

Overview and Scrutiny Forward Work Programme

Explanatory Note

This work plan consists of agenda items to be considered by the council's four Overview and Scrutiny committees (listed below).

For each agenda item, the following is indicated:

- Meeting date
- Item title
- Details / purpose of report
- Associate Director
- Responsible Cabinet Member
- Report author

Task groups that sit beneath the Overview and Scrutiny committees are also listed, with links to relevant pages on the Wiltshire Council website.

Overview and Scrutiny

Overview and scrutiny is selective in what topics it looks at so that it can add value to the council's biggest priorities. Wherever possible it helps shape council policies when they are first being designed, as well as scrutinising proposals before they are finally agreed.

Overview and Scrutiny at Wiltshire Council focuses on the commitments given by the council in its Business Plan 2013-2017 and approaches its work in the following way:

- Better outcomes for the people of Wiltshire
- Adds value to the way decisions are reached
- Works constructively with the cabinet
- Challenges positively as a critical friend
- Bases its findings on good evidence
- Learns from others

Overview and scrutiny is a statutory activity of the council, which means its powers and responsibilities are set out in the council's constitution. The relevant sections can be viewed on the Democratic Services [online document library](#) (article 6 and [part 8](#)).

More information can be found at www.wiltshire.gov.uk/council/overviewscrutiny.

Alternatively please contact a member of the Scrutiny team:

Committee

[OS Management Committee](#)

[Children's Select Committee](#)

[Environment Select Committee](#)

[Health Select Committee](#)

Scrutiny officer

Henry Powell, Senior Scrutiny Officer, 01225 718052, henry.powell@wiltshire.gov.uk

Adam Brown, Senior Scrutiny Officer, 01225 718038, adam.brown@wiltshire.gov.uk

Natalie Heritage, Senior Scrutiny Officer, 01225 718062, natalie.heritage@wiltshire.gov.uk

Marie Gondlach, Senior Scrutiny Officer, 01225 713597, marie.gondlach@wiltshire.gov.uk

Corporate Office
Wiltshire Council
County Hall
Trowbridge
Wiltshire
BA14 8JN
Tel: 01225 718071
committee@wiltshire.gov.uk

Children's Select Committee Forward Work Programme

Last updated 1 MAY 2018

Children's Select Committee – Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Child and Adolescent Mental Health Services (CAMHS)	Link	October 2017	TBC
SEND Passenger Transport	TBC	TBC	TBC
SEND School Provision	Link	October 2017	May 2018
Strategy and Support Programme for Disadvantaged Learners	TBC	2018	TBC
Traded Services for Schools	TBC	December 2017	TBC

Children's Select Committee - Rapid Scrutiny		
Topic	Details	Date
Child Care Leavers		June 2018

Children's Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
19 Jun 2018	Corporate Parenting Panel Annual Report	To receive the annual report.		Cabinet Member for Children, Education and Skills	
19 Jun 2018	Wiltshire Council Apprenticeship Strategy	To receive a report on the performance in the first year of the apprenticeship levy, with details of the future plans for maximising the levy against our own workforce strategies, including how this can support care leavers and other disadvantaged groups of young people.		Cabinet Member for Children, Education and Skills	Joanne Pitt (Director - Human Resources and Organisational Development)
19 Jun 2018	Children out of Education Policy	To receive the draft of Wiltshire's updated policy for Elective Home Education	Lucy Townsend (Director - Family and Children's Services)	Cabinet Member for Children, Education and Skills	Mal Munday
19 Jun 2018	Report of the Care Leavers Rapid Scrutiny Exercise	To receive an update on the success of the Care Leavers Strategy, included housing and apprenticeships.			
19 Jun 2018	Interim Report of the SEND School Provision Task Group	To receive the final report.		Cabinet Member for Children, Education and Skills	Adam Brown

Children's Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
4 Sep 2018	Wiltshire Council Apprenticeship Growth Target	To receive details on Wiltshire Council's submission to central government on how we are fulfilling our apprenticeship target.		Cabinet Member for Children, Education and Skills	Joanne Pitt
4 Sep 2018	Education Transformation Board - Stage 2 Update	To receive an update on work performed so far and the future of the Education Transformation Board.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	
4 Sep 2018	School Ofsted Judgements	To receive a report on school Ofsted judgments since September 2017.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	
6 Nov 2018	Provisional School Outcomes 2017/18	To receive the provisional outcomes for pupil performance in public tests and examinations.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	David Clarke
6 Nov 2018	Family and Children's Transformation (FACT) - Year One Assessment	To receive an update regarding the progress made 1 year following the launch of the new service.	Lucy Townsend (Director - Family and Children's Services)	Cabinet Member for Children, Education and Skills	Tamsin Stone

Children's Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
6 Nov 2018	School Ofsted Judgements	To receive a report detailing school Ofsted judgements since the last school term.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	
15 Jan 2019	Nursery Places Update	To receive the annual update on nursery places.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	Susan Tanner
15 Jan 2019	School Ofsted Judgements	To receive a report detailing school Ofsted judgements since the last school term.	Alan Stubbersfield (Interim Director - Education and Skills)	Cabinet Member for Children, Education and Skills	

Environment Select Committee Forward Work Programme

Last updated 10 MAY 2018

Task Group	Start Date	Final Report Expected
Waste Service Changes Task Group	February 2018	September 2019

Environment Select Committee – Forward Work Programme			Last updated 10 MAY 2018		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
26 Jun 2018	Wiltshire Council Waste Management Strategy	As resolved at 16 January ESC, the Committee to receive the Council's draft 'Waste Management Strategy' ahead of consideration and adoption by Cabinet and Full Council.	Tracy Carter	Cabinet Member for Highways, Transport and Waste	Vicki Harris, Amy Williams
26 Jun 2018	Future Development	As resolved at 15 November ESC-Executive meeting on the 'Housing' portfolio, the Committee to receive a report on 'Future Development'. Detail to be included around: where proposed future development opportunities on public owned land could take place and the rationale behind this decision; and the process of public engagement into developing proposals for these sites, in order to help ensure that development is provided where it is beneficial	Tim Martienssen	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Mike Wilmott
26 Jun 2018	Development where it is needed	Following ESC-Executive Annual Meeting on Housing, it was agreed that the ESC receive a verbal briefing on employment land and how the relevant policy is implemented across Wiltshire	Tim Martienssen	Cabinet Member for Spatial Planning, Development Management and Property	Tim Martienssen

Environment Select Committee – Forward Work Programme			Last updated 10 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
26 Jun 2018	Resident Engagement Strategy	For the Committee to receive an annual update, in the form of a report.	Alan Richell (Interim Director - Housing and Commercial Development)	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Janet O'Brien
26 Jun 2018	Housing Board - Annual Report	For the Committee to consider the Housing Board's Annual Report, prior to Cabinet's consideration.	Alan Richell (Interim Director - Housing and Commercial Development)	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Ian Seeckts
26 Jun 2018	Eco Strategy	The Committee to receive information on the Council's current eco policies, in light of Full Council's resolution on the Business Plan in July 2017 to: 'To reaffirm our commitments to continue working within our policies on the Environment and Carbon reduction'.	Tim Martienssen	Cabinet Member for Adult Social Care, Public Health and Public Protection	Tim Martienssen
4 Sep 2018	Public Transport Review Update	As resolved at 21 November ESC, the Committee to receive an update from the Head of Passenger Transport on the progress with work on the integration of NEPTS and SEND and social care transport	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Jason Salter

Environment Select Committee – Forward Work Programme			Last updated 10 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
4 Sep 2018	Reduced Road Casualties	As resolved at 13 March ESC, the Committee to receive a note following discussions with Somerset about the reduction in killed and seriously injured casualties in the county.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Allan Creedy
6 Nov 2018	Highways Annual Review of Service	As resolved at 21 November 2017 ESC, the Committee agreed to continue to review the performance of the 'Highways' service area through the review of service annual report. At 16 January 2018 ESC, the Committee resolved that the development of the public satisfaction survey - for street scene key performance indicators - be part of the highways annual report. This public satisfaction survey to be included, as part of the annual report.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley

Environment Select Committee – Forward Work Programme			Last updated 10 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
12 Mar 2019	HIAMS: Streetworks	As resolved at 13 March ESC following the consideration of a report on 'Streetworks and Utilities Management', the Chairman to raise with the Committee from March 2019 whether they would wish to review how HIAMS has impacted on streetworks and, if so, information on such an item to be brought to Committee.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley
Not before 2nd Sep 2019	Highways Consultancy Contract	As resolved at 21 Nov 2017 ESC, for the Committee to receive a further update on the Highways Consultancy contract and the procurement process	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley

Environment Select Committee – Forward Work Programme			Last updated 10 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
6 Nov 2018	Emissions	To investigate possible scrutiny involvement in Wiltshire’s emissions – as resolved at 13 March 2018 ESC, information to be provided relating to: air quality and the emissions issues around waste management processes; an explanation on air quality management plans; the process when areas of Wiltshire exceed air quality limits; lessons learned from one part of the County to the other in regard to minimising poor air quality.	Tracy Daszkiewicz (Director - Public Health and Protection)	Cabinet Member for Adult Social Care, Public Health and Public Protection	John Carter

Health Select Committee Forward Work Programme

Last updated 1 MAY 2018

Health Select Committee – Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Child and Adolescent Mental Health Services (CAMHS)			
N/A			

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
11 Jul 2018	Adult Social Care - update on the implementation of the transformation programme	Following the presentation to the committee prior to the meeting on 9 January 2018 it was agreed that an update would be presented to the committee.	Emma Legg (Director of Access and Reablement, Adult Care)	Cabinet Member for Adult Social Care, Public Health and Public Protection	Catherine Dixon
11 Jul 2018	AWP Transformation Programme - update	Following resolution at the Health Select Committee on 6 March 2018 to receive an update on progress on the AWP transformation programme.			Sue McKenna Liz Richards
11 Jul 2018	Briefing (pre-meeting) - Single View	Presentation on the Single View project.			Kevin Marshall
11 Jul 2018	Chairman's Announcement - Adult Care Charging Policy update	Update on re-assessments (following updates on 9 January and 24 April 2018)		Cabinet Member for Adult Social Care, Public Health and Public Protection	Sue Geary
11 Jul 2018	Chairman's Announcement - CQC review	A brief update on the outcome of the CQC review (to be published in June) and the key actions for Wiltshire		Cabinet Member for Adult Social Care, Public Health and Public Protection	

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
11 Jul 2018	Chairman's Announcement - green paper on care and support for older people	Government to set out proposals to reform care and support by summer 2018. The paper will set out plans for how government proposes to improve care and support for older people and tackle the challenge of an ageing population. Once the green paper is published in summer 2018, it will be subject to a full public consultation.			Marie Gondlach
11 Jul 2018	Chairman's Announcement - Learning Disabilities In-house Respite Services	<p>Cabinet - 27 March 2018</p> <p>Wiltshire Council operates 4 residential respite care homes for learning disabilities. Reviews have highlighted ongoing under-usage of the services as a whole.</p> <p>The cabinet report will report on the proposed closure of one of the homes due to under-usage following the outcome of the consultation with usages and their carers.</p>			Marie Gondlach
11 Jul 2018	Integrated urgent care mobilisation programme - update	TBC			Sarah MacLennan, CCG

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
11 Jul 2018	Obesity and Child Poverty Task Group - Update on recommendations	At its meeting on 14 March 2017 the committee noted the update provided on the implementation of Wiltshire's Reducing Child Poverty Strategy and requested a progress report in 12 months' time.		Cabinet Member for Adult Social Care, Public Health and Public Protection	Jackie Keevan
11 Jul 2018	User engagement with Adult Care	To inform the committee of the two chosen providers (Help and Care and Wiltshire Centre for Independent Living) and the services to be provided.		Cabinet Member for Adult Social Care, Public Health and Public Protection	
11 Jul 2018	Wiltshire Health & Care (Adult Community Health Care Service) - update following CQC report	At its meeting on 9 January 2018, the Committee resolved to receive a further update, possibly in July 2018, providing further information regarding the implementation of actions, and the development of the trust.			Wiltshire Health & Care
11 Sep 2018	Public Health - Annual report to Secretary of State	Likely to be chairman's announcement. Usually published in September.	Tracy Daszkiewicz (Director - Public Health and Protection)	Cabinet Member for Adult Social Care, Public Health and Public Protection	
11 Sep 2018	Update on implementation of recommendations from the Better Care Plan task group			Cabinet Member for Adult Social Care, Public Health and Public Protection	

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
11 Sep 2018	Update on Strategic Outline Case - consultation results	Update on the information provided at the HSC meeting in September 2017.			
11 Sep 2018	Wiltshire Safeguarding Adult Board - update	To update the committee on the outcome of the safeguarding adults reviews considered at the Health Select Committee on 24 April 2018.		Cabinet Member for Adult Social Care, Public Health and Public Protection	Mr Richard Crampton, Chairman of the Board
18 Dec 2018	Places of Safety - evaluation of service	Following recommendation at the Health Select Committee on 6 March 2018 to receive the evaluation of the service, led by the CCG and involving service users, in December 2018. This should include the outcome / analysis of the feedback that will be collected by providers, commissioners and Healthwatch to consider the impact the temporary closure is having on the populations of Swindon and Wiltshire and individuals using the service.			Sarah MacLennan, CCG

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
5 Mar 2019	Age UK - Home from Hospital scheme - one year update	Following resolution at the Health Select Committee on 6 March 2018 to receive a one-year-on update on the Age UK Home from Hospital scheme, including performance indicators / confirmation that the specification and performance outcomes are being met.		Cabinet Member for Adult Social Care, Public Health and Public Protection	Sue Geary
5 Mar 2019	Better Care Plan and Delayed Transfers of Care - post winter update	An update on the Better Care Plan and Delayed Transfers of Care after winter 2018, including Allocation of better care fund. As agreed at the 24 April 2018 meeting.		Cabinet Member for Adult Social Care, Public Health and Public Protection	
5 Mar 2019	NO PRE MEETING BRIEFING	Afternoon meeting			
5 Mar 2019	Sexual Health and Blood Borne Virus Strategy 2017-2020 - update	Following resolution at the Health Select Committee on 6 March 2018 to receive a one-year-on update on the implementation of the strategy, especially progress achieved on the Strategic Aims (Prevention, Diagnosis and Treatment) and the measuring of their stated outcomes. The committee had recommended that the actions in the Strategy follow the SMART principles.		Cabinet Member for Adult Social Care, Public Health and Public Protection	Steve Maddern

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
5 Mar 2019	Wiltshire Safeguarding Adult Board - three-year strategy	To receive the Wiltshire Safeguarding Adult Board's next three-year strategy in 2019		Cabinet Member for Adult Social Care, Public Health and Public Protection	Emily Kavanagh Mr Richard Crampton, Chairman of the Board
	Re-commissioning of the residential rehabilitation (drugs and alcohol) framework for 2019-2022	To re-commission the providers who will form the framework of residential rehabilitation for Wiltshire's drug and alcohol support service users, who wish to be detoxed and rehabilitated from their addictions. The contract will be 3 years with the option of extending this by 2 years.	Tracy Daszkiewicz (Director - Public Health and Protection)	Cllr Jerry Wickham	Laura Schell, Ceri Williams
	Cancer care strategies - update	(date TBC) To receive an update following the information provided at the HSC meeting in September 2017.			CCG
	CCG Commissioning Intentions	(TBC)			CCG

Overview and Scrutiny Management Committee Forward Work Programme

Last updated 10 MAY 2018

Overview and Scrutiny Management Committee – Current / Active Task Groups		
Task Group	Start Date	Final Report Expected
Financial Planning Task Group	October 2013	Standing
Swindon and Wiltshire Joint LEP Task Group	March 2014	Standing
MCIP Task Group	December 2014	Standing
Planning Committee System Task Group	September 2017	March 2018
Digital Strategy and Implementation Task Group		
Third Party Advertising Policy Task Group	November 2017	March 2018

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
5 Jun 2018	Planning Committee System Task Group - update	Following consideration of the Task Group's report on 20 March 2018, Committee asked it to discuss its initial findings with the Cabinet Member for Planning and Property and bring an update back to Committee in June.	Tim Martienssen	Cabinet Member for Spatial Planning, Development Management and Property	Henry Powell
5 Jun 2018	Thermal Treatment Plant Petition – update	In March 2018 the Committee received a petition and statements from the public asking members to undertake a piece of work looking at the health and environmental impacts of thermal treatment plants. It resolved that the leading Executive and OS members should meet with officers to discuss the topic before bringing a proposal back to the next meeting.	Tracy Carter Tim Martienssen Tracy Daszkiewicz	Cabinet Member for Highways, Transport and Waste Cabinet Member for Spatial Planning, Development Management and Property Cabinet Member for Adult Social Care, Public Health and Public Protection	Henry Powell

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
5 Jun 2018	Overview and Scrutiny Councillor Learning and Development Programme 2017-21	Following Committee's approval of an outline programme in November 2017, to present a more developed L&D programme for approval.	Ian Gibbons	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Henry Powell
5 Jun 2018	Overview and Scrutiny Member Remuneration 2017/18	To receive the allocation of the remuneration fund for 2017/18.	Ian Gibbons	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Henry Powell
5 Jun 2018	Management Committee Task Group Updates	A report is attached presenting an update on recent activity.	Ian Gibbons	Robin Townsend Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Henry Powell
5 Jun 2018	Forward Work Programme	To receive updates from the Chairmen and Vice-Chairmen of the Select Committees in respect of the topics under scrutiny in their areas, including any recommendations for endorsement by the Management Committee.	Ian Gibbons	Robin Townsend Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Henry Powell

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 MAY 2018		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
18 Sep 2018	Corporate Peer Challenge - update	To receive a 6-month update on progress with implementation of the action plan received by Committee on 20 March 2018.	Robin Townsend	Cllr Baroness Scott of Bybrook OBE	David Bowater
18 Sep 2018	Third Party Advertising Task Group - update	To receive an update on implementation of the council's Advertising Policy and Function, as requested by Committee on 20 Mach 2018. The task group was asked to meet with the Cabinet Member and directors to receive this and bring an update back to Committee.	Laurie Bell	Deputy Leader and Cabinet Member for Communications, Communities, Leisure and Libraries	Henry Powell