

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.

Alternatively please contact a member of the Scrutiny team:

Committee

[OS Management Committee](#)

[Children's Select Committee](#)

[Environment Select Committee](#)

[Health Select Committee](#)

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Children's Select Committee Forward Work Programme

Last updated 1 FEBRUARY 2018

| Children's Select Committee – Current / Active Task Groups | | | |
|---|------------------------------|-------------------|------------------------------|
| Task Group | Details of Task Group | Start Date | Final Report Expected |
| Child and Adolescent Mental Health Services (CAMHS) | Link | October 2017 | TBC |
| SEND Passenger Transport | TBC | TBC | TBC |
| SEND School Provision | Link | October 2017 | TBC |
| Strategy and Support Programme for Disadvantaged Learners | TBC | Early 2018 | TBC |
| Traded Services for Schools | TBC | December 2017 | TBC |

| Children's Select Committee - Rapid Scrutiny | | |
|---|----------------|--------------|
| Topic | Details | Date |
| Child Care Leavers | TBC | January 2018 |

| Children's Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|---|---|---|---|---|-------------------------------------|
| Meeting Date | Item | Details / Purpose of Report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 17 Apr 2018 | Wiltshire Council Apprenticeship Strategy | To receive a report on the performance in the first year of the apprenticeship levy, with details of the future plans for maximising the levy against our own workforce strategies, including how this can support care leavers and other disadvantaged groups of young people. | | Cabinet Member for Children, Education and Skills | Ariane Crampton |
| 17 Apr 2018 | Care Leavers Strategy | To receive an update on the success of the Care Leavers Strategy, included housing and apprenticeships. | | Cabinet Member for Children, Education and Skills | |
| 17 Apr 2018 | Children's Service Integration Project - Phase One Assessment | To receive an assessment of phase one of the project. | Lucy Townsend (Director - Family and Children's Services) | Cabinet Member for Children, Education and Skills | Lucy Townsend |
| 17 Apr 2018 | Obesity and Child Poverty Update | To receive an annual update on the progress with Child Poverty and Child Obesity. | Director - Public Health and Public Protection | Cabinet Member for Adult Social Care, Public Health and Public Protection | Sarah Heathcote |
| 17 Apr 2018 | Corporate Parenting Panel Annual Report | To receive the annual report. | | Cabinet Member for Children, Education and Skills | |

| Children's Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|---|--|--|------------------------------|---|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 4 Sep 2018 | Wiltshire Council Apprenticeship Growth Target | To receive details on Wiltshire Council's submission to central government on how we are fulfilling our apprenticeship target. | | Cabinet Member for Children, Education and Skills | Ariane Crampton, Joanne Pitt |

Environment Select Committee Forward Work Programme

Last updated 1 FEBRUARY 2018

| Environment Select Committee - Current / Active Task Groups | | | |
|--|------------------------------|-------------------|------------------------------|
| Task Group | Details of Task Group | Start Date | Final Report Expected |
| Waste Service Changes Task Group | TBA | February 2018 | January 2019 |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|---|---|------------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / Purpose of Report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 13 Mar 2018 | Streetworks and Utilities Management | As resolved at 15 November ESC-Executive Annual Meeting on the 'Highways and Transport' portfolio, a report to be provided to the Committee detailing: how streetworks are managed in Wiltshire in comparison to other Local Authorities. Information provided will relate to: signange; pedestrian access; the added value to the Council. | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Peter Binley |
| 13 Mar 2018 | Reduced Road Casualties | As resolved at 15 November, ESC-Executive Annual Meeting on the 'Highways and Transport' portfolio, a report to be received by the Committee detailing: data from 2016 road casualties and accidents; possible ways of improvement going forward. | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Allan Creedy |
| 13 Mar 2018 | A303 Amesbury to Berwick Down Road Scheme | Update Members on outcome of public consultation and scheme progress. Authorise delegated decision making to Cabinet Member, where appropriate. | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Allan Creedy, Karen Jones |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|--|---|------------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 13 Mar 2018 | Annual National Highways and Transport Network Survey Report | As resolved at 21 Nov 2017 ESC, for the Committee to receive the results from 2017's Survey Report for their monitoring and consideration | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Peter Binley |
| 13 Mar 2018 | Wiltshire Council Waste Management Strategy | As resolved at 16 January ESC, the Committee to receive the Council's draft 'Waste Management Strategy' ahead of consideration and adoption by Cabinet and Full Council. | Tracy Carter | Cabinet Member for Highways, Transport and Waste | Vicki Harris, Amy Williams |
| 1 May 2018 | Future Development | As resolved at 15 November ESC-Executive meeting on the 'Housing' portfolio, the Committee to receive a report on 'Future Development'. Detail to be included around: where proposed future development opportunities on public owned land could take place and the rationale behind this decision; and the process of public engagement into developing proposals for these sites, in order to help ensure that development is provided where it is beneficial | Tim Martienssen | Cabinet Member for Spatial Planning, Development Management and Property | Mike Wilmott |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|---|---|---|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 1 May 2018 | Public Land Released for Homes and Jobs | Following the ESC-Executive Annual Meeting on Economic Development, it was agreed that the ESC receive a verbal briefing on how profit from development is being used to advance the County of Wiltshire as a whole. A presentation on this topic to be provided to the Committee with a Q&A session. | Tim Martienssen | Cabinet Member for Spatial Planning, Development Management and Property | Mike Wilmott |
| 1 May 2018 | Development where it is needed | Following ESC-Executive Annual Meeting on Housing, it was agreed that the ESC receive a verbal briefing on employment land and how the relevant policy is implemented across Wiltshire | Tim Martienssen | Cabinet Member for Spatial Planning, Development Management and Property | Tim Martienssen |
| 26 Jun 2018 | Resident Engagement Strategy | For the Committee to receive an annual update, in the form of a report. | (Director - Housing and Commercial Development) | Cabinet Member for Housing | Janet O'Brien |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|---------------------------------------|--|---|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 26 Jun 2018 | More affordable homes to rent and buy | As resolved at 15 November ESC-Executive Annual Meeting on the 'Housing' portfolio, a report to be received by the Committee on the Council's partner Housing Associations' criteria for affordable homes. The report will detail: evidence of the individual policies for all the Council's partner Housing Associations. | (Director - Housing and Commercial Development) | Cabinet Member for Housing | Nicole Smith |
| 26 Jun 2018 | Housing Board - Annual Report | For the Committee to consider the Housing Board's Annual Report, prior to Cabinet's consideration. | (Director - Housing and Commercial Development) | Cabinet Member for Housing | Ian Seeckts |
| 4 Sep 2018 | Public Transport Review Update | As resolved at 21 November ESC, the Committee to receive an update from the Head of Passenger Transport on the progress with work on the integration of NEPTS and SEND and social care transport | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Jason Salter |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|-----------------------------------|--|-------------------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 6 Nov 2018 | Highways Annual Review of Service | As resolved at 21 November 2017 ESC, the Committee agreed to continue to review the performance of the 'Highways' service area through the review of service annual report. At 16 January 2018 ESC, the Committee resolved that the development of the public satisfaction survey - for street scene key performance indicators - be part of the highways annual report. This public satisfaction survey to be included, as part of the annual report. | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Peter Binley |
| Not before 2nd Sep 2019 | Highways Consultancy Contract | As resolved at 21 Nov 2017 ESC, for the Committee to receive a further update on the Highways Consultancy contract and the procurement process | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | Peter Binley |
| TBC | Enforcement update | To review the impact of the reduction of parking enforcement officers across the services. | Parvis Khansari | Cabinet Member for Highways, Transport and Waste | |

| Environment Select Committee – Forward Work Programme | | | Last updated 1 FEBRUARY 2018 | | |
|--|----------------------------------|---|------------------------------|---|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| TBC | Emissions | To investigate possible scrutiny involvement in Wiltshire's emissions and to consider the Council's response to the Government's 25 year Environment Plan, published in January 2018. | Tracy Carter | Cabinet Member for Highways, Transport and Waste | |
| TBC | Wiltshire Playing Pitch Strategy | The existence of a robust, evidence based and up-to-date Playing Pitch Strategy covering the entire local authority area will help to influence a variety of local authority functions, policy development and decision making in respect of the community playing pitch stock, including planning policy and planning applications, educational provision, funding, facility and asset management, development of pitch based sports, public health and the management and maintenance of provision. | Laurie Bell | Cabinet Member for Communications, Communities, Leisure and Libraries | Louise Cary |

Health Select Committee Forward Work Programme

Last updated 8 FEBRUARY 2018

| Health Select Committee – Current / Active Task Groups | | | |
|---|------------------------------|-------------------|------------------------------|
| Task Group | Details of Task Group | Start Date | Final Report Expected |
| N/A | | | |
| N/A | | | |

| Health Select Committee – Forward Work Programme | | | Last updated 8 FEBRUARY 2018 | | |
|--|---|---|---------------------------------------|---|------------------------------|
| Meeting Date | Item | Details / Purpose of Report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 6 Mar 2018 | Age UK Contracts - 2016 and Beyond | When considered by the HSC on 19 April 2016 it was agreed to receive an update on implementation of the decision. | (Director - Adult Care Commissioning) | Cabinet Member for Adult Social Care, Public Health and Public Protection | Olly Spence |
| 6 Mar 2018 | AWP Transformation Programme | (TBC) | | | TBC |
| 6 Mar 2018 | Briefing (pre-meeting) - AWP (Avon and Wiltshire Mental Health Partnership) | To receive a presentation on the AWP. | | | |
| 6 Mar 2018 | NHS Health Checks Programme - update and further analysis | <p>To receive an update on the implementation of the program, including any significant impact on levels of diagnoses and procedures.</p> <p>This was considered by the committee on 27 June 2017 where it was resolved to note the evaluation of the Health Check Programme and to receive further report to include information on those not attending the programme (how outcomes for those on the programme compared with those not participating in it).</p> | | Cabinet Member for Adult Social Care, Public Health and Public Protection | John Goodall, Steve Maddern |

| Health Select Committee – Forward Work Programme | | | Last updated 8 FEBRUARY 2018 | | |
|--|--|--|---|---|------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 6 Mar 2018 | Obesity and Child Poverty Task Group - Update on recommendations | At its meeting on 14 March 2017 the committee noted the update provided on the implementation of Wiltshire's Reducing Child Poverty Strategy and requested a progress report in 12 months' time. | | Cabinet Member for Adult Social Care, Public Health and Public Protection | Jackie Keevan |
| 6 Mar 2018 | Public Health - Annual report 2016-17 | <p>The director of public health is required to produce an annual report on the health of the local population in Wiltshire.</p> <p>This year's report for the period 2016/17 takes a whole life course approach with the theme of 'Living longer healthier lives'.</p> <p>Circulated in the Elected Wire on 15 December 2017, the Public Health annual report 2016-17 can be accessed here.</p> | Tracy Daszkiewicz (Director - Public Health and Protection) | Cabinet Member for Adult Social Care, Public Health and Public Protection | Tracy Daszkiewicz |
| 6 Mar 2018 | Update on Strategic Outline Case - consultation results | Update on the information provided at the HSC meeting in September 2017. | | | |

| Health Select Committee – Forward Work Programme | | | Last updated 8 FEBRUARY 2018 | | |
|--|--|--|--|---|------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 24 Apr 2018 | Briefing (pre-meeting) - Public Health and Public Protection | To receive information on the work undertaken by Public Health and Public Protection | Tracy Daszkiewicz (Director - Public Health and Protection) | Cabinet Member for Adult Social Care, Public Health and Public Protection | |
| 24 Apr 2018 | Re-commissioning of the residential rehabilitation (drugs and alcohol) framework for 2019-2022 | To re-commission the providers who will form the framework of residential rehabilitation for Wiltshire's drug and alcohol support service users, who wish to be detoxed and rehabilitated from their addictions. The contract will be 3 years with the option of extending this by 2 years. To be considered by Cabinet on 12 June 2018. | | Cabinet Member for Adult Social Care, Public Health and Public Protection | Laura Schell, Ceri Williams |
| 24 Apr 2018 | Recommissioning of the Wiltshire Substance Misuse Service - Update | To seek Cabinet approval to begin the commissioning process to retender the Wiltshire Substance Misuse Service (over 18's drugs and alcohol service) | | Cabinet Member for Adult Social Care, Public Health and Public Protection | Ceri Williams |
| 11 Jul 2018 | Adult Social Care - update on the implementation of the transformation programme | Following the presentation to the committee prior to the meeting on 9 January 2018 it was agreed that an update would be presented to the committee. | Graham Wilkin (Interim Director, Adult Social Care Operations - Access and Reablement) | Cabinet Member for Adult Social Care, Public Health and Public Protection | Catherine Dixon |
| 11 Jul 2018 | Briefing (pre-meeting) - Single View | Presentation on the Single View project. | | | Kevin Marshall |

| Health Select Committee – Forward Work Programme | | | Last updated 8 FEBRUARY 2018 | | |
|--|--|--|---|---|------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 11 Jul 2018 | Chairman's Announcement - green paper on care and support for older people | Government to set out proposals to reform care and support by summer 2018. The paper will set out plans for how government proposes to improve care and support for older people and tackle the challenge of an ageing population. Once the green paper is published in summer 2018, it will be subject to a full public consultation. | | | Marie Gondlach |
| 11 Sep 2018 | Public Health - Annual report to Secretary of State | Likely to be chairman's announcement. Usually published in September. | Tracy Daszkiewicz (Director - Public Health and Protection) | Cabinet Member for Adult Social Care, Public Health and Public Protection | |
| | CCG Commissioning Intentions | (TBC) | | | CCG |
| | Cancer care strategies - update | (date TBC) To receive an update following the information provided at the HSC meeting in September 2017. | | | CCG |

Overview and Scrutiny Management Select Forward Work Programme

Last updated 15 FEBRUARY 2018

| Overview and Scrutiny Management Committee – Current / Active Task Groups | | |
|--|-------------------|------------------------------|
| Task Group | Start Date | Final Report Expected |
| Financial Planning Task Group | October 2013 | N/a |
| Swindon and Wiltshire Joint LEP Task Group | March 2014 | N/a |
| MCIP Task Group | December 2014 | N/a |
| Planning Committee System Task Group | November 2017 | March 2018 (TBC) |
| Digital Strategy and Implementation Task Group | June 2017 | |
| Third Party Advertising Policy Task Group | November 2017 | March 2018 |

| Overview and Scrutiny Management Select – Forward Work Programme | | | Last updated 15 FEBRUARY 2018 | | |
|---|---|---|-------------------------------|---|-------------------------------------|
| Meeting Date | Item | Details / Purpose of Report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 20 Mar 2018 | Final Report of the Third Party Advertising Policy Task Group | To receive the conclusions and recommendations of the task group prior to an Advertising Policy being considered by Cabinet on 27 March 2018. | Laurie Bell | Deputy Leader and Cabinet Member for Communications, Communities, Leisure and Libraries | Henry Powell |
| 20 Mar 2018 | Corporate Peer Challenge | To provide the feedback report of the LGA following the corporate peer challenge in November and an associated action plan to address the recommendations. | Robin Townsend | Cllr Baroness Scott of Bybrook OBE | David Bowater |
| 20 Mar 2018 | CLG Report: Effectiveness of Overview and Scrutiny in Local Government | To consider the report of the Communities and Local Government Parliamentary Select Committee following its review of OS in local government. Also to consider any actions required in Wiltshire as a result. | Ian Gibbons | Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism | Henry Powell |
| 20 Mar 2018 | Overview and Scrutiny Councillor Learning and Development Programme 2017-21 | Following Committee's approval of an outline programme in November 2017, to present a more developed L&D programme for approval. | Ian Gibbons | Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism | Henry Powell |

| Overview and Scrutiny Management Select – Forward Work Programme | | | Last updated 1 MARCH 2018 | | |
|---|---|--|---------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 20 Mar 2018 | Centre for Public Scrutiny Annual Conference 2017 | To receive a report from the Chairman and other Wiltshire attendees on the Conference held on 6 December 2017, which will focus on 'The Governance of Complexity'. | Ian Gibbons | Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism | Henry Powell |

| Overview and Scrutiny Management Select – Forward Work Programme | | | Last updated 1 MARCH 2018 | | |
|---|--|---|---------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 20 Mar 2018 | Final Report of the Planning Committee System Task Group TBC | To receive the final report of the task group, following its review of the effectiveness of the council's planning processes and governance arrangements. | Tim Martiensen | Cabinet Member for Spatial Planning, Development Management and Property | Henry Powell |

| Overview and Scrutiny Management Select – Forward Work Programme | | | Last updated 1 MARCH 2018 | | |
|---|------------------------|--|---------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 20 Mar 2018 | Forward Work Programme | To receive updates from the Chairmen and Vice-Chairmen of the Select Committees in respect of the topics under scrutiny in their areas, including any recommendations for endorsement by the Management Committee. | Robin Townsend | Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism | Henry Powell |

| Overview and Scrutiny Management Select – Forward Work Programme | | | Last updated 1 MARCH 2018 | | |
|---|---|---|---------------------------|--|-------------------------------------|
| Meeting Date | Item | Details / purpose of report | Associate Director | Responsible Cabinet Member | Report Author / Lead Officer |
| 20 Mar 2018 | Management Committee Task Group Updates | A report is attached presenting an update on recent activity. | Robin Townsend | Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism | Henry Powell |