

ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 27th February, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr D.S. Gladstone (Chairman)

Cllr Mrs. D.B. Bedford

Cllr J.B. Canty

Cllr K. Dibble

Cllr C.P. Grattan

Cllr Marina Munro

Cllr J.J. Preece

Apologies for absence were submitted on behalf of Cllr Sophia Choudhary and Cllr A. Jackman.

16. MINUTES

The Minutes of the Meeting held on 23rd January, 2018 were approved and signed by the Chairman.

17. BUSINESS IMPROVEMENT DISTRICTS

The Panel received a presentation from Phil Stoneman, Economic Development Officer, on the feasibility of Business Improvement Districts (BIDs) in Rushmoor. A BID was a not for profit body formed to improve a defined commercial area. The BID would be funded through a levy on business rates which was typically 1% of the rateable value although the BID Board could decide on a higher or lower levy. The BID Board would then choose to fund services and projects beneficial to the BID area using the funds raised through the levy such as marketing and promotion, entertainment/festivals, enhanced cleaning regime or improved security.

The feasibility of BIDs had been explored for Aldershot, Farnborough and North Camp town centres in 2015. A consultant had been appointed to carry out a feasibility study through surveys and workshops. There had been only 41 responses to the survey and several hundred had been sent out, of those responses 92% had been from independent businesses. Due to the low response to the initial consultation, the decision was taken by Informal Cabinet not to pursue any BIDs at that time.

Currently BIDs had not been identified as a Council priority and pursuing a BID would involve considerable resource from the Council. A BID was estimated to cost approximately £70,000 per BID location. The Panel was advised that there could be alternative ways of resolving issues that were identified by businesses in the town

centres. The current priority for the Council was regeneration in the town centres and, due to the limited Council resources, it was important that focus remained on the Council priorities.

The Panel discussed the presentation and asked to be informed on the number of surveys sent out and numbers returned for each of the town centre areas. The Panel agreed that businesses would be reluctant to pay a levy on their business rates without a clear benefit for their business and many businesses, particularly in Aldershot, would rather see progress on the regeneration of the town centre rather than pay more money for a BID. It was agreed that a BID for Aldershot could be revisited once the regeneration was complete.

The Panel was advised that the Deputy Leader had already held meetings with businesses in Farnborough to bring them together and encourage the town centre areas to work more cohesively. The Panel suggested that as Farnborough town centre had changed dramatically since the feasibility work on BIDs in 2015 it was worth revisiting to see if there was renewed interest. It was suggested that there should be some initial work with the Farnborough town centre group led by the Deputy Leader to test if there was any appetite for BIDs. The three Town Centre Managers would be asked to approach their own retailers to gauge levels of interest before making any proposal to the Cabinet.

The Panel suggested that radios should be provided to shops in the town centres to enable them to communicate with each other. The matter would be raised with the Safer Neighbourhood Team and the Community Safety Team.

Action to be taken	By whom	When
The Deputy Leader of the Council to be asked to raise the issue of a BID application for Farnborough town centre at the next meeting of the Farnborough town centre businesses	Phil Stoneman	16th March 2018
Raise with the Safer Neighbourhood Team the possibility of radios being provided to shops to enable improved communications	Phil Stoneman	16th March 2018

18. HCC TRANSFORMATION TO 2019 PROGRAMME

The Panel received details on Hampshire County Council's Transformation 2019 programme (HCC T19) which was a programme focussing on saving the County £140m over the following three years. Savings of £19m were sought from the Economy, Transport and Environment area of work. The Economy, Transport and Environment savings included areas such as highways winter maintenance, street lighting, school crossing patrols and on-street parking.

Due to the proposed changes to the Council's Governance structure it was agreed that there was no benefit in discussing the HCC T19 programme in detail at this

stage. It was agreed by the Panel that a proposal should be put forward for a HCC T19 Task and Finish Group to be established within the new Governance structure to monitor the impact the changes had on service delivery over the next 12-18 months. It was also proposed that members of the Group should include the current Environment Policy and Review Panel members.

Action to be taken	By whom	When
Proposal to be made to establish a HCC T19 Task and Finish Group in the new Governance structure	Chairman	April 2018
Request that the Environment Panel members be invited to join the proposed HCC T19 Task and Finish Group	Chairman	April 2018

19. **WORK PROGRAMME**

The Panel noted the work programme and agreed that the items for the next meeting would be agreed at the mid-cycle meeting.

The meeting closed at 8.30 pm.

CLLR D.S. GLADSTONE (CHAIRMAN)

LEISURE AND YOUTH POLICY AND REVIEW PANEL

Meeting held on Monday, 19th March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Mrs. D.B. Bedford (Chairman)
Cllr Liz Corps (Vice-Chairman)

Cllr T.D. Bridgeman
Cllr J.B. Canty
Cllr Sue Carter
Cllr P.I.C. Crerar
Cllr J.H. Marsh
Cllr L.A. Taylor

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

15. **MINUTES**

The Minutes of the Meeting held on 15th January, 2018 were agreed as a correct record.

16. **PLAYGROUNDS**

The Panel welcomed Mr. Peter Amies, Head of Community and Environmental Services and Mr. Andy Ford, Parks Manager, who attended the meeting to give an update on the current position with the playgrounds in the Borough.

The Panel was advised on coverage, usage and the overall condition of the 44 playground sites, the cost of maintaining and renewing equipment and options for future provision. It was noted that of the 44 sites, five were privately owned and the remaining 39 were maintained by the Council. Since 2005, fifteen sites had been refurbished with Moor Road and Cove Green scheduled for 2018.

Surveys of usage had been carried out on all the playgrounds during 2013 and 2017. Each survey had been carried out at varying times of the day over a 15-18 day period during the summer. The results from each survey had shown a similar pattern, with the two destination playgrounds in Aldershot Park and King George V Playing Fields being the most highly used sites. The small playgrounds, of which there were 19, had much lower usage and in some cases, no one was observed on some of these sites during the survey period.

The Panel noted that capital funding was in place to refurbish Moor Road and Cove Green during 2018, but further funding still needed to be secured for a number of medium sized sites across the Borough. It was advised that options needed to be

considered for the 19 small equipped and very small sites, most of which were approaching end of life. To refurbish the small sites with basic equipment, including a swing, slide, rocker, bin and bench would cost in the region of £60,000 and the very small sites around £20,000.

In summary, the Panel noted that the larger/destination and medium sites, such as King George V and Aldershot Park, had been the most popular playgrounds, being more attractive for families of all ages. A large number of the small and very small sites were reaching end of life and the cost to replace them would be in the region of £800,000 with annual maintenance costs of around £20,000, for which funding was becoming more difficult to secure. The Council needed to consider a more financially sustainable approach to rationalising provision and maintenance of its playgrounds and sought the views of the Panel on the way forward.

The Panel discussed the presentation and considered the costs of replacing equipment at the end of its life or removing it and providing green space for play. In response to a query on external funding, it was advised that the system had changed for applying for Section 106 (S106) funding. Where as before funding had been easier to obtain, now Councils could only be granted five amounts of S106 funding for one project. There were also other restrictions that had been applied, including a time limit of five years for accessing funding from a development and limitations on the distance from the development where the monies could be used.

The Chairman thanked Mr. Amies and Mr. Ford for their presentation.

Following further discussion the Panel **AGREED** to recommend that:

Action to be taken	By Whom	When
Advanced notice should be given of any proposed removal of play equipment from the small or very small sites that were approaching end of life.	Head of Community and Environmental Services, Mr Peter Amies.	Ongoing
local residents and Ward Councillor should be given the opportunity to give their feedback on the proposals and usage of the sites.	Head of Community and Environmental Services, Mr Peter Amies.	Ongoing
Assurance be given to residents that the areas would remain as greenspace for play should the equipment be removed.	Head of Community and Environmental Services, Mr Peter Amies.	--

17. LEISURE CONTRACTS

The Panel welcomed Mr. Ashley Sharpe, Principal Contracts Manager, who attended the meeting to advise the Panel on the current specifications of the leisure contract and on the areas where Members may have an influence when considering the new leisure contract due for re-tender in 2019.

It was advised that the current specification had been set in 1992 and had carried over in 2001 when the contract had been renewed. At that time, Members had put in protection clauses for certain areas, including operating hours, programming for existing clubs and schools, the provision of children's activities during the school holidays, availability of the sports halls for casual use and a commitment to working in partnership with the Council, and other agencies on the GP referral scheme. Operational requirements for the swimming pools had also been established, these included water temperature and cleanliness. High quality catering services, which offered a range of appetising, healthy and nutritious food and drink had also been a requirement.

The Council controlled the core pricing at the facilities. All core pricing had set price ceilings; these included activities such as swimming, squash, indoor bowls, clubs, GP referrals and cardiac rehabilitation patients. All non-core activities could be charged at normal market rates, but with no more than two increases per annum and by no more than 10% within the financial year.

The Panel was advised of the parking arrangements, set by the Council, at the Farnborough Leisure Centre. It was noted that currently users of the facility could get a pro rata rebate on the price of their parking ticket. For the new contract, consideration could be given to allowing the contractor to operate the car park to allow them to develop their own parking scheme.

The Panel discussed further areas for consideration, particularly around maintenance of buildings, grounds, plant and equipment within the new contract taking into account the age and life expectancy of the buildings and Aldershot Lido site. Other areas to consider included utility services and rates, licenses, management information, Council and contractor responsibilities and acting as a ticket agency for Council/local events and public/community hall bookings. Local initiatives around health and wellbeing, sports development, supporting vulnerable adults and older people and safer neighbourhoods could also be considered alongside joint working on communications/social media with the Council and promotional activities, such as the £1 swim.

The Panel was reminded of the option to build new facilities at both the Aldershot Indoor Pools and Lido and the Farnborough Leisure Centre through a Design and Build option or a Design, Build, Operate and Maintain option. If this were to be agreed the Council would still have the opportunity to set certain specifications that the operator would be asked to adhere to.

In response to a query it was noted that a break clause would be included in the contract to allow both parties to exit the agreement by giving standard notices.

It was suggested that a Task and Finish Group would need to be established when the process for renewal began.

The Panel **ENDORSED** the way forward.

18. **WORK PROGRAMME**

The Panel **NOTED** the current work programme, in particular the update which had been provided on the football clubs. It was advised that further scrutiny of the clubs could be carried out under the proposed new scrutiny arrangements in the new Municipal Year.

The meeting closed at 9.04 pm.

CLLR MRS. D.B. BEDFORD (CHAIRMAN)

ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 20th March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr D.S. Gladstone (Chairman)

Cllr Mrs. D.B. Bedford

Cllr J.B. Canty

Cllr K. Dibble

Cllr C.P. Grattan

Cllr Marina Munro

Cllr J.J. Preece

Apologies for absence were submitted on behalf of Cllr A. Jackman.

20. **MINUTES**

The Minutes of the Meeting held on 27th February, 2018 were approved and signed by the Chairman.

21. **REVIEW OF CHRISTMAS 2017 ACTIVITY AND PROPOSALS FOR 2018**

David Phillips, Town Centre and Cultural Manager, and Jenny Atherton, Town Centre and Events Officer, attended the meeting to provide a review of the Christmas activity carried out in the Borough in 2017. The total budget for all of the events across the Borough had been £11,000, there had been an additional £3,250 raised in sponsorship and grants.

Events in Aldershot had included:

- Christmas Lights Switch-On – Saturday 18th November
- Christmas Craft Fayres - Saturday 2nd and 9th December
- Aldershot Communities Together (ACT) Christmas Festival – 3 weekends of activities leading up to Christmas including ‘Community Christmas Celebration’ on Saturday 9th December, ‘Light Up Aldershot Day and Lantern Procession’ on Saturday 16th December and ‘ACT Festival & Carol Concert’ on Saturday 23rd December

The ACT activities had been organised by the ACT sub group of 15 volunteers. There had been £3,000 allocated to the three weekends of activity, all of which had been well attended. Also in Aldershot had been the North Town Carols on 20th December which had been led by Cllr Keith Dibble and sponsored by Vivid, which attracted approximately 100 visitors.

Events in Farnborough had included:

- Farnborough Frost Fair – Saturday 18th November which had also coincided with the Princes Mead lights switch-on
- Magical Elf Trail – Saturday 2nd December which had involved ten retailers across Queensmead, Princes Mead and The Meads
- Christmas Fun Day – Saturday 9th December
- Craft Fayre and Brass Band – Saturday 16th December

In addition there had been a best Christmas shop window display competition which had been open to retailers across the whole Borough. The judging had been led by ACT volunteers and photographs had been taken of all shops which had Christmas window displays of which there had been over 200.

The Panel discussed the cost of a permanent tree and lights in North Camp which had been requested at the meeting in September 2017. The Panel was advised that due to the Council's financial commitments and, as the provision of a tree and lights was currently not a Council priority or on the Cabinet's work programme, it would not be possible to be funded by the Council. One suggestion was to bid for funding from Blanchere Illuminations UK or through sponsorship from local businesses. Jenny Atherton offered to facilitate the bid for lights. If the bid was successful the location of the lights would need to be agreed although the preferred option was for neighbourhood centres rather than the main town centres.

David Phillips and Jenny Atherton had already met with the Princes Mead Centre Manager who had indicated that Princes Mead would be keen to work with The Meads, Queensmead and other partners on future Christmas activity.

Cllr Keith Dibble thanked Jenny Atherton for her help with the North Town Carols event which had been very well received by the community and local businesses had got involved. The Panel was advised that, if other neighbourhood areas were interested in setting up something similar, it was important to get local businesses on board.

The **PANEL** noted the Christmas 2017 review and **AGREED** the proposed action for additional lights/trees.

Action to be taken	By whom	When
Facilitate the Blanchere bid for Christmas lights. Work to be carried out with John Trusler, the Council's Principal Engineer, to explore the possibility of a Christmas tree in Farnborough and North Camp. Encourage Princes Mead and The Meads to explore other options for additional Christmas lights/trees.	Jenny Atherton	August 2018

22. **PARKING CHARGES NOTICES**

The Panel received information on the problems experienced by residents and visitors with private parking firms in Rushmoor following a motion supported at the Council meeting on 22nd February 2018. Tony Griffiths from NHS Property Services and Cllr Alex Crawford joined the meeting to provide information to the Panel on the issues and proposed action.

Tony Griffiths advised the Panel that NHS Property Services managed a large proportion of Health Centres and GP Practices across the country, of which Aldershot Centre for Health (ACH) was one of the larger sites. There had been a number of issues with parking on the site since the ACH had been established and in 2016 tenants and users got together to develop a workable parking solution. An Automatic Number Plate Recognition (ANPR) system had been introduced in 2016 which recorded car registration numbers at the entrance and the registration number was then entered into the pay machine with an opportunity to top up if required when the visitor left. It was clear that the system had not been working due to the number of complaints that had been received. There were a number of issues, which included the ANPR system picking up the registration number at the traffic lights instead of the car park entrance and there were also issues with electrical fluctuations which caused the system to reset itself. When users had received inappropriate Penalty Charge Notices (PCNs) the NHS Property Services had aimed to have them cancelled as soon as issued or rescinded when appealed.

It was recognised that users had experienced a number of problems with the system which included:

- The keyboard being quite low and difficult to operate to enter registration numbers.
- Unclear information regarding the free 15 minutes parking and the requirement to enter registration numbers.
- A lack of clear signage as to the procedures, in particular the option to top up parking on exit which caused confusion for users.
- Blue badge holders not understanding the need to take the badge in to reception and also a reluctance to remove the badge from the car for fear of receiving a PCN.
- PCNs being issued even when users had purchased tickets and no understanding or leniency from Smart Parking when genuine mistakes had been made.

Cllr Alex Crawford had carried out a survey to gather information on the parking issues in the Borough which highlighted a large number of issues with the parking at ACF. A petition had also been launched which had approximately 2,000 signatures. Cllr Crawford had recommended to NHS Property Services that the contract with Smart Parking should be cancelled immediately and the parking system at ACF was brought in house. Cllr Crawford stated that Smart Parking had not applied for planning permission to install the signage therefore the PCNs issued were illegal and criminal.

Tony Griffiths advised that NHS Property Services had heard the messages from councillors and users and were acting to make changes. For reasons of commercial

confidentiality he was unable to provide any detail but a number of meetings had been held with Smart Parking to make clear that the current situation was wholly unacceptable. NHS Property Services acknowledged that changes were needed to improve the customer experience and plans were in place to change the operating system. The Council, Clinical Commissioning Group and patient participation groups would be asked to be involved in developing a new operating system. NHS Property Services assured the Panel that they were committed to delivering changes and would proactively communicate to users the move from an unacceptable system to providing a suitable alternative. Any future operating system would be managed by NHS Property Services and there would be no incentive for operating contractors to issue PCNs. Tony Griffiths would look into the issues regarding the installation of the signage as raised by Cllr Crawford.

The Panel discussed the parking issues at ACH and agreed that something needed to be done urgently to address the current problems. It was also agreed that there should be an independent appeals process for the PCNs issued. Cllr Crawford advised that there was a Private Members Bill passing through Parliament to introduce a new parking code of practice. This included any appeals process. The Panel was of the view that the contract with Smart Parking should be cancelled as soon as possible.

Tony Griffiths informed the Panel that a new solution would be introduced in the Summer or early Autumn and NHS Property Services would communicate the changes well in advance of implementation. In the interim NHS Property Services would work to address the immediate problems and would take on board the recommendations set out in the Citizen's Advice Bureau report which had been circulated to the Panel. NHS Property Services would welcome the introduction of a statutory code of practice which parking operators would need to adhere.

The Panel **AGREED** that a letter should be sent to NHS Property Services from the Chairman setting out a summary of the key issues and concerns.

Ann Greaves, Solicitor to the Council, explained the background of the sale of the Council's housing stock, including the garages, to Rushmoor Housing Association in 1995. There was no requirement in the sale that the garages would remain with the houses. A covenant was included in the sale that meant the housing association could not develop the garage blocks other than for affordable housing or parking, any other type of development would require a percentage of the sale being paid to the Council. The Cabinet had approved the sale of the garage blocks by Vivid (formerly First Wessex) to Hampshire Garages providing the covenant was upheld. The Cabinet had been advised that consultation would take place and agreement would also have been required from Homes England (formerly the Homes and Community Agency). Quest had since bought out the shares from Hampshire Garages and then had started to dispose of the garages in blocks. The Council had no control over the sale or operation of the garage blocks and was unable to object to the sale of the garages as that would result in an injunction from Quest. As Quest owned the land there was no legal action that the Council was able to take.

Cllr Crawford advised the Panel of issues experienced by residents in Tices Meadow, Aldershot. The garage blocks had been sold and were being operate by a

private parking company and residents were now being charged to park at the garage sites. A number of residents had received PCNs when the parking charges had been introduced. The residents felt that there had been no consideration for them by the Council or Vivid through any of the process. The residents advised that there had been no consultation carried out by Vivid. Cllr Crawford proposed that the Council should advise residents of what their legal rights were. Ann Greaves explained to the Panel that the legal rights of each of the plots would vary and residents should be advised to seek their own legal advice. The plots affected would be shared with Cllr Crawford.

The Panel **AGREED** that a letter would be sent to Vivid from the Chairman to request attendance at a meeting to discuss the sale of the garage blocks and parking issues and explore the issue of consultation. A letter would also be sent to the current proprietors of the garage blocks and private parking providers from the Chairman to ask them to also attend a meeting to discuss current practices and residents' concerns. Panel members would be invited to attend any meetings arranged.

Cllr Crawford advised the Panel on issues experienced by parking users at other sites around the Borough which were operated by private parking firms. Overall users felt that the private parking companies operating in Rushmoor were deliberately misleading users and making the restrictions unclear which caused users to fall foul of the rules. Cllr Crawford would submit his evidence gathered to the Ministry of Housing, Communities and Local Government (HCLG)(formerly Department of Communities and Local Government) to be considered to inform the requirements of the Parking (Code of Practice) Bill 2017-19.

The Panel **AGREED** that the Chairman would write to the HCLG setting out the issues raised at the meeting in support of the Parking (Code of Practice) Bill 2017-19. A letter would also be sent to Leo Docherty MP setting out the key concerns and seeking support for the Parking (Code of Practice) Bill 2017-19 through the Parliamentary process.

Action to be taken	By whom	When
A letter to be sent to NHS Property Services from the Chairman setting out a summary of the key issues and concerns discussed at the meeting.	Panel Administrator/ Lead Officer/ Chairman	30 March 2018
A letter to be sent to Vivid from the Chairman to request attendance at a meeting to discuss the sale of the garage blocks and parking issues and explore the issue of consultation.	Panel Administrator/ Lead Officer/ Chairman	30 March 2018
A letter to be sent to the current proprietors of the garage blocks and private parking providers from the Chairman to invite them to attend a meeting to discuss current practices and resident's concerns.	Panel Administrator/ Lead Officer/ Chairman	30 March 2018

A letter to be sent to HCLG setting out the parking issues in support of the Parking (Code of Practice) Bill 2017-19.	Panel Administrator/ Lead Officer/ Chairman	30 March 2018
A to be sent to Leo Docherty MP from the Chairman setting out key concerns and seeking his support for the Parking (Code of Practice) Bill 2017-19 through the Parliamentary process.	Panel Administrator/ Lead Officer/ Chairman	30 March 2018

23. **WORK PROGRAMME**

The Panel **NOTED** the current work programme.

The meeting closed at 9.45 pm.

CLLR D.S. GLADSTONE (CHAIRMAN)

CORPORATE SERVICES POLICY AND REVIEW PANEL

Meeting held on Thursday, 22nd March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Jacqui Vosper (Chairman)
Cllr M.S. Choudhary (Vice-Chairman)

Cllr J.B. Canty
Cllr D.M.T. Bell
Cllr R.L.G. Dibbs
Cllr D.S. Gladstone
Cllr B. Jones
Cllr P.F. Rust

Apologies for absence were submitted on behalf of Cllr J.E. Woolley.

16. MINUTES

The Minutes of the meeting held on 9th November, 2017 were approved and signed by the Chairman.

17. GENERAL DATA PROTECTION REGULATIONS

The Panel welcomed Diane Milton, Legal Services Manager, and Lorraine Murray, Corporate Projects, who talked to the presentation circulated with the agenda papers on the General Data Protection Regulation (GDPR).

The Panel was reminded that a presentation had been given to the Panel in September 2017 at the start of the project. The Panel was advised of the work to date, including the establishment of a council-wide GDPR working group which had carried out an audit of the Council's information systems to ensure their future compliance with GDPR. This work had identified the risks and a risk mitigation plan has been developed. Lorraine Murray emphasised that a pragmatic approach had to be taken in terms of developing guidelines for Rushmoor as the Data Protection Bill itself was still going through Parliament and the Information Commissioner's Office (ICO) was still drafting guidelines.

The Panel was advised that Councillors would shortly be sent a questionnaire in respect of their own individual storage and transmission of data. In addition, tailored training was being developed for them in respect of their two roles – as a member of the Council and as a representative of residents when dealing with issues or complaints. Panel members were keen for this training to take place as soon as possible and also for clarification on whether they each had to register as data controllers with the ICO.

The Panel thanked Diane Milton and Lorraine Murray for their detailed presentation and **NOTED** the update.

18. **DRAFT PROCUREMENT STRATEGY 2018-2020**

The Panel welcomed Katherine Booker, Principal Procurement Officer, who introduced the draft Procurement Strategy 2018-2020. The Panel noted that this was a shorter, more specific strategy than the previous version. Members discussed the Strategy and made some comments, including:

- a proposal for a seminar for small local businesses on procurement and the public sector;
- the need to provide feedback to suppliers not selected during a tendering exercise.

The Panel noted that the Social Value aspect of the Strategy would be developed with input from Cllr Jonathan Canty.

The Panel thanked Katherine Booker for her detailed report on the draft Strategy, which was **NOTED**.

19. **WORK PROGRAMME**

The Panel **NOTED** the updated work programme for 2017/18.

The meeting closed at 8.45 pm.

CLLR JACQUI VOSPER (CHAIRMAN)

BOROUGH SERVICES POLICY AND REVIEW PANEL

Meeting held on Monday, 26th March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr A.R. Newell (Chairman)
Cllr R.L.G. Dibbs (Vice-Chairman)

Cllr A.H. Crawford
Cllr S.J. Masterson
Cllr Marina Munro
Cllr B.A. Thomas

Apologies for absence were submitted on behalf of Cllr T.D. Bridgeman and Cllr Liz Corps.

18. MINUTES

The Minutes of the Meeting held on 22nd January, 2018 were approved and signed by the Chairman.

19. RUSHMOOR VOLUNTARY SERVICES

The Panel welcomed Mr. Greg Alexander, Chief Executive Officer, Rushmoor Voluntary Services (RVS), who attended the meeting to give an update on the working arrangements and operations within the service.

Mr. Alexander reported on the core work carried out within the community by the service. It was noted that 380 local groups and organisations were members of RVS, all of which benefitted from information, support, funding advice and partnership working. In addition, RVS hosted a Voluntary Sector Forum on a quarterly basis, and contributed to the Rushmoor Strategic Partnership. The Panel noted that RVS offered training courses in areas such as first aid, minibus driving and mental health, provided a home help service to in excess of 250 clients across the borough and supported the Blooming Marvellous Gardening scheme for mental health sufferers.

The Panel was advised of the current position with volunteers; 200 new volunteers were placed each year locally, providing an economic contribution to Rushmoor of around £7.16 million. RVS had been working with the Cabinet Member for Concessions and Community Support and the Council on initiatives to recruit new volunteers and had jointly hosted a "Volunteers Fair" in Aldershot during 2017; another "Volunteers Fair" would be held in Farnborough during 2018. It was noted that the majority of volunteers were in the 26-49 years age group.

Mr. Alexander advised on the current situation with community transport. It was noted that RVS owned five minibuses for community use, these buses were available for hire by community groups and organisations of which there were 80+ hirings per month. All drivers were volunteers and the operation was self funding. The Panel noted that a potential issue which might affect the minibus service, was that the Department for Transport were currently in the process of reviewing the Section 19/22 permits due to reports of some minibus scheme operators abusing the system and operating as commercial minibus services. It was hoped that the impact of this review would be low on RVS.

An update was provided on the Dial a Ride service operated by RVS on behalf of Hampshire County Council (HCC). The operation was funded equally by the County Council and Rushmoor Borough Council and it was noted that HCC had reduced their funding by 8% for the 2018/19 financial year. This decision had forced RVS to increase the fares from summer 2018. However, it was noted that customers valued the service and were happy to pay the additional cost. Mr. Alexander advised that HCC would be re-tendering the service in 2019/20 for which dialogue would commence in Autumn, 2018.

The Panel was advised on the working arrangements with HCC. It was noted that core funding had been agreed for a one year period in line with the County's T19 Transformation Programme. Going forward the work of RVS would be contained in a set development plan aiming for a standard offer to all Hampshire residents, outcomes of which would be set against Hampshire priorities. The work would involve more signposting to online services, alternative support, involving volunteers in care homes and other settings and placing individuals with support needs into local voluntary groups. Mr. Alexander advised that the proposals would be challenging and concerns had been raised over the level of care that could be provided to those in need if some of the proposals were agreed.

In addition to the core work, RVS managed three charity funds, which offered grants up to £200 to groups/carers. There were also links with the Community Matters Partnership to compliment the work they carried out with local businesses, some of which had used their community volunteering hours to help with RVS led projects, such as school playground maintenance.

Challenges faced by RVS centred around reduced funding, transformation and the Farnborough Community Centre. Mr. Alexander had been involved in talks around the Civic Quarter proposals and the future of the community centre. It was noted that RVS were keen to keep the association going and would consider employing someone to manage bookings and invoicing for the centre and help in whatever way they could to retain the facility. A strategic plan was being developed to look at resources and identify where changes needed to be made; consideration would be given to the pricing structure for minibus and home help services. Unfortunately, helping groups and organisation wasn't a sellable product - to generate income a trading arm would need to be established which was something that could be considered in the future.

The Panel discussed the presentation and the impacts of the reduction in funding from HCC and how this could be mitigated. It was understood that there was scope

to generate more funds from the paid for services provided by RVS, such as minibus hire and Home Help. In respect of seeking new volunteers a suggestion was made to consider those attending the Job Club. Individuals out of work and seeking employment often undertook volunteering roles to enhance their skills. Another place to consider was the colleges; students were increasingly taking a gap year between leaving college and starting university during which they could take on volunteer work. This could assist in areas like IT and computer skills.

The Chairman thanked Mr. Alexander for his presentation.

20. **WORK PROGRAMME**

The Panel noted the current work programme.

The meeting closed at 7.59 pm.

CLLR A.R. NEWELL (CHAIRMAN)

COMMUNITY POLICY AND REVIEW PANEL

Meeting held on Thursday, 29th March, 2018 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr S.J. Masterson (Vice-Chairman)

Cllr M.S. Choudhary
Cllr R.M. Cooper
Cllr J.H. Marsh
Cllr Marina Munro
Cllr M.J. Roberts
Cllr P.F. Rust

Apologies for absence were submitted on behalf of Cllr J.J. Preece.

20. MINUTES

The Minutes of the Meeting held on 25th January, 2018 were approved and signed by the Chairman.

21. FRIMLEY SUSTAINABILITY AND TRANSFORMATION PARTNERSHIP (STP) AND INTEGRATED CARE SYSTEM

The Panel welcomed Sir Andrew Morris OBE, former Chief Executive of NHS Frimley Health Foundation Trust, who had been invited to attend to provide Members with an update on the Frimley Health Integrated Care System (ICS) which had evolved from the Frimley Sustainability and Transformation Plan (STP). The Panel was advised that Frimley Heath ICS was one of the leading bodies aiming to bring together the providers and commissioners of all health services, social care, public health and the voluntary sector to work in partnership to create a different model and approach to delivery to improve health and care in their area. The views of clinical and professional leads, as well as the current workforce, had helped to co-design all service changes and developments. The Panel was advised that the main ambition of the ICS was that people living in the Frimley system would have the best possible health and wellbeing, keeping them healthy and in their homes for longer.

Sir Andrew explained that the budget of £1.2 billion for a population of 800,000 had some specific targets such as promoting the apprenticeship model and helping staff move more freely around the system with appropriate training and education. The Panel noted that the ICS was promoting a new model of care which would mean that fewer services were delivered in an acute provider setting, such as a hospital, and more delivered at home, in a community-based care facility or in GP surgeries. Sir

Andrew reported that the system was already showing decreases in accident and emergency attendances and non emergency admissions.

The Panel thanked Sir Andrew Morris for attending the meeting and for his comprehensive update, which was **NOTED**.

22. **E-CONSULT INITIATIVE**

The Panel welcomed Dr Andrew Whitfield, Chair and Clinical Lead of NHS North East Hampshire and Farnham Clinical Commissioning Group (CCG), who had been invited to attend to provide Members with an update on the eConsult initiative which aimed to use online technology to improve patient access, GP practice efficiency and commissioner value. This was based on using the surgery's own website to provide self-help and online consultation options, backed by the patient's own medical record. The Panel noted that this was being rolled out in stages with some local surgeries already using it live and receiving positive feedback from patients.

The Panel thanked Dr Whitfield for attending the meeting and for his informative presentation, which was **NOTED**.

23. **HOUSING AND HOMELESSNESS STRATEGY UPDATE**

Qamer Yasin, Head of Environmental Health and Housing, presented the six-monthly 'Update on the Housing and Homelessness Strategy 2017-22', as detailed in Report No. 1807. The Panel noted that the Strategy was designed to be a rolling document to enable it to be updated to reflect changes in national housing policies.

Qamer Yasin highlighted some of the achievements, opportunities and challenges for each of the four key housing themes:

- The right homes in the right places;
- Making the best use of the housing stock;
- Helping people solve their housing problems and provide a suitable home when needed; and
- Enabling people to live in good quality accommodation that is suited to their needs.

The Panel **NOTED** the Report.

24. **WORK PROGRAMME**

The Panel **NOTED** the updated work programme for the 2017/18 Municipal Year.

The meeting closed at 8.55 pm.

CLLR M.D. SMITH (CHAIRMAN)
