



	<p>The group discussed how residents may interpret the word ‘viable’ and it was agreed that the wording ‘commercially viable’ would be used for this project.</p> <p>DN suggested that a further discussion on the ‘viability’ wording could take place later if required.</p> <p>OJ advised the group that once critical success factors are set, they should not be changed.</p> <p>MJ highlighted Rushmoor’s recent investments that had been affected by the Covid-19 pandemic, and the importance of viability tests for flexibility.</p> <p>BS mentioned community value and OJ reported that nine out of the 10 key points on the posters relate to community value.</p> <p><b>ACTIONS</b></p> <p>AS to meet with OJ to discuss a colour palette for the posters that will be more accessible on Hart’s website and also how to incorporate Hart’s logo and its partner ones.</p> <p>AS to check branding with HCC and FTC.</p>	<p><b>AS &amp; OJ</b></p> <p><b>AS</b></p>
3	Feedback Form Review	
	<p>The Chairman introduced and summarised the Feedback Form.</p> <p>MB highlighted that the feedback form needs to include how we are going to use the data. AS confirmed that the form will go through Tim Wilson for GDPR purposes.</p> <p>The group discussed the pros and cons of choosing answers in the following categories:</p> <ul style="list-style-type: none"> <li>• a top three</li> <li>• a list in order of preference, 1-8 or 1-3.</li> <li>• Highly important, important or least important.</li> </ul> <p>AC highlighted that unconscious bias in the order the questions are written needs to be considered and OJ agreed it would.</p> <p>The group agreed on the following format for the feedback form:  Question one – radio buttons (with the possibility of rating up to 8 options).  Question two – picking top 3  Question three - ranking 1-8</p>	

	<p>AS highlighted that there could be limitations on answering questions in a certain way on webforms and programmes like Survey Monkey.</p> <p>MJ highlighted that certain wording ‘Sustainable Healthy Design’ and ‘Net Zero Carbon’ needed clarification and possibly more alignment. He also wanted more clarity on the term ‘all-weather area’.</p> <p>KD highlighted Fleet BID is keen to be involved and should be included.</p> <p>The group agreed that age and postcode were the most important pieces of personal information that needed to be collected from those who answered this feedback form.</p> <p><b>ACTION</b></p> <p>AS in investigate how the feedback form will be presented online.</p>	<p><b>KD</b></p> <p><b>AS</b></p>
4	<p>Timeline of Engagement &amp; Website Update</p>	
	<p>The group agreed that the engagement period would be six weeks from Monday 23 May – Monday 4 July 2022.</p> <p>AS highlighted that the public engagement events at the Harlington would be in the middle of this period. They would be held over three days, on a Thursday, Friday and Saturday. The Thursday and Friday events to extend into early evening. A rota involving members and officers would need to be set up.</p> <p>It was agreed key stakeholders should be notified in advance and for the Thursday event to include these stakeholders. Press/media to also be invited to the first ‘launch’ event on the Thursday.</p> <p><b>ACTIONS</b></p> <p>AS to do a ‘soft’ update to the webpage next week. This to include an FAQs page.</p> <p>AS to schedule the engagement activities, look at the possibly of video sound bites and to hopefully feature the event in Hart News pending postal timings.</p> <p>AS to draft the online survey and confirm with OJ.</p>	<p><b>AS/GE</b></p> <p><b>AS</b></p> <p><b>AS/OJ</b></p>

5	AOB	
	None	
6	Date of next meeting	
	<p>The next meeting will provisionally be held on Tuesday 29<sup>th</sup> March at 9am.</p> <p>AS is on annual leave on this date and it was highlighted that the senior leadership team also have their meeting on Tuesday mornings.</p>	
	Meeting ended at 10.30am	