Civic Quarter Regeneration Meeting (Teams) 22 February 2022 – 09:00

Attendees:

Cllr Mark Butcher (MB); Cllr Anne Crampton (AC); Cllr Katie Davies (KD) arrived 09:49; Cllr David Neighbour (DN); Cllr Richard Quarterman (RQ); Cllr James Radley (Chairman) left 10:20; Mark Jaggard (MJ); Amy Summers (AS); Joanne Rayne (JR); Jenny Humphreys (Minutes)

Olivia Jackson (OJ) HLM Architects
Cllr Bob Schofield (BS) Fleet Town Council

Apologies:

Elizabeth Weighell, Hampshire County Council

Daryl Phillips, Emma Foy and Gabrielle Ellen, Hart District Council

1	Welcome from the Chairman	ACTIONS
	The Chairman welcomed the attendees and explained that the	
	agenda for this meeting would mostly include reviewing the	
	feedback received on the posters and the feedback form.	
2	Review of the Poster Suite	
	OJ thanked the group for all their comments on the posters and	
	agreed to send the amended ones through via email after the	OJ
	meeting.	
	The main changes/comments discussed included:	
	Tree maintenance and landscaping.	
	The colours of the posters.	
	 A new tagline for one poster – lively sustainable public realm. 	
	 Making personal connections as well as physical ones. 	
	The title of each poster linking to a vision page and all	
	linking back to the main vision.	
	How the War Memorial will be incorporated and part of the vision.	
	 The café area is not yet determined. 	
	 Spelling correction needed – places to meet and socialise. 	
	 Parking challenges, which are ongoing. 	
	The Chairman agreed that an invitation needs to be extended to	AS
	Hampshire County Council (HCC) and Fleet Town Council (FTC) to use their branding on the project's materials.	
	The group thanked OJ for collating the comments.	

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. DN suggested that a further discussion on the 'viability' wording could take place later if required. OJ advised the group that once critical success factors are set, they should not be changed. MJ highlighted Rushmoor's recent investments that had been affected by the Covid-19 pandemic, and the importance of viability tests for flexibility. BS mentioned community value and OJ reported that nine out of the 10 key points on the posters relate to community value. **ACTIONS** AS to meet with OJ to discuss a colour palette for the posters that AS & OJ will be more accessible on Hart's website and also how to incorporate Hart's logo and its partner ones. AS AS to check branding with HCC and FTC. 3 Feedback Form Review The Chairman introduced and summarised the Feedback Form. 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. The group discussed the pros and cons of choosing answers in the following categories: a top three a list in order of preference, 1-8 or 1-3. Highly important, important or least important. AC highlighted that unconscious bias in the order the questions are written needs to be considered and OJ agreed it would. 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

	AS highlighted that there could be limitations on answering questions in a certain way on webforms and programmes like Survey Monkey.	
	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'.	
	KD highlighted Fleet BID is keen to be involved and should be included.	KD
	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.	
	ACTION	
	AS in investigate how the feedback form will be presented online.	AS
4	Timeline of Engagement & Website Update	
	The group agreed that the engagement period would be six weeks from Monday 23 May – Monday 4 July 2022.	
	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.	
	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.	
	ACTIONS	
	AS to do a 'soft' update to the webpage next week. This to include an FAQs page.	AS/GE
	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.	AS
	AS to draft the online survey and confirm with OJ.	AS/OJ

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