

ANNEX 1**OVERVIEW & SCRUTINY WORK PROGRAMME 2017/18**

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
2017				
25 OCTOBER (ANDOVER)				
Round table discussion Web Strategy	2	Committee	Look at the TVBC Web site and look at the strategy that is being applied to the site, decide if the web site is up to date and if it is fit for purpose and consider any other ideas that could be incorporated within the Web site. (Head of Communications)	Check the Web Site is fit for purpose, is offering the public a meaningful method of accessing the information required and look at the various other ideas that could come forward to help enhance the web site.
CIL	2	Committee	To look at the new CIL arrangements and how its working (Head of Planning Policy) (20 mins)	Ensure the new CIL scheme is working properly and ascertain any problems that are there unforeseen or otherwise.
Our approach to a New Sustainable Strategy	1	Committee	Look at the new ideas etc for sustainability and carbon management. (Head of Planning Policy)	To consider the new sustainable strategy framework
Communications and Procurement Panel	3	Committee	To look at pre-procurement communication and process, communication to Councillors and opportunities for involvement in major projects. (Lead Member Cllr Cockaday) (20 mins)	To review 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.

* 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 – 25 October 2017

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)	Expected Outcome
22 NOVEMBER (ROMSEY)				
Waste Strategy	3	Committee	A general update on waste and recycling in the Borough, (Head of Environmental Services)	To consider performance and initiatives and ask questions and make comments.
Public Involvement Panel	2		Report back on the Public Involvement Panel review (Cllr Baverstock)	
Budget Panel Report Draft Budget	4	Committee	To consider the draft Budget Panel report (Vice Chairman) (20 mins)	Comment and make recommendations as appropriate.
20 DECEMBER (ROMSEY)				
Round table discussion on the Corporate Plan	4	Committee	To consider the appropriate level of Councillor involvement in the development of the next Corporate Plan and the annual review of the Corporate Action Plan and renewal of the Corporate Indicator Set (Corporate Director)	
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
2018				
22 JANUARY (ROMSEY)				
Development of the Economic Development Action Plan	4	Committee	To look at the Economic Development Action Plan and make suggestions in the formulation of the Action Plan (Economic Development Officer)	To review/consider the Economic Development Action Plan
Budget Strategy Update	1	Committee	To check the results of the Budget Panel chaired by the Vice Chairman and make sure all is satisfactory (Vice-Chairman) (20 mins)	Make sure the budget is fit for purpose and no large increases unless justified

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Test Valley Borough Council – Overview and Scrutiny Committee – 25 October 2017

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21 FEBRUARY (ANDOVER)				
Round table discussion on future plans for the Andover Magistrates Court	1	Committee	To look at the ideas for the use of the Magistrate's Court in Andover and how far the process has progressed (Corporate Director)	Find a suitable use for the magistrates court building with the best outcome for both Test Valley, Andover and the Public.
21 MARCH (ROMSEY)				
Round table discussion Romsey Future update				
Presentation on Local Policing	5	Committee	Chief Inspector to attend to discuss progress with local policing in Test Valley.	Look at figures for crime and disorder within Test Valley and look for any change in percentages and if so why.
25 APRIL (ANDOVER)				
Chairman's Draft Annual Briefing	2	Committee	To consider the Chairman's draft Annual Briefing prior to being submitted to Council (Cllr Lynn) (15 mins)	Check the draft letter from the Chairman is detailing the actions of the Committee and the outcomes.
23 MAY (ANDOVER)				
Safeguarding Children & Vulnerable Adults	3	Committee	To look at the policy of safeguarding adults and children (Head of Community and Leisure) (20 mins)	Check on the progress that the policy is having in the borough and look at any shortfalls etc.
Chairman's Final Annual Briefing	2	Committee	To consider the Chairman's final Annual Briefing prior to being submitted to Council. (Cllr Lynn) (15 mins)	Finalise and agree the Chairman's Annual Briefing.
Andover Vision	3	Committee	Look at the Andover Vision and how far it has developed. (Chief Executive) (20 mins)	What impact will the Vision have on Andover and it's economy and finances and how will it affect the public of the town.

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Test Valley Borough Council – Overview and Scrutiny Committee – 25 October 2017

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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		
	The use of the Rendezvous in Andover (Head of Estates)	6 April 2017
March	Car Park Management (Engineering and Transport Manager) Affordable Housing Update (Head of Housing)	18 May 2017 3 March 2017
April	Ways in which the vibrancy of the Town Centre can be measured (Economic Development Manager)	31 March 2017

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June	Risk Management (Principal Auditor) Equalities Scheme (Corporate Director) Art Strategy including Public Art Commissions (Head of Community and Leisure)	12 June 2017 25 July 2017
July	Community Toilet Scheme (Corporate Director) The role of Licensing in Test Valley (Licensing Manager)	25 July 2017
August	Supporting families update (Community Manager) Crime and Disorder update (Community Engagement Manager – Community Safety)	12 June 2017 13 June 2017
October	Shared Services Update (Corporate Director)	
2018		
January	Accommodation Review (Corporate Director) Recycling (Head of Environmental Services)	
February	New Neighbourhoods Review (Community Engagement Manager/Head of Planning and Building and Head of Planning Policy)	
March	Affordable Housing Update (Head of Housing and Environmental Health)	
April	Glass Recycling (Head of Environmental Services)	
June	Test Valley Partnership Annual Review Risk Management (Principal Auditor)	
July	Complaints Handling (Complaints and Improvements Officer)	
Date to be agreed		
	Hampshire County Waste Strategy	

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