

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>At the January meeting, the Group reviewed the background report and proposed arrangements for the Polling Districts and Polling Places Review. The proposals were agreed by the Group.</p> <p>Subsequently, at the meeting of the Corporate Governance, Audit and Standards Committee on 31st January, 2024, the Committee agreed to adopt the proposals.</p>	<p>Andrew Colver Contractor andrew.colver@rushmoor.gov.uk</p> <p>Elections Team 01252 398824 elections@rushmoor.gov.uk</p>

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>It was agreed that the meeting on 10th April 2024, cancelled.</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>The Progress Group were updated on the work undertaken since the workshop in June. An invitation would be extended to attend the community engagement session on 22nd November and input from the Board going forward, would include participation in events and targeted activity.</p>	<p>Karen Edwards, Executive Director 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 November, prior to it being submitted to the Cabinet for approval.</p> <p>At its meeting in November the Board endorsed the draft of the ASB Policy for submission to the Cabinet in March 2024.</p>	<p>James Knight – Service Manager – Place Protection james.knight@rushmoor.gov.uk</p> <p>David Lipscombe – Community Safety Manager david.lipscombe@rushmoor.gov.uk</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>At the meeting of the Cabinet on 21 November, the recommendations of the Board were agreed.</p>	<p>Karen Edwards, Executive Director</p> <p>karen.edwards@rushmoor.gov.uk</p>
Defibrillators and Bleed Kits	<p>At the meeting in February, 2024, the Board discussed the provision of Defibrillators and Bleed Kits across the Borough. It was agreed that a survey and needs assessment would be carried out and a report with the findings would be made at a future meeting.</p>	<p>Emma Lamb, Community and Partnerships Service Manager</p> <p>emma.lamb@rushmoor.gov.uk</p>

<p>Hampshire County Council – Future Services Consultation</p>	<p>Notes of the PPAB main recommendations:</p> <ul style="list-style-type: none"> • Substantiate claims with quantitative evidence • Grants • Coordinate responses with CA and RVS • HCT - Importance of arts and culture for mental wellbeing • Highways • Highways maintenance - move to strongly disagree • Winter maintenance - give a view on where gritting should continue • HWRC • Reconsider agreement with changing days/hours of HWRC - demand led opening hours • Strengthen comments on uneven distribution of HWRC network • Public Transport • Debate between environmental (bus routes with most use) vs socio-economic benefits (bus routes for most vulnerable) of public transport • Consider combination/integration of transport services and accessibility of key locations by the population. • SCP • Agree with "Where a crossing point is not currently safe, to take measures that would make it safe without the need for an SCP" • Alternatives to SCP are in place before removal • Street lighting and community safety concerns • Disagree with extending switch off to 12 - 5, 1 - 5 instead • Disagree with To dim street lights further on residential streets where it is considered safe to do so 	
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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
13th February 2024	<ul style="list-style-type: none"> • Defibrillators and Bleed Control Kits
21st March 2024	<ul style="list-style-type: none"> • <u>Climate Change-Strategy-2020-to-2030</u> • Defibrillators and Bleed Control Kits - Update
<i>Potential items to be considered for 2024/25</i>	<ul style="list-style-type: none"> • Communications Strategy • <u>Procurement Strategy</u> - <i>(existing till 2024)</i> • Council Business Plan – <i>Refresh – consider early engagement and utilise the June 2024 meeting as a workshop to commence the work</i> • <i>Residents Survey – sent to all Members for general comment</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	Artificial Intelligence	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.
	Farnborough Town Centre	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.
	Anti-Social Behaviour	It was agreed that the final version would be considered by the Board at its November 29th Meeting.
	Mental Health	It was agreed that a Report would be prepared for the Cabinet which Cllr Munro would present at the meeting on 21 November.
	UKSPF	The Board agreed the structure of the item, which would include a background, focussed discussion areas and options for taking the work forward.
	Future Items for consideration	Defib and Bleed Control Kits – report to a future meeting on the location, increasing capacity, how to use and public awareness.
3rd January 2024	Anti-Social Behaviour Policy	Noted that the Policy would be presented to the Cabinet for approval early in 2024.
	UK Shared Prosperity Fund	The concerns raised by Members on the Town Square in Farnborough had been noted and a report back would be made.

	<p>Communications and Engagement Strategy</p> <p>Defibrillators and Bleed Control Kits</p> <p>Climate Change Strategy</p> <p>Bins for Boys</p>	<p>The item on the Comms Strategy would be deferred until 2024/25</p> <p>This item would be presented at the meeting in February 2024.</p> <p>Noted that the relevant office would be available at the next PG, to scope this item.</p> <p>It was noted that some research had been carried out on this subject and it was advised that James Duggin and Maurice Sheehan would continue to progress this work and report back as necessary.</p>
<p>28th February 2024</p>	<p>Bins for Boys</p> <p>HCC Future Services Consultation - Response</p>	<p>It was suggested that an item could be included in the CEX's Newsletter to advise on the location of the bins. A check would be made with James Duggin to assess when this would be appropriate.</p> <p>Following the meeting on 26th Feb, feedback has been provided on page 5 of this document.</p>