



Notice of Meeting

Overview and Scrutiny Committee

Date: Wednesday 6 October 2021

Time: 5.30 pm

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

For further information or enquiries please contact:

Caroline Lovelock - 01264 368014
cloveclock@testvalley.gov.uk

Legal and Democratic Service

Test Valley Borough Council,
Beech Hurst, Weyhill Road,
Andover, Hampshire,
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 N Lodge (Chairman)	Andover Downlands
Councillor N Matthews (Vice-Chairman)	Andover Romans
Councillor G Bailey	Blackwater
Councillor D Baverstock	Romsey Cuperham
Councillor C Borg-Neal	Andover Harroway
Councillor Z Brooks	Andover Millway
Councillor T Burley	Andover Harroway
Councillor C Dowden	North Baddesley
Councillor N Gwynne	Romsey Cuperham
Councillor K Hamilton	Andover Harroway
Councillor V Harber	Andover St Mary's
Councillor M Hatley	Ampfield & Braishfield
Councillor R Meyer	Andover Winton
Councillor J Neal	Andover Millway
Councillor J Parker	Romsey Tadburn
Councillor T Swain	Chilworth, Nursling & Rownhams
Councillor A Ward	Mid Test
Councillor A Warnes	North Baddesley

Overview and Scrutiny Committee

Wednesday 6 October 2021

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 25 August 2021

6 Call in Items

7 Urgent decisions taken since last meeting

8 Regeneration Presentation

To receive a presentation from the Regeneration Officer on the proposed phases and plans for the regeneration of Romsey and Andover Town Centres (20 minutes)

9 Climate and Ecology Emergency Bill

5 - 16

To provide an overview of the Climate and Ecological Emergency Bill and recommends setting up a task and finish panel to review the local impact of the Bill. This report has been prepared following the resolution in response to a motion to Council on 1 September 2021 (20 minutes)

10 Climate Emergency Action Plan

17 - 23

To provide an update on the Climate Emergency Action Plan since the last report in March 2021 (20 minutes)

11	<u>Annual Audit Report</u>	24 - 29
To receive an overview of the internal audit work covering the financial year 2020-21 (20 minutes)		
12	<u>Budget Panel Report Draft Budget and Draft Fees and Charges</u>	
A verbal update on the Budget Panel's report on the draft budget and draft fees and charges (20 minutes)		
13	<u>Updates on Panels</u>	
Lead Members to update the Committee on the progress of their Panels (10 mins)		
14	<u>Programme of Work for the Overview and Scrutiny Committee</u>	30 - 46
To enable Members to keep the Committee's future work programme under review (10 minutes)		

ITEM 9

Climate and Ecological Emergency Bill

Report of the Chairman of the Overview and Scrutiny Committee

Recommended:

That the Overview and Scrutiny Committee set up a task and finish group to review the implications of the CEE Bill and report back within 4 months.

SUMMARY:

The Climate and Ecological Emergency (CEE) Bill is currently progressing through the House of Commons. The CEE Bill has been put forward to assist the UK government to meet its legally binding target of net zero carbon emissions by 2050. It seeks to provide a viable roadmap for the UK to play an essential role in restoring nature, limiting its emissions, and tackling the climate-nature emergency.

This paper has been prepared following the resolution in response to a motion to Council on 1 September 2021. It provides an overview of the Bill, the legislative process and reflects on links with the Council's Climate Emergency Action Plan. It recommends setting up a task and finish group to review the local impact of the Bill.

1 Introduction

- 1.1 The Climate and Ecological Emergency (CEE) Bill was presented to Parliament in September 2020 as a private members bill (formally referred to as the Climate and Ecology Bill). The Bill has subsequently been reviewed and was reintroduced for the new parliamentary session in June 2021.
- 1.2 A campaign is in place to seek support for the CEE Bill, promoted by the CEE Bill Alliance, which is made up of a team of scientists, academics, lawyers and campaigners.
- 1.3 A Motion was presented to Council on 1 September 2021 (see Appendix 1) which sought that the Council resolve to support the CEE Bill; inform the local media of this decision; write an open letter to Kit Malthouse MP and Caroline Nokes MP (shared with our residents through local and social media) urging them to sign up to support the Bill; and write to the CEE Bill Alliance expressing the Council's support.
- 1.4 As the Overview and Scrutiny Committee has a key role in monitoring the Climate Emergency Action Plan (CEAP), the Council resolved to refer the motion to this Committee for further consideration and response.

- 1.5 This report outlines the scope of the proposed Task and Finish Panel with a view to outline the work programme for responding to and the motion as well as providing an opportunity to identify where the Bill complements and could enhance the existing CEAP.

2 Background

- 2.1 The Climate Change Act 2008 sets out legally binding targets for reducing carbon emissions, processes for setting carbon budgets, and reporting in relation to adaptation to climate change among other matters. The legislation was amended in 2019 to commit the UK to a legally binding target of net zero carbon emissions by 2050.
- 2.2 The Climate and Ecological Emergency Bill¹ would significantly expand the remit and scope of the Climate Change Act 2008 and help the government meet its net zero carbon emissions target by 2050. It proposes to assign new duties to government, parliament and the advisory Committee on Climate Change to enact a strategy that meets more ambitious targets for both climate change and biodiversity loss.

3 Overview of the Climate and Ecological Bill

- 3.1 This section provides an overview of the proposed CEE Bill, this is derived from information published on the [CEE Bill Alliance website](#). The CEE Bill provides a framework of overarching policy imperatives that recognises our responsibility to reduce the UK's entire emissions and ecological footprint, urgently and fairly. The CEE Bill would ensure that:-
- a. *The nature emergency is addressed shoulder to shoulder with the climate crisis via an urgent, joined-up whole-of-government approach.*
 - b. *The UK plays its full and fair role in limiting the mean global temperature rise to the most stringent end of the Paris Agreement (i.e. reducing UK emissions at a rate consistent with at least a 66% probability of limiting peak warming to 1.5°C compared to pre-industrial levels) via a new legally binding climate target.*
 - c. *The UK takes responsibility for its entire greenhouse gas footprint—i.e. its consumption emissions, including passenger shipping, flights and land-based transport—by accounting for all of the emissions that take place overseas in the manufacture, transport and disposal of goods consumed in the UK.*
 - d. *The reduction of the UK's greenhouse gas emissions is achieved first and foremost, by stopping emissions' sources caused by human activity, whilst also ending the exploration, extraction, export and import of fossil fuels.*
 - e. *The UK nations adhere to national, legally-binding carbon budgets set each year—not every five years.*
 - f. *The UK has a strict nature target so that by 2030 nature is visibly and measurably on the path of recovery in line with the [Global Goal for Nature](#).*

¹ More information, including the latest draft of the Bill are available at:
<https://bills.parliament.uk/bills/2943>

The Bill also ties this nature target to international pledges, locking them into law. This will ensure that the UK will comprehensively fulfil its obligations under the UN Convention on Biological Diversity—and meet the commitments set out in the [Leaders' Pledge for Nature](#).

- g. The UK's ecosystems are protected and restored with a focus on biodiversity and ecosystems that act as resilient natural carbon sinks—and that the health of nature is achieved, above all else, by avoiding its destruction.*
- h. The UK takes responsibility for its entire ecological footprint. This means preventing adverse impacts on ecosystems and human health caused by consumption, trade and production in the UK and internationally—including via the extraction of raw materials, deforestation, land degradation, pollution and waste.*
- i. An emergency strategy is drawn up via a temporary Climate and Nature Assembly, representative of the UK population, in order to advise on the fairest way forward. The Assembly would work directly with the Climate Change Committee and the Joint Nature Conservation Committee, before the strategy is laid before and approved by Parliament.*
- j. More vulnerable communities are positively impacted by the proposals in the strategy, and that financial support and retraining is offered to those people currently working in high-impact industries.*
- k. Annual interim, legally-binding targets are set in order to achieve the Bill's objective*

- 3.2 Part of the rationale for the original Bill was that, based on the latest progress report from the Committee on Climate Change, government policy implementation has not met the required ambition and that the UK needs to reduce its carbon emissions faster. When reintroducing the Bill to the new parliamentary session, the Bill was amended in order to condense it and update its content taking advice from scientists, lawyers and environmental experts.
- 3.3 The main changes in the updated version are:
- Amending the position in terms of the UK's net zero target; the Bill proposes that this should be at a rate consistent with at least a 66%² chance of limiting global temperatures to 1.5°C (based on the strictest modelling from the Intergovernmental Panel on Climate Change (IPCC) in their report on the implications of global warming of 1.5°C).
 - Including a legally binding nature target, which is to be carried out in line with international obligations.
 - Expands on 'supply chains' to give a more comprehensive description of the UK's cycle of consumption in the context of our ecological footprint; also it focuses on the mitigation hierarchy i.e. avoiding first.
 - Requires the end of exploration, extraction, export and import of fossil fuels as rapidly as possible.

² The UK's current target is based on a global trajectory of no greater than 50% chance of limiting mean global heating to a 1.5°C rise in temperature

- Updates the approach to negative emissions technologies, so that such technologies are not even on a limited statutory footing; with emissions from human activity being cut as far and rapidly as possible, which would include via nature based solutions.
- 3.4 The Bill establishes two objectives that would need to be achieved including reducing greenhouse gas emissions as well as halting and reversing overall contributions to degradation and loss of nature. A Climate and Ecological Emergency Strategy would need to be prepared that would achieve the stated objectives, and would in part be informed by a citizen's assembly.

4 Legislative process

- 4.1 The CEE Bill is currently going through its second reading at the House of Commons, the progress and detail of which is explained below

Bill passage



- 4.2 Most bills will need to go through the following stages in each House before becoming law.
- First reading:** this is a purely formal stage, and there is no debate on the bill.
 - Second reading:** this is a debate on the main principles of the bill, held in the chamber. No amendments can be made to the text of the bill at this stage, although members may give an idea of the changes they will be proposing at later stages. At the end of the debate the House will vote on the bill. If the vote is lost by the government, the bill cannot proceed any further.
 - Committee stage:** This is a line-by-line consideration of the detail of the bill. A Public Bill Committee in the Commons can take oral and written evidence on the bill. The amendments tabled may propose changes to the existing provisions of the bill or may involve adding wholly new material. However, there are limits to what can be added to a particular bill, as the amendments must be sufficiently close to its subject matter when introduced.
 - Report stage:** Only amendments are discussed, so if none are tabled this will be a purely formal stage. As in committee the amendments may change what is in the bill already or may involve new provisions being added.

- **Third reading:** In the Commons this is another general discussion of the bill which invariably takes place immediately after Report. No amendments are possible. In the Lords, Third Reading will take place on a later day, and tidying up amendments can be tabled.
- 4.3 Both Houses must agree on the text of a bill before it can become an act. This means that if the bill is amended in the second House, it must return to the first House for those amendments to be considered. The first House can reject the amendments, make changes to them or suggest alternatives. A bill may move backwards and forwards between the two Houses a number of times before agreement is reached.
- 4.4 A bill that has been passed by both Houses becomes law once it has been given Royal Assent and this has been signified to Parliament. It will then become an act. Even then the act may not have any practical effect until later on. Most provisions in an act will either come into operation within a set period after Royal Assent (commonly two months later) or at a time fixed by the government. This gives the government and those people who are directly affected by the act time to plan accordingly. The government may need to fill in some of the details of the new scheme by making regulations or orders under powers contained in the act, for example to deal with procedural matters.
- 4.5 The CEE Bill is relatively early in the legislative process; according to the [CEE Bill Alliance website](#) the second reading will be taking place on 29 October, however this isn't confirmed. Beyond this the timetable is not known. In addition, there may be amendments to the content of the Bill as it progresses.

5 Implications of the Bill for Local Government

- 5.1 The provisions within the CEE Bill are directed at national government. The impact of this Bill at a local level is unknown at this stage, in part because of the relatively early stage of the legislation process. It is anticipated that it would affect a number of areas, the majority of which complement actions in the council's Climate Emergency Action Plan (CEAP).
- 5.2 The CEE Bill may require local authorities to report on a wider scope of emissions and provide greater detail in our annual Greenhouse Gas (GHG) emission report. Producing an annual GHG report is currently not a statutory requirement³, however, it allows local authorities to be accountable for their emissions, helps to identify actions to reduce carbon emissions and monitor the impact of such measures. The Council has used its 2018/19 GHG emissions report as a baseline to identify key actions within the CEAP. Subsequent annual GHG reports allow the council to monitor its progress in becoming net zero as soon as possible. As part of our ongoing work on the CEAP we are in the process of commissioning consultants to review the scope and help inform our approach to emissions reporting going forward.

³ Under the Government's Environmental Reporting Guidelines, local authorities in England have been requested by Government to measure and report their GHG emissions from their own estate and operations.

- 5.3 The CEE Bill will potentially involve setting annual interim legally binding targets at a national level to achieve the Bill's objective. This could filter down to a local level. We are not in a position to advise on the achievability of implementing such targets at this time.
- 5.4 While the council's CEAP predominantly focuses on the climate emergency, it also reflects on our role in working to conserve and enhance biodiversity, with one of the themes in the action plan relating to the natural environment. A key component of the CEE Bill is elevating the nature crisis so that it is considered on an equal par as the climate emergency. At a local level, this could mean greater commitments and actions in relation to ecological issues.
- 5.5 The Council already has a comprehensive community ecology programme and the approach to biodiversity is likely to be influenced by the Environment Bill⁴. Locally we have some ecosystems of international and national importance that could benefit from the proposal put forward in the CEE Bill. The Bill would ensure that UK's ecosystems are protected and restored with a focus on biodiversity and ecosystems that act as resilient natural carbon sinks. This is an area we are exploring in the Council's CEAP; and would continue to ensure that the importance of local ecology and biodiversity is reflected in the CEAP actions going forward. The Bill may help with implementing policies and work to this effect.
- 5.6 A further potential implication of the Bill is that the Council may be expected to take a more proactive role working with communities, residents and businesses to reflect the objectives set out in the Bill. This theme is already incorporated in the CEAP under Supporting Communities and Businesses. We are continuing to support and signpost opportunities; this has been a feature of the work undertaken e.g. recently we have delivered a climate change workshop at the annual TVAPC conference.
- 5.7 As indicated above, the Bill proposes that the preparation of a Climate and Ecological Emergency Strategy would in part be informed by a Climate and Nature Assembly. The Council has experience of running a citizen's assembly, being one of three authorities to pilot such an approach through the government's Innovation in Democracy Programme. It is unclear whether there would be an expectation of deliberative democracy approaches required at a local level - based on our previous experience they are valuable but can be very resource intensive.
- 5.8 If and when the CEE Bill becomes law, the government will need to ensure that sufficient funds are allocated to implement and achieve targets at both a national and local level. This will hopefully be of benefit to local authorities, as it may assist with the resourcing of cutting carbon emissions, protecting and restoring ecosystems, and facilitating work with communities, residents and businesses.

⁴ This includes introducing a system of biodiversity net gain through the planning system, updating the biodiversity duty, and introducing the requirement for the preparation of local nature recovery strategies.

- 5.9 In its current state there are elements of the Bill which compliment the CEAP, however, there may be aspects of the Bill which would need to be reflected in the CEAP when enacted. The implications of the Bill requiring the UK to take responsibility for reducing its entire greenhouse gas emissions and its ecological footprint means that the Council may need to actively review its approach and set annual targets to achieve the Bill's objective.

6 Next Steps

- 6.1 The CEE Bill is currently at the early stages of the legislative process, therefore there may be amendments to the content of the Bill as it progresses.
- 6.2 With this in mind and due to the potential implications of the CEE Bill on the council and borough, the council have requested that OSCOM review this motion for further consideration and response. This is proposed to be best achieved through a Task and Finish group with a reporting deadline of 4 months.
- 6.3 The Task and Finish Group would need to:
1. Understand the background of the Bill and investigate the impact that this might have on Test Valley Borough Council and the Borough including our communities;
 2. Understand the extent to which the CEAP aligns with the detail of the Bill and how any differences may need to be addressed;
 3. Understand the implications at a national and local level and prepare the council to be able to respond to the content of the Bill.
 4. Understand the implications at a national and local level and prepare the council to be able to respond to the Bill.

- 6.4 Following the review by the task and finish group, the Committee would be better placed to make recommendations on the proposed response to the motion to Council (see Appendix 1).
- 6.5 Attached to the report, see Appendix 2, is a proposed work programme which builds on the 4 points above (ref 6.3). This will form the structure of the four Task and Finish Group meetings.

7 Conclusion

- 7.1 The CEE Bill has been put forward to further the UK government to meet its legally binding target of net zero carbon emissions by 2050 and aims to tackle the climate-nature emergency.
- 7.2 Going forward the Bill may be subject to alteration and its full implications on the Council cannot be determined at this stage and requires further investigation through an OSCOM Task and Finish group. This will also provide opportunity to demonstrate connection with and add value to our existing CEAP.

Background Papers (Local Government Act 1972 Section 100D)

Test Valley Borough Council Climate Emergency Action Plan (2020)

Confidentiality

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:	2		
Author:	Graham Smith	Ext:	8141
File Ref:	n/a		
Report to:	OSCOM	Date:	6/10/21

Appendix 1: Motion to Test Valley Borough Council to Support the Climate and Ecological Emergency Bill

Preamble

Humans have already caused irreversible climate change, the impacts of which are being felt in the UK and around the world. Global temperatures have increased by 1.2°C from pre-industrial levels and the natural world has reached crisis point, with [28% of plants and animals](#) currently threatened with extinction.

Unless we drastically change course, the world is set to exceed the Paris Agreement's safe 1.5°C limit. Pledges like the Paris Agreement and updated emissions targets are not legally binding. The gap between pledges and policies leaves the world on course for catastrophic warming of [near 3%](#) (or more). As the [2018 report](#) by the Intergovernmental Panel on Climate Change (IPCC) made clear, every half a degree makes a world of difference: severe climate impacts with 1.5°C of warming, such as extreme weather patterns causing flooding and heat waves, get *significantly worse* with 2°C. According to the IPCC's 2021 report, limiting heating to 1.5°C may still just be possible with ambitious *action* from national and sub-national authorities, civil society, the private sector and local communities.

The UK is [one of the most nature-depleted countries in the world](#) and more than one in seven of our plants and animals face extinction and more than 40% are in decline. As an example, we have lost [95% of our hedgehog population](#). The UK needs a legally-enforceable nature target so that by 2030 nature is visibly and measurably on the path of recovery, in line with the [Global Goal for Nature](#) and the [Leaders' Pledge for Nature](#).

Council notes that:

- I. Many local authorities are playing an important role in the UK taking action to achieve net zero carbon emissions, and to protect and revitalise local wildlife and natural habitats.
- II. Parliament in May 2019 declared an Environment and Climate Emergency. This Council declared a Climate Emergency in the same year and has had a Biodiversity Action Plan in place since 2008.
- III. There is a Bill before Parliament—the [Climate and Ecological Emergency Bill](#) (published as the “Climate and Ecology Bill”), which, if it became law, would require the government to develop a strategy to address the emergency that would ensure:
 - A. the **ecological emergency is tackled shoulder to shoulder with the climate crisis** in a joined-up approach;
 - B. the **Paris Agreement** is enshrined into law to ensure that UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement **-1.5°C**.
 - C. the **Leaders Pledge for Nature** is enshrined into law to ensure that the **UK's ecosystems are protected and restored** with a focus on biodiversity, soils and natural carbon sinks;

- D. the UK takes **full responsibility for our entire greenhouse gas footprint** (ie consumption emissions plus shipping, flights and land-based transport) by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume;
- E. the UK takes **full responsibility for our ecological footprint** so that we protect health and resilience of ecosystems along both domestic and our global supply chains;
- F. an **independent, temporary Climate and Nature Assembly** is set-up, representative of the UK's population, to engage with the UK Parliament and UK Government to help develop the **emergency strategy**.

Council therefore resolves to:

- I. **Support** the Climate and Ecological Emergency Bill;
- II. **Inform the local media** of this decision;
- III. **Write an open letter to Kit Malthouse MP and Mrs Caroline Nokes MP** (shared with our residents through local and social media) urging them to sign up to support the Bill; and
- IV. Write to the [CEE Bill Alliance](#), (now known as Zero Hour), the organisers of the campaign for the Bill, expressing its support (joinus@ceebill.uk).

Motion proposed by Cllr Neil Gwynne

Motion seconded by Cllr Celia Dowden

Date 17th August 2021

Appendix 2:

Test Valley Borough Council Overview & Scrutiny Committee – 6 October

Task and Finish Group CEE Bill to review the implications of the CEE Bill and report back within 4 months.

Panel meeting one: CEE Bill overview and implications - October (TBC)

Aim of the session	Format	Provider
<ul style="list-style-type: none"> A. For panel members to understand the background of the Bill. B. To agree the forward program of work for the Task and Finish panel. 	MS Teams	Graham Smith Head of Planning Policy & Economic Development, Karen Eastley Principal Planning Officer, Cati Schiller Climate Change Officer

Panel meeting two: Consideration of the Bill in relation to Climate Emergency Action Plan and other Council strategies - November (TBC)

Aim of the session	Format	Provider
<ul style="list-style-type: none"> A. To understand the themes of the Bill and the tiers of Government to which they are applicable. B. To understand the extent to which the CEAP aligns with the detail of the Bill. C. Recognise where existing and future Council strategies and legislation complement the proposals within the Bill. 	MS Teams	Graham Smith Head of Planning Policy & Economic Development, Karen Eastley Principal Planning Officer, Cati Schiller Climate Change Officer

Panel meeting three: Implications and opportunities of the Bill for the Council - December (TBC)

Aim of the session	Format	Provider
<ul style="list-style-type: none"> A. To discuss and forecast the potential implications of the Bill and the potential opportunities to add value in relation to the Council's ongoing climate emergency work. B. To consider the proposals around the use of deliberative democracy in relation to how this may work at a national level, as well as more local implications, as part of the process of declaring a nature emergency. 	MS Teams	Graham Smith Head of Planning Policy & Economic Development, James Moody Head of Strategy & Innovation, Karen Eastley Principal Planning Officer, Cati Schiller Climate Change Officer

Panel meeting four: Establishing Recommendations of the Task and Finish Group - January (TBC)

Aim of the session	Format	Provider
A. For the Task and Finish panel to review the findings from the process and confirm its recommendations ahead of a further report to OSCOM.	MS Teams	Graham Smith Head of Planning Policy & Economic Development, James Moody Head of Strategy & Innovation, Karen Eastley Principal Planning Officer, Cati Schiller Climate Change Officer

ITEM 10

Update on Climate Emergency Action Plan

Report of the Head of Planning Policy and Economic Development (Portfolio: Environment)

Recommended:

That the Committee notes and endorses the six-monthly update on the Climate Emergency Action Plan.

SUMMARY:

- This report provides an update on the Climate Emergency Action Plan since the last report in March 2021.
- Data has been collated for the Council's greenhouse gas emissions for 2020/21, which can be compared to data held for 2018/19 and 2019/20. The COVID-19 pandemic has influenced the emissions.

1 Introduction

- 1.1 This report provides an update on the implementation of the Council's Climate Emergency Action Plan (CEAP).

2 Background

- 2.1 The Council declared a climate emergency on 4 September 2019 and committed to '*investigating clear and effective options to become a carbon-neutral organisation*'. The Council approved a Climate Emergency Action Plan (CEAP) in June 2020.
- 2.2 The CEAP sets out that this Committee will be the forum for formally monitoring progress, with reports presented at six-monthly intervals. The last such report was presented in March 2021.

3 Corporate Objectives and Priorities

- 3.1 The Corporate Action Plan 2019-2023: Year 3, includes 'progressing actions in the Climate Emergency Action Plan'. Key areas of work are noted to include reducing the Council's emissions as we work towards becoming a carbon neutral organisation; and through service delivery and partnership work to support carbon reduction across the Borough.

4 Climate Emergency Action Plan Update

- 4.1 This update focuses on key changes since the last report to this Committee, in March 2021, along with identifying a number of deliverables that we are anticipating to come forward in the next six-months.

4.2 For reference, in March 2021 we advised the Committee that the deliverables anticipated to be progressed in the next six-months included the items set out below. Progress has been made on all of these items.

- Implemented changes to the mowing regimes for some of the Council's green spaces to reduce operational emissions and improve wildlife value;
- The survey of parish & town councils on climate and sustainability activity to have closed, with analysis of the responses completed to help inform the way forward;
- Added further electric vehicles to the fleet (replacing diesel vehicles) to bring the total to 11 such vehicles; and
- Support partners through Andover Vision in delivering the Climate Day of Action (subject to any need to review the revised date due to the pandemic).

Smarter working

4.3 As the Committee will be aware, since the CEAP was prepared, circumstances have changed substantially as a result of the COVID-19 pandemic. As part of its modernisation agenda, the Council is looking at smarter and more agile working, including the use of technology. The climate emergency has been identified as a strategic influence for this.

4.4 In terms of printing statistics, the number of pages printed averaged at around 93,000 pages from August 2020 to July 2021 inclusive (the lowest monthly figure being about 77,000 pages, with the highest at just under 112,000 pages)¹. The self-serve numbers over the past 12 months have averaged around 50%, with the pre-pandemic position being around 35%.

Housing

4.5 The Council has been working with the Greater South East Energy Hub (GSSEH) and City Energy (an appointed managing agent) on the delivery of funds through the Local Authority Delivery (LAD) 2 scheme of the Green Homes Grant. The funds available for Test Valley are in the region of £315,000 and can support the retrofit of approximately 30-40 households to improve their thermal efficiency. This is for households in fuel poverty and in properties with EPC rating of E or lower. This work is being undertaken by targeting households directly as installations need to be delivered by December 2021.

4.6 The Council is also working with the GSSEH on a bid for the LAD3 scheme², which would start installations from March 2022. The bid has been submitted to the Government Department for Business, Energy and Industrial Strategy (BEIS) with an indicative amount of £1.161million for Test Valley. Bids are subject to funding being available and this amount is therefore not guaranteed.

¹ While it may not be a comparable period, between October 2019 and February 2020, our average of total pages printed per month was in the order of 193,000 pages.

² This similarly focuses on low income households and the least efficient homes.

- 4.7 Through the updating of the Private Sector Housing renewal policy, the maximum amount of available grants and loans available for owner occupiers on low incomes to carry out essential repairs and energy efficiency improvements has increased which should allow eligible householders to access funding for more extensive measures than previously.

Local Plan

- 4.8 As the Committee will be aware, last summer the Refined Issues and Options stage of Local Plan highlighted that climate change will be a key theme running throughout the Local Plan, as well as identifying some of the policy options available. This work will be further refined in producing the next stage of the Local Plan. It is anticipated that the consideration of opportunities to work toward carbon neutrality will run throughout the Local Plan.

Fleet Vehicles and Plant

- 4.9 Two further electric vans have been delivered³, both replacing diesel fuelled vehicles, bringing the total to 11 electric vehicles. The transition to electrically operated hand plant (e.g. hedge trimmers, strimmers) is continuing as part of an ongoing replacement programme, as machines come to end of use / beyond economic repair.

Supporting Communities and Businesses

- 4.10 A survey was circulated to parish councils in January to help improve our understanding of activity underway and how we can support them in relation to climate change and sustainability, including through the identification of key areas of interest. Responses were received representing 16 parish and town councils. As no additional responses have been received since March 2021, the survey will now be closed.
- 4.11 In June, a parish and town council (virtual) climate change and sustainability event was held, which focused on planting and wilding. The theme was identified having regard to the above mentioned survey responses. The event was attended by approximately 30 parish councillors and other representatives. The event shared insights from the Council's Countryside Team, along with the Wildlife Trust, Woodland Trust and the Greener Villages group. The post event pack that was circulated also provided information on resources that may be of interest and grants / funding available. The event was well received and research is underway for a future event. The recent TVAPC/TVBC Conference included a workshop session on local action on climate emergency.
- 4.12 Working with partners from Andover Vision, officers supported the delivery of Andover's Climate Day of Action on 25 June. The day was a great success and saw schools, businesses and community groups from across the town take action to raise awareness and help combat climate change. As part of this event, a climate marketplace was held on Andover High Street with local community groups showcasing their great environmental work and encouraging others to take part. This was the first Climate Day of Action, the lessons learnt are anticipated to be used to improve the event for next year.

³ These are for use by the Environmental Services and Community and Leisure Service.

- 4.13 The Council is one of four Hampshire district councils that is taking part in LoCASE⁴, which launched in September. This scheme is scheduled to run for two years and is intended to support businesses to reduce their carbon footprint, through a combination of support and grants (up to 40% grants).
- 4.14 The 2021 Test Valley Business Awards⁵ included an award category for businesses reducing their carbon footprint or enabling others to do so. The Economic Development Officer is also continuing to work with the Local Enterprise Partnership, the Hampshire Chamber of Commerce and other organisations on this matter. This includes working with partners to organise a virtual event for businesses to learn about how they can make a start to decarbonise.
- 4.15 It is intended that the next Test Valley Partnership meeting will include an agenda item on climate change as an additional route to work with partner organisations operating with the Borough on this matter.

Local Environment

- 4.16 This spring, the urban meadow project commenced. This is the first phase of a three year plan, with about 7 hectares of land within our open spaces managed as urban meadows⁶. Initial surveys have been completed (with support from volunteers). The final cut of the urban meadows is being undertaken this September / October. Over the next six-months the review of the project will continue, including taking account of feedback on the current locations.
- 4.17 This autumn and winter, we are planning to plant around 10,000 trees, including a range of species such as hazel, beech, oak, alder and lime. These will be planted at a number of locations across the Borough, including Valley Park woodlands, Hunts Farm, Anton Lakes, and Picket Twenty urban park.⁷
- 4.18 Officers continue to engage with a range of local groups, including Andover Trees United, TARCA, and Wilder Romsey. In addition, discussions are continuing with colleagues at Hampshire County Council in relation to reviewing the management of roadside verges (including reducing mowing frequency) in certain locations.
- 4.19 In summary, key deliverables that we are anticipating to be progressed prior to the next six-month report include:
 - Supporting the retrofitting of 30-40 homes in the Borough to improve their thermal efficiency as part of the LAD2 scheme;
 - Planting around 10,000 trees during the planting season at a range of locations across the Borough; and

⁴ EU funded programme, being co-ordinated by Kent County Council. More information at: <https://locase.co.uk/>

⁵ Award ceremony planned for November 2021.

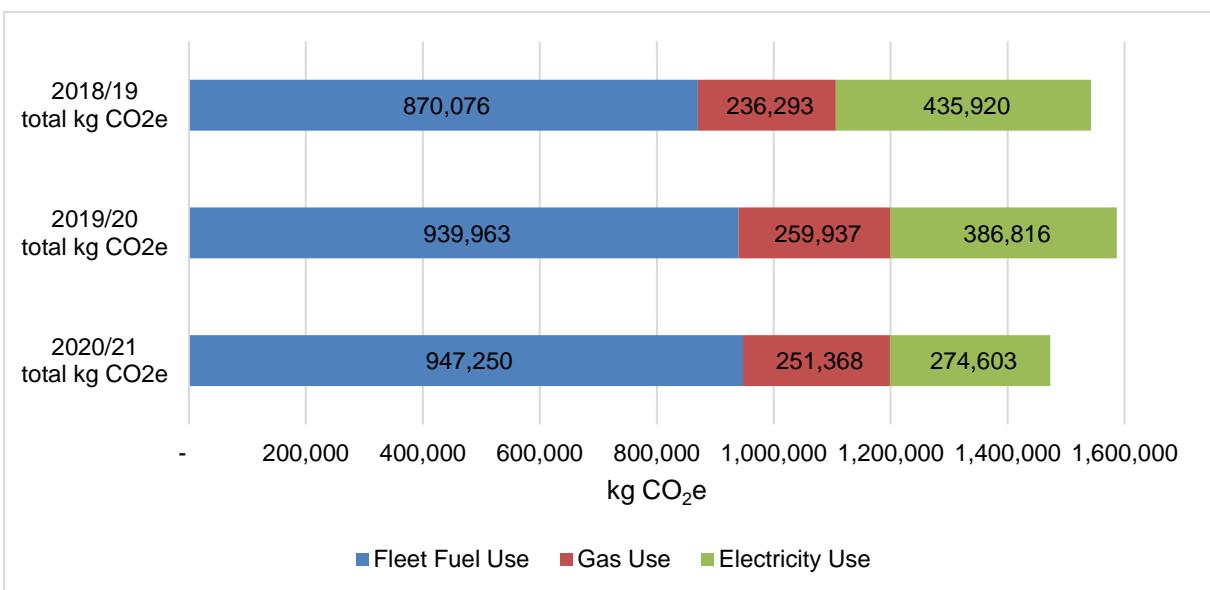
⁶ See: <https://testvalley.gov.uk/communityandleisure/parksandgreenspaces/urban-meadow-creation>

⁷ For more information see: <https://testvalley.gov.uk/planning-and-building/treesandlandscape/tree-planting-in-test-valley>

- Continuing to work with partners to work towards reducing emissions across the Borough.

5 Greenhouse Gas Emissions Reporting

- 5.1 The CEAP sets out our approach to calculating the Council's greenhouse gas emissions, which concentrated on the energy (gas and electricity) used by the buildings we own and operate, as well as the fuel used in running the fleet. The CEAP provided figures for 2018/19 based on tonnes of carbon dioxide equivalent (CO₂e)⁸, with data for 2019/20 having been reported to this Committee in March 2021.
- 5.2 Data is presented below for 2020/21, in comparison to the position for 2018/19 and 2019/20. The graph indicates the three main components⁹ of reporting of our emissions (reported in kilogrammes of CO₂e). The subsequent table sets out the total emissions (in tonnes of CO₂e), along with the implications of exporting renewable electricity back to the grid¹⁰ and through switching to a REGO backed tariff in October 2020.



⁸ This is the unit of measurement advocated for use by the Government to report on greenhouse gas emissions. It looks beyond carbon dioxide, for example covering methane and nitrous oxide. It records the global warming potential of each greenhouse gas, expressed in terms of the global warming potential of one unit of carbon dioxide.

⁹ The emissions associated with the charging of electric vehicles is captured within the electricity use, rather than fleet fuel use.

¹⁰ This relates to the solar panels at Portway Depot.

	Tonnes of CO ₂ e		
	2018/19 ¹¹	2019/20	2020/21
Gross Total Emissions	1,542	1,587	1,473
Total allowing for exported renewable electricity back to the grid	1,534	1,580	1,467
Total allowing for exported renewable electricity back to the grid and for purchased green tariff	1,534	1,580	1,319 ¹²

- 5.3 As may be anticipated, the latest reporting period has been significantly influenced by the COVID-19 pandemic (e.g. some sites being closed or used in different ways). This position will be reflected in many other organisations' emissions reporting for this year. We also need to be mindful that while some components of the emissions appear to show a reduction, there will be displacement of emissions – for example as a result of home working, which is not currently accounted for in the figures.
- 5.4 The gross emissions data for 2020/21 indicates that overall emissions reduced by about 7% relative to 2019/20; and 4% relative to 2018/19. When accounting for the exporting of electricity back to the grid, and the purchase of electricity from a green tariff (from October 2020), the emissions for 2020/21 reduced by about 16% relative to 2019/20; and 14% relative to 2018/19.
- 5.5 The emissions associated with the fleet fuel use marginally increased (0.8%) relative to last year, this is likely to reflect additional homes being served through waste and recycling collections, along with the responsibility for a growing number of open spaces. There may also have been some variations as a result of changes in service delivery accounting for the pandemic.
- 5.6 The emissions associated with the electricity usage dropped by about 29% (based on national grid conversion rates, not allowing for the REGO backed tariff), and emissions related to gas use were about 3% lower relative to the previous reporting year. The pandemic would have been a significant factor in this. For gas and electricity use, there are difference on a site by site basis. For information, while some buildings were close for public use, some of the systems may still have been operating, for example for health and safety compliance reasons.

6 Conclusion

- 6.1 An update has been provided on the actions within the CEAP since March 2021. In addition, an overview has been provided of the Council's greenhouse gas emissions for 2020/21.

¹¹ Data not available for gas usage at Picket Twenty Sports Pavilion for this reporting period – this is also reflected in the graph.

¹² This includes an assumption on the proportion of street lighting that would have been covered by a REGO backed tariff as the data is not available split based on when this tariff came into effect.

- 6.2 The Committee is asked to note and endorse the progress update on the Climate Emergency Action Plan.

<u>Background Papers (Local Government Act 1972 Section 100D)</u> Climate Emergency Action Plan (June 2020)			
<u>Confidentiality</u>			
No of Annexes:	0		
Author:	Karen Eastley	Ext:	8258
File Ref:	n/a		
Report to:	OSCOM	Date:	6 October 2021

ITEM 11

The Annual Internal Audit Report 2020-21

Report of the Internal Audit Manager - (Portfolio: Finance)

Recommended:

That the work performed by the internal audit team over the previous year (April 2020 - March 2021) be noted.

SUMMARY:

This report provides an:

- Overview of the internal audit work covering the financial year 2020-21.
- Opinion on the overall adequacy and effectiveness of the Council's internal control environment.

1 Introduction

- 1.1 Members of the Overview and Scrutiny Committee have requested an Internal Audit Annual Report. This paper is based on the reports provided by the Interim Internal Audit Partnership Manager and Principal Auditor to the Audit Panel in this period.
- 1.2 In this period there have been three Audit Panel meetings:
 - 27th July 2020
 - 23rd November 2020
 - 15th March 2021

2 Opinion on the Overall Adequacy and Effectiveness of the Council's Internal Control Environment

- 2.1 As there was no Internal Audit Manager in post at the time of producing the Annual Audit Opinion this has been provided as part of a service contract with the Council. The formulation of the opinion has been based on information and documentation provided by officers from TVBC and therefore the opinion was given without delegation or control of the Audit Charter and Strategy or how the audits, undertaken during 2020/21, were risk assessed and scoped.

- 2.2 Based on the data provided in relation to the audit plan and other internal governance arrangements, the Temporary Deputy Chief Internal Auditor of Portsmouth City Council, acting as the Interim Internal Audit Partnership Manager has provided a **Substantial level of assurance** in respect of the Council's risk management, control and governance arrangements.
- 2.3 The Internal Audit function generally conforms to the International Standards for the Professional Practice of Internal Auditing and specifically the Public Sector Internal Audit Standards UK. (PSIAS). A self-assessment of the internal audit function's conformance with these standards was carried out in March 2021. The Public Sector Internal Audit Standards are a mandatory requirement, the objectives of which are to:
- Define the nature of internal auditing within the UK public sector,
 - Set basic principles for carrying out internal audit in the UK public sector,
 - Establish a framework for providing internal audit services, which add value to the organisation, leading to improved organisational processes and operations, and
 - Establish the basis for the evaluation of internal audit performance and to drive improvement planning.
- 2.4 Actions to address areas of "partial" assurance, which will be monitored during 2021-22 included:
- Where appropriate, develop and embed the use of CAATS (Computer Assisted Audit Techniques), and other methodologies in testing.
 - Report the Audit Universe annually to the Audit Panel when presenting and seeking approval of the Annual Audit Plan.
 - Consider the use of other management Key Performance Indicators.
 - Annual feedback from Heads of Service to be formally documented as part of the annual planning exercise.
 - Review the appropriateness of supervisory checks to ensure compliance with the Standards where the Internal Audit Manager is involved in audit assignments and projects.
 - In order to embed a culture of continuous improvement, formally report the Quality Assurance Improvement Programme to Senior Management (Head of Finance & Revenues/S151 officer) and Audit Panel for approval and oversight.
 - Review levels of audit coverage of activity required by benchmarking with other local authorities.
 - Consider feedback from the Audit Panel Chair and Chief Executive when reviewing the performance of the Internal Audit Manager in their annual PDD.
- 2.5 There is evidence that the work the Internal Audit function has delivered is effective; especially around risk and performance. It contributes to and has influence in the Authority on these areas. It is a highly respected service that is engaged with the organisation and which provides on-going support in key areas, as well as effective assurance on controls.

- 2.6 The assurance opinions relating to the 24 audits in the audit plan (where an opinion had been given) are summarised as follows. This includes 2 unplanned summary reports on Covid19 Governance and Business Support Grants:

Opinion	Number	Percentage
Full Assurance	2	8.5%
Substantial Assurance	21	87.5%
Limited Assurance	1	4%

The audit that received a limited opinion, at the time of the audit, was in respect one control weakness in a service area that otherwise would have received substantial assurance. Mitigating action has subsequently been taken to address the control weakness identified.

3 Independence and Objectivity

- 3.1 The Internal Audit Team's independence and objectivity has been maintained in accordance with the Public Sector Internal Audit Standards. The exception to this has been the Principal Auditor's role in facilitating the Council's Risk Management. In order to provide a compensating control, Risk Management Audits are undertaken by the Senior Auditor and the outcomes reported to the Head of Finance & Revenues.

4 Internal Audit Performance 2020/21:

- 4.1 This report outlines the work undertaken by Internal Audit from 1 April 2020 to 31 March 2021 and the overall performance in delivery of the 2020-21 Audit Plan.
- 4.2 76.5% (23 of the 30 programmed audits) of the original audit plan was delivered to final or draft report stage against a target of 95%. Three audits (10%) were in progress as at 31 March 2021. In response to the pandemic and revision of priorities, the deferral of three audits (Staff Recruitment, Elections Management and Valley Housing) was approved by the Audit Panel in July 2020. A further two audits (Health & Safety and Asset Management) were deferred as approved by the Audit Panel in March 2021. Therefore, after revising the audit plan the team delivered 92% (23 of the amended target of 25 audits). The reduced coverage over the year was a culmination of reduced resources, staff absences and Covid19 priorities (the latter of which resulted in two additional and unplanned summary reports/assurance opinions).

- 4.3 All actions arising from audit reports are agreed with the management responsible for the area/function. These actions are monitored by each Service's Performance Board and recorded on the performance management system. A review of the system was undertaken to ascertain the status of audit actions as at 31/03/21. The results are summarised in the table and narrative below:

Audit Actions:	Risk:	Total:	Complete:	In Progress/Pending:
2018-19	High	0	0 (0%)	0 (0%)
	Medium	27	20 (74%)	7 (26%)
	Low	43	39 (91%)	4 (9%)
2019-20	High	0	0 (0%)	0 (0%)
	Medium	10	3 (30%)	7 (70%)
	Low	25	20 (80%)	5 (20%)
2020-21	High	0	0 (0%)	0 (0%)
	Medium	7	4 (57%)	3 (43%)
	Low	11	8 (73%)	3 (27%)
Grand Total		123	94	29

- 4.4 11 actions arising from 2018-19 audit reviews are in progress or have slipped. None are high risk.
- 4.5 12 actions arising from 2019-20 audit reviews are in progress or have slipped. None are high risk.
- 4.6 6 actions arising from 2019/20 audit reviews are in progress or have slipped. None are high risk.
- 4.7 The detail of the 29 remaining actions referred to above has been reported to the Audit Panel. The implementation of these actions is regularly monitored and followed up by both Internal Audit and the Service Performance Boards.

5 2021/22 Audit Plan - Progress and performance report to 30th June 2021

- 5.1 The Annual Audit Plan for 2021/22 was approved by the Audit Panel on 15th March 2021.

5.2 There are 25 (plus 1 held in reserve) programmed audits within the 2021/22 audit plan of which 1 (4%) is complete and 4 (16%) are in progress as at 30 June 2021. An assurance role on 2 projects is also underway.

5.3 Contingency time is included in the plan for Special Investigations, S151 Requests and completion of audits from the 2020/21 audit plan. No time has been spent on special investigations or S151 requests as at 30th June 2021.

6 Corporate Objectives and Priorities

6.1 The work of the Internal Audit function supports the Council's four strategic aims for maintaining and improving quality of life in Test Valley, by ensuring that the Council makes the most of its available resources and transforms the way it works, to provide even better value for money and effective service delivery.

7 Consultation/Communications

7.1 The Internal Audit Plan for 2020/21 involved full consultation with senior management, the Council's External Auditors and the Audit Panel.

8 Options

8.1 In accordance with best professional practice, currently the Public Sector Internal Audit Standards, each year a plan is produced and internal audit resources allocated to the areas of the Council's activity which need to be reviewed during the year.

8.2 The Council has limited options in this matter as without this the Council is at risk of providing inadequate audit coverage on high-risk areas and no assurance on the control environment.

9 Risk Management

9.1 The annual audit plan 2020/21 was based on the Council's risk registers and Internal Audit contributes towards the overall corporate governance framework of assurance.

10 Resource Implications

10.1 The Audit Plan for 2020/21 was based on 3.0 full time equivalent auditors employed by Test Valley Borough Council and 0.1 full time equivalent of an Audit Manager's time provided in partnership. The Covid-19 pandemic and staff vacancies impacted resources and revisions to the Audit Plan were approved.

10.2 The Audit Plan for 2021/22 was based on 3.0 full time equivalent audit staff employed by Test Valley Borough Council. Following a minor re-structure and conclusion of the partnership arrangements the roles of Principal Auditor and Internal Audit Manager have been combined and a Senior Auditor was appointed to the team from 9th August.

- 10.3 It is likely that some of the unused budget for the Senior Auditor role from earlier in the year may be used to engage external audit specialists to ensure timely delivery of the Internal Audit Plan.

11 Equality Issues

- 11.1 The report is for information purposes, so the Council's EQIA process does not need to be applied.

12 Conclusion

- 12.1 The review of the effectiveness of Internal Audit has shown that there is **substantial compliance** with the Standards detailed in the Public Sector Internal Audit Standards 2013.
- 12.2 This report outlines the work undertaken by Internal Audit from 1 April 2020 to 31 March 2021 and the overall performance in delivery of the 2020-21 Audit Plan. It also provides a summary of the work undertaken to 30th June 2021 on the delivery of the 2021/22 Audit Plan.

<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:	Nil		
Author:	Jan Balfour – Internal Audit Manager	Ext:	8234
File Ref:			
Report to:	Overview and Scrutiny Committee	Date:	6 October 2021

ITEM 14

Programme of Work for the Overview & Scrutiny Committee

Report of Head of Legal and Democratic Services

Recommended:

That the future work programme be approved.

SUMMARY:

- The purpose of this report is for members to consider the topics raised at the recent Away Day and to keep the Committee's future work programme and recommendations update under review.

1. Background

- 1.1 Annex 1 tracks the recommendations to Cabinet and Council.
- 1.2 The OSCOM Task and Finish Panels update is presented at Annex 2 for the Committee's review and comments.
- 1.3 The OSCOM Work Programme is presented at Annex 3 for review and approval. The updated work programme now includes the topics that the committee has prioritised as a result of the recent Away Day. In order to fully update the work programme the annex also lists those topics not prioritised at the Away Day and the recent round table and should therefore be removed from the work programme.
- 1.4 The Cabinet Work Programme is attached at Annex 4 for the Committee to consider.
- 1.5 Action tracking is attached at Annex 5.

<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:	5		
Author:	Caroline Lovelock	Ext:	8014
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	6 October 2021

Part 5 – Action Tracking

Climate Emergency					Progress Update
	Agreed		Start Date	Action	
Recommendation	OSCOM 18.3.20	Cabinet	Council 10.06.20		
<u>Recommended to Council:</u> That the draft Climate Emergency Action Plan annexed to the report be agreed.	✓		✓	Resolved at Council <ol style="list-style-type: none"> 1. That the Climate Emergency Action Plan (Annex 1 to the report) be approved. 2. That the Head of Planning Policy and Economic Development, in consultation with the Environment Portfolio Holder, be authorised to make changes of a minor nature to improve the presentation of the Climate Emergency Action Plan and correct typographical errors prior to publication. 	The change in work practices brought on by the COVID 19 pandemic have provided an opportunity to implement certain actions earlier than anticipated, such as the greater use of virtual meetings. Officers have also set in place internal monitoring measures and review mechanisms The next update will be discussed at the meeting on 17 March 2021

Review of Armed Forces Covenant					Progress Update
	Agreed		Start Date	Action	
Recommendation	OSCOM 20.1.21	Cabinet 10.2.21	Council		
<p><u>Recommended to Cabinet</u></p> <p>1. That a Civilian/military forum is created to take forward the action plan – Subsumed and intrinsically linked to the Test Valley Partnership. The composition of which will include the various professional and authority representatives from each topic in the report below. Additionally, Army Welfare Service and garrison wellbeing officers, alongside CTP and/or RFEA, where appropriate.</p> <p>2. That a Forces Gateway Single Point of Contact (SPOC) is created on the TVBC website - enabling all information, advice and signposting for all the applicable services, including links to housing, community engagement, health, education, business, local Forces charities and potential available grants.</p>	✓	✓		<p>Resolved:</p> <p>1. That a Civilian/military forum is created to take forward the action plan – Subsumed and intrinsically linked to the Test Valley Partnership. The composition of which will include the various professional and authority representatives from each topic in the report below. Additionally, Army Welfare Service and garrison wellbeing officers, alongside CTP and/or RFEA, where appropriate.</p> <p>2. That a Forces Gateway Single Point of Contact (SPOC) is created on the TVBC website - enabling all information, advice and signposting for all the applicable services, including links to housing, community engagement, health, education, business, local Forces charities and potential available grants.</p>	<p>1. The first Civilian Military Forum is scheduled for Friday 19 March. Invites have been sent to representatives from military, welfare, health, education, LAs and charities.</p> <p>2. Initial scoping to see how this will sit within TVBC website. Webpage building and content will be linked to the work of the CMF above.</p>

Budget Strategy Update					Progress Update	
	Agreed		Start Date	Action		
Recommendation	OSCOM 20.1.21	Cabinet 10.2.21	Council			Test Valley Borough Council - Overview and Scrutiny Committee - 6 October 2021
<p>Recommended to Cabinet:</p> <p>That Cabinet accepts and agrees the draft budget.</p>	✓	✓		<p>Resolved:</p> <p>That Cabinet notes that Overview and Scrutiny Committee received and approved a Budget Update and endorsed the work undertaken to deliver a Budget for 2021/22.</p>	<p>Council agreed the Budget at its meeting on 26 February 2021.</p>	

Panel	Lead Member	Progress Update	Report back to OSCOM
Budget Panel	Councillor Matthews	<p>Councillor Lodge, Lead Member for the Budget Panel reported that the panel had met on the 11 January 2021 where the panel considered the present budget and the future budget for 2021/22.</p> <p>The budget for 2021/22 will be considered by Cabinet on 10 February and by Council on 26 February.</p> <p>The panel had met on 28 June and considered the Outturn Report and discussed the revenue position for 2020/21 including the impacts faced by the Council as a result of the pandemic. The next meeting will be held on 4 October 2021.</p>	
Audit Panel	Councillor Borg-Neal	<p>A meeting was held on 15 March where the panel agreed the next meetings and went through position on current audit. All items that have been completed were agreed without issues.</p> <p>At the meeting on 26 July 2021 the panel agreed the schedule for the next year. Councillor Borg Neal suggested that the panel should see the final Audit Report before it is considered at the General Purposes Committee. This will be looked at for 2021/22.</p>	
Review of Outside Bodies	Councillor C Dowden	<p>The Outside Bodies review is to look at the role and expectations of representatives and the outcomes expected, identify the expectations of Council by reviewing the guidance for representatives and identify and define the role and the level of feedback required. There are a wide variety of different outside organisations with different scopes and it is important to determine what that means and the appropriate representation. Members of the panel include Councillors Hamilton and Parker.</p> <p>Awaiting comments on the survey prior to the next meeting.</p>	21.4.21

Panel	Lead Member	Progress Update	Report back to OSCOM
		Working with the Member and Development Group on how representatives are selected and to improve the way in which representatives report back and the panel will report back in due course.	
Climate Emergency Action Plan	Councillor Gwynne	<p>The first meeting of the Climate Emergency Action Plan Panel will be held on Monday 24 May.</p> <p>The Panel held their first panel meeting and planned monthly meetings on 16 June, 21 July, 16 August and 22 September.</p> <p>The panel has held three meetings which included input from outside representatives. The next two meetings will be for members only to finalise the report and recommendations to come to the Committee in October.</p>	3.11.21
Process for the selection of Chairman and Vice-Chairman of the Committee	Councillor Dowden	Councillor Dowden is compiling comments on the process adopted by the Committee and will report back on whether the process agreed will be the process that will go forward.	
Enforcement Panel	Councillor Burley	<p>Councillor Burley had met with the Head of Innovation and Strategy and the Head of Planning and Building to discuss how to take the review forward with the resources available. He anticipates having a first meeting with the panel in July to consider how to undertake the review within the provisions of the scope with the review starting formally in September. Members currently are Councillors Brooks, C Dowden, Parker and Warnes.</p> <p>Councillor Burley had emailed an update to the Chairman. The panel has met to look at how to take the review forward and had agreed a programme. The next meeting will look at the legislative framework for enforcement</p>	
Communications Panel	Councillor Brooks		
S106/CIL Panel	Councillor Hamilton		

OVERVIEW AND SCRUTINY WORK PROGRAMME - OCTOBER 2021

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
OCTOBER			
Regeneration presentation			To receive a presentation from the Regeneration Officer on the proposed phases and plans for the regeneration of Romsey and Andover Town Centres. (20 minutes)
Climate and Ecological Emergency Bill			To consider the motion referred to the Overview and Scrutiny Committee from Council regarding the Climate and Ecological Emergency Bill (Head of Planning Policy and Economic Development) (20 minutes)
Climate Emergency Action Plan			Head of Planning Policy and Economic Development (20 minutes)
Budget Panel Report draft Budget and Draft Fees and Charges	2		To consider the Budget Panel's report on the draft budget and draft fees and charges. Councillor Matthews (Lead Member) (20 minutes)
Annual Audit Report	2		To consider the annual audit report. Councillor Borg Neal (Lead Member) (20 minutes)
3 NOVEMBER			
Portfolio Holder Presentation	2		(Portfolio Holder) (45 minutes)
Climate Emergency Action Plan Panel	4		To consider the findings of the Climate Emergency Action Plan Panel. (Councillor Gwynne, Panel Lead Member) (20 minutes)
Complaints	2		To receive the Annual Review report. (Kathryn Binfield) (20 minutes)
Feedback from Armed Forces Covenant Panel	2		To hear feedback on the Civilian and Military Forum and delivery of accountable outcomes. (Councillor Matthews, Lead Panel Member) (20 minutes)

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
<u>15 DECEMBER</u>			
Work of the Community Safety Management Group	2		To be informed of the work of the Community Safety Management Group. (Community Development Manager) (30 minutes)
Covid-19 Recovery and Resilience Update	2		To receive update on the council's ongoing recovery work resulting from the pandemic. (Head of Strategy and Innovation) (20 mins)
<u>19 JANUARY 2022</u>			
<u>NEW TOPICS TO COME FORWARD IN 2021/22</u>			
Community Resilience			To receive a presentation or roundtable from Cllr Lashbrook (Member Champion for resilience) on the progress made in supporting local communities to undertake resilience planning. Members would also like to hear about how this is co-ordinated through the Test Valley Resilience Forum.
The Green Economy			To hold a roundtable led by the Head of Planning Policy and Economic Development and to invite the portfolio holder to take part. The purpose of the roundtable is to learn more about how the Council will play its part in the development of the green economy.
Funding infrastructure within communities			To review and scrutinise the approach taken to the distribution of S106 and CIL and the impact this has had on local communities. Draft scope prepared and to be considered by OSCOM in August 2021
The impact of the Environment Bill and waste collection in Test Valley			To undertake pre-scrutiny of the proposals of how TVBC will implement the new requirements resulting from the Environment Bill. The committee to be advised of the appropriate timeframes for undertaking this work.
New ways of working			To understand how the Council is working differently following the impact of the pandemic and with its ambitions to modernise. Consideration of issues such as future impact on Council facilities including Beech Hurst and impact on the health and wellbeing of the workforce. Anticipated Jan/Feb 2022.

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
Corporate Plan and Corporate Action Plan			The Council is likely to commence work on preparing the evidence-base for the development of the next corporate plan 2023 and beyond. There will also be an opportunity to consider how progress is monitored through the Corporate Action Plan including delivery milestones. Initial roundtable in Jan/Feb 2022 to develop approach to public engagement and preparation of wider evidence base.
TBC			
New Neighbourhoods Review Update	3	Cabinet	To receive an update on the review of new neighbourhoods (Head of Planning Policy and Economic Development) (20 minutes)
Scope for second stage of Health Review			To receive a proposed scope for a further OSCOM Panel on health provision (Councillor Baverstock, Lead Member) (20 minutes)
Review of the Area Planning Committee Pilot	2	Committee	The Review of Planning Committees be delayed until the Committees have received 'business as usual' for a period of 12 months after the date at which in the opinion of the Head of Planning and Building Service in consultation with the Planning Portfolio Holder, measures have been established to adequately address the issue of nitrate neutrality in planning applications therefore this item will be put on hold on the Work Programme (Head of Planning and Building) (30 minutes)

BRIEFING NOTES

	<u>DATE CIRCULATED</u>
Corporate Risk Register	12 July 2021
Community Sector Report	5 August 2021

Cabinet Work Programme

October 2021

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	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
29 Sep 2021 Andover	Corporate Financial Monitoring (4 months)	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021
29 Sep 2021 Andover	Test Valley Local Development Scheme (2021) and Next Local Plan - Update on Scope and Timescale	Yes	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	7 Jul 2021
29 Sep 2021 Andover	Andover Masterplan - Cultural regeneration, meanwhile events and activites	Yes	Cabinet	Part exempt	Report of the Community & Leisure Portfolio Holder	Head of Community and Leisure	4 Aug 2021
19 Oct 2021 Andover	Joint Municipal Waste Management Strategy	Yes	Cabinet	Open	Report of the Environmental Portfolio Holder	Head of Environmental Services	9 Sep 2021
27 Oct 2021 Andover	Medium Term Financial Strategy	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021
27 Oct 2021 Andover	Fees and Charges	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021

27 Oct 2021 Andover	Gambling Act 2005 - Review of Licensing Policy	Yes	Council	Open	Report of the Corporate Portfolio Holder	Head of Legal and Democratic	1 Jul 2021
27 Oct 2021 Andover	Andover Conservation Area Appraisal and Management Plan (CAAMP)	Yes	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning and Building	5 Aug 2021
27 Oct 2021 Andover	Draft New Forest International Nature Conservation Designations: Recreational Disturbance Mitigation Framework Supplementary Planning Document	No	Council	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	25 Aug 2021
27 Oct 2021 Andover	North Hampshire Narrative	No	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	9 Sep 2021
8 Dec 2021 Andover	Corporate Financial Monitoring (6 months)	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021
8 Dec 2021 Andover	Asset Management Plan Update	No	Council	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021
8 Dec 2021 Andover	Capital Programme Update	No	Council	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	2 Mar 2021

8 Dec 2021 Romsey	Community Car Scheme Grants	No	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Property and Asset Management	10 Sep 2021
8 Dec 2021 Andover	Valley Housing Business Plan Update	Yes	Cabinet	Fully exempt	Report of the Finance Portfolio Holder	Head of Housing and Environmental Health, Head of Community and Leisure, Head of Property and Asset Management	17 Sep 2021
12 Jan 2022 Andover	New Forest Partnership Plan	No	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	26 Jan 2021
12 Jan 2022 Romsey	Budget Forecast Update	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	21 Jun 2021
23 Feb 2022 Andover	Revenue Budget & Council Tax Proposals	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	21 Jun 2021
23 Feb 2022 Andover	Capital Programme Update	No	Council	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	21 Jun 2021
23 Feb 2022 Andover	Treasury Management Strategy	No	Council	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	21 Jun 2021

30 Mar 2022 Romsey	Write off of uncollectable debts	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Finance and Revenues	
--------------------------	-------------------------------------	----	---------	------	---	------------------------------------	--

Agenda item title	Action type	Action	Owner	Comments
<u>Equality and Inclusion</u>	Follow-up from Meeting	<u>The Head of Legal and Democratic Services to ascertain more detailed data on the north and south split on the protected characteristics across Test Valley</u>	Karen Dunn	Data being compiled
<u>Equality and Inclusion</u>	Follow-up from Meeting	<u>The Head of Legal and Democratic Services will look into the details of the 18 affordable housing units delivered in the year with wheelchair access as set out in 2.13.10 of the report.</u>	Karen Dunn	Details being looked into