

AGENDA

Meeting: Overview & Scrutiny Organisation and Resources Select Committee
Place: Committee Room III, County Hall, Trowbridge
Date: Thursday 20 January 2011
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

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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 - 14*)

To approve as a correct record and sign the minutes of the last meeting of the Overview and Scrutiny Management and Resources Select Committee held on 18 November 2010.

3. **Declarations of Interest**

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

4. **Chairman's Announcement**

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. The Chairman will, however, exercise his discretion in order to ensure that members of the public have the opportunity to contribute.

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 Thursday 13 January 2011**.

6. **HR Update** (*Pages 15 - 22*)

The Committee at its last meeting in November requested that an update on HR related matters was received at its next meeting in January 2011.

A report from the Service Director, HR and Organisational Development is attached.

Recommendation:

The Committee is asked to consider the report provided and comment as appropriate.

7. **Exclusion of the Press and Public**

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 15 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

PART II

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

8. **Procurement & Commissioning Project Board**

To receive a confidential presentation on the work of the Procurement and Commissioning Board.

Following previous scrutiny of the Corporate Procurement Strategy by Councillors Deane and Carter a further meeting has been scheduled for 27 January. As the work of the Board is linked with the Procurement Strategy, the need for this meeting may be reviewed depending on the outcome of this item.

At the previous meeting of the Committee Councillors received a paper with options for the future scrutiny of procurement and commissioning. It was resolved to retain the four Major Contracts Task Groups whilst extending their remit. A report will be presented to the next Overview & Scrutiny Management and Coordination Liaison Board on the practical workings.

Recommendation:

To note the presentation provided and comment as appropriate.

9. **Admission of the Press and Public**

Following exemption of the Press and Public in relation to Item 8 above, the meeting will now revert to an open session.

PART I

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

10. Library Review Rapid Scrutiny Exercise (to follow)

The Committee at its meeting held in September resolved to conduct a Rapid Scrutiny Exercise on the Library Services Review. As the Cabinet paper has been delayed until 25 January 2011, the option to consider this item at the Select Committee was favoured. However due to the Cabinet Member having a prior commitment a Rapid Scrutiny Exercise is scheduled to take place on 18 January. A report on the outcome of the meeting will be circulated at the Committee.

Recommendation:

The Committee is asked to endorse any recommendations arising from the Rapid Scrutiny Exercise which will be considered by Cabinet on 25 January 2011.

11. SAP Post Implementation Review

At the last meeting the Select Committee received a report on the post implementation review of the SAP system by KPMG. It was resolved to advise the Cabinet Member and Audit Committee of the Select Committee's views of the report. An extract of the minutes from the Audit Committee are attached for noting.

Recommendation:

To note the outcome of the Audit Committee consideration.

12. Budget and Performance Update

12.1. Monitoring Reports

Councillors are aware that responsibility for scrutiny of budget and performance matters now lies with the individual Select Committees. The latest monitoring report will be considered by Cabinet on 8 February 2011 and will be found using the link below once published:

<http://cms.wiltshire.gov.uk/ieListMeetings.aspx?CId=141&Year=2011>

The Chairman and Vice Chairman will consider the reports once available, highlight any areas of concern with the relevant officers and provide feedback to the Committee accordingly.

12.2. **Joint Scrutiny Budget Meeting**

The Committee is asked to note that the Joint Scrutiny Meeting to consider Cabinet's 2011/12 budget recommendation will take place on 10 February at 10:30am in the Council Chamber.

All non-Executive members are invited to attend the scrutiny meeting and take the opportunity to consider and comment on the budget recommendation prior to the Council meeting on 22 February 2011.

13. **Task Group Updates** (*Pages 23 - 34*)

Updates from the various Task Group and Rapid Scrutiny Exercises are attached.

Recommendation:

The Committee is asked to note the updates provided and comment as appropriate.

14. **Scrutiny Representation on Project Boards** (*Pages 35 - 40*)

This item has been included in the agenda to allow members, who act as Scrutiny Representatives on Project Boards, to provide the Committee with updates where appropriate.

Updates will be provided on the following:

Customer Focus Board
Contract Agency Staff Board
Staffing Management Executive Board
Revenue and Benefits Project Board (to follow)

Recommendation:

The Committee is asked to note the updates provided and comment as appropriate.

15. **Forward Work Programme** (*Pages 41 - 46*)

A copy of the draft Forward Work Programme is attached.

Recommendation:

The Committee is asked to note the draft Plan and provide comment as appropriate.

16. **Date of next Meeting**

24 March 2011.

17. **Urgent Items**

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