

AGENDA

Meeting: Overview and Scrutiny Management Committee

Place: The Kennet Room - County Hall, Trowbridge BA14 8JN

Date: Tuesday 23 May 2023

Time: 10.30 am

Please direct any enquiries on this Agenda to Ben Fielding - Senior Democratic Services Officer of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718656 or email benjamin.fielding@wiltshire.gov.uk

Press enquiries to Communications on direct lines 01225 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Graham Wright
Cllr Christopher Williams
Cllr Ruth Hopkinson
Cllr Jon Hubbard
Cllr Tony Jackson
Cllr Bob Jones MBE
Cllr Johnny Kidney
Cllr Gordon King

Cllr Jerry Kunkler
Cllr Tony Pickernell
Cllr Pip Ridout
Cllr Elizabeth Threlfall
Cllr Jo Trigg
Cllr Tony Trotman
Cllr Iain Wallis

Substitutes:

Cllr Steve Bucknell
Cllr Clare Cape
Cllr Ernie Clark
Cllr Brian Dalton
Cllr Gavin Grant

Cllr Dr Nick Murry
Cllr Tom Rounds
Cllr Jonathon Seed
Cllr Ian Thorn

Recording and Broadcasting Information

Wiltshire Council may record this meeting for live and/or subsequent broadcast. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By submitting a statement or question for a meeting you are consenting that you may be recorded presenting this and that in any case your name will be made available on the public record. The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

Our privacy policy is found [here](#).

For assistance on these and other matters please contact the officer named above for details

AGENDA

1 **Election of Chairman 2023/24**

To elect a Chairman for the forthcoming year.

2 **Election of Vice-Chairman 2023/24**

To elect a Vice-Chairman for the forthcoming year.

3 **Apologies**

To receive details of any apologies or substitutions for the meeting.

4 **Minutes of the Previous Meeting** (*Pages 5 - 10*)

To approve and sign the minutes of the meeting held on 21 March 2023.

5 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

6 **Chairman's Announcements**

To receive any announcements through the Chair.

7 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions


To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Tuesday 16 May 2023** in order to be guaranteed of a written response. In order to receive a verbal response, questions must be submitted no later than 5pm **on Thursday 18 May 2023**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

8 **Service Devolution and Asset Transfer Policy update (to follow)**

To receive an update on implementation of the Policy consider by a Rapid Scrutiny Exercise and approved by Cabinet in September 2022.

The update was requested as one of the Rapid Scrutiny Group's recommendations. The report of the Rapid Scrutiny Group can be viewed here: [FINAL-REVIEW-Rapid-Scrutiny-Asset-Transfer-Policy \(28Sep022\), item 39.](#)  PDF 137 KB

9 **Quarterly Performance and Risk - Quarter 4 - 2022-23 (Pages 11 - 38)**

To review the updates and outturns against the measures and activities against the Council's priorities and the Strategic Risk Summary. This follows Cabinet's consideration of the report on 2 May 2023.

10 **Overview and Scrutiny Annual Report 2022-2023 (Pages 39 - 44)**

To note the summary of Overview and Scrutiny activity undertaken in 2022-23, following its approval by Full Council on 16 May 2023.

11 **Overview and Scrutiny Member Remuneration Fund Allocation 2022-23 (Pages 45 - 50)**

To set out the allocation of the Overview and Scrutiny Fund, which is part of the Council's Members' Allowances Scheme, for 2022-23.

12 **Task Group update (Pages 51 - 58)**

To receive updates on recent activity on the following Task Groups:

- Financial Planning Task Group
- Evolve Programme Task Group

13 **Overview and Scrutiny Forward Work Programme (Pages 59 - 98)**

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.

14 **Date of Next Meeting**

To confirm the date of the next meeting as 26 July 2023.

15 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

Overview and Scrutiny Management Committee

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 21 MARCH 2023 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Graham Wright (Chairman), Cllr Christopher Williams (Vice-Chairman),
Cllr Ruth Hopkinson, Cllr Tony Jackson, Cllr Bob Jones MBE, Cllr Pip Ridout,
Cllr Elizabeth Threlfall, Cllr Jo Trigg, Cllr Tony Trotman and Cllr Iain Wallis

Also Present:

Cllr Richard Clewer

24 **Apologies**

Apologies for absence were received from Cllr Gordon King, Cllr Tony Pickernell, Cllr Jerry Kunkler and Cllr Jon Hubbard.

25 **Minutes of the Previous Meeting**

The minutes of the meeting held on 7 February 2023 were presented for consideration. Minor amendments were highlighted by the Committee to be corrected before approval.

After which, it was;

Resolved:

To approve and sign as a true and correct record of the minutes of the meeting held on 7 February 2023 following the completion of the suggested amendments.

26 **Declarations of Interest**

There were no declarations of interest.

27 **Chairman's Announcements**

There were no Chairman's Announcements.

28 **Public Participation**

There were no questions or statements submitted by members of the public.

29 **Corporate Peer Challenge 2022**

The Chairman noted that in Agenda Supplement 1, was the action plan produced by the Council in response to the Report of the LGA Peer Challenge that was undertaken last year. The Peer Challenge Report itself was included in the agenda pack and was considered by Full Council in February. The action plan would be considered by Cabinet next week.

The Chairman noted the comments in the Peer Challenge that related to the Council's Overview and Scrutiny function, with it suggested that the comments indicated towards a steer towards the Committee getting involved in policy formation at an earlier stage. The Chairman therefore suggested that the Committee consider this when developing forward work plans and discuss future work with the Executive. Additionally, that the Executive consider involving the Committee at an early stage whenever they were planning a policy or strategy.

The Chairman stated his disappointment that the Committee had received the Action Plan late for their consideration.

Perry Holmes, Director for Legal and Governance and Monitoring Officer introduced the action plan and apologised for the late publication of the report, with it explained that this had been partly due to the way in which the process was structured by the LGA. It was outlined that the report reflected positive comments regarding the way Wiltshire Council performs across a range of topics and areas. It was suggested that the second part of the Challenge was to consider the areas which were suggested that Wiltshire Council could do better and that the Action Plan sought to identify individual leads who could work and collaborate to improve those areas. Suggestions were provided for how the Action Plan could be further developed, including to provide a narrative of place to explain what the Council is attempting to do as well as ensuring that there is also an external focus.

The following comments were received from Cllr Richard Clewer, Leader of the Council, which included but were not limited to, that there is an awareness that there can be confusion surrounding the term "place" and that the LGA has a different definition of this which must be reflected. Importance was placed on recognising how positive the feedback from the Peer Challenge was, with it noted that Wiltshire Council is not Member or Officer controlled but rather an environment that challenges through conversation to build and improve. Additionally, the comments received regarding Governance and Scrutiny had been welcomed as previously the LGA had found reasons for concern, which had since been resolved.

Cllr Richard Clewer also made the following comments regarding the recommendations made from the Challenge, with reference made to Area Boards and the need for Place Boards, with Westbury referenced as a positive example of a Market Town working in this way. It was acknowledged that the most challenging recommendation would be for Wiltshire Council to speak positively about itself on a national level, which is an area that had not

previously came naturally. The LGA also stated a desire to learn from work being completed by the Council, such as the Performance and Outcomes Board, with Cllr Clewer set to provide a presentation regarding this area at the LGA Conference later this year. It was also stated that a draft form of the Economic Strategy was currently being worked on and would be ready to be shared soon.

The following comments were received by Members of the Committee including that the report contained jargon, to which it was agreed by the Director for Legal and Governance and Monitoring Officer that the report would be provided in a version of plain language with explanations. Reference was also made that it was disappointing that there wasn't an overall time scale for the Action Plan, however this was to be expected with some actions due to take longer than others. It was noted that the LGA are expected to return in the autumn to check on progress with a principal focus on the Action Plan and how Wiltshire Council is achieving. Regarding promoting the positive work of Wiltshire Council, the work completed in Children's Services was referenced as an area of positivity that could be used to influence and have lobbying power.

Further comments were received in relation to the review and the role of the function of Area Boards, with it noted that the Challenge was different to the work that had been completed by the Monitoring Officer and Cllr Ashley O'Neill (Cabinet Member for Area Boards) last year. With the internal review based on process and the Challenge based instead on the impact of Area Boards. The Leader referred to the need for Area Boards to be a place of convening for different elements of communities. Additionally, that the Leader had asked that data and metrics be used to enable Area Boards to be more effective and focused on resources and spending money.

Community Asset Transfers was referenced with it suggested that the report had found no reasonable strategic overview and had not picked it up as an item to be moved forward. The Chairman noted that this would be an item on a future agenda, with there a need for it to have its own item due to the Committee sharing a passion for it. The Leader made reference to the Challenge, which had referred to not only mapping the assets of Wiltshire Council but also the assets of partners, which could potentially be possible in larger urban areas but prove difficult in smaller market towns.

At the conclusion of discussion, it was,

Resolved:

The Overview and Scrutiny Management Committee agreed:

- 1. To note the LGA Peer Challenge 2022 Action Plan and to ask the Select Committee Chairs to consider appropriate Overview and Scrutiny engagement on the actions within their remits.**

2. To note the positive comments regarding Wiltshire's Overview and Scrutiny function that were included in the LGA Peer Challenge 2022 report.
3. To note the Peer Challenge's suggestion that Wiltshire's Overview and Scrutiny continues to develop the value it adds through early engagement in policy development and to ask the select committees and the Executive to take all opportunities for putting this in place.

30 **Management Committee Task Groups**

A report was received on the Task Groups and Panels established by the Management Committee.

Evolve Programme Task Group

It was noted that the task group had not met since the last meeting of the Committee, it would now meet quarterly until the end of the Evolve programme. The next scheduled meeting of the task group would be 20 April 2023.

In addition, Cllr Ruth Hopkinson provided a further verbal update that there had been ongoing concerns regarding the progress of the implementation of the project and that it was hoped that by the time of the next meeting that there would be a positive update. Additionally, it was noted that implementation had been deferred to November.

Financial Planning Task Group

The Chairman noted that the task group had not met since the last meeting of the Committee and that the task group's forward work plan 2023/24 was attached as Appendix 2, and that the roles and responsibilities for financial scrutiny were set out at Appendix 1.

The Chairman noted that Cllr Bill Parks had stepped down from the group having taken up a position on the Executive. Following a request for expressions of interest, it was proposed that Cllr Richard Britton be appointed to the Task Group.

In addition, Cllr Pip Ridout provided a further verbal update that conversations had taken place with the Chairman of the Overview and Scrutiny Management Committee. It was suggested that the Quarterly Budget Updates be considered by the Financial Planning Task Group the Friday before the Tuesday meeting of Cabinet, followed by the Overview and Scrutiny Management Committee and, where appropriate, Select Committees for exploration of any service impacts. It was noted that further discussions would take place regarding contracts and procurement and that the next consideration for the Task Group would be the Quarter 4 report.

At the conclusion of discussion, it was,

Resolved:

The Overview and Scrutiny Management Committee agreed:

- 1. To note the update on the task group activity provided.**
- 2. To note the Financial Planning Task Group's forward work plan.**
- 3. To thank Cllr Bill Parks for his work on the Financial Planning Task Group and to appoint Cllr Richard Britton to the Task Group's membership in his place.**

31 Forward Work Programme

The Committee considered the forward work programmes for each select Committee, as well as updates from the Chairman for each Select Committee.

Henry Powell, Democracy and Complaints Manager, provided a verbal update on behalf of the Health Select Committee due to apologies being received from Cllr Johnny Kidney and Cllr Gordon King. Following the verbal update, it was suggested that the forthcoming piece of work looking at access to NHS dental care should include analysis of the impact on military families.

Cllr Bob Jones MBE provided a verbal update on behalf of the Environment Select Committee.

In addition, the Chairman provided an update on the procurement of cleaning contracts, with it noted that next week, Cabinet would be asked to give permission for the procurement of a contract for the cleaning of the council's operational estate. Last week the Chairman and Vice-chair received a briefing on the proposals from Vincent Albano, Asset Manager, and Cllr Ian Blair Pilling, Cabinet Member with responsibility for Operational Assets. Overall, the Chairman and Vice-chair had no concerns about the proposals, which were presented in a report in the agenda for next Tuesday's Cabinet meeting.

At the conclusion of discussion, it was,

Resolved:

The Overview and Scrutiny Management Committee agreed:

To note the updates on select committee activity and approve the Overview and Scrutiny Forward Work Programme.

32 Date of Next Meeting

The date of the next meeting was confirmed as 23 May 2023.

33 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30am - 11.30am)

The Officer who has produced these minutes is Ben Fielding - Senior Democratic Services Officer of Democratic Services, direct line 01225 718656, e-mail benjamin.fielding@wiltshire.gov.uk

Press enquiries to Communications, direct line 01225 713114 or email communications@wiltshire.gov.uk

Wiltshire Council

Cabinet

02 May 2023

Subject: Corporate Performance and Risk Monitoring Report: Q4 2022/23

Cabinet member: Cllr Richard Clewer, Leader of the Council and Cabinet Member for Economic Development, Military-Civilian Integration, Heritage, Arts, Tourism, Health and Wellbeing

Key Decision: Non Key

Executive Summary

This report provides a quarter four update on performance against the stated missions in the Council's Business Plan 2022-32, including new measures that have been agreed. The Strategic Risk Summary is also included.

Proposals

Cabinet are asked to note and agree:

1. The updates and outturns against the measures and activities mapped against the Council's priorities.
2. The Strategic Risk Summary.

Reason for Proposal

To provide Cabinet with a quarterly update on the current corporate performance framework, which is compiled of the measures used to monitor progress against the 10 missions laid out in Wiltshire Council's Business Plan 2022-32.

New measures and details of those being developed are also included, both within the Scorecard and in the report commentary.

The Strategic Risk Summary captures and monitors significant risks facing the Council, in relation to in-service risks facing individual areas and in managing its business across the authority.

This is supported by, and in compliance with, the Council's Corporate Performance and Risk Policy.

Terence Herbert
Chief Executive

2 May 2023

Subject: Corporate Performance and Risk Monitoring Report: Q4 2022/23

Cabinet member: Councillor Richard Clewer, Leader of the Council and Cabinet Member for Economic Development, Military-Civilian Integration, Heritage, Arts, Tourism, Health and Wellbeing

Key Decision: Non Key

Purpose of Report

1. This report provides an update on the progress against the stated missions in the Council's Business Plan.
2. To note: it provides measures of performance using data available at the end of Q4 and risks as they are at the time of the report's production; risks are not presented on a quarterly reporting cycle.
3. The Q4 2022/23 Corporate Scorecard is attached to the report as **Appendix 1**.
4. The Strategic Risk Summary is attached as **Appendix 2**.

Relevance to the Council's Business Plan

5. This report updates Cabinet on the performance against each of the stated missions contained in the Business Plan 2022-2032, as well as risks that would impact the Council's ability to achieve these missions.

Background

6. Prior to the Business Plan's ratification at Full Council, Directors and Cabinet Members agreed a corporate performance framework that identified the measures that would initially be used to track progress against the 10 missions identified.
7. This framework was reviewed in January 2023, resulting in new measures being added and additional measures being reviewed, developed and improved.
8. As before, these measures fall into three categories:
 - i) Main indicators – the key metric for that particular mission.
 - ii) Supporting indicator(s) – a metric that helps add weight or explanation to the main indicator.

- iii) Basket indicators – where it was impossible to identify one or two main indicators, measures were grouped together to be able to report on elements of each mission.
9. The resulting Scorecard includes each main measure alongside the most relevant supporting and basket indicators.
 10. Measures and targets on the Scorecard are owned and reported by the service to which they relate, and they continue to be iteratively challenged and improved at Performance Outcome Boards and Groups. This ensures they are most representative of performance against a mission and allows for advanced scrutiny.

Corporate Scorecard Review – January-March 2023

11. With corporate performance reporting at a Cabinet-level now embedded across services and iterative targets in place, Cabinet and Officers undertook workshops in January 2023 to review the Scorecard.
12. These workshops set out to challenge progress against and assess the viability of existing measures.
13. As a result of this, it was agreed to develop additional measures for inclusion at the next quarterly return. These are detailed below.
14. Since the workshops, new measures have been continually reviewed and refined by officers, Performance Outcome Boards and Senior Managers to ensure that new measures are useful and informative indicators of performance.
15. For a number of measures targets are still under review by Performance Outcome Boards and will either be set in advance of the next return or when sufficient data is available to enable meaningful annual comparisons.
16. For consistency, prevention of volatility and ease of reading, wherever possible measures are now reported as rolling averages over the previous 12 months or rolling 12-month cumulative totals.
17. Although there is a move towards rolling 12-month figures, for some measures it has not yet been possible to obtain the underlying data required to calculate these values in a statistically robust way. Reported figures for these measures will therefore be updated for future Scorecards.
18. A number of measures are presented as a snapshot taken at the time of the report, providing an indication of the current state of the measure that is more meaningful than historic averages. Where this is the case it is indicated on the Scorecard.
19. Accessibility standards have been improved, providing clearer contrast and differentiation between colours, in line with government digital accessibility regulations for public sector bodies. This includes changing the red/green combination for the traditional RAG ratings.

We get the best start in life

20. The updated Scorecard contains a change in how the educational attainment gap is calculated, now comparing pupils in receipt of the pupil premium with their non-disadvantaged peers, not with all pupils. This aligns with the methodology used by central government and allows for better comparisons with targets. As a result, the size of the reported gap has increased from that reported previously.
21. In addition to reporting on the educational attainment gap, the Scorecard now also reports on overall educational outcomes at Key Stage 4 for all pupils, as well as those specific to SEND (Special Educational Needs and Disabilities) pupils with an EHCP (Education, Health and Care Plans), focused on the percentage of pupils achieving grade 5+ in both English and maths.
22. The percentage of EHCPs completed within the statutory 20 weeks has been added to the Scorecard as an indicator of performance, alongside the total number of EHCPs received as an indication of demand on the service. Note that due to different reporting periods the Scorecard figures may differ from statutory returns.
23. The percentage of early years settings and schools, including primary, secondary and specialist schools, rated good or outstanding by Ofsted has been added to the Scorecard. These data will be presented as current snapshots.

We stay active

24. To complement existing measures focused on physical activity, a supporting measure on use of Council-run leisure centres has been added. Targets will be based on year-on-year increases in visitor numbers and will be set once a full-year's comparator data is available from the leisure centres where management has recently been brought in-house.
25. A new measure on visits to public libraries has been added, which provides the best representation of access to the majority of library services, including physical book lending, computer access, use of space and attendance at events. Whilst online access to eLending and online resources is an important aspect of service provision, for which performance data is being scoped, this measure focuses on the physical activity associated with an in-person visit to a library.
26. A future new measure will focus on the number of hectares of new woodland planting that is publicly accessible. This tree planting provides opportunities for volunteer community groups to benefit from direct contact with nature and promotes both physical activity and good mental health associated with group activities. Additional indirect benefits relate to the creation of additional habitats to enhance biodiversity. Data will be provided once available.

27. The existing measure focused on referrals into the reablement service has been revised to focus on outcomes rather than volume. The measure is now the percentage of patients aged 65 and over who remain in their own home 91 days after their home care through the reablement service first started.

We are safe

28. The existing measures focused on repeat referrals to Children's Services and the percentage of S42 outcomes met have both been retained.
29. To these a number of new measures have been added focused on safety within the county.
30. The percentage of children in care fostered within Local Authority provision has been added and further work in this area is underway, working closely with Performance Outcome Boards, to ensure updates include additional measures on adult care.
31. The total number of adult social care providers currently rated inadequate in CQC inspections has been added. This provides a current snapshot indicating pressure on capacity for new placements, including from the Reablement service, and the support required from Wiltshire Council to develop and implement improvement plans.
32. The number of working-aged adults, per 100,000 of the population, in residential care has also been added. This focuses on the long-term support needs of younger adults aged 18-64 met by admission to residential and nursing care homes.
33. Three new measures focused on road safety have been added. Firstly, the percentage of reported P1 potholes that are repaired within 24 hours has been added. We note that as this is a measure of performance based on responding to reports, it does not include 'Find & Fix' repairs. For information we have included the number of potholes reported per quarter as an indicator of pressure on the service, noting a 400% increase during January compared to December.
34. We have also added the percentage of roads scheduled for treatment that have been resurfaced. This performance measure is based on the 12-month plan rather than the 5 year plan. For information, we have also provided the number of miles of road resurfaced.
35. An additional road safety measure is the percentage of cars found speeding by the Community Speedwatch Teams. This outcome-based measure was chosen over the number of checks conducted by Community Speedwatch Teams or Speed Enforcement Officers, both of which are impacted by the season and weather. Wiltshire Police have noted that the impact of these checks is difficult to quantify as new drivers and transient drivers from outside the area are continually entering the county's road network.

36. The percentage of reported antisocial behaviour cases resolved within 60 days has been added, to monitor performance in this area with an aim of resolving cases they escalate to requiring Antisocial Behaviour Risk Assessment Conferences (ASBRACs) or Public Spaces Protection Orders (PSPOs). Historic data is unfortunately not available for this recently transferred service, so trends will be determined for future Scorecards.

We live well together

37. We will continue to monitor the percentage of looked-after children placed more than 20 miles from home, and the proportion of care-experienced young people in suitable accommodation.
38. A new measure has been added, focused on the uptake of invited NHS health-checks by Council-commissioned primary care providers. This service was paused during the pandemic, so the target reflects primary care providers working through the backlog to return to pre-Covid levels of uptake.
39. The proportion those seeking smoking cessation support from their GP who are successfully smoke free four weeks after their quit date has also been added to the Scorecard. We note that Wiltshire Council also provides a smoking cessation service via the Health Improvement Coaches. This service is better placed to target specific demographics where smoking prevalence has traditionally been higher: routine and manual workers (which have shown a recent downward trend) and adults with long-term mental health conditions (where rates are increasing). However, we note that currently the data from GPs is more extensive, and so for the time being the Scorecard will utilise this dataset.

We ensure decisions are evidence-based

40. Voter turnout in Neighbourhood Plan referendums will continue to be monitored, albeit with a focus on referendums held over the previous 24 months. For future reports we will review how best to compare across areas with vastly different sized electorates.
41. The engagement with the Council's e-newsletter was added in Q3, as it provides a valuable indicator of how our residents respond to messaging. This is achieved by measuring the 'opens', rather than just the circulation.

We have the right housing

42. Delivery of affordable housing was an existing measure that was considered useful to continue monitoring.
43. The number of households on the housing register and the number of households in temporary accommodation were also existing measures that were considered important to continue monitoring. We note that these two measures will be presented as a snapshot at the end of the previous quarter to reflect the current position rather than an average over the preceding year. It is anticipated that the number on the housing register will

continue to adjust over the next quarter as mitigations continue to have an effect.

44. Two new measures were added focused on the percentage of major and non-major planning determinations completed within the statutory period or agreed extension. We note that Wiltshire has a very high rate of applications compared to other local authorities.

We have the right skills to prosper

45. The existing measures focused on the rates of unemployment and the youth claimant rate have been retained.
46. The percentage of 16-17-year-olds in the year 12-13 academic age group who are NEET (Not in Education, Employment or Training) had already been added to the Q3 Scorecard.
47. Alongside this, the percentage of care-experienced 16-17-year-olds who are in education, employment, or training (EET) has also been added.
48. We note that EET is reported rather than NEET for the care-experienced cohort, as this is the measure reported to the Department of Education and the measure by which all local authorities report and benchmark against. There are lots of nuances of NEET which is why EET is a more reflective outcome measure. For example, some may be NEET due to ill health and therefore not available to be EET. It is therefore not a measure which can be reversed to provide a NEET figure.
49. Gross weekly pay has been added to the Q4 Scorecard. This measure is based on place of work rather than residence, as the location of the employer is a more useful indicator of the economy within Wiltshire than in neighbouring regions that Wiltshire residents commute to.
50. Regional Gross Value Added (GVA) has been added as a new measure. This is a measure of the increase in the value of the economy due to the production of goods and services in an area, measured at current basic prices, and accounting for inflation.
51. The percentage of 16+ adults qualified to Level 4 skills has also been added to the Q4 Scorecard, as a linked indicator of the Council's focus on developing high value jobs.
52. Gross disposable household income has been added to the Scorecard. This is measured per head of the population at current basic prices, and factors in changes to weekly pay. We note that although there is a two-year lag on the data, it will be important to monitor this as a long-term indicator of the local economy.

We have vibrant and well-connected communities

53. The existing measure on use of public transport has been renamed to focus on bus journeys, to distinguish this from new measures relating to other forms of public transport.
54. A new measure focused on rail transport has been added, with a view to monitoring rail usage given the Council's strategic ambitions around new stations in the county. The measure uses nationally published data on the number of entries and exits from stations in the county, and so is not reliant on obtaining commercially sensitive data on ticket types from rail operators.
55. The percentage of gigabit broadband coverage has been added. This measure captures as snapshot of coverage at the time of the report. The focus on gigabit rather than superfast or fibre aligns with the government's Project Gigabit target of 85% gigabit coverage by 2025.
56. The percentage of 4G mobile phone coverage has been added, based on Ofcom's Connected Data annual report. The focus on indoors reception from all four providers aligns with work on ensuring more isolated communities have reception where they need it.
57. Two new measures focused on the use of car parks have been added. The number of pay-and-display transactions gives an indication of occupancy, whilst the income generated also captures use by season ticket holders. We note that neither measure captures local free parking schemes.
58. A proposed new measure looking at bridleway and footpath maintenance will be reviewed once a new system is in place in late 2023, which will allow for more meaningful performance data to be captured.

We take responsibility for the environment

59. The existing measures were considered useful to continue monitoring. However, future data will be presented as rolling 12-month averages so that overall trends can be seen rather than seasonal fluctuations.
60. The four waste indicators should be reviewed together as they provide data on the amount of household waste produced, and the routes of disposal.
61. An additional measure has been added focused on the number of reported incidences of fly-tipping in the county, with a target to remain below the national level.
62. Requirements of the Environment Act are being monitored and will be incorporated into new performance measures when more information and suitable data are available.

We are on the path to carbon neutral (net zero)

63. In addition to retaining the current measures, a new measure focusing on the capacity for renewable energy generation within the county has been added. Unlike renewable energy generation, capacity is not impacted by

the season and weather and can be influenced by the Council via the planning process.

64. A new measure focused on the uptake of carbon literacy training amongst officers and Councillors has been added. The Council has recently achieved the Bronze Carbon Literacy Award and the next target will be for 15% of staff to be certified as carbon literate by the end of the 24/25 financial year, which is required to achieve the Silver Award.

Risk

65. The Strategic Risk Summary is attached as **Appendix 2** and provides information on the challenges, and potential challenges, the Council faces in delivering its services and ambitions.
66. Included in the risk summary is the Strategic Risk Register, which contains risks that, if they were to become issues, could hamper the Council's ambition to achieve its stated aims, whether that be empowering the people of Wiltshire, building thriving economies or leading the response to climate change.
67. Risks are identified, defined, reviewed, and managed in service areas.
68. There are 224 risks identified and scored in the corporate risk management process at the time of print. The Strategic Risk Register is made up of those risks that have either a potential impact on the wider council, or are the responsibility of the wider council to mitigate.
69. A full explanation of the makeup of the Strategic Risk Register can be found at the end of **Appendix 2**.
70. Previously, two risks – macroeconomic pressures, such as inflation, and staff recruitment and retention – were classified as issues, meaning that the potential problems identified have materialised.
71. These both remain in place in Q4 as the inflationary pressures continue, with further increases in January and February to 10.4%, and labour market challenges are also yet to abate.
72. The Council's teams continue to work to mitigate the impact of these issues and will do so until they are no longer having a direct impact on delivery of services.
73. The emerging risk added during Q3 remains, reflecting the potential for additional service pressures in upcoming quarters. These come because of other agencies – with whom the Council has a dependency or interaction – experiencing their own difficulties, such as an increase in demand to their own services or unforeseen workforce challenges.
74. As ever, these continue to be actively monitored and managed to reduce impact, with the Council supporting its partners to deliver the best service they can for Wiltshire's residents.

75. Since the last report, risks relating to the increasing impacts of climate change in the county have been updated to reflect wider environmental impacts.
76. The heatwave, drought, storms and floods experienced in the past 12 months are forecast to continue increasing in frequency, with implications for the health and safety of our residents and our staff. The Council's climate adaptation plan is currently being reviewed and will identify what measures can be put in place to prepare council services and the county for these climate impacts.
77. This is in line with and outlined in more detail within the Council's Corporate Performance and Risk Policy.

Future Developments

78. Following completion of the workshops, conversations took place with key stakeholders to agree definitions for new performance measures, and to determine the nature of the data to be reported. Some new measures have already been agreed at local Performance Outcome Boards, whilst others are still being developed. The Scorecard is anticipated to further evolve as measure descriptions are refined and more data becomes available over the next quarter.
79. With a desire to move to reporting annual averages where possible, it will be necessary to seek additional data from services so that reported percentages are statistically accurate. This is taking time to implement, so some changes to the reported figures may be seen in future reports.
80. Measure descriptions and targets will remain under review, and ongoing changes will be agreed by Cabinet and the Corporate Leadership Team.
81. Presentation changes will continue to be made and options for a more interactive dashboard explored, allowing longer time series and benchmarking to be provided through improved data visualisation. This will provide greater context and an enhanced narrative about progress against service delivery plans, which will highlight where there are risks of failure or slippage.
82. It remains the ambition to make these dashboards *live* to eliminate some of the challenges faced by services in presenting their quarterly returns as timings do not always align. This will also improve the whole Council's ability to scrutinise data more readily and in a timely way.
83. In the early summer, a full review of Service Plans will be undertaken.
84. Future risk summaries will feature the Council's response to the updated national-level risks. This will be completed in partnership with the Local Resilience Forum and the Emergency Planning, Resilience and Response team, who will coordinate the Council's activities and response to the National Risk Assessment.

85. An exercise is also still to be undertaken with the Extended Leadership Team to ensure that items that do not yet make risk classification, or cannot be quantified as emerging risks, are considered in more depth. It is expected that future risk summaries will be more reflective of the live and dynamic nature of Council services.

Overview & Scrutiny Engagement

86. The Overview and Scrutiny Management Committee (OSMC) has not received this current report. However, we would welcome their involvement, particularly given the range of new performance measures.

Safeguarding Implications

87. A number of indicators are regularly analysed which directly relate to the safeguarding of children and adults.
88. Action is taken where improvements in performance are required or new risks present.

Public Health Implications

89. Not applicable as no decision is required, although many of the indicators are a key feature of our public health work.

Procurement Implications

90. Not applicable as no decision is required.

Environmental and Climate Change Considerations

91. Not applicable as no decision is required, although many of the indicators are a key feature of our environmental plans.

Workforce Implications

92. There are no direct implications arising from this report. However, it must be recognised that there remains a live issue for the Council when recruiting and retaining staff.
93. Whilst both a national and sectoral issue, active management is underway.

Equalities Impact of the Proposal

94. Not applicable as no decision is required.

Risk Assessment

95. Not applicable as no decision is required.
96. Performance and risk indicators will continue to draw on the framework set out in the Business Plan and will continue to be refined through engagement with the relevant services.

Financial Implications

97. Not applicable as no decision is required.

Legal Implications

98. Not applicable as no decision is required.

Options Considered

99. Not applicable as no decision is required.

Conclusions

100. This report brings together the expanded list of performance indicators that make up the corporate performance framework, as well supplementary commentary to provide further context around the Council's activities in these areas and the risks faced by the Council.

Perry Holmes

Director, Legal and Governance

Report Authors:

Martin Nicholls, Head of Executive Office | martin.nicholls@wiltshire.gov.uk.

Catherine Pink, Corporate Support Manager | catherine.pink@wiltshire.gov.uk

Background reading

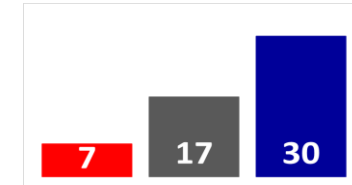
Corporate Performance and Risk Policy, February 2019

Appendices

- Appendix 1: Corporate Scorecard Q4 2022/23
 - Appendix 2: Strategic Risk Summary
-

Wiltshire Council Performance Scorecard - 2022/23 Quarter Four

Of the 59 indicators on this scorecard 47 (80%) were ranked as either positive or neutral in terms of improved performance.



Arrows show the direction of travel. Blue is an improving change, red a worsening change and grey is stable.

All measures show a rolling annual average, unless stated, with most recent figures presented alongside those from the two most recent reports.

Gold shaded measures are main indicators	Unshaded indicators support a main indicator	Grey shaded indicators are selected from a basket of possible measures - the name of that basket appears above the measures
--	--	---

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment	
We Get the Best Start in Life									
Educational Gap: Phonics (The percentage point gap at Year 1 between pupils receiving the pupil premium and their non-disadvantaged peers - achieving phonics) Source: Nexus	Below national benchmark (16.6%) by August 2025	20%	21%	21%	Sep-22	annual - academic year			The strategy is to continue the positive trajectory of maintained school outcomes in all areas, accelerate outcomes in academies to address the gap and to extend our reach to schools and secure wider engagement. Impact has already been seen from this work with 8.1% more children in receipt of FSM in maintained schools achieving Phonics. Factors contributing to outcomes in maintained schools include the 3 year systematic, structured SIA programme, responsive strategy, CPD, significant partnerships and collaborations and a tiered approach. Performance for 20/21 and 21/22 is not comparable as assessments were completed differently during Covid.
Educational Gap: KS4 (The percentage point gap between pupils receiving pupil premium and their non-disadvantaged peers - achieving 5+ in English and Maths at KS4) Source: Gov.uk Explore Education Statistics	Below national benchmark (27.0%) by August 2025	28.5%	31.7%	32.3%	Dec-22	annual - academic year			The target is to reduce the gap to be in line with national at 27% by August 2025. The strategy is to continue the positive trajectory of maintained school outcomes in all areas, accelerate outcomes in academies to address the gap and to extend our reach to schools and secure wider engagement. Factors contributing to outcomes in maintained schools include the 3 year systematic, structured SIA programme, responsive strategy, CPD, significant partnerships and collaborations and a tiered approach. Performance for 20/21 and 21/22 is not comparable as assessments were completed differently during Covid.

Page 23

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
<p>New! Overall educational outcomes: KS4 (Educational attainment for ALL pupils - Percentage achieving grade 5+ in BOTH English & Maths ('Basics') at KS4) Source: Gov.uk Explore Education Statistics</p>	Between 48% and 50%	50.8%	52.5%	48.6%	Mar-23	annual - academic year		National level for 2022 was 49.8%. 69.8% of pupils achieved grade 4 or above in English and maths, compared to 69% nationally. The average Attainment 8 score for all pupils was 49.3 in Wiltshire, compared to 48.9 nationally. Performance for 20/21 and 21/22 is not comparable as assessments were completed differently during Covid.
<p>New! Educational outcomes specific to SEND: KS4 (Educational attainment for SEND pupils with an EHCP - Percentage achieving grade 5+ in BOTH English & Maths ('Basics') at KS4) Source: Gov.uk Explore Education Statistics</p>	between 8.5% and 10.5%	4.5%	6.6%	9.9%	Mar-23	annual - academic year		The national level for 2022 was 7%. Performance for 20/21 and 21/22 is not comparable as assessments were completed differently during Covid.
<p>New! Percentage of EHCPs issued within 20 weeks on time with no exceptions Source: Wiltshire Council</p>	Above 40%	22.2%	16.0%	32.5%	Mar-23	quarterly figures		Quarterly figures reported will vary from published figures in statutory returns as they relate to different time periods. The timeliness of plans issued within 20 weeks is improving. Please note that annual averages will be available for Q1.
<p>New! Percentage of schools rated good or outstanding by Ofsted (Includes primary, secondary and specialist schools) Source: Ofsted via Perspective Lite database</p>	Above national average (85%)	81.0%	82.0%	83.2%	Dec-23	quarterly snapshot		Trend shows the last three years. The number of schools judged to be good or outstanding has improved. In maintained schools, the SIA programme is having a positive impact.
<p>New! Percentage of early years settings rated good or outstanding by Ofsted Source: Ofsted via LATE and FID databases</p>	Above 98%		97.9%	97.1%	Mar-23	quarterly snapshot		This data includes school based EY provision (FS1) which is not re-inspected within the 6-12 month timeframe of other Early Years providers. Trend information will be included for future Scorecards once more data is available.
We Stay Active								
<p>Percentage of Children who are Physically Active Source: Active Lives Children and Young People Survey, Sports England</p>	Above 60% over course of Business Plan	50.5%	53.7%	47.8%	Mar-22	annual figures		The trend shows the last five financial years. The improvement shown in Wiltshire in 18/19 to 20/21 has not been mirrored in the national or regional figures. Wiltshire now shows slightly better levels of activity than the England (44.6%) but now below the South West average (49.1%), the activity level has decreased in Wiltshire for the first time in 21/22, and it is currently unclear why, this may be an impact of the Covid-19 pandemic and recovery. The percentages are below our target of 60%

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
Percentage of Adults who are Physically Active Source: Sports England Active Lives Survey	Above 75% over course of Business Plan	71.2%	72.1%	72.9%	Mar-21	annual figures		The trend shows the last four financial years, 21/22 data not yet available. Small improvements in each of the last three years put the activity levels in adults in Wiltshire above the national (65.9%) and regional (70.5%) average. Wiltshire figures are not quite on target but trend is indicating it is on track to be achieved.
New! Number of visits to Council-run leisure centres Total monthly visits based on membership card swipes and walk-in payments. Excludes other visitors. Source: Wiltshire Council	Will be available during 23/24	126,225	128,496	134,809	Mar-23	average over 12 months		PFP sites transitioned over to Wiltshire Council in October 2021, therefore attendance data from October 2021 includes these sites. From April the process for reporting schools and block bookings will be standardised so current data may not fully capture all visits.
New! Number of library visits (Cumulative total over 12 months) Source: Wiltshire Council	1,000,000 per year	800,832	887,459	1,009,187	Mar-23	cumulative over last 12 months		Visits have increased by 87% on previous year and 66% of pre-pandemic levels, mirroring the national picture. Activities returned later than the lending offer, so footfall has been slower to catch up but continues to improve.
New! Number of hectares of new woodland planting that is publicly accessible (Either permissible access rights or a PRoW running through the new woodland area). Source: Wiltshire Council	50 hectares for 23/24					No data yet available		Data will be added to future Scorecards when it becomes available for this new project.
Percentage of people in their own homes 91 days after entering the reablement service Source: Wiltshire Council	Between 80% and 90%	77.8%	76.7%	78.50%	Mar-23	average over 12 months		The 91 day outcome evidences the longer term effects of reablement and the service's ability to maintain and support people in their own homes. Wiltshire Reablement performs well in this area which demonstrates its success in supporting longer term outcomes. We are working on improvements to our reporting function to ensure the data reflects the achievements of the service and aim to achieve the 80% target rate within the next reporting period.
We are Safe								
Repeat referrals to Children's Services (% referrals within 12 months of previous referral) Source: Wiltshire Council	Between 14% and 20%	15.4%	15.5%	15.9%	Mar-23	average over last 12 months		Performance remains within the target range and evidences that our thresholds application is strong.
New! Percentage of children in care fostered within Local Authority provision (Excludes Connected Carers) Source: Wiltshire Council	Between 42% and 48%	40%	41%	41%	Mar-23	average over last 12 months		We are in the third year of Fostering Excellence, a number of mainly age related resignations have impacted on our overall net amount of foster carers. To boost retention we are implementing a new national evidenced based model to support retention (Mockingbird), in addition to Fostering Excellence continuing.

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
Adult Safeguarding								
Percentage of S42 Outcomes Met (% of statutory enquiries into possible abuse or neglect [section 42] in which set outcomes were met) Source: Wiltshire Council	Between 95% and 100%	97.9%	97.3%	96.9%	Mar-23	average over last 12 months		Performance remains strong with a high percentage of outcomes met. A very small percentage of outcomes are not met due to the nature of the cohort with some people who sadly die before their outcomes can be met.
New! Number of adult social care providers currently rated inadequate in CQC Inspections Source: Care Quality Commission	0 (no inadequate providers)	2	1	2	Dec-22	current snapshot		The trend shows the snapshot for each of the last three quarters. Numbers remain low.
New! Number of working-aged adults in residential care (Long-term support needs of younger adults aged 18-64 met by admission to residential and nursing care homes, per 100,000 population - ASCOF) Source: Wiltshire Council	Between 12 and 15	16.1	15.4	15.1	Mar-23	average over last 12 months		Within Wiltshire there is a lack of alternative provision and this is being addressed as part of the transformation programme, the result of which will be more supported living, independent service funds and direct payment provision.
Public Protection								
New! Percentage of reported P1 potholes repaired within 24 hours (Does not include "Find & Fix". Numbers below percentages are the total reported per quarter) Source: Wiltshire Council	95% or over	86.5% 667	84.2% 1999	84.8% 5213	Feb-23	average over last 12 months		Note there was a 400% increase in the number of potholes reported in January compared to December, and that numbers remain high throughout Q4.
New! Percentage of roads scheduled for treatment that have been resurfaced (based on roads identified in the 12-month plan. Numbers below percentages are the total miles resurfaced per quarter) Source: Wiltshire Council	100% of roads identified in the 12-month plan	6.50% 1.219	10.49% 2.933	16.98% 4.76	Mar-23	cumulative over financial year		
New! Percentage of cars found speeding by Community Speedwatch Teams Source: Wiltshire Police		3.96%	4.15%	4.14%	Mar-23	average over last year		The trend shows the last five quarters and that rates of speeding remain consistent.
New! Percentage of reported antisocial behaviour cases resolved within 60 days Source: Wiltshire Council	90% or over							The team is due to recruit to the role of Community Safety Officer in Q1 2023/24. Data will be available from that point onwards

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
We Live Well Together								
Stability for Looked after Children								
Percentage of Looked After Children Placed more than 20 Miles from Home (Excludes unaccompanied asylum seeker children) Source: Wiltshire Council	Between 34% and 37%	37%	38%	38%	Mar-23	average over last 12 months		Performance has continued to remain within expected ranges for the last 3 quarters.
Care Experienced Young People in Suitable Accommodation (% of 19-21 year old care experienced people in suitable accommodation) Source: Wiltshire Council	Between 85% and 95%	96%	96%	96%	Mar-23	average over last 12 months		Performance remains strong in this area and this indicator continues to be scrutinised to ensure young people are in suitable accommodation.
New! Uptake of NHS health checks (Percentage of invited NHS health checks undertaken) Source: Wiltshire Council	45% or over (Return to pre-Covid level)	36.0%	35.3%	34.6%	Dec-22	average over last 12 months		Uptake is increasing since the pause of this service during the pandemic, as Primary Care deal with the backlog and get back to pre-covid levels. Further analysis on the inequalities of access will be undertaken when Q4 data is received.
New! Rates of smoking cessation (Percentage of those seeking smoking cessation support who are smoke free 4 weeks after their quit date). Source: Wiltshire Council	35% or over	44.8%	45.4%	43.5%	Dec-22	average over last 12 months		Numbers are lower in 21/22 than previous year, no data yet available for Q4 22/23. The service in Primary Care is recovering since the pandemic and dealing with capacity pressures. Smoking rates are highest among routine and manual occupations, where prevalence is 23.6% for Wiltshire (20/21) (downward trend). People with severe mental illness are twice as likely to smoke - 25.2% in 20/21 (upward trend). Smoking prevalence at time of delivery is 8.10% 21/22 (downward trend)
We ensure decisions are evidence-based								
Participation								
Voter Turnout in Neighbourhood Plan Referendums Source: Wiltshire Council	Above 25%	36.6%	16.0%	29.7%	Mar-23	Latest vote		Trend shows all referendums held over the past two years. The low voter turnout for Marlborough Area NP referendum on 27th March 2023 may be attributed to the original referendum set for 11th August 2022 being suspended at the last minute because of an injunction and a claim for judicial review which was subsequently unsuccessful.
New! Open rate for resident e-newsletters (Monthly average) Source:	Above 40%	53.7%	54.2%	55.0%	Mar-23	monthly figures		The trend shows ongoing strong performance compared to the national average open rate for government e-newsletters (28.8%) and the average open rate for all e-newsletters (21.3%)

We have the Right Housing








Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
Delivery of Affordable Housing Source:	650 homes per financial year	633	610	643	Mar-23	cumulative total over last 12 months		The trend shows numbers built per quarter for the past two years. The cumulative figure at Q3 2022/23 was 443, which is lower than same period last year. It is common for there to be fluctuations between quarters. Early indications are that the lower figure may be linked to wider economic downturn, but further data will be required to confirm.

The number on the Housing Register (Total number of households on the register at the end of the period, not including those on the open market register) Source: Wiltshire Council	Below 5,000	4,193	4229	4,092	Mar-23	current snapshot		The last 12 months have shown a steady growth of households joining the housing register. This year we have reviewed how clients are able to join the register so that all the options available are discussed and if a client has no housing need this is identified at first point of contact, helping to prioritise those in housing need as defined by the allocations policy. Alternative options for those not in housing need are discussed and explained.
--	-------------	-------	------	--------------	--------	------------------	--	---

Total Households in Temporary Accommodation Source: Wiltshire Council	Below 180 placements	147	159	179	Mar-23	current snapshot		During the last 12 months we have seen a 70% increase in households who have been accepted as homeless which explains our 46% increased need for temporary accommodation. We are currently taking forward actions to try and maximise suitable temporary accommodation options as well as ways to reduce the numbers in temporary accommodation.
---	----------------------	-----	-----	------------	--------	------------------	--	--

New! Planning process - determination of major applications (Percentage completed within the statutory period or agreed extension. Numbers below percentages are the number of new applications received per quarter.) Source: Wiltshire Council	60%	66% 24	69% 30	66% 31	Mar-23	average over last 12 months		The trend shows the last two years. Over the past two years Wiltshire Council has received the 6th highest number of major applications compared to 329 other local authorities.
---	-----	-----------	-----------	------------------	--------	-----------------------------	--	--

New! Planning process - determination of non-major applications (Percentage completed within the statutory period or agreed extension. Numbers below percentages are the number of new applications received per quarter.) Source: Wiltshire Council	80%	75% 939	76% 844	75% 847	Mar-23	average over last 12 months		The trend shows the last two years. Over the past two years Wiltshire Council has received the 4th highest number of non-major applications compared to 329 other local authorities.
---	-----	------------	------------	-------------------	--------	-----------------------------	--	--



Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
We have the Right Skills to Prosper								
Unemployment (percentage of the work age population [16+] claiming out of work benefits) Source: NOMIS	Below national average (3.7%)	2.4%	2.2%	2.1%	Mar-23	monthly average over last year		Data released to March 23. Wiltshire's Claimant % at 2% is consistently lower than national average at 3.8% and the South West at 2.5%. The trend shows the last 12 months.
Youth Claimant Rate (percentage of 18-24 year olds claiming out of work benefits) Source: NOMIS	Below national average (4.7%)	3.6%	3.5%	3.4%	Mar-23	monthly average over last year		Data released to March 23. Wiltshire's youth % is 3.0, compared to 3.2% across the South West and 4.9% nationally. The trend shows the last 12 months.
New! % 16-17 year-olds who are NEET Source: Wiltshire Council	Between 2% and 2.6%	1.5%	2.4%	2.9%	Mar-23	quarterly figures		The higher % this quarter correlates with a significant reduction in our unknowns, with only 1% of our cohort remaining as such. Performance this Q is in line with the England average of 2.9% and below the SW average of 3.3% as at February. (This is a DfE measure, it refers to academic year groups 12 & 13. Tracking starts each September so figures fluctuate slightly.)
New! % care-experienced 16-17 year-olds who are EET Source: Wiltshire Council	Between 65% and 75%	60%	66%	59%	Mar-23	quarterly figures		There has been a decrease this quarter. The steering group overseeing performance scrutinise each young person and their specific circumstances for being EET. Exception reporting forms part of the quarterly performance update to POBs.
New! Gross weekly pay (Gross weekly pay by workplace) Source: ONS annual survey of hours and earnings	Above the national rate (£642)	£536.60	£569.30	£610.80	2022	annual figures		There has been a 7.2% increase in the last year compared to inflationary measure of 10%. In addition, workplace earnings remain below residential earnings (£642 per week) meaning residents still commute for higher paid opportunities.
New! Regional GVA (Value generated by economic activity in £ per million) Source: ONS	Above South-West average (£10,642m)	£11,435m	£11,635m	£10,661m	2020	annual figures		Figures are slightly lower in comparison to the South West average: 2018 = £11,689m; 2019 = £11,874m; 2020 £10,642m. Figure slightly higher than SW average in 2020 due to high levels of public sector within Wiltshire providing protection from the pandemic. Wiltshire's GVA growth is not keeping track with the South West average.
New! Level 4 skills (Percentage of 16+ individuals qualified to Level 4) Source: ONS Annual Population Survey	Increase gap above the national level (43.6%)	38.6%	40.3%	45.6%	2021	annual figures		Wiltshire has 45.6% of the population educated to level 4 and above compared to 42% in the South West and 43.6% across Great Britain.

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
New! Gross Disposable Household Income (Gross Disposable Household Income per head of population at current basic prices) Source: ONS	Above the rate for England (£21,962)	£22,656	£23,378	£22,987	2020	annual figures		A reduction in Disposable Income is starting to emerge alongside the cost of living picture. Despite the recent decline, Wiltshire remains above the regional and national rates.
We have Vibrant, Well-Connected Communities								
Transport and links								
Bus journeys (Number of passenger trips on both the commercial and supported bus network) Source:	7,905,000 (trips per annum by Q4 22/23)	6,950,060	7,020,097	7,263,372	Feb-23	12 month rolling total		Data from March 23 is not yet available. Numbers for Q1, Q2, Q3 and Q4 22/23 so far have increased over the previous year (21/22) in line with national trends.
New! Rail journeys Number of entries and exists from Wiltshire's rail stations Source: Office of Rail and Road		6,960,640	1,613,818	4,600,314	Mar-22	annual figures		The trend shows the last previous years.
New! Percentage of gigabit broadband coverage Source: Local Broadband Information by thinkbroadband	85% coverage by 2025	61.80%	62.80%	63.00%	Mar-23	current monthly snapshot		10% increase in Gigabit coverage between March 22-23. The publicly funded programme is due to begin later this year
New! Percentage 4G mobile phone coverage Percentage of premises with indoors 4G reception from all four providers Source: Ofcom Connected Nations report		73.86%	74.61%	75.32%	Sep-22	annual snapshot		Coverage anticipated to increase alongside the Shared Rural Services network which is currently in development
Town centre vibrancy								
New! Car park occupancy Number of pay-and-display transactions Source: Wiltshire Council		260,929	272,958	275,451	Jan-23	monthly average over last 12 months		The trend shows the last two years.
Income from pay and display car parks (Including season tickets) Source: Wiltshire Council		£569,913	£599,728	£610,692	Jan-23	monthly average over last 12 months		The trend shows the last two years.
We Take Responsibility for the Environment								
Waste economy								
Household Waste (Kilograms of waste produced per household) Source:	Below 880kg (at the end of Q4)	538	528	521	Feb-23	monthly average over last 12 months		Kgs of waste reduced compared with previous years. Less waste generated post-Covid, plus less garden waste due to hot weather in 22/23, plus cost-of-living impacts on consumer spending.

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
Recycling Rate (Percentage of household waste recycled or composted) Source:	Above 45%	42.0%	41.0%	40.1%	Feb-23	quarterly snapshot		Revised "stretch" target will not be achieved. 22/23 has seen weather-related reductions in garden waste collected (less composting tonnage) and higher levels of contaminated recycle tonnage being rejected at the sorting facility. The "Recycling - Let's Sort It!" campaign waste was launched in February 2022 to help mitigate and improve 23/24 performance.
Waste Recovery Rate (Percentage of household waste sent for treatment/energy recovery) Source:	Above 42%	43.2%	43.8%	44.3%	Feb-23	quarterly snapshot		We expect to exceed this "stretch" target. New requirements to send domestic upholstered seating for incineration came into force from 1 Jan 2022 (larger positive impact assumed for 23/24). Additional residual waste tonnage was also sent to Lakeside EFW.
Residual Waste Rate (Percentage of household waste sent to landfill) Source:	Below 13%	14.8%	15.2%	15.6%	Feb-23	quarterly snapshot		Whilst achieving a significant improvement over 21/22 performance we will fail to meet hit the 22/23 "stretch" target, despite diverting an additional 255 tonnes of domestic upholstered seating from landfill (to comply with new 'POPs' requirements from Dec to end of February 2023), and placing additional residual waste tonnage through the Lakeside EFW contract. Rejection of contaminated recycling has increased the amount of waste sent to landfill.
New! Number of fly tipping reports Source: Wiltshire Council	Below the national level (4% decrease per year)	256	240	229	Dec-22	monthly average over last 12 months		The trend shows the last year.

We are on the path to Carbon Neutral (Net Zero)

Wiltshire's Carbon Emissions (measured in CO ₂ e – the common unit for greenhouse gases. For any quantity and type of greenhouse gas, CO ₂ e signifies the amount of CO ₂ which would have the equivalent global warming impact. Wiltshire emissions are territorial emissions only, i.e. these are emissions that arise within the county.) Source: UK local authority and regional greenhouse gas emissions national statistics, 2005 to 2020 - gov.uk	2100 kilotonnes	2,637	2,534	2,209	Dec-20	annual with a 2-year lag		The trends show the most recent three annual returns. This measure counts only the gases produced within the county and the complexity of measuring it means that data is only available after two years. The council does not have control over all of these emissions but we report this measure to support partnership working across the county to address these emissions. The direction of travel is positive.
Wiltshire Council's Carbon Emissions (measured in CO ₂ e – the common unit for greenhouse gases. For any quantity and type of greenhouse gas, CO ₂ e signifies the amount of CO ₂ which would have the equivalent global warming impact.) Source: Wiltshire Council	3750 tonnes	12,321	4,401	5,275	Mar-21	annually		The trend shows the five latest annual returns. Rebound in emissions due to post-lockdown activity in 2021/22 has thrown us off our emissions reduction pathway, however indications are that we will rejoin our pathway in 2022/23 thanks to ambitious carbon reduction projects in key buildings (eg leisure centres)

Measure description	Target	Previous two quarters or years	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
New! Renewable energy capacity (Megawatts) Source: Regional Renewable Statistics - gov.uk	978MW by 2027	575 577	583	2021	annual snapshot	↑		There is 268MW capacity of renewable energy projects with planning approval, and more in the pipeline, however such projects take many years to achieve approval and construction.
New! Carbon literacy training within the Council (Number of officers and Councillors who have received the training) Source: Wiltshire Council	15% of staff (750 people) by end of 2024		58	Mar-23	quarterly snapshot	↑		Good progress made to date and we have achieved the bronze award, however considerable resource will be required to achieve silver by end 2024 (it will require training approx 750 staff in groups of 15-20)
Energy Performance Certificates at Levels A - C (% or registered EPC recorded at one of the top three levels - a three year rolling average) Source: Energy Performance Building Certificates live tables - gov.uk	Above South West benchmark (48%)	43.0% 49.0%	50.0%	Sep-22	annual	↑		The trend shows the five latest annual returns. This does not show the EPCs of all homes in Wiltshire, only the EPCs registered over a rolling three-year period. Half of Wiltshire's homes were classified in the top three (of seven) levels in the most recent count, compared with 34% in 2015-18.
Public Electric Vehicle Charging Points (All publicly available charging points including those owned by the council per 100,000 population) Source: Electric vehicle charging device statistics - gov.uk	35 per 100,000 population (in line with SW average)	24 33	35	Mar-22	annual	↑		The trend shows the position at the end of the last four financial years. There has been slow growth in the last two years of just 49% but these figure do not include private EV charging where there is more growth.

Wiltshire Council Strategic Risk and Issues Summary - 2022/23

This summary gives details of issues the council is dealing with, the strategic risk register and the emerging risk that may need to be quantified in the future. A guide to reading the risk register is included at the back of this summary.

Issues

Obstacles and Challenges that are now present and being managed as issues by Wiltshire Council

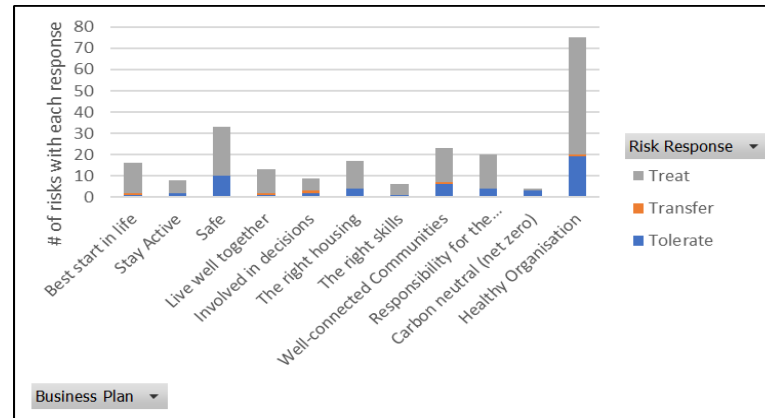
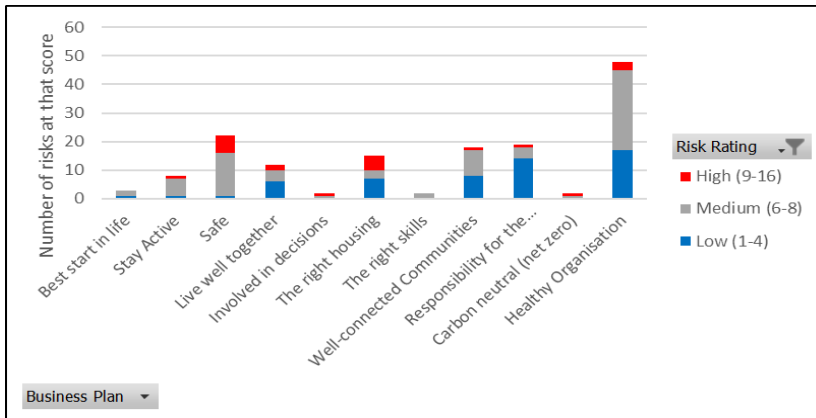
Macro economic pressures on our budgets: Sustained inflation Nationally, there is a 'cost of living crisis' impacting businesses and residents and, due to inflation, the council has experienced a significant increase above that forecast in the budget. As part of the final financial outturn reporting, the Council took the opportunity to prudently set aside reserves to offset the unforeseen costs of inflation likely to arise in 2022/23, with £7m set aside for Contractual Inflation & £2m set aside for Pay Inflation to address the in-year pressure.

Staff Capacity: Recruitment and retention Some, but not all, service areas have identified that this has now become an issue, with there being a range of factors at play in different labour markets. These include:

- A smaller national workforce (less European immigration, earlier retirement/semi-retirement following the pandemic, increased numbers of those on out of work benefits) and closer to full employment.
- Specific skills shortages.
- Competition from the private sector and from other public sector organisations.
- The impact of the increase in the cost of living making higher wages more important.
- The cost increase of driving for those who have to travel in their role.

The result is that some services are now impacted by insufficient staffing.

Page 33



Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey

Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q4 Inherent Impact	Q4 Inherent Likelihood	Q4 Inh Risk Rating	Q4 DoT	Appetite check Q4	Q4 Mitigation Actions	Q4 Actions Confidence	Q4 Residual Impact	Q4 Residual Likelihood	Q4 Res Risk Rating
1 Unable to meet demand for special educational needs or disability (SEND) school provision	Cost of provision exceeds the High Needs Block (HNB) of the Dedicated Schools Grant (DSG)	More of the DSG spent on providing education for SEND	Shortfall in the funding for schools	Financial	Legal	Helean Hughes	Treat	4	4	16	▶	Outside	We remain in frequent dialogue with the DfE and will be starting joint work with them on their Delivering Better Value (DBV) Outcomes programme in the autumn which will enable some support and challenge in relation to this area.	Low	4	4	16
2 Lack of capacity in the social care market	Changes in the local market (including recovery from the pandemic) means there is insufficient supply of Home Care, Independent Fostering Agencies, Children's Homes, provision for complex needs (including people with complex behavioural needs)	Too often provision has to be secured out of county, often in competition with other local authorities at a cost higher than the local market	The right type of care is not always available, people able to be discharged have to wait longer in hospital and budgetary pressure increases if people are placed in out of county or spot provision	Service Delivery	Financial		Treat	4	4	16	▶	Outside	Block purchased day care. New tender going live in September. Still issues about sufficiency and handbacks	Moderate	3	3	9
3 Failure to manage housing development	Lack of a 5 year land supply	Loss of control over the location of new development	Non-plan led housing development may be granted consent through the appeal process: Allowing development where we don't want it; Increase in costs - defending appeals; Pressure on staff.	Legal	Reputation	Jean Marshall	Treat	4	3	12	▶	Outside	Updated our 5 year land supply in April. Development Management teams are seeking to approve applications where there are no major policy obstacles, Spatial Planning continue to support neighbourhood plans to bring forward housing sites, in addition to encouraging developers to bring forward allocated sites. We do have an improved position, but still short of the 5 years. Progress on the local plan is still being given a priority.	Moderate	3	3	9
4 Increasing vulnerability to climate impacts	Inability to adapt key infrastructure and services to increasingly severe weather impacts from climate change.	Increased impacts from more frequent and intense weather events such as flooding, droughts, heatwaves and storms.	Direct impact on health, safety, environment, businesses and infrastructure.	Health & Safety	Service Delivery	Sarah Valdus	Treat	3	4	12	New	Outside	The council's climate adaptation plan is currently being reviewed and will identify what measures can be put in place to prepare council services and the county for these climate impacts. Due to the costs associated with implementing some of these measures and the long term nature of these	Moderate	2	4	8

Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey																		
Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q4 Inherent Impact	Q4 Inherent Likelihood	Q4 Inh Risk Rating	Q4 DoT	Appetite check Q4	Q4 Mitigation Actions	Q4 Actions Confidence	Q4 Residual Impact	Q4 Residual Likelihood	Q4 Res Risk Rating	
5	Uncontrolled cost of social care (predominantly adults)	Changes in regulation (including the cost of increased infection prevention & control measures), workforce pressures and inflationary pressures in the care market	Each individual care package cost increases	Greater budgetary pressure to meet statutory requirements impacting on preventative and other spend	Financial	Service Delivery		Tolerate	3	3	9	▶	Within		Moderate	3	3	9
6	Cyber Resilience	Malicious attacks from either internal or external individuals or organisations with the intent of stealing data or impacting the council's ability to deliver services.	Wiltshire Council's security is compromised opening up access to councils systems and personal and corporate data for malicious activity.	Loss of personal or corporate information OR loss or interruption of some or all council services delivered to citizens of Wiltshire.	Service delivery	Reputation	Mark Tucker	Treat	3	3	9	▶	Within	Work continues around recovery plans. A new plan is in place with a phased delivery over the next two years supported by a new Cybersecurity Strategy.	High	3	3	9
7	Failure in Safeguarding Children	The council and / or multi- agency partners failing to follow procedures or to undertake a thorough assessment	The council and / or multi- agency partners providing inappropriate intervention or no intervention.	Children not being protected from harm.	Service Delivery	Reputation	Lucy Townsend	Treat	4	2	8	▶	Within	6% vacancy rate across the service, 17% vacancy rate for social workers filled with 12% agency staff. Market Supplements agreed to enhance our workforce strategy. Remains 1 of our 6 strategic priorities.	High	2	2	4
8	Impact of negative media/social media coverage on council	Potential negative reaction to council decision making and delivery of services.	Negative public reaction expressed via social media and through the media	Negative impact on council's reputation.	Reputation	Reputation	Perry Holmes	Tolerate	2	3	6	▼	Within	Good controls in place include horizon scanning, working closely with directorate SMTs and trained members of staff ready to respond to incidents.	High	2	3	6

Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey

Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q4 Inherent Impact	Q4 Inherent Likelihood	Q4 Inh Risk Rating	Q4 DoT	Appetite check Q4	Q4 Mitigation Actions	Q4 Actions Confidence	Q4 Residual Impact	Q4 Residual Likelihood	Q4 Res Risk Rating
9 [Composite] Information Governance	Failure to manage information effectively in keeping with Data Protection Act Principles leading to reportable incidents and potential data breaches	1. Personal Information not obtained and / or processed fairly 2. Excessive information obtained and held beyond service purpose 3. Information held for longer than purpose requires 4. Information not accurately captured / maintained or kept current 5. Information not protected by adequate technical measures 6. Sensitive information inappropriately disclosed either verbally, on paper or electronically.	Unlawful use and / or disclosure of personal data results in Risk and distress to individuals concerned, potential fines from Information Commissioners Office (ICO), reputational damage and loss of confidence in the authority.	Legal	Financial	Perry Holmes	Tolerate	3	2	6	▶	Within		High	3	2	6
10 [Composite] Income Collection	Decrease in levels of income due to lower payment rates, take up of services or increase default rates	Failure to collect income as expected and budgeted for	Increased financial pressure on other service areas in order to deliver a balanced budget across the Council as a whole which results in cuts to those other services spend.	Financial	Reputation	Lizzie Watkin	Treat	2	3	6	▶	Within	Additional budget monitoring and training with all heads of service	High	2	2	4
11 [Composite] Corporate Health, Safety & Wellbeing	Inadequate or ineffective control strategy is established	Lack of application by managers and individuals of corporate policy and procedures	Likelihood of personal harm increases.	Health & Safety		Kate Blackburn	Tolerate	2	3	6	▶	Within	Ongoing programme of compliance monitoring and additional capacity created by cessation of traded off to non-maintained schools	High	2	2	4

Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey																		
Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q4 Inherent Impact	Q4 Inherent Likelihood	Q4 Inh Risk Rating	Q4 DoT	Appetite check Q4	Q4 Mitigation Actions	Q4 Actions Confidence	Q4 Residual Impact	Q4 Residual Likelihood	Q4 Res Risk Rating	
12	[Composite] Budget management	New unfunded project, unforeseen demand or failure to make planned savings	Inability to deliver key statutory services within the service-level budget envelope	Increased financial pressure on other service areas in order to deliver a balanced budget across the authority as a whole which results in cuts to those other services spend.	Financial	Reputation	Lizzie Watkin	Treat	2	3	6	▶	Within	New planned savings delivery work	High	2	2	4
13	[Composite] Not on track for the Council to be carbon neutral by 2030	Lack of prioritisation for carbon reduction by other council departments	Financial considerations mean decisions are made not to undertake carbon reduction activity	Wiltshire Council fails to be carbon neutral by 2030	Service Delivery	Reputation	Parvis Khansari	Tolerate	2	3	6	▶	Within	Significant investments in energy efficiency measures and renewable energy across our estate, streetlights and fleet	High	2	2	4
14	Hospital discharges resulting in high cost and highly restrictive packages of care	Increase in number people needing to be discharged from hospital not being discharged	Challenge from external partners on the quality/quantity of available provision	Increase in out of county placements and / or high cost packages, hospital beds being unavailable for others with complex needs.	Service delivery	Financial		Treat	2	2	4	▼	Within	Liaison with health partners. Weekly Community Team for People with Learning Disabilities (CTPLD) update call with health and Dynamic Support Register (DSR) meetings. Accommodation needs shared with commissioning to inform strategy. MADE events identifying discharge pathway plans.	High	2	2	4

Emerging Risks	
Events that have the potential to interrupt the work of the Council but of which not enough is yet known to quantify the risk to the delivery of our services.	
Continuing financial impact of global events	International capital and energy markets remain impacted by conflict and speculative investment are likely to sustain additional inflationary pressure in the UK. Disruption to global supply chains causing shortages, more inflation and potentially more demand for support of council services. A more uncertain world could mean a more insular economy and lower UK market sentiment meaning less investment in Wiltshire.
Additional service pressures	As the Council operates in a multi-agency environment with complex and intricate dependencies, it could be adversely impacted by the actions of others (including short term workforce pressures, greater service demand or budgetary constraints).

How to read the strategic risk register

There are significant challenges for Wiltshire Council as it looks to empower people, build stronger communities, grow the county's economy and lead the way in tackling climate change. The Strategic Risk Register reflects these challenges.

The Strategic Risk Register draws together information recorded on risk registers of individual services across Wiltshire Council.

Information that has significance across the council as a whole is displayed in two categories on the Strategic Risk Register.

1. Critical service risks: significant risks that sit in a single service but which, should they become an issue, will have a significant impact on the council as a whole.
2. Composite strategic risks: where similar risks exist in a number of different services which would not have a significant impact on the organisation on their own but put together represent a significant impact. These risks are compiled into a single strategic composite risk and included within the strategic risk register. These risks are scored by reviewing the service component risks.
3. National level risks: Wiltshire Council's response to the risks recorded by central government on the National Risk Register (NRR). The updated NRR is due to be published in the near future. When it is, Wiltshire Council will work within the Local Resilience Forum to produce an appropriate response. In the meantime Wiltshire Council's pre-existing response to the previous NRR is shown in the grey rows above.

Each risk is fully defined by the responsible service (who assess the cause, event and effect that make up the identified risk).

Each risk is scored for impact and likelihood to give an overall score. A risk is scored twice; firstly, as inherent (the current level of risk) and then as residual (the risk as it would be once all the planned mitigating actions are in place).

The confidence in the implementation of these mitigating actions is assessed as high, moderate or low. This guides the reader of the register to understand the true current risk.

A whole range of service risks are kept under observation each quarter.

Wiltshire Council

Overview and Scrutiny: Annual Report 2022/23



What is overview and scrutiny?

Wiltshire Council is run by councillors elected by the people of Wiltshire. A small number of them form the cabinet (also referred to as the executive) which sets the direction, determines the priorities and takes the important decisions. The councillors in the cabinet hold powerful positions and it is important that they are held to public account for their actions. This is done through a system called Overview and Scrutiny (OS) and is undertaken by the non-executive councillors.

This is common to most local councils. OS ensures that decisions are taken based on good evidence including the views of those with an interest in the matter and are in the best interests of the people of Wiltshire. OS is selective in what it looks at so that it can add value to the most important services provided by the council, its partners and contractors. Wherever possible it helps to shape policy through early discussions as well as scrutinising proposals before they are finally agreed. A list of the matters which will be considered by OS is published in its [forward work programme](#).

How do we do it in Wiltshire?

There is an OS management committee and three specialist select committees covering the following main service areas:

- Health (including the NHS, public health and adult social care)
- Environment (including highways, waste and transportation)
- Children (including education, vulnerable children, youth services and early years)

The management committee, as well as coordinating the work of the select committees, covers internal matters such as finance, performance and staffing. Most of the work is done by small groups of elected members from across the political parties reviewing single specific issues in detail. These groups then report to the select committees and make recommendations for improvement to the cabinet and others as necessary.

Focus

The work programme focuses on the commitments given by the council in its Business Plan 2022-32 and approaches its work in the following way:

- Better outcomes for the people of Wiltshire
- Adding value to the way decisions are reached
- Working constructively with the cabinet
- Challenging positively as a critical friend
- Basing its findings on good evidence
- Learning from others

Councillor Graham Wright, Chairman of the Committee, said:

“ This year Overview and Scrutiny (OS) has continued to play a key role in developing council policy and holding decision-makers to account, with 73% of decisions taken by the council’s Cabinet scrutinised and 65% of eligible members taking part in our work.

In November 2022, the Local Government Association (LGA) undertook a peer challenge review of the council and its report commented positively on Wiltshire’s OS function.

My thanks go to the councillors and co-opted members who lead the function, the scrutiny team that supports our work, plus all those decision-makers, witnesses and members of the public who have engaged with the process.

For the year ahead, OS will be placing an increasing emphasis on using data to inform our findings. We will be focusing on encouraging even more councillors to contribute to the process, using their diverse skills and experience to improve council policies and services for the good of Wiltshire’s residents.”

Overview and Scrutiny Management Committee



Cllr Graham Wright
Chairman



Cllr Christopher Williams
Vice chairman

Key items we have looked at ...and what we have achieved

Financial health of the council

- Publicly scrutinised annual budget proposals, opposition group amendments and the key financial updates throughout the year

Customer complaints

- Introduced scrutiny of the council’s complaints data, examining the complaints received across different services, how they are resolved and how Wiltshire compares with other local authorities

Performance of council services

- Reviewed how we scrutinise corporate issues such as finance and resources, agreeing a new approach. Introduced regular scrutiny of the council’s new performance scorecard, flagging issues for further investigation by the other select committees.

Transferring council assets

- Scrutinised a new Service Devolution and Asset Transfer Policy prior to its adoption, submitting 11 recommendations to the Executive regarding implementing it successfully

Carbon footprint of Overview and Scrutiny

- Adopted new meeting protocols, with task groups and rapid scrutiny exercises using remote meeting technology wherever possible



Health Select Committee

Councillor Johnny Kidney,
Chairman of the Committee,
said:

“ This past year the Health Select Committee has seen how health and social care services are responding to considerable pressures. The impact of the pandemic is still ongoing, and the Committee will continue



Cllr Johnny Kidney
Chairman



Cllr Gordon King
Vice chairman

to explore how demands on urgent care can be reduced.

We will be holding an inquiry this summer to understand the factors contributing to the acute pressures on emergency services and work with partners to explore how they could be alleviated.

We have been pleased to see the increased collaboration between the Council, Bath & North East Somerset, Swindon and Wiltshire (BSW) Integrated Care Board (ICB) and health and care providers to develop services to meet the needs of Wiltshire residents. ”

Key items we have looked at ...and what we have achieved

Meeting future health and care needs

- Scrutinised how the needs of Wiltshire residents, identified in the Joint Strategic Needs Assessment 2022, informed the development of the Integrated Care Strategy and Health and Wellbeing Strategy.

Focusing on objectives

- In line with the Health Overview and Scrutiny principles recommended by the Department for Health and Social Care, the Committee have been focused on whether service developments and changes bring improved services for Wiltshire residents.

Transforming care services

- Monitored with interest the development of the Independent Living Service, to prioritise support at home and away from residential care. Members were reassured that the procurement of care services is developing to better meet individual need.

NHS Dentistry

- Carried out a rapid scrutiny exercise looking at the availability of NHS Dentistry in Wiltshire. The Committee will continue to scrutinise this service to ensure improved access for residents.

Children’s Select Committee

Councillor Jon Hubbard,
Chairman of the Committee,
said:

“ Every time I am asked for a statement for the OS annual report my first thought is “Where has this year gone”? Then I look back over the minutes of our committee meetings and the reports from our task group and rapid scrutiny exercises

and I am reminded why it feels like time is just flying past!

There is nothing else I’d rather be doing though, and I know how dedicated our committee members are to making continuous improvements to Wiltshire’s children’s services. I am already looking forward to our upcoming work.

We all know that we are living in complicated financial times and that this will continue to have a significant impact on both services and families. As always, we will strive to add value through our OS work. ”



Cllr Jon Hubbard
Chairman



Cllr Jacqui Lay
Vice chairman

Key items we have looked at ...and what we have achieved

High Needs Block Funding

- Explored options to manage pressures on the high needs schools budget, which is a challenge faced across the country. Further information will now be collected on local authorities who have managed to avoid a financial deficit in this area.

Disadvantaged Learners

- Scrutinised why Wiltshire’s Disadvantaged Learners underperform overall compared to the regional and national average. Its eight recommendations focused on improving outcomes for Disadvantaged Learners.

Traded Services

- Considered three reports from Traded Services and focused on ensuring there is robust, relevant and efficient reporting on Traded Services both to the council and to the committee. The task group was determined to support Traded Services to demonstrate its achievements and potential.

Environment Select Committee

Cllr Jerry Kunkler,
Chairman of the Committee,
said:

“The Environment Select Committee has a broad remit and this year we have covered significant ground. We have maintained a focus on areas that are important to our residents, like waste collection, the condition of our roads and public transport. We have also looked into issues linked to the cost of living and the economy such as the housing rental sector and the regeneration of our market towns.

Looking ahead we continue to develop our forward work plan to ensure that we are adding value, through a robust overview and scrutiny of key areas. Next year we will continue to explore housing issues in the county and through our Climate Emergency Task Group monitor the delivery of our Climate Strategy.

I would like to thank officers and members for their ongoing support.”



Cllr Jerry Kunkler
Chairman



Cllr Bob Jones MBE
Vice chairman

Key items we have looked at ...and what we have achieved

Leisure Service Insourcing

- Scrutinised the process of bringing leisure centres under direct council control and will continue to look at the effect upon services and the outcomes for service users.

Future Bus Strategy - Connect Wiltshire

- Reviewed the development of the county's Bus Service Improvement Plan (BSIP), the outcomes of which will continued to be monitored.

Highways

- Considered the effectiveness of the highways service over the last 12 months, looking at road maintenance, drainage and traffic management issues.

Climate Strategy

- The Climate Emergency Task Group following publication of its recommendations, formally responded to the strategy consultation, and commented on early drafts.

How is overview and scrutiny supported?

The council's non-executive councillors lead OS but are supported in their work by a small team of officers. The Scrutiny team ensures that the councillors have the information and evidence they need and can speak to those people that have a direct responsibility or interest in the matter. This can include making arrangements to hear from service users and going on site visits.

The team also undertakes research and writes reports on behalf of the select committees and task groups.

Looking forward

Local authorities continue to face significant financial pressures on top of existing demographic challenges and rising costs of care for vulnerable children and adults. In Wiltshire, Overview and Scrutiny will contribute to meeting this challenge by acting as a 'critical friend' to decision-makers, supporting innovation in how the council and its partners deliver services and acting as the voice of the people when important decisions are being made.

OS will continue to use the council's Business Plan 2023-33 as a guiding document, working to ensure that all of the agreed priorities are achieved. There will be an increasing focus on using data to monitor whether public services are delivering real outcomes for Wiltshire residents.

In 2022, a Local Government Association (LGA) Peer Challenge panel found that Wiltshire's OS members feel able to challenge and influence the policy agenda, with effective mechanisms in place for coordination between Scrutiny and the Cabinet. In the year ahead, OS will focus more on adding more value by engaging on policy development at an early stage.

Since its introduction, OS has become an integral part of decision-making at the council. We will be working to ensure this remains the case, with all significant executive decisions receiving prior OS input and as many elected representatives as possible contributing to OS's work.

Getting involved

OS welcomes suggestions from councillors and members of the public regarding issues that could be investigated. If you would like to suggest an issue that OS should look into, please contact us via the details at the end of this report.

Members of the public can also get directly involved by attending committee meetings, submitting a question before a meeting or giving notice to make a statement on an item on the agenda.



Want to know more?

Contact Henry Powell, Democracy and Complaints Manager

Email committee@wiltshire.gov.uk

Visit www.wiltshire.gov.uk

County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN

Information about Wiltshire Council services can be made available on request in other languages and formats such as large print and audio.

Please contact the council by telephone **0300 456 0100**, or email customerservices@wiltshire.gov.uk

This page is intentionally left blank

Wiltshire Council

Overview and Scrutiny Management Committee

23 May 2023

Overview and Scrutiny (OS) Member Remuneration 2022/23

Purpose

1. To set out the application of the OS Remuneration Fund for 2022/23.

Background

2. The Wiltshire Council Member Remuneration Scheme was adopted by Full Council in 2017, following a review by the Independent Remuneration Panel. The Scheme retained a £15,000 OS fund and defined its purpose as, *“To remunerate councillors to recognise significant additional responsibilities undertaken as part of overview and scrutiny activities. A scheme on how to allocate the fund will be prepared and approved annually by the Overview and Scrutiny Management Committee.”*
3. The method of allocating the OS fund was revised by Committee in September 2018. The revised scheme retained the focus on remunerating leading OS positions (some select committee vice-chairmen, chairs of task groups, rapid scrutiny exercises, panels and representatives on project boards). However, Committee agreed that the number of meetings involved in qualifying activities should be a factor in the level of remuneration received to ensure that the varying time demands of distinct roles is recognised.
4. The level of the OS Remuneration Fund remained unchanged after the Independent Remuneration Panel review in 2021.
5. It should be noted that only full, formal meetings of each activity are counted when calculating the allocations. These meetings represent only a portion of the actual activity involved in fulfilling the qualifying roles. Other activities include less formal discussions with service officers, fellow scrutiny members and Executive members, regular liaison with scrutiny officers, ad hoc evidence gathering and attendance at committees and Cabinet to report on progress.
6. Following consultation with the OS chairman and vice-chairman, it is proposed that the Scheme be applied as set out in Appendix 1 for the 2022/23 municipal year (17 May 2022 to 16 May 2023).

Application

7. The following activities are considered eligible for remuneration within the scheme for the 2022/23 municipal year:

- Chairing active task groups, including standing task groups;
- Leading rapid scrutiny exercises;
- Vice-chairing select committees that do not attract a special responsibility allowance (SRA);
- Representation on active project boards;
- Chairing active scrutiny panels.

The current standing task groups are as follows: Financial Planning Task Group and Children's Select Committee Standing Task Group.

8. Applying the scheme in this way yields a total of 9 qualifying activities. The fund totals £15,000 and, as in previous years, a fixed payment (1/10th or £1,500) has been allocated to 4 key positions, which are:

- Vice-chair of Children's Select Committee
- Vice-chair of Environment Select Committee
- Vice-chair of Health Select Committee
- Chairman of Financial Planning Task Group

9. Shares for other activities are allocated by the number of meetings led, capped at a total share per activity of £1,500.

10. No more than 2 x fund shares are awarded to any one councillor. In cases where 3 or more would be allocated, the lowest share is not paid.

11. To count as a qualifying meeting, meetings must have been full, formal meetings with all members invited to attend, rather than briefings, sub-groups, or attendance at Cabinet etc.

12. Appendix 1 shows the detail of the 2022/23 allocation.

Remuneration per meeting

Table 1: Comparison of OS Remuneration Fund allocations 2018/19 to 2022/23

	2018/19	2019/20	2020/21	2021/22	2022/23
No. of individual recipients	16	17	8	13	10
No. of meetings	69	51	35	70	33
Remuneration per meeting	£136	£234	£236	£197	£200
Total fund allocation	£14,999	£14,988	£11,596	£14,986	£10,400

13. Table 1 shows that the number of qualifying activities, meeting and consequently the remuneration per meeting have varied over the past four years.
14. There are a number of reasons for the reduction in formal OS activity during 2022-23: Three of the long-standing task groups, panels and boards that were meeting in 2021/22 concluded their work. In addition, two of the more active standing task groups – Climate Emergency and Financial Planning – have halved the number of formal meetings held in order to focus on their key priorities.
15. Due to the overall reduction in qualifying activities this year, allocating the total fund of £15,000 in 2022-23 would create a payment per meeting of over £800. As such, following consultation with the Chairman and Vice-chairman, it proposed to allocate only £10,400 of the fund this year, yielding a per meeting payment of £200 (the full £15,000 was also not allocated in 2020-21). £200 is the average per meeting payment seen over the previous four years.
16. In addition, to address some of the annual variation seen and provide more of a consistent system of allocation, for future years a per meeting cap of £220 is proposed, to be applied from 2023/24.

Proposal

- 17. To note the allocation of the OS Remuneration fund for 2022/23 as detailed in Appendix 1.**
- 18. To note that from 2023/24 a cap of £220 will be placed on remuneration to eligible members per qualifying meeting.**

Cllr Graham Wright, Chairman OS Management Committee

Report author: Simon Bennett, Senior Scrutiny Officer, 01225 718709,
Simon.bennett@wiltshire.gov.uk

Appendices

Appendix 1 Schedule of OS Remuneration Fund allocations 2022/23

Appendix 1 – O&S (Overview and Scrutiny) Activity 2022/23 municipal year

	Activity	Qualifying meetings	No. of meetings attended	Parent Committee	Chair / Lead	£ Share 2022/23
1.	Financial Planning Task Group	8 July 25 November 19 January 20 January 27 January	5	OS Management Committee	Cllr Pip Ridout	£1,500 *Fixed amount for key position
2.	Evolve Task Group	1 July 30 September 19 December 20 April 25 April	5	OS Management Committee	Cllr Jon Hubbard	£1,000
3.	Constitutional Focus Group – OS representative	1 June 7 March 30 March 11 April 3 May	5	OS Management Committee	Cllr Jon Hubbard	£1,000
4.	Climate Emergency Task Group	5 August 1 September 2 September 16 September 14 October 25 November 28 April	7	Environment Select Committee	Cllr Graham Wright	£1,400
5.	NHS Dental Services Rapid Scrutiny	29 March	1	Health Select Committee	Cllr Johnny Kidney	£200
6.	Adoption West Joint Scrutiny Panel	13 August 19 October	2	Children's Select Committee	Cllr Jon Hubbard	£400* Maximum of 2 x shares per

						member reached
7.	Children's Select Committee Standing Task Group	20 June 5 September 5 January 10 January	4	Children's Select Committee	Cllr Jon Hubbard	£800* Maximum of 2 x shares per member reached
8.	Fostering Excellence Task Group	19 May 1 November	2	Children's Select Committee	Cllr Chuck Berry	£400
9.	High Needs Block Rapid Scrutiny	9 November	1	Children's Select Committee	Cllr Jo Trigg	£200
10.	Youth Provision & Area Board Funding Task Group	26 April	1	Children's Select Committee	Cllr Jo Trigg	£200
	TOTAL MEETINGS:		32			£5,900

	Select Committee (where the vice-chair position does not attract an SRA)	Role	Councillor	*£ share 2022/23
11.	Children's Select Committee	Vice Chair	Cllr Jacqui Lay	£1,500
12.	Environment Select Committee	Vice Chair	Cllr Bob Jones MBE	£1,500
13.	Health Select Committee	Vice Chair	Cllr Gordon King	£1,500
			TOTAL	£4,500

Calculation Guidance

Total fund	£15,000
4 x key position share total	£6,000 (4 x £1,500)
0 x capped position	£0
Remainder for other qualifying positions	£9,000
Total qualifying position meetings	27
Total meetings with maximum 2 shares per Cllr considered	21
Share per meeting	£200
	22 x £200 = £4,400

Comparison of OS Remuneration Fund allocations 2018/19 to 2022/23

	2018/19	2019/20	2020/21	2021/22	2022/23
No. of individual recipients	16	17	8	13	9
No. of meetings	69	51	35	70	32
Remuneration per meeting	£136	£234	£236	£197	£200
Total fund allocation	£14,999	£14,988	£11,596	£14,986	£10,400

Wiltshire Council

Overview and Scrutiny Management Committee

23 May 2023

Task Group Update

1. Evolve Programme Task Group

Supporting officer: Simon Bennett

Membership

Cllr Jon Hubbard (Chair)
Cllr Dr Monica Devendran
Cllr Ruth Hopkinson
Cllr Horace Prickett
Cllr Mark Verbinnen

Background

The Evolve programme will involve the procurement and implementation of a new Cloud-based Enterprise Resource Planning (ERP) system for the council. The programme will impact on the work of all staff at the council in respect of HR, finance, procurement, and payroll processes. It will look to modernise technology and standardise business processes, improving efficiencies for core activities that are undertaken across the council, supporting their adoption through a comprehensive in-house business change and training effort, and will deliver improved data, insights and reporting capabilities.

Terms of Reference (TOR)

- a) To provide efficient, effective scrutiny engagement on the council's Evolve programme under the direction of OS Management Committee.
- b) To receive periodic updates on the Evolve programme and scrutinise delivery of its key three objectives for the council, covering:
 - Organisational insight
 - Developing a flexible high-performance culture
 - Transforming business processes and digital technology
- c) To meet quarterly as standard, unless there is a temporary need to meet more frequently or at a specific project milestone.

- d) To report findings and recommendations as appropriate to OS Management Committee following each task group meeting.

Recent activity

- The task group met on 20 April 2023 and again on 25 April 2023 to be briefed separately on the Evolve change management programme.
- The task group reviewed the high-level issues and risk register. The programme overall is back on track, though pressures on delivery were acknowledged, and the intention is to 'go live' date of 1 November 2023. There are still issues with staff resources, though steps are being taken to fill the gaps.
- Some elements of the original tender cannot be provided by the contractor. This is however an issue faced by other local authorities using a cloud based Oracle system. The elements are not critical to the delivery of the programme, but the council is looking at alternative ways of addressing these issues.
- Current licencing arrangement are being managed to ensure that they work with the programme timetable.
- The task group were also brought up to date on programme finances and how budget pressures are being managed.
- The task group received a separate briefing regarding the Evolve change programme. Steady progress in being made, staff workshops are ongoing. Workforce feedback about the systems is being broadened. Gaps in engagement are being mapped and addressed.

2. Financial Planning Task Group

Supporting Officer: Simon Bennett

Membership

Cllr Gavin Grant (Vice-chair)
Cllr Gordon King
Cllr Charles McGrath
Cllr Pip Ridout (Chair)
Cllr Ian Thorn
Cllr Elizabeth Threlfall
Cllr Mark Verbinnen

Background

The Financial Planning Task Group (FPTG) is a standing task group reporting to the Overview and Scrutiny Management Committee.

Terms of reference

- a) To review the council's draft Financial Plan, Medium-Term Financial Strategy (4-year financial model) and Treasury Management Strategy, reporting its findings to OS Management Committee.
- b) To undertake regular monitoring of the council's capital and revenue budgets (including the delivery of savings), ensuring that mid-year trends and developments are considered when the council's Financial Plan is updated.
- c) To undertake ongoing review of the council's financial position, including the monitoring of reserves, investments, debt, and financial risks.
- d) Where they materially affect the council's overall financial position, to consider the council's:
 - i. approach to strategic procurement
 - ii. major contracts
 - iii. financial investment in, and liability to, its wholly owned subsidiaries.
- e) To help develop the council's approach to the annual budget setting cycle, including the specific contribution of Overview and Scrutiny.
- f) To bring regular reports to OS Management Committee, highlighting key financial developments and risks for further discussion.

Recent activity

- The Task Group has not met since the last meeting of the Committee in April 2023.
- The task group's forward work plan 2023/24 is attached as Appendix 2. The roles and responsibilities for financial scrutiny are set out at Appendix 1.

3. Swindon and Wiltshire Local Enterprise Partnership (LEP) Scrutiny Panel

Terms of Reference

The terms of reference for the Joint Scrutiny Panel are quite lengthy and therefore not included in full here, however, an extract detailing the purpose of the panel is included below (*paragraph numbering from the terms of reference*):

(9.) This Panel will act as a critical friend, developing an overview of strategies and plans and providing independent scrutiny of the work of the LEP Board. It is an essential element of assuring democratic accountability for the use of public funds.

(10.) The objective is to make constructive recommendations for how future decisions of the LEP can be effectively implemented.

(11.) The Panel will not have the power to delay the SWLEP's decisions but it will be able to make recommendations for improvement to the SWLEP's decision making process and will be able to make its conclusions public.

Recent activity

The Joint Scrutiny Panel, commissioned by the LEP but with member engagement and administrative support provided by the council, has not met since February 2022. This is due to LEP activity having changed in recent years, with significantly less funding being directed to the LEP by Central Government. Government funding now accounts for only approximately half of the LEP's annual turnover. This is used to operate the LEP's core functions (business engagement, economic planning and delivery of programmes) and the Growth Hub. Central Government is expected to end the remaining public funding in March 2024. The LEP has therefore decided to decommission the Joint Scrutiny Panel due to the lack of LEP activity that is now appropriate for scrutiny by elected members.

Proposals

- 1. To note the update on the Task Group activity provided.**
 - 2. To note the Financial Planning Task Group's forward work plan.**
 - 3. To note the disbandment of the Swindon and Wiltshire Local Enterprise Partnership (LEP) Joint Scrutiny Panel by the LEP.**
-

Report authors:

Simon Bennett, Senior Scrutiny Officer, simon.bennett@wiltshire.gov.uk
Henry Powell, Democracy and Complaints Manager, committee@wiltshire.gov.uk

Appendices

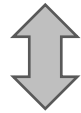
- | | |
|------------|--|
| Appendix 1 | Finance scrutiny structure |
| Appendix 2 | Financial Planning Task Group – Forward Work Programme |

Finance scrutiny structure

OS Management Committee

Public scrutiny following more detailed review by the Financial Planning Task Group (where practicable):

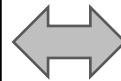
- a) Draft annual Financial Plan and Medium-Term Financial Strategy (MTFS), including Resources directorate budget.
- b) Revenue and capital budget monitoring quarterly updates
- c) Treasury Management Strategy and updates



Financial Planning Task Group

More detailed pre-Cabinet scrutiny, and reports to OS Management Committee, on:

- a) Draft Financial Plan and Medium-Term Financial Strategy (MTFS)
- b) Treasury Management Strategy and updates
- c) Revenue and capital budget updates – including reserves, investments, debt, and financial risks, flagging issues of concern to Select Committees
- d) Where they materially affect the council's overall financial position, the council's:
 - i. approach to strategic procurement
 - ii. major contracts
 - iii. financial investment in, and liability to, its wholly owned subsidiaries.



Select Committees

- a) Informal annual review of the Draft Financial Plan to support formal scrutiny at OS Management Committee
- b) Exploring service implications of financial issues flagged by OS Management Committee and Financial Planning Task Group
- c) Flagging identified financial risks to OS Management Committee and Financial Planning Task Group
- d) Reviewing service/outcomes implications of major contract decisions

APPENDIX 2

Financial Planning Task Group (FPTG) Forward Work Plan 2023/24

Date	Item	Details	Officers	Cabinet Member
9 June 2023	Treasury Management Outturn Report 2022/23 (tbc)	Cabinet 13 June 2023	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning
7 July 2023	Year End Revenue Financial Outturn Position 2022/23 (tbc) Year End Capital Investment Programme Financial Outturn Position 2022/23 (tbc)	Cabinet 11 July 2023	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning
8 September 2023	Financial Year 2023/24 Q1 Revenue Budget Monitoring (tbc) Financial Year 2023/24 Q1 Capital Budget Monitoring (tbc)	Cabinet 12 Sep 2023	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning
6 October 2023	<i>tbc – meeting may be cancelled dependent upon whether there are agenda items.</i>	Cabinet 10 Oct 2023		
10 November 2023	Financial Year 2023/24 Q2 Revenue Budget Monitoring (tbc) Financial Year 2023/24 Q2 Capital Budget Monitoring (tbc)	Cabinet 14 Nov 2023	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning

Date	Item	Details	Officers	Cabinet Member
8 December 2023	<i>tbc – meeting may be cancelled dependent upon whether there are agenda items.</i>	Cabinet 12 Dec 2023		
5 January 2024	<i>tbc – meeting may be cancelled dependent upon whether there are agenda items.</i>	Cabinet 9 Jan 2024		
19 January 2024	Budget 2024/5 and Medium Term Financial Strategy 2024/25 – 2026/27 (tbc)	Cabinet OSMC 23 Jan 2024	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning
26 January 2024	Financial Year 2023/24 – Q3 Revenue Budget Monitoring (tbc) Financial Year 2023/24 – Q3 Capital Budget Monitoring (tbc) Treasury Management Strategy Statement 2024/25 (tbc)	Cabinet 30 Jan 2024	Andy Brown Corporate Director Resources & Deputy Chief Executive (S151 Officer)	Cllr Nick Botterill Cabinet Member for Finance, Development Management and Strategic Planning
15 March 2024	<i>tbc – meeting may be cancelled dependent upon whether there are agenda items.</i>	Cabinet 19 March 2024		

This page is intentionally left blank

Overview and Scrutiny Management Select Forward Work Programme

Last updated 15 May 2023

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 Panel	December 2021	In abeyance
Evolve Programme Task Group	December 2021	-

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 10 May 2023		
Meeting Date	Item	Details / Purpose of Report	Corporate Director and / or Director	Responsible Cabinet Member	Report Author / Lead Officer
26 July 2023	Year End Revenue Financial Outturn Position 2022/23	To receive the final year end financial outturn position for revenue for the financial year 2022/23.	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
26 July 2023	Year End Capital Investment Programme Financial Outturn Position 2022/23	To receive the final year end financial position for the capital investment programme for the financial year 2022/23.	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
26 July 2023	Treasury Management Outturn Report 2022/23	To receive the final year end financial outturn position for Treasury Management for the financial year 2023/23.	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
26 July 2023	Financial Planning Task Group Update	To receive an update on the work of this task group, which leads overview and scrutiny engagement on finance.	N/a	N/a	Simon Bennett

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 February 2023		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
26 July 2023	Management Committee Task Group update	To update on task group activity.	Perry Holmes		Henry Powell
26 July 2023	Forward Work Programme	To approve the OS forward work programme.	Perry Holmes		Henry Powell
26 September 2023	Financial Year 2023/24 - Quarter One Revenue Budget Monitoring	To review the Quarter One budget monitoring forecast for revenue for the financial year 2023/24	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
26 September 2023	Financial Year 2023/24 - Quarter One Capital Budget Monitoring	To review the Quarter One budget monitoring forecast for capital for the financial year 2023/24	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 February 2023		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
26 September 2023	Council Performance and Risk – Quarter One Monitoring	To review the Quarterly report to Cabinet on the scorecard and the strategic risk summary.	Perry Holmes	Cllr Richard Clewer, Leader of the Council and Cabinet Member for Economic Development, Military-Civilian Integration, Heritage, Arts, Tourism, Health and Wellbeing	Martin Nicholls
26 September 2023	Wiltshire Council Annual Complaints Report 2022-23	To review the council's complaints activity and response performance for 2022-23.	Perry Holmes	Cllr Ashley O'Neil, Cabinet Member for Governance, IT, Broadband, Licensing, Staffing, Communities and Area Boards	Maria Doherty Henry Powell
26 September 2023	Financial Planning Task Group Update	To receive an update on the work of this task group, which leads overview and scrutiny engagement on finance.			Simon Bennett
26 September 2023	Management Committee Task Group update	To update on task group activity.	Perry Holmes		Henry Powell

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 February 2023		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
26 September 2023	Forward Work Programme	To approve the OS forward work programme.	Perry Holmes		Henry Powell
9 November 2023	TBC Financial Year 2023/24 - Quarter Two Revenue Budget Monitoring	To review the Quarter Two budget monitoring forecast for revenue for the financial year 2023/24	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
9 November 2023	TBC Financial Year 2023/24 - Quarter Two Capital Budget Monitoring	To review the Quarter Two budget monitoring forecast for capital for the financial year 2023/24	Andy Brown Lizzie Watkin	Cllr Nick Botterill, Cabinet Member for Finance, Development Management and Strategic Planning	
9 Nov 2023	Financial Planning Task Group Update	To receive an update on the work of this task group, which leads overview and scrutiny engagement on finance.	Perry Holmes		Simon Bennett
9 Nov 2023	Management Committee Task Group update	To update on task group activity.	Perry Holmes		Henry Powell

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 February 2023		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
9 Nov 2023	Forward Work Programme	To approve the OS forward work programme.	Perry Holmes		Henry Powell

Children's Select Committee (CSC)

Forward work programmes

May 2023

Contents

Agenda items for CSC.....	2
Task groups and rapid scrutiny exercises linked to the CSC	8
Items for consideration by the CSC standing task group	13
Briefings for the CSC	17
Briefings for the Chair and Vice-Chair of CSC.....	21

5
5
5
5
5

Children's Select Committee (CSC) – Forward work programme

Agenda items for the committee

Agenda items for CSC

Standing items (at all meetings)

Title - Details / purpose	Type	Report author / lead officer
Update from Wiltshire Youth Voice - summary of recent activities	Written	Joe Sutton
School Ofsted Judgements - effectiveness of schools as seen by Ofsted Inspection.	Written	Andrew Best
DfE Changes - Update from Department for Education	Written	David Harris
Working together to improve school attendance - latest requirements of the non-statutory guidance the DfE published in May 2022 to apply from September 2022.	Written	Kathryn Davis
Schools Forum's update - very brief update on key items from the last meeting of Schools Forum	Written	Lisa Pullin
Corporate Parenting Panel update - brief update highlighting key items from the last meeting of the Corporate Parenting Panel	Written	Lisa Pullin
Directors' update Cabinet Member and Portfolio Holders' update Chair's update Verbal updates highlighting any key issues (current or emerging), successes or milestones in their respective areas since the last meeting of the committee, which may not require a full agenda item and are not covered elsewhere on this agenda.	Verbal	All directors Cabinet Members and Portfolio holders Chair

Future items for consideration by the Children's Select Committee

Tuesday 6 June 2023, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive	Family Hubs Information to follow	To consider ahead of Cabinet on 13 June 2023	Gary Binstead Lucy Townsend
Substantive	Child Poverty To receive a report presenting figures / data for child poverty in Wiltshire (compared to national figures) and the services / provision in place to address this in Wiltshire, either delivered / supported by the council or third sector (that the council is aware of).	Current FWP Deferred from January and March agenda	Lucy Townsend
Informative	Business plan and action plan update (every 6 months)	CSC 20 September 2022 Deferred from 14 March 2023 agenda	Directors
Informative			

Wednesday 12 July 2023, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive	FACT – interim report to review the data set that has been created and how the Family Help programme has been implemented	CSC 25 October 2022	Simon Thomas
<p>Including an update on the following recommendations: To invite officers, as part of their stakeholder events, to engage with local members, relevant Area Boards, and town councils to share information about the pilot project in Westbury and Warminster. For FACT to liaise with the different groups in Westbury and Warminster, funded by Wiltshire Community Foundation and Community First, that support children and young people. To invite officers to consider a mechanism where signposting to other services is led centrally and kept regularly updated.</p>			
Substantive Page 68	<p>Safeguarding processes – outcome of the review by the Institute of Public Care (access here) To consider the council’s safeguarding process and target rates To bring the council’s review of its position with regards to these recommendations.</p> <p><i>NB – may link to a briefing on safeguarding</i></p>	<p>CSC 20 September 2022 (Jen Salter – Director’s update) CSC 8 June 2022 Chair’s announcement (Lucy Townsend)</p> <p>Deferred from January, March and May agenda</p>	<p>Jen Salter Lucy Townsend</p>
Informative	<p>School Health and Wellbeing survey</p> <p>To receive an update within the next 12 months to inform the committee on actions taken, or plans made, by the council based on the outcome of the survey. NB – identifying schools that have not participated so councillors can lobby them.</p>	CSC 6 July 2022	Sally Johnson
Informative	NEW Update on Silverwood and System of Excellence	Cabinet item – June 2023	Melissa Hardwell

Wednesday 20 September 2023, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive			
Substantive			
Informative	<p>Children missing education / children missing out on education</p> <p>To receive an annual report but for it to first be considered by the Standing task group in its draft form to ensure that it provides the information needed by the committee to be reassured about the quality of the council's performance.</p>	CSC 20 September 2022	Kathryn Davis
Informative	<p>Elective home education</p> <p>To receive an annual report but for it to first be considered by the Standing task group in its draft form to ensure that it provides the information needed by the committee to be reassured about the quality of the council's performance, especially as the DfE is working to formalise the data collection for elective home education from October 2022 which should enable benchmarking.</p>	CSC 20 September 2022	Kathryn Davis

Tuesday 31 October 2023, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive	FACT – one-year update , including progress towards the key milestones identified in paragraph 48 of the report	CSC 25 October 2022	Simon Thomas
Substantive			
Informative	Independent Care Review of Children's Social Care and National Review into the murders of Arthur Labinjo-Hughes and Star Hobson – update once the government has responded formally to both reviews	CSC 14 March 2023	Jen Salter
Informative			

Tuesday 16 January 2024, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive			
Substantive			
Informative			
Informative			

Tuesday 12 March 2024, 10.30am			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive			
Substantive			
Informative			
Informative			

Longer term items			
	Title Details / purpose and Timeframe (if applicable)	Origins / history	Report author / lead officer
Substantive	Report on the outcome of the Family Help Programme, including the Westbury and Warminster pilot project. By September 2024	CSC – 25 October 2022, FACT item	Simon Thomas, FACT lead

Items considered in the last 12 months

Meeting date (link)	Title Outcome / actions	Origins / history	Report author / lead officer
25 October 2022	FACT update		
17 January 2023	Roadmap to Excellence		Jen Salter
	National Review into Safeguarding Children with Disabilities and Complex Health Needs in Residential Settings		Jen Salter
	Shaping the Future Programme with Schools – verbal update		Helean Hughes
	Outcome of the Rapid Scrutiny on High Needs Block Funding		
14 March 2023	Independent Care Review of Children’s Social Care and National Review into the murders of Arthur Labinjo-Hughes and Star Hobson	Requested by officers	Jen Salter Fiona Hayward
	“Shaping the future” programme with schools - update on the model chosen	CSC 8 June 2022 Schools Ofsted judgements	Andrew Best Helean Hughes
	Standing Advisory Council on Religious Education (SACRE)	Requested by officers	Andrew Best Helean Hughes
	Performance Outcomes Report Academic Year 2021-2022 - Pupil Performance in Public Tests and Examinations	Deferred from January meeting	Andrew Best Helean Hughes

Children's Select Committee (CSC) – Forward work programme

Task groups and rapid scrutiny exercises

Task groups and rapid scrutiny exercises linked to the CSC

Current / active task groups

Name (establishment date by CSC) Terms of reference / aims Meeting(s) update	Membership Vacancies Supporting officer	Start date Final report expected
<p>Children's Select Committee's Standing Task Group</p> <p>1. To undertake detailed reviews of the regular reports that come within the Children's Select Committee's remit and to bring updates to the Committee on its work;</p> <p>2. To present any key issues, findings and recommendations to the Children's Select Committee, and / or other relevant committees, for discussion, endorsement or further scrutiny where appropriate.</p> <p><u>Meeting(s) update:</u></p>	<p>Cllr Helen Belcher John Hawkins Cllr Jon Hubbard (Chair) Cllr Jacqui Lay Cllr Jo Trigg Cllr James Sheppard</p> <p>No vacancy</p> <p><i>Supporting officer</i> <i>Marie Gondlach</i></p>	<p>6 July 2021</p> <p>n/a - Standing task group</p>
<p>Adoption West Joint Scrutiny Panel</p> <p>The panel acts as a critical friend, providing independent scrutiny of the work of Adoption West (AW). It is an essential element of assuring democratic accountability for the use of public funds.</p>	<p>Cllr Jon Hubbard (Chair) Cllr Carole King</p> <p>No vacancy</p> <p><i>Supporting officer:</i> <i>Marie Gondlach</i></p>	<p>20 May 2020</p> <p>n/a - Standing Panel</p>

Name (establishment date by CSC) Terms of reference / aims Meeting(s) update	Membership Vacancies Supporting officer	Start date Final report expected
<p>The objective of the panel is to make constructive recommendations to ensure that AW meets its performance targets and expectations. The focus of the panel is on the Region and members of the panel work in partnership to focus on performance for the Region overall.</p> <p><u>Meeting(s) update:</u></p>		

Children’s Select Committee – Planned rapid scrutiny exercises

Name (terms of reference / aims)	Membership (vacancies)	Planned start date Final report expected
Page 73		

Children’s Select Committee – Planned task groups

Name (terms of reference / aims)	Membership (vacancies)	Planned start date Final report expected
<p>Mental health for children and young people – task group</p> <p>Emotional Wellbeing and Mental Health Strategy (draft expected late 2022 / early 2023 as informed at Sep 2022 meeting) to be considered by the task group</p> <p>Task group to explore the following areas:</p>	<p>Cllr Caroline Corbin Cllr Jo Trigg Cllr Mark Verbinnen Cllr Carole King</p> <p>Vacancies: 1</p>	<p>After 25 October 2022</p>

<ul style="list-style-type: none"> - a clear picture of all services available for children and young people in Wiltshire to support their emotional wellbeing and mental health (across all sectors and all funding streams); - whether there are any duplications of services or gaps (particular cohorts of children and young people or geographical areas not able to access the support they need); - how the council can best remain aware of that wealth of support and how to ensure there is a joined-up approach across all providers; - how to best communicate information on the different services to Wiltshire residents (report stating a third of referrals received in the Single Point of Access – CAMHS – are “preventable”, from carers who struggle to know where to go to access the support they need for their young person. - that performance across services commissioned by the council is monitored in the best way possible and how this can best be reported to the Children’s Select Committee in future. - the issues around recruitment / workforce and if anything could be developed across the sector in terms of opportunities through new roles and maximising offer to staff <p><u>Meeting(s) update:</u></p>	<p><i>Supporting officer Marie Gondlach</i></p>	
<p>Youth provision and youth service funding – task group</p> <p>It is proposed that the task group considers:</p> <ul style="list-style-type: none"> • How the council utilises the Area Board Youth Funding (circa £350,000) via the Area Boards • How the council assures itself that it is meeting its duties with regards to youth service provision • How the council ensures that young people are aware of what youth provision is on offer <p>The task group is likely to engage with the Youth Voice team as well as Area Boards, with the aim to develop consistency across the 18 area boards in terms of allocating youth funding and eligibility criteria, as well as the voluntary sector. This work should also ensure that all councillors are aware of the current youth provision and can effectively promote what is on offer in their area.</p> <p><u>Meeting(s) update:</u></p>	<p>Cllr Helen Belcher Cllr Jo Trigg Cllr Iain Wallis Cllr Mark Verbinnen Cllr Jack Oatley</p> <p>Vacancies: 0</p> <p><i>Supporting officer Marie Gondlach</i></p> <p>Lead officers Ros Griffiths Simon Thomas Mandy Timbrell Andrew Griffiths</p>	<p>26 April 2023</p>

~~M~~ Meeting(s) update:

74

	Joe Sutton / Sara James	
<p>Post 16 provision – task group</p> <p>To establish a clear picture of post-16 education provision available to young people in Wiltshire and availability of / options for transport to access that provision.</p> <p>This should also take into consideration the following information the committee had previously identified as of interest:</p> <ul style="list-style-type: none"> • Following the Youth Transport task group’s work and executive response – including National Bus Strategy and any decision or progress regarding a single “Wiltshire Youth Card” . • To include input from the council’s review of transport services for children and young people with SEND (commissioning team). <p>Meeting(s) update:</p>	<p>Cllr Jo Trigg Nikki Barnett Cllr Graham Wright Cllr Bridget Wayman Mr Michael Thompson</p> <p>Vacancies: 0</p> <p><i>Supporting officer</i> <i>Marie Gondlach</i></p> <p>Lead officers Kirstie Barter Cara Madden Clara Davies</p>	February / March 2023
<p>Budget and Major Contracts task group</p> <p>To regularly review implementation of the budget and impact on services, and to consider major contracts (value to be agreed) either when they are approaching renewal or extension or before the tender process with a focus on the council’s expectations and requirements with regards to the quality, quantity and frequency of monitoring information provided by contractors and how that information will be monitored by the council (including overview and scrutiny involvement)</p>	endorsed by CSC on 17 January 2023	

Children’s Select Committee – task groups and rapid scrutiny exercises completed in the last 12 months

Name	Membership	Final report
Actions / monitoring	Executive response	
<p>Rapid Scrutiny exercise on Provision of Accommodation for Young People at Transition Time - Gap Analysis</p>	<p>Cllr Carole King (Lead) Cllr Mike Sankey Cllr Jo Trigg</p>	<p>19 January 2022 15 March 2022</p>
<p>Disadvantaged Learners Task Group</p>	<p>Cllr Jo Trigg (Chair) Cllr Trevor Carbin John Hawkins Cllr Kathryn Macdermid Cllr Gordon King Cllr Caroline Thomas</p>	<p>7 June 2022 6 July 2022</p>
<p>High needs block funding Rapid Scrutiny</p> <p>To review the current processes and explore whether there would be value added in establishing a task group to consider options to manage pressures on high needs block budget whilst providing the most appropriate support at the earliest opportunity.</p>	<p>Cllr Jo Trigg (Lead) Cllr Pauline Church Cllr Kathryn MacDermid</p>	<p>17 January 2023 06 June 2023</p>

Page 10

Children's Select Committee (CSC) – Forward work programme Items for consideration by the standing task group

Items for consideration by the CSC standing task group

Meeting date / timeframe	Title Details / purpose	Type Origins / history	Report author / lead officer	Planned reporting to CSC
June 2023 (CSC 6 June)				
NB After committee briefing on School Improvement on 6 June Page 77	Ofsted inspections – data presented to the committee Comparator of recent inspections (as outstanding not inspected for years) Breakdown between primary and secondary schools Governors – level of recruitment (vacancies) and commitment to school improvement plan [NB possibility of further scrutiny on effectiveness of / role of governors in the current system and different types of roles across different types of schools]	CSC 8 June 2022 School Ofsted Judgements (Cllr Helen Belcher / Helean Hughes)		12 July 2023
26 June 2023	Corporate Parenting Annual Report	Annual	Netty Lee Lisa Pullin	12 July 2023
	Childcare Sufficiency To receive a report detailing local authority standards for early years and pre-school provision including sufficiency (which is a statutory duty), pupil outcomes and Ofsted grades.	Current FWP + requested by service		
June	Performance monitoring reports	Annual		

Meeting date / timeframe	Title Details / purpose	Type Origins / history	Report author / lead officer	Planned reporting to CSC
	To receive performance monitoring reports on the overall service, likely to be June (to consider the year-end data from the previous year) then January meetings.			
July 2023 (CSC 12 July)				
July / early September 2023	<p>Children missing education / children missing out on education</p> <p>To receive an annual report but for it to first be considered by the Standing task group in its draft form to ensure that it provides the information needed by the committee to be reassured about the quality of the council's performance.</p>	<p>One-off</p> <p>CSC 20 September 2022</p>	<p>Helean Hughes Kathryn Davis</p>	<p>September 2023</p>
July / early September 2023	<p>Elective home education</p> <p>To receive an annual report but for it to first be considered by the Standing task group in its draft form to ensure that it provides the information needed by the committee to be reassured about the quality of the council's performance, especially as the DfE is working to formalise the data collection for EHE from October 2022 which should enable benchmarking.</p> <ul style="list-style-type: none"> + whether the council has developed its understanding of / partnership working with support groups for EHE in Wiltshire + do we have data for success rates at exams of EHE? + outcome / update on project with EET team to better understand destination for EHE 	<p>One-off</p> <p>CSC 20 September 2022</p>	<p>Helean Hughes Kathryn Davis</p>	<p>September 2023</p>

Meeting date / timeframe	Title Details / purpose	Type Origins / history	Report author / lead officer	Planned reporting to CSC
August 2023 (no CSC)				
September 2023 (CSC 20 September)				
October 2023 (CSC 31 October)				
November 2023 (no CSC)				
December 2023 (no CSC)				
January 2024 (CSC 16 January)				
	Traded Services Annual report	CSC 18 January 2023	Paul Redford	16 January 2024
February 2024 (no CSC)				
	Standing Advisory Council on Religious Education (SACRE) - to enable development of the cover report to ensure a “standalone” report.	CSC 14 March 2023	Andrew Best	12 March 2024
March 2024 (CSC 12 March)				

Items considered by the Children’s Select Committee’s Standing Task Group in the last 12 months

Meeting date	Title	Origins / history	Report author / lead officer	Reported to CSC
	Actions			
4 January 2022	Traded Services		Paul Redford	15 March 2022
20 June 2022	Traded Services		Paul Redford	OS activities update 6 July 2022
5 September 2022	Adoption		Jen Salter	OS activities update 20 September 2022
05 January 2023	Traded Services		Paul Redford	OS activities update 17 January 2023
10 January 2023	Corporate Parenting Panel		Netty Lee	OS activities update 17 January 2023

Children's Select Committee (CSC) – Forward work programme

Briefings for the Children's Select Committee

Briefings for the CSC

Meeting date / timeframe	Online / in person	Title Details / purpose	Origins / history	Lead officer
May 2023 (no CSC)				
Anytime	tbc	Structure for accommodation for children in care <ul style="list-style-type: none"> • Private providers / Council provision for care home • Foster carers – in-house / external agencies • In / out of county • Within / outside of 20 miles 	CSC 17 January 2023 – Roadmap to excellence	
Anytime	Online	School places strategy The School Places Strategy 2023- 2027 pulls together the information required to form a strategic view of the need for mainstream school places across Wiltshire. It provides a summary analysis of current provision, identifies gaps and over-provision and sets out how the LA intends to address these.	Requested by officers	Clara Davies
June 2023 (CSC 6 June)				
6 June 2022 2 – should have	In person (pre-CSC)	school improvement programme understanding the programme + funding that comes into it MUST HAVE someone from planning to come and talk about Section 106 funding linked to schools.	Current FWP	Andrew Best Helean Hughes
July 2023 (CSC 12 July)				

Meeting date / timeframe	Online / in person	Title	Origins / history	Lead officer
Need level		Details / purpose		
Anytime 1 – must have (links to an agenda item)	In person (pre-CSC)	Young Carers in Wiltshire This briefing could inform the scope of a potential task group or rapid scrutiny – to consider how to best promote the service and ensure that Young Carers and their families are aware of, and access, the support on offer.	Current FWP	
August 2023 (no CSC)				
September 2023 (CSC 20 September)				
	In person (pre-CSC)	SEND schools provision	Chair's briefing on Silverwood	Melissa Hardwell
October 2023 (CSC 31 October)				
Anytime 1 – must have	In person (pre-CSC)	Corporate Parenting Panel – strategic priorities To receive presentations from the CPP lead Councillors and Strategic Lead Officers on their CPP strategic priorities at pre-meeting briefings of the Children's Select Committee	CSC 15 March 2022 Corporate Parenting Panel report	
November 2023 (no CSC)				
Anytime 3 – would be good to know	Online	Family Learning Service (and employment and apprenticeship) To raise awareness of the service and the support it offers to families. Anticipated to be a shorter 30 minutes briefing. To include information on: • NEET (not in education, employment or training) numbers in Wiltshire – including national figures for comparison (ons) • Take up / outcome of the NEET government scheme in Wiltshire and nationally	Current FWP	

Meeting date / timeframe Need level	Online / in person	Title Details / purpose	Origins / history	Lead officer
		<ul style="list-style-type: none"> • Current number of apprentices in Wiltshire and schemes in place, including Wiltshire Council • Services in place / support available in Wiltshire to help young people move towards work, education or training e.g. Wiltshire Council's Employment and Skills (Work Wiltshire), programmes such as Building Bridges, etc. 		
Anytime 2 – should have Page 83	Online	employment and apprenticeship (and Family Learning Service) To receive information on: <ul style="list-style-type: none"> • NEET (not in education, employment or training) numbers in Wiltshire – including national figures for comparison (ons) • Take up / outcome of the NEET government scheme in Wiltshire and nationally • Current number of apprentices in Wiltshire and schemes in place, including Wiltshire Council • Services in place / support available in Wiltshire to help young people move towards work, education or training e.g. Wiltshire Council's Employment and Skills (Work Wiltshire), programmes such as Building Bridges, etc. 	Current FWP	
December 2023 (no CSC)				
January 2024 (CSC 16 January)				
February 2024 (no CSC)				
March 2024 (CSC 12 March)				

Briefings for the Children’s Select Committee received in the last 12 months (where relevant recordings are accessible in the Councillors’ Hub)

Meeting date	Recording available	Title Details / purpose	Origins / history	Lead officer
25 October 2022	No (pre-CSC briefing)	FACT programme – the journey so far		Simon Thomas
20 September 2022	No (pre-CSC briefing)	How Mental Health services and support for children and young people are funded in Wiltshire.		Helen Jones Lucy Baker (ICS)
06 July 2022		Virtual Schools		
16 December 2021		Traded Services		
12 October 2021		Statutory duties in schools		
06 September 2021	Yes	Safeguarding Vulnerable People Partnership		
03 August 2021	Yes	Five to Thrive		
17 January 2023	No - In person (pre CSC)	Roadmap to Excellence What would excellent look like What is the roadmap Why we have the roadmap		Jen Salter
24 and 31 January 2023	1x online Yes 1x in person No	School Funding x2 Briefing 1 – jargon busting Briefing 2 – pressures and potential	Yearly briefings ahead of consideration of the budget.	Marie Taylor
14 March 2022	Yes	SEND provision - To understand SEND and provision by the council (including awareness of funding).	CSC 20 September 2022 (Helean Hughes)	Cate Mullen Helean Hughes

Children's Select Committee (CSC) – Forward work programme

Briefings for the Chair and Vice-Chair

Briefings for the Chair and Vice-Chair of CSC

NB – briefings to be added if recommendations from the High Needs Block Funding Rapid Scrutiny are agreed in the Executive Response.

Meeting date / timeframe	Online / in person	Title Details / purpose	Origins / history	Lead officer
Need level				
February 2023				
March 2023				
tbc	Online	Effectiveness of change of outreach model (replacing children's centres)	CSC 17 January 2023	Jen Salter Lucy Townsend
April 2023				
May 2023				
June 2023				
tbc	Online	National Review into Safeguarding Children with Disabilities and Complex Health Needs in Residential Settings <ul style="list-style-type: none"> Implementation of recommendations agreed by the multi agency review group progress / completion of the review of similar residential placements for children and young people not in dual registered establishments. 	CSC 17 January 2023	Jen Salter
July 2023				
August 2023				

Meeting date / timeframe	Online / in person	Title Details / purpose	Origins / history	Lead officer
Need level				
September 2023				
October 2023				
November 2023				

Briefings received in the last 12 months (where relevant recordings are accessible in the Councillors' Hub)

Meeting date	Recording available	Title Details / purpose	Origins / history	Lead officer
17 November 2022	No	Children's home care	Cabinet Paper (Nov 2022)	Gary Binstead
08 December 2022	No	Proposal to Retain and Invest in Silverwood School Chippenham and Trowbridge Campuses	Cabinet Paper (13 December 2022)	Melissa Hardwell
10 January 2023	No	Disadvantaged Learners – update on implementation of recommendations from the task group Members of the Disadvantaged Learners Task Group were invited to attend the briefing.	CSC 6 July 2022 Executive response CSC 8 June 2022 Disadvantaged Learners task group – final report	Andrew Best Emma Cooke Kate Wilkins Helean Hughes
18 January 2023	No	Children Residential Placement Block Contract	Cabinet Paper – 31 January 2023	Gary Binstead

Health Select Committee

Forward Work Plan

Updated 15 May 2023

Health Select Committee – Current/Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Inquiry session: System-wide review of factors contributing to current pressures in urgent care	Half day full committee session	19 July 2023	5 September 2023

Page 87

Health Select Committee - Forward Work Plan			Last updated 15 May 2023		
Meeting date	Item	Details/Purpose of Report	Corporate Director and/or Director	Responsible Cabinet member	Report Author/Lead Officer
8 June 2023	Avon and Wiltshire Mental Health Partnership Trust Transformation Programme	Overview of AWP's Transformation Programme.	Avon & Wiltshire Mental Health Partnership Trust	Cllr Jane Davies/Cllr Ian Blair-Pilling	Alison Smith, Deputy CEO, AWP

Meeting date	Item	Detail/Purpose of Report	Corporate Director and/or Director	Responsible Cabinet member	Report Author/Lead Officer
8 June 2023	Long Covid Support Service	Wiltshire Health and Care to provide an update on their work to provide support Wiltshire residents experiencing 'Long Covid'.	Wiltshire Health & Care	Cllr Jane Davies/Cllr Ian Blair-Pilling	Shirley-Ann Carvill, Managing Director, Wiltshire Health and Care
8 June 2023	NHS Dental Services in Wiltshire	To consider the findings of the Rapid Scrutiny exercise into the status of NHS dental services in Wiltshire, the commissioning of which will move to the BSW Integrated Board in April 2023.	BSW Integrated Board	Cllr Ian Blair-Pilling	
8 June 2023	Dementia Care Strategy	An update on the progress	Emma Legg, Director Adult Social Care (DASS)	Cllr Jane Davies	Robert Holman, Commissioning Transformation Lead, Whole Life Commissioning
4 July 2023	Domestic Abuse External grant and other domestic abuse work	To receive an update on this work following receipt of proposals regarding the Domestic Abuse External Grant in September 2022	Kate Blackburn, Director of Public Health	Cllr Ian Blair-Pilling	Hayley Morgan, PH Consultant, Vulnerable Communities

Meeting date	Item	Detail/Purpose of Report	Corporate Director and/or Director	Responsible Cabinet member	Report Author/Lead Officer
4 July 2023	Substance Misuse	To receive an update on substance misuse work following consideration of proposals regarding Spend Allocations for the Substance Misuse Supplementary Grants in September 2022	Kate Blackburn, Director of Public Health	Cllr Ian Blair-Pilling	Kelly Fry, Principal Building Resilience, Vulnerable Communities
4 July 2023	Community Health Services	To receive a report on developments in Community Health Services	Fiona Slevin-Brown, ICB	Cllr Ian Blair-Pilling	
5 Sept 2023	Integrated Care Centres	To receive an update on the development and impact of the Integrated Care Centres in Devizes and Trowbridge.	Fiona Slevin-Brown, ICB	Cllr Ian Blair-Pilling	
2 Nov 2023	Health Improvement Coaches	To provide an update on the work of the Health Improvement Coaches	Kate Blackburn, Director of Public Health	Cllr Ian Blair-Pilling	Rachel Kent, PH Consultant, Knowledge and Intelligence
17 Jan 2024	Maternity Services Transformation	Review to understand the impact of the transformation of maternity services. Report on transformation plans received Jan 2023	Fiona Slevin-Brown, Director of Place, ICB		
27 Feb 2024	JSNA	Review trends for Wiltshire, update following presentation Feb 2023	Kate Blackburn	Cllr Ian-Blair Pilling	

Items for Meeting dates yet to be set

Meeting date	Item	Details/Purpose of Report	Corporate Director and/or Director	Responsible Cabinet Member	Report Author/Lead Officer
March/April 2024	Joint Health & Wellbeing Strategy	Progress report, 12 months after publication. Draft strategy received by Committee Feb 2023.	Kate Blackburn	Cllr Jane Davies	David Bowater
Spring/Summer 2024	Integrated Care Strategy	Rapid Scrutiny of Implementation Plan/Integrated Care Strategy	Fiona Slevin-Brown, Director of Place, ICB		

Environment Select Committee Forward Work Programme

Last updated MAY 2023

Environment Select Committee - Current / Active Task Groups		
Task Group	Start Date	Final Report Expected
Global Warming and Climate Emergency Task Group	May 2019	TBC

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date

Page 91

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
6 June 2023	Update on the Towns Programme App Development	As resolved at the ESC meeting on 4 January 2023, the select committee will receive an update report. It was agreed at ESC 14 March to bring forward to 6 June.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
6 June 2023	Wiltshire Towns Programme	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
6 June 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
25 July 2023	Waste Management Strategy: Annual Review	As resolved at ESC 13 July 2022 to receive a further annual review in 2023.	Sarah Valdus (Assistant Director – Environment)	Cllr Nick Holder	
25 July 2023	Public Transport Review & Passenger Transport service update and future developments	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	Jason Salter (Head of Service Passenger Transport)
25 July 2023	Active Travel	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	
25 July 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
19 Sep 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)
19 Sep 2023	Highways update	To receive an update, as requested by ESC 14 March 2023, on the new highways contracts.	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	Dave Thomas (Head of Highways Assets & Commissioning)
19 Sep 2023	Streetscene contract	As resolved at the ESC meeting on 30 September 2022 the select committee will receive an update report on the Streetscene contract	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	Adrian Hampton (Head of Highway Operations)
7 Nov 2023 (tbc)	Update on the Towns Programme App Development	As resolved at the ESC meeting on 4 January 2023, the select committee will receive an update report.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
7 Nov 2023 (tbc)	Update on Broadband Provision in Wiltshire	As resolved at the ESC meeting on 4 January 2023, the select committee will receive an update report.	Parvis Khansari (Corporate Director Place)	Cllr Ashley O'Neill	Victoria Moloney (Head of Economy & Regeneration)
7 Nov 2023	Public Transport review update	As agreed by the Chairman of ESC April 2023	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	Jason Salter (Head of Passenger Transport)
7 Nov 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)
11 Jan 2024 (tbc)	Housing Development Partnership	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report in 12 months' time.	Parvis Khansari (Corporate Director Place)	Cllr Phil Alford	Victoria Moloney (Head of Economy & Regeneration) Richard Walters (Head of Service – Major Projects) Claire Moore (Housing Enabling Lead)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
11 Jan 2024 (tbc)	Private sector renewal strategy	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report when appropriate.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
11 Jan 2024 (tbc)	LHFIG Review	To receive a update report on the implementation of the Local Highway & Footway Improvement Groups (LHFIG)	Samantha Howell (Director of Highways and Transport)	Cllr Caroline Thomas	Dave Thomas (Head of Highways Asset Management & Commissioning)
11 Jan 2024	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)
March 2024	Homeless Strategy 2019-2024	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report in 12 months' time.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
tbc	National Park action plan	Partnership arrangement with the National Park and joint action plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
tbc	Wiltshire Marque	As discussed at meeting with the Cabinet Member the select committee to receive a report about the 'Wiltshire Marque' for produce.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Wiltshire destination management	As discussed at the ESC-Executive meeting on 13 October 2022 on the heritage, arts and tourism portfolio to provide a report on destination management	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	
tbc	UK Shared Prosperity Fund	As discussed at the ESC-Executive meeting on 23 November 2022 on the economic development portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Economic Strategy	As discussed at the ESC-Executive meeting on 23 November 2022 on the economic development portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Parking Strategy	As discussed at the ESC-Executive meeting on 6 December 2022 on the highways and transport portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Caroline Thomas	

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
tbc	Wiltshire Council's Housing Board Annual Report 2022/23	As resolved at the ESC meeting on 4 January 2023, the select committee will receive the annual report.	(Director Assets & Commercial Development)	Cllr Phil Alford	

Information briefing					
Meeting Date	Item	Details / purpose	Associate Director	Responsible Cabinet Member	
tbc	Environment Act 2021	To receive a (series of) briefing regarding the implications of the Environment Act.			