

## AGENDA

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**Meeting:** Overview and Scrutiny Management Committee  
**Place:** Council Chamber - Council Offices, Monkton Park, Chippenham,  
SN15 1ER  
**Date:** Tuesday 5 November 2013  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Roger Bishton, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 7183763035 or email [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)

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

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### Membership:

Cllr Christine Crisp	Cllr Jeff Osborn
Cllr Stewart Dobson	Cllr Mark Packard
Cllr Alan Hill	Cllr Pip Ridout
Cllr Jon Hubbard	Cllr John Walsh
Cllr Simon Killane	Cllr Bridget Wayman
Cllr Gordon King	Cllr Roy While
Cllr Jacqui Lay	

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### Substitutes:

Cllr Glenis Ansell	Cllr John Noeken
Cllr Ernie Clark	Cllr Paul Oatway QPM
Cllr Brian Dalton	Cllr Helen Osborn
Cllr Mary Douglas	Cllr Ricky Rogers
Cllr Russell Hawker	Cllr Ian Thorn
Cllr George Jeans	Cllr Philip Whalley
Cllr Dr Helena McKeown	

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# 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 8 October 2013 (Copy attached).

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 Tuesday 29 October 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 **Housing Allocation Policy**

The Committee received a presentation by Nicole Smith, Head of Strategic Housing at its meeting on 28 February 2013 about changes in national legislation requiring a review of the Council's Housing Allocations Policy. Extensive consultation was undertaken including with Area Boards which ended on 26 April and it was agreed that the outcome of the consultation would be

reported back to the Committee prior to a final decision by Cabinet.

As reported at the last meeting, the Chairman and Vice-Chairman (and Scrutiny Manager) met with the Cabinet Portfolioholder and the Head of Strategic Housing for an initial briefing on 7 October and it was agreed to undertake a one-off rapid scrutiny exercise on the matter with an invitation extended to all members of the Management Committee. This has been arranged for Monday 28 October. A brief report on the outcome of the rapid scrutiny exercise will be circulated.

The Committee will be asked to endorse the report for consideration by Cabinet on 21 November when it is being asked to approve a revised Housing Allocations Policy.

## 7 **Highways and Streetscene Contract** (Pages 9 - 14)

The following request for a scrutiny exercise on the BBLP (Balfour Beatty Living Places) contract from Councillor Jeff Osborn who is a member of the Overview and Scrutiny Management Committee was received on 16 October. As such, he is able to do so under the overview and scrutiny procedure rules in the Council's Constitution. In the first instance all member requests are considered by the Overview and Scrutiny Management Committee.

*"This request for a scrutiny exercise was initially to be focused on the grass cutting element of the BBLP contract. Subsequently concerns have emerged with other aspects of the contract, plus there is now information in the public domain that BBLP has lost one million pounds on operating the first few months of the contract. Amongst the public a major concern is how BBLP will cope with a harsh winter. The talk on the ground is that BBLP deliberately bid low in order to secure the contract.*

*Consequently, I am requesting a scrutiny exercise that goes back to the procurement process involving this contract – members need to understand the contract – then have an understanding of the monitoring of the implementation and operation of the contract and its performance management. From that flows an appreciation of the penalty clauses involved and what happens if and when it becomes apparent That BBLP cannot deliver a good service for the people of Wiltshire".*

It will be for the Committee to determine whether to agree to the request and add this to the overview and scrutiny work programme or to decline it with reasons. So that the Committee can be in an informed position, an opportunity is given to the Executive to initially comment on the request and supply any supporting information. A report is circulated.

As part of the exercise to develop the overview and scrutiny work programme, select committee chairs and vice-chairs have met with Cabinet members to discuss priority areas for overview and scrutiny engagement. As part of the discussion on potential topics for the Environment Select Committee, a review of the BBLP contract has been raised. A report on the outcome of these

discussions on priority areas will be taken to the Environment Select Committee on 29 October as well as an overall first draft of a work programme across the whole function to the Management Committee – see separate item below on this agenda. This information may therefore be helpful in responding to Cllr Osborn's request.

## 8 **Overview and Scrutiny Councillor Development**

An essential scrutiny skills training event was held on 15 October for the chairs and vice-chairs of the select committees and members of the Management Committee. It was run over a half-day at Shurnhold and was delivered by Gateway Training and Development Ltd based in Salisbury – the same company that facilitated the scrutiny induction event following the elections. The event covered the nationally recognised principles of good scrutiny, highlighted the potential benefits of applying Appreciative Inquiry techniques and provided an introduction to transactional analysis – the Games People Play.

The event was put together recognising that many of the attendees held senior positions within overview and scrutiny and therefore already possessed a good working knowledge of the basic concept, skills and processes of the overview and scrutiny function. This event went further and introduced humanist behaviours and communication methods and how these impacted on the delivery of an effective overview and scrutiny function. Although the event achieved its objectives feedback was mixed in terms of its value from some. Those who attended may like to offer further insight at the meeting.

The intention is to roll out this event to a wider non-executive councillor audience with some changes in the degree of emphasis placed on each part ie. more extensive coverage of the principles of good scrutiny – what they are, how they are applied etc. and a lighter touch on the behavioural aspects. The Committee may wish to express a view on whether to offer a single large event or a series of smaller more intimate events in order to provide greater opportunity for interaction. These could be delivered on a geographic basis?

The Scrutiny Manager has already taken a report to the Councillor Development Group who have approved the training and for costs to be met from the main councillor development budget.

The Committee is asked to agree to move forward in developing a rollout of the event subject to the comments of the Committee, adjustment in content mentioned above and the Chairman and Vice-Chairman approving final details.

## 9 **Task Group Update**

The Committee is asked to note the following updates:

Financial Planning Task Group – A report establishing this task group was

agreed at the last meeting of the Management Committee. Its first meeting is scheduled for 29 October. An oral update will be given.

Area Boards Task Group – The Management Committee agreed to establish this task group on invitation by the Executive at the last meeting. The Chairman and Vice-Chairman are currently consulting on potential membership. Once resolved then a first meeting will be arranged as soon as possible.

Local Enterprise Partnership (LEP) Task Group – The Management Committee agreed to establish a task group to consider the arrangements necessary for a joint scrutiny of the LEP to be undertaken with Swindon Borough Council. Advice on governance is currently being sought.

10 **Forward Work Programme** (*Pages 15 - 20*)

The Committee is asked to consider the single work programme and give direction on future overview and scrutiny activity.

11 **Urgent Items**

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

12 **Date of Next Meeting**

To note that the next meeting of the Committee is due to be held on Tuesday 14 January 2014 at a venue to be advised.

**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**