

## Wiltshire Council

### Overview and Scrutiny Management Committee

24 January 2023

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#### Task Group Update

##### 1. Evolve Programme Task Group

*Supporting officer: Simon Bennett*

##### Membership

Cllr Joh Hubbard (Chair)  
Cllr Dr Monica Devendran  
Cllr Ruth Hopkinson  
Cllr Horace Prickett  
Cllr Mark Verbinnen

##### Background

The Evolve programme will involve the procurement and implementation of a new Cloud-based Enterprise Resource Planning (ERP) system for the council. The programme will impact on the work of all staff at the council in respect of HR, finance, procurement and payroll processes. It will look to modernise technology and standardise business processes, improving efficiencies for core activities that are undertaken across the council, supporting their adoption through a comprehensive in-house business change and training effort, and will deliver improved data, insights and reporting capabilities.

##### Terms of Reference (TOR)

- a) To provide efficient, effective scrutiny engagement on the council's Evolve programme under the direction of OS Management Committee.
- b) To receive periodic updates on the Evolve programme and scrutinise delivery of its key three objectives for the council, covering:
  - Organisational insight
  - Developing a flexible high-performance culture
  - Transforming business processes and digital technology
- c) To meet quarterly as standard, unless there is a temporary need to meet more frequently or at a specific project milestone
- d) To report findings and recommendations as appropriate to OS Management Committee following each task group meeting.

## Recent activity

- The task group met on 19 December 2022 at a meeting also attended by representatives of the external suppliers.
- The task group received a programme update focusing upon the revised programme timetable and costs. The council is close to an agreement with the suppliers to ensure the programme now goes live in November 2023. The agreement includes the use of contingencies in the original budget to ensure completion. The task group questioned whether the new deadline was achievable and what the implications were for successful implementation, licences, contracts and identified benefits.
- The task group will now revert to meeting quarterly in 2023.

## **2. Financial Planning Task Group**

*Supporting Officer: Simon Bennett*

### Membership

Cllr Gavin Grant (Vice-chair)  
Cllr Gordon King  
Cllr Charles McGrath  
Cllr Bill Parks  
Cllr Pip Ridout (Chair)  
Cllr Ian Thorn  
Cllr Elizabeth Threlfall  
Cllr Mark Verbinnen

### Background

The Financial Planning Task Group (FPTG) is a standing task group reporting to the Overview and Scrutiny Management Committee.

### Terms of reference

- 1) To review the Medium-Term Financial Strategy (4-year financial model).
- 2) To review the approach and robustness of the council's capital, debt, and revenue financial planning regime.
- 3) To 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 upon outcomes.

- 5) To undertake periodic budget monitoring including reviews of key midyear trends and developments and to ensure that these are considered when updating the Financial Plan.
- 6) To, where it materially affects the council's overall financial position, to consider the council's:
  - a) approach to strategic procurement
  - b) major or financially significant contracts
  - c) financial investment in, and liability to, its wholly owned subsidiaries.
- 7) 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 25 November 2022 to consider the Quarter 2 Revenue Budget Monitoring, Quarter 2 Capital Budget Monitoring and Mid-Year Treasury Management Review for the financial year 2022/23.
- The task group considered the following:
  - The savings forecasts and whether the council is confident that the savings will be delivered;
  - How increased demand, in some areas, means calling upon the Latent Demand Reserve;
  - Whether the council is using agency staff and how those cost are being managed;
  - How the close management of some of the council contracts was holding down costs;
  - Why any additional funding raised could be used to support corporate costs;
  - How income forecasts next year will be improved by considering current trends.
- The Financial Planning Task Group's met on 19 and 20 January 2023 to consider the council's draft budget 2023/24. The first meeting included an open invite to all members.
- The task group's draft budget 2023/24 report is an item on the current OSMC agenda.

### **3. Swindon and Wiltshire Local Enterprise Partnership (SWLEP) Joint Scrutiny Panel**

#### Membership

##### **Wiltshire Councillors:**

Cllr George Jeans  
Cllr Ian Thorn  
Vacancy

##### **Swindon Borough Councillors:**

Cllr Steve Heyes  
Cllr Dan Smith  
Cllr Junab Ali

##### **Business Representatives**

Andrew Hogben  
Vacancy  
Vacancy

#### Terms of Reference

The terms of reference for the Joint Scrutiny Panel are quite lengthy and therefore not included in full here, however, an extract detailing the purpose of the panel is included below (*paragraph numbering from the terms of reference*):

(9.) This Panel will act as a critical friend, developing an overview of strategies and plans and providing independent scrutiny of the work of the LEP Board. It is an essential element of assuring democratic accountability for the use of public funds.

(10.) The objective is to make constructive recommendations for how future decisions of the LEP can be effectively implemented.

(11.) The Panel will not have the power to delay the SWLEP's decisions but it will be able to make recommendations for improvement to the SWLEP's decision making process and will be able to make its conclusions public.

#### Recent activity

- The Panel has not met since the last meeting of the Committee.
- The LEP is currently considering the future type of scrutiny it wishes to commission. When the LEP incorporated as a limited company in January 2019, government funding constituted 90% of total income; this year (22-23) the figure is circa 30%. It is anticipated that any future government funding will reduce further.

#### Proposals

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

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