

OVERVIEW & SCRUTINY WORK PROGRAMME 2016/17

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
2016				
10 MAY (ANDOVER)				
Overview of Environmental Portfolio (including update on recycling)	1	Committee	To receive a presentation on the Environmental Portfolio (Cllr Stallard) (30 mins)	To comment on the presentation
Presentation on Communications	2	Committee	To receive a presentation on the work of the Communications Team (Communications Manager) (30 mins)	To comment on the presentation
Andover Vision (full report)	3	Committee	To receive an update on progress (Chief Executive) (20 mins)	To comment and make recommendations as appropriate
Safeguarding Children & Vulnerable Adults (full report)	3	Committee	To review progress against the Action Plan (Head of Community and Leisure) (20 mins)	To consider and make recommendations as appropriate
Community Safety Panel Phase 2 Scoping Report	3	Committee	To receive the final report (Cllr Baverstock_)	To comment and make recommendations as appropriate
8 JUNE (ANDOVER)				
West Hants CCG and Andover War Memorial Community Hospital	5	Committee	To receive a presentation on the Critical Care Unit at Dummer and the Andover War Memorial Community Hospital (Heather Hauschild/Mary Edwards) (60 mins)	To comment on the presentation
Test Valley Partnership Annual Review (briefing note)	2	Committee	To receive an update on the Partnership (Policy Manager) (5 mins)	To comment and make recommendations as appropriate.

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Test Valley Borough Council – Overview and Scrutiny Committee – 10 May 2016

Risk Management Report (briefing note)	2	Committee	To consider the Annual Report (Principal Auditor) (5 mins)	To comment on the report
6 JULY (ROMSEY)				
Police and Crime Commissioner	5	Committee	To receive a presentation on the work of the Police and Crime Commissioner (30 mins)	To comment on the presentation
Budget Panel Report on Fees and charges (including requesting Cabinet to carry out comparison of non statutory fees with other authorities (briefing note)	4	Committee	To consider the draft Budget Panel report (Cllr Finlay) (5 mins)	Comment and make recommendations as appropriate.
Complaint Handling (briefing note)	2	Committee	To review the complaints received (Complaints and Improvement Officer) (5 mins)	To consider and make recommendations as appropriate
Annual Review of Corporate Action Plan (full report)	2	Committee	To receive an update on the Key Performance Indicators (Policy Manager) (20 mins)	To consider and make recommendations as appropriate
7 JULY (GUILDHALL) AWAYDAY				
3 AUGUST (ROMSEY)				
13 SEPTEMBER (ROMSEY)				
Community Safety Partnership (briefing note)	3	Committee	Update on the Community Safety Partnership (Head of Community and Leisure) (5 mins)	To comment and make recommendations.
Annual Review of Partnership and Shared Services (briefing note)	2	Committee	To receive an update on progress (Corporate Director) (5 mins)	Comment on the proposals and make recommendations
Equalities Scheme (briefing note)	2	Committee	To monitor and review performance (Corporate Director) (5 mins)	To comment and make recommendations as appropriate.

Romsey Future – A vision for	2	Committee	To receive the Action Plan	To comment and make recommendations
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Romsey 2015-2035 Action Plan (briefing note)			(Policy Manager) (5 mins)	
12 OCTOBER (ANDOVER)				
Update by Andover Town Centre Manager	5	Committee	Update on the last 12 months by the Andover Town Centre Manager. (Chris Gregory) (30 mins)	To comment on the presentation
Annual Audit Report (full report)	2	Committee	To receive the report (Head of Finance/Auditor Manager) (20 mins)	To comment and make recommendations as appropriate
8 NOVEMBER (ANDOVER)				
Cemetery Rules and Regulations Review (Briefing Note)	3	Committee	To receive an update. (Head of Community and Leisure) (5 mins)	To comment and make recommendations
Valley Leisure Limited Annual Report (full report)	1	Committee	To receive the report (Head of Community and Leisure) (20 mins)	To comment and make recommendations
Budget Panel Report Draft Budget (full report)	4	Committee	To consider the draft Budget Panel report (Cllr Finlay) (20 mins)	Comment and make recommendations as appropriate.
Draft Budget Fees and Charges (full report)	4	Committee	To consider the draft Budget Panel report (Cllr Finlay) (20 mins)	Comment and make recommendations as appropriate.
Andover Levy (briefing note)	2	Committee	To review the levy (Accountancy Manager) (5 mins)	To consider and make recommendations as appropriate
7 DECEMBER (ROMSEY)				
Round table discussion Web Strategy	2	Committee	To discuss and consider the web strategy (Head of Communications)	To consider the web strategy
Update on the Council Tax Support Scheme (full report)	3	Committee	To receive an update on the Council Tax Support Scheme (Acting Head of Revenues, Benefits and Customer Services) (20 mins)	To comment and make recommendations
Andover Economy (full report)	2	Committee	To receive an update on the Andover Economy (Economic Development Officer) (20 mins)	To comment and make recommendations
Community Safety (briefing note)	2	Committee	To receive an update on Community Safety (Head of Community and Leisure) (5 mins)	To comment and make recommendations
2017				

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24 JANUARY (ROMSEY)				
Planning Enforcement (briefing note)	2	Committee	To receive an update on Planning Enforcement (Planning Enforcement Manager) (5 mins)	To comment and make recommendations
Update on Sustainability and Carbon Management Plan (briefing note)	2	Committee	To receive an update on the Sustainability and Carbon Management Plan (Head of Estates) (5 mins)	To comment and make recommendations
22 FEBRUARY (ANDOVER)				
Romsey Future Update (round table discussion)	4	Committee	To receive an update on progress (Corporate Director)	To consider progress to date
Community Engagement (briefing note)	3	Committee	To receive an update on progress (Planning Policy Manager) (5 mins)	To comment and make recommendations
22 MARCH (ROMSEY)				
Car Park Strategy and Management (briefing note)	2	Committee	To receive an update on car park strategy and management (Planning Policy Manager) (5 mins)	To comment and make recommendations
Affordable Housing Update (briefing note)	3	Committee	To receive an update on progress (Head of Housing) (5 mins)	To comment and make recommendations as appropriate

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DATE TO BE AGREED				
Housing Strategy (including Homelessness Strategy and Homes Energy Conservation Act Action Plan (full report))	4	Committee	To present the position of these three Housing strategies (Head of Housing and Environmental Health) (20 mins)	To comment and make recommendations
Briefing on Devolution (full report)	5	Committee	Presentation on Devolution (20 mins)	To comment and make recommendations
Round table discussion on Tourism	3	Committee	To explore opportunities and ideas for increasing tourism	To consider ideas and opportunities
Protocol on how to engage internal audit resources for Scrutiny purposes (briefing note)	2	Committee	(Cllr Tilling/Auditor Manager) (5 mins)	To comment and make recommendations
Hampshire County Waste Strategy (briefing note)	5	Committee	To update the Committee on the future of Household Recycling (Head of Environmental Services/HCC) (5 mins)	To comment on the presentation
Community Infrastructure Levy (briefing note)	2	Committee	To update the Committee on the Community Infrastructure levy (Planning Policy Manager/Corporate Director) (5 mins)	To comment and make recommendations
Review of Council Tax Support Scheme	3	Committee	To receive an update on progress (Head of Revenues) (20 mins)	To comment and make recommendations as appropriate.

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