

## 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 DECEMBER 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	

Overview and Scrutiny Management Select – Forward Work Programme			Last updated 1 DECEMBER 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
3 Jan 2017	Request for Scrutiny of an officer delegated decision	To consider a request received under paragraph 1.8 of Part 3D(1) ( <a href="#">Scheme of Delegation to Officers</a> ) of the Constitution. This relates to a former public convenience building on Bath Road, Chippenham.	Parvis Khansari / Barry Pirie	Cllr Philip Whitehead / Cllr Fleur de Rhe Phillipe	Henry Powell
TBC February 2017	Wiltshire Council's Financial Plan 2017-2018		Michael Hudson	Cllr Dick Tonge	
TBC February 2017	Opposition Group Amendments to Wiltshire Council's Financial Plan 2017-2018		Michael Hudson	Cllr Dick Tonge	
25 Apr 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	Henry Powell

<b>Overview and Scrutiny Management Select – Forward Work Programme</b>			Last updated 1 DECEMBER 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>
25 Apr 2017	Management Committee Task Group Updates	To receive an update on OSMC task group activity.	Robin Townsend	Cllr Stuart Wheeler	Henry Powell
25 Apr 2017	Overview and Scrutiny Legacy 2013-2017	To approve a report of the legacy of Overview and Scrutiny during the 2013-17 council for referral to the OS Management Committee in May 2017.	Robin Townsend	Cllr Stuart Wheeler	Henry Powell

## Children's Select Committee Forward Work Programme

Last updated 1 DECEMBER 2016

<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	December 2016
Safeguarding Children & Young People	<a href="#">Website</a>	April 2014	January 2016
School Improvement Strategy 2015-17	<a href="#">Website</a>	Feb 2016	January 2016
Child and Adolescent Mental Health Services	<a href="#">Website</a>	September 2016	TBC
SEND	<a href="#">Website</a>	Jan 2014	TBC

<b>Children's Select Committee - Rapid Scrutiny</b>		
<b>Topic</b>	<b>Details</b>	<b>Date</b>
Academisation	TBC	TBC
SEND Passenger Transport	TBC	Early 2017

<b>Children's Select Committee – Forward Work Programme</b>			Last updated 1 DECEMBER 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 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 Safeguarding Children and Young People Task Group	To receive the report.	Terence Herbert	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	Cllr Laura Mayes	Adam Brown
24 Jan 2017	Executive Response to the Final Report of the Child Sexual Exploitation Task Group		Terence Herbert	Cllr Laura Mayes	Adam Brown

<b>Children's Select Committee – Forward Work Programme</b>			Last updated 1 DECEMBER 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>
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	Obesity and Child Poverty Update	To receive a 6month update on the progress following the outcomes of the Obesity and Child Poverty task group.	Frances Chinemana	Cllr Jerry Wickham	
28 Mar 2017	Executive Response to the Final Report of the Safeguarding Children and Young People Task Group		Terence Herbert	Cllr Laura Mayes	Henry Powell
28 Mar 2017	Executive Response to the Final Report of the School Improvement Strategy		Julia Cramp	Cllr Laura Mayes	Adam Brown
25 Apr 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	
25 Apr 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



## Environment Select Committee Forward Work Programme

Last updated 1 DECEMBER 2016

Environment Select Committee - Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Highways And Streetscene Contract Task Group	<a href="#">website</a>	10 December 2013	Early 2017
Public Transport Review Task Group	<a href="#">website</a>	10 June 2015	December 2016

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date
<b>Housing Bill</b>	<p>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).</p> <p>NB could be a task group depending on the scale of the work to be undertaken.</p>	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
<b>Re-commissioning of Housing Service Support Contracts Rapid Scrutiny Final Report</b>	<i>The Housing Service is currently reviewing all housing related support contracts with a view to re-commissioning those contracts (current value £1.9m per year) early in 2017 to ensure we have new arrangements in place by April 2018.</i>	January 2017

	<i>Aim: To discuss the approach to procuring new services and help shape the outcomes we want and the substance of what we want to commission.</i>	
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<b>Environment Select Committee – Forward Work Programme</b>			Last updated 1 DECEMBER 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>
22 Feb 2017	Housing Bill	To receive a report highlighting the potential and actual impact of the Housing Bill.	James Cawley	Cllr Jonathon Seed	Nicole Smith
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	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	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	Marie Gondlach

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22 Feb 2017	Re-commissioning of Housing Service Support Contracts Rapid Scrutiny Final Report	To receive the report of the rapid scrutiny project.	James Cawley	Cllr Jonathon Seed	
4 Apr 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 provided as agreed at 7 June meeting.	James Cawley	Cllr Jonathon Seed	
4 Apr 2017	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
4 Apr 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
4 Apr 2017	Executive Response to the Re-commissioning of Housing Service Support Contracts Rapid Scrutiny Final Report	To receive the executive response.	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

<b>Environment Select Committee – Forward Work Programme</b>			Last updated 1 DECEMBER 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>
20 Jun 2017	TBC Enforcement update	To review the impact of the reduction of enforcement officers across the services.			
20 Jun 2017	Highways and Streetscene task group - Executive Response		Parvis Khansari	Cllr Philip Whitehead	Parvis Khansari
	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
	Planning Committees		Alistair Cunningham	Cllr Toby Sturgis	

## Health Select Committee FWP - December 2016

Last Updated 13 December 2016

<b>Task Groups and Rapid Scrutiny Exercise</b>		
<b>Topic</b>	<b>Details</b>	<b>Date</b>
Better Care Plan Task Group	<a href="#">Website</a>	29 June 2015
Obesity & Child Poverty Task Group	<a href="#">Website</a>	April 2015
Sustainability and Transformation Task Group		April 2016

<b>Health Select Committee FWP - December 2016</b>			Last updated 13 DECEMBER 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>
10 Jan 2017	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	Henry Powell
10 Jan 2017	Dorset and Wiltshire Vascular Network – update	To provide an update following changes in 2013 following recommendations from the Vascular Society of Great Britain and Ireland (VSGBI) POVS12[1] report in which they set out the need for hospitals to collaborate.		Cllr Jerry Wickham	
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
10 Jan 2017	Wiltshire Health & Care (Adult Community Health Care Service)		CCG	Cllr Jerry Wickham	

<b>Health Select Committee FWP - August 2016</b>			Last updated 13 DECEMBER 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 March 2017	Recommissioning of the Wiltshire Substance Misuse Service	Report to Cabinet in February (tbc) seeking approval to begin the commissioning process to retender the Wiltshire Substance Misuse Service (over 18's drugs and alcohol service).	Frances Chinemana	Cllr Jerry Wickham	Ceri Williams
7 Mar 2017	Review of Health Select Committee work 2013-2017	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.		Cllr Jerry Wickham	Henry Powell
7 March 2017	Wiltshire Safeguarding Adults Board – Priorities for 2017-18	The chairman to present the Board's agreed priorities for 2017-18.	James Cawley	Cllr Jerry Wickham	Christine Morris / Emily Kavanagh