

Notice of Meeting

Overview and Scrutiny Committee

Date: Wednesday 14 June 2023

Time: 5.30 pm

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

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

PUBLIC PARTICIPATION SCHEME

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

Membership of Overview and Scrutiny Committee

MEMBER

WARD

Councillor I Jeffrey (Chairman)	Mid Test
Councillor G Bailey	Blackwater
Councillor C Borg-Neal	Andover Harroway
Councillor K Brooks	Andover Romans
Councillor D Cattell	Andover St Mary's
Councillor S Gidley	Romsey Abbey
Councillor A Gillies	Andover Winton
Councillor L Gregori	Andover Harroway
Councillor N Gwynne	Romsey Cupernham
Councillor S Hasselmann	Anna
Councillor R Hughes	Andover Harroway
Councillor M Leech	Andover Millway
Councillor S MacDonald	Mid Test
Councillor L Matthews	Andover Winton
Councillor J Neal	Andover Millway
Councillor J Parker	Romsey Tadburn
Councillor A Warnes	North Baddesley
Councillor S Yalden	Ampfield & Braishfield

Overview and Scrutiny Committee

Wednesday 14 June 2023

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 Call in Items**
- 6 Urgent decisions taken since last meeting**
- 7 Minutes of the meeting held on 19 April 2023**
- 8 Appointment of Vice Chairman**
- 9 Appointment to Budget Panel**

To appoint members to the Budget Panel.
- 10 Cost of Living 5 - 16**

To report on the work that the Council has undertaken through the Test Valley Partnership to assist residents dealing with the increased cost of living over the past twelve months (20 minutes)
- 11 Overview and Scrutiny Away Day 17 - 19**

To discuss the options provided and consider alternative suggestions and ideas for the Away Day (10 minutes)

ITEM 10

Cost of Living

Report of the Community Manager

Recommended:

That Overview and Scrutiny Committee notes and endorses the work of Test Valley Borough Council and the Test Valley Partnership in supporting residents with the increased costs of living.

SUMMARY:

To report on the work that the Council has undertaken through the Test Valley Partnership to assist residents dealing with the increased cost of living over the past twelve months.

1. Introduction

- 1.1 Food and energy prices have risen markedly over the past 18 months. Energy price rises in particular are pervasive to the price of most products and services which has led to stubbornly high inflation over the same period. Global recovery from the coronavirus pandemic is also still putting further pressure on prices.
- 1.2 This has had an inevitable impact on households across Test Valley, with those on lower incomes and in poor quality housing likely to be most affected.
- 1.3 This report reflects on some of the specific impacts seen in Test Valley, both by the Council and by partners, and the local response to mitigate those impacts.

2. Background and local context

- 2.1 Although the causes of the cost-of-living crisis are rooted in macroeconomics and global factors, the impact of that is very much felt at a local and household level. Whilst the Council and our partners may be unable to influence those external factors, we have approached the challenge with the logic that if impacts are felt at a local level, then it must be possible to mitigate, at least to some extent, at a local level too.
- 2.2 In early 2022, many of the organisations who focus on supporting vulnerable households were already seeing high numbers of people accessing their support. Foodbanks in particular, who had seen a significant increase in demand through the pandemic, reported that demand had increased even from those already high levels. By the summer, had reached 10%, with energy price increases even greater than that.

- 2.3 In August, a special meeting of the Test Valley Partnership was convened by Cllr Phil North and Cllr Celia Dowden to identify the support already provided in Test Valley, the gaps in provision and what the partnership could do to help. A further session was held in October, with a third follow up in February 2023. The outcomes of these sessions are captured later in this report.
- 2.4 Through the winter, many households in Test Valley faced huge challenges in making ends meet. Andover foodbank reported demand as much as 40% higher than the previous year and Citizen's Advice Test Valley were experiencing increasing numbers seeking support with debt and money advice.
- 2.5 Foodbanks were originally intended as one-off crisis support, indeed there is still technically a limit of three referrals per household. The reality for many households, is that the foodbank it is a regular part of their monthly budgeting or meal planning cycle.
- 2.6 TVBC's Housing Options Team has seen an increase in people approaching them seeking support. The private rental market in Test Valley, as in much of the rest of the country, is extremely stretched. This has been compounded recently as private landlords find the mortgages on their properties going up. This generally means they either have to pass that cost on to their tenants or sell the house, which may then come off the rental market altogether.
- 2.7 We also receive notification from mortgage companies when they are taking repossession steps. These notifications have increased from a handful a month to a handful a week. With interest rates still seemingly not at their peak, there is a real chance that these numbers will continue to grow.
- 2.8 Beyond the numbers, are the stories and real experience of each household seeking support. All our partner agencies who offer cost of living support are reporting that not only are the numbers of cases rising, but each case is increasingly complex, with intertwining challenges and no easy solutions.
- 2.9 On a practical level this means each case demands more officer hours than they have done historically. On a human level this means families making heart breaking decisions about whether to heat, eat or pay bills.

3. Support from Central Government

- 3.1 Over the past year or so, central government has announced a number of measures to support households. The main support from central government at the time of the previous report was as follows:
 - a) A Council Tax rebate of £150 for band A to D properties
 - b) Reducing fuel duty by 5p per litre for 12 months from April 2022
 - c) Providing £400 for people's energy bills from October 2022
 - d) Cost of living payments to those on certain benefits or tax credits worth up to £600.
 - e) Limiting energy bill rises for all households for two years, meaning a typical household energy bill will be capped at £2,500 annually until 2024.

- 3.2 Since the previous report, the Cost-of-Living payment increased to £900 for people on certain benefits or tax credits, extending to up to £1,350 for people on a specific combination of benefits and tax credits.
- 3.3 The limiting of energy bill rises referenced in point 'e' above, is known as the Energy Price Guarantee or EPG. This was in addition to the pre-existing Ofgem Price Cap which limits what providers can charge per unit on standard tariffs. From 1 July 2023 the price cap will drop below the EPG and anyone on a standard variable tariff will start paying the price cap rates.
- 3.4 The government also established the Household Support Fund. This funding was distributed to councils in England to design and administer and there is more detail below, along with details of all the central government funding streams administered by the Council.

4. Payments administered by TVBC

Council Tax Rebate

- 4.1 This scheme ran from 1 April 2022 to 30 September 2022. Government gave TVBC funding to pay out £150 to all households in Council Tax bands A-D (subject to some criteria around sole/main residence).
- 4.2 This resulted in payments of £5,368,650 to 35,791 households.

Discretionary Fund

- 4.3 Government also gave TVBC funding of £178,050 to support households via a discretionary scheme to be designed locally. TVBC chose to target vulnerable residents and made a discretionary payment to the council taxpayer where they occupied a property which met one of the following criteria as of 1 April 2023:
 - £205 one-off payment for Council Tax Support claimants in receipt of Disability Living Allowance or Personal Independence Payment in bands E to H;
 - £55 top up payment (in addition to the core £150) to Council Tax Support claimants in receipt of Disability Living Allowance or Personal Independence Payment in bands A to D;
 - £205 one-off payment for residents not in receipt of Council Tax Support with a Council Tax Disabled Band Reduction or Severely Mentally Impaired exemption in bands E to H;
 - £55 top up payment (in addition to the core £150) for residents not in receipt of Council Tax Support with a Council Tax Disabled Band Reduction or Severely Mentally Impaired exemption in bands A to D.
- 4.4 This resulted in payments of £173,820 to 2,202 households.

Household Support Fund

- 4.5 There have been three completed phases of Household Support Fund, and a fourth commenced in April 2023. Government set out instructions for spending and the funding went to Hampshire County Council who then passed a proportion of funding to local authorities with further instructions on how to administer the scheme.
- 4.6 The first phase was October 2021 to March 2022. TVBC received £97,000 and combined this with their allocation of Vulnerable Renters Fund (£78,000) and ran an open application for financial support for residents. This was open to anyone in any tenure if their circumstances met the remit of the funding.
- 4.7 The second phase was April 2022 to September 2022 and comprised two elements:
- Exceptional Housing Support: Managed by TVBC's homeless prevention service, they worked with customers and landlords to make payments directly to landlords to reduce rent arrears and prevent homelessness.
 - Food Voucher Scheme: Managed by Finance & Revenues, targeting eligible individuals. £65 food voucher issued to each pensioner in receipt of Pension Credit and Council Tax Support and £30 to each household in receipt of Council Tax Support.
- 4.8 This scheme supported 4,636 residents with total award of £231,770.
- 4.9 The third phase was October 2022 to March 2023. As with previous phase, comprised two elements:
- Exceptional Housing Support: A further £48,500 was made available, which supported 312 households.
 - Food Voucher Scheme: Managed by Finance & Revenues, targeting eligible individuals. £30 food voucher to each household in receipt of Council Tax Support; and £50 to each household in receipt of Housing Benefit (but not Council Tax Support).
- 4.10 This supported 5,032 households, total award of £161,080.
- 4.11 The fourth phase commenced in April 2023 further funding is expected from HCC in the summer. This will include exceptional housing support (funding of £97,000) and another food voucher scheme (£50 voucher for Council Tax Support households, £80 voucher for Housing Benefit only households).

Council Tax Support Fund

- 4.12 In December 2022, government announced support for vulnerable households, with two elements to the scheme: a mandatory scheme based on government criteria and a discretionary scheme to be designed by the local authority.

- 4.13 Households in receipt of Council Tax Support as at 1 April 2023 had their Council Tax bill reduced by up to £55 (made up of a £25 mandatory award and a £30 discretionary award). Support of £55 (discretionary) is also being made to new Council Tax Support applicants who make claims after 1 April 2023.
- 4.14 To date £121,418 has been awarded through this scheme.

Energy Bills Support Scheme and Alternative Fuel Payment Scheme

- 4.15 These two schemes started in March 2023. Residents make their application to central government, who pass them to local authorities to verify and make payment. This scheme is managed by the Finance & Revenues Service.
- Energy Bills Support Scheme: Support of £400 to households who are not supplied by a domestic electricity contract and who are unable to receive support automatically through the Energy Bills Support Scheme.

As of 24 May 2023, this has supported 409 households, to a total of £163,600.
 - Alternative Fuel Payment Scheme: Support of £200 to households who use alternative fuels such as heating oil, liquefied petroleum gas (LPG), coal or biomass.

As of 24 May 2023, this has supported 361 households, to a total of £72,200.
- 4.16 Application for both of the above closed on 31/05/2023, final payments to be made by 30/06/2023.

5. The Test Valley Partnership Response

- 5.1 The Council has also worked closely with partners from across the statutory and voluntary sector to understand the local impact of the cost of living and to coordinate the local response. This has been informed by three workshop sessions held as special sessions of the Test Valley Partnership, which brought together key stakeholders and service providers across the borough.
- 5.2 The key outcomes from those sessions included:
- Establishment of a £100,000 TVBC Cost of Living Grant scheme.
 - Regular 'touch base' meetings between Citizen's Advice Test Valley (CATV), Romsey and Andover foodbanks and the Council to check on service demand and how families are being impacted locally.
 - A [Cost of Living support page](#) on the TVBC website which brings together national and local support in a single place.
- 5.3 Furthermore, these partnership sessions have fostered new connections between organisations in both the charity and voluntary sector and the public sector.

- 5.4 As of 24 May 2023, 58 Cost of Living grants had been awarded, to a total value of £62,919.31. A full list of these awards can be found at the Annex.
- 5.5 The Council has also made an additional funding award of £16,000 to Citizen Advice Test Valley to enable them to recruit and train 16 volunteers, over and above their usual annual numbers. This reflects an increase of around 50% over their typical intake within existing budgets and will make a significant improvement in their ability to respond to demand.
- 5.6 The regular 'touch base' meetings, via Teams, have helped build on the existing links to key partners in the charity and voluntary sector as well as ensuring that as an organisation we have a current and up to date view of the impact locally. It is through these meetings that a number of practical partnership opportunities have been developed, most notably the CATV caseworker being based at Andover foodbank.
- 5.7 Partners advise us that they continue to refer clients to the Cost-of-Living support page on the TVBC website and we periodically check in with partners to ensure that their information is up to date.

6. Corporate Objectives and Priorities

- 6.1 The work of the Council in bringing together partners to discuss the impacts of the cost-of-living crisis forms part of the Council's community leadership role and focus on quality of life for all. More specifically it is relevant to the corporate priority areas of prosperity, connectedness, inclusion and sustainability.

7. Conclusion

- 7.1 The rising cost of living continues to loom over many households in Test Valley and with stubborn inflation and interest rates not necessarily yet at their peak, it is likely to continue to place significant pressure on residents for some time yet.
- 7.2 However, the response in Test Valley has been broad, flexible and coordinated. This has included nearly £6.5million in direct support to households from central government and administered by TVBC, as well as nearly £80,000 funding already awarded by TVBC for organisations supporting households in Test Valley.
- 7.3 Through our partnership approach we have been able to identify the range of strengths and assets available to support people in Test Valley and to target our support and resource where it can make the biggest difference. By continuing this partnership approach, we can maximise the impact of our resources, the effectiveness of partners and of funding from central government.

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:	1		
Author:	Dave Growcott	Ext:	8606
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	14 June 2023

Cost of Living Grant Awards

If you know of a not-for-profit organisation or community group who would be interested in the **Cost of Living Grant**, please recommend they contact the Community Engagement Officer for the relevant ward to confirm the eligibility of the organisation and project: www.testvalley.gov.uk/CEOfficers

For more information about the Test Valley Borough Council **Cost of Living Grant** visit: www.testvalley.gov.uk/costoflivinggrantscheme

For more information, including external funding opportunities, please visit the Test Valley Borough Council **Cost of Living Support Hub**: www.testvalley.gov.uk/CostOfLivingSupport

Round	Organisations	Projects	Award values	Total awarded
24/10/22	Harrow Way Community School	Breakfast Club Towards the cost of providing free breakfasts for more pupils	£1,000	3 awards £3,000
	Romsey Cancer Support Centre Jane Scarth House	Warm Space Creating a warm space for patients and families where they can also receive support	£1,000	
	Freedom Centre Community Hub	Warm Space Creating a warm space with free food, drinks, activities and support for residents	£1,000	
31/10/22	The Mountbatten School	Winter Breakfast Project Towards the cost of providing free breakfasts for all pupils through the winter months	£585	4 awards £6,585
	Romsey Royal British Legion	Warm Hub Providing a warm space including free food, drinks and activities such as games and films	£1,000	
	Citizen's Advice Test Valley	Caseworker To fund a Caseworker at the Foodbank to provide extra support to residents	£2,500*	
	Andover Foodbank	Caseworker To fund a Caseworker at the Foodbank to provide extra support to residents	£2,500*	
08/11/22	Yellow Brick Road Projects	A Warm Welcome Towards the cost of creating a warm space where young people can also receive support	£1,000	3 awards £4,400
	Smannell Field School	Breakfast Club For ingredients to provide pupils with free nutritional breakfasts and snacks at school	£1,000	
	St Mary's Church	Debt & money management support Helping provide free debt and money management support to residents	£2,400	
16/11/22	The Mark Way School	Warm Winter Packs Providing pupils and families with winter essentials during the colder weather	£1,000	5 awards £5,220

	Baby Necessities	Bed Poverty Campaign Providing Moses baskets, cots and beds for babies in need of these essentials	£1,000	
	Romsey Library – Hampshire County Council	Chat About Sessions Providing a warm space with free activities for those seeking support and company	£720	
	Unity	Cost of Living Support Outreach Running outreach sessions which provide support and information to residents	£1,500	
	Youth Options	Winter Essentials Warm winter clothes for children who would otherwise not have these	£1,000	
5	Romsey Community Services Ltd	Christmas Cracker 2022 Fresh food provisions during the fortnight over the Christmas and New Year period	£2,000	2 awards
23/11/22	Andover Churches Together	Blue Monday Providing food packages for the families of a number of Primary Schools in Andover	£1,000	£3,000
6	Andover Community Engage	ACE Community Lounge & Warm Hub Towards the cost of new heaters, blankets and running a Warm Hub	£855.53	3 awards
02/12/22	Portway Infant School	Warm Winter Essentials Providing families with essentials such as warm clothing, bedding and hot water bottles	£1,000	£2,855.53
	Portway Junior School	Warm Winter Essentials Providing families with essentials such as warm clothing, bedding and hot water bottles	£1,000	
7	Community Life Centre, North Baddesley	Warm Welcome Hub Providing a Warm Hub with free activities, refreshments, internet access and support	£967.38	4 awards
09/12/22	Wallop Primary School	Breakfast Club and winter clothing To provide a breakfast club at the school and essential winter clothing for children	£1,000	£3,963.38
	Abbotts Ann Nursery School	Breakfast Club and support To provide a breakfast club at the nursery and essential items to support families	£996.00	
	Friends of North Baddesley Infant School	School Uniform project To provide free school uniforms, including shoes and bags to those who need them	£1,000	
8	Broughton Parish Council	Broughton Warm Space To provide a warm space with free food, drink and fun games and activities for all ages	£950.40	5 awards
16/12/22	King Arthur's Way Community Association	Warm Hub, Thrift Shop & Comfort Café To provide a free warm space with coffee, cake and a Thrift Shop with affordable items	£1,196	£5,146.40
	Balksbury Infant School	Breakfast packages To provide breakfast packages with non-perishable food items for families	£1,000	

ANNEX

	Balksbury Junior School	Breakfast packages To provide breakfast packages with non-perishable food items for families	£1,000	
	Roman Way Primary School	Winter Essentials To provide winter packages including items such as warm duvets, blankets and socks	£1,000	
9 10/01/23	Carers Together - Romsey	Warm Hub with support information To provide a warm hub with hot food along with additional support and food supplies	£1,000	3 awards £2,833
	Andover C of E Primary School	Warm Winter Essentials To provide essentials such as bedding and clothing as well as a breakfast and dinner club	£1,000	
	All Saints & St John the Baptist Church – North Baddesley	Winter Warmer To provide a warm hub with free hot food, refreshments, and IT support for individuals	£833	
10 17/01/23	Valley Park Community Association	Valley Park Community Kettle - Warm Hub To create a safe and warm space with free food, drinks and activities that are open to all	£1,000	3 awards £2,550
	Somborne with Ashley Parochial Church Council	Community Choir and Lunchtime Soup To provide a warm space, a free lunch club, and community activities for all	£1,000	
	Wellow Parish Council	Wellow Warm Space To provide a warm space with refreshments and social activities for local residents	£550	
11 23/01/23	Endeavour Primary School, Andover	Cook, Educate and Eat Project To provide families with free cooking tuition, including meals and equipment to take home	£1,000	4 awards £3,925
	Longstock Parish Council	Longstock soup and sandwich lunch club To enable a free monthly lunch club to continue and welcome new local residents	£950	
	Yellow Brick Road Projects	Growing Together – Young Parents Group Towards the cost of running a weekly support group for young parents and their children	£975	
	Chilbolton Parish Council	Chilbolton Warm Hub To provide a free weekly lunch club and warm hub at the village hall for all local residents	£1,000	
12 01/02/23	Somborne Community Cinema	Somborne Community Cinema To provide a free Cinema Matinee Warm Hub along with free refreshments	£1,083	2 awards £1,683
	Unity	Family Fun Day Towards a Family Fun Day with food bags that include affordable recipes for families	£600	
13 06/02/23	Romsey Community Services	Community Pantry Warm Hubs Towards the cost of creating warm hubs in Andover and Romsey at the Pantries	£2,000	2 awards £2,938
	Fresh Kitchen Community Support	Fresh Kitchen Community Support To purchase a fridge & freezer to store food, which will be distributed to local people	£938	

ANNEX

14 13/02/23	Romsey Young Carers	Family Link and Family Support Worker Towards a Family Link and Family Support Worker as well as drop-in support sessions	£1,500	5 awards £5,050
	Knights Enham Nursery and Infant School	Winter Family Support Towards items such as clothes, shoes, bedding and cooking equipment for families	£1,000	
	Knights Enham Junior School	Warm Winter Essentials - Young Children To provide warm clothes, food and other household essentials for children and families	£1,000	
	Finding Freedom from Abuse	Finding Freedom from Abuse To provide transferable yearly passes to Finkley Down Farm and clothing vouchers	£1,000	
	St Francis Church, Valley Park	Community Café Towards the increased heating and refreshments costs of the Community Café	£550	
15 20/02/23	Andover College	Student Emergency Support Fund To provide support with the costs of food, essentials resources and educational trips	£1,000	1 award £1,000
16 01/03/23	Andover Library – Hampshire County Council	Chat About Sessions Providing a warm space with free activities for those seeking support and company	£1,000	3 awards £2,550
	Smannell C of E Primary School	Smannell Breakfast Club Towards the cost of providing a breakfast club for free or reduced cost depending on need	£1,000	
	Rooting For Andover	Grow and Save Towards the cost of running a grow your own fruit and vegetable project for local residents	£550	
17 06/03/23	Spot Light UK	Care Packs Towards care packs containing some essential items for families across Test Valley	£420	1 award £420
18 14/03/23	Me and My Dad's Club	Breakfast for club members To provide breakfast for all who attend the popular, fortnightly Dad's and children's group	£1,000	1 award £1,000
19 21/03/23	Andover Community Engage (ACE)	School Uniform support in Andover To provide free primary and secondary school uniforms to families across the Andover area	£1,000	3 awards £2,300
	Connect Aid CIC	Community Freezer Towards the cost of a commercial freezer for use in 'The Save It Discount Store' in Andover	£1,000	
	Andover Rugby Club	Community Welcome Hub To provide a warm welcome space with free food and Cost of Living support information	£300	
20 24/04/23	Citizen's Advice Test Valley	Caseworker To fund a Caseworker to be based at Andover Foodbank to provide extra support to residents	£2,500**	1 award £2,500
Totals to date			£62,919.31 awarded	58 awards

*Citizen's Advice Test Valley and Andover Foodbank are working in partnership on a joint project. Citizen's Advice Test Valley and Andover Foodbank provide essential services within Test Valley and as a result of the rising cost of living, they are supporting a significantly larger number of residents.

**Citizen's Advice Test Valley have been awarded this grant of £2,500 to enable the continuation of a Caseworker being based at Andover Foodbank to provide extra support to residents.

ITEM 11 Overview and Scrutiny Away Day

Report of the Head of Strategy and Innovation

Recommended:

That the Overview and Scrutiny Committee's annual Away Day be discussed and future options agreed.

SUMMARY:

- The Committee hold an annual away, it is suggested that an away day is held for 2023 to allow the committee to consider and areas of development and its work programme for the coming year.
- The Committee is requested to discuss the options provided and consider alternative suggestions and ideas for the Away Day.
- The annex to the report provides suggestions for the Overview and Scrutiny Committee's Annual Away Day.

1 Introduction

- 1.1 The Overview and Scrutiny Committee have held an Away Day for a number of years and is requested to consider their Away Day for 2023.

2 Background

- 2.1 The Overview and Scrutiny Committee Away Day is a way of giving the Committee an opportunity to receive relevant training and discuss items for their work programme for the next 12 months.
- 2.2 The Away Day is also an opportunity to consider strategic projects and whether the Committee can provide value to the project.

3 Corporate Objectives and Priorities

- 3.1 The Committee has previously received training which has helped them to be of value in the process of major projects and setting and reviewing policies.

4 Options

- 4.1 The Committee holds their annual Away Day. This is the recommended option as an away day provides the necessary opportunity for the Committee to consider areas of focus for the coming year, including any training and development. A suggested programme is provided in the annex to the report.
- 4.2 Members have the opportunity to decide their own Away Day programme.

4.3 Members could decide not to hold an Away Day for 2023 however this would not allow the Committee the necessary opportunity to come together and consider any training and development and the opportunity to develop their work programme and priorities for the next 12 months. This option is not recommended.

5 Resource Implications

5.1 The Away Day would require input from officers to set up and assist with the day.

6 Legal Implications

6.1 None

7 Equality Issues

7.1 None

8 Other Issues

8.1 Community Safety - None

8.2 Environmental Health Issues - None

8.3 Sustainability and Addressing a Changing Climate - None

8.4 Property Issues - None

8.5 Wards/Communities Affected - None

9 Conclusion

9.1 Members are requested to consider the programme for their Away Day in 2023.

<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:	1		
Author:	James Moody	Ext:	8130
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	14 June 2023

Overview and Scrutiny Away Day

Governance and Scrutiny are essential for the successful working of any organisation and decisions are better made when they are open to challenge and involve others. In order to be successful Overview and Scrutiny needs to create a culture which supports good governance, raises governance standards, responds to challenges and risks and provides innovative solutions.

For a number of years the Overview and Scrutiny Committee has organised an Away Day to discuss how they can improve the role of the committee, support good governance and learn key skills to better understand and support the Council in the democratic process.

In previous years the Committee has received training from both internal and external trainers and helped to deliver a number of projects following discussions at their Away Day. These have been around;

- LGA Peer Challenge
- Corporate Plan
- Public Engagement
- Agenda Setting
- Officer Resources
- Training and Experience
- Process
- Processing recommendations/effectiveness
- Communications
- Panel Structure
- Behaviours
- Working with the Cabinet
- Skills and approach to scrutiny

The Away Day has also offered the opportunity for the committee to discuss and develop their work programme.

The suggestion for this year's Away Day is to hold this on a Saturday morning in July as we did last year. The agenda for the day will be compiled after considering all suggestions and input from members. It is suggested that the day comprises as follows;

Breakfast

Welcome and introduction from the Chairman

Discussions and networking

Corporate Plan – Role, focus and key priorities

Lunch

Work programme development discussion

Portfolio Holder reviews and Coordinators

Members are requested to consider areas or topics they would like to receive training on.

ITEM 12

Programme of Work for the Overview and Scrutiny Committee

Report of the 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. Introduction

- 1.1 The Overview and Scrutiny Committee approves a work programme every year, detailing selected issues that affect the Council or its residents. The work programme represents the work of scrutiny throughout the municipal year and is managed by the Overview and Scrutiny Committee. The work programme is a rolling plan of in-depth reviews alongside standing items such as finance and performance.

2 Corporate Objectives and Priorities

- 2.1 Effective processes are used when selecting and prioritising review topics to ensure meaningful outcomes and tangible improvements. This involves including topics that are of community concern, contribute to the Council's Corporate Priorities, add value to the Council's overall performance, and have defined objectives and clear outcomes.

3 Conclusion and reasons for recommendation

- 3.1 Task and Finish Groups (panels) are small groups of members set up to examine specific issues in detail and report back to the Committee. The Overview and Scrutiny Committee Task and Finish Panels update will be presented as an annex for the Committee's review and comments.

- 3.2 Effective processes are used when selecting and prioritising review topics to ensure meaningful outcomes and tangible improvements. This involves including topics that are of community concern, contribute to the Council's Corporate Priorities, add value to the Council's overall performance, and have defined objectives and clear outcomes. The Overview and Scrutiny Committee Work Programme is presented at Annex 1 for review and approval.
- 3.3 The Overview and Scrutiny Committee is responsible for examining decisions made by the cabinet as a whole, and individual Portfolio Holders, as well as key decisions delegated to Senior Officers. With each agenda, the Committee receives copies of the Cabinet Work Programme. The Committee can then decide or use pre-scrutiny for forthcoming decisions on the Cabinet Work Programme. The Cabinet Work Programme is attached at Annex 2 for the Committee to consider.
- 3.4 For Overview and Scrutiny to have an impact, it is important that recommendations to Cabinet and Council are followed up. At each meeting the Committee considers follow up action on recommendations to Cabinet and council as part of the review of the Work Programme. Also as part of the Work Programme the Committee considers actions arising from the previous meeting. Action tracking will be attached as an annex.

<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:	2		
Author:	Caroline Lovelock	Ext:	8014
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	14 June 2023

OVERVIEW AND SCRUTINY WORK PROGRAMME JUNE 2023

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
<u>14 JUNE 2023</u>			
Cost of Living	1		To receive an update from the Test Valley Partnership (Head of Strategy and Innovation/Community Manager) (20 minutes)
<u>19 JULY 2023</u>			
Round table Andover Vision			To receive an update on the work of the Andover Vision (Head of Strategy and Innovation)
Test Valley Partnership			To understand the work of the Test Valley Partnership (Head of Strategy and Innovation) (20 minutes)
<u>30 AUGUST 2023</u>			
Community, Leisure and Tourism Portfolio Presentation			To review the Tourism, Community and Leisure Portfolio Holder's Portfolio focusing on Tourism Councillor Swain/Head of Community and Leisure) (45 minutes)
Corporate Action Plan	1		Presentation by the Leader on the Corporate Action Plan (Leader of the Council) (60 minutes)
<u>11 OCTOBER 2023</u>			
Presentation on local policing	5		To receive a presentation on local policing from Chief Inspector Haley O'Grady. (60 minutes)
Draft Budget Fees and Charges	1		To consider the Budget Panel's report on the draft budget and draft fees and charges (Budget Panel Lead Member) (20 minutes)
Climate Emergency Action Plan Update	2		To consider the Climate Emergency Action Plan (Head of Planning Policy and Economic Development) (30 minutes)

* Scrutiny Indicator Key:

1 : Holding to Account	2 : Performance Management	3 : Policy Review	4 : Policy Development	5 : External Scrutiny
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Cabinet Work Programme

May 2023

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.

ANNEX 2

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
7 Jun 2023 Andover	Revenue Outturn	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	27 Oct 2022
7 Jun 2023 Andover	Capital Outturn	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	27 Oct 2022
7 Jun 2022 Andover	Asset Management Outturn	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	27 Oct 2022
7 Jun 2023 Andover	Treasury Management Review	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	27 Oct 2022
7 Jun 2023 Andover	Project Enterprise Outturn Report	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	27 Oct 2022
7 Jun 2023 Andover	Adoption of Infrastructure and Developer Contributions SPD	Yes	Cabinet	Open	Report of the Planning Portfolio Holder	Head of Planning Policy and Economic Development	14 Mar 2023
7 Jun 2023 Andover	Heat Network Feasibility Study - Andover Town Centre	No	Cabinet	Open	Report of the Strategic Regeneration and Partnerships (North) Portfolio Holder	Head of Planning Policy and Economic Development	

ANNEX 2

12 Jul 2023 Andover	Valley Housing Outturn	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	2 Feb 2023
12 Jul 2023 Romsey	Consultation on draft Design Guide for Developers and Occupiers SPD	Yes	Cabinet	Open	Report of the Strategic Regeneration and Partnerships (North) Portfolio Holder	Head of Planning Policy and Economic Development	14 Mar 2023
12 Jul 2023 Romsey	Member Champions	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
23 Aug 2023 Romsey	Corporate Action Plan Annual Report	Yes	Cabinet	Open	Report of the Leader	Head of Strategy and Innovation	27 Oct 2022
4 Oct 2023 Andover	Corporate Financial Monitoring (4 months)	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
15 Nov 2023 Romsey	Capital Programme Update	No	Council	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
15 Nov 2023 Romsey	Asset Management Plan Update	No	Council	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
15 Nov 2023 Romsey	Fees and Charges	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023

ANNEX 2

15 Nov 2023 Romsey	Corporate Financial Monitoring (6 months)	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
15 Nov 2023 Romsey	Medium Term Financial Strategy	No	Council	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	20 Jan 2023
15 Nov 2023 Romsey	Preventing Homelessness and Rough Sleeping Strategy 2023-2026	No	Cabinet	Open	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing and Environmental Health	20 Jan 2023