

AGENDA

Meeting: Overview & Scrutiny Management and Resources Select Committee
Place: Committee Room III, County Hall, Trowbridge
Date: Thursday 21 January 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 (01249) 718378 or email sharonl.smith@wiltshire.gov.uk

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Membership:

Cllr Nigel Carter	Cllr Jacqui Lay
Cllr Chris Caswill	Cllr Jeff Osborn
Cllr Tony Deane	Cllr Bill Roberts
Cllr Christopher Devine	Cllr Ricky Rogers
Cllr Peter Doyle	Cllr Judy Rooke
Cllr Nick Fogg	Cllr Jonathon Seed
Cllr Charles Howard	

Substitutes:

Cllr Chuck Berry	Cllr David Jenkins
Cllr Trevor Carbin	Cllr Christopher Newbury
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. **Minutes of the Previous Meeting** *(Pages 1 - 8)*

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 26th November 2009.

2. **Apologies and Substitutions**

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 Tuesday 19 January 2010**.

6. **LGR Appointments Procedure** *(Pages 9 - 32)*

A report by Barrie Pirie, Service Director Human Resources and Organisational Development, on the development, agreement, and application of the process to make staff appointments to the unitary council and to deal with those staff displaced by the local government reorganisation is attached.

The Committee is asked to comment on the report.

7. **Business Management Programme (SAP)** (Pages 33 - 40)

A report by Jacqui White, Service Director, Shared Services and Customer Services, is attached.

This arose following the outcome of the meeting between the Chairman, Vice-Chairman and Service Director as part of the scheduled round of meetings with Resources Services Directors agreed at the Development Day.

The report is intended to inform the Committee of the development issues and work plan for continuing the business improvement that is necessary to ensure the organisation is using SAP in the most effective way and therefore extracting the maximum performance and cost benefit from the solution.

The Committee is asked to comment on the report and associated workplan.

8. **Role of a Future Management and Co-ordination Body** (Pages 41 - 56)

A report by the Service Director, Legal and Democratic Services on the role of a future Overview and Scrutiny (OS) management and co-ordination body is attached.

This followed the decision at the last meeting to pursue in principle the option of establishing an overarching management and co-ordination body subject to further discussion and research.

The Committee is asked to comment on the report and agree a way forward.

9. **Task Group - Updates** (Pages 57 - 72)

i) **Local Area Agreement/Partnerships – Final Report**

Membership: Cllr Roy While (Chairman)
Cllr Jonathan Seed
Cllr Chris Caswill
Cllr Desna Allen
Cllr Jane Burton

The final report of the Local Area Agreement – Partnerships Task Group is attached.

The Committee is asked to endorse the findings and recommendations of the Task Group as set out in the report.

ii) Local Service Review

Membership: Cllr Desna Allen (Chairman)
Cllr Roy White
Cllr Bill Roberts
Cllr Bill Douglas
Cllr Howard Marshall

The Task Group last met on 2 December to consider a draft area board review proposal which outlined how the review will be implemented, including the scope, a draft timetable and the proposed methodology.

The Head of Community Governance also provided the Task Group with key lines of investigation for the review which focused on the areas of area board operation which require refinement and which would form the basis of consultation throughout the review.

The work previously done by the Task Group in respect of councillor call for action and the operational relationship between scrutiny and the area boards was circulated to the Select Committee members after the last meeting. The Task Group will consider the draft review report on 2 March ahead of Cabinet on 23 March.

iii) Budget & Performance

Membership: Cllr Tony Deane (Chairman)
Cllr Jeff Osborn
Cllr Mollie Groom
Cllr Rosemary Brown
Cllr Carole Soden
Cllr Jon Hubbard
Cllr Mike Hewitt
Cllr Pip Ridout

At the last meeting held on December 22 the Task Group considered the Comprehensive Area Assessment Results. The Service Director for Performance and Risk outlined the areas where further work or information is required as identified by the CAA inspectorates. The Task Group agreed to make recommendations to the relevant Select Committees to address the areas identified within their own work programmes. The Budget Monitoring updates (Capital and Revenue Budget Monitoring Reports covering data up to the end of October 2009) were also considered along with an interim report on the Treasury Management Strategy.

The Task Group also received updates on the first round of Fact Finding Meetings and on the SAP Health check report. The Task Group was informed that the SAP report would be made available for its next meeting on 9 February.

A valuable visit was undertaken by the Task Group to SST on 27 November where they received a demonstration of SAP. A special joint scrutiny committee will be held 16 February to scrutinise the cabinet's proposals for the 2010/11 budget in advance of Full Council.

iv) Major Contracts

Membership: Cllr Richard Britton (Chairman)
Cllr Ricky Rogers
Cllr Nigel Carter
Cllr Judy Rooke
Cllr Roy While

The Task Group met on 12 January to review the Energy Contract. Councillors were satisfied with the current arrangements and potential plans for the future in light of the work of the Workplace Transformation project. The meeting highlighted that more information was felt to be needed by Scrutiny on energy efficiencies and carbon footprint strategies for the authority. This will be passed to the relevant select committee to consider.

Consideration was given to the forward work plan and the Task Group concluded not to review the Steria contract since the revised contract only commenced in April 2009 and would shortly be retendered. An update will come to the Councillors in six months and report on progress towards this new provision. The Task Group discussed the incorporation of past District Council contracts into the forward work plan and were reassured that the Scrutiny Officer is working with the Procurement Team to compile the necessary information.

v) Workplace Transformation Programme

Membership: Cllr Philip Brown (Chairman)
Cllr Nigel Carter
Cllr Charles Howard
Cllr Judy Rooke
Cllr Jonathan Seed
Cllr Jeff Osborn

The Task Group had its second meeting on 11 January and received a presentation on the redevelopment of Bourne Hill and the rationalisation of offices in Salisbury.

The Service Director for ICT and Business Transformation also attended the meeting to address the Group on the ICT budget and the ICT and telephony transformation requirements to support flexible and sustainable home and mobile working.

The Task Group will undertake a site visit to Bourne Hill in February and the Workplace Transformation Programme Director wishes to extend this invitation to all members. An email will be sent out confirming the arrangements of this visit in due course.

10. **Corporate Procurement Strategy Implementation** (Pages 73 - 76)

A report from the Scrutiny Officer providing details of the Corporate Procurement Strategy Implementation Rapid Scrutiny Exercise held on 11 January will follow.

11. **Councillors ICT Provision** (Pages 77 - 82)

Following representations from a number of members, the Chairman with the support of the Vice Chairman announced at Council on 15 September that a Rapid Scrutiny Exercise would be undertaken on the issue of ICT for elected members. This took place on 11 December and a report of the meeting is attached.

The members involved were:

Cllr Jonathon Seed (Lead Member)
Cllr Alan Hill
Cllr George Jeans

The Committee is now asked to endorse the recommendations set out in the report for formal submission to the Cabinet member.

12. **South West Overview & Scrutiny Officer Network**

Wiltshire Council has been invited to nominate a member to sit on the South West Members Overview & Scrutiny Network. This group organised by South West Councils meets on a quarterly basis with the aim to share best practice and to discuss current legislative issues. This body has a sister 'officers' group which meets in parallel in the morning, with officers and members coming together in the afternoon session. Ceri Williams will be Wiltshire's representative on the Officers' Network.

The inaugural meeting of the Member Network took place in Oct 2009, with extensive representation from across the region. For the next meeting (scheduled to take place on 5th February) Wiltshire, in recognition of its Budget Scrutiny work has been invited to present an overview of how Wiltshire has approached this area.

The senior scrutiny members have been contacted by the Scrutiny Manager to express an interest in representing the Authority on the Network and the Vice Chairman of the Management and Resources Select Committee has volunteered to perform this role.

The Committee is asked to agree the nomination of Cllr Tony Deane as its representative on the South West Members Overview & Scrutiny Network.

13. **Forward Work Programme** *(Pages 83 - 86)*

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

14. **Date of next Meeting**

25 March 2010 at County Hall, Trowbridge.

15. **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