

Minutes of the **Overview and Scrutiny Committee**  
of the **Test Valley Borough Council**  
held in The Annexe, Crosfield Hall, Romsey,  
on Tuesday 22 March 2017 at 5.30 pm

Attendance:

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

Also in attendance:

Councillor N Anderdon	Councillor M Hatley
Councillor P Bundy	Councillor S Hawke
Councillor A Dowden	Councillor P North
Councillor P Giddings	Councillor T Ward

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**Declaration of Interests**

Councillor Drew declared a personal interest under minute no 323 in that he was a Trustee of Rookwood school. He remained in the room and spoke thereon.

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**Minutes**

**Resolved:**

**That the minutes of the meeting held on 22 February 2017 be confirmed and signed as a correct record.**

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**Exclusion of the Public**

**Resolved:**

**That under Section 100(A) of the Local Government Act 1972 the public be excluded from the meeting during consideration of the following report on the grounds that it involves the likely disclosure of exempt information as defined in the Paragraphs of Part 1 of Schedule 12A of the Act, as amended. The public interest in maintaining the exemption outweighs the Public interest in disclosing the information for the reason:**

**Options in respect of the provision of a temporary swimming facility for Andover –**

**Paragraph 3**

It is considered that this report contains exempt information within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because the information relates to the financial or business affairs of the Council and third parties who are necessarily identified, which information is commercially sensitive and which by its disclosure would have an adverse effect upon the interests of those third parties and the Council as they seek to settle agreed terms of business.

**323      Options in respect of the provision of a temporary swimming facility for Andover**

A confidential verbal presentation was given by Robin Thompson, RTL Consultancy on options in respect of the provision of a temporary swimming facility for Andover.

**324                      Overview of Planning and Building Portfolio**

Councillor Bundy, Portfolio Holder for Planning and Building gave an overview of his Portfolio. During his presentation Councillor Bundy covered the aims of the Service and areas of responsibility roles (Development Control and Enforcement, Building Control and Sewerage).

Councillor Bundy answered a number of pre set questions on his Portfolio and then took further questions from Members which are summarised below;

- Enforcement of planning control and compliance checks.
- Costs and expenditure for the Service and end of year breakdown. This was a public document and the Head of Planning and Building will circulate the figures.
- If Members had any issues or comments to write in.
- The Head of Planning and Building undertook to circulate a breakdown of application decisions for Committees and Officer delegations to the Committee.
- Building Control operate a desk top operation in the first instance but would go out to deal with any breaches of control.
- Any issues that arise are dealt with by meeting with the Head of Planning and Building and Planning Officers.
- Most complaints go through the Councils complaints procedure and Overview and Scrutiny Committee receive an annual report on complaints.
- Resources are at an appropriate level.
- All Services respond to their own FOI requests.
- There will be a corporate response on the Housing White Paper and the response will be circulated to Members.

- Planning training had been held on enforcement, affordable housing, Planning Control Committee, CIL, amended policies in the Local Plan and inter relationship with NPPF and NPPG, Conservation, trees and landscape.

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### **Review of Call In Process**

Consideration was given to a report which set out recommendations following a review of the Call In process.

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

From the action plan six groups were identified to research and explore options to take the Overview and Scrutiny function forward, one of these groups was established to review our Call In arrangements.

The group met to discuss the current Call In process (as set out in Annex 2) and felt that to help the members of OSCOM having a clearer understanding of Cabinet business and decisions, the Chairman and/or Vice Chairman or other nominated OSCOM member should attend all Cabinet meetings. It was felt this will help OSCOM with their work programme and encourage a greater degree of co-operative working between OSCOM and Cabinet.

The group also felt that to help OSCOM members to get a better understanding of the information/discussion resulting in Cabinet decisions and to avoid unnecessary Call in Cabinet should in turn allow the OSCOM representative to address Cabinet on Cabinet agenda items.

In addition, in order to make the process of Call In simpler and more straight forward the group recommends changes to the Threshold and Criteria in Part 4 of the Constitution – Overview and Scrutiny Procedure Rules, as set out in the report.

In order to simplify the process for members and provide clarity it was proposed that the Committee agree the Call In form as set out in the annex to the report.

Both Councillors C Dowden and Adams King were congratulated on the review. Councillor Adams King paid tribute to Councillor C Dowden on the enormous amount of work she had put into the review and felt that the outcome was that the process was clearer and more informed.

#### **Recommended to Cabinet:**

- 1. That the Chairman and/or the Vice Chairman of Overview and Scrutiny Committee attend all Cabinet meetings and report back to the Committee as required or delegate attendance to a member of the Committee.**

2. **That Cabinet allow Overview and Scrutiny members to speak to agenda items to help Committee members to understand information/discussion resulting in Cabinet decisions and to avoid unnecessary call-in.**
3. **To amend the Call In threshold and criteria as set out in the report.**
4. **To approve the Call In form as set out in the Annex to the report.**

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### **Member Development**

Consideration was given to a report of the Head of Legal and Democratic Services which set out the delivered programme to date, with costs and clarified the process for agreeing development. Members are also asked to consider options for 2017/18.

In response to questions it was clarified that no formal request was made for feedback from Members attending training/conferences. It was however reported that the Leader provided feedback from the LGA Conference and outside bodies were reported back on the MIB.

Following a question the Democratic Services Manager reported that the budget for Member training had remained at the same level for some time. After reviewing the training held over the previous financial year and the cost of that training, members considered that the Members' training budget should be increased to £15,000.

#### **Resolved:**

**That the Member and Community Development Group be asked to consider the proposal to increase the Members' training budget to £15,000 for onward submission to Cabinet.**

### 327 **Programme of Work for the Overview and Scrutiny Committee**

The Vice-Chairman reported that at the Audit Panel meeting on Monday 20 March the Panel requested that the item on 'Protocol on how to engage internal audit resources for Scrutiny purposes' be removed from the work programme in order to allow the internal audit team to reallocate 10 man days to auditing Emergency Planning in 2017/18.

- Take out 'Protocol on how to engage internal audit resources for Scrutiny purposes'.
- Change 'Performance Management Arrangements' from a briefing note to a full report.

#### **Resolved:**

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

(Meeting terminated at 8.00pm)