

## 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 2020/21	CURRENT POSITION	CONTACT
<b>Elections Group</b>	Cllrs P.I.C. Crerar, A.R. Newell (Cabinet Member with responsibility for electoral issues) S.J. Masterson (Chairman of Licensing, Audit and General Purposes Committee), C.J. Stewart (Vice-Chairman of PPAB), T.D. Bridgeman and K. Dibble, T.W. Mitchell  Chairman: Cllr C Stewart	<p>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.</p> <p>At the meeting on 27<sup>th</sup> July 2020 it was agreed that the Group would meet at least 3 times during 2020/21 municipal year. The Group discussed the process design of Electoral Services and taking this project forward, preparation for elections in 2021, monitoring what is happening nationally, review of canvass reform and the review of polling districts and polling places.</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>

GROUP	MEMBERSHIP 2020/21	CURRENT POSITION	CONTACT
<p><b>Strategic Housing and Local Plan Group</b></p> <p>To steer the development of the Local Plan and monitor updates to the Housing and Homelessness Strategy</p>	<p>Cllrs P.I.C. Crerar (As V-C of PPAB), D.E. Clifford (Leader of the Council), T.W. Mitchell, Marina Munro (Cabinet Member with responsibility for the Local Plan), P. Cullum, C.J. Stewart, C.P. Grattan and M.J. Roberts</p> <p>Chairman: Cllr P.I.C. Crerar</p>	<p>Agreed by Advisory Board on 3 April 2019 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 2019 Board meeting.</p> <p>The Group would be meeting during 2020/21 to discuss several new Supplementary Planning Documents.</p>	<p>Tim Mills Head of Planning Tel: (01252) 398790 <a href="mailto:tim.mills@rushmoor.gov.uk">tim.mills@rushmoor.gov.uk</a></p> <p>Anna Lucas Principal Planning Officer</p> <p>Zoe Paine Strategy and Enabling Manager (Housing)</p>
<p><b>Leisure Facilities and Contracts</b></p>	<p>Cllrs J. B. Canty (as Chairman of PPAB), Sue Carter, Mara Makunura, T.W. Mitchell, C.J. Stewart, C.P. Grattan and Sophie Porter</p> <p>Chairman: tbc</p>	<p>The Group held workshop sessions in August 2019 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.</p> <p>As at August 2020, it was understood that there would be no need to convene this Group due to the effect of Covid-19 restrictions on the industry. The Council had not yet agreed to re-open the procurement exercise for the contract for leisure facilities.</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>

GROUP	MEMBERSHIP 2020/21	CURRENT POSITION	CONTACT
<b>Transformation Task and Finish Group (formerly Rushmoor 2020 Modernisation and Improvement Programme)</b>	<p>Cllrs J.B. Canty, K.H. Muschamp (as Cabinet Member with responsibility for this area of work), Sophia Choudhary, P.J. Cullum, Gaynor Austin and Sophie Porter (plus one Liberal Democrat vacancy)</p> <p>Chairman: Cllr. J.B. Canty</p>	<p>It was agreed at the Task and Finish Group meeting on 13 November 2019 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.</p> <p>The Group agreed the scope of the website project and discussed the benchmarking and customer survey results.</p> <p>The first meeting of the Task and Finish Group was held on 2 July 2020. Issues discussed: ICE Programme Update, Development of People Strategy, Council website consultation.</p> <p>A series of briefing seminars would be held for all Members</p> <p>The next meeting of the Group was due to take place in September or October 2020 (<i>date to be arranged</i>).</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>Regeneration Sustainability Group</b>	<p>It was agreed on 10<sup>th</sup> June 2020 not to progress the establishment of this Group</p>	<p>It was also agreed by the Board at 10<sup>th</sup> June 2020 meeting that the establishment of this group would not be progressed. It was felt that the scope of the Group would be better covered by all Member consultations.</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) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME**

<b>ISSUE</b>	<b>DETAILS</b>	<b>CONTACT DETAILS</b>
<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.</p> <p>An update was provided at the 10/6/20 meeting on Part 1 of the Town Centre Uses Study.</p> <p>Possible item for meeting on 23 September 2020 depending on progress.</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>Deprivation and Wellbeing Strategy</b></p>	<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>Following presentation given on Covid-19 Recovery at meeting on 15<sup>th</sup> July 2020, it has been decided to amalgamate the work area of Health, Wellbeing and Obesity with that of Indices of Multiple Deprivation under heading of Deprivation and Wellbeing Strategy.</p> <p>Update to be given at the Board meeting on 25<sup>th</sup> November 2020</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>
<p><b>Rowhill and Southwood Management Plans</b></p>	<p>Rowhill Management Plan circulated to the Board for comment in March and comments incorporated into the Plan. Southwood Management Plan currently on hold as consultants staff furloughed and Rushmoor's Ecologist was on sick leave so would be picked up later in the year once the Covid-19 lockdown was relaxed.</p> <p>An update would be given at the Progress Group meeting on 26<sup>th</sup> August 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>

<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>A presentation was provided on the communications plan for regeneration in the Borough. It was also agreed that a Task and Finish Group would be established to look at options regarding ambition against cost and deliverability for the regeneration programme.</p> <p>At the meeting on 10/6/20 it was agreed not to progress the establishment of the task and finish group. It was felt that sustainability and regeneration issues would be better dealt with by all Member briefings/consultations.</p> <p>This work area would be discussed at the Progress Group meeting on 26<sup>th</sup> August 2020.</p>	<p>Karen Edwards, Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a></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. The Operational Plan was being developed by officers in consultation with the Operational Services Portfolio Holder and will be brought back to a future Board meeting if required.</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>

<b>End Violence at Work Charter</b>	<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>Update given at the Board on 15/7/20 and contact would be made with voluntary/community sector to see who had signed up with update to be given on the work programme for the meeting to be held on 23<sup>rd</sup> September 2020..</p>	Karen Edwards, Executive Director Tel: (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a>
<b>Byelaws Review – Aldershot and District Military Lands</b>	Pending publication of a consultation on the Byelaws Review of Aldershot and District Military Lands, the Chairman has requested that this issue be placed on the work programme.	

**POLICY AND PROJECTS ADVISORY BOARD****AGENDA PLANNING – 2020-2021**

<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>	<b>CANCELLED</b>
<b>10 June 2020</b>	<ul style="list-style-type: none"> <li>• Aldershot Town Centre Strategy</li> <li>• Procurement Strategy</li> </ul>
<b>15 July 2020</b>	<ul style="list-style-type: none"> <li>• Covid-19 Response (Deprivation/Wellbeing Strategy)</li> <li>• Civic Quarter</li> <li>• End Violence at Work</li> <li>• Progressing Council Motion – Black Lives Matter</li> </ul>
<b>25 August 2020</b>	Special Meeting – Progressing Council Motion – Black Lives Matter
<b>7 October 2020</b>	<ul style="list-style-type: none"> <li>• Transition and Recovery Plan for Aldershot</li> <li>• Deprivation/Wellbeing Strategy/Covid-19 Response - Workshop</li> </ul>
<b>25 November 2020</b>	•
<b>27 January 2021</b>	•
<b>24 March 2021</b>	•
<b>9 June 2021</b>	•



## PROGRESS GROUP MEETINGS

Membership: Cllrs J.B. Canty (Chairman), P.I.C. Crerar (Vice-Chairman), C.J. Stewart (Vice-Chairman), P.J. Cullum, M.J. Roberts, Nadia Martin and T.W. Mitchell

<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>• Hampshire Library Service Public Consultation</li> </ul>
<b>16 April 2020</b>	<b>CANCELLED</b>
<b>17 June 2020</b>	<ul style="list-style-type: none"> <li>• Update on ICE Programme and changes as a result of Covid-19</li> <li>• Update on number of organisations signed up to the End Violence at Work Charter</li> <li>• Deprivation/Wellbeing Strategy</li> </ul>
<b>26 August 2020</b>	<ul style="list-style-type: none"> <li>• Regeneration (Aldershot Town Centre Strategy, Farnborough Civic Quarter</li> <li>• Health/Wellbeing Strategy/Covid-19 Response</li> <li>• Review of Work Programme</li> </ul>
<b>28 October 2020</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>16 December 2020</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>24 February 20201</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>FUTURE MEETINGS</b>	<ul style="list-style-type: none"> <li>• Litter Enforcement Strategy</li> <li>• Medium Term Financial Strategy/Budget Strategy</li> <li>• HCC Budget – impact on adult social care and public health</li> <li>• Fair Funding consultation</li> <li>• Rushmoor Development Partnership – Site Appraisals</li> <li>• Income Crisis – policy development</li> <li>• Commercial Investment Strategy</li> <li>• Violence at Work Charter - report on number of Rushmoor organisations signed up to the Charter</li> <li>• Follow-up on Department of Transport Letter on Heathrow Southern Rail Link (end 2020/beg 2021)</li> <li>• Byelaws Review – Aldershot and District Military Lands</li> </ul>