

Notice of Meeting

Overview and Scrutiny Committee

Date: Wednesday 11 October 2023

Time: 5.30 pm

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

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Legal and Democratic Service

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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 J Neal (Vice-Chairman)	Andover Millway
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 Parker	Romsey Tadburn
Councillor A Warnes	North Baddesley
Councillor S Yalden	Ampfield & Braishfield

Overview and Scrutiny Committee

Wednesday 11 October 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 Minutes of the previous meeting 5 - 8**

To approve as a correct record the minutes of the meeting held on 30 August 2023.
- 6 Call in Items**
- 7 Urgent decisions taken since last meeting**
- 8 Presentation on local policing**

Presentation on local policing by Chief Inspector Hayley O'Grady (60 minutes)
- 9 Impact of Revenue Funding for Community Bodies 9 - 20**

To report on the impact of Test Valley Borough Council's revenue funding programme, which provides over £350,000 of funding per year to charitable organisations (20 minutes)

ITEM 5 Minutes of the **Overview and Scrutiny Committee**
of the **Test Valley Borough Council**
held in Main Hall, Crosfield Hall, Broadwater Road, Romsey
on Wednesday, 30 August 2023 at 5.30 pm

Attendance:

Councillor I Jeffrey (Chairman)

Councillor G Bailey
Councillor C Borg-Neal
Councillor K Brooks
Councillor D Cattell
Councillor S Gidley
Councillor A Gillies
Councillor L Gregori
Councillor N Gwynne

Councillor J Neal (Vice-Chairman)

Councillor S Hasselmann
Councillor R Hughes
Councillor M Leech
Councillor S MacDonald
Councillor J Parker
Councillor A Warnes
Councillor S Yalden

Also in attendance

Councillor J Burnage
Councillor A Dowden
Councillor C Dowden

Councillor P North
Councillor T Swain

151

Apologies

Apologies were received from Councillor Matthews.

152

Public Participation

There was no public participation.

153

Declarations of Interest

There were no declarations of interest.

154

Urgent Items

There were no urgent items.

155

Minutes of the previous meeting

Resolved:

That the minutes of the meeting held on 19 July 2023 be confirmed and signed as a true record.

156

Call in Items

There were no call in items.

157

Urgent decisions taken since last meeting

There were no urgent decisions.

158

Tourism Presentation

Councillor Swain, Portfolio Holder for Community, Leisure and Tourism gave a presentation focusing on Tourism.

Tourism is the responsibility of the Planning Policy and Economic Development Service. There is a discretionary budget which is currently used for marketing material such as the annual Test Valley Visitor Guide, research, printing, public relations etc). In addition, TVBC owns 13 Church Street which comprises of the Tourist Information Centre to the front and is then linked to King John's House. Part of the building, including the garden, are leased.

TVBC has contracted Tourism South East to manage the Tourist Information Centre and has provided a revenue grant to King John's House.

Test Valley Tourism sits within the wider Hampshire Tourism offer. Hampshire has a number of strong, nationally, and internationally known tourism brands. Test Valley geographically sits between two of these brands, Winchester, and the New Forest. In addition, Portsmouth, Southampton, Gosport, and the Isle of Wight have strong brands.

TVBC owns and manages the Visit Test Valley Brand.

The presentation also looked at;

- The current position within Test Valley
- 2023 Socio Economic Analysis
- Rural Prosperity Fund
- Interim Economic Development Strategy (2019-2023)
- Corporate Plan (2023-2027) and new Economic Strategy
- External Plan
- Looking to the future

Councillor Swain reported that there was a plan to hold a Tourism round table later in the Autumn and Councillors Gwynne and Hassleman expressed their interest in taking part.

Members also raised and discussed;

- Grants given to King John's House and the Tourist Information Centre
- External review of the Tourist Information Centre
- Areas of future development
- Type and breakdown of tourism
- Social Media
- Budget
- Brown signs along A303

A number of actions were noted around a breakdown of the type of tourism visiting the TIC, breakdown of the visitor spend and brown signs off the A303. These actions will be reported back to the Committee.

159 **Annual Review of the Corporate Action Plan - Year 4 Review**

Councillor North, Leader gave a review of year 4 of the Corporate Action Plan (2019-2023) and covered the four priorities of Town Centres, People, Communities and the Local Environment.

Looking to the future the new Corporate Plan 2023-27 'A Place for Everyone – Supporting our communities to Thrive' was adopted by the Council in April 2023. This plan was drafted following extensive consultation with the public and delivery of a programme of deliberative events in partnership with the Involve Foundation. The Council engaged with more than 1,500 residents across the borough and collated an extensive evidence base, to ensure that the plan accurately reflects the needs and ambitions of our communities.

The Corporate Plan 2023-27 outlines five strategic priorities that will provide the focus for the activities over the next four years; sustainability, connection, inclusion, environment and prosperity. This will be underpinned by a new Corporate Action Plan which will develop the priorities into distinct projects that will deliver positive outcomes for communities.

Members raised and discussed;

- BID priorities
- Useability of areas as well as aesthetics
- Climate change in the Town Centre
- Impact of Covid, lost community groups
- Affordable homes and supporting those at risk of homelessness
- Air B&Bs
- Involvement in the development of the new Local Plan
- Collection of bio fuel
- Public transport
- Protected species – Management of areas and surveying/identification of protected species
- Verges and roundabouts

- Nitrate mitigation
- More policies to support communities to address the climate emergency themselves.

A number of actions were noted around stats on affordability of affordable homes, Air B&B, Bio fuel resource, breakdown of where 22,000 trees planted and Rural Net Zero Business Service. These actions will be reported back to the Committee.

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

Members reviewed the current Work Programme and it was suggested that the timing for the Climate Emergency Action Plan update scheduled for the 11 October be extended to 45 minutes.

Members were advised that the topics identified at the recent Away Day has been summarised and shared with Councillors. The list will be considered by the Council's management Team in early September to discuss the proposed topics so that there is support to take the work programme forward. There will be a round table in late September to review the feedback from Management Team and to agree the next steps for inclusion of the topics onto the work programme at the meeting in October.

Councillor Gwynne offered to co-ordinate ideas and suggestions for the Andover Masterplan/Romsey Future topic raised at the Away Day for the round table in September.

Councillors Hughes and Gregori requested advice on the formal call in process and this will be actioned.

Resolved:

1. **Review the outcomes on the work programme and recommendations update.**
2. **Approve the future work programme.**

(The meeting terminated at 7.45 pm)

ITEM 9 Impact of Revenue Funding for Community Bodies

Report of the Community Manager

Recommended:

That Overview and Scrutiny Committee notes the content of the report and supports the continued monitoring and development of services funded through the Council's Revenue Funding Programme.

SUMMARY:

- A report on the impact of Test Valley Borough Council's revenue funding programme, which provides over £350,000 of funding per year to charitable organisations.

1. Introduction

- 1.1 Test Valley Borough Council has long recognised the value of a vibrant and robust community and voluntary sector. The Revenue Funding Programme is one example of how the Council invests resources into supporting and developing the sector to increase the quality of life for residents in Test Valley, whilst also reducing demand on public services.
- 1.2 The programme encompasses a broad range of funding offers, both in terms of funding value and in the nature of projects funded, with a mix of core funding of organisations which the Council would consider to be strategic partners, through to funding for specific elements of well-defined projects.
- 1.3 This report briefs Members on the impact of that funding for the organisations and their service users in the 2022-23 financial year.

2. Background and local context

- 2.1 In February 2022, Cabinet approved a report which recommended funding amounts for 2022-25 as well as several changes to the revenue funding programme. This included:
 - the ring-fencing of funding for the services of voluntary sector support, Shopmobility provision and free impartial advice and support on debt, benefits, employment, housing and relationships.

- Developing a revised funding model for funding currently awarded under the fund, but outside of the above ring-fenced areas, from 2024/25 onwards (see Annex 1).
- That the Community Manager bring an annual report to Overview and Scrutiny Committee on the impact of the funding programme overall.

2.2 Annex 1 shows the funding allocated for the 2022-25 period. This also illustrates those organisations who have received three years of funding, and those non-ring fenced areas, which received two years of funding.

3. Updates on impact of funding

3.1 Citizen's Advice Test Valley

3.2 In 2022/23, Citizen's Advice Test Valley (CATV) received £269,216 to provide free and impartial support and advice on debt, benefits, employment, housing and relationships to residents of Test Valley.

3.3 The funding is used in three areas:

- The main part of the funding supports salaries of the paid staff (6.1 FTE) who also support more than 60 volunteers.
- Premise rental costs
- Operating costs and overheads

3.4 As 2022/23 was a challenging year for many households in Test Valley, so it follows that there was significant demand and challenge for CATV in supporting them. Although the country was no longer facing significant Covid-related restrictions for the first time in two years, the legacy and impact of those restrictions were still creating real challenges for many households in Test Valley, and a new model of working for CATV staff and volunteers continued to evolve throughout the year.

3.5 The main challenge for CATV's clients was the rapidly increasing cost of living. Over the course of the year this created significant additional demand on their advice services. Not only did the number of people requiring support increase, but the complexity of cases also increased markedly, meaning greater demands on staff and volunteer time 'per case'.

3.6 As well as continuing to provide advice and support face to face at their offices and over the phone, CATV has increased its outreach and partnership working. CATV has secured additional funding (including from TVBC) to provide a caseworker at Andover and Romsey foodbanks. This provides an opportunity to build rapport and trust with foodbank users who may not otherwise access CATV support.

- 3.7 CATV was an active contributor to the special Cost of Living Partnerships which were vital in developing the Test Valley approach to the rising cost of living. They were one of a handful of key partners who established a weekly conference call to track the local impact of the cost-of living and they also worked with the Council and Unity to administer a scheme to redistribute donations made from pensioner winter fuel payments to other pensioners in the borough.
- 3.8 They report significantly improved links with other organisations, helped by those partnership meetings and built on through subsequent interaction.
- 3.9 The Community Manager is in regular contact with the Chief Officer of CATV, but also holds monitoring meetings twice a year, where they review specific measures. These largely consist of measures which are standard measures for Citizen's Advice charities across the country.
- 3.10 Measures include monthly self-assessment and quarterly external assessment of advice given, customer satisfaction, cost of service and organisational financial management among others.
- 3.11 CATV consistently score well against those well-established national measures and are transparent and have proven to be pro-active on any occasions where the measures require further attention. It is an extremely well-run organisation which maintains strong leadership, governance and financial sustainability even in challenging times.
- 3.12 Some particularly helpful measures to draw attention to include:
- Consistently high performance on quality of advice measured by both internal and external assessment.
 - 4,464 individual clients supported in 2022/23, most needing multiple areas of support.
 - Annual value of volunteer contribution of £551,106.
 - £317,859 in income gains for clients (includes income gains, debts written off and payments rescheduled).
- 3.13 2022/23 did see some challenges around service users' access as CATV moved back to offering face to face advice, following a change to almost exclusively telephone advice during the pandemic, the service and accessibility has responded accordingly, and customer satisfaction has improved, although there are continuing pressures on resources and therefore accessibility.
- 3.14 The intensity of some of the work since Covid and a change in volunteering arrangements, such as an increase in volunteers providing advice from home have been factors in a slight increase in volunteers 'retiring', but there has been a drive to recruit new volunteers and in July of 2023, TVBC funded CATV £16,000 to recruit and train 16 volunteers in addition to their usual annual intake (an increase of around 50%).

- 3.15 Another challenge which will continue throughout 2023/24 is the continuing increase in the complexity of enquiries which require more in depth, lengthy advice and a general increase in demand, driven by the increased cost of living.
- 3.16 These factors are combining to maintain pressure on sufficiently resourcing CATV's opening hours.
- 3.17 Accordingly, CATV's key priorities for 2023/24 are to increase accessibility by developing a range of contact channels, including face-to-face, telephone, e-mail and chat; and to continue to adapt their advice and support to the changing needs of clients to empower them to progress independently or to advocate for them as appropriate.
- 3.18 Unity Core Support
- 3.19 In 2022/23 Unity received £37,947 to provide core support for the community and voluntary sector. They do this by supporting charity and voluntary organisations with organisational governance, provision of funding advice and guidance, promotion of volunteering opportunities and through facilitation of training and sharing of learning and good practice. Unity also acts as a representative body for the charity and voluntary sector.
- 3.20 During the year, Unity worked with a total of 312 groups of varying sizes. For many this would have been 'light touch' engagement, such as sharing information on funding and training opportunities but also includes more specific support.
- 3.21 More intensive support included conducting 16 'organisational health checks' which include regular follow up support; supporting 79 organisations to improve volunteer recruitment, retention and management practices; and supporting 16 organisations to review and/or adopt appropriate governance structure.
- 3.22 Their volunteer hub directly placed 159 volunteers, delivering 3,878 volunteer hours in the borough. A total of 32 volunteer placements were made for people who are unemployed which sustained for at least four weeks. Unity was also able to identify and support seven new trustees in to positions with organisations in Test Valley.
- 3.23 89 individual learners accessed training and support, primarily on funding and key skills for voluntary organisations (e.g. managing volunteers).
- 3.24 Unity has recently developed the digital support it offers to the sector and provided eight organisations with 1-2-1 support to develop their digital offer, with developing a social media presence being in particular demand.
- 3.25 Unity has also sought to increase awareness of volunteering opportunities and how Unity can help both organisations and prospective volunteers. They organised a volunteer fair in Romsey in June 2022, and attended events such as jobs fairs, Armed Forces Day events and events at Thruxton race circuit.

- 3.26 They have been active partners in the Test Valley Partnership and the special Cost of Living Partnerships and worked with CATV and the Council on the winter fuel payment scheme, which redistributed £2,500 to support pensioners in Test Valley.
- 3.27 As the increased cost of living will continue to impact households in Test Valley, so shall it impact community and voluntary organisations across the borough, many of whom will see demand on their services rise whilst, for many, their costs will increase.
- 3.28 Even the smallest groups may find room hire and other costs creating new challenges. Unity will need to play an essential role in supporting those groups to continue and to prosper.
- 3.29 In 2023/24, Unity will continue to respond to demand in the local sector, which particularly highlights long-term sustainability of both funding and governance as a priority; increasing collaboration in the sector; developing their volunteer hub offer to respond to the changing volunteer market; and continuing to actively represent the sector in both local and national strategic discourse.
- 3.30 Unity Shopmobility
- 3.31 In 2022/23 Unity received £32,000 to deliver a Shopmobility service. This service provides a broad range of equipment for hire to Test Valley residents and visitors.
- 3.32 This includes the hiring options of half-day, full day, or a 'loan hire' for those who wish to take equipment on holiday or who have need for the item during a longer period of convalescence.
- 3.33 Rental of this equipment enables people who would otherwise struggle to access a range of local facilities and amenities, thereby supporting people to remain independent whilst also supporting the local economy.
- 3.34 2022/23 was the first full funding year without any Covid-related restrictions. A disproportionate number of Shopmobility customers are either clinically vulnerable or clinically extremely vulnerable to covid, and therefore were understandably particularly cautious about the risk of exposure to infection.
- 3.35 As such, whilst there were no social measures in place, there is anecdotal evidence that this caution has impacted the rate at which Shopmobility's service users have returned to the town centre, and therefore returned to accessing the Shopmobility service. There is similar anecdotal evidence that the increased cost-of-living is impacting on the frequency with which people are accessing the service, which may have had an impact on the continuing reduction in numbers.
- 3.36 Prior to the pandemic, day hires averaged 200-300 per month, in 22/23, this was closer to 60-70 per month.

- 3.37 However, over the same period there has been significant growth in the number of extended loans of two days or more (up to, and in some cases beyond, three months). In 2019/20 there were 76 such loans, compared to 199 in 2022/23.
- 3.38 Unity has also been diversifying its fleet of mobility scooters, reducing the overall number but delivering a more flexible offer which better reflects demand. They have also adopted a new online booking system which means that all customers have access to all available stock, and can choose exactly the type, size and capacity of equipment they wish to hire.
- 3.39 During the year they have increased promotion of the service through increased social media activity, increased attendance at local events, regular newsletters for members and by linking in with local partners, such as social prescribers and the Andover Health Hub.
- 3.40 In 2023/24 Unity want to continue to grow their long-term hire offer, whilst ensuring they are still promoting their one-day hire service and continue to increase their profile generally.
- 3.41 Youth in Romsey
- 3.42 In 2022/23 Youth in Romsey (YiR) received £9,500 towards their core costs including electricity, phone, internet, cleaning and administration.
- 3.43 YiR provide free, confidential support for young people between the ages of 6 and 25 years. Services include counselling, one to one support, three different youth clubs, employment and career advice and support, and a drop-in sexual health service.
- 3.44 In 2022/23 YiR supported 994 young people, 78% of whom live within the Test Valley borough. Their services include services include, play therapy, counselling, one to one support on any issue, careers guidance, sexual health service, two youth support groups, *Allsorts* youth group for young people with disabilities and an allotment project for those out of mainstream education.
- 3.45 Their services are offered at their centre and in local primary and secondary schools and they also work in close partnership with Hampshire Youth Access, CAMHS, Romsey young carers.
- 3.46 YiR have successfully secured project funding from several funders including the Clinical Commissioning Group (now the Integrated Care Board), Children in Need, Solent Sexual Health, local schools and Romsey Rotary.
- 3.47 During the year they were able to recruit four additional sessional staff to meet increased demand of supporting the mental health of young people. They were also able to take on an apprentice and have 17 regular volunteers. However, they have struggled to recruit new volunteers for their youth support groups. Whilst they cannot be sure of the reasons for this, there is a sense that people who may have been able to volunteer in the past are increasingly looking for paid work.

3.48 The main challenge for 2023/24 is the demand on their counselling service. This was oversubscribed in 2022/23 which means there is a 'waiting list' for this service at the start of the year and that is likely to remain the case throughout the year.

3.49 King Arthur's Way Community Association

3.50 King Arthur's Way Community Association (KAWCA) aims to enhance the lives of people living in the local community by working in partnership with relevant bodies to promote educational, social and recreational activities in a safe and accessible environment.

3.51 In 2022/23 King Arthur's Way Community Association was awarded £5000 Contribution towards the salary of two community centre staff.

3.52 In 2022/23 footfall at the centre increased by over 150%, from 4,023 in 2021/22, to 10,199. Whilst KAWCA themselves are keen to highlight that the scale of that increase is in part down to some residual covid restrictions and hesitancy still being a factor in early 2021/22, it does seem fair to conclude that it also reflects the important role the community centre plays in community life in the area.

3.53 Throughout the year, the community association has helped provide a range of support and activities including a weekly job club, school holiday activities, *Comfort Café* and thrift shop, *Coffee Chat Stay and Play* (both also acting as 'warm hubs' for the community), a regular foodbank, bereavement support and a range of dance and sports activities. They have also hosted free events for families.

3.54 They have also played an essential role in the Healthier Communities project, working with the community and alongside partners including TVBC and the Integrated Care Board to explore how to support people to be healthier and more active.

3.55 They have successfully recruited additional volunteers this year who have been essential in running the warm hubs and the school holiday activities.

3.56 Delivering and developing the kind of support described above will continue to be at the core of KAWCA's offer in 2023/24.

3.57 Age Concern

3.58 Age Concern Hampshire is an independent charity working across Hampshire to promote independent living in the over-50s. In 2022/23 they received £5,830 towards their rent and utilities.

3.59 In particular, this funding was to support the provision of its footcare clinic from rented premises in Andover, which also acts as a link to its wider services and support available, such as their information hub.

- 3.60 In 2022/23 114 clinics were held, delivering 1539 appointments for 1009 clients. There were also 550 referrals to their information hub service.
- 3.61 The Foot Care service is still yet to reach client numbers of 'pre-Covid' levels of around 50 clients a week, but attendances for the year 2022/23 show an increase on the previous year and are currently seeing around 30 clients per week.
- 3.62 The Information Hub and Community Information Service continue to support clients with signposting, form filling, support securing financial aid and support to access online resources. This service is made up of a team of volunteers lead by paid coordinators.
- 3.63 However, the organisation has recently lost funding from Hampshire County Council for the Community Information Service, which has meant new funding streams have had to be sourced. They have been successful in crowdfunding through Aviva Community Fund to secure match funding for the Hampshire wide project of approximately £19,500, however, they will need to maintain this 'year on year', for the scheme to continue.
- 3.64 Due to rising energy costs, Age Concern took the decision to end their lease at Town Mill House at the end of March 2023 and the Andover Foot clinics now operate from The Andover Baptist Church.
- 3.65 As the grant from TVBC was for rent and utilities at Town Mill House, they can use the award in 2023/24 towards the costs for the Baptist church, however this will leave a surplus, and we are working with Age Concern to understand whether they can usefully put this surplus to another element of their work in Test Valley.
- 3.66 Relate
- 3.67 In 2022/23, Relate received £3,240 for counselling, information and support to individuals, couples, young people and families. They offer counselling sessions via face to face and via webcam and telephone.
- 3.68 Whilst there is not feedback specifically from Test Valley clients, their overall client feedback shows that 82% of adult relationship counselling clients describe their situation as better or much better after counselling, 72% said their mental wellbeing had improved and 77% reported having improved coping strategies.
- 3.69 The funding was used to create a bursary to reduce the cost of counselling sessions for clients with an annual household income of £40,000 or less. This funding has enabled 11 families to access support who would otherwise be unlikely to be able to afford it.

3.70 However, only £844 of the funding was utilised for this purpose in 2022/23, leaving a surplus of £2,396. There are limited opportunities for Relate to redirect this surplus to another element of their work in Test Valley, and there is no reason to expect a significant increase in demand for the bursary in 2023/24. If we should fail to appropriately redirect this surplus we will reclaim it, but we will work with Relate to increase the reach and impact of the funding this year.

3.71 Mind

3.72 Andover Mind supports people who experience, or are affected by, mental health needs. It provides a range of services including well-being support, counselling, young people's well-being, Ugly Duckling furniture upcycling project, carer support and dementia advice.

3.73 In 2022/23 they were awarded £2,500 towards the running costs of the Ugly Duckling project, a furniture recycling, repair and upcycling project which creates training, volunteering and employment opportunities whilst also reducing the amount of unwanted furniture going to waste.

3.74 The Ugly Duckling project has faced two major challenges this year, the main one being the temporary closure of their workshop at Portway whilst their landlord made improvements to the site. During that period their volunteers initially continued to work from their own spaces (i.e. 'at home') to supply the pop-up shop in the Chantry Centre with items to sell, and subsequently Mind took up a lease at Incuhive in the Chantry Centre. They moved back to their premises at Portway in June 2023.

3.75 Another key challenge was the retirement of the paid workshop coordinator, as Mind were not immediately able to replace them. Andover Mind has successfully supported their volunteer team to lead the project themselves (with support from their Volunteer Coordinator and Head of Business Development), which has greatly increased confidence and skills amongst participants.

3.76 These challenges have contributed to participant numbers being lower than anticipated, but still benefitting 45 volunteers, and total volunteer hours have actually increased. Andover Mind emphasises the benefits of attendance to those participants' confidence and wellbeing, who would otherwise be at significant risk of social isolation.

3.77 In 2023/24 one of their key priorities is to increase the number of participants. This will be easier now that they have the security of a long-term lease at Portway, and they are now looking to recruit volunteer workshop coordinators, which will enable the workshop to open more often, increasing capacity for people to participate.

3.78 They are also working with their Wellbeing and Carer Support and Dementia Advice Services to explore offering their service users dedicated sessions at the workshop.

4. Future of smaller revenue funding

- 4.1 One of the recommendations accepted by Cabinet in February 2022 was to develop a revised funding model for funding currently awarded under the scheme, but outside of the ring-fenced themes of voluntary sector support; Shopmobility provision; and free impartial advice and support on debt, benefits, employment, housing and relationships. This new scheme is scheduled to open in 2024/25.
- 4.2 A key tenet of that rationale was to create a more open and accessible process of funding allocation which better encourages innovation and collaboration.
- 4.3 In keeping with that recommendation, the awards for Youth in Romsey, King Arthur's Way Community Association, Age Concern, Relate and Mind were awarded for two years, the final year being this financial year (2023/24).
- 4.4 Officers are working to develop a pilot scheme of core support in time for applications in the 2024/25 financial year.

5. Corporate Objectives and Priorities

- 5.1 By building an effective, resilient and robust charity and voluntary sector in Test Valley, the Revenue Funding programme supports several of the corporate priorities and is particularly relevant to the areas of sustainability, inclusion and prosperity.

6. Conclusion

- 6.1 There is no doubt that global and national events have contributed to a particularly challenging year for the funded organisations and for their service users. Organisations have demonstrated a willingness and ability to adapt in these conditions and continue to provide high quality services with excellent value for money.
- 6.2 Those conditions have also demonstrated the importance of CATV and Unity as strategic partners of the Council, working with others to understand how best we can support the wider charity and voluntary sector and ultimately families in Test Valley.
- 6.3 They also highlight the important contribution of smaller scale organisations in supporting the most vulnerable in our communities, as demonstrated by the recipients of smaller levels of funding under this scheme.

<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:	Dave Growcott	Ext:	8606
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	11 October 2023

Table Showing Recommended Funding Allocations 2022-25

Organisation	2022/23	2023/24	2024/25	2022 - 25 Total
Strategic Function Funding				
CATV	£269,216	£282,677	£282,677*	£834,570*
Unity – Core	£37,947	£39,845	£39,845*	£117,637*
Unity – Mobility	£32,000	£33,600	£33,600*	£99,200*
Strategic Funding Total	£339,163	£356,122	£356,122*	£1,051,407*
Project Revenue Funding				
KAWCA	£5,000	£5,250		£10,000
Youth in Romsey	£9,500	£9,975		£19,000
Age Concern Hampshire	£5,830	£6,122		£11,660
Relate	£3,240	£3,402		£6,480
Mind	£2,500	£2,625		£5,000
Project Funding Total	£26,070	£27,374		£52,140
Revised Project Revenue Funding Programme				
Funding awarded under revised revenue funding programme			£27,374*	£27,374*
Grand Total	£365,233	£383,496	£383,496	£1,132,225

* Not including any inflationary increase which may be applied in 2024/25

ITEM 10

Update on Climate Emergency Action Plan

Report of the Head of Planning Policy and Economic Development (Portfolio: Climate Emergency and Countryside)

Recommended:

That the update and progress on the implementation of the Climate Emergency Action Plan is noted.

SUMMARY:

- An update on the delivery of the Climate Emergency Action Plan is provided. This follows on from the previous report to the Committee in April 2023.

1 Introduction

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

2 Background

- 2.1 The adopted CEAP sets out that this committee will be the forum for monitoring progress through biannual reports. The previous report was presented in April 2023.

3 Corporate Objectives and Priorities

- 3.1 The Council's Corporate Plan for the period 2023-27 (A Place for Everyone – Supporting our communities to thrive) was approved by Council in April 2023. The Corporate Plan is one of the key documents that forms the Council's policy framework, setting out key priorities and can be used in conjunction with the Medium-Term Financial Strategy and the Local Plan as part of the overarching strategic plans for the Council.
- 3.2 The Corporate Plan is underpinned by the Corporate Action Plan (CAP) which runs for the lifetime of the Corporate Plan. The CAP details the key projects that will be delivered in pursuit of the strategic priorities of the Council. Given that the CAP is a four-year programme and reflects the major projects that the Council is delivering, it is expected that most projects that feature on the CAP will do so for multiple years given their scale and scope.
- 3.3 At Cabinet on 23 August 2023, a CAP for year one of the Corporate Plan was approved. This identified several projects under the topic of 'Delivery of the Climate Emergency Action Plan', including the production of an updated Climate Emergency Action Plan.

4 Climate Emergency Action Plan update

- 4.1 Information has been brought together to update on the latest position in relation to all of the actions, from across the council's services, as identified within the CEAP. This is provided in Annex 1 to the report and reflects the way we have been embedding climate change actions across the organisation. This report refers to the key projects and changes since the last report to the committee.
- 4.2 The greenhouse gas emissions from the Council's fleet fuel use is a significant component of the reported figures for the organisation. The Council introduced HVO fuel on 26 April and have been using this across all our fleet and plant. This is anticipated to reduce the associated 'scope 1' carbon emissions by about 95% - this will come through in the emissions reporting for 2023/24. We are awaiting delivery of five electric vans (two of which are replacement electric vehicles).
- 4.3 Earlier this year, the Council was awarded £97,220 by the Heat Network Delivery Unit (HNDU) to be supported by just over £18,000 of match funding from the regeneration reserve. The original application for funding was in relation to the completion of a technical and economic feasibility study for a heat network in Andover town centre – this accounts for about £70k. We were awarded an additional £35k for a wider heat network zoning study, which looks to identify potential strategic heat network zones across the borough. We additionally have about £10k for specialist project management support (equating to about 1 day a week). The specifications to procure the project management support and a separate technical consultant to undertake both studies are being completed for procurement following advice from HNDU.
- 4.4 Progress continues to be made with regards to the suite of works to be undertaken as part of the Public Sector Decarbonisation Scheme at Bourne House. Delivery of the scheme is scheduled to be completed by April 2024.
- 4.5 As part of the UK Shared Prosperity Fund (UKSPF), the Council has tendered for a Test Valley Rural Net Zero Business Service. This will support rural businesses (both those in a linked industry and located within the rural area) to decarbonise and become more sustainable. There are three elements to the support:
1. Test Valley Rural Net Zero Business Advice Service to a minimum of 40 business. This could include one to one advice, peer to peer or a Low Carbon Accelerator. This aim of this service it to assist businesses on their net zero journey. These businesses may all be at different stages of their journey and so the successful tenderer will have to be able to provide specific advice to each business.
 2. Deliver a small grants programme to a minimum of 24 businesses.
 3. Deliver a pilot demonstrator / support programme focussing on land management and regenerative farming.
- 4.6 In June 2023, we launched the Test Valley community energy project (one of the UKSPF initiatives) through holding an event at Stockbridge Town Hall in June 2023. This featured presentations from the Council, Community Energy South and Dragonfly Power. The event was fully booked. Community Energy South is continuing to engage with communities in the borough.

- 4.7 The Community Asset Fund awards during 2022/23 included a number of schemes that have the potential to support community groups in reducing their energy consumption, including the below items from round 4:
- Romsey District Scouts: Awarded £25k towards the cost of LED lighting (internal) and installing solar PV panels on the roof of the Dr Peter Drake Centre;
 - Michelmersh & Timsbury Jubilee Hall Committee: Awarded just over £5k towards the cost of installing more energy efficient windows at the Jubilee Village Hall; and
 - Little Fingers Pre School: Awarded just over £10k towards the cost of a new fully insulated roof on the pre-school building.
- 4.8 We are now in the third year of the urban meadows initiative, with a larger area being managed this way (up to about 27 hectares). This will be reviewed in the autumn / winter. Planning is also underway for tree planting over the winter, for the third and final year to implement the target of 30,000 trees being planted over three years. We have also submitted an application to access government funding for tree planting. Any future planting would be dependent on additional land being identified to enable this.
- 4.9 A new topic for the GovDelivery e-newsletters was launched called 'Green Test Valley'. At present, the subscriptions are being built up, with notifications about the option to subscribe have been shared via the members' bulletin, social media and items in the existing e-newsletters. This is an opportunity to share updates on things going on in the borough on climate change, nature and wider environmental initiatives, as well as cover our own projects.
- 4.10 There are a number of schemes underway or to be led by Hampshire County Council (HCC) that are of relevance / interest to our climate emergency action. HCC is being given capital and capability funding through the Local Electric Vehicle Infrastructure (LEVI) funding to support the roll out of EV infrastructure for residents without off-street parking across the county. HCC will be working with officers at each lower tier authority to discuss locations for rolling out such infrastructure. It is understood that the capital funding would be available in 2024/25. HCC are also writing its Electric Vehicle Infrastructure Strategy. TVBC officers are also engaging with HCC on the preparation of a Local Walking & Cycling Infrastructure Plan for the north of the borough.
- 4.11 A further (third) round of Solar Together Hampshire (group-buying of solar panels) was launched at the end of August. The Council's role is one of promotion to residents and other relevant stakeholders. Through round 1, there were 59 solar PV arrays installed in the borough and just over 40 batteries installed. The final installations associated with round 2 of the scheme are being completed – thus round has resulted in solar PV arrays being installed at approximately 140 properties and about 130 batteries installed. For both rounds, the battery include a combination of retrofit storage (i.e. installed for use alongside existing solar PV arrays) and in conjunction with solar panels as part of this scheme.

5 Greenhouse Gas Emissions

Emissions for Test Valley Borough Council

- 5.1 The CEAP (2020) sets out the approach that was taken to calculating the council's greenhouse gas emissions. This concentrates on energy (electricity and gas) used in the majority of buildings we own and operate, as well as the fuel used in running the fleet vehicles and smaller machinery and plant. The CEAP provided the base line position as at 2018/19 using the measure of tonnes of carbon dioxide equivalent (CO₂e)¹.
- 5.2 At this stage, not all data is available to advise on the greenhouse gas emissions for 2022/23 (or whether the figures are likely to have gone up or down). Should the data be available a verbal update will be provided.

Emissions for Borough of Test Valley

- 5.3 There are a number of sources of information reporting on area based emissions. These capture different emission sources and are updated at differing intervals. The CEAP referred to the data published by the government for carbon dioxide emissions for local authority areas, reflecting that this source is readily available and published every year (based on calendar years). Additionally, this source is consistent with the UK total emissions figure that is used for wider reporting.
- 5.4 Since the publication of the CEAP, the government has updated this dataset to cover carbon dioxide, methane and nitrous oxide - the most recent data is for 2021². Figures for previous years have also been updated by the government as part of this release³.
- 5.5 The below table summarises the total and per person emissions for the borough of Test Valley, with more detail within Annex 2. An increase in the 2021 emissions was to be expected based on national data that was released in advance. The 2020 figures were significantly affected by the coronavirus pandemic. Between 2020 and 2021, the largest percentage increase in emissions by sector are for waste management (+22%), industry (+10%) and commercial (+10%).

Table 1: Emissions for the Borough of Test Valley (Department for Energy Security and Net Zero, 2023)

Year	Total emissions estimate (kilo tonnes of CO ₂ e)	Per person emissions (tonnes CO ₂ e)
2017	967.8	7.7
2018	972.1	7.6
2019	920.7	7.2
2020	802.8	6.2
2021	858.8	6.5

¹ This is the unit of measurement advocated for use by the government to report on greenhouse gas emissions. It looks beyond carbon dioxide, for example covering methane and nitrous oxide. It records the global warming potential of each greenhouse gas, expressed in terms of the global warming potential of one unit of carbon dioxide.

² Latest release: <https://www.gov.uk/government/statistics/uk-local-authority-and-regional-greenhouse-gas-emissions-national-statistics-2005-to-2021>

³ Data for all years is reviewed each year to account for methodological improvements, so previous data in previous releases are superseded.

6 Conclusion

- 6.1 An update has been provided on the implementation of the Climate Emergency Action Plan (2020) following on from the most recent report in April 2023.
- 6.2 The committee is asked to note the content of this update.

<u>Background Papers (Local Government Act 1972 Section 100D)</u> TVBC Climate Emergency Action Plan (2020)			
<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:	Graham Smith/Karen Eastley	Ext:	8141
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	11 October 2023

Annex 1: Action by action update on CEAP (2020)

Corporate Action

Action	Progress Update – Summer 2023	Position
<i>Throughout timeline</i>		
Ensure the implications of the climate emergency are taken into account in all Council strategic and policy documents, as well as in service planning and decision making processes	The Council's latest corporate plan now includes a reference to the Climate Emergency Action Plan under the environment priority.	Ongoing
Take opportunities to lobby the government to encourage action on the transition towards carbon neutrality	This action remains live.	Ongoing
Work closely with partners to share best practice and work jointly on initiatives	A further round of Solar Together Hampshire has been launched, which the Council has a role in promoting to residents.	Ongoing
Identify and learn from leading carbon neutral employers	This action is ongoing as part of the Council's continued investment in staff training and professional development, with officers able to attend various webinars to learn from others. This enables the sharing of information and lessons learnt on various carbon saving projects and decarbonisation strategies.	Ongoing
Facilitate behaviour change of staff and members to put reducing carbon emissions at the centre of our approach, reducing our carbon footprint both at work and in wider life.	This action is progressing. The staff sustainability intranet page is regularly updated. News items are shared via staff & member bulletins as appropriate.	Ongoing
Update the Procurement Strategy in the context of the Climate Emergency and build ethical,	There have been discussions on the approach to sustainable procurement within the forthcoming Procurement Strategy, with the intention to include the recommendation to consider green credentials. A decision has been	Commenced – currently on hold

Action	Progress Update – Summer 2023	Position
sustainable criteria into the procurement process	taken to wait for forthcoming changes on procurement process (due next year) to further consider the strategy. Some tendering proposals already include some green credentials taking account of the existing Procurement Strategy.	

Property & Energy

Action	Update	Position
<i>Throughout timeline</i>		
Review and reduce energy loss associated with windows, including through draft proofing and, where relevant, assessing the feasibility of the installation of new double glazed windows or secondary glazing	Approximately 20-25 properties are being selected for condition surveys to be carried out this financial year. While they do not specifically focus on energy and thermal efficiency, such projects may be identified through this process.	Ongoing
<i>Short term</i>		
Review and improve energy data collection and monitoring	Energy monitors have been purchased for the main distribution board at Beech Hurst to enable further investigation of the electricity consumption to inform option identification for means of reducing usage. Sensors are being installed.	Ongoing
Carry out an audit of the office waste produced in Council owned and occupied buildings	Details of the existing arrangements for management of specific waste streams has previously been collated as a first step in this process and are being reviewed.	Ongoing
Review energy purchasing and procurement	This was completed in 2020. At present, electricity for all Council sites (where we pay the bills) is bought from a REGO backed tariff.	Complete
Deliver measures to improve energy efficiency and reduce our energy consumption, including: <ul style="list-style-type: none"> Review lighting within and external to the Council's buildings Replace boilers at Beech Hurst 	As previously reported, items relating to the boilers and heating systems at Beech Hurst are complete. As of September this year, fluorescent lamps are being phased out so it will not be possible to purchase replacement lamps. Therefore, we have started replacing fittings with LED equivalents as they fail across our property stock.	Part complete/ part ongoing

Action	Update	Position
<ul style="list-style-type: none"> Investigate heating controls and optimum start controls to the heating system at Beech Hurst Review and install pipework insulation Assess the feasibility of installing more energy efficient water heaters 		
Undertake a general review of buildings and removal of redundant equipment.	Work on this action will form part of condition surveys and be an ongoing activity.	Not commenced
To consider an integrated waste collection contract across all sites that maximises the range of materials that can be separated and recycled	Work on this action is yet to commence.	Not commenced
To develop an office based system that 'dovetails' with the range of materials that can be collected	Work on this action is yet to commence.	Not commenced
Establish a network of staff champions, looking at energy and recycling	An internal officer group has been established whose roles relate to delivery of Council services and work practices.	Not commenced
<i>Medium term</i>		
Review the estate energy strategy	Currently all vacant buildings are above EPC level E, in the context of the Minimum Energy Efficiency Standard legal requirements for certain commercial buildings.	Ongoing
Assess the feasibility of the use of voltage optimisation in all buildings	In line with the previously reported position, it is not intended to pursue this action at this time.	Not commenced
Investigate opportunities to reduce the unnecessary use of disposable / single use materials	Measures have been introduced such as the use of biodegradable food packaging and cutlery in the staff canteen at Beech Hurst. Further opportunities will continue to be investigated.	Not commenced

Action	Update	Position
Assess the feasibility of the collection of rainwater from our buildings for reuse	In line with the previously reported position, it is not intended to pursue this action at this time.	Not commenced
Assess the feasibility of installing living walls and green roofs	In line with the previously reported position, it is not intended to pursue this action at this time.	Not commenced
<i>Long term</i>		
Review the need for and install new boilers or suitable alternatives, and assess the feasibility of heating control, anti-dry cycling and optimum start control to the heating system in our buildings	No change in position on this matter.	Ongoing
Re-assess the feasibility of installing solar panels at Beech Hurst, Bourne House, the FMC and the Chantry Centre car park. Include a review of battery storage options	The delivery of the Public Sector Decarbonisation Scheme for Bourne House is underway. Further considering options at the Romsey FMC alongside roof replacement.	Progressing

Smarter working and use of technology

Action	Update	Position
<i>Short term</i>		
Install video conferencing facilities at Beech Hurst and other Council offices to facilitate meetings and appointments, where there is a business need	In addition to the Bluetooth speakers and existing video conferencing facilities at Beech Hurst, a full Microsoft Teams solution is being installed in a meeting room in Beech Hurst as a proof of concept. If successful, consideration will be given to other locations where there is a business need.	Complete
Investigate the digital casting of meetings	Detailed investigation is underway with suppliers who will be undertaking site visits to fully understand the requirements and limitations of each location. Once specifications and costings have been provided by the	Progressing

Action	Update	Position
	suppliers, a detailed options appraisal can be undertaken and presented to Councillors for consideration of next steps.	
Seek to minimise travel except where there is a specific business or training need	Agile working and the use of Microsoft Teams is embedded in our day-to-day work. Hybrid meeting facilities are available in various locations including Ganger Farm and Beech Hurst. As noted above, full Microsoft Teams certified hybrid-meeting equipment has been installed as a pilot.	Ongoing
<p>Reduce the unnecessary use of paper including through:</p> <ul style="list-style-type: none"> • Reducing internal printing of documents and agenda papers • Reducing internal forms and roll out payroll / HR self-service to all employees and members • Challenging the Government around any statutory requirements for hard copy papers • Analysing and reduce paper coming into the Council • Enabling digital signing 	Average printing volumes over the past 12 months rose slightly to 110,000 pages per month. Analysis of this shows a reasonable proportion of this is due to our statutory service such as planning and legal action.	Ongoing
Review of future IT equipment and what is available in the market to enable the Council to equip people with the right tools and kit to enable flexible and sustainable working. Evaluate further roll out of mobile devices / tablets within the wider business.	The review has been undertaken and we have now adopted technologies and equipment that enable smarter and agile working from various locations, such as laptops. We are currently reviewing IT equipment within Council buildings to ensure it is compatible with the laptops (i.e., docking stations, shared desk arrangements etc). This will be completed in 2023.	Ongoing
<i>Medium term</i>		
Expedite the focus on channel shift, moving residents to digital	We have been continuing to engage with staff, Councillors and third parties to educate ourselves on the trends and opportunities around digital	Ongoing

Action	Update	Position
communication channels, reducing printing and postage and increasing self-service.	<p>channels and self-serve facilities. There will be a renewed focus on improving our website during 2023 and we will be commissioning a review and procurement exercise for our online digital services (currently My Council Services) in early 2024.</p> <p>New self-service processes have been launched covering some licensing functions. Existing processes have been reviewed and improvements made based on customer and staff feedback. A new style customer portal, based on the government digital service design principles, is currently being tested and will be launched in the coming months.</p> <p>We are creating a plan to set ambitious new targets for GovDelivery (the Council's e-newsletter). 'Green Test Valley' has been launched, which includes updates on climate emergency matters. Test Valley News is being reviewed with a view to making recommendations on this printed product.</p> <p>The Council continues to actively promoting e-billing for Council tax and Non-Domestic Rates. This is done in the following ways:</p> <ul style="list-style-type: none"> • E-billing is advertised on the front of all our ad hoc and annual paper bills – so every household is prompted to sign up at least once a year. In addition to this, discount and exemption reviews are undertaken once a year, and offer e-billing on this. • We also encourage e-billing whenever we implement any national government schemes. <p>As of 3 July 2023, 26.5% of Council Tax and 42.6% of Non-Domestic Rates bills were issued via e-billing.</p>	

Housing, Development & Infrastructure

Action	Update	Position
<i>Short term</i>		

Action	Update	Position
Promote and raise awareness of grants available to residents to improve their homes, including in terms of energy performance	The Council has joined the Warmer Homes scheme (led by Portsmouth City Council) for the latest government funding (HUG2). This is a 2-year funding scheme and a marketing plan is in place to raise the profile across the borough. Targeted mail outs will be sent out centrally from the scheme. This scheme is only for those off-gas for heating.	Ongoing
Complete the review of the potential for renewable and low carbon energy sources in the Borough and use to inform the next Local Plan	No change in position on this matter. The Renewable and Low Carbon Energy Study remains a case study in relation to the latest version of the Royal Town Planning Institute and Town and Country Planning Association guide for local authorities on planning for climate change. The study is being used to inform the preparation of the Local Plan and formed the basis of an application for funding to undertake a feasibility study in Andover town centre.	Part complete / part in progress
Continue to support Government's proposals to increase energy performance requirements for new development through national Building Regulations	No change in position on this matter. The Government is intending to consult on the Future Homes Standard later this year – there will be an opportunity for the Council to comment on this.	Ongoing
<i>Medium term</i>		
Target action on enhancing energy performance of existing private rented homes in the Borough	All incoming tenant complaints are checked against Energy Performance Certificate (EPC) register. Additional staff resource is being investigated to increase capacity within private sector housing team.	Ongoing
In relation to historic buildings, share available advice on how to reduce energy consumption whilst conserving the heritage assets	The Council's webpage content on heritage assets highlights guidance from Historic England on this matter.	Complete
Through the preparation of the next Local Plan, ensure policies are written to facilitate the move towards carbon neutrality, in the context of national legislation and policy	Additional policy content is proposed on this matter in the next stage of the Local Plan (Regulation 18 Stage 2).	Ongoing

Action	Update	Position
Raise awareness of best practice examples within the Borough to share insight	Advice through the Council's community grant programme gives applicants details of previous successful projects.	Ongoing
<i>Long term</i>		
Develop promotion scheme to provide advice to owners on energy efficiency improvements and trusted installers	The Hampshire wide scheme is continuing through its development phases and the Council is inputting as required.	Ongoing

Transport, Travel and Plant

Action	Update	Position
<i>Throughout the timeline</i>		
For refuse vehicles, before 2025 undertake an assessment and trial of the practicalities of introducing electric or alternative fuel vehicles. This assessment would ensure that such vehicles would meet the service needs. From 2025 there will be a phased programme of replacing current fleet with electric or alternative fuel vehicles with the intention that this will be completed by 2035.	<p>We introduced HVO (an alternative to diesel) from 26 April 2023 and have been using this across all our fleet and plant. This has the potential to reduce the associated 'scope 1' carbon emissions by up to 95%.</p> <p>This is considered for all plant and machinery when working through procurement options to ensure compatibility going forward.</p>	Ongoing
<i>Short term</i>		
In conjunction with relevant partners, continue to support the delivery of infrastructure to support the use of sustainable modes of travel. This will include the preparation of a Walking and Cycling Strategy and promoting	<p>The Council has been working with Hampshire County Council and Romsey Future to deliver accessibility improvements in Romsey using the Active Travel Fund and Section 106 contributions.</p> <p>For the northern Test Valley Local Cycling and Walking Infrastructure Plan (LCWIP), stakeholder engagement was undertaken in March 2023</p>	Ongoing

Action	Update	Position
the availability of sustainable modes of travel.	with preparation now focusing on the next stage, which is public consultation. Work is continuing with partners to scope out the feasibility and identify future sustainable transport schemes in the Borough.	
In conjunction with relevant partners, continue to support the delivery of infrastructure to support the use of electric vehicles including the installation of EV charging points at public car parks and council offices.	Working with Hampshire County Council, in relation to their Local Electric Vehicle Infrastructure (LEVI) capital and capability funding to support the role out of EV infrastructure for residents without off-street parking. HCC will be working with officers at each lower tier authority to discuss locations for rolling out such infrastructure.	Ongoing
Consider viability of electrically operated bin lifts for refuse collection vehicles by the end of 2020	This action was completed with the subsequent purchase of three refuse collection vehicles with electrically operated bin lifts. This remains under consideration for future procurement and tendering but the switch to HVO may affect the approach going forward on this.	Completed
<i>Medium term</i>		
To investigate the infrastructure required for a fleet that may become increasingly reliant on electricity as its source of power by the end of 2022	Further investigation work currently on hold as electrically powered refuse collection vehicles are not an option at present due to the significant cost of purchase and some operational limitations.	On hold
To transition to electrically operated hand plant by the end of 2023	At present, this action is complete as far as currently feasible to do so.	Completed
To ensure that end of life vehicles and plant are disposed of in an environmentally friendly way	We always consider part exchange where necessary and seek to review the best value when considering auction options to sell any fleet on.	Completed

Supporting Communities and Businesses

Action	Update	Position
<i>Short term</i>		
Identify and support climate change initiatives that emerge through	The launch of the community energy project with Community Energy South provides a mechanism for engaging with communities on this topic.	Ongoing

Action	Update	Position
<i>Short term</i>		
communities undertaking local action planning, for example through Andover Vision and Romsey Future, or through rural action planning in the Parishes.		
Contribute to the Andover Vision-led Day of Action including high profile involvement on the day.	The Council has contributed to the Andover Climate Day of Action events, led by Andover Vision partners.	Complete
Specialist learning event for Parish and Town Councils and community organisations who have well developed local climate activities (what worked and what didn't, how could we share to all)	Original actions complete through a slightly revised approach. Officers continue to engage with communities on these matters. Representatives of Dragonfly attended the Test Valley Association of Parish and Town Council's annual event on 30 September.	Complete
All Parish / Town Council event, following on from learning event, to celebrate and share best practice, inspiring other Councils and groups to follow suit. Also highlighting resources available (officer support and grants).		
Work with partners to deliver a business event to offer best practice, networking and promote access to Hampshire and Isle of Wight Sustainable Business Partnership support for businesses.	This was completed through a virtual event with the Sustainable Business Partnership in 2020. Subsequently, an online session was held in November 2021 and there was an in person event in September 2022. The Council convened the Manufacturing in Andover group in September 2023 which considered decarbonisation, sustainability from businesses such as Stannah, Ocado and Bowyer Engineering. These businesses shared experience and best practice on the day. The aim is that a peer support group is created.	Complete

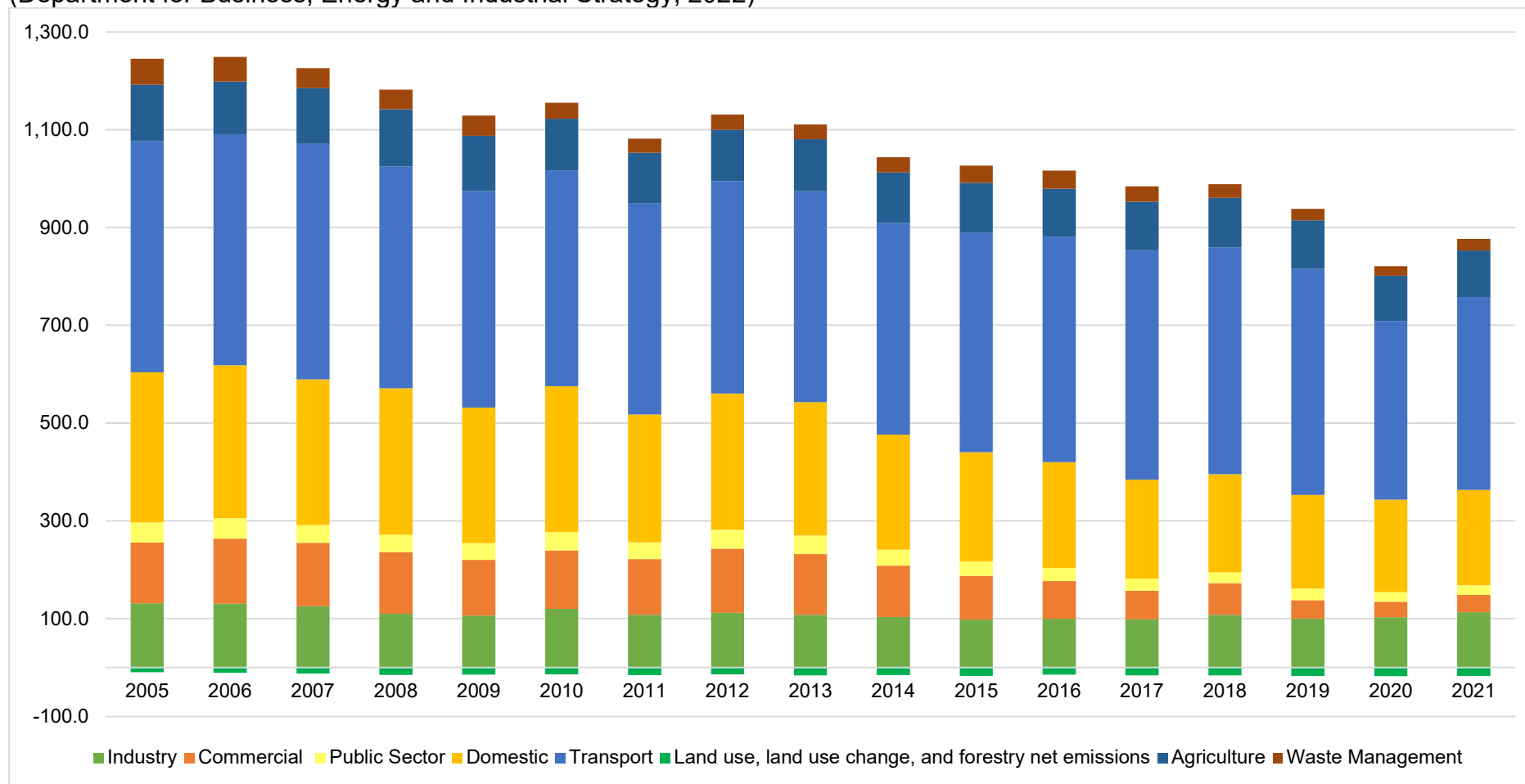
Action	Update	Position
<i>Short term</i>		
Business event at University of Southampton Science Park (USSP) to highlight innovative carbon reduction techniques in business and industry	The Council supports the USSP catalyst programme and their future town innovation hub work which both could have indirect benefits to securing energy efficiencies. Also, see other business initiatives.	Complete
Recycling Behaviour Change Project – working in two specific areas to explore best ways to improve recycling behaviour	This project has closed.	Complete Closed

Natural Environment

Action	Update	Position
<i>Throughout the timeline</i>		
Continue to explore opportunities for land acquisition for small scale woodland creation.	We will look to hit a target of 30,000 trees planted for the three year period by the end of the next planting season. This will be reported in Spring 2024.	Ongoing
<i>Short term</i>		
Work with Hampshire County Council to review the management of roadside verges which will positively contribute to carbon capture and/or reduce cutting frequency, operational carbon emissions and increase wildlife value. A network of connected verges will be prioritised	The Hampshire County Council Agency Agreement for management is being reviewed.	Ongoing
Through management of green spaces, continue to develop ways to reduce operational carbon emissions across our green spaces whilst improving value of wildlife. A network	The total to date is as follows for the urban meadow initiative: South - 2.46 ha North - 25.25 ha Total 27.71 ha	Ongoing

Action	Update	Position
of linked wild meadow / pollinator corridors will be prioritised.	Areas, including the new additions, are being monitored. This will be reviewed again in the autumn / winter. Focus going forward will be on how space are being linked and how to improve the ecology value/connectivity with other stackable benefits e.g. public access.	
Develop a Tree Management Strategy which will detail overarching management principles and replacement planting across Council property	A first draft is due in 2023. The development of the strategy had been delayed with arboriculture capacity focused on other matters including ash dieback, tree surveys and tree planting.	Commenced
Develop a Tree Planting Strategy to provide a basis for planting in appropriate places across the borough		
<i>Medium term</i>		
Work with partners to secure appropriate large scale opportunities for wilding and nutrient mitigation which will contribute to carbon sequestration	Work on this action is ongoing, with no such opportunities having yet been secured.	Ongoing
<i>Long term</i>		
Explore the inclusion of policies for woodland creation to increase urban canopy cover within the next Local Plan	No change in position on this matter. This will be explored at the next stage of the Local Plan (Regulation 18 Stage 2).	Ongoing

Appendix 2: Breakdown of greenhouse gas emissions within the Borough of Test Valley
 (Department for Business, Energy and Industrial Strategy, 2022)¹



¹ It has been indicated that a significant portion of landfill methane emissions for 2005-2009 could not be allocated to local authorities, so these emissions in the waste management sector will be an underestimate for some local authorities in the early part of the time series.

ITEM 12

Programme of Work for the Overview and Scrutiny Committee

Report of the Chairman

Recommended:

The Committee is requested to:

- 1. To agree the topics discussed at the Away Day and adopt them onto the work programme.**
- 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 Test Valley 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 is attached at Annex 3.
- 3.5 In July 2023, the Committee held an away day to consider the topics that they will focus on as part of its forward Work Programme. Each topic has been developed within the context of the Council's strategic priorities as set out within the Corporate Plan and where the Committee feels it can add the greatest value. Following the away day, the Committee held a round table to review the proposals and confirm priorities for the year ahead. The proposed topics are set out in Annex 1. Subject to the topics being agreed by the Committee officers will work with the members to schedule them into the Work Programme.
- 3.6 As part of the Work Programme the Committee will undertake a number of Portfolio Holder Reviews on a quarterly basis. The reviews provide an opportunity to scrutinise particular aspects of the Portfolio. In order to schedule these in the Committee is invited to determine the next two Portfolios they would like to review and which particular topic they would like to discuss.

No of Annexes:	3		
Author:	Caroline Lovelock	Ext:	8014
File Ref:	N/A		
Report to:	Overview and Scrutiny Committee	Date:	11 October 2023

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME - OCTOBER 2023

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
<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)
Climate Emergency Action Plan Update	2		To receive an update on the Climate Emergency Action Plan (Head of Planning Policy and Economic Development) (45 minutes)
Impact of Revenue Funding for Community Bodies	2		A report on the impact of Test Valley Borough Council's revenue funding programme. (Dave Growcott, Community Manager) (20 minutes)
<u>22 NOVEMBER 2023</u>			
Round table on the Tourism review process			To discuss the Tourism review process.
Authority's Monitoring Report	2		To consider the findings from this year's annual Authority's Monitoring Report 22/23/ David Bibby, Principal Planning Officer (Strategy) (20 minutes)
Annual Update on the work of the Community Safety Management Group	2		An annual update on the work of the Community Safety Management Group. (Andrew Pilley, Community Engagement Manager) (20 minutes)
<u>3 JANUARY 2024</u>			
<u>7 FEBRUARY 2023</u>			
<u>6 MARCH 2024</u>			

* Scrutiny Indicator Key:

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

	*Scrutiny Indicator	Requested by	Purpose of Report (Responsible Officer / Member)
<u>10 APRIL 2024</u>			
Climate Emergency Action Plan Update	2		To receive an update on the Climate Emergency Action Plan Head of Planning Policy (20 minutes)
Update on actions from the Communications Panel			To provide a 12-month update on the outcomes of the review that was reported to committee in April 2023. Head of Strategy and Innovation (20 minutes)

Proposed topics to be included in the Work Programme - dates will be allocated

Topic	Topic Area	Proposed Approach /Responsible Officer
Progress on Andover/Romsey Masterplans	To consider a scoping report for a potential panel on the progress of the regeneration programmes for Andover and Romsey.	Scoping document – Head of Planning Policy
Climate Action in the Community	Exploring the role that communities can play in tackling climate change.	Round Table – Head of Planning Policy
Water Pollution	To receive a briefing on matters relating to water pollution in regard to infrastructure provision. To invite relevant agencies, Southern Water/Environment Agency to attend Scrutiny on this subject.	Briefing Note/presentation – Head of Planning Policy Invitation to external agencies to attend scrutiny to be sent.
Youth Services/Amenities	To explore the provision of services and amenities for young people within local communities.	Round Table – Head of Community and Leisure

ANNEX 1

Topic	Topic Area	Proposed Approach /Responsible Officer
Anti-Social Behaviour	To consider the topic of ASB in terms of the underlying causes, and how partners can work with local communities in addressing the issue.	October: Presentation by the Chief Inspector November: Community Safety Update Round Table 2024 – Head of Community and Leisure
Improvement and sustainability to listed buildings	To explore within the planning framework the policies relating to listed buildings (within the context of climate change) and what can be done to support and improve their sustainability.	Report – Head of Planning and Building
Cost of Living	The review the approach taken by the Council and its partners reflecting on lessons learnt and the impact this support has had on people and communities.	Report – Head of Community and Leisure/Head of Housing and Environmental Health
Neighbourhood Plans	To receive a briefing on neighbourhood planning and the interaction with the Local Plan.	Briefing Note – Head of Planning Policy, Head of Planning and Building and Head of Community and Leisure
Economic Development Strategy	Support development of the Economic Development Strategy with consideration to the different economic characteristics across the borough.	Round Table 2024 report - Head of Planning Policy
Improving engagement and participation	To explore how the Council has been engaging communities with partners as part of its approach to placed based working as described in the Corporate Plan.	Presentation/report – Head of Strategy and Innovation/Head of Community and Leisure
Affordable Housing	Briefing to explore the role that the council can play in securing affordable housing.	Briefing Note – Head of Housing and Environmental Health

Outstanding actions from past panel reviews

Panel	Topic Area	Proposed Approach/Responsible Officer
Planning Enforcement	Update of the Planning Enforcement Plan	Round Table – Head of Planning and Building

Cabinet Work Programme

September 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

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|--|---|------------------|
| 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
4 Oct 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
4 Oct 2023 Romsey	Member Champions	No	Cabinet	Open	Report of the Democracy and Governance Portfolio Holder	Head of Legal and Democratic	20 Jan 2023
4 Oct 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
4 Oct 2023 Andover	Andover BID Renewal	No	Cabinet	Open	Report of the Democracy and Governance Portfolio Holder	Head of Legal and Democratic	19 Jul 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

ANNEX 2

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
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
31 Jan 2024 Romsey	Council Tax Support Scheme 2024/25	Yes	Council	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023
31 Jan 2024 Andover	2024/25 Revenue Budget Update	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023
28 Feb 2024 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
28 Feb 2024 Andover	2024/25 Revenue Budget	Yes	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023
28 Feb 2024 Andover	Capital Programme Update	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023
28 Feb 2024 Andover	Capital Strategy	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023

ANNEX 2

28 Feb 2024 Andover	Treasury Management Strategy and Annual Investment Strategy Statement	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Finance and Revenues	18 Jul 2023
28 Feb 2024 Andover	Equalities Objectives	No	Cabinet	Open	Report of the Democracy and Governance Portfolio Holder	Head of Legal and Democratic	9 Aug 2023
TBC Romsey	Bourne House - Public Sector Decarbonisation Scheme	Yes	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Property and Asset Management	10 Jul 2023
TBC Romsey	Property Matters	No	Cabinet	Open	Report of the Finance and Resources Portfolio Holder	Head of Property and Asset Management	17 Jul 2023

Agenda item title	Action	Owner	Comments
Climate Emergency Action Plan	Who determines fuel poverty and who determines the number of properties.	Karen Eastley	Circulated 3/10/23
Programme of Work for the Overview and Scrutiny Committee	Explanation of the Call In process	Caroline Lovelock	Sent to Cllrs Hughes and Gregori
Tourism Presentation	Councillor Parker would like a breakdown of the type of tourism visiting the TIC	Jennie Pell	
Tourism Presentation	Councillor Leech requests information on brown signs along the A303 to local attractions	Jennie Pell	This is a County matter so will need investigating.
Tourism Presentation	Councillor Parker requested details of the breakdown of the £21m visitor spend	Jennie Pell	The visitor economy contributed £21 million of spend each year over the period 2017 to 2019, with an average 161,000 trips to Test Valley per year. This includes any sort of trips —holidays, business, and family. We do not have the breakdown of this figure. Source is the 2023 Test Valley Socio Economic Analysis by Oxford Economics
Annual Review of the Corporate Action Plan - Year 4 Review	Councillor Hassleman - Any affect on the private rental sector with the rise of Air B&B	Hollie French	
Annual Review of the Corporate Action Plan - Year 4 Review	Councillor Leech requested information on collecting cooking oil from local businesses and the source of the bio fuel for our refuse vehicles	Hollie French	
Annual Review of the Corporate Action Plan - Year 4 Review	Councillor Gregori requested a breakdown of where the 22,000 trees planted so far were and who planted them	Hollie French	Circulated 19/9/23
Annual Review of the Corporate Action Plan - Year 4 Review	Councillor Gwynne requested more detail on the Rural Net Zero Business Service	Hollie French	
Annual Review of the Corporate Action Plan - Year 4 Review	Councillor Parker requested stats on affordability of affordable homes	Hollie French	