

ANNEX 1**OVERVIEW & SCRUTINY WORK PROGRAMME 2016/17**

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
2017				
24 JANUARY (ROMSEY)				
Tender process and criteria	3	Committee	To consider and discuss the tender process and criteria.	To consider and make recommendations as appropriate
Outcomes from the actions following the Away Day	3	Committee	To consider and discuss the outcomes from the actions following the Away Day	To agree the outcomes
22 FEBRUARY (ANDOVER)				
Update by Andover Town Centre Manager	5	Committee	Update on the last 12 months (Andover Town Centre Manager) (30 mins)	To comment on the presentation
22 MARCH (ROMSEY)				
OSCOM Annual draft Briefing	2	Committee	To consider the OSCOM Annual Briefing (Chairman) (10 mins)	To consider and make recommendations as appropriate
26 APRIL (ANDOVER)				
OSCOM Annual Briefing	2	Committee	Report of the Chairman (Chairman) (10 mins)	To comment on the draft report
24 MAY (ANDOVER)				
Round table discussion Web Strategy	2	Committee	To discuss and consider the web strategy (Head of Communications)	To consider the web strategy
26 JUNE (ANDOVER)				
26 JULY (ROMSEY)				
Garden Waste Collection Service	2	Committee	To consider the Garden Waste Collection Service (Head of Environmental Health) (20 mins)	To consider 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 – 24 January 2017

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20 SEPTEMBER (ANDOVER)				
Annual Review of Corporate Action Plan	2	Committee	To receive an update on the Key Performance Indicators (Policy Manager) (20 mins)	To consider and make recommendations as appropriate
25 OCTOBER (ANDOVER)				
Round table discussion review on Waste and Recycling in Test Valley	3	Committee	A general update on waste and recycling in the Borough, (Head of Environment and Health)	To consider performance and initiatives and ask questions and make comments.
Annual Audit Report	2	Committee	To receive the report (Head of Finance/Auditor Manager) (20 mins)	To comment and make recommendations as appropriate
Draft Budget Fees and Charges	4	Committee	To consider the draft Budget Panel report (Vice Chairman) (20 mins)	Comment and make recommendations as appropriate.
22 NOVEMBER (ROMSEY)				
Romsey Economy	2	Committee	To receive an update on the Andover Economy (Economic Development Officer (20 mins)	To comment and make recommendations
20 DECEMBER (ROMSEY)				
Update on the Council Tax Support Scheme	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

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DATE TO BE AGREED				
Round table discussion on Tourism	3	Committee	To explore opportunities and ideas for increasing tourism	To consider ideas and opportunities
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

BRIEFING NOTES

2016		Date Circulated
12 October	Outcomes of the Hampshire Safeguarding Children Board Audit (Community Engagement Manager)	22 September 2016
8 November	Cemetery Rules and Regulations Review (Head of Community and Leisure) Andover Levy (Accountancy Manager)	24 October 2016 27 October 2016
2017		
24 January	Planning Enforcement (Planning Enforcement Officer)	
22 February	Community Engagement (Community Engagement Manager)	
22 March	Car Park Strategy and Management (Planning Policy Manager) Affordable Housing Update (Head of Housing)	
26 April	Performance Management Arrangements (Policy Manager)	
26 June	Risk Management (Principal Auditor) Equalities Scheme (Corporate Director)	
26 July	Complaints Handling (Complaints and Improvements Officer)	
25 October	Shared Services Update (Corporate Director)	
Date to be agreed	Protocol on how to engage internal audit resources for Scrutiny purposes	

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	Hampshire County Waste Strategy Community Infrastructure Levy	
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