

## **OVERVIEW AND SCRUTINY COMMITTEE**

**DATE OF MEETING:** 20 OCTOBER 2020

**TITLE OF REPORT:** CIVIC QUARTER REGENERATION - UPDATE

**Report of:** JOINT CHIEF EXECUTIVE

**Cabinet member:** Councillor Quarterman

### **1 PURPOSE OF THE REPORT**

- 1.1 To provide Overview & Scrutiny Committee with an update regarding progress of the Civic Quarter regeneration project and key future milestones. The objective of the Working Group (WG) is to deliver a formal report to Cabinet in February 2021 providing an overview of the process, work undertaken, findings and recommendation for next steps.

### **2 RECOMMENDATIONS**

The report is an update report only and so contains no specific recommendations. Committee should note however, that the proposal is to bring a further report to Overview and Scrutiny Committee early in the new year with the Working Group's final conclusions and recommendations.

### **3 BACKGROUND**

- 3.1 The Hart District Corporate Plan 2017-2022, which was subject to public consultation ahead of adoption in January 2018 includes a requirement for the Council to become a more efficient and effective Council. Within this it specifically identifies
- Maximising income opportunities, and identifying new opportunities for income generation
  - Maximising Council income through effective asset management and collection services
- 3.2 Specifically in relation to the Civic campus, it also includes a priority to
- Work with Fleet Town Council to deliver a new or refurbished Harlington
- 3.3 The Civic campus represents the largest opportunity to the Council to maximise income through effective asset management.
- 3.4 In August 2019, Cabinet approved the setting up of a cross party Cabinet WG to investigate potential redevelopment options of the Civic Campus site (Terms of reference and Area subject to search identified in Appendices 1 and 2 respectively). [The Fleet Neighbourhood Plan](#) (adopted Nov 2019) was stated as a key reference document and a draft list of stakeholders was approved also.

## 4 PROGRESS TO DATE

- 4.1 As a Cabinet Working Group, all Agendas and Minutes are reported to Cabinet at the meeting following the WG meeting. The table below provides a high level summary of the approach and progress of the WG to date.

Date	Comment
1 August 2019	<ul style="list-style-type: none"> <li>• Cabinet approve setting up of cross-party Civic Campus regeneration Working Group.</li> <li>• Proposed governance framework approved</li> <li>• Terms of Reference approved</li> <li>• Cabinet report included draft key stakeholder list</li> </ul>
3 October 2019	<ul style="list-style-type: none"> <li>• First meeting after Commercialisation Manager (CM) appointed</li> <li>• WG approved updated governance and confidentiality procedure</li> <li>• The reporting procedure from CM approved</li> <li>• Frequency of meetings set to monthly</li> <li>• Fleet Neighbourhood Plan confirmed by WG as key reference document</li> </ul>
14 October 2019	<ul style="list-style-type: none"> <li>• Updated Terms of Reference approved by WG</li> </ul>
5 November 2019	<ul style="list-style-type: none"> <li>• No meeting due to various absences</li> </ul>
10 December 2019	<ul style="list-style-type: none"> <li>• WG reviewed the ownership map and discussed the various implications associated with varied ownership</li> <li>• WG agreed that all occupiers currently on the site should be included in stakeholder group</li> <li>• WG agreed the CM should draft a tendering plan for consideration of procuring external advice</li> </ul>
16 January 2020	<ul style="list-style-type: none"> <li>• The CM provided an overview of approach to securing a viability study</li> <li>• WG requested CM draft a 'requirements brief document' to give external advisors opportunity to provide fee estimates</li> <li>• WG agreed on the approach to engage external advice prior to investigating land options</li> </ul>
13 February 2020	<ul style="list-style-type: none"> <li>• CM &amp; Chairman met with Fleet Town Council and meeting with Hampshire County Council due on 1/04/2020 to engage with key stakeholders</li> <li>• WG discussed recent Harlington survey</li> <li>• CM provided overview of the 'requirements brief'</li> <li>• WG requested amendments to timeframe &amp; requested updated document for approval by email</li> <li>• WG approved briefing document for issue to potential providers</li> </ul>
26 March 2020	<ul style="list-style-type: none"> <li>• Meeting cancelled due to Covid-19 lockdown</li> </ul>
14 April 2020	<ul style="list-style-type: none"> <li>• Meeting cancelled due to Covid-19 lockdown</li> <li>• CM continued progress through lockdown. Tender responses were received from all providers by end of April 2020</li> </ul>

May 2020	<ul style="list-style-type: none"> <li>• No meeting</li> </ul>
9 June 2020	<ul style="list-style-type: none"> <li>• CM provided a verbal overview of each tender received, sharing the documents with WG virtually.</li> <li>• WG discussed the merits of each proposal and unanimously decided on shortlisting three companies for interview</li> <li>• WG requested CM provide an overview of 'Joint Venture partnerships'</li> </ul>
7 July 2020	<ul style="list-style-type: none"> <li>• WG virtual interviews with three shortlisted companies</li> </ul>
14 July 2020	<ul style="list-style-type: none"> <li>• WG approved the minutes from the interviews on 7 July 2020 including WG choice on preferred bidder.</li> <li>• CM provided an overview of the draft Terms of Engagement from the preferred bidder</li> <li>• WG considered CM 'Joint Venture partnerships' paper.</li> </ul>
4 August 2020	<ul style="list-style-type: none"> <li>• The Appointed advisory group introduced to WG via virtual call</li> <li>• Project team asked WG questions to begin research stage</li> <li>• WG requested advice on communications strategy, viable solutions for any development and a community 'place making' focus</li> </ul>
25/26/27 August 2020	<ul style="list-style-type: none"> <li>• Advisory team carried out 'One to One' interviews with WG members to discuss and learn views on challenges and opportunities with the project</li> </ul>
1 September 2020	<ul style="list-style-type: none"> <li>• CM &amp; Chairman reported on conversation with HCC with a representative being invited to join the working group</li> <li>• Draft communications plan requires more thought, advisors to deliver at next WG meeting</li> <li>• WG approved 'One to One' minutes</li> <li>• Advisors outlined their approach to date, key constraints and opportunities with the site</li> </ul>
6 October 2020	<ul style="list-style-type: none"> <li>• Advisory team presented feedback on the key constraints on the site and the sort of opportunities the site may offer</li> <li>• The draft engagement strategy was discussed but due to a lack of time, WG asked for further amendments and consideration at the next meeting</li> <li>• WG were asked to outline their views based on the information provided on the constraints, the opportunities which provided the best outcome for the space, however, ran out of time.</li> <li>• WG members to provide further feedback to CM by email if required</li> </ul>
<b>FUTURE MEETINGS</b>	
November 2020	<ul style="list-style-type: none"> <li>• WG to consider advisory team ideas of opportunities the site may offer</li> <li>• Draft engagement strategy to be reviewed by WG</li> </ul>
December 2020	<ul style="list-style-type: none"> <li>• Dependent on the outcome of Nov 2020 WG meeting</li> <li>• Update on draft engagement strategy</li> </ul>

January / February 2021	• WG report to Cabinet outlining approach and progress of the project
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## **5 SUMMARY**

- 5.1 The WG have spent time and energy in approaching this project with an open mind whilst maintaining the core values of Community, Viability and positivity for the future of Fleet.
- 5.2 The Covid-19 pandemic has posed logistical issues but the group continued their work, scrutinised tender submissions and have engaged with external advisors to review every possible option for the site.

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**Appendix 1 Civic Campus Regeneration Working Group Terms of Reference**

**Appendix 2 Landownership Map.**

## **Civic Campus Regeneration Working Group Terms of Reference**

### **1. Purpose**

The Civic Campus Regeneration Working Group is a forum for Members to discuss and explore a range of strategic matters that might provide opportunities

- for the civic centre regeneration
- for the effective and efficient use of Council assets associated with the civic campus, including commercialisation and other income generation.
- Ensuring effective use of the existing facilities (including but not exclusive to consideration of short or long term lease agreements on the Harlington)
- The underpinning philosophy for any future use of these facilities.

### **2. Membership**

The Group is not required to be democratically representative of the current electoral membership of the Council but will comprise a maximum of two representatives from each party consisting of::

- Portfolio Holder for Commercialisation (Chairman)
- Group Leaders of the respective political groups
- One Ward Member
- Officer representation: Commercialisation Manager supported by Andrew Valance, Patricia Hughes or other officers from finance or legal, as required.

The group is considered quorate if three Members are available.

### **3. Meetings**

Meeting will be held broadly every six weeks to two months or ahead of key project deadlines/reporting timelines.

Any documents for consideration should be circulated to all participants 5 working days in advance of the meeting.

### **4. Reporting**

Minutes of the meetings will be reported to Cabinet and recommendations of the Working Group made to Cabinet for consideration and approval as appropriate.

### **5. Key Stakeholders**

- Hampshire County Council (Library Services)
- Fleet Town Council
- Charities based in the Harlington
- Charities and volunteer organisations based in the Civic offices
- Fleet Business Improvement District
- Other Ward Member