

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Friday 9 February 2018
Time: 10.00 am

Please direct any enquiries on this Agenda to Kieran Elliott 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 Ian Blair-Pilling	Cllr Jon Hubbard
Cllr Christine Crisp	Cllr Simon Jacobs
Cllr Matthew Dean	Cllr Gordon King
Cllr Stewart Dobson	Cllr Jacqui Lay
Cllr Howard Greenman	Cllr Andy Phillips
Cllr David Halik	Cllr John Walsh
Cllr Alan Hill (Vice-Chairman)	Cllr Graham Wright (Chairman)
Cllr Ruth Hopkinson	

Substitutes:

Cllr Clare Cape	Cllr Gavin Grant
Cllr Ernie Clark	Cllr George Jeans
Cllr Anna Cuthbert	Cllr David Jenkins
Cllr Brian Dalton	Cllr Pip Ridout
Cllr Christopher Devine	Cllr Ricky Rogers
Cllr Peter Fuller	Cllr Roy While

Recording and Broadcasting Information

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

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

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

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

PART I

Items to be considered when the meeting is open to the public

1 **Apologies**

To receive details of any apologies or substitutions for the meeting.

2 **Declarations of Interest**

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

3 **Chairman's Announcements**

To receive any announcements through the Chair.

4 **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 2 February 2018 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 6 February 2018. 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.

5 **Procedure of Meeting** (*Pages 5 - 6*)

To note the procedure for the meeting.

6 **Wiltshire Council Financial Plan 2018/19: Amendments**

To consider amendments from any political groups or councillors on the initial draft of the executive [proposed budget](#).

Proposed amendments will be circulated as soon as they are available.

7 **Date of Next Meeting**

To confirm the date of the next meeting as 20 March 2018.

8 **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.

Wiltshire Council

Overview and Scrutiny Management Committee

9 February 2018

Budget Scrutiny – Extraordinary Meeting Arrangements

Purpose

- 1 To report on the arrangements for this extraordinary meeting.

Background

- 2 The Management Committee has retained the procedure agreed in previous budget cycles to provide opportunity for scrutiny of opposition group amendments to the budget.
- 4 The earlier steps in the process involving Overview and Scrutiny(OS) have already been reported:
 - Financial Planning Task Group – 1 February
 - Overview and Scrutiny Management Committee – 5 February

Arrangements

- 6 All opposition group leaders have been invited to submit amendments for scrutiny. Those received will be circulated as soon as possible but it is anticipated that this may not happen until after Cabinet on 6 February.
- 7 Amendments will be taken in the order they are submitted and one at a time unless agreed otherwise. Although some of the amendments may be interdependent in that they relate to combined savings and/or growth, OS will want the opportunity to comment on the merits or otherwise of each although with the ability to acknowledge their dependency if appropriate.
- 8 A formal view may also need to have been taken on advice ahead of the meeting relating to:
 - OS's ability to consider an amendment should it be on a matter which is regarded as falling outside its remit; and
 - the status of anyone presenting the amendment should they also be a member of the Management Committee.
- 9 The running order of speakers on each will be:
 - respective group leader and/or spokesperson(s) to present the circulated amendment explaining the purpose, implications, intended outcome and link to the Business Plan

- The Leader of the Council and/or responsible Cabinet Member(s) to respond
 - Corporate Leadership Team to comment (if appropriate)
 - Management Committee members to ask questions of the proposer(s) and respondent(s) in order to gain sufficient evidence to take a view
 - Clarification from statutory officers and other relevant associate directors (if necessary)
 - Contribution from any other councillors (if invited)
 - Chairman to sum up and seek consensus view of the Committee
- 10 In recognising the role of OS in budget setting and that it will be for full Council to exercise final decision on the budget, it is not expected that formal voting to force either approval or rejection of amendments would be appropriate. It would add no real value to the Council debate where amendments will be formally moved and determined. However, the Council debate will benefit from having the evidenced-based views of OS on both the proposed budget (from its meeting on 5 February) and potential amendments.
- 11 It should also be acknowledged that OS in valuing the opportunity to input to the budget setting process in this way has only been able to express its views based on the time it has with the information. The depth of its research and enquiry is therefore limited. Some issues raised in the debate may be appropriate for further scrutiny or signposting elsewhere.
- 12 The consensus views of the Committee (and not of individual members) will form part of the minutes of the meeting for report to Council on 20 February.
13. The Financial Planning Task Group will undertake a detailed review of the whole budget setting process and make any recommendations for change or improvement to the Cabinet Member for Finance via this Committee.

Conclusion

- 14 Scrutiny of opposition amendments to the budget will provide:
- advance notice of the subject matter
 - cross-party, non-political evidence-based discussion on the merits or otherwise of each; and
 - a more informed Council debate and credible decision in support of resourcing delivery of the Business Plan.

Paul Kelly

Head of Democratic Services (and designated scrutiny officer)
