements for the markets and car boots and give consideration of how the delivery could be taken forward.

Following a discussion, it was **AGREED** that a workshop would be arranged to consider this item in more detail. A date would be found and circulated to all Members of the Committee.

7. 2019/20 PERFORMANCE OUTCOMES

The Portfolio Holder for Democracy, Strategy and Partnerships, Cllr Adrian Newell attended the meeting to advise on the performance outcomes set out in the Cabinet Report and accompanying papers considered at the Cabinet Meeting held on 2nd June. It was advised that any feedback on the performance data would be welcomed by the Cabinet.

The Committee **ENDORSED** the report.

8. APPOINTMENTS 2020/21

RESOLVED: That the following Members be appointed to serve on the following Groups for the 2020/21 Municipal Year:

Review of Registered Providers Task and Finish Group

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

Council Tax Support Task and Finish Group

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Mrs D.B. Bedford
Conservative Group	Cllr Veronica Graham-Green Cllr Mara Makunura
Labour Group	Cllr A.H. Crawford Cllr M.J. Roberts

Overview and Scrutiny Progress Group

Chairman	Cllr M.D. Smith
Vice-Chairmen	Cllr Mrs D.B. Bedford Cllr Sue Carter
Labour Group	Cllr Gaynor Austin Cllr Christine Guinness

Educational Improvement Task and Finish Group

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Sue Carter
Conservative Group	Cllr Mara Makunura Cllr S.J. Masterson
Labour Group	Cllr Gaynor Austin Cllr Nadia Martin

Highways Agency Task and Finish Group

Vice-Chairman	Cllr Sue Carter
Conservative Group	Cllr L. Jeffers Cllr S.J. Masterson Cllr C.J. Stewart
Labour Group	Cllr Gaynor Austin Cllr Christine Guinness
Liberal Democrat Group	Cllr A.K. Chowdhury

9. WORK PLAN

The current work plan was noted.

Items for the next meeting were noted as:

- Work Force Report
- Performance Monitoring Report – Quarter 1

It was noted that an addendum was attached to the current work plan giving an update on the Moor Road Playing Fields. It was reported that the contractors were keen to be back on site and complete the works.

It was advised that work had been carried out on the issues raised around pavement parking at a previous meeting of the Committee. Work was progressing and once the Portfolio Holder had given approval, a further update would be given.

The meeting closed at 7.30 pm.

CLLR M.D. SMITH (CHAIRMAN)

POLICY AND PROJECT ADVISORY BOARD

Meeting held remotely on Wednesday, 15th July, 2020 at 7.00 pm.

Voting Members:

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

Cllr Sophia Choudhary
Cllr P.J. Cullum
Cllr Prabesh KC
Cllr Nadia Martin
Cllr T.W. Mitchell
Cllr Sophie Porter
Cllr M.J. Roberts
Cllr B.A. Thomas

1. MINUTES

The minutes of the meeting held on 10th June 2020 were approved and signed by the Chairman.

2. CIVIC QUARTER PLACEMAKING MEMBER WORKSHOP RESULTS, POLICY AND NEXT STEPS WITH SUSTAINABLE REGENERATION

The Board considered the Regeneration Team's Report which set out the background and context to the Civic Quarter Placemaking Workshop, the results of the exercise completed by Members, proposed next steps and officer recommendations. The Report also set out details of four learning seminars for all Members to assist in the Council's policy position in relation to sustainable regeneration:

- Sustainable design options and changing sustainability requirements
- Housing led developments and reinventing the town
- Sustainable transport
- The Green Agenda

The Board received a presentation from Mr Nick Irvine (Regeneration Delivery Manager) and Ms Michelle McNally (Regeneration Programme Manager) on the outcomes of the virtual Civic Quarter Placemaking Workshop held in May 2020. The workshop had sought to capture Members' views and to prioritise key emerging principles for the next stage of the Civic Quarter masterplanning process. The results of the workshop had been broken down into two distinct areas – the Green Agenda prioritisation and emerging priorities. The 'Green Agenda' had been rated a

gold priority by Members and would be considered as one of the two gold principles that the Rushmoor Development Partnership/LDA Design would need to prioritise in the Civic Quarter scheme development. The other significant outcome of the exercise had been the identification of sixteen priorities that would be used to articulate Members' aspirations for the Civic Quarter site going forward into RIBA Stage 2 of the masterplanning process.

The sixteen priorities had been formulated through a number of questions which asked Members to rank, in terms of importance, different aspects that could assist in realising the eight key principles determined through the GT3 (architects commissioned by Rushmoor Development Partnership (RDP)) and LDA Design (appointed by RDP to progress the masterplan for the redevelopment of the Civic Quarter) work which had been undertaken previously, subsequently increased to nine to include the Green Agenda, following the declaration of a 'Climate Emergency' on 20th June 2019. These were:

- Create community heart
- Green Agenda
- Develop strong identity and raise profile
- Encourage community cohesion
- Improve health and wellbeing
- Connect the town
- Increase participation in facilities
- Increase visitor numbers, footfall and spend
- Develop arts and culture facilities/heritage

Arising out of the analysis of data obtained through the workshop, officers had taken the top 3 (Gold category), 2 (Silver category) and 1 (Bronze category) from each principle. The Board was invited to consider the priorities arising out of the consultation with Members to be submitted to the Cabinet for approval, with the intention that the agreed Cabinet document would be presented to the RDP to inform the early stages of the RIBA Stage 2 work. The priorities identified for consideration were:

Gold Category:

- **Create Community Heart**

Places for community events/gathering

Places for rest/relaxation

Landscape – informal green approach (soft landscaping)

- **Green Agenda**

New development to incorporate renewable energy

Introduce measures to support sustainable travel

Maximise energy efficiency of buildings

Silver Category:

- **Develop strong Identity and raise profile**

Build on the town's aviation and other heritage (eg through public realm/public art)

Introduction of landmark building(s)/distinctive architecture and design

- **Encourage community cohesion**

Flexible community space to accommodate a variety of activities/groups

A wide mix of uses that appeals to different groups and encourages people from all ages and backgrounds to use the Civic Quarter

- **Improve health and wellbeing**

Places to sit/rest/reflect

Provide space for indoor leisure facilities

Bronze Category:

- **Connect the town**

Improving pedestrian connections to the business park

- **Increase participation in facilities**

Combine community/civic uses in a hub building

- **Increase visitor numbers, footfall and spend**

Ensure the site is well integrated with the wider town centre/business parks (access routes and wayfinding)

- **Develop arts and culture facilities/heritage**

Regular cultural events

During discussion, there was a request to adjust the emerging priorities under five themes in order to reduce the amount of overlapping of priorities, as follows:

Leisure, Health and Civic Hub

- Combine community/civic uses in a hub building
- Provide space for indoor leisure activities
- Library

Housing Need and Design

- Homes for increased town centre living
- A variety of homes provided as part of the development

Transport and Accessibility

- Ensure the site is well integrated with the wider town centre/ business parks (access routes and wayfinding)
- Improving pedestrian connections to the business park

Environmental Sustainability

- Landscape – soft informal green approach
- Maximise energy efficiency of buildings (where possible)

Increasing Footfall

- A wide mix of uses that appeals to different groups and encourages people of all ages and backgrounds to use the Civic Quarter
- A mix of places to eat and drink – an evening economy

Views were also expressed regarding: the need to provide housing for key workers in order to retain them in the Borough; transport to connect Farnborough town centre with other shopping areas; energy efficiency in buildings and their design; increasing the number of visitors to the town; use of leisure facilities and creating an evening economy; regeneration sustainability; the use of local trades people and companies in constructing the Civic Quarter; the integration of health and leisure facilities; the importance of cycling links, wayfinding and signposting; and, connecting the east of Farnborough to the town centre. Members also agreed that the health and wellbeing priority should be included under the 'Gold' category.

Action to be taken	By whom	When
The Board's recommendations for priorities to be submitted to the Cabinet to be passed through to the RDP to inform the next stage of masterplanning for the Civic Quarter.	Nick Irvine	July 2020
The Board endorsed the proposed way forward for the next steps in developing the Council's policy position in relation to sustainable regeneration through a series of all Member seminars	Karen Edwards, Executive Director	Autumn 2020

3. END VIOLENCE AT WORK CHARTER

Mr. Andrew Colver, Head of Democracy and Community, gave the background to the End Violence at Work Charter and the action taken following consideration of the issue by the Board in July 2019. Members noted that the Charter had been raised with the voluntary sector and community organisations to which the Council provided major support. A number of organisations had indicated their support for the Charter, including Citizens' Advice and Rushmoor Voluntary Services. In order to find out the organisations signed up to the Charter, contact would be made again with all the organisations written to by Councillor Adrian Newell, the Democracy, Strategy and Partnerships Portfolio Holder.

Action to be taken	By whom	When
Contact to be made with all the	Kathy Flatt,	July/August

organisations written to by Councillor Adrian Newell, Cabinet Portfolio Holder for Democracy, Strategy and Partnerships to ascertain which organisations had signed up to the End Violence at Work Charter.	Democratic Support Officer, Democracy and Community	2020
The organisations signed up to the End Violence at Work Charter would be reported back to the Board on the Work Programme.	Kathy Flatt, Democratic Support Officer, Democracy and Community	September 2020

4. **BLACK LIVES MATTER**

The Board was reminded that a Motion had been passed at the Full Council meeting on 25th June on the subject of Black Lives Matter, as follows:

“Rushmoor Borough Council place on record our deep sadness and revulsion at the senseless killing of George Floyd in Minnesota, USA.

Whilst we recognise that every life matters we echo the cries for justice and the assertion that ‘Black Lives Matter’ given the unique historic and contemporary challenges faced by black communities.

We stand together unreservedly with black members of our communities to work hard for current and future generations, in particular those citizens within our borough, to eradicate racism in all its forms and to proactively educate our citizens so that our towns are inclusive and anti-racist, not just in name and policies but in action. This starts with an all-party review led by the Policy and Project Advisory Board, including Black, Asian and Minority Ethnic members of our community, of processes, policies and organisational attitudes regarding racism.”

The Board was advised that the Chairman had held an initial discussion with the Leader of the Council, the Leader of the Labour Group and officers, where it had been proposed that a separate meeting of the Board would be held late in August to discuss the scope for this work over the following year. The Chairman explained that, ahead of the August meeting, officers had been asked to prepare a paper on the potential scope and options, including Member and community involvement. The Board noted that suggested priorities for the work were:

- reviewing RBC policies and processes - including the People Strategy, equality objectives and workforce profile; and
- supporting the development of Council strategies – including the Deprivation Strategy, Safer Neighbourhoods Community Safety Partnership Plan

It was noted that any other ideas for consideration would need to meet one of two criteria. These were that it would have to:

- involve the review of a relevant Council policy or process; and
- align with activities in the Council's Business Plan 2020-2023

During discussion, comments made included: the need to consult with faith and community groups and to build on the excellent work carried out by these groups over the previous 10-15 years; the need to include BAME councillors, employees and residents in discussions; equality and diversity training for councillors and employees; and, the need to gather as much information and data as possible.

Action to be taken	By whom	When
The approach for the work following the Black Lives Matter Motion at Full Council on 25th June 2020 be endorsed.	---	---
Arrangements be made for a special meeting of the Board in late August 2020	Kathy Flatt, Democratic Support Officer, Democracy and Community	July 2020
Officers be requested to prepare a paper on the potential scope and options, including Member and community involvement for the Board meeting in August 2020.	Andrew Colver, Head of Democracy and Community	July/August 2020

5. COVID-19 RESPONSE

The Board received a presentation from Mr Andrew Colver, Head of Democracy and Community, on the local response to, and impacts of, Covid-19. It was noted that the coronavirus pandemic had had a huge impact on local services. The Council had moved rapidly to response mode at the start and was now in a recovery phase. A key area of work had been the community and welfare response, involving a massive local operation which had evolved and changed over the months since lockdown in March 2020, involving working in partnership with community organisations. This work had also provided useful and significant data which would help to improve understanding of the Borough's communities. The work with partners would also help to develop a robust deprivation/supporting communities strategy and action plan.

An important part of the response to Covid-19 was the Local Response Centre, under a framework led by Hampshire County Council in partnership with the districts

and other agencies. Locally there had been a co-ordinated approach between Rushmoor Voluntary Services and the Council. A County level central helpline had been established and, as a district, Rushmoor also had a helpline resourced by the Council which complemented the Hampshire helpline. The Local Response Centre in Rushmoor provided support to the homeless/rough sleepers and those with specific health concerns. The Local Resource Centre also had a food supply and distribution centre based at Princes Hall which worked with local support groups. A network of volunteers, co-ordinated through Rushmoor Voluntary Services and the Council, had supported the work of the Local Response Centre and a number of these volunteers had indicated that they wished to continue volunteering in the future.

The presentation gave data in respect of the outcomes of the helpline work, including a breakdown of the number of cases by Ward. A number of helpline cases had involved a range of wider issues, such as underlying health problems and social isolation which had necessitated the development of and access to other services. Some welfare visits had also been made to those identified as vulnerable. The helpline had referred approximately 6% of calls to a befriending service and three calls received had had a bereavement association. It was noted that around 7% of referrals had either previous or underlying mental health issues that had surfaced and required signposting or further referral.

The Board was advised of the work of other key service providers as part of the local response, including local response groups in Aldershot, Farnborough and North Camp which co-ordinated on the ground volunteer operations, The Vine, VIVID, Citizens' Advice and the Supporting Families service. Rushmoor Voluntary Services had played a central role throughout Covid-19 by providing Operation Rushmoor Community Action (ORCA), which had been developed, delivered and resourced with the Council and was now transitioning to a business as usual service. The services that had emerged through the pandemic included:

- Befriending service and companion support
- Re-ablement
- Looking to be a Borough-wide food partnership
- Re-provision of core services (i.e. Home Help, community transport)
- Improved support around mental health
- Co-ordination of responders in-house
- Social prescribing

Rushmoor Voluntary Services had also provided joint support work for other groups, such as Fleet Lions for IT equipment. It was noted that the Council would be working with Rushmoor on a long-term service model.

The Head of Democracy and Community advised that the pandemic had exacerbated some of the issues associated with inequality and in particular opportunities for young people, unemployment, mental health and housing. The Council's future deprivation strategy would need to reflect Indices of Multiple Deprivation data and data evidencing the impact of Covid-19, with expected priorities of mental health, loneliness, skills and employment (income) and raising aspirations.

It was noted that the Council would look to secure external funding to support some of the work.

During discussion questions were raised on referrals, the integration of services going forward, the collaboration and sharing of services with the Clinical Commissioning Group and the forthcoming survey of local residents.

Action to be taken	By whom	When
The Board noted the presentation and requested that the forthcoming questionnaire to residents be circulated to Members for comment.	Andrew Colver, Head of Democracy and Community	July 2020
An update would be given to the Board on baseline data and emerging priorities at the meeting on 23rd September 2020.	Andrew Colver, Head of Democracy and Community	23rd September 2020

6. **WORK PROGRAMME**

The Board noted the current work programme.

The meeting closed at 9.47 pm.

CLLR J.B. CANTY (CHAIRMAN)

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