

## Notice of Meeting

# Overview & Scrutiny Committee

**Date:** Wednesday, 22 February 2017

**Time:** 17:30

**Venue:** Conference Room 1, (Beech Hurst), Beech Hurst, Weyhill Road,  
Andover, Hampshire, SP10 3AJ

**For further information or enquiries please contact:**

Caroline Lovelock - **01264 368014**

email [clovelock@testvalley.gov.uk](mailto:clovelock@testvalley.gov.uk)

**Legal and Democratic Service**

Test Valley Borough Council,  
Beech Hurst, Weyhill Road,  
Andover, Hampshire,  
SP10 3AJ

[www.testvalley.gov.uk](http://www.testvalley.gov.uk)

The recommendations contained in the Agenda are made by the Officers and these recommendations may or may not be accepted by the Committee.

### **PUBLIC PARTICIPATION SCHEME**

*If members of the public wish to address the meeting they should notify the Legal and Democratic Service at the Council's Beech Hurst office by noon on the working day before the meeting.*

## Membership of Overview & Scrutiny Committee

### MEMBER

Councillor C Lynn

Councillor I Jeffrey

Councillor N Adams-King

Councillor D Baverstock

Councillor J Cockaday

Councillor D Drew

Councillor C Dowden

Councillor B Few Brown

Councillor A Finlay

Councillor P Hurst

Councillor J Lovell

Councillor J Neal

Councillor B Page

Councillor T Preston

Councillor J Ray

Councillor K Tilling

Vacancy

Chairman

Vice-Chairman

### WARD

Winton

Dun Valley

Blackwater

Cupernham

St Mary's

Harewood

North Baddesley

Amport

Chilworth, Nursling and  
Rownhams

Tadburn

Winton

Millway

Harroway

Alamein

Cupernham

Valley Park

# **Overview & Scrutiny Committee**

Wednesday, 22 February 2017

## **AGENDA**

**The order of these items may change as a result of members  
of the public wishing to speak**

- 1 Apologies**
- 2 Public Participation**
- 3 Declarations of Interest**
- 4 Urgent Items**
- 5 Minutes of the meeting held on 24 January 2017**
- 6 Call in Items**
- 7 Urgent decisions taken since last meeting**
- 8 Presentation by Chris Gregory, Andover Town Centre  
Manager (40 minutes)**
- 9 Work Programme Report 4 - 21**  
To enable Members to keep the Committee's future work  
programme under review (15 minutes)

## ITEM 9

### Programme of Work for the Overview & Scrutiny Committee

Report of Head of Legal and Democratic Services

#### Recommended:

The Committee is requested to:

1. Review the outcomes on the work programme and recommendations update.
2. Approve the future work programme.

#### SUMMARY:

- The purpose of this report is to enable members to keep the Committee's future work programme and recommendations update under review.

#### 1. Background

- 1.1 The OSCOM Work Programme is presented at Annex 1 for review and approval.
- 1.2 The OSCOM Recommendations Update is presented at Annex 2 for the Committee's review and comments.
- 1.3 The Cabinet Work Programme is attached at Annex 3 for the Committee to consider.

|  |                                 |       |                  |
|--|---------------------------------|-------|------------------|
| <u>Background Papers (Local Government Act 1972 Section 100D)</u>  |                                 |       |                  |
| None   |                                 |       |                  |
| <u>Confidentiality</u>   |                                 |       |                  |
| It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public. |                                 |       |                  |
| No of Annexes:   | 3                               |       |                  |
| Author:  | Caroline Lovelock               | Ext:  | 8014             |
| File Ref:  |                                 |       |                  |
| Report to:   | Overview and Scrutiny Committee | Date: | 22 February 2017 |

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

|   | *Scrutiny Indicator | Requested by | Purpose of Report<br>(Responsible Officer/ Member)  | Expected Outcome                                    |
|---|---------------------|--------------|---|---|
| <b>2017</b>   |                     |              |   |   |
| <b>22 FEBRUARY (ANDOVER)</b>  |                     |              |   |   |
| Update by Andover Town Centre Manager                                     | 5                   | Committee    | Update on the last 12 months<br><b>(Andover Town Centre Manager) (30 mins)</b>  | 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 |
| <b>22 MARCH (ROMSEY)</b>  |                     |              |   |   |
| Overview of Planning and Building Portfolio                               | 1                   | Committee    | To receive a presentation on the Planning and Building Portfolio <b>(Cllr Bundy)</b>  | To comment on the presentation                      |
| OSCOM Annual draft Briefing   | 2                   | Committee    | To consider the OSCOM Annual Briefing <b>(Chairman) (10 mins)</b>   | 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  |
| <b>26 APRIL (ANDOVER)</b>   |                     |              |   |   |
| 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 <b>(Acting Head of Revenues – Local Taxation and Project Enterprise)</b> | To comment and make recommendations as appropriate  |
| OSCOM Annual Briefing   | 2                   | Committee    | Report of the Chairman <b>(Chairman) (10 mins)</b>  | To comment on the draft report                      |

---

\* Scrutiny Indicator Key:

|                        |                            |                   |                        |                       |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|
| 1 : Holding to Account | 2 : Performance Management | 3 : Policy Review | 4 : Policy Development | 5 : External Scrutiny |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

|   | *Scrutiny Indicator | Requested by | Purpose of Report<br>(Responsible Officer/ Member)   | Expected Outcome   |
|---|---------------------|--------------|--|--|
| <b>24 MAY (ANDOVER)</b>   |                     |              |  |  |
| Round table discussion Web Strategy                                 | 2                   | Committee    | To discuss and consider the web strategy<br><b>(Head of Communications)</b>                                | To consider the web strategy   |
| <b>26 JUNE (ANDOVER)</b>  |                     |              |  |  |
| <b>26 JULY (ROMSEY)</b>   |                     |              |  |  |
| CIL   | 2                   | Committee    | To look at the new CIL arrangements and how its working <b>(Planning Policy Manager)</b>                   | To comment and make recommendations as appropriate                           |
| Garden Waste Collection Service                                     | 2                   | Committee    | To consider the Garden Waste Collection Service <b>(Head of Environmental Health) (20 mins)</b>            | To consider and make recommendations as appropriate                          |
| <b>20 SEPTEMBER (ANDOVER)</b>                                       |                     |              |  |  |
| Annual Review of Corporate Action Plan                              | 2                   | Committee    | To receive an update on the Key Performance Indicators<br><b>(Policy Manager) (20 mins)</b>                | To consider and make recommendations as appropriate                          |
| <b>25 OCTOBER (ANDOVER)</b>   |                     |              |  |  |
| Round table discussion review on Waste and Recycling in Test Valley | 3                   | Committee    | A general update on waste and recycling in the Borough,<br><b>(Head of Environment and Health)</b>         | 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 <b>(Head of Community and Leisure)</b> | To comment and make recommendations as appropriate.                          |
| Annual Audit Report   | 2                   | Committee    | To receive the report<br><b>(Head of Finance/Auditor Manager) (20 mins)</b>                                | To comment and make recommendations as appropriate                           |
| Draft Budget Fees and Charges                                       | 4                   | Committee    | To consider the draft Budget Panel report<br><b>(Vice Chairman) (20 mins)</b>                              | Comment and make recommendations as appropriate.                             |
| <b>22 NOVEMBER (ROMSEY)</b>   |                     |              |  |  |
| Andover Economy   | 2                   | Committee    | To receive an update on the Andover Economy<br><b>(Economic Development Officer (20 mins)</b>              | To comment and make recommendations  |

\* Scrutiny Indicator Key:

|                        |                            |                   |                        |                       |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|
| 1 : Holding to Account | 2 : Performance Management | 3 : Policy Review | 4 : Policy Development | 5 : External Scrutiny |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

|  | *Scrutiny Indicator | Requested by | Purpose of Report<br>(Responsible Officer/ Member)   | Expected Outcome                    |
|--|---------------------|--------------|--|-------------------------------------|
| <b>20 DECEMBER (ROMSEY)</b>              |                     |              |  |                                     |
| Update on the Council Tax Support Scheme | 3                   | Committee    | To receive an update on the Council Tax Support Scheme<br><b>(Acting Head of Revenues, Benefits and Customer Services) (20 mins)</b> | To comment and make recommendations |

|   |   |           |   |                                     |
|---|---|-----------|---|-------------------------------------|
| <b>DATE TO BE AGREED</b>  |   |           |   |                                     |
| 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 <b>(Head of Housing and Environmental Health) (20 mins)</b> | To comment and make recommendations |
| Briefing on Devolution (full report)  | 5 | Committee | Presentation on Devolution <b>(20 mins)</b>   | To comment and make recommendations |

**BRIEFING NOTES**

| <b>2016</b>       |   | <b>Date Circulated</b>             |
|-------------------|---|------------------------------------|
| <b>12 October</b> | Outcomes of the Hampshire Safeguarding Children Board Audit (Community Engagement Manager)                  | 22 September 2016                  |
| <b>8 November</b> | Cemetery Rules and Regulations Review (Head of Community and Leisure)<br>Andover Levy (Accountancy Manager) | 24 October 2016<br>27 October 2016 |
| <b>2017</b>       |   |                                    |
|                   | Parking and Appeals Policy (Engineering and Transport Manager)  |                                    |
|                   | Art Strategy including Public Art Commissions (Head of Community and Leisure)                               |                                    |
|                   | Andover Magistrates Court (Corporate Director)  |                                    |

\* Scrutiny Indicator Key:

|                        |                            |                   |                        |                       |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|
| 1 : Holding to Account | 2 : Performance Management | 3 : Policy Review | 4 : Policy Development | 5 : External Scrutiny |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

|                          |  |  |
|--------------------------|--|--|
| <b>2017</b>              |  |  |
|                          | The use of the Rendezvous in Andover (Head of Estates)   |  |
|                          | Community Toilet Scheme (Corporate Director)   |  |
| <b>22 February</b>       | Community Engagement (Community Engagement Manager)  |  |
| <b>22 March</b>          | Car Park Strategy and Management (Planning Policy Manager)<br>Affordable Housing Update (Head of Housing)                                    |  |
| <b>26 April</b>          | Performance Management Arrangements (Policy Manager)   |  |
| <b>26 June</b>           | Risk Management (Principal Auditor)<br>Equalities Scheme (Corporate Director)  |  |
| <b>26 July</b>           | Complaints Handling (Complaints and Improvements Officer)  |  |
| <b>25 October</b>        | Shared Services Update (Corporate Director)  |  |
| <b>Date to be agreed</b> |  |  |
|                          | Protocol on how to engage internal audit resources for Scrutiny purposes<br>Hampshire County Waste Strategy<br>Community Infrastructure Levy |  |

\* Scrutiny Indicator Key:

|                        |                            |                   |                        |                       |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|
| 1 : Holding to Account | 2 : Performance Management | 3 : Policy Review | 4 : Policy Development | 5 : External Scrutiny |
|------------------------|----------------------------|-------------------|------------------------|-----------------------|



| Review Area | Title                                   | Lead Member         | Progress Update  | Report back to OSCOM          |
|-------------|---|---------------------|--|-------------------------------|
| Economy     | A Competitive Local Economy             | Councillor Hamilton | As part of phase 2 of the review consideration will be given to the schemes we already provide to support business projects and initiatives in the community. All members are asked to provide information about schemes that work well in other areas that could be considered. | Review Completed              |
| Environment | Members Role in Planning (part 2)       | Councillor Tilling  | The key issues raised will be picked up by the two newly established OSCOM Planning Panels.  | Review Completed              |
| Environment | Animal Welfare pilot project            | Councillor Tilling  | Borough Council led workshops being held in September for Parish Councils to promote the approach developed by Councillor Tilling and endorsed by OSCOM.   | Review Completed              |
| Housing     | Affordable Housing update briefing note | Councillor Page     | Matter only recently reviewed at OSCOM meeting in April 2015   | Update given on 16 March 2016 |

| Panel   | Lead Member           | Progress Update                               | Report back to OSCOM |
|---|-----------------------|---|----------------------|
| Community Safety Panel                                | Councillor Baverstock | Phase 1 complete Phase 2 final report in July | 3 August 2016        |
| Planning Advisory, Process and Planning Control Panel | Councillor Adams-King | Report on PAP and PCC                         | 12 October 2016      |
| Public Involvement Panel                              | Councillor Drew       | Meeting to be arranged                        | 24 January 2016      |

| Item  | Meeting Date    | Officer Owner | Recommendation   | Estimated Progress | Progress Update   |
|---|-----------------|---------------|--|--------------------|---|
| <b>OSCOM Corporate Priority Review (2011-15): A Competitive Local Economy</b> | 2 December 2015 | David Gleave  | <p>Recommended to Cabinet:</p> <ol style="list-style-type: none"> <li>1. To consider the inclusion of the ideas derived through the OSCOM review, including those raised at the round table discussion and additional forms of Member Communications, and that these ideas are taken forward through the formulation of the economic development strategy.</li> <li>2. To work closer with schools and employers.</li> <li>3. To review the training fund to achieve a more sustainable way of funding apprentices.</li> <li>4. To review the Business Incentive Fund budget and the amount of individual grants.</li> </ol> | 50%                | <p>Reported to Cabinet on 16 December 2015</p> <p>Development of Strategy now underway. Final Strategy expected to be submitted to Cabinet in November 2016.</p> <ol style="list-style-type: none"> <li>1. OSCOM Members' comments are being incorporated within a draft Test Valley Economic Development Strategy. A new strategy will be considered by OMT in the near future en route to Cabinet, possibly by the end of the year.</li> <li>2. To work closer with schools and employers. David Gleave has been working with businesses and schools and, for example, encouraged a number of employers to attend the recent joint Careers Day, involving all 3 Andover Secondary Schools at JHS – which TVBC also attended as a local employer. He would like Harrow Way Community School to hold a similar event, but for parents rather than students, next February. He is also supporting the schools with their promotional magazine which is being distributed across Andover, called The Edge.</li> <li>3. To review the training fund to achieve a more sustainable way of funding apprentices<br/>Cabinet recently approved the Council becoming a National Skills Academy under the Construction Industry Training Board's Client Based Approach. This means that, once accepted by the CITB, the Council can use Section 106 Agreements to require applicants for major residential schemes to provide an employment and skills plan listing the various training obligations defined in the CITB scheme. This will formalise current practice under the national CITB format.</li> <li>4. To review the Business Incentive Fund budget and the amount of individual grants.<br/>Cabinet reviewed the Business Incentive Grant in February 2016 and restored its original monetary value by increasing the grant from £500 to £750 whilst retaining the total number of grants payable per year.</li> </ol> |

|   |                 |                       |  |  |
|---|-----------------|-----------------------|--|--|
| <b>2016/17 Budget Update</b>            | 20 January 2016 | Will Fullbrook        | Recommended to Cabinet:<br>That Cabinet be advised that the Panel were open minded with regards to the two proposals to increase the Council Tax on a Band D property subject to further information becoming available.   | Reported to Cabinet on 10 February 2015<br><b>Resolved:</b><br><b>That Cabinet be advised that the Panel were open minded with regards to the two proposals to increase the Council Tax on a Band D property subject to further information becoming available.</b>  |
| <b>Councillor Role Definition</b>       | 12 October 2016 | Bill Lynds            | Recommended to Cabinet:<br><br>1. That subject to the Member and Community Development Group considering the suggestions put forward by the Committee, the Councillor Role Definition for all Members be approved.<br>2. That all Councillors be sent a copy of the Councillor Role Definition for all Members, and that they be requested to read and sign the document.<br>3. That the Councillor Role Descriptions for all other areas be reviewed and updated where appropriate. | Reported to Cabinet on 2 November 2016<br><b>Resolved:</b><br><br>1. <b>That subject to the Member and Community Development Group considering the suggestions put forward by the Overview and Scrutiny Committee, the Councillor Role Definition for all members be approved.</b><br><br>2. <b>That all Councillors be requested to read and sign the document.</b><br><br>3. <b>That the Councillor Role Descriptions for all other areas be reviewed and updated where appropriate.</b> |
| <b>Fees and Charges 2017-18</b>         | 12 October 2016 | Will Fullbrook        | <u>Recommended:</u><br>That the proposed fees and charges for 2017/18, as set out in the annexes to the report, be reviewed and endorsed.  | Reported to Cabinet on 2 November 2016<br><b>Resolved:</b><br><b>That the proposed fees and charges for 2017/18, as set out in the annexes to the report, be reviewed and endorsed.</b>  |
| <b>Plans and Planning Process Panel</b> | 12 October 2016 | Councillor Adams-King | <u>Recommended:</u><br>That the following recommendations of the Plans and Planning Process Panel be approved for consideration by Cabinet:<br><br>In relation to the Plans Panel it is recommended that   | Reported to Cabinet on 2 November 2016<br><b>Resolved:</b><br><b>That Overview and Scrutiny Committee's recommendations be noted as a response issued in due course.</b>   |

|  |  |  |   |  |  |
|--|--|--|---|--|--|
|  |  |  | <ol style="list-style-type: none"> <li>1. The Plans Panel, which is currently responsible for advising on the development of the Local Plan, should become a formal panel of the Council.</li> <li>2. The composition of the new Plans Panel should be calculated using a political balance formula that reflects the overall make-up of the Council and take into account geographical representation.</li> <li>3. The Plans Panel does not have any delegated authority and is advisory in nature. As a result and as it is likely to be dealing, in the main, with confidential policy development matters it proposed that it is not open to the public to attend.</li> <li>4. Meetings of the new Plans Panel will be open to any member who wishes to attend.</li> <li>5. Meetings should feature on the corporate calendar and agendas and notes (marked CONFIDENTIAL) should be circulated to all members.</li> </ol> <p>In relation to the Area Committees it is recommended that:</p> <ol style="list-style-type: none"> <li>6. An alteration to the Scheme of Delegation such that where a minor application is contrary to policy this is only brought to the Area Committee when there has been objection or adverse comment from a consultee or third party.</li> </ol> |  |  |
|--|--|--|---|--|--|

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  | <p>7. An alteration to the Scheme of Delegation such that where there is an officer or member interest in an application this is only brought to the Area Committee when there has been objection or adverse comment from a consultee or third party.</p> <p>8. If a member has identified an application as one that should be called to committee upon it being initially advertised, the member should be contacted to ask if they still wish it to be heard once an officer recommendation has been agreed.</p> <p>9. When the Area Committee votes against an officer's recommendation, officers should assist members in ensuring the appropriateness of the new Motion.</p> <p>10. The Peer Review of Planning Committees offered by the Planning Advisory Service should go ahead.</p> |  |  |
|  |  |  |  |  | <p>Reported to Cabinet on 21 December 2016</p> <p><b><u>Resolved:</u></b></p> <ol style="list-style-type: none"> <li>1. That the Planning Advisory Panel should retain its current name and responsibility for advising on the development of planning policy documents; it should be recognised as an advisory panel of the Council.</li> <li>2. As Cabinet's changes to the membership and style of the Planning Advisory Panel had yet to be implemented OSCOM's recommendation 2 was noted at this point; a review of the new arrangements would be undertaken once they have been in place for a year.</li> </ol> |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  | <p>3. That the Planning Advisory Panel did not have any delegated authority and was advisory in nature. Accordingly, it was not open to the public; this was currently the position and Cabinet endorsed OSCOM's views that no change was necessary.</p> <p>4. That OSCOM's Recommendation 4 as set out in the report, be endorsed.</p> <p>5. That OSCOM's Recommendation 5, as set out in the report, be approved.</p> <p>6. That the spirit of OSCOM's Recommendation 6 be endorsed but as "minor" could be difficult to define the Council's previous decision in this regard, be supported.</p> <p>7. That the proposal contained in OSCOM's Recommendation 10, as previously supported by Portfolio Holders, be endorsed.</p> <p><b><u>Resolved and recommended to Council:</u></b></p> <p>8. That Cabinet recommends to Council that the Local Code for Officers and Councillors Dealing with Planning Matters be amended to be consistent with the position described in both the Officers' Code of Conduct and the Member and Officer Interests Protocol in respect of planning applications by Council Officers.</p> <p>9. That the proposal contained in OSCOM's Recommendation 8 be supported and recommended to Council for approval and the Scheme of Delegation be amended accordingly.</p> <p>10. That the proposal contained in OSCOM's Recommendation 9 be supported and recommended to Council for approval.</p> |
|--|--|--|--|--|

|  |                        |                             |   |  |   |
|--|------------------------|-----------------------------|---|--|---|
| <p><b>Medium Term Financial Strategy 2017-20</b></p> | <p>7 December 2016</p> | <p>Councillor I Jeffrey</p> | <p><b><u>Recommended:</u></b><br/><b>That the strategy be approved.</b></p> |  | <p>Reported to Cabinet on 21 December 2016</p> <p><b><u>Resolved:</u></b><br/><b>That the support and comments of Overview and Scrutiny Committee be noted.</b></p> |
|--|------------------------|-----------------------------|---|--|---|



# Cabinet Work Programme

## Further information

1. This is a formal notice under Regulation 9 of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012. This edition supersedes all previous editions.
2. Documents submitted to the Cabinet or Cabinet Member(s) for decision will be in the form of a formal report, which if public and non-urgent, will be available for public inspection on this website at least 5 clear working days before the date that the decision is due to be made.
3. Background papers for such reports are listed in this Programme where their identity is known in advance of the report being written
4. Documents shown will be available from the Democratic Services Manager at Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, Hants, SP10 3AJ. They can also be contacted at [admin@testvalley.gov.uk](mailto:admin@testvalley.gov.uk).
5. Please note that additional documents relevant to those matters mentioned in the Work Programme may be submitted to the decision maker.
6. Whilst the majority of the Cabinet's business at the meetings listed in this Work Programme will be open to the public and media organisations to attend, this is formal notice under the above regulations that part of the Cabinet meetings listed in this Work Programme may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.
6. To view details of the members of the Council's Cabinet who will be making these decisions, please click the link below:  
[Cabinet Members](#)



### **KEY DECISIONS**

A key decision is one which is likely

1. to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates;
- or
2. to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

The Council's thresholds are

- |    |  |   |                   |
|----|--|---|-------------------|
| a. | Decisions on spending which are within the annual budgets approved by the Council      | NO THRESHOLD  | NOT KEY DECISION  |
| b. | Decisions on spending above £50,000 included, with reservations, in the annual budget. |   | ALL KEY DECISIONS |
| c. | Decisions on cash flow, investments and borrowings.                                    | NO THRESHOLD  | NOT KEY DECISION  |
| d. | Decisions for spending beyond any approved budget.                                     | SPENDING EXCESS OF £50,000 PER ITEM IS A KEY DECISION |                   |

### **Arrangements for making representations to the cabinet regarding decisions contained within the work programme**

A member of the public may address the Cabinet in accordance with the Public Participation Scheme. Notice must be given to the Democratic Services Manager by noon on the day before the meeting.

Members of the public are welcome to write to the appropriate Head of Service as listed in the last column of the Work Programme on any matter where a decision is to be made.

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

| Date of Decision<br>(Location) | Item                                     | Key Decision | Decision maker | May include information which is not to be made public* | Documents to be Submitted for Consideration                  | Head of Service                          | Notice of proposed decision first published |
|--------------------------------|--|--------------|----------------|---|--|--|---|
| 15 Feb 17 (A)                  | Update of Contaminated Land Strategy     | No           | Cabinet        | No  | Report of the Housing and Environmental Portfolio Holder     | Head of Housing and Environmental Health | 14 Nov 2016                                 |
| 15 Feb 17 (A)                  | Community Car Scheme                     | Yes          | Cabinet        | No  | Report of the Planning Policy and Transport Portfolio Holder | Corporate Director                       | 23 Dec 2016                                 |
| 15 Feb 17 (A)                  | Economic Development Strategy            | No           | Cabinet        | No  | Report of the Economic Portfolio Holder                      | Head of Estates and Economic Development | 25 Jan 2017                                 |
| 15 Feb 17 (A)                  | Leisure Contract – Financing Options     | No           | Council        | Yes   | Report of the Economic Portfolio Holder                      | Head of Finance                          | 23 Dec 2016                                 |
| 15 Feb 17 (A)                  | Revenue Budget and Council Tax Proposals | No           | Cabinet        | No  | Report of the Economic Portfolio Holder                      | Head of Finance                          | 5 Jan 2016                                  |

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

| Date of Decision<br>(Location) | Item                                 | Key Decision | Decision maker | May include information which is not to be made public* | Documents to be Submitted for Consideration | Head of Service   | Notice of proposed decision first published |
|--------------------------------|--------------------------------------|--------------|----------------|---|---|---|---|
| 15 Feb 17 (A)                  | Capital Programme Update             | No           | Council        | No  | Report of the Economic Portfolio Holder     | Head of Finance   | 5 Jan 2016                                  |
| 15 Feb 17 (A)                  | Treasury Management Strategy         | No           | Council        | No  | Report of the Economic Portfolio Holder     | Head of Finance   | 5 Jan 2016                                  |
| 15 Feb 17 (A)                  | Andover Special Expenses Levy Review | No           | Council        | No  | Report of the Economic Portfolio Holder     | Head of Finance   | 31 Jan 2017                                 |
| 15 Mar 17 (R)                  | Valley Housing Matters               | Yes          | Cabinet        | Yes   | Report of the Economic Portfolio Holder     | Acting Head of Revenues (Local Taxation and Project Enterprise) | 18 Nov 2016                                 |
| 15 Mar 17 (R)                  | Write-off of Uncollectable Debts     | No           | Cabinet        | No  | Report of the Economic Portfolio Holder     | Acting Head of Revenues (Local Taxation and Project Enterprise) | 2 Feb 2017                                  |

Test Valley Borough Council – Overview and Scrutiny Committee – 22 February 2017

| Date of Decision<br>(Location) | Item   | Key Decision | Decision maker | May include information which is not to be made public* | Documents to be Submitted for Consideration | Head of Service    | Notice of proposed decision first published |
|--------------------------------|--|--------------|----------------|---|---|--------------------|---|
| 19 Apr 17<br>(A)               | Carry Forward of Unspent Revenue Budget                  | No           | Cabinet        | No  | Report of the Economic Portfolio Holder     | Head of Finance    | 2 Feb 2017                                  |
| 17 May 17<br>(A)               | Corporate Action Plan Year 3                             | Yes          | Cabinet        | No  | Report of the Corporate Portfolio Holder    | Corporate Director | 2 Feb 2017                                  |
| tbc                            | Devolution for the People of Hampshire and Isle of Wight | No           | Cabinet        | No  | Leader                                      | Chief Executive    | 29 Feb 2016                                 |

\* Members of the public will be excluded from the discussion during the consideration of these reports in the event that they contain information which is not to be made public in accordance with the relevant legal provisions.

**MOVED/DELETED ITEMS**

| <b>Original Date Of Decision</b> | <b>Item</b>  | <b>Moved/Deleted</b>   | <b>Reason For Move/Deletion</b>           | <b>Informed By</b>  | <b>Date Informed</b> |
|----------------------------------|--|------------------------|---|---|----------------------|
| 18 Jan 17 (R)                    | Leisure Contract – Financing Options                 | Moved to February 2017 | Further information required              | Head of Finance   | 5 January 2017       |
| 15 Feb 17 (A)                    | Valley Housing Matters                               | Deleted                | No items for business                     | Acting Head of Revenues (Local Taxation and Project Enterprise) | 10 January 2017      |
| 15 Mar 17 (R)                    | Test Valley Electoral Review Ward Pattern Submission | Deleted                | Will be reported straight to Full Council | Chief Executive   | 31 January 2017      |