

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: Council Chamber - Council Offices, Monkton Park, Chippenham,
SN15 1ER
Date: Thursday 11 April 2013
Time: 10.30 am

Please direct any enquiries on this Agenda to Sharon Smith, of Democratic Services, County Hall, Bythesea Road, 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 Trevor Carbin (Chairman)	Cllr Peter Hutton
Cllr Nigel Carter	Cllr Christopher Newbury
Cllr Tony Deane (Vice Chairman)	Cllr Ricky Rogers
Cllr Peter Doyle	Cllr Judy Rooke
Cllr Mike Hewitt	Cllr Jonathon Seed
Cllr Alan Hill	Cllr Carole Soden
Cllr Jon Hubbard	

Substitutes:

Cllr Desna Allen	Cllr Nick Fogg
Cllr Chuck Berry	Cllr Russell Hawker
Cllr Richard Britton	Cllr Ian McLennan
Cllr Jane Burton	Cllr Jeffrey Ody
Cllr Ernie Clark	Cllr Mark Packard
Cllr Brian Dalton	Cllr Pip Ridout

PART I

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

1 **Apologies**

2 **Minutes of the Previous Meeting** (*Pages 1 - 8*)

To approve and sign the minutes of the meeting held on 28 February 2013.

3 **Declarations of Interest**

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

4 **Chairman's Announcements**

5 **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 above 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 above no later than **5pm on Thursday 4 April 2013**. Please contact the officer named on the first page 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.

6 **Job Creation and Economic Development** (*Pages 9 - 14*)

The Committee at its meeting held on 18 October considered a report on Job Creation and Economic Development which included details of the positive work being undertaken by the Economy and Regeneration Service. On considering the report the Committee resolved to receive a further update on activity at its meeting in April 2013. This is now attached and the Committee is asked to consider its content and provide comment as appropriate.

7 **Traded Services Task Group - Final Report** (*Pages 15 - 36*)

The Committee is asked to consider the final report of the Traded Services Task Group and comment as appropriate.

8 **Legacy Items** (*Pages 37 - 54*)

The Committee resolved at its previous meeting that each Select Committee would highlight any unfinished items of business to be compiled within a legacy report to be agreed by the Committee. A covering report to recommendations made by the select committees is now attached. The report also identifies scrutiny responsibilities of the Management Committee for potential inclusion. The Committee is asked to approve the recommendations for referral to the newly appointed Management Committee post election.

9 **Overview and Scrutiny Member Remuneration**

The Committee is reminded that a remuneration scheme agreed by the Independent Remuneration Panel applies to duties undertaken by councillors in the overview and scrutiny arena. This currently amounts to £10,000 and is allocated at the discretion of the Chairman of the Management Committee. The Chairman is keen to be transparent in his dealings and has indicated his intention to apply the following principles to the allocation of payments. These are based on the original scheme devised in 2007 and refined over time in the light of experience and representations made.

- Based on a share system per qualifying activity.
- The more activity undertaken by a member the more shares they receive subject to a minimum attendance threshold of 50%.
- The share value varies year on year depending on the number of qualifying activities and agreed budget.
- Exclusion from the scheme for those members in receipt of an Special Responsibility Allowance (SRA) under the Members' Allowances Scheme.
- Recognition that an ad hoc (rather than standing) activity that spanned more than one municipal year would only be counted once unless otherwise determined.
- Increased value (x 2 shares) for being Chairman/Lead Member of a Task Group
- Inclusion of committee briefings and fact finding exercises (to recognise the work done of select committee vice-chairmen not in receipt of an SRA)
- Greater recognition of joint working with partners and attendance at networks (predominantly in the Health Scrutiny Arena).

This meeting of the Management Committee is the last scrutiny activity before

the election. The allocation of shares and resulting payments to individual members will be finalised after the meeting and forwarded to payroll for processing. A covering letter on behalf of the Chairman will be sent to each member setting out how the payment was calculated.

The Committee is asked to note the arrangements for the allocation of scrutiny payments for 2012/13.

10 **Urgent Items**

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

11 **Date of next meeting**

The next meeting of the Overview & Scrutiny Management Committee will take place at 10:30am on Thursday 23 May 2013 and will be held in Committee Rooms A-C, Monkton Park Offices, Chippenham.

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