

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Tuesday 1 November 2016
Time: 10.30 am

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

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

Substitutes:

Cllr Ernie Clark	Cllr Mark Packard
Cllr Anna Cuthbert	Cllr Ricky Rogers
Cllr Peter Edge	Cllr James Sheppard
Cllr David Jenkins	Cllr Ian Thorn
Cllr Paul Oatway QPM	Cllr Philip Whalley
Cllr Helen Osborn	

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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](#).

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

AGENDA

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 7 - 16*)

To approve and sign the minutes of the meetings held on 6 September and 10 October 2016.

3 **Declarations of Interest**

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

4 **Chairman's Announcements**

5 **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 **25 October 2016** 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 **27 October 2016**. 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 **Forward Work Programme (Pages 17 - 34)**

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.

7 **Management Committee Task Group and Project Board Updates (Pages 35 - 38)**

A report is attached presenting an update on recent activity on the following:

- Financial Planning Task Group
- Military-Civilian Integration Partnership Task Group
- Swindon and Wiltshire Local Enterprise Partnership Task Group
- MyWiltshire System Task Group
- High Speed Broadband Project Board member – Cllr George Jeans

And to receive a verbal update on the resolution from the meeting on 10 October 2016:

To investigate establishing a task group to engage with the Wiltshire One Public Estate programme to support the identification and delivery of savings across the public sector in Wiltshire.

The One Public Estate (OPE) programme is a Cabinet Office programme to help rationalise the public sector estate and help organisations work together to make the best use of their assets in order to deliver integrated services. Having been successful with earlier bids, the council has submitted a bid for Round 4 of the OPE funding.

8 **South West Overview and Scrutiny Network**

To receive an update from the meeting held on 18 October 2016, attended by Cllr Simon Killane, Chairman, and Henry Powell, Senior Scrutiny Officer.

9 **Overview and Scrutiny Legacy 2013-17**

To receive an update on ongoing work to develop an OS legacy process leading up to the new Council in May 2017. In summary including,

- On 17 January 2017, an OS member workshop to discuss the successes and challenges of OS during the 2013-17 council;
- In March/April 2017, each select committee to be asked to consider its key pieces of work during the 2013-17 council and which work areas it would recommend as future priorities;

On 25 April 2017, the Management Committee to consider a report compiling the outcomes from the legacy process above for endorsement and referral to OS under the 2017-21 council.

10 **Date of Next Meeting**

To confirm the date of the next meeting as 3 January 2016.

11 **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.

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2016 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

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

Also Present:

Cllr David Jenkins, Cllr Baroness Scott of Bybrook OBE and Cllr Philip Whitehead

76 **Apologies**

No apologies were received.

77 **Minutes of the Previous Meeting**

The minutes of the meeting held on 5 July 2016 were presented for consideration. There were queries on the accuracy of Minute 70 in relation to the update from Children's Select Committee, and it was agreed to delegate approval of the minutes to the Chairman subject to confirmation in relation to that minute.

Resolved:

To approve and sign as a correct record, subject to amending Minute 70 from:

Details were provided on recent activities on topics as shown in the agenda, with further work on increased academisation to be undertaken at a special meeting on 21 July, with a focus on the council's responsibilities and ability to mitigate any impacts.

To:

Details were provided on recent activities on topics as shown in the agenda, with further work on increased academisation, including a special briefing on 21 June which focused on the government white paper: Educational Excellence Everywhere

As approved by the Chairman with delegated authority from the Committee.

78 **Declarations of Interest**

There were no declarations.

79 **Chairman's Announcements**

There were no announcements.

80 **Public Participation**

There were no questions or statements submitted.

81 **Management Committee Task Group Updates**

Financial Planning Task Group

Through the general update from the Chairman of the Financial Planning Task Group, the Committee were provided details of the proposed medium term financial framework intended to be approved by Council on 18 October. The government had agreed to provide an indicative 4-year budget rather than the current 1-year arrangement, enabling the council to better plan its finances in the coming years. This would require council to provide an efficiency statement to the government on how it would make necessary savings, by the end of October.

In order to ensure appropriately robust and transparent examination of the budget process, initial discussions had been held with the Chairman of the Financial Planning Task Group, Chairman and Vice Chairman of Overview and Scrutiny Management and the council's Corporate Directors to agree a scrutiny process.

It was intended that the Task Group would receive a presentation on 8 September from the Associate Director, Finance, and would then meet several times in the coming weeks to assess the proposals that came forward. Chairmen of Select Committees would be invited to these meetings. Public meetings would also be held ahead of a special meeting of the Committee and Cabinet, then Council on 18 October.

The Committee discussed the proposed process, agreeing that it was important as much engagement as possible was undertaken. It was also clarified that council would still set yearly budgets in February, but this would be within a framework agreed for a number of years. Following discussion, it was,

Resolved:

To approve the proposed process to scrutinise the medium term financial framework.

The written updates were noted.

82 **Forward Work Programme**

Details were provided on meetings between Select Committee Chairman and the Executive to discuss future topics for scrutiny involvement as well as other recommendations as detailed in the report. Committee Chairmen updated on their areas as well as other forward plan items including but not limited to the following:

Environment Select Committee

It was agreed if there was any review of the planning service operation including its committees should be scrutinised through the Environment Select Committee. The final report of the Waste Service Changes Task Group would also report at the next meeting and the Public Transport Review would receive an update at the October Cabinet. The Committee would also look into information on the housing strategy and investment team.

Health Select Committee

Details were provided on recent activities on topics as shown in the agenda, with further work on housing suitable for older people, help to live at home commissioning and closer work with the CCG.

Children's Select Committee

Details were provided on recent activities on topics as shown in the agenda. It was stated the Wiltshire Safeguarding Children's Board was under new chairmanship and its work would be more targeted as recommended following an Ofsted inspection. An update was provided on the creation of Adoptions West, a regional adoption agency as part of legislative changes, as well as intentions to focus on child and adult mental health, special educational needs strategies, academisation and final reports on positive leisure activities and child obesity task groups.

Resolved:

To note and approve the updates from the Select Committees.

83 **Systems Thinking Programme**

John Rogers, Head of Systems Thinking, was in attendance to provide an overview of the function and work of the Systems Thinking team, which provided training for staff on improved, joined up working practices as well as undertaking reviews with teams to make council processes more efficient and effective through evidence based examination of current service operation from the perspective of the customer.

A presentation was received providing examples of council and partner bodies who had undertaken reviews of various processes through the systems thinking

processes, including within children's social care, identifying the purpose of the customer interaction, discovering the exact number of contacts, tracking every point of contact, recording and assessment and identifying overlaps, redundant steps and other stages which made the process less efficient.

Following the presentation the Committee discussed the update. It was noted the training offered to staff to help their teams undertake similar reviews was open to councillors, though it was felt the 3-day course might be too lengthy for many to attend. The work with partners such as Wiltshire Police was noted, and in response to queries it was stated the team had done some work at cost for other councils, although the Directors were keen to keep them focused within the council to benefit its own processes the most.

84 **Date of Next Meeting**

The next meeting would be the special meeting to consider the medium term financial framework on 10 October 2016.

The next ordinary meeting would be 1 November 2016.

85 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 12.25 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

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 10 OCTOBER 2016 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Simon Killane (Chairman), Cllr Glenis Ansell, Cllr Chuck Berry, Cllr Christine Crisp, Cllr Stewart Dobson, Cllr Howard Greenman, Cllr Jon Hubbard, Cllr George Jeans, Cllr Jacqui Lay, Cllr Tony Trotman, Cllr John Walsh, Cllr Bridget Wayman, Cllr David Jenkins (Substitute), Cllr Paul Oatway QPM (Substitute) and Cllr Mark Packard (Substitute)

Also Present:

Cllr Dick Tonge

86 **Apologies**

Apologies were received from Councillors Alan Hill, Gordon King and Steven Oldrieve, who were substituted by Councillors Paul Oatway QPM, Mark Packard and David Jenkins respectively.

87 **Declarations of Interest**

There were no declarations.

88 **Chairman's Announcements**

There were no announcements.

89 **Public Participation**

There were no questions or statements submitted.

90 **Medium Term Financial and Efficiency Plan 2017-2020**

At its meeting on 6 September 2016 the Committee had been informed of the need for the Council to respond to the government's offer of a four-year funding settlement by the end of October 2016. The Committee had requested the Financial Planning Task Group scrutinise the proposed medium term financial plan ahead of consideration by Cabinet on 11 October 2016 and Council on 18 October 2016. The proposed settlement would provide the council with a four year offer on its funding settlement in place of the current annual arrangement, and require provision of an efficiency statement detailing to the government how the council intended to make required savings over that four year period.

The Committee received an update from Councillor Dick Tonge, Cabinet Member for Finance, supported by Michael Hudson, Associate Director for Finance, on the Cabinet report to be tabled at the meeting on 11 October 2016 which had the response to the government as Appendix A, and highlighted the responses to questions that had been raised at public consultation events, and quoted the DCLG paper that states that if the council did not take up the settlement offer, the current annual settlement formula would apply. There was also a separate government consultation on changes to the collection and distribution of National Non-Domestic Rates (NNDR), where 100% of the funds would be allocated to local government, although councils such as Wiltshire would still be subject to a tariff, and would be expected to take on more responsibility.

The Committee sought additional clarity from the Cabinet Member on several points, seeking details of work that had been undertaken with the Department for Communities and Local Government, Local Government Association and other bodies to ensure that the government was encouraged to accept the caveats and assumptions being proposed in the efficiency statement. It was also stated in response to queries that the four-year offer did not apply to town and parish councils.

The Chairman of the Financial Planning Task Group, Councillor Glenis Ansell, then presented a report on behalf of the Task Group. A draft had been circulated to all members of the Task Group and Chairs of Select Committees who had also been invited to attend the meetings for comment ahead of its publication. Particular attention was drawn to the level of savings that were suggested in the proposed efficiency statement, and how to deal with areas of overspend such as children and adult social care.

A motion to endorse the recommendations of the Task Group was moved by Councillor Ansell, seconded by Councillor George Jeans.

The Committee then debated the proposal. There was discussion of the Task Group's assessment of the risks of not accepting the four-year settlement offer as outlined in recommendation 4 as detailed in the report, and an amendment was moved by Councillor Chuck Berry, seconded by Councillor Christine Crisp, as follows:

To endorse the Task Group recommendations subject to the following in place of recommendation 4 (a-d):

[That the Management Committee] Recognises that the consultation for 100% retention of business rates may result in changes to funding; and that the impact will have to be evaluated when DCLG make their proposal resultant from the current consultation.

The Committee discussed the proposed amendment, with some members feeling the wording was simpler, but others feeling it failed to acknowledge the other risks arising from uncertainty in the government offer. It was noted the

proposal to Cabinet to respond to the government offer set out a number of assumptions and caveats to the council's acceptance of the offer, should it choose to accept, and it was debated whether the Committee should separately note its concerns in addition to those in the Cabinet report. Following a vote the amendment was lost.

The Committee continued to debate the report and proposal, discussing the method of assessing the council's needs and the suggestion that a task group be created to examine the One Public Estate programme which was required to achieve many of the predicted savings.

Following debate the Cabinet Member thanked the Task Group for their work, although he had several comments in relation to their report, including:

- a) At paragraph 8 the Cabinet proposal had been listed incorrectly, clarifying that the second recommendation on proposed council tax levels of 2% each year for 2017-2020 did not fetter future council administrations from having a lower council tax increase should further savings be made.
- b) That contrary to paragraph 21b the level of top-up rates providing a safety net in any drop of NNDR was known and as detailed in paragraph 9.
- c) That there was no option to reject the proposed multi-year settlement now and request another settlement at a later date, as suggested in paragraph 23, and that the options were simply to accept a four-year settlement or continue with annual settlements.

The Chairman of the Financial Planning Task Group also thanked the members of the Task Group and the supporting officers for scrutinising the proposals so thoroughly in the short period possible due to government timescales for a response. At the conclusion of debate, it was,

Resolved

That the Overview and Scrutiny Management Committee:

- 1) Welcomes the Executive's engagement with overview and scrutiny in considering the matter of the four year settlement offer, the Efficiency Statement and the Medium Term Financial Plan 2017-2020.**
- 2) Recognises that either accepting or declining the four year settlement both carry risk; that on the balance of the information received during the task group's deliberations it is not in a position to make a clear recommendation on the matter; and it is appropriate to leave the decision to Full Council taking into account of the issues highlighted by overview and scrutiny.**

- 3) Recognises that declining the four year settlement would create significant challenges in the council's financial planning and that any alternative single year settlements may be less favourable.
- 4) Recognises that accepting the four year settlement would also carry significant risks, including:
 - a) Designing an MTFP around a funding settlement that may change and an NNDR system that is in the process of reform
 - b) Wiltshire's funding allocation being based on a needs assessment from 2010 and this not being reset until 2020
 - c) Uncertainty around which services may be transferred to the council, the levels of funding accompanying these and the flexibility for local discretion in their delivery
 - d) Uncertainty around NNDR re-evaluation
- 5) Endorses the Financial Planning Task Group focusing its work programme on the key saving areas agreed by Full Council, including self-funding council services, working closely with relevant select committees.
- 6) Investigates establishing a task group to engage with the One Wiltshire Estate programme to support the identification and delivery of savings across the public sector in Wiltshire.
- 7) Looks forward to continued Executive engagement on budget monitoring, the delivery of savings and the development of annual budgets through the Financial Planning Task Group and on service transformation and customer experience through the select committees.

91 **Date of Next Meeting**

The date of the next meeting was confirmed as 1 November 2016.

92 **Urgent Items**

There were no urgent items.

(Duration of meeting: 12.30 - 1.45 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

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Overview and Scrutiny Management Select Forward Work Programme

Last updated 24 October 2016

Overview and Scrutiny Management Committee – Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Financial Planning Task Group	Website	October 2013	
Swindon and Wiltshire Joint LEP Task Group	Website	March 2014	
MCIP Task Group	Website	December 2014	
My Wiltshire System Task Group		October 2016	

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 AUGUST 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
3 Jan 2017	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
3 Jan 2017	Management Committee Task Group Updates	To receive an update on OSMC task group activity	Robin Townsend	Cllr Stuart Wheeler	Henry Powell
TBC Jan/Feb 2017	Annual Budget 2017/18	To consider the draft Financial Plan 2017/18	Michael Hudson	Cllr Dick Tonge	
TBC Jan/Feb 2017	Opposition Budget Amendments 2017/18	To consider any amendments put forward by opposition political groups.	Michael Hudson	Cllr Dick Tonge	
25 April 2017	Overview and Scrutiny Legacy Report 2013-17	To present recommendations regarding priorities for referral to OS under the 2017-21 Council	Robin Townsend	Cllr Stuart Wheeler	Henry Powell

Children's Select Committee Forward Work Programme

Last updated 1 OCTOBER 2016

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Children's Select Committee – Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Child Sexual Exploitation (CSE)	Website	April 2015	December 2016
Safeguarding Children & Young People	Website	April 2014	October 2016
School Improvement Strategy 2015-17	Website	Feb 2016	December 2016
Child and Adolescent Mental Health Services	Website	September 2016	TBC
Academisation	Website	September 2016	TBC

Children's Select Committee - Rapid Scrutiny		
Topic	Details	Date

Children's Select Committee – Forward Work Programme			Last updated 1 OCTOBER 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
6 Dec 2016	Pre-meeting Information Briefing	To receive a briefing on healthy schools and the outcomes of the anti-bullying week			
6 Dec 2016	Activities of the Wiltshire Assembly of Youth (WAY)	To receive an update on the activities of the WAY presented by James Wilkins, Children & Young People's representative			
6 Dec 2016	Implementation of 400metre Exclusion Zones Around Schools and College Campuses	<p>For Toby Sturgis to lead a discussion resulting from the following resolution regarding the Obesity and Child Poverty Task Group's final report from the 31 May Children's Select meeting:</p> <p>"To invite the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Operational Property and Waste to the next available Children's Select Committee meeting to discuss the implementation of 400metre prescribed exclusion zones around schools and college campuses."</p>		Cllr Toby Sturgis	

Children's Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
6 Dec 2016	Final Report of the Safeguarding Children and Young People Task Group	To receive the report	Terence Herbert	Cllr Laura Mayes	
6 Dec 2016	Final Report of the Child Sexual Exploitation Task Group		Terence Herbert	Cllr Laura Mayes	Adam Brown
24 Jan 2017	Activities of the Wiltshire Assembly of Youth (WAY)	To receive an update on the activities of the WAY presented by James Wilkins, Children & Young People's representative			
24 Jan 2017	Pupil Performance in Public Tests and Examinations 2016	To consider the pupil attainment figures for the 2015/16 academic year	Julia Cramp	Cllr Laura Mayes	
24 Jan 2017	Early Help Dataset	For the Committee to consider the dataset	Julia Cramp	Cllr Laura Mayes	
24 Jan 2017	Nursery Places	To receive a report detailing the demand of nursery places in Wiltshire	Julia Cramp	Cllr Laura Mayes	
24 Jan 2017	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
24 Jan 2017	Executive Response to the Final Report of the Safeguarding Children and Young People Task Group		Terence Herbert	Cllr Laura Mayes	Henry Powell

Children's Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
24 Jan 2017	Executive Response to the Final Report of the Child Sexual Exploitation Task Group		Terence Herbert	Cllr Laura Mayes	Adam Brown
28 Mar 2017	Activities of the Wiltshire Assembly of Youth (WAY)	To receive an update on the activities of the WAY presented by James Wilkins, Children & Young People's representative			
28 Mar 2017	Children's Services Integration Project	To receive a report following the implementation of the project and to consider potential scrutiny involvement	Terence Herbert	Cllr Laura Mayes	
28 Mar 2017	Obesity and Child Poverty Update	To receive a 6 month update on the progress following the outcomes of the Obesity and Child Poverty Task Group	Frances Chinemana	Cllr Keith Humphries	
28 Mar 2017	Review of the Work of the Children's Select Committee	To highlight key aspects of the work undertaken by the Select Committee during the 2013-17 Council and to recommend topics as legacy items to the Management Committee for possible inclusion in a new overview and scrutiny work programme after the elections			Adam Brown
28 Mar 2017	Executive Response to the Final Report of the School Improvement Strategy		Julia Cramp	Cllr Laura Mayes	Adam Brown

Children's Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer

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Environment Select Committee Forward Work Programme

Last updated 1 OCTOBER 2016

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Environment Select Committee - Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Highways And Streetscene Contract Task Group	website	10 December 2013	December 2016
Public Transport Review Task Group	website	10 June 2015	December 2016
Waste Service Changes Task Group	website	25 November 2015	September 2016

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date
Wholly Owned Subsidiary (WOS)	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
Housing Bill	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) NB could be a task group depending on the scale of the work to be undertaken	After publication of the Housing Bill (The provisional date for the first day of remaining stages on the bill is Tuesday 5 January 2016.) and consideration of a report to ESC highlighting the impact for Wiltshire

		Council.
TBC Investment Team	Evidence based review of what the function should be and the optimal size of the team	September / October 2016
TBC Fleet maintenance	To determine what the operating model should be (currently in-house and external, with 2 depots for fleet as well as space in other depots) and explore the viability of including partners (e.g. shared facility with Fire Department in Melksham)	September 2016
TBC Depot strategy	Work already started by officers – Tracy Carter is the lead. NB may be report rather than rapid scrutiny	September 2016

Environment Select Committee – Forward Work Programme			Last updated 1 OCTOBER 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
13 Dec 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
13 Dec 2016	Housing Bill	To receive a report highlighting the potential and actual impact of the Housing Bill	James Cawley	Cllr Jonathon Seed	Nicole Smith
13 Dec 2016	Progress on social housing developments	To receive a report detailing progress on social housing developments	James Cawley	Cllr Jonathon Seed	
13 Dec 2016	Parking Services update	Report to include: <ul style="list-style-type: none"> • Outcomes of “mi permit” only trials - update requested by Committee (1 September 2015) for 6 months after commencement of trials; • Outcomes of the Car Parking review; • Update on Car Parking strategy; • Update on transfer of car parks. 	Parvis Khansari	Cllr Philip Whitehead	Robert Murphy, Adrian Hampton
13 Dec 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	Adam Brown

Environment Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
13 Dec 2016	Final report of the Public Transport Review task group	To receive the final report of the Public Transport Review Task Group	Parvis Khansari	Cllr Philip Whitehead	Adam Brown
13 Dec 2016	TBC Depot strategy	Feasibility study of the current depot strategy			
13 Dec 2016	TBC Housing Strategy – final draft	For the committee to review the proposed strategy before it is presented to Cabinet	James Cawley	Cllr Jonathon Seed	
22 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
22 Feb 2017	Gypsy and Traveller Plan (G&T Plan)	As agreed at 7 June meeting, for the ESC to receive further information on the G&T Plan, once it has been finalised	Alistair Cunningham	Cllr Toby Sturgis	Georgina Clampitt-Dix, Carolyn Gibson
22 Feb 2017	Highways and Streetscene task group - Executive Response		Parvis Khansari	Cllr Philip Whitehead	Parvis Khansari
22 Feb 2017	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

Environment Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
22 Feb 2017	Resident Engagement Report	A further update and report on resident engagement to be provided as agreed at 7 June meeting	James Cawley	Cllr Jonathon Seed	Adam Brown, Nicole Smith
22 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
22 Feb 2017	Wiltshire Council's Resident Engagement Strategy	For the Committee to receive an updated report on the progress of the Council's resident engagement strategy	James Cawley	Cllr Jonathon Seed	
20 Jun 2017	Resident Engagement Strategy update	To receive an update report on the progress of Wiltshire Council's resident engagement strategy and its outcome in twelve months (resolved at 7 June 2016 meeting)	James Cawley	Cllr Jonathon Seed	James Cawley
20 Jun 2017	TBC Enforcement update	To review the impact of the reduction of enforcement officers across the services			

Environment Select Committee – Forward Work Programme			Last updated 1 NOVEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	TBC Gypsy and Traveller Plan	Topic to be considered as the plan becomes available	Alistair Cunningham	Cllr Toby Sturgis	Carolyn Gibson, Georgina Clampitt-Dix
	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 FWP

Last Updated 24 OCTOBER 2016

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date
Better Care Plan Task Group	Website	29 June 2015
Obesity & Child Poverty Task Group	Website	April 2015
Sustainability and Transformation Task Group		April 2016

Health Select Committee FWP			Last updated 1 SEPTEMBER 2016		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
15 Nov 2016	Great Western Hospital – action plan following CQC inspection	In September HSC considered the CQC inspection report and resolved: To ask the GWH to attend the Committee’s next meeting and provide a thematic overview of progress with delivering the improvements required by the CQC report.	Hilary Walker, Director of Nursing, Great Western Hospital	Cllr Jerry Wickham	
15 Nov 2016	Sustainability and Transformation Plan (STP) – update	To receive an update on the development of the Plan.	James Scott, Chief Executive, Royal United Hospital	Cllr Jerry Wickham	David McClay, Programme Director, B&NES, Swindon & Wiltshire STP
15 Nov 2016	Mental Health Strategy Annual Update	To receive an update on the Strategy including statistics showing the delivery of strategic targets as requested by Committee in April	Frances Chinemana	Cllr Jerry Wickham	Kate Blackburn
15 Nov 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 Jerry Wickham	Christine Morris

Health Select Committee FWP - August 2016			Last updated 1 SEPTEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
15 Nov 2016	Developing Integrated Urgent Care	To present proposals re the joint commissioning of urgent care services.		Cllr Jerry Wickham	
15 Nov 2016	Final Report of the Better Care Plan Task Group	To present the findings and recommendations of the Task Group for endorsement	James Cawley	Cllr Jerry Wickham	Marie Gondlach
15 Nov 2016	Better Outcomes for Adult Care Peer Review - Scoping and timetable	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 The outcomes of the Peer Review will following in September.	James Cawley	Cllr Jerry Wickham	Sue Geary
15 Nov 2016	Health and Wellbeing Groups - 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 Jerry Wickham	Olly Spence
10 Jan 2017	Wiltshire Health & Care (Adult Community Health Care Service)		James Cawley	Cllr Jerry Wickham	

Health Select Committee FWP - August 2016			Last updated 1 SEPTEMBER 2016		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
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	Cllr Jerry Wickham	John Goodall

mWiltshire Council

Overview and Scrutiny Management Committee

1 November 2016

Task Group Update

1. Financial Planning Task Group

Membership:

Cllr Glenis Ansell (Chairman)
Cllr George Jeanes
Cllr Pip Ridout
Cllr Ian Thorn
Cllr Roy While

Recent activity:

The task group's report on the proposed four year settlement offered by central government was endorsed by the Committee at its last meeting and referred to Cabinet. The report included the recommendation that the task group look to focus its work programme on the key saving areas agreed by Full Council, working closely with relevant select committees and this will now be taken forward.

The next scheduled meeting of the task group is on 7 December 2016.

2. Military-Civilian Integration Task Group

Membership:

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

Recent activity:

Since the task group last met there has been an independent peer review of the Army Basing programme and Wiltshire Council's involvement. The peer review was organised by the Local Government Association. The review included an interview with the chairman of the task group and Head of Scrutiny to

understand the origins of the task group and the role scrutiny has played in Army Basing.

The task group plans to meet again to review the findings of the Peer Review (expected publication in November) and offer a findings on the now completed planning stage of Army Basing.

3. Swindon and Wiltshire Local Enterprise Partnership Task Group

Swindon Membership:

Cllr Cathy Marty
Cllr Steve Weisinger
Cllr Des Moffatt
Cllr Chris Watts

Wiltshire Membership:

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

Recent activity:

The task group met on 20 October 2016 and considered the following:

- Project process: The journey of a LEP project from commencement to delivery, focusing on two examples: A429 Access Improvements (Malmesbury) and the Mansion House (Corsham)
- Swindon and Wiltshire Economic Assessment 2016: The assessment draws on forecast data to takes a comprehensive review of the Strategic Housing Market Areas and Functional Economic Market Areas across Swindon and Wiltshire.
- The make-up of successful of bids in Swindon and Wiltshire: A look at how a greater proportion of bids from the private sector might be attracted.

The task group's next meeting is scheduled for 15 December 2016.

4. My Wiltshire System Task Group

Membership:

Cllr Howard Greenman (Chairman)
Cllr Jon Hubbard
Cllr Bob Jones MBE
Cllr Magnus MacDonald

Cllr Bridget Wayman
Cllr Roy While

Recent activity:

The task group's first meeting was held on 12 October 2016. Members received a recap and update on progress the development of the My Wiltshire System. Members agreed that their initial priorities included:

- The customer interface i.e. ensuring customers who log issues receive meaningful feedback messages
- Councillor access to issues logged by members of the public in their area.

The task group's next scheduled meeting is on 16 November 2016 and further meetings are now being arranged.

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