

Notice of Meeting

Overview and Scrutiny Committee

Date: Wednesday 12 December 2018

Time: 5.30 pm

Venue: The Annexe, Crosfield Hall, Broadwater Road, Romsey, Hampshire,
SO51 8GL

For further information or enquiries please contact:

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Legal and Democratic Service

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

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 and Scrutiny Committee

MEMBER

WARD

Councillor I Jeffrey (Chairman)	Dun Valley;
Councillor J Cockaday (Vice-Chairman)	Andover (St Mary's);
Councillor G Bailey	Blackwater;
Councillor D Baverstock	Romsey (Cupernham);
Councillor C Borg-Neal	Andover (Harroway);
Councillor P Boulton	Broughton & Stockbridge;
Councillor C Dowden	North Baddesley;
Councillor B Few Brown	Amport;
Councillor A Finlay	Chilworth, Nursling & Rownhams;
Councillor K Hamilton	Andover (Harroway);
Councillor I Hibberd	Romsey Extra;
Councillor P Hurst	Romsey (Tadburn);
Councillor J Lovell	Andover (Winton);
Councillor P Mutton	Penton Bellinger;
Councillor J Neal	Andover (Millway);
Councillor T Preston	Andover (Alamein);
Councillor I Richards	Romsey (Abbey);
Councillor C Thom	Valley Park;

Overview and Scrutiny Committee

Wednesday 12 December 2018

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 14 November 2018**
- 6 Call in Items**
- 7 Urgent decisions taken since last meeting**
- 8 Updates on Panels**

Lead Members to update the Committee on the progress of their Panels (10 mins)
- 9 Update of the Economic Development Strategy Action Plan 4 - 16**

To update the Committee on the implementation of the Economic Development Strategy (20 minutes)
- 10 Work Programme 17 - 30**

To enable Members to keep the Committee's future work programme under review (10 minutes)

ITEM 9 Economy in Test Valley: Update of the Economic Development Strategy Action Plan

Report of the Head of Estates and Economic Development (Portfolio: Economic Development and Tourism)

Recommended:

That the delivery of the Test Valley Economic Development Strategy Action Plan be considered and endorsed.

SUMMARY:

- The report provides an update on the delivery of the Test Valley Economic Development Strategy Action Plan (TV EDSAP)

1. Introduction

- 1.1 The TV EDSAP was approved by Cabinet on 14 March 2018. The following report gives an update on progress achieved in the 6 months since. It also follows a series of regular reports to OSCOM on the character and performance of the economy in Test Valley.

2. Background

- 2.1 The TV EDSAP was produced jointly by Estates and Economic Development and Planning following the “Test Valley Economic Development Strategy 2017-2019 and beyond” which was approved by Cabinet in February 2017. The Action Plan is unusual in that it focusses on just 10 major themes and does not seek to encompass all of the day-to-day operational economic development activity undertaken by the Council.

3. Review

3.1 Action: To develop a Masterplan for the South of Romsey Town Centre

The Council, working with representatives from Romsey Future, appointed Nexus Planning and Perkins + Wills Architects to lead on the creation of a masterplan for the South of Romsey Town Centre. The genesis for this project follows community involvement in the Romsey Future document as well as identifying the location in the current Local Plan. The project forms two parts. The first being community and stakeholder engagement. This has taken place over September and October and included walk and talk surveys; market stalls and attendance at the Romsey Show. The second part deals with the creation of a masterplan, which builds on the outcomes of the engagement exercises.

3.2 **Action: To explore the development of a Cultural Quarter for Andover**

A significant amount of work has and is being undertaken with our partners, Andover College and Simplyhealth, to explore the practicality of redeveloping the land with a view to providing a new college building, theatre and office.

3.3 **To maximise the potential of our Town Centres**

Andover:

On 9 November 2018 the Andover BID was given the green light by businesses following a month-long ballot which saw a high turnout (54% of hereditaments compared with a national average of 47% and 67% by rateable value). 51.1% of hereditaments voted in favour of the BID and plans will now be put in motion to set up a BID company. It will decide, in consultation with other local businesses, how the money collected from the BID Levy will be spent to help promote the town centre.

Test Valley Borough Council (TVBC) and Andover Town Council have agreed to continue to fund the Town Centre Manager (TCM) until 1 April 2019 when it is hoped the Andover BID Company will be able to employ a BID manager. The TCM has already booked some events for 2019 and this will be enhanced by the BID.

Romsey:

The Council supports the Romsey TCM via Romsey Town Council. The TCM is organising a programme of events and supporting businesses by encouraging them to engage with a wider audience a number of independent shops are now opening Sundays. TCM also hosts regular meeting for town centre retailers.

Romsey's TCM is heavily involved with Romsey Future notably the new www.visit-romsey.org.uk and South of Romsey town centre consultation.

The TCM is liaising with Hampshire County Council (HCC) on the Market Place enhancement, commencing on 7th January 2019

Romsey Town Council will partner with Bradbeers to manage the general markets to informally increase number of and quality of traders. A "brand" will be developed for the Market and the TCM has taken on responsibility for promoting the markets.

The current frontage vacancy rates (October 2018) are:

Romsey	4.2%
Andover	12.4%
UK	11.0% (Local Data Company, second half of 2017)

3.4 To strengthen and build upon the relationships with the Local Enterprise Partnerships (LEPs) which cover the Borough (EM3 and Solent)

Test Valley is covered by two LEPs: EM3 covers most of the Borough down to Romsey with Solent covering the southern wards. TVBC enjoys a positive and interactive relationship with EM3 and recently submitted a bid for the Growth Fund to contribute towards Town Mills Riverside project in Andover. Similarly, it's generic business support function, the Growth Hub, works closely with TVBC and recently co-organised a networking event on exports and is preparing one for 22 January 2019 on branding/customer loyalty as the precursor to a business clinic scheme, which works in a number of the LEP's other 13 local authorities.

By contrast, the relationship with Solent LEP has tended to be more formal, possibly because our respective priorities do not always coincide: whilst the Council is keen to promote the University of Southampton Science Park as a centre of excellence, Solent LEP focusses more on the two cities, the marine sector, and at the HMS Daedalus enterprise zone (Fareham/Gosport).

The Council's Economic Development Officer is seeking to work with the new Solent Growth Hub Manager.

Government recently consulted local authorities on LEP boundaries. The Council responded by requesting that EM3 cover all of Test Valley. This view was shared by EM3 and Solent LEPs and was accepted by Government. In due course, all of Test Valley (as well as all of Winchester and East Hampshire) will in fall within EM3. New Forest will wholly be in Solent LEP. It is not known when this change will happen but it should enable the Council to strengthen its relationship with the EM3 LEP and be better placed to encourage support for the Science Park.

3.5 Promoting and strengthening the Tourism offer

The tourism sector is important to Test Valley: it is worth £195m. p.a. and supports more than 4,500 jobs, about 9% of the Borough's total. Test Valley is fortunate in that it:

- is situated in Central South East England where there are millions of potential visitors with disposable time and money; and
- is located between the global destination brands of the New Forest, Winchester and Stonehenge.

The Council makes a significant contribution to supporting the local visitor economy in order to attract visitors and support tourism businesses by:

- funding Tourism South East (TSE) to manage the award-winning Romsey Visitor Information Centre, one of only a handful left in Hampshire

- producing an annual Test Valley Visitor Guide (20,000 A4 versions for visitors from outside Hampshire and 20,000 pocket guides for distribution within the county);
- achieving the Confederation of Passenger Transport UK (CPT) accreditation for Romsey to be Hampshire's first (and, to date, only) coach-friendly town; and working with CPT and group travel companies to attract coach visitors;
- producing other tourism material, most-recently the Romsey Heritage Trail;
- managing 8 tourist information points (leaflet carousels) in visitor attractions in northern Test Valley;
- funding Hampshire County Council to upgrade the Test Valley pages of www.visit-hampshire.co.uk
- contracting with a catalogue and brochure-ordering service (Catalink) to distribute 600 visitor guides nationally in response to online enquiries;
- organising business networking meetings for Test Valley tourism business (e.g. October meeting @ Hawk Conservancy attracted 14 businesses, large and small)
- through Romsey Future produced the Romsey Heritage Trail leaflet and www.visit-romsey.org.uk

3.6 **Action: Supporting the economic potential of rural communities within Test Valley**

This action relates closely to those of extending broadband and supporting tourism. Rural Test Valley is important economically. Just over one in 5 jobs in Test Valley are in the rural area (44% are in Andover, 18% in Chilworth/Nursling/Rownhams/North Baddesley and 17% in Romsey).

The rural area's economic role extends beyond jobs, only a small fraction of which are land-based. Rural Test Valley has a dormitory role supporting other employment centres including within the Borough: the rural area of Test Valley experiences the highest rate of out-commuting in the Borough and has the highest proportion of highly qualified people in the workforce.

Rural Test Valley continues to see the impact of changes in agriculture and diversification into other businesses. Recent changes in Planning legislation to enable the conversion of farm building into residential (up to 5 units without requiring planning consent) will alter the balance between business and jobs and residential simply because the demand for homes in rural Test Valley is insatiable.

The extension of fast broadband, latterly through Virgin Media's Fibre-to-the-Premises (FTTP) initiative, is vital to both enable longer distance out-commuters to work more from home and to support the creation of more businesses. This employment-generation will in turn support other facilities and services which contribute to sustainable communities.

The third round of the EU LEADER Programme will finish with Brexit in March 2019. It was established in the 1990s in recognition of the relative importance on non-farming jobs within the rural area.

Rural Test Valley is covered by three LEADER Programmes: Bourne Valley Ward falls within North Wessex Downs Area of Outstanding Natural Beauty (AONB); Romsey and Southern Test Valley are covered by New Forest and the remainder is part of Loddon and Test LEADER. Test Valley businesses have benefitted from all three programmes but Loddon and Test has contributed more than £600,000 to 17 businesses ranging from tourism to food processing and community enterprises. Given the limited duration of LEADER and its general success (certainly within Test Valley) there is concern as to what, if anything equivalent may follow.

3.7 **Action: Working with partners and communities to achieve full Broadband coverage across Test Valley**

There are several strands to the delivery of broadband across Test Valley.

1. **Hampshire Superfast Broadband** (contract between HCC and BT Openreach). The first wave of investment (to which TVBC contributed £185,000) was to extend superfast broadband to 90% of all residential and business premises in the county. This was completed in 2015. In addition, the Department of Digital, Culture, Media and Sport (DCMS) then provided funding to enable more than 800 premises in Test Valley to benefit from Superfast Broadband. Wave 2 of the project brought the county total up to 96% of premises and Wave 2 Extension (2018 and 2019) will see the Hampshire-wide coverage grow to 97.4% of premises.

However, as a predominantly rural area with pockets of remote countryside, coverage across Test Valley broadband coverage will be below the country average of 97.4%. Approximately, 3600-5900 premises may remain without Superfast Broadband when the final HCC BT contracts ends in 2019, however some of these may be included within the Virgin Media Ultrafast Broadband initiative, below.

2. **Test Valley Virtual Town – Virgin Media Fibre-to-the Premises Broadband Project**

In parallel with the Hampshire BT Superfast Broadband Programme, Virgin Media are installing Ultrafast Broadband as Fibre-to-the Premises (FTTP) to 4,200 residential and commercial premises across 12 villages in Test Valley (in 2018/19):

Goodworth Clatford

Wherwell

Chilbolton

Stockbridge

King's Somborne
Michelmersh
Timsbury
Houghton
West Tytherley
Broughton

This innovative £20m. investment is particular to Test Valley and reflects the hard work of certain individuals and community groups – notably <https://tvneed4speed.co.uk>

The Council will be asking Virgin Media if they can extend their excellent scheme beyond these 10 villages.

3. **Gigabit Broadband Voucher Scheme**

This Government grant is designed to give more businesses and surrounding communities' access to 'gigabit connectivity' – 1,000 Mbps. Small to medium-sized businesses can apply for a voucher worth up to £3,500 to upgrade their broadband to a gigabit connection. To date 75 premises in Test Valley have received Gigabit Vouchers mainly in the Andover and Romsey Basepoint business centres.

We are exploring whether there is potential for CIL to support community broadband schemes within the parameters of the CIL regulations. For example it may be valid for parish councils to use their 15% CIL contribution.

4. **Universal Service Obligation**

The Government is introducing a Universal Service Obligation (USO) for broadband. This is to enable broadband is available in hardest to reach premises in the UK. The USO will provide a legal right to request a broadband connection of at least 10 Mbps download speed. A Universal Service Provider will be required to fulfil all requests up to a cost threshold of £3,400. The Government is aiming for the USO to be in place by 2020, at the latest.

3.8 **Work with Kier to deliver the Walworth Business Park extension**

The 487,605 square foot extension to Walworth Business Park was granted a hybrid planning consent in 2017 and is being actively marketed by Kier under the name Logistics City. It is understood that the commercial property market is not as buoyant as it has been reflecting current uncertainties in future trading arrangements.

Explore opportunities for how the Council can further secure social and economic benefits through its procurement process

Employment and skills plans are already required (by planning condition or agreement) on all major residential and commercial developments.

Officers are now looking at ways of incorporating a requirement for the developers of community facilities (e.g. on new communities) to undertake employment and skills plans using procurement, as well as planning, as Hampshire County Council has when commissioning new schools etc.

3.9 University of Southampton Science Park – enabling a key economic facility in the Borough to achieve its potential

The University of Southampton Science Park (USSP) is an economic asset of national importance. It generates an estimated £500m. in economic value p.a.

The Council supports USSP in many different ways.

Through Planning, the Council has consolidated the various S.52 and S.106 legal agreements into one to make the planning process consistent and easier for existing and potential occupiers to understand; removing a policy/legal requirement for local Members new occupiers in order to simplify and streamline the planning process. Second, the Test Valley Local Plan includes a specific policy relating to the site plus an additional 1.5 ha. Land allocation south of Benham Campus (Policy LE2). The Science Park is engaging with the Local Plan Review through the Issues and Options Consultation.

TVBC interest in the Science Park goes beyond planning and recognises its profound impact on the local economy (and beyond) and on the community more widely (as a provider, for example, of high value high tech employment opportunities). The Economic Development and Tourism Portfolio Holder, Chief Executive and EDO regularly meet new businesses and the USSP Chief Executive at the Science Park to learn about its features including The Catalyst Centre.

The Council has given about 7 Business Incentive Grants to start up businesses at the Science Park.

The USSP has been a Gold Sponsor of the Test Valley Business Awards for the past 10 years and a Silver Sponsor before that. It sponsors the Technology and Innovation award.

The Council liaised with the USSP in formulating its response to the recent Government consultation on LEP boundaries, the outcome of which is that all of Test Valley should fall within the EM3 LEP is welcomed by the Council and USSP.

The Council has consistently sought to tell the most positive story about the USSP to its own councillors and to the Parish Council and neighbouring authorities etc.

4. Corporate Objectives and Priorities

4.1 Investing in Test Valley as a great place to work and do business is one of the four priorities of TVBC's corporate plan.

5. Conclusion

The very varied nature and complexity of the 10 Actions means that the degree of progress towards attaining them in the 6 months since the Action Plan was approved, differs. Some rely on more of the health of the national and local economy market while others reflect much more complicated factors involving many partners.

It was never the intention that these 10 major themes could easily be addressed – that is why they are highlighted here – but the report does show tangible progress on many in a relatively short time.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
<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:	One		
Author:	Economic Development Officer	Ext:	8309
File Ref:			
Report to:	Overview and Scrutiny Committee	Date:	12 December 2018

Action Area	Summary	Economic Strategy priority link	Corporate Plan Outcome
To develop a Masterplan for the South of Romsey Town Centre	Working with partners through Romsey Future and in conjunction with the local community, the Council will support a master planning process leading to the creation of Supplementary Planning Document to facilitate the redevelopment of south of the town centre to improve Romsey’s retail and recreational/leisure offer.	P2 – Securing right scale of strategic infrastructure P4 – Improving Town Centres P6 - Tourism	Work and do business Contribute
To explore the development of a Cultural Quarter for Andover	To undertake a market engagement exercise to explore the viability of a cultural quarter for Andover. The potential area for redevelopment comprises the former Andover Magistrates Court, the Lights Theatre, the Andover College campus and Anton House (Simplyhealth). This will complement the new leisure centre being developed in this area.	P2 – Securing right scale of strategic infrastructure P3 – 21 st Century Skills P4 – Improving Town Centres P6 – Tourism	Work and do business Enjoy

<p>To maximise the potential of our Town Centres</p>	<p>Work with partners through Andover Vision (including the Business Improvement District Steering Group in Andover) and Romsey Future to enable programmes of environmental enhancement and extension of events and activities to improve the offer of our town centres.</p>	<p>P4 – Improving Town Centres P6 - Tourism</p>	<p>Work and do business Enjoy Contribute</p>
<p>To strengthen and build upon the relationships with the Local Enterprise Partnerships (LEPs) which cover the Borough (EM3 and Solent).</p>	<p>Working with both LEPs to develop mutually beneficial opportunities that will support economic growth, high value employment and skilled workers to support the prosperity of the communities we serve.</p>	<p>P1 – Supporting vibrant businesses P2 – Securing right scale of strategic infrastructure P3 – 21st Century Skills</p>	<p>Work and do business Live Enjoy</p>

<p>Promoting and strengthening the Tourism offer.</p>	<p>Prominent role in Romsey Future (e.g. coach-friendly status, Visit-Romsey website etc.); ongoing support of VIC for businesses; strengthening TV message on www.visit-hampshire.co.uk</p>	<p>P1 – Supporting vibrant businesses P6 – Tourism</p>	<p>Work and do business</p>
<p>Supporting the economic potential of rural communities within Test Valley</p>	<p>Maximising opportunities through initiatives such as: LEADER Programmes (supporting businesses); CIL contributions to parish councils (15% without, 25% with a Neighbourhood Plan); “exception site” affordable housing supporting more sustainable communities; grant support for community businesses such as village shops; and broadband to enable home- working, accessing support etc.</p>	<p>P1 – Supporting vibrant businesses P5 – Test Valley open for business</p>	<p>Work and do business Contribute</p>

<p>Working with partners and communities to achieve full Broadband coverage across Test Valley</p>	<ul style="list-style-type: none"> • Continue to support the rollout of HCC/BT Openreach Superfast Broadband contracts • Work with Virgin Media Business (VMB) to provide Broadband on Andover Business Parks • Support the Virgin Media “Test Valley Town” fibre to communities initiative in northern/central rural communities • Work with HCC and partners to submit an application to the Local Full Fibre Networks Challenge Fund by Spring 2018 	<p>P1 – Supporting vibrant businesses</p> <p>P2 – Securing right scale of strategic infrastructure</p>	<p>Work and do business</p> <p>Contribute</p>
<p>Work with Kier to deliver the Walworth Business Park extension</p>	<p>In partnership with Kier work to rejuvenate the Walworth Business Park in order to attract further inward investment into the Borough.</p>	<p>P1 – Supporting vibrant businesses</p> <p>P2 – Securing right scale of strategic infrastructure</p> <p>P5 – Test Valley open for business</p>	<p>Work and do business</p>

<p>Explore opportunities for how the Council can further secure social and economic benefits through its procurement process.</p>	<p>Investigate seeking social and economic gains as part of the procurement of major contracts – Social Value - in parallel with use of CIL and planning agreements and conditions to require Employment and Skills Plans.</p>	<p>P1 – Supporting vibrant businesses</p> <p>P3 – 21st Century Skills</p>	<p>Work and do business</p>
<p>University of Southampton Science Park – enabling a key economic facility in the Borough to achieve its potential</p>	<p>Work together to continue the success of the Science Park; encourage funding and support from the Solent LEP to enhance existing services and infrastructure; and consider how the next Local Plan can help meet its future needs.</p>	<p>P1 – Supporting vibrant businesses</p> <p>P3 – 21st Century Skills</p> <p>P5 – Test Valley open for business</p>	<p>Work and do business</p>

ITEM 10

**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 Task and Finish Panels 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.
- 1.4 Annex 4 tracks the recommendations to Cabinet and Council.

<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:	4		
Author:	Caroline Lovelock	Ext:	8014
File Ref:			
Report to:	Overview and Scrutiny Committee	Date:	12 December 2018

ANNEX 1

OVERVIEW & SCRUTINY WORK PROGRAMME 2018/19

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)
12 DECEMBER (ROMSEY)			
Round table discussion on the future of the High Street	3	Committee	To consider whether Council policies enable the future development of high streets in Test Valley.
Update on the Economic Development Action plan	2	Committee	Look at Economy policy and results (Economic Development Officer) (20 mins)
21 JANUARY (ROMSEY)			
Round table discussion on Armed Forces Covenant	3	Committee	To consider how the Council operates with a particular focus on housing.. (Head of Housing and Environmental Services) (20 mins)
Homelessness Reduction Act	3	Committee	To consider an update on the implementation of the Act (Head of Housing and Environmental Services) (20 mins)
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)
20 FEBRUARY (ANDOVER)			
20 MARCH (ROMSEY)			
LGA Peer Review	2	Committee	To consider whether issues arising from the LGA Peer Review final report require consideration. (Policy Manager) (20 mins)
Drug Intervention Services in Test Valley	3	Committee	To consider the outcomes of the Community Safety Management Group deliberations (Community Safety Manager) (20 mins)
24 APRIL (ANDOVER)			
Annual review of the Corporate Action Plan	4	Committee	Annual review of the Corporate Action Plan (Corporate Director) (20 mins)
Draft OSCOM Chairman's Annual Briefing	2	Committee	To consider the Chairman's draft Annual Briefing prior to being submitted to Council (Cllr Jeffrey) (15 mins)

* 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 – 12 December 2018

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer/ Member)
22 MAY (ANDOVER)			
Final OSCOM Chairman's Annual Briefing	2	Committee	To consider the Chairman's final Annual Briefing prior to being submitted to Council (Cllr Jeffrey) (15 mins)

BRIEFING NOTES

2018		
March	Affordable Housing Update (Head of Housing and Environmental Health)	19 March 2018
May	Safeguarding Children & Vulnerable Adults (Community Engagement Manager)	22 May 2018
June	Test Valley Partnership Annual Review (Policy Manager) Risk Management (Principal Auditor)	31 July 2018
December		
2019		
February	Contribute and be part of a strong community. Review of Corporate Plan Objective (Andy Ferrier)	
March	Affordable Housing Update (Head of Housing and Environmental Health)	
Date to be agreed		
	Hampshire County Waste Strategy	
	Review of Community Toilet Scheme	

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Panel	Lead Member	Progress Update	Report back to OSCOM
Completed Panels			
Community Safety Panel	Councillor Baverstock	Phase 1 complete Phase 2 final report in July	3 August 2016
Review of Call In Process	Councillor C Dowden	Recommendations to Cabinet on 19 April 2017 and Council agreed recommendations on 6 September 2017.	
Communications and Procurement Panel	Councillor J Cockaday	Considered on 25 October 2017 recommendations to Cabinet agreed on 18 November 2017	
Public Involvement Panel	Councillor Baverstock	Scoping document agreed by OSCOM on 20 September 2017 Report back Recommendation to Cabinet Findings of the Panel referred to the Member and Community Development working group to develop proposals further and to report back to OSCOM with proposed actions for onward submission to Cabinet	21 March 2018 18 April 2018
Planning Panel	Councillor Hibberd	Scoping template agreed Report back Panel's final report to OSCOM Recommendations considered by Cabinet	22 November 2017 25 July 2018 19 September 2018 10 October 2018

Ongoing Panels			
Council Tax Support Scheme	Councillor Baverstock	<p>Meeting to be arranged early January to review the options for the Council Tax Support Scheme 2019/2020</p> <p>Report back</p> <p>Recommendation to Cabinet on options 5, 6 and 7</p> <p>Cabinet agreed to undertake consultations on options 5, 6 and 7 with a slight amendment to option 5</p> <p>Panel to reconvene to consider the results of the consultation.</p> <p>Consultation now complete final report considered by OSCOM prior to consideration by Cabinet.</p> <p>Cabinet recommended to endorse the Panel's recommendations and a full report will be considered at Council on 21 January 2018</p>	<p>21 March 2018</p> <p>18 April 2018</p> <p>14 November 2018</p>
Parking (Car Park and Streets) Panel	Councillor Baverstock	<p>First meeting held on 6 July to agree scoping template</p> <p>Scoping template agreed by OSCOM</p> <p>Meeting to look in more detail at specific areas and discuss way forward</p>	<p>19 September 2018</p> <p>2 November 2018</p> <p>30 November 2018</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.
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 cash flow, investments and borrowings. | NO THRESHOLD | NOT KEY DECISION |
| c. | Decisions for spending or savings outside the budget, or included in the annual budget with reservations. | SPENDING EXCESS OF £75,000 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 Work Programme on any matter where a decision is to be made.

Date of Decision (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
07 Nov 18 (A)	Asset Management Plan Update	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	13 Aug 2018
07 Nov 18 (A)	Capital Programme Update	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	13 Aug 2018
07 Nov 18 (A)	Corporate Financial Monitoring (6 months)	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	13 Aug 2018
07 Nov 18 (A)	Gambling Act 2005 – Statement of Licensing Principles	No	Cabinet	No	Report of the Corporate Portfolio Holder	Head of Legal and Democratic	10 Sept 2018
07 Nov 18 (A)	Resources in Estates and Economic Development Service	No	Council	No	Report of the Finance Portfolio Holder	Head of Estates and Economic	08 Oct 2018
05 Dec 18 (R)	2018/19 Community Infrastructure Levy (CIL) Spending Protocol – Allocation of funds	Yes	Cabinet	No	Report of the Planning Portfolio Holder	Head of Planning & Building Services	12 Oct 2018
05 Dec 18 (R)	Sustainability Appraisal Scoping Report for emerging Gypsy and Traveller DPD	No	Cabinet	No	Report of the Planning Portfolio Holder	Head of Planning Policy	05 Nov 2018
05 Dec 18 (R)	Shopmobility Funding 2019/20 – 2020-21	No	Cabinet	No	Report of the Planning Portfolio Holder	Head of Planning Policy	08 Nov 2018

Date of Decision (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
16 Jan 19 (R)	Budget Forecast Update	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	08 Oct 2018
16 Jan 19 (R)	Valley Housing Matters	Yes	Cabinet	Yes	Report of the Finance Portfolio Holder	Acting Head of Revenues (Local Taxation and Project Enterprise)	13 Aug 2018
16 Jan 19 (R)	Transfer of the maintenance of the closed church yard at All Saints Church Barton Stacey to the Council under section 215 of the Local Government Act 1972	No	Cabinet	No	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure	22 Oct 2018
13 Feb 19 (A)	Revenue Budget & Council Tax Proposals	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	25 Oct. 2018
13 Feb 19 (A)	Capital Programme Update	No	Council	No	Report of the Finance Portfolio Holder	Head of Finance	25 Oct 2018
13 Feb 19 (A)	Treasury Management Strategy	No	Council	No	Report of the Finance Portfolio Holder	Head of Finance	25 Oct 2018

Date of Decision (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
13 Mar 19 (R)	Write off of uncollectable debts	No	Cabinet	No	Report of the Finance Portfolio Holder	Head of Finance	25 Oct 2018

* 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.

DELAYED/DELETED ITEMS

Original Date Of Decision	Item	Delayed/Deleted	Reason For Delay/Deletion	Informed By	Date Informed
05 Dec 18 (R)	Valley Housing Matters	Delayed	Delayed until the 16 January 2019	Acting Head of Revenues	06 November 2018

Part 5 – Action Tracking

Review of Council Tax Support Report on 21 March 2018									
Recommendation	Agreed			Disagreed			Start Date	Progress Update	Completion date
	OSCOM 21.3.18	Cabinet 18.4.18	Council	OSCOM	Cabinet	Council			
That consultation be undertaken on options 5, 6 and 7.	√	√						<p>Agreed at Cabinet</p> <p>That consultation be undertaken on the following options for Council Tax Support Scheme for 2019/20:</p> <ul style="list-style-type: none"> • Option 5 – Apply a cap on financial support so that Council Tax payers would pay a minimum of either 10%, 15% or 20% of their Council Tax, subject to protection for those Council Tax payers receiving the ‘Support Component’ of Employment Support Allowance or the ‘Limited Capability for Work’ element of Universal Credit. • Option 6 – Simplification of the scheme • Option 7 – Increase minimum weekly Council Tax support award from 50p to £1 	

Planning Panel's Final Report on 19 September 2018									
Recommendation	Agreed			Disagreed			Start Date	Progress Update	Completion date
	OSCOM 19.09.18	Cabinet 10.10.18	Council	OSCOM	Cabinet	Council			
<p>1. That Members are encouraged to meet with new Planning Officers in order to build a rapport.</p> <p>2. That a programme of planning training for Members be compiled and regular updates be received.</p> <p>3. That the composition of Planning Control Committee comprise of a Chairman, Vice Chairman and 12 other Members made up of The Chairman and Vice-Chairman of each of the two Area Committees plus the Portfolio Holder and nine members to balance northern and southern members as far as possible, as from Annual Council in May 2019.</p> <p>4. That the area Committees continue as currently.</p>	✓	✓						<p>Agreed at Cabinet</p> <p>1. That the recommendations from the Overview and Scrutiny Committee be noted.</p> <p>2. That the recommendations be passed on to the Planning Advisory Service to be considered during their review.</p>	

Drug Intervention Services in Test Valley on 17 October 2018									
	Agreed			Disagreed			Start Date	Progress Update	Completion date
Recommendation	OSCOM 17.10.18	Cabinet 7.11.18	Council	OSCOM	Cabinet	Council			
That opportunities for funding drug prevention education programmes be explored.	√	√						Agreed at Cabinet That opportunities for funding drug prevention education programmes be explored. Community Safety Manager to report back to OSCOM on 20 March 2019 in the outcome of the Community Safety Management Group deliberations.	
Public Involvement Panel Final Report on 17 October 2018									
	Agreed			Disagreed			Start Date	Progress Update	Completion date
Recommendation	OSCOM 17.10.18	Cabinet 7.11.18	Council	OSCOM	Cabinet	Council			
That the proposed action plan emanating from the Public Involvement Review be endorsed ready for onward submission to Cabinet.	√	√						Agreed at Cabinet That the proposed action plan emanating from the Public Involvement Review be endorsed.	

Review of Council Tax Support Scheme for 2019-20 on 14 November 2018									
Resolved	Agreed			Disagreed			Start Date	Progress Update	Completion date
	OSCOM 14.11.19	Cabinet 5.12.18	Council	OSCOM	Cabinet	Council			
<p>1. That a cap of 90% be applied.</p> <p>2. That the minimum amount of Council Tax Support payable be increased from £0.50 to £1.00 per week.</p> <p>3. That a minimum tolerance level for changes in income of £30.00 per week be set.</p> <p><u>Recommended to Cabinet</u></p> <p>That Cabinet be requested to endorse these recommendations for submission, with a full report and draft scheme, to Council on 23 January 2019.</p>	√								