

## POLICY AND PROJECT ADVISORY BOARD WORK PROGRAMME

The purpose of the work programme is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Policy and Project Advisory Board, incorporating policy development work carried out through working groups.

### (A) CURRENT WORKING GROUPS APPOINTED BY THE POLICY AND PROJECTS ADVISORY BOARD

GROUP	MEMBERSHIP 2019/20	CURRENT POSITION	CONTACT
<b>Elections Group</b>	Cllrs Sophia Choudhary, A.R. Newell, S.J. Masterson, C.J. Stewart, T.D. Bridgeman and K. Dibble (one Liberal Democrat vacancy)  Chairman:	A meeting was held in August 2019 where feedback was given from the May election, progress on the annual canvass which was currently underway and an update provided on the electoral services review.  The next meeting will be held on 28 January 2020.	Andrew Colver, Head of Democracy, Strategy and Partnerships, Tel: (01252) 398820, <a href="mailto:andrew.colver@rushmoor.gov.uk">andrew.colver@rushmoor.gov.uk</a>
<b>Strategic Housing and Local Plan Group</b>  To steer the development of the Local Plan and monitor updates to the Housing and Homelessness Strategy	Cllrs P.I.C. Crerar, D.E. Clifford, T.W. Mitchell, Marina Munro, B.A. Thomas, C.J. Stewart, M.J. Tennant, C.P. Grattan and M.J. Roberts  Chairman: Cllr P.I.C. Crerar	Agreed by Advisory Board on 3 April that a scoping review on conservation areas to report to Cabinet will be tasked to the Strategic Housing and Local Plan Group. An update on progress was provided at the September Board meeting.  The meetings scheduled for the remainder of 2019/20 are on 29 January 2020 and 22 April 2020.	Tim Mills Head of Planning Tel: (01252) 398790 <a href="mailto:tim.mills@rushmoor.gov.uk">tim.mills@rushmoor.gov.uk</a>  Anna Lucas Principal Planning Officer  Zoe Paine Strategy and Enabling Manager (Housing)

GROUP	MEMBERSHIP 2019/20	CURRENT POSITION	CONTACT
<b>Leisure Facilities and Contracts</b>	Cllrs J. B. Canty, Prabesh KC, Mara Makunura, T.W. Mitchell, C.J. Stewart, T.D. Bridgeman and C.P. Grattan  Chairman: Cllr J.B. Canty	The Group held workshop sessions in August to compile the specification requirements. The draft specification was circulated to the Group for comment and would be taken to Cabinet for approval in November 2019. An update on the changes to the specification was circulated to the Group. The next meeting will be held on 16 March 2020.	James Duggin Head of Operational Services Tel: (01252) 398543 <a href="mailto:james.duggin@rushmoor.gov.uk">james.duggin@rushmoor.gov.uk</a>
<b>Transformation Task and Finish Group (formerly Rushmoor 2020 Modernisation and Improvement Programme)</b>	Cllrs J.B. Canty, K.H. Muschamp, Sophia Choudhary, P.J. Cullum, J.H. Marsh, Gaynor Austin and Nadia Martin (one Liberal Democrat vacancy)  Chairman: Cllr. J.B. Canty	It was agreed at the Task and Finish Group meeting on 13 November that the Group would be renamed Transformation Task and Finish Group and the terms of reference were revised to change the purpose to supporting the ICE Programme to achieve its agreed outcomes.  The Group agreed the scope of the website project and discussed the benchmarking and customer survey results.  The next meeting will be held on 29 January.	Karen Edwards, Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a>

**(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME**

ISSUE	DETAILS	CONTACT DETAILS
<b>Aldershot Town Centre Strategy</b>	<p>On 19/9/18, the Board considered a report with proposals for the development of an Aldershot Town Centre Strategy.</p> <p>The Board commented on the development proposal which would be incorporated into the development of the draft Aldershot Town Centre Strategy to be submitted to Cabinet for approval and budget allocations.</p> <p>An update on progress was provided at the 20/11/19 meeting where the Board received details on the Civic Society Town Centre Vision, the Rushmoor Leadership project on attracting independent business and the Aldershot Parking Study. The Strategy would be developed further and reported back to the Board in March 2020.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 <a href="mailto:tim.mills@rushmoor.gov.uk">tim.mills@rushmoor.gov.uk</a></p>
<b>Health, Wellbeing and Obesity</b>	<p>At the Council Meeting on 18/4/18, a Notice of Motion on the topic of 'tackling obesity' was referred for further consideration.</p> <p>On 21/11/18, the Board to hold a scoping session, with a view to understanding more about the issue, areas where progress has been made, and potential issues for future policy change/support.</p> <p>Data from the Obesity Audit discussed at the Board meeting on 21/11/18. It was agreed that the actions from the Local Action Group would be monitored by the Progress Group and any substantive items would be reported to the Board. An update was circulated to the Progress Group in October 2019.</p>	<p>Andrew Colver Head of Democracy, Strategy and Partnerships Tel: (01252) 398820 <a href="mailto:andrew.colver@rushmoor.gov.uk">andrew.colver@rushmoor.gov.uk</a></p>
<b>Rowhill and Southwood Management Plan</b>	<p>Update on the latest position to be discussed at the Progress Group once the results from commissioned work are available. The information is expected in early Spring 2020.</p>	<p>Ian Harrison Executive Director Tel: (01252) 398400 <a href="mailto:ian.harrison@rushmoor.gov.uk">ian.harrison@rushmoor.gov.uk</a></p>

<p><b>Regeneration Consultation and Policy</b></p>	<p>Discussed at the Board on 21/11/18 and agreed that the Progress Group and/or the Board would be a consultee on key regeneration matters including Farnborough Civic Quarter, The Galleries scheme, Rushmoor Development Partnership, Farnborough Growth Package and other strategies supporting or related to regeneration.</p> <p>Work on the Aldershot Town Centre Strategy and Farnborough Civic Quarter Masterplan was discussed at the meeting in April 2019.</p> <p>The response to the Aldershot and Farnborough 2030 consultation was discussed at the Board on 05/06/19 and agreed that the key messages from the consultation work be incorporated into the development of a new long-term vision for Rushmoor.</p> <p>An update on progress was be provided at the 31/07/19 Board meeting. An update on the Farnborough Civic Quarter Masterplan was expected in November 2019.</p>	<p>Paul Brooks Head of Regeneration and Property Tel: (01252) 398544 <a href="mailto:paul.brooks@rushmoor.gov.uk">paul.brooks@rushmoor.gov.uk</a></p>
<p><b>Conservation Area Reviews</b></p>	<p>Discussed at the Board on 03/04/19 and agreed for a scoping report to be prepared to report to Cabinet in May. The work would be picked up by the Strategic Housing and Local Plan Group.</p>	<p>Tim Mills Head of Economy, Planning and Strategic Housing Tel. (01252) 398542 <a href="mailto:tim.mills@rushmoor.gov.uk">tim.mills@rushmoor.gov.uk</a></p>
<p><b>Strategy for Future Investment in Relation to Playgrounds within the Borough</b></p>	<p>Strategic aims and objectives discussed at the Board on 25/09/19 Board meeting. Strategic document submitted to Cabinet for approval in December 2019 to recommend way forward to develop the operational plan.</p>	<p>James Duggin Head of Operational Services Tel: (01252) 398543 <a href="mailto:james.duggin@rushmoor.gov.uk">james.duggin@rushmoor.gov.uk</a></p>
<p><b>End Violence at Work Charter</b></p>	<p>Discussed at the Board on 31/07/19 and a number of actions agreed to raise awareness with the voluntary/community sector and for the Council to encourage them to sign-up. A report would come back to the Board in 12-months to report on how many Rushmoor organisations had signed up to the Charter.</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a></p>

<b>Rent Relief Policy Approach</b>	The approach to a rent relief policy for sports and community organisations in the Borough was considered at 25/09/29 Board meeting. Board comments would be incorporated into the paper to be submitted to Cabinet in November 2019.	Andrew Colver Head of Democracy, Strategy and Partnerships Tel. 01252 398820 <a href="mailto:andrew.colver@rushmoor.gov.uk">andrew.colver@rushmoor.gov.uk</a>
<b>Procurement Strategy</b>	The draft Procurement Strategy was considered by the Board on 20/11/19 which set out the Council's strategic procurement aims and the priorities for the next four years. The final version was expected to be available by March 2020.	David Stanley Executive Head of Finance Tel. 01252 398440 <a href="mailto:david.stanley@rushmoor.gov.uk">david.stanley@rushmoor.gov.uk</a>

**POLICY AND PROJECTS ADVISORY BOARD****AGENDA PLANNING – 2019-2020**

<b>23 January 2019</b>	<ul style="list-style-type: none"> <li>• Report from PPAB sub-groups</li> <li>• Farnborough Civic Quarter</li> </ul>
<b>3 April 2019</b>	<ul style="list-style-type: none"> <li>• Aldershot Transition Plan and Town Centre Strategy</li> <li>• Farnborough Civic Quarter</li> <li>• Asset Management Plan</li> <li>• Conservation Area Reviews</li> </ul>
<b>5 June 2019</b>	<ul style="list-style-type: none"> <li>• Strategy for future investment in relation to playgrounds within the Borough</li> <li>• Results of Aldershot and Farnborough 2030 Consultation</li> </ul>
<b>31 July 2019</b>	<ul style="list-style-type: none"> <li>• Notice of Motion – Violence at Work Charter</li> <li>• Development of the strategy for future investment in relation to playgrounds within the Borough</li> </ul>
<b>25 September 2019</b>	<ul style="list-style-type: none"> <li>• Rent Relief Policy for charitable/sporting organisations</li> <li>• Draft strategy for future investment in relation to playgrounds within the Borough</li> </ul>
<b>20 November 2019</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy</li> <li>• Procurement Strategy</li> </ul>
<b>22 January 2020</b>	<ul style="list-style-type: none"> <li>• Farnborough Civic Quarter Masterplan</li> <li>• Index of Multiple Deprivation Data – Council's policy approach</li> </ul>
<b>25 March 2020</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy</li> <li>• Procurement Strategy</li> </ul>
<b>10 June 2020</b>	<ul style="list-style-type: none"> <li>•</li> </ul>

## PROGRESS GROUP MEETINGS

Membership: Cllrs Gaynor Austin, J.B. Canty, Sophia Choudhary, P.I.C. Crerar, T.W. Mitchell, M.J. Roberts and C.J. Stewart.

<b>4 December 2018</b>	<ul style="list-style-type: none"> <li>• Review Progress Group's terms of reference</li> <li>• Farnborough Civic Quarter</li> <li>• Local Plan Policies</li> </ul>
<b>6 February 2019</b>	<ul style="list-style-type: none"> <li>• Monitor Local Action Group actions</li> <li>• Aldershot Town Centre Strategy</li> </ul>
<b>8 April 2019</b>	<ul style="list-style-type: none"> <li>• Strategy for future investment in relation to playgrounds within the Borough</li> <li>• Notice of Motion – Violence at Work Charter</li> <li>• Results of Aldershot and Farnborough 2030 Consultation</li> <li>• Forthcoming Regeneration matters</li> </ul>
<b>27 June 2019</b>	<ul style="list-style-type: none"> <li>• Notice of Motion – Violence at Work Charter</li> <li>• Development of the strategy for future investment in relation to playgrounds within the Borough</li> </ul>
<b>2 September 2019</b>	<ul style="list-style-type: none"> <li>• Draft strategy for future investment in relation to playgrounds within the Borough</li> </ul>
<b>21 October 2019</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy</li> <li>• Procurement Strategy</li> <li>• HCC Savings – Job Cuts in Social Care</li> </ul>
<b>6 January 2020</b>	<ul style="list-style-type: none"> <li>• Farnborough Civic Quarter Masterplan</li> <li>• Index of Multiple Deprivation Data – Council's policy approach</li> </ul>
<b>24 February 2020</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy</li> <li>• Procurement Strategy</li> <li>• Rowhill and Southwood Management Plan</li> <li>• HCC Budget – impact on adult social care and public health</li> <li>• Hampshire Library Service Public Consultation</li> </ul>
<b>16 April 2020</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>FUTURE MEETINGS</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy Final Version (June/July)</li> <li>• Playground Strategy Action Plan (June/July)</li> <li>• Litter Enforcement Strategy</li> <li>• Medium Term Financial Strategy/Budget Strategy</li> <li>• Fair Funding consultation</li> <li>• Rushmoor Development Partnership – Site Appraisals</li> <li>• Income Crisis – policy development</li> <li>• Violence at Work Charter - report on number of Rushmoor organisations signed up to the Charter</li> </ul>