

OVERVIEW AND SCRUTINY COMMITTEE

Report of the meeting held on Thursday, 8th February, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

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

Cllr Gaynor Austin
Cllr Jessica Auton
Cllr Jules Crossley
Cllr Mara Makunura
Cllr S.J. Masterson
Cllr Sophie Porter

Apologies for absence were submitted on behalf of Cllr D.E. Clifford and Cllr S. Trussler.

Cllr Peter Cullum attended the meetings as Standing Deputy.

26. MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 2nd January, 2024 were agreed as a correct record.

27. CLIMATE CHANGE STRATEGY

The Committee welcomed Rachel Barker, Assistant Chief Executive and Sophie Rogers, Climate Change Officer, who were in attendance to provide an update on the Climate Change Action Plan and to report on the latest carbon footprint data. Cllr Martin Tennant, Major Projects and Property Portfolio Holder responsible for Climate Change, was also in attendance.

The Committee reviewed the progress made on the twelve actions within the Action Plan. The Actions were as follows:

- Action 1 – **Transition electricity across the Council’s sites to 100% renewable tariffs** – It was noted that the contracts needed to be reprocured by October 2024, and work to identify options for the Council had commenced in January 2024.
- Action 2 – **Switch the Council’s car fleet to electric vehicle alternatives and investigate options for other Council vehicles** – It was noted that the Place Protection Officer (PPO) vehicles, of which there were two, were both hybrid, however the Committee were advised that the majority of the patrols

were now carried out on foot. Further work was required on scoping the best alternatives for the larger Council vehicles used by the Maintenance Team

- **Action 3 – Achieve 5% annual reduction in overall travel from employee-owned vehicles for business purposes and refresh the Council’s Workplace Travel Plan** – It was noted that work was underway to refresh the Workplace Travel Plan in 2024, the Plan would include signposting to relevant resources. It was advised that the reduction did not include the commuting of staff from home to the workplace but the staff travel plan would include a reference to staff commuting.
- **Action 4 – Consider opportunities arising from a relocation of the Council’s offices to reduce gas consumption and/or increase renewable energy generation onsite** – It was advised that the proposed new council offices within the Leisure and Cultural Hub, would be the first Net Zero Carbon building in the Borough and was being designed to achieve PassivHaus certification, which would significantly reduce operational carbon by at least 70%.
- **Action 5 – To continue to engage young people on climate change through the schools’ programme** – It was noted that the Winchester Science Museums’ Wonderseekers outreach programme was now running in four local schools, for years 4 and 5 children. The Climate Trackers scheme was aimed at raising climate awareness, whilst developing an interest in Science, Technology, Engineering and Maths (STEM). For 2024 the scheme would continue to be funded through the climate change allocation fund with the aim of seeking other funding sources going forward to ensure sustainability and possible expansion. It was suggested that the programme could be extended to all levels of school aged young people and funding could be sought from businesses with a STEM link.
- **Action 6 – To use the Council’s communications channels to promote opportunities for residents and local businesses to reduce their own carbon footprint and improve energy efficiency** – It was noted that a number of schemes for both residents and businesses had been shared during 2023/24.
- **Action 7 – To hold an Eco Fair to allow residents to find out more about climate change and opportunities to reduce their carbon footprint** – It was noted that an Eco Fair had been held in the Southwood Country Park Visitors Centre in September 2023, and the aim was to make this an annual event.
- **Action 8 – To work with Hampshire County Council (HCC) to improve access to EV charging facilities across Rushmoor** – It was advised that the Council continued to work with HCC on EV infrastructure, and it was noted that HCC were currently applying for Local Electric Vehicle Infrastructure (LEVI) funding. The Council would continue to support this work. In response to a query, it was noted that the Jet garage on the Farnborough Road were looking to install EV charging points to include a

substation to boost charging times, this could benefit the EV points at the Meads car park. In addition, the Committee noted that an upgrade to the National Grid was due in 2025.

- **Action 9 – To refresh the Council’s procurement strategy to ensure that the goods and services that the Council buys support the aims of the Council being carbon neutral by 2030** – It was reported that work was underway to refresh the strategy and consideration would be given to the reforms arising from the Procurement Act during this process.
- **Action 10 – To review the processes for the Council’s capital programme so that environmental impacts are incorporated into business case development and whole life cycle carbon assessments are undertaken** – The Committee noted that this was now being implemented with environmental impacts embedded into the development of the Leisure and Cultural Hub. A specialist piece of work on the carbon footprint of the Crematorium refurbishments had also been commissioned. The approach would be reviewed during 2024.
- **Action 11 – to develop the Council’s offsetting approach with the view of ensuring that any offsetting has a local impact** – It was advised that this project would be actioned nearer to 2030 when offsetting may be required and to take account of the latest opportunities and best practice.
- **Action 12 – To review, update and publish the Council’s carbon footprint on an annual basis and to publish an annual report detailing what has been achieved in relation to the Action Plan** – It was noted that the report would be published in Spring 2024 and include the updated carbon footprint calculations.

The Committee reviewed the latest carbon footprint data and noted that the Council’s footprint had reduced since the previous year. A number of key actions had been taken, within the council offices, to reduce the footprint, these included the replacement of the ceiling lights to energy efficient LED lighting, the reduction in the number of and replacement of printers and the introduction of food waste bins.

The Committee discussed the report and were advised that the Policy and Project Advisory Board (PPAB) would be looking at the Climate Change Action Plan at its March meeting, the main purpose of which would be to refresh the documents.

In response to a query, regarding the climate change reserve allocation and the option to allow community groups/organisations to draw on the fund for projects, it was noted that as a reserve fund, it had a limited life span and the Council were looking to external funding to ensure current and future projects were sustainable. Alternative funding streams were available to groups to apply for funding.

In regard to the A331, it was noted that the 50mph speed limited introduced before the junction with the M3 had been successful in improving air quality. It was advised that consideration was currently being given to retaining the speed limit and extending it to other parts of the A331, in particular the junction with the A31.

ACTION:

What	By Whom	When
To request that PPAB consider the following, as part of the refresh process: <ul style="list-style-type: none">• the option of pool cars for business use• provision of pool bicycles for staff use to travel to local meetings• consider a commitment to have no single use plastic at events and for use in Council owned buildings, in particular the Princes Hall	Rachel Barker, Assistant Chief Executive	21st March, 2024
To provide more data on take up of schemes and activities in future reports.	Sophie Rogers, Climate Change Officer	Ongoing
To consider a refresh of the climate change page on the Council's website to make more user friendly (examples to consider included HCC and Bracknell Forest websites)	Sophie Rogers, Climate Change Officer	??

The Chairman thanked Cllr Tennant, Ms Barker and Ms Rogers for their presentation.

28. ASSET MANAGEMENT

The Committee welcomed Tim Mills, Executive Head of Property and Growth who was in attendance to give a presentation on the Asset Management Strategy future delivery and a review of the portfolio and principles for disposal in light of the current budget position. Cllr Martin Tennant, Major Projects and Property Portfolio Holder was also in attendance.

The Committee were apprised of the reasons for asset management planning and the purpose of the meeting, which had been to:

- update on progress since September 2022, when the Committee had last considered Asset Management,
- to consider the next steps in implementing the Asset Management Plan and portfolio review, and,
- to outline the proposed approach to the review.

Since September 2022, it was advised that a number of activities had taken place, these included:

- An audit on Asset Management and Health and Safety of Council Properties – both achieving “Substantial Assurance”.

- The purchase of The Meads, Farnborough, in June 2023 and procurement and mobilisation of new managing and letting agents for the site and the Union Yard, Aldershot, site.
- Forfeiting of the lease at No. 168 High Street, Guildford, and the agreement of a short term let whilst longer term interest was secured.
- Energy Performance Certification (EPC) Plus on a number of Council properties to inform investment going forward.
- Improvements at Princes Hall, Aldershot and the Aldershot Indoor Pools (part funding through a grant) based on a five year time horizon for savings. Lighting at Princes Hall would also be considered going forward.
- Ongoing discussions on rent and rent relief levels with community groups. It was advised that an increase in levels would be implemented.
- Planning submitted for the development of Frimley Business Park, Units 4.3 and 4.4.

The next steps were to:

- Deliver the letting of Union Yard over the next 12-18 months.
- Continue to seek letting opportunities for vacant properties, in particular the Wilko unit in The Meads, Farnborough and No. 168 High Street and Ashbourne House, Guildford.
- Review service charge costs at The Meads to increase sustainability and to maximise ancillary income.
- Plan repair and maintenance projects at sites such as The Meads and Aldershot Indoor Pools.
- Plan energy efficiency investment.
- Continue the rent and rent relief review in line with the Asset Management process and principles.
- Continue the review of the property portfolio to achieve £40 million from the disposal of land and property whilst maintaining a property income stream.

The Committee were advised of the principles for the review of the property portfolio, these included:

- ensuring that the retained portfolio provided an income return that enabled the Council to afford the related borrowing and wider financial requirements and provide an improved rate of return
- consideration of the impact on the Council's balances/reserves and need for provisions
- that the retained portfolio (post disposal) continued to allow the Council to meet its strategic objectives
- the Council retaining assets that could release value or allow for capital to be raised through long leasehold agreements
- the portfolio continuing to offer diversification to manage risk
- that properties with known significant capital expenditure in the short term/medium term be considered for disposal
- the ease of which significant capital could be realised through disposal without a lengthy sales process

The Committee discussed the presentation and raised a number of issues:

- Union Yard, Aldershot – it was advised that there was some serious interest in two of the retail units and considerable interest in the container units as part of the markers yard. An open day for the containers would be held in April, 2024 and a promotional video of the spaces was also being created.
- The Meads – it was advised that the Meads car park was not currently covering its costs and increased charges would be implemented in February, 2024. Residents using parking spaces would also have their charges gradually increased, to bring them in line with other similar facilities. Blocks 1 and 2 were realising a good income, however work was required to ensure that the other developed elements delivered the necessary income, and costs were reduced. Single lettings or vacancies could make a substantial difference.
- Disposal of Assets – it was important that each property was looked at as a whole when being considered for disposal. The ease of letting, sustainability of tenants and saleability of a site, where all things to consider as part of the review process.

The Chairman thanked Cllr Tennant and Mr Mills for their presentation.

29. **WORK PLAN**

The Committee noted the current work plan.

The Chairman reported that he had recently been in attendance at a meeting with County Councillor Rob Humby, Leader of Hampshire County Council and Cllr Gareth Lyon, Leader of Rushmoor Borough Council, at which the matter of the local County Councillors attending a future meeting of the Committee was addressed. It was noted that Cllr Humby would reconsider the response in his last letter.

An update would be sought regarding the schedule for the next meeting of the Farnborough Airport Task and Finish Group and reported to Members of the Group.

The meeting closed at 9.19 pm.

POLICY AND PROJECT ADVISORY BOARD

Report of the virtual meeting held on Tuesday, 13th February, 2024 at 6.30 pm.

Voting Members

Cllr Marina Munro (Chairman)
Cllr Jessica Auton (Vice-Chairman)

Cllr A. Allen
Cllr Jib Belbase
Cllr Michael Hope
Cllr Peace Essien Igodifo
Cllr T.W. Mitchell
Cllr M.J. Roberts
Cllr Calum Stewart
Cllr Becky Williams

Apologies for absence were submitted on behalf of Cllr G. Williams.

Cllr Gaynor Austin attended the meeting as Standing Deputy.

16. MINUTES

The minutes of the meeting held on 29th November, 2023 were agreed as a correct record.

17. DEFIBRILLATORS AND BLEED KITS

The Notice of Motion, as set out below, was referred to the Policy and Project Advisory Board by the Council at its meeting in December 2023:

“This Council recognises the importance of having defibrillators and bleed kits accessible across Rushmoor – especially in public spaces and sports grounds.

To date, this Council has funded several defibrillators through ward grants, and would like to build on this provision across our Borough by working in collaboration with the voluntary and community sector, businesses and partner organisations.

This Council also acknowledges the benefits of the roll-out of defibrillators by the Government to all state-funded schools this year, and notes that they will be installed at Aldershot and Farnborough train stations.

Going forward, this Council commits to working with the local community to find suitable places for defibrillators and bleed kits.

Therefore, this Council asks the Policy and Projects Advisory Board to:

- Produce a report into the current accessibility and maintenance of defibrillators and bleed kits in Rushmoor
- Assess the cost commitments in expanding provision of defibrillators and bleed kits in Rushmoor
- Make recommendations for expanding the provision of defibrillators and bleed kits across Rushmoor.”

The Board welcomed Emma Lamb, Community and Partnerships Service Manager and Nick Seal of the Artery Project, who were in attendance to provide a presentation on the current position and requirements for defibrillators and bleed kits across the Borough. The presentation gave details on current accessibility and maintenance, an assessment of cost commitments and recommendations for expanding the provision of defibrillators and bleed kits, across the Borough.

The Board were made aware of The Circuit, a national defibrillator network that mapped the location of devices across the UK, and connected them directly to the appropriate ambulance service, who held access details for each unit in their area. It was noted that not all defibrillators were registered on The Circuit, therefore not allowing for a true picture of the number of devices across the UK to be known. Locally, it was estimated that there were 138 defibrillator units in Rushmoor, (51 in Aldershot and 87 in Farnborough), 30 of which were accessible to the public and available 24/7. It was advised that 95 of these were registered on The Circuit.

The Board reviewed the cost of purchasing and maintaining defibrillators. A unit cost between £850 - £1400 and additional costs included installation, storage cabinets and running, training and maintenance costs. It was noted that there were a number of funding streams to apply for to assist in purchasing and installing defibrillators.

It was advised that there was currently no central database for the location of Bleed Kits, however the ambulance service were currently working on the implementation of a service to register kits. It was noted that bleed kits cost in the region of £85 - £200 and had an expiry date, which required them to be replaced more frequently.

In conclusion, it was felt that there had been a range of coverage across the Borough, but the full picture was unknown. It had also been important to ensure that all defibrillators were registered on The Circuit. Gaps that had been identified were linked to areas of deprivation and high footfall, i.e. town centres. The Board discussed other areas where gaps may be an issue, including public open spaces, including tennis courts and other sporting facilities, industrial sites, supermarkets, 24hr garages etc.

The Board discussed the presentation and were advised that training sessions lasted 1-1.5hrs, but training was not necessary to use the equipment. It was also noted that defibrillator units were subject to vandalism and theft and some were fitted with a code to access them, the code was provided by the ambulance service as required.

Other matters raised by the Board, included:

- The need for more bleed kits and knowledge of their location
- Consideration be given to bulk buying of equipment to secure discounts

- Engage the community to take the lead on securing defibrillators and bleed kits in their areas

The Board agreed that a survey and needs assessment was necessary to assess the full picture of provision for both defibrillators and bleed kits across the Borough. The work should also consider on-going costs and training needs. It was also suggested that a meeting could be held with a local company, that provided such equipment, to scope possible ways of working.

The Chairman thanked Emma and Nick for their presentation.

18. **WORK PLAN**

The Board noted the Current Work Plan, and were advised on the following issues:

- at the meeting in March 2024, the Board would consider a refresh of the Climate Change Action Plan 2023-26
- Executive Head of Operations, James Duggin would provide a written update on the Bins for Boys project raised at the previous Progress Group meeting
- A meeting would be held on 26th February, for Members of the Board's Progress Group to consider the Council's response to the Hampshire County Council Future Services Consultation

The meeting closed at 8.01 pm.

POLICY AND PROJECT ADVISORY BOARD

Report of the meeting held on Thursday, 21st March, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Marina Munro (Chairman)
Cllr Michael Hope (Vice-Chairman)

Cllr Abe Allen
Cllr Peace Essien Igodifo
Cllr T.W. Mitchell
Cllr M.J. Roberts
Cllr Calum Stewart
Cllr Gareth Williams

Apologies for absence were submitted on behalf of Cllr Jib Belbase and Cllr Becky Williams.

Cllrs P.J. Cullum and Halleh Koohestani attended the meeting as Standing Deputies.

19. MINUTES

The minutes of the meeting held on 13th February, 2024 were agreed as a correct record.

20. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That, following the resignation of Cllr Jessica Auton, Cllr Michael Hope be appointed as Vice-Chairman for the remainder of the 2023/24 Municipal Year.

21. DEFIBRILLATORS AND BLEED KITS

The Board welcomed Emma Lamb, Community and Partnerships Service Manager, who provided an update on the work that had been undertaken, as recommended by the Board, since the last meeting.

It was advised that a survey had been carried out. The results of the survey had shown an additional seven publicly accessible defibrillators, totalling 37 defibrillators accessible 24/7 across the Borough. As a result of the survey, officers were in discussion with a number of groups who had shown an interest in installing a defibrillator and bleed kit, one of these had been North Camp Matters, who had funding in place to install two defibrillators in the area. The number of bleed kits had been much lower, but five had been identified in Farnborough and two in Aldershot.

A needs assessment was also carried out to identify areas that needed a defibrillator. Using Lower Layer Super Output Areas (LSOA's), each area had been

scored against a set criteria. The outcomes had identified six locations with a gap in provision, these were, Aldershot Town Centre, Farnborough Town Centre, Aldershot Park (south of the ward) Fernhill (north of the ward), Cove and Southwood (St. Christopher's Estate) and the Prospect Centre, Cherrywood.

The Board were asked to consider the following recommendations, in response to the Notice of Motion submitted on 7th December, 2023:

- Funding of up to £10,000 to be assigned from the UK Shared Prosperity Fund (SPF) neighbourhood interventions project fund, to allow for six public access defibrillators to be purchased for the priority locations identified through the survey and needs assessment
- Existing defibrillators, located inside Council buildings, be relocated to outside walls to make them permanently accessible to the public
- The Council to work with communities to encourage community owned defibrillators located inside building to be relocated outside to ensure more units were publicly accessible
- Work with partners to enhance CPR skills by providing defibrillator awareness training sessions and engage with young learners currently involved in The Duke of Edinburgh Award Scheme to actively involve them in maintenance checks as part of their volunteering element
- Continued work between the Community Safety Team and the Police and Hampshire and Isle of Wight Licensing Officers Group to identify suitable locations for additional bleed kits.

The Board discussed the report and recommendations and made the following comments:

- Consideration be given to encouraging organisations providing wider CRP training to work together to ensure sustainability and reduce competition
- Provision on data of usage for both defibrillators and bleed kits
- Consideration to be given to how organisations/business are held responsible for community owned defibrillators and bleed kits and whole life costs, e.g. the provision of a contract and assurance process to ensure the Council is not responsible and has no liability
- Identify, on each unit, a responsible contact

The Board ENDORSED the recommendations, as set out above, on the provision that the comments set out were taken account of.

The Chairman thanked Mrs Lamb for her report.

22. CLIMATE CHANGE ACTION PLAN 2020-2030

The Board welcomed Sophie Rogers, Climate Change Officer, who was in attendance with Emma Lamb, Community and Partnerships Service Manager, to facilitate a discussion on the refresh of the Climate Change Action Plan 2020-2030.

An overview of the current Climate Change Action Plan was provided and the Board noted that the Overview and Scrutiny Committee had considered progress on the current plan at its last meeting and had made a number of suggestions, as set out below, for consideration by the Board as part of the refresh process.

- Provision of pool cars
- Provision of pool bikes
- Single use plastic free Council buildings

With the aim of assisting the discussion, some guiding principles had been identified as follows:

- The majority of the actions should, when implemented, reduce the Council's own Carbon Footprint
- Actions needed to be deliverable within 3 years and cost/resource implications of delivery would need to be clearly identified
- The Action Plan should consist of a relatively small number of clear focused actions, ideally 15 actions or fewer

Following a discussion a number of comments were made and considered by the Board, as set out below:

- Consideration should be given to a two pronged Action Plan, one looking inwards at the Council's own carbon footprint and the other looking outwards in an enabling and facilitating role to encourage residents and businesses to consider their actions in reducing the Borough's carbon footprint
- Make better use of communications and engagement to promote climate change actions, through the Communications Team, and other Council services, such as business rates/council tax
- Action and enforce a single use plastic ban in all Council owned facilities, in particular the Princes Hall
- Identify the estimated amount of impact each Action should have on the carbon footprint to get a better picture of the outcomes

It was noted that officers would take account of the suggestions made by the Board and consider the implications of a fundamental reshaping of the Action Plan and report back at a future meeting.

The Chairman thanked Ms' Rogers and Lamb for their report.

23. **WORK PLAN**

The Board noted the current Work Plan.

It was noted that the Cabinet had considered the Council's response to the Hampshire County Council Future Services Consultation and made a number of amendments. The final copy would be shared with Members.

With regard to the Communications Strategy, it was felt important that consideration be given to set guidelines and a structured schedule of work.

The Climate Change Action Plan Refresh would be added to potential items for discussion during 2024/25.

The meeting closed at 9.02 pm.

OVERVIEW AND SCRUTINY COMMITTEE

Report of the meeting held on Wednesday, 27th March, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

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

Cllr Gaynor Austin
Cllr D.E. Clifford
Cllr Mara Makunura
Cllr S.J. Masterson

Apologies for absence were submitted in behalf of Cllrs Jules Crossley and Sophie Porter.

30. MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 8th February, 2024 were agreed as a correct record.

31. PUBLIC HEALTH - HEALTH PROTECTION ANNUAL REPORT 2022-23

The Committee welcomed Hampshire County Council's Director for Public Health, Simon Bryant and Associate Director for Public Health, Johanna Jefferies, who attended the meeting virtually to provide a presentation on Public Health.

The Committee noted that upper tier local authorities had a statutory duty to improve health and wellbeing and reduce health inequalities by reducing the need for people to access health and social care. These duties were delivered by working closely with partners and were funded through a ring fenced grant. Part of the duty included commissioning mandated services including sexual and reproductive health, drug and alcohol treatment, school nursing, health visiting, the National Childhood Measurement Programme and NHS health checks.

The vision of the Hampshire Public Health Strategy was to improve the health of everyone living in Hampshire and to create a healthier Hampshire. This was achieved by increasing the number of years residents could expect to live in good health and by reducing the unfair gap in healthy life years between the most and least healthy. The Strategy was in place to create conditions that enabled residents to maintain healthy behaviours that help to prevent illness with a focus on reducing conditions that contributed most to poor health (smoking, cardiovascular disease, diabetes, poor mental health etc.). The activities within the Strategy were achieved through working with a wide range of partners, such as the local NHS, district and borough councils, local businesses and the voluntary and community sector. To

make an impact, and reduce the gaps in health, local government were uniquely placed to act on the building blocks of health, these included, money and resources, surroundings, work, education and skills, housing, family, friends and community, food and transport. The Strategy links with other key population level strategies including the Economic Strategy, Climate Change Strategy and the Local Transport Plan and aligned its objectives with the Children and Young People's Plan, the Adult Health and Care Strategy, the Hampshire Health and Wellbeing Strategy and contributed to the delivery of the Hampshire and Isle of Wight and Frimley Integrated Care System Strategic Vision.

It was advised that the Strategy had three main themes:

- Healthy Places, Settings and Communities – rooted in the work with communities undertaken primarily by local authorities with Hampshire County Council acting as the anchor institution.
- Healthy People – to provide health protection, respond to Public Health emergencies, provide health intelligence and deliver programmes that help to reduce the impacts of violence within the criminal justice system.
- Healthy Lives – enabling residents to live longer by encouraging physical activity and activities on stopping smoking and substance abuse

It was advised that a high level Action Plan had been drawn up to set key actions and identify contributors and a liaison officer had been appointed to work directly with Rushmoor. The Committee also noted current work areas in Rushmoor which included, a focus on smoking services, a whole system approach to healthy weights and health walks, Balance, Glide and Ride and Energise Me activities.

Following a discussion, it was advised that the Public Health team were heavily engaged with the Frimley Health Partnership and Mr Bryant chaired a number of the groups active within the partnership. It was noted that health needs within communities were identified and services/interventions targeted accordingly. For example, it was advised that in Rushmoor, over the last 20 years, work had been undertaken to drive down the rate of HIV infection (1.92 per 1,000 population), which were higher than in other areas of the county (Hampshire (as a whole) 1.18 per 1,000 population).

In response to how Elected Members could raise issues affecting their communities, it was advised that first contact should be made with the Community and Partnerships Team.

Other issues discussed were:

- Emerging threats – there was an element of uncertainty in this area and the Public Health team had to take all preventions to tackle threats that could emerge, through targeted vaccinations and monitoring the national picture
- Antimicrobial Resistance – due to increased usage of antibiotics, their effectiveness has decreased over time, resulting in health practitioners not being able to protect the population. This was identified as a huge issue and national leadership was required address the matter

- Links with Planning/Environmental Health – It was advised that the Public Health team responded to planning applications despite not being a statutory consultee and worked closely with both the planning and environmental health teams.

ACTION:

What	By Whom	When
The potential to hold a workshop session to explain the dashboard data available via the public health website and to provide information on data available at a district level.	Simon Bryant, Director of Public Health	2024/25

The Chairman thanked Mr Bryant and Ms Jefferies for their presentation and contribution to the meeting.

32. CABINET CHAMPIONS

The Committee welcomed Cabinet Champion for Equalities and Diversity, Cllr Jib Belbase, and Cabinet Champion for Armed Forces, Cllr Nem Thapa, who were in attendance to give their annual reports for the 2023/24 Municipal Year. The Cabinet Member for Democracy, Strategy and Partnerships, Cllr Sue Carter was also in attendance to support the item.

(1) Cabinet Champion for Equalities and Diversity

Cllr Belbase reported that he had invested significant time establishing and strengthening links with community leaders from a number of underrepresented and hard to reach groups. These included leaders from Asian communities including, Afghan and Keralan, and European communities including, Bulgarian and Ukrainian. On 13 March, 2024, a Cultural Awareness Event was held which give community leaders access to key partners to raise awareness about UK culture and offered advice about accessing benefits, help reporting crime, fire safety at home, mental health and cost of living support, and volunteering.

It was also noted that arrangements had been made to host Gender Identity training for both officers and Elected Members in summer 2024 and Neurodiversity training had been undertaken with officers with further session planned for Elected Members. Cllr Belbase encouraged all Members to attend the sessions.

Cllr Belbase advised that all activities undertaken had been in line with the Council's Equality and Diversity Action Plan and recommended that the Council continued to review the Action Plan taking into consideration revised working arrangements around the independence of the Rushmoor Accessibility Access Group (RAAG). Cllr Belbase also acknowledged the contribution and continued work of former Champion, Cllr Makunura, in relation to the RAAG.

The Committee discussed the report and raised a number of issues:

- Ease of engagement – it was noted that most were hesitant in the first instance, but once connections had been made most were happy to engage
- Asylum Seekers – – it was advised that a dedicated officer was now in post to support the Council's broader resettlement work
- Briefings with the Cabinet – It was noted that frequent briefing were held with the Leader/Cabinet and it was suggested that Members could contact the Champions should an issue arise in their ward that could benefit from Champion input

The Chairman thanked Cllr Belbase for his report.

(2) Armed Forces Champion

Cllr Thapa reported on his achievements and activities during 2024, these included addressing cost of living pressures for veterans, continued attendance and development of connections with veterans' hubs in both Aldershot and Farnborough and work to update the Council's webpages with links, organisations and information to aid signposting. Work has also been underway to achieve the Gold Employee Recognition Award and since attending a workshop in January the Council had taken a number of steps to close the gap by meeting some of the criteria required. It was advised that there was still some work to be completed to achieve gold around understanding current staff connections to the armed forces, internal promotion and understanding of forces friendly policies, support for cadets and advocacy for the signing of the Armed Forces Covenant to the Council's networks. It was hoped that an evidence based submission would be made in 2024/25.

The Committee discussed the report and the difficulty in engaging veterans from different nationalities and the need for a single venue in the Borough to bring veterans together. It was suggested that consideration could be given to a space in Union Yard, Aldershot or The Meads, Farnborough.

In response to achieving the Gold Award, it was noted that a policy on Reservists was due to be presented to the Cabinet at its next meeting for approval.

The Chairman thanked Cllr Thapa for his report.

33. WORK PLAN

The Committee noted the Work Plan.

Consideration was given to the draft annual report and a number of suggestions made, these included an update on the work of the Farnborough Airport Task and Finish Group and involvement of the Cabinet Members at meetings.

In addition, a couple of suggestions were made for future meetings, these included:

- Union Yard, Aldershot - lettings
- SERCO

The Committee extended thanks to the Chairman, Cllr Mike Smith, for his leadership during the 2023/24 Municipal Year.

The meeting closed at 9.11 pm.

POLICY AND PROJECT ADVISORY BOARD

Report of the meeting held on Wednesday, 12th June, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.J. Roberts (Chairman)
Cllr Julie Hall (Vice-Chairman)

Cllr Sue Carter
Cllr A.H. Gani
Cllr Lisa Greenway
Cllr Steve Harden
Cllr Peace Essien Igodifo
Cllr Rhian Jones
Cllr Halleh Koohestani
Cllr Ivan Whitmee

Apologies for absence were submitted on behalf of Cllr T.W. Mitchell.

Cllr C.W. Card attended the meeting as Standing Deputy.

1. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Cllr Julie Hall be appointed as Vice-Chairman for the 2024/25 Municipal Year.

2. MINUTES

The minutes of the meeting held on 21st March 2024 were agreed as a correct record.

3. ARTS COUNCIL PLACE PARTNERSHIP PROJECT - BID FEEDBACK

The Board welcomed Mr Lee McQuade, Economy and Growth Service Manager, who provided an update on recent work that had been undertaken. Also present was Cllr Keith Dibble, Development & Economic Growth Portfolio Holder, who had been invited to attend for this item.

The Board was advised that the Arts Council England had classified 54 areas across the country as 'Priority Places', with eleven named in the South West region, including Rushmoor. These were defined as areas with 'high need and opportunity' in relation to the arts. The challenges in addressing this were outlined to Members and these included current low levels of engagement with arts and culture and the presence of areas of deprivation and health inequalities, especially when compared to surrounding areas. Regeneration projects in both town centres had presented the Council with a unique opportunity to reshape arts provision in each town.

Mr McQuade went on to define a Place Partnership Project. In summary:

- Value of over £100,000
- Strategic place-based intervention intended to make a long-term difference to the cultural and/or creative life of the community
- Making clear step change in provision in that place
- Informed by robust needs analysis and responsive to relevant local strategies
- Led by a consortium of partners relevant to delivering the project.

Members were informed that the Rushmoor bid had been provisionally titled 'Inspiring Farnborough' and had two strands, Creative Communities and Creative People. The Expression of Interest had been approved and the Council had been invited to submit a full application. The bid would contain a number of core elements, including:

- procuring 'inspiring artistic leadership' to help inform the development of the bid itself and to develop a three-year cultural placemaking programme for Farnborough
- offering opportunities for residents to engage in high quality culture, innovative experiences and ambitious art installations
- testing ideas, including immersive and digital art, which would, in turn, inform the uses of the Hub and wider spaces in the town
- commissioning experienced national/international community co-production artists and groups to work with all the communities in Rushmoor
- engaging the Borough's most deprived and culturally disengaged communities, including students/young people, military families and other stakeholders
- supporting new and expanding on existing events and activities led by and involving the community
- building the capacity, skills and reputation of the not-for-profit organisations working in the Borough alongside local freelance creatives and artists, event organisers and performers to lead cultural development
- aligning with corporate priorities, including vibrant and distinctive town centres and strong communities
- aligning with UKSPF priorities and agreed projects.

It was explained that the full application was due by 7th August and that a decision would be received in October, 2024.

The Board discussed the report and made the following comments:

- Important to consider the deprived areas outside of the town centre
- Could consider a 'cultural bus' to visit the Borough's outlying deprived areas
- Need to consider how to include those with special needs and disabilities
- Important to direct the limited funding to a few priorities that can be delivered
- Should engage young people – generally very enthusiastic
- Need to acknowledge and protect existing assets, such as West End Centre and Princes Hall in Aldershot
- Consider bandstand in Farnborough – originally proposed 25 years ago
- Need to take the public along with any project plans

The Board ENDORSED the process set out in the presentation.

The Chairman thanked Mr McQuade for his report.

4. APPOINTMENTS 2024/25

(1) Progress Group

RESOLVED: That the following members be appointed to serve on the Policy and Project Advisory Board Progress Group for the 2024/25 Municipal Year:

PPAB Chairman	Cllr M.J. Roberts
PPAB Vice-Chairman	Cllr Julie Hall
Labour Group (2)	Cllrs Lisa Greenway and Ivan Whitmee
Other Groups (3)	Cllrs Sue Carter, Peace Essien Igodifo and T.W. Mitchell

(2) Elections Group

RESOLVED: That the following members be appointed to serve on the Elections Group for the 2024/25 Municipal Year:

PPAB Vice-Chairman	Cllr Julie Hall
Cabinet Member with responsibility for Electoral Issues	Cllr Sophie Porter
Vice-Chairman of Corporate Governance, Audit and Standards Committee	Cllr Bill O'Donovan
Labour Group (1)	Cllr Gaynor Austin
Conservative Group (2)	Cllrs Steve Harden and Calum Stewart
Liberal Democrat Group (1)	Cllr C.W. Card

5. **WORK PLAN**

The Board noted the current Work Plan.

It was agreed that the Climate Change Action Plan would be discussed at the next Progress Group meeting.

The meeting closed at 8.10 pm.

OVERVIEW AND SCRUTINY COMMITTEE

Report of the meeting held on Thursday, 13th June, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Halleh Koohestani (Chairman)
Cllr Nadia Martin (Vice-Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr Leola Card
Cllr A.H. Crawford
Cllr P.J. Cullum
Cllr Thomas Day
Cllr C.P. Grattan
Cllr G.B. Lyon
Cllr Bill O'Donovan
Cllr M.J. Tennant

1. **APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED: That Cllrs. Nadia Martin and S. Trussler be appointed as Vice-Chairmen of the Committee for the 2024/25 Municipal Year.

2. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 27th March, 2024 were agreed as a correct record.

3. **REGISTERED PROVIDERS TASK AND FINISH GROUP - ANNUAL REPORT 2023/24**

The Committee welcomed, Tim Mills, Executive Head of Property and Growth, Zoe Paine, Strategy and Enabling Manager, and Sarah Clark, Strategic Housing Officer, who were in attendance to provide the Registered Providers Task and Finish Group 2023/24 Annual Report. Report No. PG2418, set out the purpose of the Group, which allowed Members to monitor the performance of the local Registered Providers and helped build working relationships to resolve residents issues. Outlined in the Report were areas that were working well, where there was cause for concern and any issues that needed to be monitored.

During 2023/24 the Group had met with A2 Dominion, VIVID Homes and Riverside Group. It was also noted that the team had extended an invite to Vivo/Pinnacle, who managed army accommodation situated within the Borough, however a response had not been forthcoming and this had been escalated to senior management based at the Aldershot Garrison to assist in setting up a meeting.

Following a discussion, the Committee identified a number of points, these included:

- Provision on a direct line to all registered housing providers, similar to that set up with VIVID
- A list of contacts for each provider, including Area Managers and Chief Executive Officers
- Data on retrofitting, including insulation – what had been done and where?
- Better understanding of vacancies within the military area
- Request to meet with the larger providers more frequently to ensure continuity and ease of holding to account
- Data on the number of complaints received by each provider and the nature of the complaints, damp/mould etc.
- Provision of a schedule of who has been seen in recent years, to help guide the discussion on who should be seen in 2024/25 (VIVID seen every year)
- Use of a questionnaire for smaller providers to help keep a watching brief on the current situation and highlight areas of concern should they arise
- Better understanding of service level agreements (SLA) on response times to customer queries/complaints

In response to the issues engaging with Vivo/Pinnacle, it was recommended that a letter be written to the Defence Select Committee and future Veterans Minister raising the issue and asking for support.

The recommendations set out in the Report were ENDORSED and the Committee felt that developing a more strategic relationship with the Registered Providers would help understand the providers business objectives and how they aligned with the Council's priorities.

4. HOUSING AND HOMELESSNESS PREVENTION STRATEGY

The Committee again welcomed, Tim Mills, Executive Head of Property and Growth, Zoe Paine, Strategy and Enabling Manager, and Sarah Clark, Strategic Housing Officer, who were in attendance to report on the Housing and Homelessness Prevention Strategy. Report No. PG2417, set out the aims of the strategy which was in place to ensure all residents had access to good quality housing at all stages of life and could access a range of appropriate support and advice to deal with housing related issues, including preventing homelessness and maintaining housing standards.

The Strategy had three themes, and the progress against each was set out in the report. It was advised that Service and Technical Managers had included action points within their service plans to enable effective progress tracking and reporting. Cross team collaboration and a project management approach to delivery had ensured that actions were appropriately planned for and resourced. The approach also ensured a greater transparency of monitoring and reporting.

The Board discussed the Report and the following comments/queries were made:

- With regard to the delivery of housing need, what is the number of stalled developments in the Borough? How many developments are started but not completed? and, how many have not been started to date?
- What is the amount of SANG available after 2032?
- Data required to help understanding of future reports:
 - Affordability of housing on a local and national level
 - Local employment data
- Use of social media for engagement with young people – is it the correct platform, what will we learn from it? Use of local charities, such as Step by Step and church organisations, to assist with engaging with young people
- Extend engagement to a wider audience, such as the Nepalese community, the elderly, disabled residents, carers, those suffering from mental health issues etc.
- Is the Council on track to provide the right number of affordable homes?
- How many people are currently homeless or at risk of becoming homeless, in the Borough?
- Recommendation to request that the Cabinet review the Housing and Homelessness Prevention Strategy

It was advised that the additional requests for data would be added to the Committee’s action tracker and shared with officers. The request to review the strategy had been noted and a meeting of the Progress Group would be identified to scope the purpose of the review.

The Chairman thanked, Mr Mills and Ms’ Paine and Clark for their Reports.

5. **APPOINTMENTS 2024/25**

RESOLVED: That the following Members be appointed to serve on the following Groups for the 2024/25 Municipal Year:

Overview and Scrutiny Progress Group

Chairman	Cllr Halleh Koohestani
Vice-Chairmen	Cllr S. Trussler
Labour Group	Cllr Thomas Day
	Cllr C.P. Grattan
	Cllr Bill O’Donovan
Conservative Group	Cllr P.J. Cullum
Liberal Democrat	Cllr Leola Card

Council Tax Support Task and Finish Group

Vice-Chairman	Cllr S. Trussler
Labour Group	Cllr C.P. Grattan
	Cllr Lisa Greenway
	Cllr M.J. Roberts
Conservative Group	Cllr P.J. Cullum

Farnborough Airport Task and Finish Group

Chairmen	Cllr Halleh Koohestani
Labour Group	Cllr A.H. Crawford
*	Cllr Bill O'Donovan
Conservative Group	Cllr P.J. Cullum
	Cllr G.B. Lyon
Liberal Democrat	Cllr C. Card

*Cllr Jules Crossley would be invited to the meeting as and when appropriate

Review of Registered Providers Task and Finish Group

Chairman	Cllr Halleh Koohestani
Labour Group	Cllr Gaynor Austin
	Cllr Bill O'Donovan
Conservative Group	Cllr S.J Masterson
	Cllr M.D. Smith

6. WORK PLAN

The Committee noted the current Work Plan and the proposed items for the August and September meetings. In August SERCO would be attending the meeting and in September, the Police and Community Safety Team would be in attendance.

Following a discussion, the items below would be considered by the Progress Group at their first meeting:

- Financial Position/CIPFA Report
- Key Priorities for the New Leadership
- Union Yard
- Leisure Facilities
- Hampshire Highways
- Water Quality

The meeting closed at 9.21 pm.
