POLICY AND PROJECT ADVISORY BOARD WORK PLAN

The purpose of the work plan 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 PROJECT ADVISORY BOARD

GROUP	MEMBERSHIP 2024/25	CURRENT POSITION	CONTACT
Elections Group		The first meeting of the Group is planned for Wednesday 13th November, 2024 at 6.30pm.	Jill Shuttleworth Corporate Manager - Democracy jill.shuttleworth@rushmoor.gov.uk Elections Team 01252 398824 elections@rushmoor.gov.uk

(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME

ISSUE	DETAILS	CONTACT DETAILS
	PLACE	
	PEOPLE	

POLICY AND PROJECTS ADVISORY BOARD AGENDA PLANNING – 2024/2025

12th June 2024	Arts Council Place Partnership Project – Funding Bid	
23rd July 2024	Procurement Strategy - (existing till 2024) Youth Engagement (Part 1)	
24th September 2024	Youth Engagement (Part 2)	
19th November 2024 Climate Change Action Plan (Part 1)		
21st January 2025	Climate Change Action Plan (Part 2) Council Business Plan (Part 1) Supporting Communities Strategy	
25th March 2025	Council Business Plan (Part 2)	
Potential items to be considered for 2024/25 and beyond	 Communications Strategy Marmot Health Strategy Housing Equalities Devolution 	

PROGRESS GROUP MEETINGS 2024/25

Membership: Cllrs Mike Roberts, Julie Hall, Sue Carter, Lisa Greenway, Steve Masterson, Thomas Mitchell and Ivan Whitmee

Date	Item	Notes
	Arts Council Place Partnership Project – Bid Feedback	As timing won't allow for this item to come back to the Board, Lee McQuade had offered to speak with individual Members should they wish to in advance of the deadline.
25th June 2024	Youth Engagement – meeting on 23 July	Presentation providing an overview of what we do followed by a workshop (to be held in private). Ensure we identify what we want to achieve and identify areas of focus.
	Procurement Strategy – Meeting on 23 July	Existing one runs until end 2024. Introduction of Procurement Act 2023 – requirement to review and update existing Strategy.
	Procurement Strategy	Timelines for this piece of work had changed slight and the Strategy would now go to the November 2024 Cabinet Meeting. If Members wished to comment following the previous Board meeting, they still had time to do so through Roger Sanders.
3rd September 2024	Youth Engagement	The Group were advised that work was currently underway, with partners, to gather information, share data and identify gaps in work relating to young people. A review of the proposed approach was also noted and would be expanded on at the meeting on 24 September, where the proposed Action Plan and Draft Strategy would be considered.

	Future Items	Marmot Health Strategy – gap analysis work underway, will share details as the work develops.
		Devolution – awaiting further information. Express of interest from HCC shared with the Council, and RBC had shown a desire to be involved in the process.
		Social Housing Needs – OSC are currently carrying out some work on the Housing and Homelessness Strategy. A watching brief would be kept on this work.
		Community Plan – Communications and Engagement Strategy, on how we engage with residents and businesses, in the process of being developed, Due to go to Cabinet in October 2024. Report back to Cabinet later in the year.
	Defibrillators and Bleed Kits	It was noted that the defibs and bleed kits would be installed within months and a timetable of the works would be shared with Members. Options would be considered for a launch event and training sessions (inc. for students).
	Youth Strategy	Emma Lamb to take to Cabinet in January. Working on mapping around other community groups following the discussion at PPAB in September.
22nd October 2024	Procurement Strategy	Revised Procurement Strategy - coming forward to Cabinet in November.
	Defibs and bleed kits	Written update to be provided. Need to ensure comms to residents on where the defibs are to be located. Can we use any other groups that are doing training? Need to find groups to maintain the defibs in their

		locations. Can comms do a video on how to use? Members need to share info also.
	Climate Change	Climate Change item at OSC earlier in year. Discussion on next steps of CC Action Plan at PPAB on 19th November. Two parts – November and January. Emma Lamb, Sophie Rogers and Jules Crossley available. PPAB would need some pointers to aid discussion. Would be good to see what last year's action plan looked like and was it delivered. Need to be clear as to what the CC Action Plan is trying to achieve – Council activities or wider remit? Tie CC awareness into other priorities, such as regeneration.
	Future items	Marmot Health Strategy – could be a future item. Wider than just healthcare.
		Housing Equalities – would make a good future item. Rough sleepers – find an area in the Borough?
		Communications Strategy – timing not known at this point and will be confirmed ASAP.
		Council Plan – January and March meetings.
		Supporting Communities Strategy – January meeting.
		Devolution – stay on list but not sure when but is likely to progress quickly once more is known.
Future datas for DD		

Future dates for PPAB Progress Group meetings: 3rd December 2024, 26th February, 13th May 2025 (provisional), 24th June 2025 (provisional), 27th August 2025 (provisional).