

**Minutes of the Overview and Scrutiny Committee
of the Test Valley Borough Council**
held in The Annexe, Crosfield Hall, Broadwater Road, Romsey
on Tuesday 24 January 2017 at 5.30 pm

Attendance:

Councillor C Lynn (Chairman)	(P)	Councillor I Jeffrey (Vice Chairman)	(P)
Councillor N Adams-King	(P)	Councillor P Hurst	(P)
Councillor D Baverstock	(P)	Councillor J Lovell	(P)
Councillor J Cockaday	(P)	Councillor J Neal	(P)
Councillor C Dowden	(P)	Councillor J Ray	(-)
Councillor D Drew	(A)	Councillor B Page	(P)
Councillor B Few Brown	(A)	Councillor T Preston	(A)
Councillor A Finlay	(P)	Councillor K Tilling	(A)
Vacancy			

Also in attendance:

Councillor P North

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Minutes

Resolved:

That the minutes of the meeting held on 7 December 2016 be confirmed and signed as a correct record.

255 Review of Procurement Process for the tendering of the Leisure Centre Management Contract

Consideration was given to a report of the Head of Community and Leisure Services which outlined the tender process for the re-letting of the leisure centre management contract as requested by the Committee at its meeting in December.

The process had been rigorous and followed industry best practice guidelines as structured within the Sport England Toolkit. Whilst the project was still 'live' and contracts were yet to be signed, the purpose of the report was to remind the Committee of the process followed to date.

The Head of Community and Leisure explained the detail of the procurement and evaluation process. In answer to Members questions he explained that during the scoring process an exercise was undertaken to look at the robustness, capability and financial strength of each of the tenderers.

The Sport England Toolkit had been used and although this was not generally used by Local Authorities for everyday procurement exercises, this was being more commonly used for contracts such as this. Independent advice was also sought to help guide the Council through the process.

A confidential report on financing options on the leisure contract would be considered at Cabinet on 15 February and the planning application for the building was expected to be considered by Northern Area Planning Committee in March. The Head of Community and Leisure explained that there would be a temporary exhibition on the new Leisure Centre and he was currently looking into whether a temporary pool could be erected.

The Committee were keen for the Head of Community and Leisure to come back at a later stage to review the lessons learnt from the process.

The Head of Community and Leisure was congratulated on such a comprehensive and informative report.

Resolved:

That the process for the procurement of the new Leisure Centre Management Contract, be endorsed.

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Overview and Scrutiny Handbook

The Overview and Scrutiny handbook was originally considered and agreed by the Committee in April 2010. The Handbook was last reviewed and updated in 2013 and required further amendments to bring it up to date.

In July 2016 members of the Committee held an Away Day in the Andover Guildhall where the day focused on reviewing current practices and looked at how OSCOM could operate in the future.

Following a very productive session an action plan was drawn up to shape and develop the Overview and Scrutiny function. Six groups were identified to research and explore options to take this forward. The areas covered by four of the groups had been incorporated into the revised Overview and Scrutiny handbook. Areas covered by call in, training and public participation would be considered separately.

Councillor Finlay explained that she had produced a list of training requirements and identified two areas of training to be held in this financial year.

Members reviewed the revised Handbook and suggested minor amendments which would be incorporated in the document.

Resolved:

1. **That the Overview and Scrutiny Handbook be approved subject to minor amendment.**
2. **That training on Planning Enforcement and Return on Investment be agreed to take place this financial year.**

257 **Programme of Work for the Overview and Scrutiny Committee**

In response to a question on the Warding review, Councillor North explained that the Warding review was the second stage of the boundary review with the first stage being the Council size arrangements which had been submitted. All Members would have the opportunity to consider the arrangements before finally being considered at Council in March.

Councillor Lovell raised an issue with the failure of Hampshire County Council to properly monitor specified routes barred by HGVs leaving the Andover Airfield Site due to a failure of the automatic number plate recognition equipment. It was suggested that a letter be drawn up for the Chairman to send to the relevant Executive Member at Hampshire County Council to ask for comment.

The Committee considered and updated the Work Programme as follows:

- Project Enterprise and Valley Housing – April
- CIL – July
- Costs of postage and printing – round table discussion in April
- Call in criteria – February
- Member Development – March
- Overview of Planning and Building Portfolio – March
- Leisure Centre contract lessons learnt - October

The Committee asked for briefing notes on the following;

- Parking and Appeals Policy
- Art Strategy including Public Art Commissions
- Andover Magistrates Court
- The use of the Rendezvous in Andover
- Community Toilet Scheme

Resolved:

That the future work programme, as amended, be approved.

(Meeting terminated at 7.35pm)