

# AGENDA

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**Meeting:** Overview and Scrutiny Management Committee  
**Place:** Kennet Room - County Hall, Trowbridge BA14 8JN  
**Date:** Tuesday 24 May 2016  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Kieran Elliott (Senior Democratic Services Officer), of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto: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](http://www.wiltshire.gov.uk)

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## Membership:

Cllr Glenis Ansell	Cllr Gordon King
Cllr Chuck Berry	Cllr Simon Killane
Cllr Christine Crisp	Cllr Jacqui Lay
Cllr Stewart Dobson	Cllr Stephen Oldrieve
Cllr Howard Greenman	Cllr Tony Trotman
Cllr Alan Hill	Cllr John Walsh
Cllr Jon Hubbard	Cllr Bridget Wayman
Cllr George Jeans	

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## Substitutes:

Cllr Ernie Clark	Cllr Helen Osborn
Cllr Mary Douglas	Cllr Mark Packard
Cllr Peter Edge	Cllr Ricky Rogers
Cllr George Jeans	Cllr James Sheppard
Cllr David Jenkins	Cllr Ian Thorn
Cllr Paul Oatway	Cllr Philip Whalley

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## **RECORDING AND BROADCASTING NOTIFICATION**

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

If you have any queries please contact Democratic Services using the contact details above.

# AGENDA

1        **Election of Chairman 2016/17**

To elect a Chairman for the forthcoming year.

2        **Election of Vice-Chairman 2016/17**

To elect a Vice-Chairman for the forthcoming year.

3        **Membership and Apologies**

To note any changes of membership following the Council meeting on 10 May 2016.

To receive any apologies or substitutions for the meeting.

4        **Minutes of the Previous Meeting** (*Pages 9 - 14*)

To approve and sign the minutes of the meeting held on 3 March 2016.

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 above 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 above no later than 5pm on Tuesday 17 May in order to receive a written response at the meeting, or else no later than 5pm on Thursday 20 May. Please

contact the officer named on the first page 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 Forward Work Programme (Pages 15 - 36)**

To receive updates from the Chairmen and/or 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.

The Management Committee is asked to endorse the reports of the Chairmen of the Select Committee and the updated work programme.

**9 Management Committee Task Group Updates (Pages 37 - 40)**

To receive any available verbal or written updates on the following Management Committee Task Groups:

- Financial Planning Task Group
- Military-Civilian Integration Task Group
- Local Enterprise Partnership Task Group

**10 Review of the Budget Scrutiny Process (Pages 41 - 44)**

To consider a report from the Financial Planning Task Group following its meeting on 26 April, presenting its evaluation of the budget scrutiny process and recommendations for 2017/18 as appropriate.

**11 Appointment to the Constitution Focus Group (Pages 45 - 46)**

The Committee is requested to appoint a representative of the Overview and Scrutiny Management Committee to the Constitution Focus Group, in accordance with its terms of reference.

**12 Motion No. 31 - Referral from Full Council - Academisation (Pages 47 - 50)**

On 10 May 2016 Council received a Motion from Councillors Jon Hubbard and Glenis Ansell entitled 'Forced Academisation of Schools'. As a result of recent announcements from central government on planned academisation, the motion was replaced with the following referral:

*To refer the motion to Scrutiny, to suggest a working group investigate with the executive on options for Wiltshire Council to explore what routes are available to continue to support schools, such as county wide multi academy trusts or other*

*options.*

The original motion as submitted is attached for information.

The Management Committee are asked to endorse the referred motion and refer to the Children's Select Committee for further discussion and scoping.

### 13 **Members' Briefing on Hydrocarbon Extraction**

In February 2016 Full Council considered a motion on the hydrocarbon extraction process known as Fracking, following the granting of Petroleum Exploration and Development Licences (PEDL) in the county. Following discussion of an officer response to the original motion and an amendment of the motion to request scrutiny involvement, Council resolved:

*...that Scrutiny establish a task group to help councillors better understand the general implications of possible hydrocarbon exploration and extraction in the county. This will enable members on relevant planning committees to be better briefed on such matters*

On 1 March 2016 the Committee discussed the referral and request, with input from the Leader of the Council, Councillor Baroness Scott of Bybrook OBE, and Corporate Director, Dr Carlton Brand. A record of the discussions are included in the meeting minutes included in this agenda. Ultimately it was resolved that,

*The Committee requests officers undertake an investigation into hydrocarbon extraction as detailed above, to include technical explanations of the process, current national policy, and the process of decision making, in particular what functions are devolved to local authorities or retained at a national level, and what policies are in place in Wiltshire Council in relation to these issues.*

A presentation will be provided on the current progression of the officer investigation and to seek the Committee's views to shape the form of the report to be presented in draft at the July meeting, or as agreed with the committee.

### 14 **Wiltshire Online Project Update**

To receive a presentation on the rollout of the Wiltshire Online Project, including:

- the process of closing down phase 1
- the numbers of high-speed broadband connections delivered to date
- progress with delivery of phase 2 and Ultrafast, and
- details of the other options for community access broadband.

The Committee last received an update on the project in July 2015

Cllr John Thomson, Cabinet Member for Broadband, and Cllr George Jeans, Overview and Scrutiny representative on the Wiltshire Online Project Board, will attend.

15 **My Wiltshire System Update**

To receive a presentation on the further development of the My Wiltshire system ahead of the wider digitalisation programme.

On 3 May 2016 the Chairman and Vice-chairman took part in a workshop looking at member accessibility to issues data from customer reports via the My Wiltshire system.

Ian Baker, Head of the Programme Office, and Steven Richardson, Business Analyst will be in attendance

16 **Scrutiny Councillors Learning and Development Programme Update**

On 2 March 2016 a learning and development workshop was held for OS members looking at 'Role Clarity' as part of the 4-year OS Learning and Development Programme.

This session was agreed following the finding of the LGA Peer Review (March 2015) that relationships between Overview and Scrutiny and the Executive were good, but there could be even greater clarity of the interface and partnership. The seminar therefore brought together OS members, the Executive and senior managers to explore the activity of OS in the Council and provide greater role clarity. Objectives for the session were:

Participants were asked to consider their experiences of Overview and Scrutiny and consider ways in which all parts of Wiltshire work effectively on OS. Discussions included the following key points:

The importance and value off:

- Succinct terms of reference for task groups
- All viewpoints being respected
- Early engagement from the executive on forthcoming changes and decisions
- Regular liaison between the executive and non-executive
- An executive/non-executive relationship based on trust, including respect for confidential information

Work is currently underway on further sessions for the 2016/17 OS learning and development programme.

17 **Overview and Scrutiny Member Remuneration 2015/16** *(Pages 51 - 54)*

To report on the application of the Overview and Scrutiny Remuneration scheme for 2015/16.

18 **Date of Next Meeting**

To confirm the date of the next meeting as 5 July 2016.

19 **Urgent Items**

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

**PART II**

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

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## **OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE**

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### **MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 1 MARCH 2016 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Simon Killane (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Glenis Ansell, Cllr Chuck Berry, Cllr Stewart Dobson, Cllr Howard Greenman, Cllr Jon Hubbard, Cllr Gordon King, Cllr Jacqui Lay, Cllr Stephen Oldrieve, Cllr Jeff Osborn, Cllr Tony Trotman, Cllr John Walsh and Cllr Bridget Wayman

#### **Also Present:**

Cllr David Jenkins, Cllr Baroness Scott of Bybrook OBE, Cllr Bob Jones MBE, Cllr John Thomson and Cllr Philip Whitehead

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#### **29 Apologies**

Apologies were received from Councillor Christine Crisp.

#### **30 Minutes of the Previous Meeting**

The minutes of the meetings held on 5 January, 3 February and 12 February 2016 were presented for consideration.

#### **Resolved:**

**To approve and sign as a true and correct record.**

#### **31 Declarations of Interest**

There were no declarations.

#### **32 Chairman's Announcements**

There were no announcements.

#### **33 Public Participation**

There were no statements or questions submitted.

## 34 Forward Work Programme

### Hydrocarbon extraction

At its meeting on 23 February 2016 Full Council considered a motion from Councillors Jeff and Helen Osborn on the hydrocarbon extraction process known as Fracking, following the granting of Petroleum Exploration and Development Licences (PEDL) in the county, though planning permission would need to be applied for prior to any construction works. A number of Councillor Briefing Notes had been prepared on the subject, and Council also received a petition and several representations from members of the public on the issue at the meeting.

An officer response to the original motion from the Councillors Osborn was published in the Summons for the meeting, and following debate and an amendment of the motion to request scrutiny involvement, Council resolved:

*Consequently Council requests that Scrutiny establish a task group to help councillors better understand the general implications of possible hydrocarbon exploration and extraction in the county. This will enable members on relevant planning committees to be better briefed on such matters*

The Committee discussed the referral and request, with input from the Leader of the Council, Councillor Baroness Scott of Bybrook OBE, and Corporate Director, Dr Carlton Brand.

The Committee considered the broad implications on the county and council from proposed hydrocarbon extraction, as well as the potential complexities of technical and decision making processes to be followed, and debated whether before any Task Group was approved it would first be appropriate to undertake further research into those complexities. This would ensure that should following that research a Task Group was considered necessary, would have the required information to identify key lines of enquiry which would add value to the council's processes and policies.

Some members felt any research or investigation was not necessary until such time as an application was actually submitted, but others such as the mover of the original motion felt there was a need for additional guidance to better inform councillors at the current time to prepare for any future eventualities.

A debate followed on the potential extent of any investigation, including utilising research undertaken by other authorities, the possibility of briefings from expert witnesses, councillor seminars, which service would coordinate the work across the council and other data collection possibilities such as the use of external consultants. Information to gather could include basic information on the process of hydrocarbon extraction, government and council policy, landowner rights, a brief overview of environmental issues and economic impacts.

The timescale of such an activity was questioned, with some members such as the Leader of the Council stating that there was extensive information already prepared across the council, and it would not necessarily be an extensive piece

of work to collate all that information for the initial guidance to inform scrutiny in determining what further action would be appropriate.

It was acknowledged as particularly important to determine what functions in relation to hydrocarbon extraction were devolved to local authorities and what was retained at a national level, so that any investigation or future enquiries by Scrutiny related solely to matters within the powers afforded to the council. It would also be important to ensure any investigation or future scrutiny work did not prejudice the council's ability to fulfil its responsibilities as planning authority in the event of any applications being received in relation to hydrocarbon extraction, given the risk of predetermination and potential legal challenge which had occurred at other planning authorities.

It was also discussed that an initial approach could be for the council's own technical officers to provide further guidance on all these topics, and following that Scrutiny would determine whether further work was needed, and in what form, such as a Task Group as suggested by Full Council. A Task Group would have the power to call witnesses from all sides of the discussion on the issue, as well as forming a view on the council's preparedness to handle future applications that might be received, as none had been received to date.

At the conclusion of debate, it was,

**Resolved:**

**That the Committee requests officers undertake an investigation into hydrocarbon extraction as detailed above, to include technical explanations of the process, current national policy, and the process of decision making, in particular what functions are devolved to local authorities or retained at a national level, and what policies are in place in Wiltshire Council in relation to this issues.**

**Digitisation**

Following the management committee's initial decision at its meeting on 5 January that a task group be formed to consider input into the council's digitisation strategy, an update was received that the scope of the task group was being prepared, with a full update to be provided at the next meeting.

**Good Neighbours**

The Good Neighbours scheme involved locally based representatives assisting primarily older residents of rural areas to identify and access council services. As discussed at the meetings on 3 February and 12 February, responsibility for the scheme was being devolved to Area Boards, and an invitation had been received from the Cabinet Member for Public Health for Scrutiny to assess and comment upon the implementation of the devolution of the scheme.

After discussion, it was,

**Resolved:**

**To request the Health Select Committee determine the most appropriate method to add value through scrutiny of the Good Neighbours scheme devolution.**

Select Committee Updates

The Management Committee then received updates on the work of the select committees, including the following:

Health Select Committee - Details were provided on the work programme, including regarding mobilising wider health service in the community, including a programme called PharmacistsFirst as a potential model for other health providers

Environment Select Committee - Details were provided on the work programme, including that a further report on highways and streetscene was scheduled, which may include a briefing for members.

Children's Select Committee - Details were provided on the work programme, including ongoing engagement between the committee and young person representatives, and the ongoing task groups including the Obesity Task Group which would report shortly.

**Resolved:**

**To note the updates from the Select Committees.**

**35 Management Committee Task Group Updates**

In addition to the written reports, updates were received from the Management Committee Task Groups as follows:

Financial Planning Task Group

Following approval of the council's budget, the Task Group would continue to assess revenue and council budgets and quarterly reports, and would also be focusing on adult social care budgets and the scrutiny process itself.

Military-Civilian Integration Partnership(MCIP) Task Group

The MCIP Task Group had not met since the last report, but the committee were informed a Peer Review would be taking place on 4 April, and it had been confirmed the transfer of military personnel to Wiltshire would be completed in 2020, the latest date initially proposed.

Local Enterprise Partnership (LEP) Task Group

Two additional meetings had been scheduled and it was reported minor scrutiny work on LEP processes had now been performed. The committee were also informed the Director of the LEP Secretariat, Isobel Brown, had left the post in December, and the new appointment was Paddy Bradley, previously the Head of Economy, Skills and Property Development at Swindon Borough Council.

## 36 Executive Response to the Report of the Campus Governance Task Group

On 5 January 2016 the Management Committee received the report of the Campus Governance Task Group and resolved:

*That the Cabinet Member for Cabinet Member for Communities, Campuses, Area Boards and Broadband;*

*i. Considers the Terms of Reference offered as a potential governance model to deliver the community area's priorities as identified by the Area Board;*

*ii. Ensures there is clear delineation of the roles of area board, governance body and Health and Wellbeing team with regards to the HWC and delivering the community area's priorities as this would be crucial in maintaining supportive and harmonious working relationships between the three;*

*iii. Considers a review of the role and delegated powers of the area boards, as defined in the council's constitution, if it is necessary to ensure that these would enable the area boards to fulfil its role with regards to the governance of campuses;*

*iv. Considers offering some administrative support for the Governance Body;*

*v. Considers if, and if appropriate when, the Task Group should be reconvened in 2016 to provide constructive input to the development of "A communications strategy for keeping communities informed about progress with revised campus developments."*

The response of the Cabinet Member to the report was presented to the Committee. The Cabinet Member, Councillor John Thomson, thanked the Task Group for its work and commented upon the recommendations of the Task Group as detailed in his report, and stated his intention to, having regard to the comments of the Task Group, to use his delegated authority to implement the proposed governance arrangements as outlined in the form of policy guidance to the area boards. Although he considered the Task Group had concluded its work on the current issues, he welcomed future involvement of scrutiny if it were determined they could add further value to other aspects of Area Board governance.

The Committee discussed the executive response to the report of the Task Group, during which it was confirmed the area board members would not have responsibility for managing the finances of the Wellbeing centres under the proposed model, but would receive updates on the performance. It was also debated how best young people would be represented on Wellbeing governance boards, with some members wanting a community youth officer in addition to a young person representative to be explicitly included within the proposed terms of reference, and others considering the arrangements were

flexible to enable each area to consider the most appropriate arrangements for them. The Cabinet Member confirmed the target size of a governance board would be a guide only, not a firm rule restricting the inclusion of additional members if deemed beneficial.

**37 Scrutiny Councillors Learning and Development Programme Update**

A meeting had been prepared for non-executive councillors on 2 March, which would include discussions with several members of the Executive???

**38 Date of Next Meeting**

The date of the next meeting was confirmed as 24 February 2016.

**39 Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 12.10 pm)

The Officer who has produced these minutes is Kieran Elliott (Senior Democratic Services Officer), of Democratic Services, direct line (01225) 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## Overview and Scrutiny Forward Work Programme

### Explanatory Note

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

For each agenda item, the following is indicated:

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

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

### Overview and Scrutiny

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

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

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

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

More information can be found at [www.wiltshire.gov.uk/council/overviewscrutiny](http://www.wiltshire.gov.uk/council/overviewscrutiny).

Alternatively please contact a member of the Scrutiny team:

**Committee**

[OS Management Committee](#)

[Children's Select Committee](#)

[Environment Select Committee](#)

[Health Select Committee](#)

**Scrutiny officer**

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## Overview and Scrutiny Management Select Forward Work Programme

Last updated 1 MAY 2016

<b>Overview and Scrutiny Management Committee – Current / Active Task Groups</b>			
<b>Task Group</b>	<b>Details of Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
Financial Planning Task Group	<a href="#">Website</a>	October 2013	
Campus Governance Task Group	<a href="#">Website</a>	September 2015	
Swindon and Wiltshire Joint LEP Task Group	<a href="#">Website</a>	March 2014	
MCIP Task Group	<a href="#">Website</a>	December 2014	

<b>Overview and Scrutiny Management Select – Forward Work Programme</b>			Last updated 1 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / Purpose of Report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
24 May 2016	Election	To elect the chair and vice-chair of the Management Committee for the municipal year following appointment of members to the committee by Full Council	Robin Townsend	Cllr Stuart Wheeler	Kieran Elliott
24 May 2016	Forward Work Programme	To consider the OS Forward Work Programme and receive an update from the select committee chairmen	Robin Townsend	Cllr Stuart Wheeler	Paul Kelly
24 May 2016	Hydrocarbon Extraction Motion	To receive the member guidance agreed at the last meeting with a view to determining the need for further scrutiny	Alistair Cunningham	Cllr Fleur de Rhé-Philipe, Cllr Stuart Wheeler	Mike Wilmott
24 May 2016	Management Committee Task Group Updates	To receive an update on OSMC task group activity	Robin Townsend	Cllr Stuart Wheeler	Henry Powell
24 May 2016	MCIP Task Group	To receive the final report from the task group following the LGA Peer Review	Alistair Cunningham	Cllr Baroness Scott of Bybrook OBE	Toby Eliot, Kevin Ladner
24 May 2016	My Wiltshire System Development	To consider a report on the further development of the MyWiltshire App ahead of the wider digitalisation programme	Laurie Bell	Cllr Dick Tonge	Ian Baker

<b>Overview and Scrutiny Management Select – Forward Work Programme</b>			Last updated 1 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
24 May 2016	Overview and Scrutiny Councillors Learning & Development Programme	To receive: <ul style="list-style-type: none"> <li>• an update following the Role Clarity event held on 2<sup>nd</sup> March</li> <li>• a report on the draft programme for 2016/17 in consultation with the Councillor Development Group</li> </ul>	Barry Pirie	Cllr Allison Bucknell	Paul Kelly, Joanne Pitt
24 May 2016	Review of the Budget Scrutiny Process 2016/17	To consider a report from the Financial Planning Task Group following its meeting on 26 April, presenting its evaluation of the budget scrutiny process and recommendations for 2017/18 as appropriate	Michael Hudson	Cllr Dick Tonge	Henry Powell
24 May 2016	Scrutiny Member Remuneration Scheme	To report on remuneration for lead members in overview and scrutiny	Robin Townsend		Paul Kelly
24 May 2016	Wiltshire Online - update	To review the roll out of Phase 2 of the Wiltshire Online Project (Cllr George Jeans)	Robin Townsend	Cllr John Thomson	Ian Baker

## Children's Select Committee Forward Work Programme

Last updated 1 MAY 2016

Page 20

<b>Children's Select Committee – Current / Active Task Groups</b>			
<b>Task Group</b>	<b>Details of Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
Child Sexual Exploitation (CSE)	<a href="#">Website</a>	April 2015	TBC
Obesity & Child Poverty	<a href="#">Website</a>	April 2015	Mar 2016
Positive Leisure Time Activities for Young People – 12 month review	<a href="#">Website</a>	Sep 2015 (12 month review)	June 2016
Safeguarding Children & Young People	<a href="#">Website</a>	April 2014	Spring 2016
School Improvement Strategy 2015-17	<a href="#">Website</a>	Feb 2016	Oct 2016

<b>Children's Select Committee - Rapid Scrutiny</b>		
<b>Topic</b>	<b>Details</b>	<b>Date</b>
Children's Community Services Re-tender	To help develop the performance monitoring framework within the awarded contract and hear about how the services will be delivered  Contract recommendation made by Cabinet in Dec 2015	Jan 2016

Children's Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
31 May 2016	Pre-meeting information briefing: Special Guardianship Orders	To receive a briefing on the Special Guardianship Orders	Terence Herbert	Cllr Laura Mayes	
31 May 2016	Election of Chairman				Roger Bishton
31 May 2016	Election of Vice Chairman				Roger Bishton
31 May 2016	Annual Report of the Safeguarding Children and Young People Panel	To receive the report	Terence Herbert	Cllr Laura Mayes, Cllr Laura Mayes	Lucy Townsend
31 May 2016	Re-commissioning Child and Adolescent Mental Health Services (CAMHS)	To receive a report on the re-commissioning of Child and Adolescent Mental Health Services	Julia Cramp	Cllr Laura Mayes	
31 May 2016	Post-16 Key Stage 5 Academic and Vocational Qualification 2015	To receive the results reflecting the attainment of students aged 16-19 at the end of advanced (level 3) study in the 2015 academic year  This was requested by the Committee at the 26 January 2016 Children's Select Committee meeting	Julia Cramp	Cllr Laura Mayes	David Clarke
31 May 2016	Adoption West Update	To receive a verbal update regarding regional progress with Adoption West	Terence Herbert	Cllr Laura Mayes	

Children's Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
31 May 2016	Report of the Early Help Strategy Task Group	The task group to meet and review the data set again in 12 months to understand the developments that have taken place and assure itself that that data set is still fit for purpose (recommendation 18)	Terence Herbert	Cllr Laura Mayes	Adam Brown
31 May 2016	Executive Response to the Final Report of the Obesity and Child Poverty Task Group		Terence Herbert	Cllr Keith Humphries, Cllr Laura Mayes	
31 May 2016	Executive Response to the Report of the Children's Community Health Services Rapid Scrutiny Exercise	To receive an initial verbal response to the outcomes of the Children's Community Health Services following the recommendations of the rapid scrutiny exercise	Julia Cramp	Cllr Laura Mayes	Adam Brown
21 Jun 2016	Department for Education White Paper: Educational Excellence Everywhere	For the Committee members to receive a briefing on the DfE White Paper: Educational Excellence Everywhere	Julia Cramp	Cllr Laura Mayes	
26 Jul 2016	Outcomes from Chair/Vice-Chair/Executive Discussions Regarding the Overview and Scrutiny Forward Work Programme	Chair/vice-chair/exec discussions meeting to be held immediately after the May meeting			Adam Brown
26 Jul 2016	Wiltshire Safeguarding Children Board Annual Report	To receive the Annual Report of the Wiltshire Safeguarding Children Board	Julia Cramp	Cllr Laura Mayes	Julie Upson

<b>Children's Select Committee – Forward Work Programme</b>			Last updated 1 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
26 Jul 2016	Children's Services Case Management Systems	To receive an update following on from the briefing received by the Committee on 08 December 2015	Julia Cramp, Carolyn Godfrey	Cllr Laura Mayes	Lynda Cox
26 Jul 2016	Final Report of the Positive Leisure Time Activities for Young People Task Group – 12 month review	To consider the report of the task group established in June 2015 to review the impact of changes made to the youth service model that were implemented in 2014	Terence Herbert	Cllr Laura Mayes	Henry Powell
11 Oct 2016	Final Report of the School Improvement Strategy Task Group	To receive and consider the final report and recommendations of the Task Group	Julia Cramp, Carolyn Godfrey	Cllr Laura Mayes	Adam Brown
11 Oct 2016	Troubled Families Programme	12 months update including data on the areas discussed in October 2015	Julia Cramp	Cllr Laura Mayes	
11 Oct 2016	Executive Response to the Final Report of the Positive Leisure Time Activities for Young People Task Group – 12 month review		Terence Herbert	Cllr Laura Mayes	Steve Milton, Mal Munday

## Environment Select Committee FWP - May 2016

Last Updated 4 MAY 2016

<b>Environment Select Committee - Rapid Scrutiny</b>		
<b>Topic</b>	<b>Details</b>	<b>Date</b>
<b>Wholly Owned Subsidiary (WOS)</b>	Another rapid scrutiny of the WOS (following meeting on 8 September 2015) to enable scrutiny members to consider the details of the proposed WOS	Date to be confirmed
<b>Housing Bill</b>  NB could be a task group depending on the scale of the work to be undertaken	To consider the impact of the Housing Bill for Wiltshire Council and its residents and housing tenants (to include communication, management of changes and support to tenants)	After publication of the Housing Bill (The provisional date for the first day of remaining stages on the bill is Tuesday 5 January 2016.)



<b>Environment Select Committee FWP - May 2016</b>			Last updated 4 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / Purpose of Report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
7 Jun 2016	Chairman's announcement - Waste storage and collection: guidance for developers (SPD)	The draft Supplementary Planning Document (SPD) sets out technical information to allow developers to make suitable space for waste collection services at new developments and the level of section 106 contributions requested per qualifying new development  The committee will receive information on the consultation	Tracy Carter	Cllr Toby Sturgis	Gareth Jones
7 Jun 2016	Election of Chairman	To elect a Chairman for the Committee for the forthcoming year			
7 Jun 2016	Election of Vice-Chairman	To elect a Vice-Chairman for the Committee for the forthcoming year			
7 Jun 2016	Executive Response to Resident Engagement Task Group Final Report	To provide a formal response to the final report of the Resident Engagement Task Group, received at 12 April ESC	James Cawley	Cllr Jonathon Seed	Adam Brown

<b>Environment Select Committee FWP - May 2016</b>			Last updated 4 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
7 Jun 2016	Library Service - Updated Budget 2016/17	An updated breakdown of the 2016/17 budget for the Libraries, Heritage & Arts Service to be provided to the Committee	Laurie Bell	Cllr Jonathon Seed	Joan Davis
7 Jun 2016	Litter picking	To receive an update on the holistic approach planned by the council (school programme, work with fast food outlets, etc.) – last update received on 1 September 2015  To include the outcome of the “Clean for the Queen” initiatives and information on any future litter picking community projects  Service area to be confirmed			
7 Jun 2016	Passenger Transport Review	To receive the report on the outcomes of the consultation and proposed actions before it is presented to Cabinet	Parvis Khansari	Cllr Philip Whitehead	Karen Jones

Environment Select Committee FWP - May 2016			Last updated 4 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
7 Jun 2016	Review of complaints, compliments and comments	A report indicating the number and nature of complaints, compliments and comments received in the past 12 months for the service areas within the remit of the Environment Select Committee	Ian Gibbons		Sarah Butler
7 Jun 2016	Update on the gypsy and traveller's reference group	TBC	Frances Chinemana		Steve Maddern
30 Aug 2016	Housing Allocation Policy	To receive an update on the implementation of the Housing Allocation Policy and the latest housing register figures. Background: it was agreed at the committee meeting on 1 September 2015 that there would be continued monitoring of the Housing Allocation Policy	James Cawley	Cllr Jonathon Seed	Nicole Smith
30 Aug 2016	Housing Bill	To receive a report highlighting the potential and actual impact of the Housing Bill	James Cawley	Cllr Jonathon Seed	Nicole Smith
30 Aug 2016	Progress on social housing developments	To receive a report detailing progress on social housing developments	James Cawley	Cllr Jonathon Seed	

<b>Environment Select Committee FWP - May 2016</b>			Last updated 4 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
30 Aug 2016	Public Transport Review task group – final report	To receive the final report of the Public Transport Review task group	Parvis Khansari	Cllr Philip Whitehead	Marie Gondlach
30 Aug 2016	Wiltshire Council's Housing Board Annual Report	Wiltshire Council's Housing Board Annual Report as received by Cabinet on 15 March 2016	James Cawley	Cllr Jonathon Seed	
25 Oct 2016	Annual report - Highways – major maintenance programme	To review the delivery of the planned major maintenance programme for the past year and consider the planned major maintenance for the year ahead. To include the following in the report: data on road collision, road conditions in the county and work carried out in each Area Board	Parvis Khansari	Cllr Philip Whitehead	Peter Binley
25 Oct 2016	Annual Report - Wiltshire Local Flood Risk Management Strategy	To receive an annual report on the Wiltshire Local Flood Risk Management Strategy	Parvis Khansari	Cllr Jonathon Seed	Peter Binley
25 Oct 2016	Energy Resilience Plan - annual update	As resolved on 27 October 2015 to receive an annual update on the Energy Resilience Plan	Alistair Cunningham		Louise Woollen
25 Oct 2016	Final report of the Highways and Streetscene task group	To receive the final report of the Highways and Streetscene task group	Parvis Khansari	Cllr Philip Whitehead	Marie Gondlach

Environment Select Committee FWP - May 2016			Last updated 4 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
25 Oct 2016	Parking Services update	Report to include: <ul style="list-style-type: none"> <li>• Outcomes of “mi permit” only trials - update requested by Committee (1 September 2015) for 6 months after commencement of trials</li> <li>• Outcomes of the Car Parking review</li> <li>• Update on Car Parking strategy</li> <li>• Update on transfer of car parks</li> </ul>	Parvis Khansari	Cllr Philip Whitehead	Robert Murphy, Adrian Hampton
25 Oct 2016	Public Transport Review task group – Executive Response	To receive the Executive Response to the final report of the Public Transport Review task group	Parvis Khansari	Cllr Philip Whitehead	Karen Jones
25 Oct 2016	Waste strategy	An opportunity for the committee to be involved in the review of the waste strategy to reflect recent changes	Tracy Carter	Cllr Toby Sturgis	

<b>Environment Select Committee FWP - May 2016</b>			Last updated 4 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
14 Feb 2017	Calne Library Model	An update on the success and progress of the new Calne Library model, including a breakdown of usage for each library in Wiltshire and an update on the review of the Library Service to be provided	Laurie Bell	Cllr Jonathon Seed	Joan Davis
14 Feb 2017	Resident Engagement Report	A further update and report on resident engagement to be provided	James Cawley	Cllr Jonathon Seed	Adam Brown, Nicole Smith
14 Feb 2017	Update report from Leisure Services	An update report from Leisure on implementing their vision (Helping people in Wiltshire to live longer, healthier lives, while addressing health inequalities), including statistics on the number of individuals participating in leisure activities within Wiltshire	Frances Chinemana	Cllr Jonathon Seed	John Goodall, David Redfern
	TBC Gypsy and Traveller Plan	Topic to be considered as the plan becomes available	Alistair Cunningham	Cllr Toby Sturgis	Carolyn Gibson, Georgina Clampitt-Dix

<b>Environment Select Committee FWP - May 2016</b>			Last updated 4 MAY 2016		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
	TBC - Business Plan	To review any changes for any impact on the areas of the business covered by the Environment Select Committee - currently no date scheduled for Cabinet	Robin Townsend	Cllr Dick Tonge	David Bowater

## Health Select Committee Forward Work Programme

Last updated 1 MAY 2016

<b>Health Select Committee – Current / Active Task Groups</b>			
<b>Task Group</b>	<b>Details of Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
Better Care Plan Task Group	<a href="#">Website</a>	29 June 2015	27 September 2016
Obesity & Child Poverty Task Group	<a href="#">Website</a>	April 2015	Mar 2016
Sustainability and Transformation Task Group		April 2016	



Health Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
21 Jun 2016	Pre-meeting information briefing: 7-day health care services	To provide an overview of the implementation of 7-day health care services in Wiltshire	James Cawley	Cllr Keith Humphries	
21 Jun 2016	Executive Response to the Final Report of the Obesity and Child Poverty Task Group		Frances Chinemana, Carolyn Godfrey, Maggie Rae	Cllr Keith Humphries, Cllr Laura Mayes	Henry Powell
21 Jun 2016	Healthwatch Wiltshire Annual Report 2016/17			Cllr Keith Humphries	Emma Cooper, Chief Executive, Healthwatch Wiltshire
21 Jun 2016	Targeting local healthcare needs	In January the committee requested an item to consider how Joint Strategic Needs Assessment data is used to target locally identified healthcare needs	Frances Chinemana	Cllr Keith Humphries	
21 Jun 2016	Avon & Wiltshire Mental Health Partnership - Quality Account 2015/16 and CQC inspection May 2016	To consider an initial update on the CQC inspection of the Trust scheduled to take place from 23 May 2016, plus the Trust's draft Quality Account	James Cawley	Cllr Keith Humphries	Henry Powell

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
21 Jun 2016	Better Outcomes for Adult Care Peer Review - Scoping and timetable	<p>This item was requested in March 2016 when the Committee received the Executive Response to the Final Report of the Help to Live at Home Task Group</p> <p>The outcomes of the Peer Review will following in September</p>	James Cawley	Cllr Keith Humphries	Sue Geary
21 Jun 2016	NHS 111 update	A performance update building upon those received in November 2014, March 2015 and September 2015. It was agreed in September that an update would be received at a 6 monthly interval		Cllr Keith Humphries	James Head, Deputy Clinical Lead for South West 111 Scott Watters Clinical Lead, South West NHS 111
21 Jun 2016	New Charges for Care at Home - consultation update	To receive an update to the consultation on the proposed changes to the council's charging policy for care at home. The final decision scheduled to be taken by cabinet on 19th July 2016. This item was agreed on 19 April 2016	James Cawley	Cllr Keith Humphries	Olly Spence

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
27 Sep 2016	South West Ambulance Service Trust Performance report and CQC inspection results	To receive performance information relating to the ambulance service's performance in Wiltshire. Also to include results of the CQC inspection w/c 6 June 2016		Cllr Keith Humphries	Henry Powell
27 Sep 2016	Pre-meeting information briefing: Dementia Friends Initiative				
27 Sep 2016	Outcomes of discussions with the Executive regarding the forward work programme	Chair/vice-chair/exec discussions meeting to be held immediately after the June meeting	Maggie Rae, Robin Townsend	Cllr Keith Humphries	Henry Powell
27 Sep 2016	Wiltshire Safeguarding Adults Board Annual Report 2015/16	The Annual Report reviews the work of the Board during 2015/16 and sets out the priorities for the current year; it includes contributions from all partner agencies	James Cawley	Cllr Keith Humphries	Christine Morris
27 Sep 2016	Preparedness for Winter Pressures	To assure preparedness for forthcoming winter pressures including how previously identified issues have been addressed		Cllr Keith Humphries	
27 Sep 2016	Outcomes of the 'Better Outcomes for Adult Care' Peer Review	The committee will receive an initial report presenting the scoping and timetable of the Peer Review on 21 June	James Cawley	Cllr Keith Humphries	Sue Geary

Health Select Committee – Forward Work Programme			Last updated 1 MAY 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
15 Nov 2016	Good Neighbours Scheme - update	To receive an update on how Area Boards have used their Health and Wellbeing funding delegated following the decision not to extend the council's Good Neighbours Scheme contract with Community First	James Cawley	Cllr Keith Humphries	Olly Spence
27 Sep 2016	Monitoring performance in the Acutes system	To discuss an outcomes-focused system of monitoring performance in the Acutes Trusts system  To include a consideration of the recent CQC inspection reports of Great Western Hospital, Swindon, and Salisbury District Hospital		Cllr Keith Humphries	Henry Powell
10 Jan 2017	NHS Health Checks Programme - update	To receive an update on the implementation of the program, including any significant impact on levels of diagnoses and procedures	Frances Chinemana, Maggie Rae	Cllr Keith Humphries	John Goodall

**Wiltshire Council**

**Overview and Scrutiny Management Committee**

**24 May 2016**

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## **Task Group update**

### **Purpose**

To provide an update on recent task group activity and propose any decisions requiring Committee approval.

### **1. Financial Planning Task Group**

Membership:

Cllr Glenis Ansell (Chairman)

Cllr George Jeans

Cllr Pip Ridout

Cllr Ian Thorn

Cllr Roy While

Supporting officer: Henry Powell

Terms of Reference:

1. To understand and review the Medium Term Financial Strategy (4 year financial model).
2. To understand and review the approach and robustness of the financial planning regime within the Council.
3. To understand and help develop the approach to the annual budget setting cycle.
4. To review the specific contribution of overview and scrutiny in the annual budget setting cycle with a focus on outcomes.
5. To undertake periodic budget monitoring including reviews of key midyear trends and developments and to ensure that these are taken into account when updating the Financial Plan.
6. To work under the direction and guidance of the Management Committee and report regularly to the Cabinet Member, Management Committee and select committees (as appropriate) on its work and findings and to make any necessary referrals.

Recent activity:

The task group met on 26 April 2016 and discussed the following topics:

- **Review of the budget scrutiny process 2015/16** – a separate report is included elsewhere on the agenda
- **Budget 2015/16 update** – the ledger is now being closed down and a balanced 2015/16 budget is still anticipated
- **Verbal briefing on School Loans** – this will be reported in an item to Cabinet on 17 May.
- **Performance Management and Risk Outturn Report: Q3 2015/16** – the task group congratulated officers on a clear and much improved method of report performance
- **Adult Social Care Operations budget 2016/17** - a detailed look at the development of this budget including the allocation of funds collected through the Social Care Levy.

The task group's next meeting will take place on 9 June 2016 and will include consideration of:

- Budget 2015/16 final outturn report
- Revenue budget monitoring
- Capital budget monitoring

## 2. **Military-Civilian Integration Task Group**

Membership:

Cllr Richard Britton  
Cllr Mollie Groom  
Cllr Alan Hill (Chairman)  
Cllr Gordon King  
Cllr Bill Moss

Supporting Officer: Toby Eliot

Terms of Reference:

1. To identify any risks and opportunities presented by the MCIP that are relevant to Wiltshire Council services and priorities, focusing on the following themes:
  - Housing
  - Health
  - Infrastructure
  - Budget
  - Schools
  - Employment (leavers and dependents)

2. To make workable recommendations on how any identified risks could be mitigated and opportunities exploited to support delivery of the MCIP and of relevant priorities within the Council's Business Plan.

Recent activity:

There are no recent updates to provide.

### **3. Swindon and Wiltshire Local Enterprise Partnership Joint Task Group**

Membership:

Cllr Christine Crisp  
Cllr Alan Hill (Chairman)  
Cllr Mark Packard

Supporting Officer: Marie Gondlach

Terms of reference:

1. Develop an overview and scrutiny framework and operational protocols which meet the requirements of democratic accountability for the use of public funds by a partnership body which is led by the business community under a mandate from the Secretary of State for Business, Innovation and Skills.
2. Whilst developing the framework, the Task Group will carry out trial activities to scrutinise the outcomes and work of the SWLEP. In fulfilling this role the task group will:-
  - a. Perform all overview and scrutiny functions on behalf of both Councils in respect of the SWLEP and JSEC
  - b. Appoint such sub-groups as it consider appropriate to fulfil those functions.
  - c. Review and/or scrutinise decisions made or actions taken in connection with the discharge or any of the SWLEP and JSEC functions.
  - d. Make reports and recommendations to the Councils relevant partner in connection with the discharge of any functions.
  - e. Approve a forward work programme, including the programme of any sub-groups it appoints so as to ensure that the Task Group and sub-groups' time is effectively and efficiently utilised.
  - f. Foster and encourage an inclusive, structured, non-partisan and non-adversarial approach to overview and scrutiny which is reliant on evidence rather than anecdote.

Recent activity:

At its meeting on 12 April the task group scrutinised board membership, recruitment and succession planning by comparing information from other LEPs to benchmark the Swindon and Wiltshire LEP.

Based on the information available the task group was satisfied that, at this point in time, the LEP was set up in a way that was suitable for Swindon and Wiltshire.

At its next meeting the task group will scrutinise the processes the LEP follows for projects, from selection to gaining funding and the monitoring through delivery and assessing of these projects upon completion.

## **Proposals**

**To note the update on task group activity provided.**

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Report author: Henry Powell, Senior Scrutiny Officer, Toby Eliot, Corporate Support Manager, and Marie Gondlach, Senior Scrutiny Officer



## Wiltshire Council

### Overview and Scrutiny Management Committee

24 May 2016

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#### Review of the Budget Scrutiny Process 2016/17

##### Purpose

1. To present the findings and recommendations of the Financial Planning Task Group following its review of the budget scrutiny process 2016/17.

##### Background

2. The Financial Planning Task Group leads on member scrutiny of the council's draft Financial Plan on behalf of the Management Committee. It also makes recommendations to the Management Committee regarding arrangements for effective scrutiny input into the budget process.
3. As part of discharging its duties, the task group undertakes an annual review to consider the strengths and weaknesses of the previous year's process and, where appropriate, makes recommendations for amendment in the following year.
4. For reference the key events in the budget scrutiny process were:

28 Jan	Financial Planning Task Group (scrutiny of draft Financial Plan)
2 Feb	Members' budget briefing
3 Feb	OS Management Committee (scrutiny of draft Financial Plan)
9 Feb	Cabinet (agreeing Financial Plan)
12 Feb	OSMC (scrutiny of opposition group amendments).
24 Feb	Council (adoption of Financial Plan)
5. There were also four public budget consultation events held between 1<sup>st</sup> and 10<sup>th</sup> February in Devizes, Chippenham, Trowbridge and Salisbury.
6. The task group are grateful for the input provided by the Cabinet Member and Associate Director for Finance, which has been incorporated into its review.

##### Findings

7. Overall the 2016/17 budget scrutiny process was considered successful and the process established over the past few years a robust one, with no need for major adjustment.

8. The member briefing on the draft Financial Plan provided by the Cabinet Member with support from officers remains a useful step in the process, helping to clarify technical issues for members in advance of the committee and Full Council debates.
9. The two-step process of the task group, then Management Committee, considering the draft Financial Plan is considered robust. The dedicated task group meeting allows for detailed questioning and analysis, with outcomes being fed into to the Management Committee debate.
10. The opportunity for Opposition Groups' budget proposals to be scrutinised by the Management Committee remains a strength of the Wiltshire model and a demonstration of constructive working relationships. This year the Management Committee's scrutiny of the largest opposition group's budget amendment proposals, and the administration's responses to these, was considered to have added value to the process and the subsequent debate at Full Council.
11. The sequencing of budget events (see paragraph 5) is considered to be logical, with the possible exception that the members' budget briefing would ideally take place before the meeting of the task group. Officers are currently scheduling the budget scrutiny process for 2017/18 and dates will be circulated shortly.
12. Although robust overall, the process could benefit from greater engagement with the select committees, which could bring to bear their in-depth knowledge of specific service areas. The task group now has a summary of the Financial Plan 2016/17 broken down by select committee area and this will be used to identify the key savings and investments and monitor their delivery. It is suggested that the chairman of the task group meet with the chairmen and vice-chairmen of each select committee to discuss this and agree key areas for scrutiny focus. This includes focus from the task group on the delivery of savings and investments and from the select committees on the potential impacts for service delivery and on communities.
13. It is suggested that further liaison between the task group and select committees takes place just before the budget scrutiny process. This would enable the knowledge gathered by both parties during the financial year to be shared and enhance the discussions at task group and Committee budget meetings. (The task group will also continue to invite select committee chairmen and vice-chairmen to meetings when relevant items appear on its agenda. It will also continue to refer information gathered through its meetings to the relevant select committees).
14. It was reported that a 4-year financial settlement is expected from central government in October, which should provide a less challenging budget development timetable for 2017/18.

## **Proposal**

15. To consider the results of the Financial Planning Task Group's review of the Budget Scrutiny process for 2016/17

## **Recommendations**

### **That the Overview and Scrutiny Management Committee:**

1. **Agrees that overall the budget scrutiny process for 2016/17 was robust and constructive and can be repeated without significant adjustment in 2017/18;**
2. **Repeats its invitation to all opposition groups to bring budget proposals to the Management Committee for discussion prior to Full Council in 2017/18;**
3. **Considers the task group's suggestions for greater select committee engagement in the budget scrutiny process so that their knowledge of specific services and issues can be brought to bear. This to include meetings between the chairmen of the task group and select committees to discuss the relevant key savings and investments, both in terms of financial monitoring and service impact.**

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**Cllr Glenis Ansell, Chairman of the Financial Planning Task Group**

Report author: Henry Powell, Senior Scrutiny Officer, 01225 718052,  
[henry.powell@wiltshire.gov.uk](mailto:henry.powell@wiltshire.gov.uk)

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## Wiltshire Council

### Focus Group on the Constitution

#### Terms Of Reference

Terms of reference:

- the ongoing review work on the constitution as and when required;
- producing user friendly summaries of the relevant parts of the constitution for use by members of the public and members of the Council and
- specifically to review the constitution in light of any changes in the legislation including the Localism legislation
- To consider the views of (as appropriate):
  - elected and co-opted members of the Council
  - officers
  - decision making bodies of the Council
  - town, parish and city councils and
  - members of the public

ascertained through questionnaire responses and appropriate methods of communication and make appropriate recommendations

- To offer a councillor perspective on and accordingly to influence key issues within the constitution.
- To advise the Standards Committee of final recommendations on any changes to the constitution for report to Cabinet for consideration and onward recommendation to Council.

#### Membership

- (i) a member from each political group on the Council nominated by group leaders;
- (ii) a member of the Overview and Scrutiny Management Committee;
- (iii) a member of the Audit Committee;

- (iv) two co-opted non voting members of the Standards Committee – one to be a town/parish council representative.
- (v) Chairman of the Standards Committee
- (vi) that appropriate Councillors and Officers be invited to attend as and when requested by the Focus Group or its Chairman to assist it in its work.

**Motion further updated by Cllr Jon Hubbard 22/4**

**Wiltshire Council**

**Annual Council**

**10 May 2016**

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**Notice of Motion No. 31 – Forced Academisation of Schools  
Councillors Jon Hubbard and Glenis Ansell**

To consider the following motion:

“Central Government have announced plans to force every school in Wiltshire to be forced to convert to an Academy, even if the headteacher, governors and parents would prefer the school to remain within the Local Authority Family.

These forced changes to how schools are run have been condemned by teachers, parents and politicians alike – the Conservative chair of the influential 1922 committee in Parliament recently commented that the plans could lead to the creation of “new and distant bureaucracies” rather than delivering greater freedom and autonomy for schools.\*

Wiltshire Council has estimated that the average cost for converting each school in the County to an academy is £10,500. These costs include legal fees, accountancy, staffing issues and other costs such as changes to estate management.

Figures recently released by the Department for Education also confirmed that the average cost per school to central government for the conversion of a school from Local Authority control to being an Academy was just under £66,000.\*\*

The Secretary for State for Education has also confirmed that it is her intention to scrap the position of ‘Parent Governors’\*\*\* as part of her reforms to England’s schools.

**Council Notes:**

So far in Wiltshire 71 schools have converted to academies; indicating that an estimated £4,815,000 has been spent by central government on converting the schools and potentially a cost of £766,500 to Wiltshire Council.

With 165 schools still to convert this would mean an additional cost to Central Government of almost £11m and a bill for Wiltshire Council of over £1.7m.

**Council Believes:**

The estimated £12.5m that will be spent forcing the remaining schools in Wiltshire to convert to academies would be better invested in delivering local services for residents in the county and providing additional resources for schools in our communities.

That Schools in Wiltshire would be worse off without the insight and local knowledge brought to the County's Schools Boards of Governors by parents and local residents.

**Council Calls On:**

Wiltshire's MPs and Peers to actively lobby in Parliament to protect Wiltshire's schools from unnecessary and unwanted reform being forced on them and for Wiltshire to instead be given the estimated remaining £12.5m of funding for a fairer funding for Wiltshire Schools or for investment in our communities.

Officers at all levels to ensure that this Councils opposition to forced academisation to be reflected in any consultation responses submitted by the council".

\* The Guardian, 2 April 2016

(<http://www.theguardian.com/education/2016/apr/02/backbench-pressure-on-osborne-academy-scheme>)

\*\* Written answer to Parliamentary Question provided by Department of Education to Jess Phillips MP, 16 March 2016

(<http://www.parliament.uk/business/publications/written-questions-answers-statements/written-question/Commons/2016-03-16/31449>)

\*\*\* The Guardian, 17 March 2016

(<http://www.theguardian.com/education/2016/mar/17/parent-governor-role-scrapped-schools-teacher-qualifications>) and The Daily Mail, 17 March 2016

(<http://www.dailymail.co.uk/news/article-3497639/Schools-allowed-scrap-elected-parent-governors-plans-focus-skills.html>)

To assist Council in its consideration of the above motion, an officer response is attached.



**Notice of Motion No. 31 – Forced Academisation of Wiltshire Schools  
Councillors Jon Hubbard and Glenis Ansell  
Officer Response**

1. The Department for Education released its White Paper 'Educational Excellence Everywhere' on the 17<sup>th</sup> March 2016. The paper sets out the Government's plans for the next 5 years, building and extending on the current reforms to achieve educational excellence everywhere.
2. The White Paper set out that by the end of 2020 all schools will be academies or in the process of becoming academies. If schools have not started the process of conversion by 2020, then the Department for Education (DfE) will take steps to direct them to become academies.
3. The DfE's reforms confirm that by 2022, local authorities will no longer be maintaining schools. Responsibility for oversight of educational standards and school improvement will move towards a school-led system and the role of local authorities in allocating local funding will be overtaken by a National Funding Formula.
4. The White Paper sets out a continued and strong role for LAs in relation to children's education. The three key roles for LAs will be:
  - Ensuring every child has a school place and that there are sufficient special school and alternative provision places to meet demand.
  - Ensuring the needs of vulnerable pupils are met, including assessing and supporting children with special educational needs or disability (SEND), looked after children, those in alternative provision or missing from education and also ensuring that schools meet their safeguarding responsibilities.
  - Promoting and supporting the needs of parents, children and the local community, including a continuing role in managing the school admissions process, including the administration of independent admission appeals function.

Fulfilling these roles will require the LA to continue to work in partnership with every school in Wiltshire.

As Government policy on the issue of academisation is still emerging and will require legislation if proposals are to be implemented, it is too early to debate the Council's response. There will be an opportunity for Children's Select Committee to discuss the direction set out in the White Paper – possibly through the existing School Improvement Task Group - and make recommendations on the Council's response.

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**Wiltshire Council**

**Overview and Scrutiny Management Committee**

**24 May 2016**

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## **Overview and Scrutiny Member Remuneration 2015/16**

### **Purpose**

1. To report on the application of the OS Remuneration scheme for 2015/16.

### **Background**

2. The Chairman and Vice-Chairman brought proposals for a revised Overview and Scrutiny Member Remuneration scheme to the Management Committee in April 2014 (link [here](#)). The revised scheme focused on leading OS positions such as the chairs of task groups and representatives on project boards.
3. Following consultation with the OS chairman and vice-chairman, the scheme has been applied in the same way for 2015/16.

### **Application**

4. The following activities have been considered eligible for remuneration within the scheme for the 2015/16 municipal year:
  - Chairing active task groups (including standing task groups)
  - Leading rapid scrutiny exercises
  - Vice-chairing select committees that do not attract an SRA
  - Representation on active project boards

The current standing task groups are as follows: Financial Planning, Local Enterprise Partnership (LEP) and Safeguarding.

5. Applying the scheme in this way yields a total of **23** qualifying activities. The fund is £15,000 and, as in 2014/15, has been divided by the number of qualifying activities, with a fixed payment (1/10<sup>th</sup>) to be allocated to 4 key positions, and the balance divided among the others. The 4 key positions 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

6. The Chairman has authorised these payments under the scheme (as he is entitled to do) and will be included in the **June** payroll. The appendix to this report shows the detail of this allocation for information.
7. In being informed about this year's allocation, the opportunity is given to the Management Committee to offer advice to the Chairman in respect of the application of the scheme for next year should it wish.

### **Recommendation**

8. To note the allocation of the fund for 2015/16 as detailed in the appendix.
  9. To receive any advice in respect of the application of the scheme for next year.
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## Appendix 1 OS Members Remuneration Scheme allocation 2015/16

	<b>Activity</b>	<b>Reporting Committee</b>	<b>Chair</b>	<b>£ share 2015-16</b>
1.	Financial Planning Task Group (standing)	Management	Glenis Ansell	£1,500
2.	Military Civil Integration Partnership (MCIP) Task Group	Management	Alan Hill	£473
3.	Swindon and Wiltshire Local Enterprise Partnership Joint Task Group (standing)	Management	Alan Hill	£473
4.	Campus Governance	Management	Christine Crisp	£473
5.	Child Sexual Exploitation (CSE) Task Group	Children's	Jacqui Lay	£473
6.	Children's Centre Task Group	Children's	Mary Douglas	£473
7.	Obesity and Child Poverty Task Group	Children's / Health (joint)	Pat Aves	£473
8.	Safeguarding Children and Young People (standing)	Children's	Jon Hubbard	£473
9.	School Improvement Strategy	Children's	Philip Whalley	£473
10.	Positive Leisure Time Activities for Young People	Children's	Jon Hubbard	£473
11.	SEND Task Group	Children's	Alice Kemp (co-opted)	£473
12.	Public Transport Review Task Group	Environment	Peter Evans	£473
13.	Resident Engagement Task Group	Environment	Richard Britton	£473
14.	Waste Service Changes Task Group	Environment	Jose Green	£473
15.	Highways and Streetscene (BBLP) Contract Task Group	Environment	Jeff Osborn	£473
16.	Help to Live at Home Task Group	Health	Gordon King	£473
17.	Better Care Plan Task Group	Health	John Walsh	£473
	<b>Select Committee</b> (where the vice-chair position does not attract an SRA)	<b>Role</b>	<b>Councillor</b>	<b>*£ share 2015-16</b>
18.	Children's	Vice Chair	Jacqui Lay	£1,500
19.	Environment	Vice Chair	Peter Edge	£1,500

	<b>Activity</b>	<b>Reporting Committee</b>	<b>Chair</b>	<b>£ share 2015-16</b>
20.	Health	Vice Chair	Gordon King	£1,500
	<b>Rapid Scrutiny</b>	<b>Reporting Committee</b>	<b>Lead Member</b>	<b>£ share 2015-16</b>
21.	Children's Community Services Rapid Scrutiny	Children's	Chris Hurst	£473
22.	Future Delivery Model for the Repairs, Improvements and Maintenance of Council Owned Assets Rapid Scrutiny	Environment	Bridget Wayman	£473
	<b>Project Boards</b>	<b>Reporting Committee</b>	<b>OS representative</b>	<b>£ share 2015-16</b>
23.	Wilts Online	Management	George Jeans	£473

**Calculation guide:**

<b>Total fund</b>	£15,000
<b>Proportion allocated to 4 key positions</b> (select committee vice-chairs and financial planning task group chair)	£1,500 each (1/10 <sup>th</sup> of total)
<b>Proportion allocated to remaining 19 positions</b>	£473 each (1/19 <sup>th</sup> of remaining balance)