

POLICY AND PROJECT ADVISORY BOARD WORK PLAN

The purpose of the work plan 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 PROJECT ADVISORY BOARD

GROUP	MEMBERSHIP 2023/24	CURRENT POSITION	CONTACT
Elections Group	Policy and Project Advisory Board Vice-Chairman (Cllr Jess Auton), Portfolio Holder responsible for Elections Matters (Cllr Sue Carter), Corporate Governance, Audit and Standards Committee (Cllr Peter Cullum) and Cllrs Craig Card, Keith Dibble, Calum Stewart (in the Chair) and Becky Williams	<p>The Group met on 3rd August, 2023, where they reflected on the 2023 Elections and received information on the arrangements for the 2023 canvass. With regard to the Elections Act, the Group received details on preparations for 2024. The Parliamentary Boundary Review, Review of Polling District and Places and the 2024 Elections were also considered at the meeting.</p> <p>At its September meeting, the Group were updated on the current electorate, received an update on the Elections Act 2022, considered a report on the background to and proposed arrangements for the Review of Polling Districts and Places.</p> <p>The next meeting would take place on 30 November, 2023.</p>	Andrew Colver Contractor andrew.colver@rushmoor.gov.uk Elections Team 01252 398824 elections@rushmoor.gov.uk

GROUP	MEMBERSHIP 2023/24	CURRENT POSITION	CONTACT
Transformation Task and Finish Group	Policy and Project Advisory Board Chairman (Cllr Marina Munro), Portfolio Holder responsible for transformation (Cllr Jonathan Canty), and Cllrs Ade Adeola, Abe Allen, Jules Crossley, Peace Essien-Igodifo and Thomas Mitchell	<p>The Group met on 18th July, 2023, where they considered the Q1 highlights, data and insights and the campaign to encourage people to receive council tax bills by email. The Group also looked forward to future activity and received a round robin on actions and decisions.</p> <p>Rushmoor Transformation TF Group Action Notes - 18th July 2023.pdf</p> <p>The Group met on 25 October 2023, where they considered the Q2 highlights, staff health and wellbeing survey results, transformation strategy and IT enabling projects. The Group also looked forward to future activity and received a round robin on actions and decisions.</p> <p>The next meeting would be held on 17 January 2024.</p>	<p>Rachel Barker Assistant Chief Executive rachel.barker@rushmoor.gov.uk</p> <p>Alex Shiell Service Manager – Policy, Strategy and Transformation 01252 398188 alex.shiell@rushmoor.gov.uk</p>

(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME

ISSUE	DETAILS	CONTACT DETAILS
	PLACE	
Regeneration – Community Engagement and Structure	<p>At the meeting in June, the Board held a workshop to discuss community engagement related to the regeneration scheme in Farnborough.</p> <p>An update on the work would be given at the Progress Group on 1st November.</p>	<p>Karen Edwards, Executive Director</p> <p>karen.edwards@rushmoor.gov.uk</p>
Anti-Social Behaviour Policy	<p>In September, the Board discussed the key areas to be included in a new Anti-Social Behaviour Policy. Areas covered principles, response times, reporting and enforcement. Following the Boards comments the team would produce a draft to be shared with the Board at its meeting on 29th October, prior to it being submitted to the Cabinet for approval.</p>	<p>James Knight – Service Manager – Place Protection</p> <p>David Lipscombe – Community Safety Manager</p>
	PEOPLE	
Hampshire Health and Wellbeing Strategy – Mental Health Concordat	<p>In July the Board met to discuss health and wellbeing activities and strategies across Hampshire as part of a proposal to sign the Governments Prevention Concordat for Better Mental Health.</p> <p>Further discussion on signing the Concordat would take place at the September meeting of the Progress Group and would be followed up with the Board at its September meeting.</p> <p>At the September meeting the Board agreed to use available UKSPF funding to support a number of initiatives across the Borough to support Mental Health matters. It was also agreed that the Prevention Concordat would not be signed at this time, but full support of the principles would be expressed.</p> <p>The recommendation would be considered at the Progress Group on 1st November and then presented to the Cabinet at its next meeting.</p>	<p>Karen Edwards, Executive Director</p> <p>karen.edwards@rushmoor.gov.uk</p>

POLICY AND PROJECTS ADVISORY BOARD**AGENDA PLANNING – 2023-2024**

27th June 2023	<ul style="list-style-type: none"> • Regeneration – Community Engagement and Structure
25th July 2023	<ul style="list-style-type: none"> • Hampshire Health and Wellbeing Strategy - Mental Health Concordat
26th September 2023	<ul style="list-style-type: none"> • Anti-Social Behaviour Policy (New) • Hampshire Health and Wellbeing Strategy - Mental Health Concordat
29th November 2023	<ul style="list-style-type: none"> • ASB Policy • UK Shared Prosperity Fund
24th January 2024	<ul style="list-style-type: none"> • <i>Communications & Engagement Strategy (New)</i>
21st March 2024	<ul style="list-style-type: none"> • Procurement Strategy - (existing till 2024) • Climate Change-Strategy-2020-to-2030
Potential items to be considered for 2023/24	<ul style="list-style-type: none"> • <i>Residents Survey – to be sent to all Members for general comment</i> • <i>Artificial Intelligence – through the Transformation Task and Finish Group</i> • <i>Defibrillators and Bleed Control Kits – Report to a future meeting</i>

PROGRESS GROUP MEETINGS

Membership: Cllrs Marina Munro (Chair), Jess Auton (Vice-Chair) and Michael Hope, Thomas Mitchell, Mike Roberts, Calum Stewart and Gareth Williams

<p>28th March 2023 Annual Review</p>	<p>Data Hub</p> <p>UKSPF</p> <p>Items going forward</p>	<p>File in Members SharePoint to be set up with data set information – <i>Completed and to be shared with new Members once appointed</i></p> <p>Consider a sub-group in new MY to scope projects</p> <p>RB/AT to meet and pull together a list of all items for consideration for new MY – <i>list compiled awaiting feedback</i></p>
<p>5th July 2023</p>	<p>Farnborough Town Centre Regeneration - Workshop</p> <p>Mental Health Concordat</p> <p>Potential future items</p>	<p>Need for a Masterplan Strategy for Farnborough.</p> <p>Proposal for 25 July:</p> <ul style="list-style-type: none"> - How HCC's Public Health Strategy links with the concordat - What the ICS is doing that links with the concordat - How the Supporting Communities Strategy work links with the concordat - How the concordat applies to the Council and how it can be taken forward - Finance, resource implications and partnership working <p>Climate Change Action Plan</p> <p>Artificial Intelligence/Cyber Security Policy</p> <p>Farnborough Town Centre Masterplan</p> <p>Aldershot Town Centre Strategy</p>

	<p>HCC Budget Consultation</p> <p>Transformation T&F Group – Terms of Reference</p>	<p>Deadline - 23rd July Feedback from PPAB – 14th July Special Hybrid meeting week commencing 17th July with PPAB (possible 19th July)</p> <p>Agreed</p>
<p>5th September 2023</p>	<p>Mental Health Prevention Concordat</p> <p>Anti Social Behaviour Policy</p> <p>Artificial Intelligence (AI)</p> <p>Farnborough Town Centre Regeneration</p> <p>UKSPF</p> <p>Procurement Strategy</p>	<p>Work was underway on a gap analysis highlighting what needed to be achieved to be able to sign the Prevention Concordat. The Supporting Communities Strategy was also being considered as part of this work.</p> <p>At its September meeting it was proposed that the Board would consider the policy decisions which would inform the new policy.</p> <p>It was proposed that the Cabinet Member responsible would be invited to the next Progress Group to provide a steer on use of AI.</p> <p>A request was made for an update following the workshop on Farnborough Town Centre regeneration in June 2023. KE to provide and attend the next Progress Group.</p> <p>Proposed engagement with PPAB at the November meeting. Parameters changing from Government which has restricted flexibility and ability to achieve goals More information would be shared with Members.</p> <p>The forthcoming Procurement Bill would have implications; however the existing Strategy ran until 2024.</p>

1st November 2023	<p>Artificial Intelligence</p> <p>Farnborough Town Centre</p> <p>Anti-Social Behaviour</p> <p>Mental Health</p> <p>UKSPF</p> <p>Future Items for consideration</p>	<p>Following discussion it was agreed that the principles of the use of AI would be considered at the next meeting of the Transformation Task and Finish Group. A report would be made to the Board on the T&F Groups findings.</p> <p>The Board were updated on the work undertaken since the workshop in June 2023. An invitation would be extended to Members to attend the community engagement session on 22nd November. Input from the Board going forward, would include participation in events and targeted activity. It was suggested that Officers could look at places with continued success in cultural activities to identify best practice.</p> <p>It was agreed that the final version would be considered by the Board at its November 29th Meeting.</p> <p>It was agreed that a Report would be prepared for the Cabinet which Cllr Munro would present at the meeting on 21 November.</p> <p>The Board agreed the structure of the item, which would include a background, focussed discussion areas and options for taking the work forward.</p> <p>Defib and Bleed Control Kits – report to a future meeting on the location, increasing capacity, how to and public awareness.</p>
3rd January 2024 NEW DATE		
28th February 2024		