

AGENDA

Meeting: Overview and Scrutiny Management Committee

Online Meeting: [Access the online meeting here](#)

Date: Wednesday 3 June 2020

Time: 10.00 am

Please direct any enquiries on this Agenda to Kieran Elliott, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 718504 or email kieran.elliott@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

During the Covid-19 emergency situation the Committee is operating under revised procedures including in relation to public participation, as attached to this agenda.

The meeting will be available to view live via a Microsoft Teams Link as shown above. A public guide on how to access the meeting is included below.

[Public guidance for accessing meetings online is available here](#)

Membership:

Cllr Chuck Berry	Cllr Alan Hill (Vice-Chairman)	Cllr John Smale
Cllr Christine Crisp	Cllr Ruth Hopkinson	Cllr Jo Trigg
Cllr Stewart Dobson	Cllr Jon Hubbard	Cllr Tony Trotman
Cllr Mary Douglas	Cllr Gordon King	Cllr John Walsh
Cllr Howard Greenman	Cllr Pip Ridout	Cllr Graham Wright (Chairman)

Substitutes:

Cllr Clare Cape	Cllr Gavin Grant
Cllr Ernie Clark	Cllr George Jeans
Cllr Anna Cuthbert	Cllr Jacqui Lay
Cllr Brian Dalton	Cllr Ricky Rogers
Cllr Christopher Devine	Cllr Suzanne Wickham

PART I

Items to be considered when the meeting is open to the public

1 **Apologies**

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

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

To approve and sign the minutes of the meeting held on 17 March 2020.

3 **Declarations of Interest**

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

4 **Chairman's Announcements**

To receive any announcements through the Chair.

5 **Public Participation**

During the ongoing Covid-19 situation the Council is operating revised procedures to permit remote attendance of meetings in accordance with [Protocol 13 of the Constitution](#).

[Access the online meeting here](#)

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Statements

Members of the public who wish to submit regarding an item on this agenda should submit it to the officer named on this agenda **no later than 5pm on 29 May 2020**.

Those statements in accordance with the Constitution will be included in an agenda supplement.

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 27 May 2020 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 29 May 2020. 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.

6 **Overview and Scrutiny during Covid-19** *(Pages 11 - 14)*

To determine how Overview and Scrutiny will function the ongoing Covid-19 situation, including scrutiny of the Covid-19 response itself, scrutiny of other essential activity, and committee and task group operation.

To endorse the terms of reference and membership of the Wiltshire Covid-19 Response Task Group, as noted in [Briefing Note 20-17](#).

7 **Wiltshire Covid-19 Response Task Group Update** *(Pages 15 - 18)*

To receive a report and update from the Task Group from its initial meetings.

8 **Adoptions West Joint Scrutiny Panel** *(Pages 19 - 28)*

To receive a report on the arrangements for the Adoptions West Joint Scrutiny Panel.

9 **Overview and Scrutiny Annual Report 2019-20** *(Pages 29 - 36)*

To approve the annual report of Overview and Scrutiny.

10 **Overview and Scrutiny Member Remuneration 2019/2020** *(Pages 37 - 42)*

The Committee is required to annually approve a scheme on allocation of the Overview and Scrutiny Fund.

11 **Forward Work Programme** *(Pages 43 - 72)*

To consider the Forward Work Plan for Overview and Scrutiny.

12 **Date of Next Meeting**

To confirm the date of the next meeting as 8 July 2020.

13 **Urgent Items**

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

PART II

Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed.