

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

| | *Scrutiny Indicator | Requested by | Purpose of Report (Responsible Officer/ Member) | Expected Outcome |
|---|---------------------|--------------|---|---|
| 2017 | | | | |
| 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 |
| Call In Criteria | 3 | Committee | To review the Call In Criteria and process | To consider and make recommendations as appropriate |
| 22 MARCH (ROMSEY) | | | | |
| Overview of Planning and Building Portfolio | 1 | Committee | To receive a presentation on the Planning and Building Portfolio (Cllr Bundy) | To comment on the presentation |
| OSCOM Annual draft Briefing | 2 | Committee | To consider the OSCOM Annual Briefing (Chairman) (10 mins) | To consider and make recommendations as appropriate |
| Member Development | 2 | Committee | To discuss and review Member Development in relation to Overview and Scrutiny | To comment and make recommendations as appropriate |
| 26 APRIL (ANDOVER) | | | | |
| Round table discussion on cost of postage and printing within the Council | 2 | Committee | To look at whether there is a more cost effective way of dealing with the problem of agenda size and costs | |
| Project Enterprise and Valley Housing | 2 | Committee | To consider a report on the financial implications of the TVBC property business portfolio (Acting Head of Revenues – Local Taxation and Project Enterprise) | To comment and make recommendations as appropriate |
| OSCOM Annual Briefing | 2 | Committee | Report of the Chairman (Chairman) (10 mins) | To comment on the draft report |

* Scrutiny Indicator Key:

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|------------------------|----------------------------|-------------------|------------------------|-----------------------|
| 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 – 22 February 2017

| | *Scrutiny Indicator | Requested by | Purpose of Report (Responsible Officer/ Member) | Expected Outcome |
|---|---------------------|--------------|---|--|
| 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) | | | | |
| CIL | 2 | Committee | To look at the new CIL arrangements and how its working (Planning Policy Manager) | To comment and make recommendations as appropriate |
| 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 |
| 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. |
| Leisure Centre Contract lessons learnt | 3 | Committee | To consider lessons learnt from the Leisure Centre Contract process (Head of Community and Leisure) | To comment and make recommendations as appropriate. |
| 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) | | | | |
| Andover Economy | 2 | Committee | To receive an update on the Andover Economy (Economic Development Officer (20 mins) | To comment and make recommendations |

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| 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 | | |
| | Parking and Appeals Policy (Engineering and Transport Manager) | |
| | Art Strategy including Public Art Commissions (Head of Community and Leisure) | |
| | Andover Magistrates Court (Corporate Director) | |

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| 2017 | | |
| | The use of the Rendezvous in Andover (Head of Estates) | |
| | Community Toilet Scheme (Corporate Director) | |
| 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 Hampshire County Waste Strategy Community Infrastructure Levy | |

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