

POLICY AND PROJECT ADVISORY BOARD

Minutes of Remote Meeting held on Wednesday, 10th June, 2020 at 7.00 pm.

Voting Members

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

Cllr Sophia Choudhary
Cllr P.J. Cullum
Cllr Prabesh KC
Cllr T.W. Mitchell
Cllr Sophie Porter
Cllr M.J. Roberts
Cllr B.A. Thomas

Cllr A.H. Crawford (Standing Deputy)

Apologies for absence were submitted on behalf of Cllr Nadia Martin.

1. APPOINTMENT OF VICE CHAIRMEN

RESOLVED: That Cllrs P.I.C. Crerar and C.J. Stewart be appointed Vice-Chairmen for the 2020/21 Municipal Year.

2. MEMBERSHIP OF THE POLICY AND PROJECT ADVISORY BOARD

It was advised that, following the appointments to committees made at the Extraordinary Council Meeting on 14th May 2020, a change had been made by the Conservative Group to its membership of the Board. It was noted that Cllr Jacqui Vosper had replaced Cllr Veronica Graham-Green as Standing Deputy.

3. MINUTES

The minutes of the meeting held on 22nd January 2020 were approved and signed by the Chairman.

4. ALDERSHOT TOWN CENTRE STRATEGY - UPDATE

The Board received the Head of Economy, Planning and Strategic Housing's Report No. EPSH2019, which provided an update on the Aldershot Town Centre Uses Study that had been commissioned by the Council in December 2019 to provide evidence to support an updated Strategy for Aldershot Town Centre.

The Chairman welcomed Dr. Steven Norris (Director and National Head of Planning, Development and Regeneration) and Blathnaid Duffy (Director, Planning, Development and Regeneration) from the Council's consultants, Lambert Smith Hampton, who had joined the meeting to give a presentation on the Study. The Study had been carried out to provide evidence to enable the Council to determine the likely level of need for retail, office, cultural and leisure floorspace in Aldershot Town Centre from the current baseline looking ahead five years, ten years and beyond. The forecasts would take account of the development proposed both within the town centre and beyond to advise how demographic changes associated with development of this scale were likely to influence demand.

A copy of the presentation had been circulated to the Board in advance of the meeting. The presentation covered:

- the scope of the work
- core study outputs
- key trends and challenges
- the impact of Covid-19 (accelerating trends)
- headline findings of Part 1 of the study (market research)
- population and expenditure
- shopping patterns/market shares for food shopping and non-food shopping
- retail floorspace capacity forecasts
- an assessment of commercial leisure needs
- Aldershot town centre health check (diversity of uses, market position and perception of town centre (household survey v in-centre survey))
- emerging strengths, weaknesses, opportunities and threats for the town centre
- an outline of the next steps of the Study (Part 2 – potential to support new office floorspace, strategy for managing future change and growth, potential steps to recovery following Covid-19)

During discussion, questions were raised regarding:

- convenience retail and food/beverage offers being “strengths” for Aldershot town centre and how the Council could build on these going forward
- the possibility of developing the area around the train station
- the repurposing of space/buildings for leisure uses
- the use of the “strengths” identified in the development of the Union Street East and Galleries sites
- how to make the best use of the town centre's heritage offer
- the cost of the provision of open space
- the impact of an increased population on security

- the profile of the sample of residents used in the market research and the need to ensure that the thoughts and aspirations of young people were captured
- the findings of the market research on residents' thoughts on Aldershot Town Centre's unique selling point
- what the Council can do to retain the Borough's young talent to stay in the area

The Head of Economy, Planning and Strategic Housing outlined the next steps of the Study (Part 2) to the Board, which would be continued over the following two months. It was anticipated that an interim Aldershot Town Centre Strategy would be published in the autumn. Due to the changing situation as a result of Covid-19, the finalised Strategy would be published later than had originally been envisaged to capture a clearer assessment of people's shopping habits and the challenges for the town centre as the Borough recovered from the effects of Covid-19.

Action to be taken	By whom	When
Submit questions to Head of Economy, Planning and Strategic Housing to be sent to Lambert Smith Hampton for response	Board Members	As soon as possible
The Board's comments to be included in shaping the Aldershot Town Centre Strategy	Head of Economy, Planning and Strategic Housing	Autumn 2020
A copy of the Retail and Town Centre Uses Study to be sent to the Board Members	Head of Economy, Planning and Strategic Housing	June 2020

5. **PROCUREMENT STRATEGY**

The Board considered the Draft Procurement Strategy 2020-2024, which set out the Council's vision for procurement and its priorities for the following four years to 2024 and was consistent with the latest government procurement legislation and initiatives. It was a statement of the procurement commitments of the Council. The success of the Strategy relied on the commitment of Members, senior managers and staff undertaking procurement activity following processes set out in the document and could have a positive impact on a range of socio-economic factors. These included a successful local economy, a thriving voluntary sector, community empowerment, environmental issues and value for money.

The Executive Head of Finance encouraged Members to give feedback via email so that comments could be taken into account before the final draft Strategy was submitted to the Cabinet for approval.

During discussion, proposed changes were submitted by the Chairman in respect of

- the need to have regard to the Climate Change Statement, strategic framework and action plan, with the aim of achieving the Council’s objective of becoming carbon neutral by 2030;
- amendments to the current outcome measures under “Definitions of Economic, Social, Environmental Outcomes”

which the Executive Head of Finance agreed to include and build upon in the final draft. Questions were also raised regarding: break clauses in large scale contracts; the use of in-house and consultants for contract negotiations; combatting procurement fraud; the impact of Brexit on public procurement regulations; collaborative procurement; the assessment of the financial standing of suppliers; and, missing timescales in the current draft Strategy.

Action to be taken	By whom	When
Board Members to submit comments on the draft Strategy to the Executive Head of Finance, to be taken into account when finalising the draft Strategy for submission to the Cabinet (including the Chairman’s comments submitted at the meeting)	Board Members	July 2020

6. APPOINTMENTS TO GROUPS FOR 2020/21

(1) Progress Group

RESOLVED: That the following members be appointed to serve on the Policy and Project Advisory Board Progress Group for the 2020/21 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
PPAB Vice-Chairmen	Cllr P.I.C. Crerar Cllr C.J. Stewart
Conservative Group	Cllr P.J. Cullum
Labour Group	Cllr Nadia Martin Cllr M.J. Roberts
Liberal Democrat Group	Cllr T.W. Mitchell

(2) Strategic Housing and Local Plan Group

RESOLVED: That the following members be appointed to serve on the Strategic Housing and Local Plan Group for the 2020/21 Municipal Year:

PPAB Vice-Chairman	Cllr P.I.C. Crerar
Leader of the Council	Cllr D.E. Clifford

Cabinet Member with responsibility for the Local Plan	Cllr Marina Munro
Chairman of Development Management Committee	Cllr J.H. Marsh
Conservative Group	Cllr P.J. Cullum Cllr C.J. Stewart
Labour Group	Cllr C.P. Grattan Cllr M.J. Roberts
Liberal Democrat Group	Cllr T.W. Mitchell

(3) Leisure Facilities and Contracts Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Leisure Facilities and Contracts Task and Finish Group for the 2020/21 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
Conservative Group	Cllr Sue Carter Cllr Mara Makunura Cllr C.J. Stewart
Labour Group	Cllr C.P. Grattan Cllr Sophie Porter
Liberal Democrat Group	Cllr T.W. Mitchell

(4) Transformation Task and Finish Group

RESOLVED: That the following members be appointed to serve on the Transformation Task and Finish Group for the 2020/21 Municipal Year:

PPAB Chairman	Cllr J.B. Canty
Cabinet Member with responsibility for Customer Experience and Improvement	Cllr K.H. Muschamp
Conservative Group	Cllr Sophia Choudhary Cllr P.J. Cullum
Labour Group	Cllr Gaynor Austin Cllr Sophie Porter
Liberal Democrat Group	One vacancy

(5) Elections Group

RESOLVED: That the following members be appointed to serve on the Elections Group for the 2020/21 Municipal Year:

PPAB Vice-Chairman	Cllr C.J. Stewart
Cabinet Member with responsibility for Electoral Issues	Cllr A.R. Newell
Chairman of Licensing, Audit and General Purposes Committee	Cllr S.J. Masterson
Conservative Group	Cllr P.I.C. Crerar
Labour Group	Cllr T.D. Bridgeman

	Cllr K. Dibble
Liberal Democrat Group	Cllr T.W. Mitchell

(6) **Regeneration Sustainability Group**

During discussion on the establishment of this group, it was agreed that the best way forward for Member input on regeneration and sustainability issues would be to hold a series of all Member webinars where different experts would join the discussions, therefore providing all Members with an earlier opportunity to have an input, rather than a small working group.

RESOLVED: That the establishment of a Regeneration Sustainability Group be not progressed, for the reasons set out above.

7. **WORK PROGRAMME**

The Chairman gave an update on the current situation with regard to the Playground Action Plan. It was noted that, in future, this would be dealt with by the Cabinet Member with responsibility for playgrounds.

The Board was also advised that the issue of a consultation on the Byelaws Review of Aldershot and District Military Lands had been added to the work programme, pending publication of the document.

The Board **NOTED** the Work Programme and that it would be developed through the Progress Group.

The meeting closed at 10.03 pm.

CLLR J.B. CANTY (CHAIRMAN)
