

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:

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|--|---|
| 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)

OVERVIEW AND SCRUTINY COMMITTEE

Minutes of the Remote Meeting held on Thursday, 11th June, 2020 at 6.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr Sue Carter (Vice-Chairman)

Cllr Gaynor Austin
Cllr T.D. Bridgeman
Cllr R.M. Cooper
Cllr Veronica Graham-Green
Cllr Christine Guinness
Cllr L. Jeffers
Cllr Mara Makunura
Cllr S.J. Masterson

1. COMMITTEE MEMBERSHIP

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 Committee. It was noted that Cllr Veronica Graham Green had replaced Cllr Jacqui Vosper as a member of the Committee.

2. APPOINTMENT OF VICE-CHAIRMEN

RESOLVED: That Cllrs. Mrs D.B. Bedford and Sue Carter be appointed as Vice-Chairmen of the Committee for the 2020/21 Municipal Year.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13th February, 2020 were agreed as a correct record.

4. INTRODUCTION TO THE COMMITTEE

Mr. Andrew Colver, Head of Democracy, Strategy and Partnerships, gave a presentation on the working arrangements of the Committee. The Committee noted that the Council had to have a scrutiny committee, that was politically balanced and could give an independent view. There was little restriction on issues could be scrutinised within the Council executive and, non-executive functions and external organisations could also be scrutinised. However, it was important to avoid duplication with the work of the Policy and Project Advisory Board and regular meetings would be scheduled between the Chairmen to discuss current and future work.

The Committee would have regular items on the work plan, in particular performance monitoring which would take place once a quarter. These items would be scheduled into the work plan at the beginning of each Municipal Year.

The work plan would be considered at the progress meetings which would take place between each main committee meeting. It was important that there was a planned/purposeful approach when considering items for the work plan. It was noted that not more than four to five task and finish groups should be operating at any one time and consideration should be given to resources when determining areas for detailed scrutiny at task and finish groups.

A request was made for future items that could be considered at the next Progress Group meeting. These should be shared with the Chairman, Mr. Colver or the committee administrator.

It was proposed that a scrutiny training session could be held for the whole committee. This was agreed in principle and a date would be sought.

In summary, the Committee provided a key role within the governance structure and had the freedom to choose what to scrutinise and act upon it. It was felt important that the process was outcome driven and the scrutiny process provided constructive challenge.

The Chairman thanked Mr. Colver for his presentation.

5. REGISTERED PROVIDERS TASK AND FINISH GROUP - ANNUAL REPORT

The Committee received the 2019/20 annual report on the work of the Registered Providers Task and Finish Group from Cllr Mrs. D.B. Bedford, Chairman, and Mrs. Sue Thornett, Strategy and Enabling Officer.

Cllr Bedford, commented that the 2019/20 Municipal Year review had worked well. The five registered providers selected to be reviewed, had engaged with Members, met on site for visits to properties and attended meetings with Members at the Council Offices to discuss issues in more detail. The Group continued to build relationships with registered providers and would decide which providers would be scrutinised during 2020/21 at their first meeting of the new Municipal Year. A suggestion was made to ensure VIVID was included, as the largest provider, for the 2020/21 review.

In response to a query, it was noted that during the Coronavirus pandemic 25% of VIVID staff had been furloughed. However they had been working closely with Hampshire County Council and Rushmoor Borough Council to provide accommodation to those in need and had worked with local foodbanks providing food for those in need. During the peak of the pandemic, registered providers had been providing emergency work/repairs in their properties and it was hoped now restrictions were to be eased other non-essential work could commence.

A discussion was held around gas safety checks and the complications around mixed tenancy properties. Leaseholders could not be forced to carry out gas safety checks to comply with safety standards. Providers were currently looking at initiatives for offering the service to leaseholders at a discounted rate and adding a clause in the lease agreement, but this could still be refused. This would be followed up as part of the 2020/21 review.

The Committee **ENDORSED** the report with the proviso that the any issues were raised with the Portfolio Holder.

The Chairman thanked Cllr Bedford and Mrs. Thornett for the report.

6. **TOWN CENTRE MARKETS AND CAR BOOT PERFORMANCE REPORT**

The Committee welcomed Mr. John Trusler, Principal Engineer, who was in attendance to provide a report on the town centre markets and car boot sales.

Mr. Trusler gave an overview of the background to the current position regarding markets and car boots. In 2013/14, the market in Farnborough had operated out of the Princesmead car park and at that time there had been some uncertainty around continuing to trade in that location. As a result, a decision had been taken to look at a different approach in both towns. In 2015, the Council had decided to take the day to day operation of the markets and car boots back in house and relocate the Farnborough market in the pedestrianised Queensmead area. An independent market assessor had been asked to carry out a review and it had been estimated that the Council could be earning in the region of £214,000 per year from its market and car boot offer. Unfortunately, this amount had never been realised and the most the Council had earned had been around £128,000 in 2015/16, with a steady decrease year on year since, resulting in earnings of less than £20,000 in 2019/20.

Planning conditions restricting calling out, music etc. in Queensmead had contributed to the decline in Farnborough and the Aldershot market had seen a decline following the closure of Marks and Spencer and other High Street stores. The Farnborough car boot, however, had continued to perform well making an average of £1-1.5k per day, with the Aldershot car boot operating at a loss.

A number of actions had been taken during this period to improve the offer, these included:

- A cut in running costs
- A health check by the National Market Trader Association on the Farnborough market
- Recruitment of a Market Operative to encourage new traders, build relations etc.
- Market testing to find a provider to run the offer – one operator showed an interest but wanted the Council to run it on their behalf with no income

The Coronavirus Pandemic had also had an impact on the markets and car boots. The street markets were operating again with certain restrictions in place although the restrictions and the reduction in space meant that some traders had been turned

away. Consideration was currently being given to the re-opening of the car boots sales, but it was difficult to see how this could happen in the current situation. There were a number of options to consider moving forward with the opening of the car boot sales, these included an amalgamation of the two sites and the provision of an open air offer during the summer months and a covered site in the winter.

The current situation with COVID-19 offered an opportunity to review the operating arrangements for the markets and car boots and give consideration of how the delivery could be taken forward.

Following a discussion, it was **AGREED** that a workshop would be arranged to consider this item in more detail. A date would be found and circulated to all Members of the Committee.

7. **2019/20 PERFORMANCE OUTCOMES**

The Portfolio Holder for Democracy, Strategy and Partnerships, Cllr Adrian Newell attended the meeting to advise on the performance outcomes set out in the Cabinet Report and accompanying papers considered at the Cabinet Meeting held on 2nd June. It was advised that any feedback on the performance data would be welcomed by the Cabinet.

The Committee **ENDORSED** the report.

8. **APPOINTMENTS 2020/21**

RESOLVED: That the following Members be appointed to serve on the following Groups for the 2020/21 Municipal Year:

Review of Registered Providers Task and Finish Group

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|--------------------|--|
| Chairman | Cllr M.D. Smith |
| Vice-Chairmen | Cllr Mrs D.B. Bedford Cllr Sue Carter |
| Conservative Group | Cllr R.M. Cooper |
| Labour Group | Cllr T.D Bridgeman Cllr K.Dibble |

Council Tax Support Task and Finish Group

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|--------------------|--|
| Chairman | Cllr M.D. Smith |
| Vice-Chairman | Cllr Mrs D.B. Bedford |
| Conservative Group | Cllr Veronica Graham-Green Cllr Mara Makunura |
| Labour Group | Cllr A.H. Crawford Cllr M.J. Roberts |

Overview and Scrutiny Progress Group

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|---------------|---|
| Chairman | Cllr M.D. Smith |
| Vice-Chairmen | Cllr Mrs D.B. Bedford Cllr Sue Carter |
| Labour Group | Cllr Gaynor Austin Cllr Christine Guinness |

Educational Improvement Task and Finish Group

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|--------------------|---|
| Chairman | Cllr M.D. Smith |
| Vice-Chairman | Cllr Sue Carter |
| Conservative Group | Cllr Mara Makunura Cllr S.J. Masterson |
| Labour Group | Cllr Gaynor Austin Cllr Nadia Martin |

Highways Agency Task and Finish Group

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|------------------------|---|
| Vice-Chairman | Cllr Sue Carter |
| Conservative Group | Cllr L. Jeffers Cllr S.J. Masterson Cllr C.J. Stewart |
| Labour Group | Cllr Gaynor Austin Cllr Christine Guinness |
| Liberal Democrat Group | Cllr A.K. Chowdhury |

9. WORK PLAN

The current work plan was noted.

Items for the next meeting were noted as:

- Work Force Report
- Performance Monitoring Report – Quarter 1

It was noted that an addendum was attached to the current work plan giving an update on the Moor Road Playing Fields. It was reported that the contractors were keen to be back on site and complete the works.

It was advised that work had been carried out on the issues raised around pavement parking at a previous meeting of the Committee. Work was progressing and once the Portfolio Holder had given approval, a further update would be given.

The meeting closed at 7.30 pm.

CLLR M.D. SMITH (CHAIRMAN)

POLICY AND PROJECT ADVISORY BOARD

Meeting held remotely on Wednesday, 15th July, 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 Nadia Martin
Cllr T.W. Mitchell
Cllr Sophie Porter
Cllr M.J. Roberts
Cllr B.A. Thomas

1. MINUTES

The minutes of the meeting held on 10th June 2020 were approved and signed by the Chairman.

2. CIVIC QUARTER PLACEMAKING MEMBER WORKSHOP RESULTS, POLICY AND NEXT STEPS WITH SUSTAINABLE REGENERATION

The Board considered the Regeneration Team's Report which set out the background and context to the Civic Quarter Placemaking Workshop, the results of the exercise completed by Members, proposed next steps and officer recommendations. The Report also set out details of four learning seminars for all Members to assist in the Council's policy position in relation to sustainable regeneration:

- Sustainable design options and changing sustainability requirements
- Housing led developments and reinventing the town
- Sustainable transport
- The Green Agenda

The Board received a presentation from Mr Nick Irvine (Regeneration Delivery Manager) and Ms Michelle McNally (Regeneration Programme Manager) on the outcomes of the virtual Civic Quarter Placemaking Workshop held in May 2020. The workshop had sought to capture Members' views and to prioritise key emerging principles for the next stage of the Civic Quarter masterplanning process. The results of the workshop had been broken down into two distinct areas – the Green Agenda prioritisation and emerging priorities. The 'Green Agenda' had been rated a

gold priority by Members and would be considered as one of the two gold principles that the Rushmoor Development Partnership/LDA Design would need to prioritise in the Civic Quarter scheme development. The other significant outcome of the exercise had been the identification of sixteen priorities that would be used to articulate Members' aspirations for the Civic Quarter site going forward into RIBA Stage 2 of the masterplanning process.

The sixteen priorities had been formulated through a number of questions which asked Members to rank, in terms of importance, different aspects that could assist in realising the eight key principles determined through the GT3 (architects commissioned by Rushmoor Development Partnership (RDP)) and LDA Design (appointed by RDP to progress the masterplan for the redevelopment of the Civic Quarter) work which had been undertaken previously, subsequently increased to nine to include the Green Agenda, following the declaration of a 'Climate Emergency' on 20th June 2019. These were:

- Create community heart
- Green Agenda
- Develop strong identity and raise profile
- Encourage community cohesion
- Improve health and wellbeing
- Connect the town
- Increase participation in facilities
- Increase visitor numbers, footfall and spend
- Develop arts and culture facilities/heritage

Arising out of the analysis of data obtained through the workshop, officers had taken the top 3 (Gold category), 2 (Silver category) and 1 (Bronze category) from each principle. The Board was invited to consider the priorities arising out of the consultation with Members to be submitted to the Cabinet for approval, with the intention that the agreed Cabinet document would be presented to the RDP to inform the early stages of the RIBA Stage 2 work. The priorities identified for consideration were:

Gold Category:

- **Create Community Heart**

Places for community events/gathering

Places for rest/relaxation

Landscape – informal green approach (soft landscaping)

- **Green Agenda**

New development to incorporate renewable energy

Introduce measures to support sustainable travel

Maximise energy efficiency of buildings

Silver Category:

- **Develop strong Identity and raise profile**

Build on the town's aviation and other heritage (eg through public realm/public art)

Introduction of landmark building(s)/distinctive architecture and design

- **Encourage community cohesion**

Flexible community space to accommodate a variety of activities/groups

A wide mix of uses that appeals to different groups and encourages people from all ages and backgrounds to use the Civic Quarter

- **Improve health and wellbeing**

Places to sit/rest/reflect

Provide space for indoor leisure facilities

Bronze Category:

- **Connect the town**

Improving pedestrian connections to the business park

- **Increase participation in facilities**

Combine community/civic uses in a hub building

- **Increase visitor numbers, footfall and spend**

Ensure the site is well integrated with the wider town centre/business parks (access routes and wayfinding)

- **Develop arts and culture facilities/heritage**

Regular cultural events

During discussion, there was a request to adjust the emerging priorities under five themes in order to reduce the amount of overlapping of priorities, as follows:

Leisure, Health and Civic Hub

- Combine community/civic uses in a hub building
- Provide space for indoor leisure activities
- Library

Housing Need and Design

- Homes for increased town centre living
- A variety of homes provided as part of the development

Transport and Accessibility

- Ensure the site is well integrated with the wider town centre/ business parks (access routes and wayfinding)
- Improving pedestrian connections to the business park

Environmental Sustainability

- Landscape – soft informal green approach
- Maximise energy efficiency of buildings (where possible)

Increasing Footfall

- A wide mix of uses that appeals to different groups and encourages people of all ages and backgrounds to use the Civic Quarter
- A mix of places to eat and drink – an evening economy

Views were also expressed regarding: the need to provide housing for key workers in order to retain them in the Borough; transport to connect Farnborough town centre with other shopping areas; energy efficiency in buildings and their design; increasing the number of visitors to the town; use of leisure facilities and creating an evening economy; regeneration sustainability; the use of local trades people and companies in constructing the Civic Quarter; the integration of health and leisure facilities; the importance of cycling links, wayfinding and signposting; and, connecting the east of Farnborough to the town centre. Members also agreed that the health and wellbeing priority should be included under the 'Gold' category.

| Action to be taken | By whom | When |
|--|--------------------------------------|----------------|
| The Board's recommendations for priorities to be submitted to the Cabinet to be passed through to the RDP to inform the next stage of masterplanning for the Civic Quarter. | Nick Irvine | July 2020 |
| The Board endorsed the proposed way forward for the next steps in developing the Council's policy position in relation to sustainable regeneration through a series of all Member seminars | Karen Edwards, Executive Director | Autumn 2020 |

3. END VIOLENCE AT WORK CHARTER

Mr. Andrew Colver, Head of Democracy and Community, gave the background to the End Violence at Work Charter and the action taken following consideration of the issue by the Board in July 2019. Members noted that the Charter had been raised with the voluntary sector and community organisations to which the Council provided major support. A number of organisations had indicated their support for the Charter, including Citizens' Advice and Rushmoor Voluntary Services. In order to find out the organisations signed up to the Charter, contact would be made again with all the organisations written to by Councillor Adrian Newell, the Democracy, Strategy and Partnerships Portfolio Holder.

| Action to be taken | By whom | When |
|---------------------------------|--------------|-------------|
| Contact to be made with all the | Kathy Flatt, | July/August |

| | | |
|---|--|----------------|
| organisations written to by Councillor Adrian Newell, Cabinet Portfolio Holder for Democracy, Strategy and Partnerships to ascertain which organisations had signed up to the End Violence at Work Charter. | Democratic Support Officer, Democracy and Community | 2020 |
| The organisations signed up to the End Violence at Work Charter would be reported back to the Board on the Work Programme. | Kathy Flatt, Democratic Support Officer, Democracy and Community | September 2020 |

4. **BLACK LIVES MATTER**

The Board was reminded that a Motion had been passed at the Full Council meeting on 25th June on the subject of Black Lives Matter, as follows:

“Rushmoor Borough Council place on record our deep sadness and revulsion at the senseless killing of George Floyd in Minnesota, USA.

Whilst we recognise that every life matters we echo the cries for justice and the assertion that ‘Black Lives Matter’ given the unique historic and contemporary challenges faced by black communities.

We stand together unreservedly with black members of our communities to work hard for current and future generations, in particular those citizens within our borough, to eradicate racism in all its forms and to proactively educate our citizens so that our towns are inclusive and anti-racist, not just in name and policies but in action. This starts with an all-party review led by the Policy and Project Advisory Board, including Black, Asian and Minority Ethnic members of our community, of processes, policies and organisational attitudes regarding racism.”

The Board was advised that the Chairman had held an initial discussion with the Leader of the Council, the Leader of the Labour Group and officers, where it had been proposed that a separate meeting of the Board would be held late in August to discuss the scope for this work over the following year. The Chairman explained that, ahead of the August meeting, officers had been asked to prepare a paper on the potential scope and options, including Member and community involvement. The Board noted that suggested priorities for the work were:

- reviewing RBC policies and processes - including the People Strategy, equality objectives and workforce profile; and
- supporting the development of Council strategies – including the Deprivation Strategy, Safer Neighbourhoods Community Safety Partnership Plan

It was noted that any other ideas for consideration would need to meet one of two criteria. These were that it would have to:

- involve the review of a relevant Council policy or process; and
- align with activities in the Council's Business Plan 2020-2023

During discussion, comments made included: the need to consult with faith and community groups and to build on the excellent work carried out by these groups over the previous 10-15 years; the need to include BAME councillors, employees and residents in discussions; equality and diversity training for councillors and employees; and, the need to gather as much information and data as possible.

| Action to be taken | By whom | When |
|---|---|---------------------|
| The approach for the work following the Black Lives Matter Motion at Full Council on 25th June 2020 be endorsed. | --- | --- |
| Arrangements be made for a special meeting of the Board in late August 2020 | Kathy Flatt, Democratic Support Officer, Democracy and Community | July 2020 |
| Officers be requested to prepare a paper on the potential scope and options, including Member and community involvement for the Board meeting in August 2020. | Andrew Colver, Head of Democracy and Community | July/August 2020 |

5. COVID-19 RESPONSE

The Board received a presentation from Mr Andrew Colver, Head of Democracy and Community, on the local response to, and impacts of, Covid-19. It was noted that the coronavirus pandemic had had a huge impact on local services. The Council had moved rapidly to response mode at the start and was now in a recovery phase. A key area of work had been the community and welfare response, involving a massive local operation which had evolved and changed over the months since lockdown in March 2020, involving working in partnership with community organisations. This work had also provided useful and significant data which would help to improve understanding of the Borough's communities. The work with partners would also help to develop a robust deprivation/supporting communities strategy and action plan.

An important part of the response to Covid-19 was the Local Response Centre, under a framework led by Hampshire County Council in partnership with the districts

and other agencies. Locally there had been a co-ordinated approach between Rushmoor Voluntary Services and the Council. A County level central helpline had been established and, as a district, Rushmoor also had a helpline resourced by the Council which complemented the Hampshire helpline. The Local Response Centre in Rushmoor provided support to the homeless/rough sleepers and those with specific health concerns. The Local Resource Centre also had a food supply and distribution centre based at Princes Hall which worked with local support groups. A network of volunteers, co-ordinated through Rushmoor Voluntary Services and the Council, had supported the work of the Local Response Centre and a number of these volunteers had indicated that they wished to continue volunteering in the future.

The presentation gave data in respect of the outcomes of the helpline work, including a breakdown of the number of cases by Ward. A number of helpline cases had involved a range of wider issues, such as underlying health problems and social isolation which had necessitated the development of and access to other services. Some welfare visits had also been made to those identified as vulnerable. The helpline had referred approximately 6% of calls to a befriending service and three calls received had had a bereavement association. It was noted that around 7% of referrals had either previous or underlying mental health issues that had surfaced and required signposting or further referral.

The Board was advised of the work of other key service providers as part of the local response, including local response groups in Aldershot, Farnborough and North Camp which co-ordinated on the ground volunteer operations, The Vine, VIVID, Citizens' Advice and the Supporting Families service. Rushmoor Voluntary Services had played a central role throughout Covid-19 by providing Operation Rushmoor Community Action (ORCA), which had been developed, delivered and resourced with the Council and was now transitioning to a business as usual service. The services that had emerged through the pandemic included:

- Befriending service and companion support
- Re-ablement
- Looking to be a Borough-wide food partnership
- Re-provision of core services (i.e. Home Help, community transport)
- Improved support around mental health
- Co-ordination of responders in-house
- Social prescribing

Rushmoor Voluntary Services had also provided joint support work for other groups, such as Fleet Lions for IT equipment. It was noted that the Council would be working with Rushmoor on a long-term service model.

The Head of Democracy and Community advised that the pandemic had exacerbated some of the issues associated with inequality and in particular opportunities for young people, unemployment, mental health and housing. The Council's future deprivation strategy would need to reflect Indices of Multiple Deprivation data and data evidencing the impact of Covid-19, with expected priorities of mental health, loneliness, skills and employment (income) and raising aspirations.

It was noted that the Council would look to secure external funding to support some of the work.

During discussion questions were raised on referrals, the integration of services going forward, the collaboration and sharing of services with the Clinical Commissioning Group and the forthcoming survey of local residents.

| Action to be taken | By whom | When |
|--|--|---------------------|
| The Board noted the presentation and requested that the forthcoming questionnaire to residents be circulated to Members for comment. | Andrew Colver, Head of Democracy and Community | July 2020 |
| An update would be given to the Board on baseline data and emerging priorities at the meeting on 23rd September 2020. | Andrew Colver, Head of Democracy and Community | 23rd September 2020 |

6. WORK PROGRAMME

The Board noted the current work programme.

The meeting closed at 9.47 pm.

CLLR J.B. CANTY (CHAIRMAN)
