



RUSHMOOR BOROUGH COUNCIL

POLICY AND PROJECT ADVISORY BOARD

*To be held as a Virtual Meeting on
Wednesday, 7th October, 2020 at 7.00 pm*

To:

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

Standing Deputies:

Cllr A.H. Crawford
Cllr Jacqui Vosper

Enquiries regarding this agenda should be referred to the Administrator, Kathy Flatt,
Democracy, Strategy and Partnerships, Tel. (01252) 398829, Email.
kathy.flatt@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Special Meeting held on 25th August, 2020 (copy attached).

2. **TRANSITION AND RECOVERY PLAN ALDERSHOT –**

To receive a presentation from Tim Mills, Head of Economy, Planning and Strategic Housing on the revised Aldershot transition and recovery plan.

3. **DEPRIVATION AND SUPPORTING COMMUNITIES –**

To receive a presentation from Andrew Colver, Head of Democracy, and Community setting out the current position on the development of the Deprivation/Supporting Communities Strategy and Action Plan. The presentation will cover the background and context, data and evidence, impacts from COVID-19 and the emerging priorities and proposals.

Following the presentation there will be a question and answer session. At the conclusion of the meeting there will be a workshop session for Members of the Board.

4. **WORK PROGRAMME – (Pages 5 - 16)**

To discuss the Policy and Project Advisory Board Work Programme (copy attached).

As part of the Work Programme, a briefing note will be circulated on the Rowhill and Southwood Management Plans, Homelessness, Farnborough Civic Centre – Member Seminar update and the End Violence and Work Charter (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

POLICY AND PROJECT ADVISORY BOARD

Meeting held remotely on Tuesday, 25th August, 2020 at 7.00 pm.

Voting Members

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

Apologies for absence were submitted on behalf of Cllr C.J. Stewart.

1. MINUTES

The Minutes of the meeting held on 15th July, 2020 were approved and would be signed by the Chairman at a later date.

2. BLACK LIVES MATTER

The Chairman reminded Members that this special Board meeting had been arranged to consider the scope and next steps to be followed by the Council in light of the Motion agreed by the Council at its meeting on 25th June, 2020 to support the establishment of an all-party review led by the Policy and Project Advisory Board to include black, Asian and minority ethnic members of the community, to review processes, policies and organisational attitudes regarding racism.

In accordance with the guidelines for public participation at meetings, the following three members of the public made representations which were duly considered by the Board:

- Ms Julia Longrigg, who highlighted the need for a 'grass roots model' which included a mechanism to capture feedback from Rushmoor residents on their experiences of Council services. The suggestion was that Ward Councillors would meet on an ongoing basis with members of black and ethnic minority communities to listen to and capture the specific issues being experienced by residents in their Wards and pass this ground-level evidence of the impact of the Council's ways of working up to the decision makers within the Council.

- Revd Malcolm Cummins, Pastor at the New Testament Church of God in Aldershot, which had a significant Afro-Caribbean community. He highlighted areas where direct racial abuse was being suffered by this community in Rushmoor and encouraged the Council to listen to these experiences and to confront the issues in order to build a better and fairer Rushmoor.
- Mr Jib Belbase, former Chair of the Greater Rushmoor Nepali Community organisation, spoke about the education and training the Nepali community had put in place, with the support of the Council, in order to better integrate with the communities they lived in. The Nepali community had developed a close working arrangement with the Council which was mutually beneficial but he recognised that there was still work to do.

In discussion, there was broad agreement to the principle of a proposed 'grass roots model' with wide engagement process.

Before asking the Head of Democracy and Community to give his presentation, the Chairman reminded the Board that the key items to be agreed were the outcome measures and actions that would set the direction of this work over the Municipal Year 2020/21.

Andrew Colver, Head of Democracy and Community, then gave his presentation which covered:

- Data relating to Rushmoor which included the 2011 census and other information, a 2020 school census of ethnic groups and information from Citizens' Advice, Supporting Families and the Police / Community Safety Team;
- Rushmoor Council's policies and guidance and how they dealt with ethnicity and diversity, and reported incidents. These included the equalities and diversity policies and dignity at work.
- Process to review Rushmoor's policies and processes around Equality, Diversity and Inclusion were fit for purpose.

Mr Colver then presented four draft outcomes for consideration, which had been discussed with the Chairman. The outcomes included outline tasks as follows:

- Rushmoor's policies and processes around equality, diversity and inclusion are reviewed and are fit for purpose:
 - Understanding current provisions, guidance and best practice;
 - Examining the policies to ensure they reflect the above;
 - Complete the review of the Equalities Policy and processes;
 - Reflect the provisions in the emerging People Strategy;
 - Independent assessment from within the public sector eg LGA
- The Council improves training for staff and Members around equality, diversity and inclusion:
 - Development of an updated module for the Rushmoor Learning Pool
 - Inclusion of specific information in Member and staff induction programmes

- Member training – LGA online course
 - Guidance notes for officers to be prepared on meeting the equalities provisions
 - Raising awareness through messaging on the Council’s intranet
- The Council to introduce new arrangements for supporting community projects and processes to promote integration:
 - Specific provisions included in emerging deprivation/supporting communities plans;
 - Engage with ethnic minority community groups through the Council’s cohesion work;
 - Work with faith groups to support engagement activities
- The Council to improve its understanding of BAME communities in Rushmoor and this insight to be used to inform its strategies and policies:
 - Review and update the Council’s database of BAME groupings;
 - Hold a networking event with BAME groupings to ascertain information about needs, capacity and barriers;
 - Work with partner organisations eg HCC/CCG to establish a picture of BAME residents to support the deprivation/supporting communities work;
 - Work with partner organisations, including faith groups, to target support work with BAME communities.

In discussion, there was broad support for an independent peer review to ensure that, internally, best practice was being followed. It was noted that the Head of HR was in the process of developing a People Strategy for a diverse and equal work force, and that issues such as ‘fair recruitment’ would form part of that work.

The Head of Democracy and Community highlighted that there could be resource implications that could delay some of the work or impact on other priorities.

The Board agreed:

1. the draft outcomes and associated tasks, as set out in the presentation and above;
2. the Progress Group would support the development of the work, reporting back to the Board as necessary;
3. the principle of carrying out a LGA peer review as soon as possible;
4. to request clarification of the Cabinet’s involvement;
5. the initial work to be completed and recommendations prepared by the end of the 2020/21 Municipal Year.

The meeting closed at 9.00 pm.

CLLR J.B. CANTY (CHAIRMAN)

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 2020/21	CURRENT POSITION	CONTACT
Elections Group	Cllrs P.I.C. Crerar, A.R. Newell (Cabinet Member with responsibility for electoral issues) S.J. Masterson (Chairman of Licensing, Audit and General Purposes Committee), C.J. Stewart (Vice-Chairman of PPAB), T.D. Bridgeman and K. Dibble, T.W. Mitchell Chairman: Cllr C Stewart	<p>A meeting was held in August 2019 where feedback was given from the May election, progress on the annual canvass which was currently underway and an update provided on the electoral services review.</p> <p>At the meeting on 27th July 2020 it was agreed that the Group would meet at least 3 times during 2020/21 municipal year. The Group discussed the process design of Electoral Services and taking this project forward, preparation for elections in 2021, monitoring what is happening nationally, review of canvass reform and the review of polling districts and polling places.</p>	Andrew Colver, Head of Democracy, Strategy and Partnerships, Tel: (01252) 398820, andrew.colver@rushmoor.gov.uk

GROUP	MEMBERSHIP 2020/21	CURRENT POSITION	CONTACT
<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 (As V-C of PPAB), D.E. Clifford (Leader of the Council), T.W. Mitchell, Marina Munro (Cabinet Member with responsibility for the Local Plan), P. Cullum, C.J. Stewart, C.P. Grattan and M.J. Roberts</p> <p>Chairman: Cllr P.I.C. Crerar</p>	<p>Agreed by Advisory Board on 3 April 2019 that a scoping review on conservation areas to report to Cabinet will be tasked to the Strategic Housing and Local Plan Group. An update on progress was provided at the September 2019 Board meeting.</p> <p>The Group would be meeting during 2020/21 to discuss several new Supplementary Planning Documents.</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>
<p>Leisure Facilities and Contracts</p>	<p>Cllrs J. B. Canty (as Chairman of PPAB), Sue Carter, Mara Makunura, T.W. Mitchell, C.J. Stewart, C.P. Grattan and Sophie Porter</p> <p>Chairman: tbc</p>	<p>The Group held workshop sessions in August 2019 to compile the specification requirements. The draft specification was circulated to the Group for comment and would be taken to Cabinet for approval in November 2019. An update on the changes to the specification was circulated to the Group.</p> <p>As at August 2020, it was understood that there would be no need to convene this Group due to the effect of Covid-19 restrictions on the industry. The Council had not yet agreed to re-open the procurement exercise for the contract for leisure facilities.</p>	<p>James Duggin Head of Operational Services Tel: (01252) 398543 james.duggin@rushmoor.gov.uk</p>

GROUP	MEMBERSHIP 2020/21	CURRENT POSITION	CONTACT
Transformation Task and Finish Group (formerly Rushmoor 2020 Modernisation and Improvement Programme)	<p>Cllrs J.B. Canty, K.H. Muschamp (as Cabinet Member with responsibility for this area of work), Sophia Choudhary, P.J. Cullum, Gaynor Austin and Sophie Porter (plus one Liberal Democrat vacancy)</p> <p>Chairman: Cllr. J.B. Canty</p>	<p>It was agreed at the Task and Finish Group meeting on 13 November 2019 that the Group would be renamed Transformation Task and Finish Group and the terms of reference were revised to change the purpose to supporting the ICE Programme to achieve its agreed outcomes.</p> <p>The Group agreed the scope of the website project and discussed the benchmarking and customer survey results.</p> <p>The first meeting of the Task and Finish Group was held on 2 July 2020. Issues discussed: ICE Programme Update, Development of People Strategy, Council website consultation.</p> <p>A series of briefing seminars would be held for all Members</p> <p>The next meeting of the Group was due to take place in September or October 2020 (<i>date to be arranged</i>).</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 karen.edwards@rushmoor.gov.uk</p>
Regeneration Sustainability Group	<p>It was agreed on 10th June 2020 not to progress the establishment of this Group</p>	<p>It was also agreed by the Board at 10th June 2020 meeting that the establishment of this group would not be progressed. It was felt that the scope of the Group would be better covered by all Member consultations.</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>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 was provided at the 20/11/19 meeting where the Board received details on the Civic Society Town Centre Vision, the Rushmoor Leadership project on attracting independent business and the Aldershot Parking Study.</p> <p>An update was provided at the 10/6/20 meeting on Part 1 of the Town Centre Uses Study.</p> <p>Possible item for meeting on 23 September 2020 depending on progress.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 tim.mills@rushmoor.gov.uk</p>

<p>Deprivation and Wellbeing Strategy</p>	<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 Board. An update was circulated to the Progress Group in October 2019.</p> <p>Following presentation given on Covid-19 Recovery at meeting on 15th July 2020, it has been decided to amalgamate the work area of Health, Wellbeing and Obesity with that of Indices of Multiple Deprivation under heading of Deprivation and Wellbeing Strategy.</p> <p>Update to be given at the Board meeting on 25th November 2020</p>	<p>Andrew Colver Head of Democracy, Strategy and Partnerships Tel: (01252) 398820 andrew.colver@rushmoor.gov.uk</p>
<p>Rowhill and Southwood Management Plans</p>	<p>Rowhill Management Plan circulated to the Board for comment in March and comments incorporated into the Plan. Southwood Management Plan currently on hold as consultants staff furloughed and Rushmoor's Ecologist was on sick leave so would be picked up later in the year once the Covid-19 lockdown was relaxed.</p> <p>An update would be given at the Progress Group meeting on 26th August 2020.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 tim.mills@rushmoor.gov.uk</p>

<p>Regeneration Consultation and Policy</p>	<p>Discussed at the Board on 21/11/18 and agreed that the Progress Group and/or the 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>A presentation was provided on the communications plan for regeneration in the Borough. It was also agreed that a Task and Finish Group would be established to look at options regarding ambition against cost and deliverability for the regeneration programme.</p> <p>At the meeting on 10/6/20 it was agreed not to progress the establishment of the task and finish group. It was felt that sustainability and regeneration issues would be better dealt with by all Member briefings/consultations.</p> <p>This work area would be discussed at the Progress Group meeting on 26th August 2020.</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 karen.edwards@rushmoor.gov.uk</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 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>Strategic aims and objectives discussed at the Board on 25/09/19 Board meeting. Strategic document submitted to Cabinet for approval in December 2019 to recommend way forward to develop the operational plan. The Operational Plan was being developed by officers in consultation with the Operational Services Portfolio Holder and will be brought back to a future Board meeting if required.</p>	<p>James Duggin Head of Operational Services Tel: (01252) 398543 james.duggin@rushmoor.gov.uk</p>

<p>End Violence at Work Charter</p>	<p>Discussed at the Board on 31/07/19 and a number of actions agreed to raise awareness with the voluntary/community sector and for the Council to encourage them to sign-up. A report would come back to the Board in 12-months to report on how many Rushmoor organisations had signed up to the Charter.</p> <p>Update given at the Board on 15/7/20 and contact would be made with voluntary/community sector to see who had signed up with update to be given on the work programme for the meeting to be held on 23rd September 2020..</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 karen.edwards@rushmoor.gov.uk</p>
<p>Byelaws Review – Aldershot and District Military Lands</p>	<p>Pending publication of a consultation on the Byelaws Review of Aldershot and District Military Lands, the Chairman has requested that this issue be placed on the work programme.</p>	

POLICY AND PROJECTS ADVISORY BOARD**AGENDA PLANNING – 2020-2021**

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"> • Rent Relief Policy for charitable/sporting organisations • Draft strategy for future investment in relation to playgrounds within the Borough
20 November 2019	<ul style="list-style-type: none"> • Aldershot Town Centre Strategy • Procurement Strategy
22 January 2020	<ul style="list-style-type: none"> • Farnborough Civic Quarter Masterplan • Index of Multiple Deprivation Data – Council's policy approach
25 March 2020	CANCELLED
10 June 2020	<ul style="list-style-type: none"> • Aldershot Town Centre Strategy • Procurement Strategy
15 July 2020	<ul style="list-style-type: none"> • Covid-19 Response (Deprivation/Wellbeing Strategy) • Civic Quarter • End Violence at Work • Progressing Council Motion – Black Lives Matter
25 August 2020	Special Meeting – Progressing Council Motion – Black Lives Matter
7 October 2020	<ul style="list-style-type: none"> • Transition and Recovery Plan for Aldershot • Deprivation/Wellbeing Strategy/Covid-19 Response - Workshop
25 November 2020	•
27 January 2021	•
24 March 2021	•
9 June 2021	•

PROGRESS GROUP MEETINGS

Membership: Cllrs J.B. Canty (Chairman), P.I.C. Crerar (Vice-Chairman), C.J. Stewart (Vice-Chairman), P.J. Cullum, M.J. Roberts, Nadia Martin and T.W. Mitchell

6 January 2020	<ul style="list-style-type: none"> • Farnborough Civic Quarter Masterplan • Index of Multiple Deprivation Data – Council’s policy approach
24 February 2020	<ul style="list-style-type: none"> • Aldershot Town Centre Strategy • Procurement Strategy • Rowhill and Southwood Management Plan • Hampshire Library Service Public Consultation
16 April 2020	CANCELLED
17 June 2020	<ul style="list-style-type: none"> • Update on ICE Programme and changes as a result of Covid-19 • Update on number of organisations signed up to the End Violence at Work Charter • Deprivation/Wellbeing Strategy
26 August 2020	<ul style="list-style-type: none"> • Regeneration (Aldershot Town Centre Strategy, Farnborough Civic Quarter • Health/Wellbeing Strategy/Covid-19 Response • Review of Work Programme
28 October 2020	<ul style="list-style-type: none"> •
16 December 2020	<ul style="list-style-type: none"> •
24 February 20201	<ul style="list-style-type: none"> •
FUTURE MEETINGS	<ul style="list-style-type: none"> • Litter Enforcement Strategy • Medium Term Financial Strategy/Budget Strategy • HCC Budget – impact on adult social care and public health • Fair Funding consultation • Rushmoor Development Partnership – Site Appraisals • Income Crisis – policy development • Commercial Investment Strategy • Violence at Work Charter - report on number of Rushmoor organisations signed up to the Charter • Follow-up on Department of Transport Letter on Heathrow Southern Rail Link (end 2020/beg 2021) • Byelaws Review – Aldershot and District Military Lands

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Policy and Project Advisory Board
Briefing note – Updates
October, 2020

1. Farnborough Civic Centre (KE)

Members were invited to a virtual placemaking workshop which was designed to provide them with the opportunity to further develop key principles for the Civic Quarter that will be taken forward into RIBA Stage 2 of the masterplanning work being undertaken by the Rushmoor Development Partnership (RDP). The outcome of this workshop identified 16 emerging priorities that are intended to be used to articulate member aspirations for the Civic Quarter site going forward. These priorities were be considered by the Policy and Project Advisory Board (PPAB) on the 15th July 2020 and confirmed by Cabinet in Q2. PPAB also commissioned some learning seminars open to all members of the Council to cover;

- a) Sustainable transport (seminar held in September.)
- b) Sustainable design options and changing sustainability requirements,
- c) Housing led developments
- d) Reinventing the town/high street

Key learning points and findings from these seminars would be brought together by officers in a single policy paper to be considered by PPAB and the Climate Change and Recovery Task and Finish Groups. Recommendations would then go on to inform a final report that would be brought before Cabinet for approval in Q4 to inform detailed phases of the Civic Quarter development.

A demolition contractor has been procured and work to demolish Elles Hall Community Centre site has commenced. The Rushmoor Development Partnership has commissioned the next stage of masterplanning and has reviewed the timetable for the submission of the masterplan with a view to the planning application being submitted in June 2021.

2. Violence and Work Charter (KE)

Nothing to Report at this time.

3. Rowhill and Southwood Management Plans (TM)

Rowhill Management Plan - final draft and just undergoing review. It will be presented to PPAB in November, 2020 prior to going to Cabinet in December, 2020.

Southwood Management Plan - still to be completed and would expect to be able to present it to PPAB in January, 2021 with it going to Cabinet in February or March, 2021.

4. Homelessness Strategies (JD/SH)

It was noted that the strategy is currently out to consultation and a further update would be given after the consultation period.

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