

## Notice of Meeting

# Overview and Scrutiny Committee

**Date:** Wednesday 20 January 2021

**Time:** 5.30 pm

**Venue:** Being held virtually by Microsoft Teams. The public can listen to a live stream here:

<http://www.audiominutes.com/p/player/player.html?userid=tvbc>

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

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

**Legal and Democratic Service**

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

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

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

**PUBLIC PARTICIPATION SCHEME**

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

### **Membership of Overview and Scrutiny Committee**

#### **MEMBER**

#### **WARD**

Councillor Z Brooks (Chairman)	Andover Millway
Councillor N Lodge (Vice-Chairman)	Andover Downlands
Councillor G Bailey	Blackwater
Councillor D Baverstock	Romsey Cupernham
Councillor C Borg-Neal	Andover Harroway
Councillor T Burley	Andover Harroway
Councillor D Coole	Anna
Councillor C Dowden	North Baddesley
Councillor N Gwynne	Romsey Cupernham
Councillor K Hamilton	Andover Harroway
Councillor V Harber	Andover St Mary's
Councillor M Hatley	Ampfield & Braishfield
Councillor N Matthews	Andover Romans
Councillor K North	Andover Romans
Councillor J Parker	Romsey Tadburn
Councillor R Rowles	Andover Winton
Councillor A Ward	Mid Test
Councillor A Warnes	North Baddesley

## **Overview and Scrutiny Committee**

Wednesday 20 January 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 9 December 2020**
- 6 Call in Items**
- 7 Urgent decisions taken since last meeting**
- 8 Review of Armed Forces Covenant 5 - 28**

This report brings together the findings of the OSCOM Armed Forces panel review undertaken and led by Cllr Nick Matthews (20 Minutes)

**9 Covid 19 Recovery Update**

Head of Strategy and Innovation to give a verbal update on the Covid 19 community response and recovery process (30 minutes)

**10 Budget Strategy Update**

To receive a verbal update on the budget strategy from the Budget Panel (**Vice-Chairman**) (20 minutes)

**11 Updates on Panels**

Lead Members to update the Committee on the progress of their Panels (10 minutes)

**12 Programme of Work for the Overview and Scrutiny Committee**

**29 - 37**

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



## **2 Background**

- 2.1 The panel has undertaken this review with an understanding of the issues facing the Armed Forces community in Test Valley.
- 2.2 Test Valley's Armed Forces, veterans and families sacrifice a great many things, due to their service of the Country. The needs and requirements of service take priority over any other aspect of their lives, and whilst the military organisation take pride in how they look after their personnel and families, many aspects of their lives are impacted due to their service. The modern day service family faces challenges that may not necessarily be understood by Test Valley's civilian communities.

## **3 Service Families**

- 3.1 Increasingly, either by choice or by posting, military families are not residing in military communities which would typically provide a number of support facilities such as family officers, service schools/crèches or garrison/barracks support groups. Instead, these families are living amongst our civilian communities. Living within civilian communities presents a number of challenges for the military community, not least in the limited local understanding of their circumstances. These families can potentially feel isolated whilst the serving spouse/parent is away for significant amounts of time.
- 3.2 There are many, often unrealised consequences of service life which can disadvantage families and veterans. Job opportunities for service spouses are invariably affected by the constant potential of being posted, and further compounded in later life, where their CV's could look quite sparse and sporadic. Children's education and development can be disrupted with multiple postings, leaving friend networks behind each time.

## **4 Veterans & service leavers**

- 4.1 Test Valley is also home to a number of veterans, many of whom may have served a substantial amount of their adult life in the services. Making the transition from military to civilian communities presents its own unique set of challenges.
- 4.2 Sometimes the choice to settle in Test Valley is based on recent postings and family stability, meaning that a veteran could settle some distance from their family and support network. On become a service leaver, many may find themselves making a number of big life decisions such as:
  - Somewhere to live;
  - New career; and
  - Children's schooling

4.3 In addition trying to understand the support available to them such as:

- Access to healthcare;
- Local facilities;
- Discounted services; and
- Local support and advice groups

4.4 It is possible that, having joined the services early in life, service leavers may be unfamiliar with many fundamentals of civilian life such as those listed above. Having a fully integrated military support system means that some service leavers could have never experienced a job interview, creating a CV, registering with a doctor or being in charge of paying their own bills. This final act of resettlement may also require housing, which up until now has been provided by the military.

4.5 These are just some of the examples of issues facing service leavers which may add to their sense of apprehension as they resettle into a world they may not be so familiar with. If we further consider the increased prevalence of PTSD amongst veterans, it can be recognised how difficult this transition can often be for many veterans and their families.

## **5 The Armed Forces Covenant**

5.1 The Armed Forces covenant was produced to understand and address the challenges associated with service life and ensure service personnel, veterans and families are not disadvantaged due to their service. It is a “pledge that together we acknowledge and understand that those who serve or who have served in the Armed Forces, and their families, should be treated with fairness and respect in the communities, economy and society they serve with their lives.”<sup>1</sup>

5.2 As a local authority, TVBC signed the Armed Forces Community Covenant in 2012. This is intended to complement the Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces, at the local level. Signalling their commitment to work together to honour, support and help the armed forces and their families, recognising the sacrifices they make and remembering that some pay the ultimate sacrifice.

## **6 Findings of the review**

6.1 As part of the TVBC corporate plan ‘Growing our Potential’, OSCOM approved the panel’s scope to review the following;

- How the council’s strategic approach to community engagement guides its approach to engaging and working with military communities.

---

<sup>1</sup> <https://www.armedforcescovenant.gov.uk/about/>

- The current and future work undertaken by the council as part of the commitments outlined in the Armed Forces covenant and a reflection on what has worked well and what could be done differently.
  - Review of best practice – What other local authorities do and how military partnerships have developed in other places.
- 6.2 The working group familiarised themselves with the detailed content of the covenant and identified five main topics for exploration. This comprised:
- Housing;
  - Community Engagement;
  - Health;
  - Education; and
  - Business & Transition
- 6.3 The panel explored each of the above areas in detail, a summary of findings in each area is outlined below. Full details of findings and work undertaken are included in Annex 1.

## **7 Housing**

- 7.1 Access to housing, particularly post service is often accepted to be unfamiliar to veterans. Not only is it something they may have never experienced, but it is also likely that they are resettling in areas that differ from their birthplace.
- 7.2 The TVBC housing team have a number of processes in place to support service leavers and veterans. Staff are trained to support any complex issues surrounding their housing needs. Additionally the housing process ensures that TVBC meet the requirements of the Housing Act 1996 and the promises made within the Armed Forces Community Covenant.
- 7.3 There is wider support available, through external organisations, such as grants and social support workers.
- 7.4 Whilst there are good practices in place to support the housing needs of service leavers and veterans, the panel found that there might be opportunities to improve communication as people may not always be aware of the services available to them.
- 7.5 The Panel felt that that there is a benefit to increasing partnership working between TVBC and the Ministry of Defence (MOD). This would help to ensure that service leavers and veterans are aware of the support available to them.
- 7.6 Through the summary above and detailed findings in Annex 1, the Panel has identified the following proposals for consideration:

- A Single Point of Contact (SPOC) is created on TVBC website, to provide information / signposting for the military and veteran community.
- Regular and formal engagement with Career Transition Partnership (CTP), army welfare organisations and veteran's gateway.

## **8. Community Engagement**

- 8.1 In recent years, service families have been much more embedded within Test Valley's local communities. This can be through MOD accommodation located in areas such as Picket Twenty & Augusta Park, or, choosing to privately rent/own in the local area to provide a form of stability. This is increasing and distances many families from the support networks provided when living within a military community such as welfare officers and support groups.
- 8.2 Historically, TVBC have organised and engaged in a number of events within the military community such as coffee mornings, Andover Vision events, Armed Forces Day and events with the Nepalese community. This has typically been reliant on developed relationships with individual personalities within the MOD & welfare support teams. Continued work has been challenging when these individuals leave or are reposted.
- 8.3 Community engagement is a particular strength within Test Valley and the Armed Forces community have benefited from the Council's wider community work such as community development workers and new facilities delivered through S106 funds. These activities have enabled activities around community spirit and inclusiveness in the whole community, including those linked to the Armed Forces.
- 8.4 Through the summary above and detailed findings in Annex 1, the Panel has identified the following proposals for consideration:

- Formulate a military/civilian community forum by Spring 2021, to integrate with the Test Valley Partnership (TVP)
- Collate newly gathered military contacts list.
- Establish formal links with key military roles – Unit and garrison welfare and wellbeing officers;
  - Army HQ
  - Middle Wallop
  - Perham Down Engineers
  - Tidworth and Bulford Garrison HQ
  - RA Larkhill
- Create a TVBC military community web page. To include information bulletin boards and advertising events/activities.

## 9 Health

- 9.1 Primary healthcare, dental (and limited secondary healthcare) for service personnel is well catered for in service. However, their families can often be impacted due to relocations having an impact on continuity of care.
- 9.2 Mental health provision within the military has a lower tolerance level than the NHS to recognise the additional support needed for serving personnel.
- 9.3 Service leavers and veterans are responsible for ensuring their care is transferred from the MOD to the NHS. Their health records are able to be shared across, however, the onus is on the service leaver to initiate this.
- 9.4 Particular support and care for veterans is identified within the NHS. Mental health and some physical conditions are prioritised within the NHS, if they are directly related to time served.
- 9.5 Whilst TVBC do not have a health remit, there are opportunities for joined up working with the County Council and local healthcare services to ensure the Council are doing all they can to support the local military communities. There are also potential opportunities to champion some of the services provided and provide more detailed signposting.
- 9.6 Through the summary above and detailed findings in Annex 1, the Panel has identified the following proposals for consideration:

- Formation on a Civilian Military Partnership (CMP) to support joined up working with health care providers & charities.
- Continued review of best practice to feed into the CMP
- A military page/gateway on TVBC website to have an operational, up to date single point of contact (SPOC), which will provide easy to access advice, guidance and signposting to any service personnel, veterans or/and their families.

## 10 Education

- 10.1 The disruption to service children's education is well known. The consequences of many relocations during a child's early years, coupled with the constant renewing of peer relationships can have a detrimental effect on the child's development. Often further compounded with extended periods of time away from one or both parents.<sup>2</sup>

---

2

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/182525/DFE-RR011.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/182525/DFE-RR011.pdf)

- 10.2 The panel heard from education experts, service children should be prioritised for school placements when relocating, however, do not always get a choice in the school they attend.
- 10.3 State schools, academies and free schools in England, which have children of service families in school years reception to year 11, can receive Service Pupil Premium (SPP) funding. It is designed to assist the school in providing the additional support that these children may need and is currently worth £310 per service child who meets the eligibility criteria. There are a number of examples of good practice, using SPP funding.
- 10.4 Whilst TVBC do not have an education remit, there are opportunities for joined up working with the County Council and local charities to ensure the Council are doing all they can to support the local military communities. There are also potential opportunities to support the work of our partners through community engagement and provide more detailed signposting.
- 10.5 Through the summary above and detailed findings in Annex 1, the Panel has identified the following proposals for consideration:

- Formation on a Civilian Military Partnership (CMP) to support joined up working with education providers & charities.
- Continued review of best practice to feed into the CMP.
- A military page/gateway on TVBC website to have an operational, up to date single point of contact (SPOC), which will provide easy to access advice, guidance and signposting to any service personnel, veterans or/and their families.

## **11 Business & Transition**

- 11.1 Service leavers and veterans can find themselves leaving the military into a world of unknowns. Often leaving behind a unique lifestyle within a protective and inclusive institution, of which they not only felt a part of, but experienced things that many outside this organisation may not understand. It is recognised that many service leavers come with a unique set of transferable skills and experience that could benefit employers in Test Valley.
- 11.2 As highlighted in paragraph 2.6, many service leavers may experience a number of key decisions for the first time, or for a long time.
- 11.3 The MOD provide a resettlement service to support service leavers in their transition to civilian life. There are a number of additional organisations who compliment this work such as Career Transition Partnership (CTP), British Forces Resettlement Services (BFRSS) and Regular Forces Employment Association (RFEA).

- 11.4 The panel's research showed there is often a lack of communication between these organisations, the veterans themselves and the local authorities and business groups within the areas they choose to reside.
- 11.5 A number of local businesses in Test Valley actively recruit veterans, and, local apprenticeships are open to veterans.
- 11.6 It is also highlighted that service families are often adversely impacted by employment opportunities with frequent relocation. A number of best practices were identified through the Panel's research for further consideration.
- 11.7 Through the summary above and detailed findings in Annex 1, the Panel has identified the following proposals for consideration:

- Formation on a Civilian Military Partnership (CMP) to support joined up working with local business, training providers & charities. Appropriate expertise from TVBC represented within this group.
- Continued review of best practice to feed into the CMP.
- A military page/gateway on TVBC website to provide local job and training opportunities.

## **12 Corporate Objectives and Priorities**

- 12.1 Using an evidence led approach to support our communities is at the heart of the Council's current corporate plan "Growing our Potential". This review relates directly to two of the corporate priorities:
- 12.2 Priority 2 which is about reaching the potential of "Communities to be empowered, connected and able to build upon their strengths", outlines the importance of bringing local communities together and enabling them to take forward their ambitions by helping them to access resources and support.
- 12.3 Priority 3 which is about growing the potential of "People to be able to live well and fulfil their aspirations", outlines the importance of supporting vulnerable communities, enabling people to build upon their strengths and raising aspirations in skills and access to opportunities.

## **13 Consultations/Communications**

- 13.1 The panel engaged with a variety of subject matter experts across each of the areas outlined in the report above to ensure accurate and factual information formed the evidence base. A number of partner organisations were consulted with to understand the barriers in place and the appetite for onward working in the shape of the recommendations being made.

## 14 Resource Implications

14.1 None directly arising from this report

## 15 Legal Implications

15.1 None directly arising from this report

## 16 Equality Issues

16.1 None directly arising from this report

## 17 Other Issues

17.1 Wards/Communities Affected – All

## 18 Conclusion

18.1 This report considers current and potential work to support the Armed Forces community within Test Valley and how TVBC meets their commitment to the Armed Forces Community Covenant. The panel considers that TVBC are currently meeting their promise made under the Armed Forces Community Covenant. However, opportunities have been identified to improve communication with partner organisations and lead on a more inclusive approach to supporting the Armed Forces communities within Test Valley. The recommendations made in this report support these findings and propose ways to start engaging in the opportunities identified.

<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:	2		
Author:	Cllr Nick Matthews	Ext:	
File Ref:			
Report to:	OSCOM	Date:	20 January 2021

## ANNEX 1

### Full details of research undertaken by the OSCOM Armed Forces Panel

The Panel met a number of times to discuss the scope and direction of work. As part of this, the panel have hosted a number of focussed sessions on the following topics:

- Housing;
- Community engagement;
- Health;
- Education; and
- Business & transition

Three sessions were held with internal subject matter experts on housing, communities and business & transition to collect evidence and develop an understanding of the role of these services in supporting the Armed Forces community. The Panel lead also met with local partners in the health, education and military sectors, gathering evidence and reporting back to the Panel for discussion.

From these focus sessions and meetings, a detailed set of evidence has been collated, key learning points are listed below:

#### 1. Housing

The panel spoke with Phil Turner, Head of Housing & Environmental Health to understand the internal TVBC processes for allocating housing to service leavers, veterans and spouses experiencing marital breakdown.

- 1.1 Access to housing, particularly post service is generally accepted to be an unfamiliar process to service leavers and veterans. It is possible that they have never experienced using this service before and also possible that they are seeking housing in areas that are not linked to their family and / or home town.

#### What's already in place?

- 1.2 Internal TVBC processes provide opportunities for residents / applicants to identify military links. The initial interview includes questions specifically designed to determine military status. Furthermore, the housing application process also establishes military links/status.
- 1.3 There are a number of complex associated issues that may be determined during the application process and interviews including additional needs such as addiction, mental health and financial difficulties. TVBC housing officers are well versed in giving advice on these associated issues, using a strengths based approach to provide support

- 1.4 TVBC processes in identifying military links and veteran status – TVBC initial interview includes questions specifically designed to determine military status. Furthermore, the housing application process also establishes military links/status. This practice currently meets the promises made under the armed Forces Community Covenant.
- 1.5 TVBC meet the requirements outlined in the Armed Forces Covenant, Housing act 1996 (as amended) and Housing and Regeneration Act 2008 – to ensure that social housing allocations, homelessness policies and local connections do not disadvantage Armed Forces personnel, veterans and families.
- 1.6 TVBC consider, as appropriate, any specific criteria relating to the Armed Forces including:
  - Additional preference under housing act 1996 and the Armed Forces qualification criteria regulations 2012;
  - Identity of veterans up to 5 years post service; and
  - Providing support to service personnel or their families who are not native of Test Valley, ensuring they are not disadvantaged by the service, or where that service may have placed them.
- 1.7 The law requires the Council to give ‘reasonable preference’ to particular groups of people. Local authorities must be mindful that they do not give priority or advantage to one group, such that it results in disadvantage to other households who may fulfil categories of ‘reasonable preference’. (Another way to understand ‘reasonable preference’ is to think of it as ‘housing need as defined in law’).
- 1.8 In line with the covenant promise to not disadvantage Armed Forces, and furthermore to actively respect their service, Forces personnel who have been injured due to service or bereaved will be respected and supported accordingly.
- 1.9 TVBC are required to publish a lawful scheme of allocations setting out the way in which they prioritise and allocate homes. TVBC’s role is to administer the housing register, prioritise applications for rehousing within the parameters set out in our policy, and to nominate people from the housing register into housing association (otherwise known as “Registered Providers”) accommodation when it becomes available. TVBC are effectively the provider of a structured gateway into rented affordable housing in the local area with a view to making the best use of local affordable housing stock
- 1.10 Financial qualifying criteria - for any applicant with savings in excess of £16k and / or earnings that exceed £60k per annum, the Council will undertake an individual assessment to determine whether it is appropriate to facilitate access to the Housing Register. Where a household may have received compensation for an injury sustained while on active service in the Armed Forces, this would be disregarded for the purposes of qualifying to join the Housing Register.

- 1.11 Some additional grants have been identified, such as Disabled Facilities Grants. The Panel are aware that a number of additional grants are available for veterans, many of which applications are only available to charities and not local authorities.
- 1.12 TVBC's 'Housing Strategy Evidence Base & Review of Homelessness'<sup>1</sup> published in December 2019 contains a number of helpful statistics about the need and support available for housing within the Armed Forces community. Some key statistics on the support provided are listed below, full information can be found on pages 97 – 104 of the referenced document.
- 1.13 Key statistics discussed by the panel. At the time of publication:
- There were 102 Armed Forces Service households on Hampshire Home Choice registered for accommodation in Test Valley
  - 79 Armed Forces service households had been allocated social/affordable housing since 1/4/2014.
  - 46 Armed Forces families and former Service personnel had purchased homes through Help to Buy South shared ownership schemes.
  - The Council had prevented 47 Armed Forces/former Service personnel households from becoming homeless through effective casework and housing options, including assisting through the Rent Deposit Loan Scheme and securing alternative accommodation in the private rented sector.
  - Single Homelessness - 13 *Armed Forces and former Service personnel* had been assisted to access supported housing and their homelessness prevented.
  - 13 estranged spouses and families of Armed Forces personnel following relationship breakdown had been accommodated by the Council.
  - The Council provides Disabled Facilities Grants for *former Service personnel* and works with SAAFA and the British Legion to assist applicants who fail the DFG Test of Resources but have need for adaptations.
- 1.14 The following areas have been identified as potential gaps or barriers:
- Engagement with the MOD has been difficult in the past; and
  - Integration with the MOD processes – specifically linking an individual's journey from start (MOD) to finish (TVBC)
- 1.15 The following areas have been identified as opportunities for onward exploration, beyond the Panel:

---

1

file:///itss.local/DFS\_TV/userdata/cexhf/Downloads/Housing%20Strategy%20Evidence%20Base%20&%20Review%20of%20Homelessness%20%20Dec%202019.pdf

- Increased engagement with the MOD to target prevention work centred around helping to manage expectations and to provide educational support on housing options on leaving the Forces so that the right advice is reaching serving personnel at the right time;
- Establishing further links with Career Transition Partnership (CTP) and the Regular Forces Employment Association (RFEA); and
- Research into the grants available to support service leavers and veterans. Signposting to this information.

1.16 In conclusion, the panel were satisfied that the housing protocols and processes within TVBC fulfil the promises made in the Armed Forces covenant. However, there does appear to be a lack of correlation with the MOD, and it was noted that historically the engagement was notoriously difficult. This has invariably led to a general ignorance of many service leavers who may not be aware of the local authority processes, assistance & support, entitlements and practices. The support available from TVBC is not necessarily known to service leavers or the MOD representatives whose role is to assist Armed Forces personnel during their transition.

## **2 Community engagement**

The panel spoke with Louisa Rice, Community Engagement Manager, to understand any current and historical work with Armed Forces communities in Test Valley.

- 2.1 In recent years, service families have been much more embedded within Test Valley's local communities. This can be through MOD accommodation located in areas such as Picket Twenty & Augusta Park, or, choosing to privately rent/own in the local area to provide a form of stability. This is increasing and removes many families from the support networks provided when living within a military community such as welfare officers and support groups.
- 2.2 There is an explicit rise in the number of families choosing not to stay in Service Family Accommodation (SFA) in order to provide one home base. Often this is to support education needs of children, work opportunities and general stability in having a 'home town'.<sup>2</sup>
- 2.3 A number of events have been recognised, (prior to the Covid crisis), including family coffee mornings, supporting Armed Forces day, Andover Vision Activities and a close and engaging relationship with our local Nepalese community.

---

2

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/895236/Living\\_in\\_our\\_shoes\\_Full\\_Report\\_\\_1\\_\\_embargoed\\_30\\_June.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/895236/Living_in_our_shoes_Full_Report__1__embargoed_30_June.pdf)

- 2.4 Historically, the community engagement within Test Valley has been largely reliant on pro-active and pragmatic individuals within the MOD and welfare teams. Whilst this generally viewed as a good approach, it lends itself to too much emphasis on finding the particular individual, rather than engaging with a role or military unit (made difficult by frequent changes in personnel). The success of military/civilian community engagement is further exacerbated by the number of events that can actually be organised, consequently relying on other organisations and agencies informing the council of their activities.
- 2.5 TVBC have been commended for their community engagement, including the forums such as test valley partnership, Andover Vision and our resilience groups, many of which are recognised by local partners as good practice.
- 2.6 The following areas have been identified as potential gaps or barriers:
- Successes have been linked to proactive and pragmatic engagement with certain individuals and opposed to 'roles' within the military. It is identified that the frequent movement of personnel makes it more difficult to engage. There may be a space for engagement with 'roles' as opposed to people in the future; and
  - Personnel are not always based 'behind the wire' or on patches. There is more integration of military families looking for a more permanent base within communities (as stated in the 'Living in our Shoes' report<sup>3</sup>).
- 2.7 The following areas have been identified as opportunities for onward exploration, beyond the Panel:
- Integration with the Test Valley Partnership as a platform for communication across partners. Additionally, to further support partnership working with Test Valley communities as a whole;
  - Potential to bring a larger focus to partnership working within communities. Focussing on wider community integration as opposed to targeted support for military only communities;
  - Formally link with MOD representatives with emphasis on roles rather than individuals;
  - Identify how best to advertise and market community activities; and
  - Contacts within the MOD have often been sporadic, dependent on "good will" or non – authoritative. It is therefore suggested that we formulate a comprehensive contacts list of the relevant MOD roles to ensure collaborative relationships between our communities.

---

3

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/895236/Living\\_in\\_our\\_shoes\\_Full\\_Report\\_\\_1\\_\\_embargoed\\_30\\_June.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/895236/Living_in_our_shoes_Full_Report__1__embargoed_30_June.pdf)

### **3 Health**

#### **Serving personnel and their families**

- 3.1 Both physical and mental health provision for service personnel is provided in service and is viewed as exemplary. However, the families, who register with the NHS, may well be disadvantaged due to referrals being disrupted, caused by postings. Mental health problems can be further compounded by extended periods of time as an “absent parent” family.
- 3.2 The panel understands that health provision is split into two main streams; physical and mental health support. They both have different referral mechanisms, based not only on clinical need, but on the knowledge, identification of symptoms and the way in which different support services operate. Therefore, it is not always expectant to rely solely on GP referral, particularly with mental health. As a local authority, dealing with our communities from all walks of life, we may be the first organisation that recognise complex needs.
- 3.3 The AF covenant provides a “promise” that Armed Forces, veterans and families are not disadvantaged due to their service. Whilst the obligation does not extend to prioritising veterans over all others or/and clinical need, it certainly does ensure priority access to care with service related health conditions.

#### **Current provision**

- 3.4 The national obligation, and widely current provision includes;
- (i) Priority for service related health conditions (not above clinical need);
  - (ii) Personalised care program for complex needs;
  - (iii) Veteran friendly accredited GP’s, who have signed the covenant and registered with the Royal College of GP’s;
  - (iv) Mental health support and referral through Transition, Intervention and Liaison Service (TILS) and Complex Treatment Service (CTS); and
  - (v) Various grants available for both LA’s and charities to claim for veteran support (including isolation)

#### **Veterans Health Conditions**

- 3.5 Veterans can find mental health conditions exacerbated as they adapt to civilian life with additional complexities surrounding the prevalence of PTSD, due to experiences during their service.
- 3.6 Whilst veterans’ health conditions might not significantly differ from anyone else’s. A few have been identified as being more prevalent amongst service veterans, including;
- (a) Physical

- (i) **Musculoskeletal** – Excess strain due to prolonged and often stressful and physically demanding training and campaigns.
  - (ii) **Hearing loss** – Due to working/operating in loud and often “explosive” environments over prolonged period of time.
- (b) Mental
- (i) **PTSD** – Whilst it is certainly not suggested that only veterans suffer from this condition, research demonstrates a greater percentage compared to civilians.
  - (ii) **Anxiety and depression** – Whilst PTSD sufferers will experience these emotions, they are not solely inclusive. Many veterans suffer anxiety and depression, particularly regarding the transition from military to civilian life and the loss of their military “identity”.
  - (iii) **Alcohol and Drug Abuse** – Whilst many sufferers remain unknown. Research suggests a significantly higher proportion of veterans suffer alcohol and drug dependency, than our civilian friends. It is implied this to be intrinsically linked to difficulties in transitioning to civilian life, loss of identity and belonging, and a pride that may prevent them seeking help.

## General Observations

- 3.7 There appears a significant amount of support for veterans and families, and indeed different networks, referral pathways and grants. However, it is not clear that these are widely known either by Locals Authorities or local veteran communities.
- 3.7.1 It is recognised and understood that TVBC do not have a health remit, however, can work with partners to support their work and help our communities to access their services.
- 3.8 The following areas have been identified as potential gaps or barriers:
- No local GP’s are registered on the RCGP accredited list for veteran friendly practice;
  - Research has not provided much evidence that veterans or families are known during GP registration;
  - Veterans access to priority healthcare can sometimes be misinterpreted; and
  - Lack of signposting to the various support networks.
- 3.9 The following areas have been identified as opportunities for onward exploration, beyond the Panel:
- How are we able (or indeed authorised) to monitor local health practices;
  - Awareness of identifying mental health and complex needs, by LA’s departments (a good example of practice in this area is the TVBC housing team);

- Understand how national health referrals aligned to ensure that the care of service families is consistent through relocation;
- Work with local health services to see if registration can be supported to identify and support veterans and military families. This could perhaps be addressed with local surgeries (GP's to be conversant with READ), as well as military community being mindful to provide their veteran status. Suggestions included a "medical handover", perhaps using a similar system such as the medical passport practice in some London Boroughs.

### **Identified Good Practices**

3.10 There are a number of other LA's with some good practices, including:

- Military Information websites for signposting – Single Point of Contact (SPOC);
- Befriending and peer support services – Particularly elderly veterans and isolated;
- Health support forums providing early support for new service leavers – In essence this is the practice of comprehensive and informative "handover" from service to NHS;
- Dedicated covenant partnership, incorporating multiple neighbour councils;
- Drop in cafes;
- Fitness, rehab and gym memberships; and
- Monthly drop in centres for service personnel and families.

## **4 Education**

4.1 The disruption to service children's education is well known. The consequences of many relocations during a child's early years, coupled with the constant renewing of peer relationships can have a detrimental effect on the child's development. Often further compounded with extended periods of time away from one or both parents. <sup>4</sup>

4.2 The panel have explored many areas where service families may experience impact, due to their military service. The disruption caused by service life can impact many aspects of their life, and some that may not necessarily be realised by many. Not only does education provide academic development for our children, but forms many of the relationships, influences and social skills required to ensure effective development. Therefore, the well-being of our children throughout their education journey is paramount

---

4

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/182525/DFE-RR011.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/182525/DFE-RR011.pdf)

- 4.3 Service children experience environments that their fellow civilian pupils often do not, such as frequent relocations, extended periods of time with an absent parent, a lack of consistent friends network due to many moves and finally the inability for service parents to “pick or choose” a school for their children. Not, of course forgetting that their serving parent may one day not return, or return being a different person to the one that left. All of these issues inevitably adversely affect these children and can cause adverse disruption to the child’s development.
- 4.4 Whilst it is not suggested that any child is given priority over another, the well-being of service children and the environments they live, due to service life, must be recognised and actively supported. This further endorses the promises made under the Armed Forces Covenant, to not allow service children to be disadvantaged, due to the military service of their parents.
- 4.5 It is recognised and understood that TVBC do not have an education remit, however, can work with partners to support their work and help our communities to access their services.

### **Specific support for service children**

- 4.6 The panel heard from education partners that service children should be prioritised for school placements when relocating however, do not always get a choice in the school they attend.
- 4.7 State schools, academies and free schools in England, which have children of service families in school years reception to year 11, can receive Service Pupil Premium (SPP) funding. It is designed to assist the school in providing the additional support that these children may need and is currently worth £310 per service child who meets the eligibility criteria. There are a number of examples of good practice, using SPP funding.<sup>5</sup>
- 4.8 Given that SPP funding is allocated per pupil, schools with a high percentage of service children benefit from economies of scale enabling a greater potential for additional resources through SPP. However, this does mean that schools with a smaller percentage of service children have less opportunities to implement varied support packages.

### **Identified good practices**

- 4.9 There are a number of other LA’s with some good practices, including:
- (a) Monitoring service children’s progress (Plymouth);
  - (b) Intervention strategies and support for their learning;
  - (c) External learning mentors, building social skills, self-esteem and positive attitudes;
  - (d) Membership of local organisations (HMS Heroes in Plymouth, military youth choirs);

---

<sup>5</sup> <https://www.gov.uk/government/publications/the-service-pupil-premium/service-pupil-premium-what-you-need-to-know>

- (e) Extra curriculum activities, such as theatre visits “wild in the woods” (absent parent support);
- (f) Giant oil cloth, map of the world/story board. Children interact with it, service children have been found to feel inclusive; “my dad has been there”, or “where my dad comes from” (Fawley);
- (g) Dedicated member of staff responsible for the personal and academic development of service children (Plymouth);
- (h) HMS HEROES – Is a large support group for service children
- (i) Strong links with local barracks welfare officers and pastoral care (Newport);
- (j) Service children liaison mentor. Weekly out of classroom informal social sessions, talking of their experiences. Also introduced a lunchtime MESS club, where can bring a friend (Wolvey); and
- (k) Service diaries, used to register their thoughts and experiences, which can then be shared.

4.10 The following areas have been identified as potential gaps or barriers:

- There is currently no known partnership working with the council and local schools to understand how Forces children in the community can be best supported.

4.11 The following areas have been identified as opportunities for onward exploration, beyond the Panel:

- Guaranteed school places for service children – how do these work and where can we help;
- Suitable provision for dealing with service children’s unique needs – how can we support;
- Counselling within schools – understand the current provision and see if partnership working could further support it; and
- Provision of additional academic support for those service children who’s education has been disrupted – partnership working?

## **Business and transition**

4.12 Veteran service leavers can be faced with many challenges. In addition to transitioning to a world that may be alien to them, they are more than likely seeking employment to continue providing for their family, as well as finding somewhere to live.

4.13 Many veterans may never have experienced situations that many civilian personnel take for granted, such as job interviews, CV writing or indeed distinguishing the dynamics of civilian job market, including self-employment opportunities, apprentices and starting up their own companies.

- 4.14 Our research has determined that the MOD sponsored resettlement programme is extremely efficient and beneficial. Career Transition Partnership (CTP), British Forces Resettlement Services (BFRSS), Regular Forces Employment Association (RFEA), the List UK and the veteran's gateway are just some of the many organisations assisting the resettlement of service personnel. However, the panel's research has determined that there is often a lack of communication between these organisations, the veterans themselves and the local authorities and business groups within the areas they choose to reside.
- 4.15 It is also important to recognise that the support received by these organisations varies depending on length of service and, in some cases, rank<sup>6</sup>. This can lead to those with a shorter length of service, or certain rank less aware of the services available to them within our communities.
- 4.16 The working group established that local apprenticeships are available for veterans and furthermore a number of local businesses actively recruit veterans. However, it is felt that more could be done in appealing to the wider business and training providers, as well as to further explore our Jobs Centre plus (as well as internal TVBC) protocols and processes in identifying and proactively supporting our veterans. As an example, some nationally recognised practices have included guaranteed interviews for service veterans, (providing of course they have the skill set).
- 4.17 Finally, the working group determined that service families can be equally impacted in their quest for employment. Contributing factors include CV's that on appearance looks sporadic and sparse, with extended periods of time relocating and the following the requirements of their spouse's service. This unfortunate consequence provides less appeal to a potential employer.
- 4.18 The following areas have been identified as potential gaps or barriers:
- The panel felt that our local authority, and in particular our business community, training establishments and community engagement could do much more in providing active assistance for resettling veterans.
- 4.19 The following areas have been identified as opportunities for onward exploration, beyond the Panel:
- Signposting and information bulletins published on a TVBC website;
  - Ensuring Jobs Centre plus have a clear process of identifying veterans and their families and actively seeking the required support; and
  - To ensure all avenues are explored in detail, and identifying what we could do to improve the veteran's experience, it is recommended that a suitable member is included on a civilian/military forum to ensure representation on this important aspect of the covenant promise.

---

<sup>6</sup> <https://www.gov.uk/guidance/information-for-service-leavers>

## **5 Panel conclusion**

- 5.1 This cross party review has been a very informative and comprehensive project, spanning over 5 months. The working group have carried out extensive research into the Armed Forces covenant, current practices both within TVBC as well as other authorities and has also worked collaboratively with the Armed Forces covenant champions over the South East of England.
- 5.2 It is important to highlight the aim of this review was not to determine all the things that could be done to support veterans and the Armed Forces community. The panel have of course, during their review, established some extremely exciting ideas from other authorities, and indeed some interesting ideas from the panel itself. However, at this stage the panel feel that the recommendations should determine the need to put in place a civilian/military forum, whose aims and objectives will be to identify and implement good practices.
- 5.3 Each topic the panel has researched have highlighted many different challenges and varied aspects of what can be legally and morally achieved, not to mention costs associated and feasibility. However, the best practices will invariably be explored by the professional and informed personnel that work in and around these topics. As a consequence, the recommendation of forming a civilian/military forum, will incorporate ensuring that appropriately qualified and authority members are engaged. It is further recommended that if this suggested forum is accepted by OSCOM and Council, it will effectively be subsumed within/under the current Test Valley Partnership.
- 5.4 As each of the main topics reviewed have different levels of authority, as well as various levels of commitment or advancement, the panel have realised a need to encapsulate current practices, potential grants and opportunities. It is the review panel's recommendation that a Single Point of Contact (SPOC), is created on TVBC website. In essence a "one stop shop", where service personnel, veterans and their families can click on a service gateway page and access all the information and assistance available to them. The panel recognise that this will require regular update, to enable community engagement events to be publicised as well as the service support information and signposting.

**ANNEX 2**

In its report to OSCOM on 20 January 2021, the Armed Forces panel recommended that OSCOM endorse the action plan set out below and that A Civilian/military forum is created to take forward its contents.

The Civilian/military forum should be 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.

The referenced action plan is set out below:

Theme	Action
<b>Overarching</b>	Create a Single Point of Contact (SPOC) on TVBC website, to provide information / signposting for the military and veteran community.
	Collate newly gathered military contacts list.
<b>Resettlement</b>	Establish regular and formal engagement with Career Transition Partnership (CTP), Regular Forces Employment Association (RFEA), army welfare organisations and veteran’s gateway.
	Provide signposting and information bulletins on TVBC website
	Work with Jobs Centre plus to ensure they have a clear process of identifying veterans and their families and actively seek the required support
	Ensure a suitable member is included on a civilian/military forum to ensure representation on this important aspect of the covenant promise.
<b>Health</b>	Continued review of best practice to feed into the partnership including: <ul style="list-style-type: none"> <li>• RCGP accredited list for veteran friendly practices;</li> <li>• Signposting to external sources; and</li> <li>• Medical passport system (London Boroughs)</li> </ul>

	<p>Work with local health services to see if registration can be supported to identify and support veterans and military families.  <i>This could perhaps be addressed with local surgeries (GP's to be conversant with READ), as well as military community being mindful to provide their veteran status.</i></p>
	<p>Increase awareness of identifying mental health and complex needs, by all partners  <i>(a good example of practice in this area is the TVBC housing team)</i></p>
<b>Housing</b>	<p>Increase engagement with the MOD to target prevention work centred around helping to manage expectations and to provide educational support on housing options on leaving the Forces so that the right advice is reaching serving personnel at the right time</p>
	<p>Research into the grants available to support service leavers and veterans and provide signposting to this information</p>
<b>Education</b>	<p>Bring together education representatives to understand how the partnership could support areas of work such as:</p> <ul style="list-style-type: none"> <li>• School placements;</li> <li>• Counselling;</li> <li>• Academic support; and</li> <li>• Suitable provision for targeted needs</li> </ul>
<b>Community engagement</b>	<p>Create a TVBC military community web page. To include information bulletin boards and advertising events/activities.</p>
	<p>Establish formal links with key military roles – Unit and garrison welfare and wellbeing officers;</p> <ul style="list-style-type: none"> <li>○ Army HQ</li> <li>○ Middle Wallop</li> <li>○ Perham Down Engineers</li> <li>○ Tidworth and Bulford Garrison HQ</li> <li>○ RA Larkhill</li> </ul>
	<p>Integration with the Test Valley Partnership as a platform for communication across partners. Additionally, to further support partnership working with Test Valley communities as a whole.</p>
	<p>Bring a focus to partnership working within communities. Focussing on wider community integration as opposed to targeted support for military only communities.</p>

	<p>Formally link with MOD representatives with emphasis on roles rather than individuals. Formulate a comprehensive contacts list of the relevant MOD roles to ensure collaborative relationships between our communities.</p>
	<p>Identify how best to advertise and market community activities.</p>

## ITEM 12

## 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.

#### Background Papers (Local Government Act 1972 Section 100D)

None

#### 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:	4		
Author:	Caroline Lovelock	Ext:	8014
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	20 January 2021

**OVERVIEW AND SCRUTINY WORK PROGRAMME - JANUARY 2021**

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
<b><u>20 JANUARY 2021</u></b>			
Review of Armed Forces Covenant			To consider the report from the OSCOM Panel on the Armed Forces Covenant ( <b>CIlr Matthews</b> ) (30 mins)
Budget Strategy Update	1	Committee	To receive an update from the Budget Panel ( <b>Vice-Chairman</b> ) (20 mins)
Covid-19 Recovery Update			To receive an update on the work being undertaken as part of Covid-19 Recovery ( <b>Head of Strategy and Innovation</b> ) (20 mins)
<b><u>17 FEBRUARY 2021</u></b>			
<b><u>17 MARCH 2021</u></b>			
Roundtable Session on Corporate Action Plan Year 3 and Performance Indicators	2	Cabinet	A roundtable session on the Corporate Action Plan for Year 3 and Performance Indicators. ( <b>Policy Manager</b> ) (20 mins)
Covid-19 Recovery Update			To receive an update on the work being undertaken as part of Covid-19 Recovery ( <b>Head of Strategy and Innovation</b> ) (20 minutes)
Climate Emergency Update	2		To receive feedback on the Climate Emergency Action Plan ( <b>Head of Planning Policy</b> ) (20 mins)
<b><u>17 APRIL 2021</u></b>			
Chairman's Draft Annual Report	1		To consider the Chairman's draft Annual Briefing prior to being submitted to Council (20 mins)

<b><u>26 MAY 2021</u></b>			
Annual Review of the Corporate Action Plan	2		To receive an update on the Corporate Action Plan <b>(Policy and Strategy Manager) (20 mins)</b>
Chairman's Final Annual Report	1		To consider the Chairman's final Annual Briefing prior to being submitted to Council <b>(Chairman) (20 mins)</b>
<b><u>26 JUNE 2021</u></b>			
Covid-19 Recovery Update			To receive an update on the work being undertaken as part of Covid-19 Recovery <b>(Head of Strategy and Innovation) (20 mins)</b>
Disability, Equality and Inclusion Annual Report			To receive the Disability, Equality and Inclusion Annual Report <b>(Community Engagement Manager) (20 mins)</b>
<b><u>21 JULY 2021</u></b>			
Corporate Action Plan Update			To receive an update on the Corporate Action Plan <b>(Head of Strategy and Innovation) (20 mins)</b>
<b><u>ON HOLD</u></b>			
<b><u>DATE TBC</u></b>			
New Neighbourhoods Review Update	3	Cabinet	To receive an update on the review of new neighbourhoods <b>(Community Engagement Manager) (20 mins)</b> <b>Community Engagement Manager (20 mins)</b>
Scope for second stage of Health Review			To receive a proposed scope for a further OSCOM Panel on health provision <b>(Cllr Baverstock) (20 mins)</b>
Review of Economic Development Action Plan	4	Committee	To review the Economic Development Action Plan <b>(David Gleave) (20 mins)</b> <b>Councillor Drew (30 minutes)</b>

<b><u>DATE TBC</u></b>			
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. <b>(Community Engagement Manager)</b>
Climate Emergency Review Workshop			

**BRIEFING NOTES**

	TOPIC	DATE CIRCULATED
<b><u>JANUARY 2021</u></b>		
<b><u>MARCH 2021</u></b>		

Panel	Lead Member	Progress Update	Report back to OSCOM
Armed Forces Covenant	Councillor Matthews	<p>Scoping report to be produced.</p> <p>Councillor Borg Neal liaising with relevant organisations. Panel would commence following the Borough Elections in May 2019.</p> <p>Members have been invited to sit on the panel.</p> <p>The panel consists of Councillors Borg Neal, Burley, Coole, Donnelly, Hamilton, Matthews and Rowles.</p> <p>Meetings have been held with 11 Brigade's Army Civilian Liaison Officer and a scope will be considered at the next Overview and Scrutiny Committee meeting.</p> <p>The scoping document will be considered at OSCOM on 11 December 2019</p> <p>The next meeting was due to be held on Monday 23 March however this was cancelled due to the Coronavirus emergency.</p> <p>The last meeting had been cancelled due to the current situation however a remote meeting was planned in the near future. A questionnaire would be circulated to gather ideas.</p> <p>The panel had recently met to discuss and agree the way forward. The Panel had drafted a planned overview and distributed a questionnaire to all members to gather wider information. The results of the questionnaire would be reviewed by the end of July.</p>	<p>16 October 2019</p> <p>11 December 2019</p>

The first phase of the Panel would be to familiarise the Panel with the Covenant and gather survey data.

Councillor Matthews would like members to let him have any questions so that he can involve the relevant officers. A workshop will be held during the second week of August to look at the information gathered.

The Panel had had two meetings and a discussion since the last meeting where they had received an informative brief from the Head of Housing and Community Development and would be followed up with a meeting to clarify a number of points. It is anticipated that by the end of September they would be in a position where they would have enough information on housing and community engagement to discuss and suggest recommendations for improvement. The discussions will continue once a fortnight to discuss two more topics. The next two topics will be education and health. Councillor Matthews will update the Committee at its next meeting on housing and community engagement.

Review of the Armed Forces Covenant Panel – Councillor Matthews reported that the review has now been completed. The draft report, findings and recommendations have been circulated to the panel for comment and responses are expected by Tuesday 15 December. It is anticipated that all responses will be collated by the 18 December and then the report will be circulated to all Committee members prior to being discussed by the Committee at its meeting in January.

20 January 2021

<p>Budget Panel</p>		<p>The Budget Panel met on 29 June where the panel considered the Revenue Outturn 2019/2020. The variance between the budgeted and actual expenditure for the year was positive. The Panel also considered a report on the impact of Covid-19 on the Council's budget and reserves and looked at the additional expenditure, lost income and grant income. The next meeting will be held on 19 October to consider the monthly return for September, the budget for 2020/21 and fees and charge. The Head of Finance explained that things have moved on significantly since the meeting in June and was currently compiling a claim to the Government for loss of income.</p> <p>At its meeting on 19 October the Budget Panel had considered an update on the latest budget position up to 30 September 2020 as well as proposed Fees and Charges for 2021/22 and the latest budget forecast for 2021/22. There will be an additional Budge Panel meeting on 11 January 2021 to consider an updated budget position.</p> <p>The next meeting of the Budget Panel will be held on 11 January 2021.</p>	
---------------------	--	---	--

# Cabinet Work Programme

February 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](mailto:admin@testvalley.gov.uk).
5. Please note that additional documents relevant to those matters mentioned in the Work Programme may be submitted to the decision maker.
6. Whilst the majority of the Cabinet's business at the meetings listed in this Work Programme will be open to the public and media organisations to attend, this is formal notice under the above regulations that part of the Cabinet meetings listed in this Work Programme may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.
6. To view details of the members of the Council's Cabinet who will be making these decisions, please click the link below:  
[Cabinet Members](#)

## KEY DECISIONS

A key decision is one which is likely

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

The Council's thresholds are

- |    |   |   |                  |
|----|---|---|------------------|
| a. | Decisions on spending which are within the annual budgets approved by the Council                         | NO THRESHOLD  | NOT KEY DECISION |
| b. | Decisions on 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
13 Jan 2021	Interim Economic Development Strategy	No	Cabinet	Open	Report of the Economic Development & Tourism Portfolio Holder	Head of Planning Policy and Economic Development	10 Nov 2020
13 Jan 2021 Andover	Budget Forecast Update	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Jul 2020
13 Jan 2021 Romsey	Council Tax Reduction Scheme 2021/22	No	Council	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	28 Sep 2020
13 Jan 2021 Romsey	Community Transport Funding 2021/22	No	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	13 Nov 2020
13 Jan 2021	Romsey conservation area appraisal and management plan (CAAMP)	Yes	Council	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	27 Oct 2020
10 Feb 2021 Romsey	Revenue Budget & Council Tax Proposals	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Jul 2020

10 Feb 2021 Romsey	Capital Programme Update	No	Council	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Jul 2020
10 Feb 2021 Andover	Capital Strategy - Annual Review	Yes	Council	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	10 Dec 2020
10 Feb 2021 Romsey	Treasury Management Strategy	No	Council	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Jul 2021
10 Feb 2021 Romsey	Valley Housing Business Plan Update	No	Cabinet	Fully exempt	Report of the Finance Portfolio Holder	Head of Revenues	7 Oct 2020
10 Mar 2021 Romsey	Write off of uncollectable debts	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	21 Sep 2020
10 Mar 2021 Romsey	Community Infrastructure Levy (CIL) - Allocation of Funds	Yes	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning and Building	23 Nov 2020
14 Apr 2021 Andover	Carry Forward of Unspent Revenue Budget	No	Cabinet	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Sep 2020
14 Apr 2020 Andover	Annual Governance Statement	No	Council	Open	Report of the Finance Portfolio Holder	Head of Revenues and Finance	24 Sep 2020
19 May 2021	Corporate Action Plan - Year 3 Update	No	Cabinet	Open	Report of the Leader	Chief Executive	27 Oct 2020

## Part 5 – Action Tracking

Climate Emergency						
Recommendation	Agreed			Start Date	Action	Progress Update
	OSCOM 18.3.20	Cabinet	Council 10.06.20			
<p><b><u>Recommended to Council:</u></b></p> <p>That the draft Climate Emergency Action Plan annexed to the report be agreed.</p>	√		√		<p><b><u>Resolved at Council</u></b></p> <ol style="list-style-type: none"> <li>1. That the Climate Emergency Action Plan (Annex 1 to the report) be approved.</li> <li>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.</li> </ol>	<p>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</p>