

AGENDA

Meeting: Overview & Scrutiny Organisation and Resources Select Committee
Place: Committee Room III, County Hall, Trowbridge
Date: Thursday 16 September 2010
Time: 10.30 am

Please direct any enquiries on this Agenda to Sharon Smith, of Democratic and Members' Services, County Hall, Trowbridge, direct line (01225) 718378 or email sharonl.smith@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

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Membership:

Cllr Nigel Carter	Cllr Jacqui Lay
Cllr Tony Deane (Vice Chairman)	Cllr Jeff Osborn (Chairman)
Cllr Christopher Devine	Cllr Bill Roberts
Cllr Peter Doyle	Cllr Ricky Rogers
Cllr Nick Fogg	Cllr Judy Rooke
Cllr Charles Howard	Cllr Jonathon Seed
Cllr Jon Hubbard	

Substitutes:

Cllr Chuck Berry	Cllr David Jenkins
Cllr Jane Burton	Cllr Christopher Newbury
Cllr Trevor Carbin	Cllr Jeffrey Ody
Cllr Ernie Clark	Cllr Pip Ridout
Cllr Mary Douglas	Cllr Graham Wright
Cllr Russell Hawker	

PART I

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

1. **Apologies and Substitutions**

2. **Minutes of the Previous Meeting** *(Pages 1 - 10)*

To approve and sign as a correct record the minutes of the last meeting of the Organisation and Resources Select Committee held on 15 July 2010.

3. **Chairman's Announcement**

4. **Members' Interests**

To remind members to declare any personal or prejudicial interests or dispensations granted by the Standards Committee at the relevant time.

5. **Public Participation**

The Council welcomes contributions from members of the public.

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 above for any further clarification.

Members of the public wishing to ask a question should give written notice (including details of any question) to the officer named above by 12:00 noon on Tuesday 14 September 2010.

6. **Human Resources (HR)** *(Pages 11 - 14)*

An update on HR matters is provided from the Service Director for Human Resources and Organisational Development. The Committee is asked to note the update and comment as appropriate.

The Portfolio Holder for Customer Care and Service Director will be in attendance to present the update and answer questions.

7. **Library Services Review** (Pages 15 - 16)

The Committee is asked to note and comment as appropriate on the update provided on the Library Services Review. A report is scheduled to be considered by Cabinet on 19 October 2010.

The Cabinet Member for Libraries and Business Lead and Project Manager for Library Services will be in attendance to answer any questions arising.

8. **Task Group/Rapid Scrutiny Update** (Pages 17 - 28)

The Committee is asked to note the Task Group and Rapid Scrutiny updates provided and comment as appropriate.

Task Group	Membership	Last meeting	Next Meeting	Update
Budget and Performance	Cllr Deane Cllr J Osborn Cllr Soden Cllr Hubbard Cllr Hewitt Cllr Ridout Cllr Groom Cllr Carter	20/07/10		- Annual Report <u>attached</u> . (pages 17-24)
Member Support in the Locality	Cllr Allen Cllr Britton Cllr Ody Cllr Seed Cllr Wayman Cllr West Cllr Westmoreland	06/09/10	n/a	- Final Report <u>to follow</u> .
Major Contracts	Cllr Britton Cllr Rogers Cllr Rook Cllr Carter Cllr While Cllr H Osborn	28/04/10	21/10/10	- At the last Select Committee Councillors agreed to appoint Cllr H. Osborn as an extra member to the Task Group. - The next meeting will consider the Sodexo Annual Contract Review.
ICT	Cllr Carter Cllr Hill Cllr Hubbard Cllr Seed Cllr While	03/09/10	01/10/10	- The Task Group have met to scope the review and set their forward work plan with meeting dates through to January.

Partnerships	Cllr White Cllr Allen Cllr Burton Cllr Caswill Cllr Colmer Cllr Humphries Cllr Seed	21/06/10	tbc	- Reported at the last meeting. A presentation was also given to the O&S Liaison Board on 15 July.
Workplace Transformation	Cllr Brown Cllr J Osborn Cllr Carter Cllr Rooke Cllr Seed Cllr Howard Cllr Deane	20/07/10	07/10/10	- Councillors considered a report reviewing the strategic need for leisure in Wiltshire (submitted to Cabinet 27 July) and also viewed preliminary drawings for MECH/ County Hall remodelling. - In October a paper on 'campuses' outlining opportunities for joined up working and shared estates including the associated savings will be presented. The Group will also explore the finance and data work stream of the WTP.
Section 106	Cllr Trotman Cllr Brown Cllr Douglas Cllr Fuller Cllr Jeans Cllr Marshall	14/06/10	October 2010	- Reported at the last meeting.
Rapid Scrutiny Exercise	Membership	Last meeting	Next Meeting	Update
Corporate Procurement Strategy	Cllr Deane Cllr Carter	20/07/10	October 2010	- Notes of the meeting are <u>attached</u> for endorsement. (pages 25-28)

9. **Scrutiny Representation on Project Boards - Updates** (Pages 29 - 36)

The following Boards have scrutiny representation. This item has been included in the agenda to allow members to provide the Committee with updates where appropriate.

Project Board	Rep	Update
Revenue and Benefits	Cllr Ridout	- This Project Board is still in formation and has not yet met.
Customer Focus	Cllr Dow	- The next meeting is due to take place on 21 September. Cllr Dow is meeting with John Rogers (Head of Customer Access) for a briefing on 10 September.
Pay Harmonisation Project Board	Cllr Rogers	- Covered under Item 6 - Human Resources (HR).
Agency Contract Project Board	Cllr Seed	- A copy of the recent delegated decision is <u>attached</u> . The appointed member has had contact with the Cabinet Member and may wish to report further at the meeting.

10. **Forward Work Programme** (Pages 37 - 44)

A copy of the draft Forward Work Programme is attached for consideration.

11. **Date of next Meeting**

18 November 2010.

12. **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

PART II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

NONE