

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Tuesday 4 March 2014
Time: 10.30 am

Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 718504 or email kieran.elliott@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 (Chairman)	Cllr Bridget Wayman
Cllr Gordon King	Cllr Roy While (Vice-Chairman)
Cllr Jacqui Lay	

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	

PART I

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

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 1 - 34*)

To approve and sign the minutes of the ordinary meeting held on 7 January and the special meeting on 5 February 2014.

3 **Declarations of Interest**

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

4 **Chairman's Announcements**

To receive any announcements through the Chair.

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 25 February 2014**. 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 **Final Report of the Review of Area Boards Task Group** (*Pages 35 - 52*)

To present the conclusions and recommendations of the Review of Area Boards Task Group for endorsement.

7 **Scrutiny of Major Contracts** (*Pages 53 - 58*)

To respond to the request of the Management Committee to allow consideration of a possible approach to engaging with the future review of major contracts.

A report by the Overview and Scrutiny Manager is attached.

8 **Peer Challenge Review - Issues for Overview and Scrutiny** (Pages 59 - 64)

A report by the Overview and Scrutiny Manager is attached.

9 **Housing Allocation Policy** (Pages 65 - 66)

To receive an updated executive response to the comments and recommendations made by the rapid scrutiny exercise in November 2013.

A report by the Overview and Scrutiny Manager is attached.

10 **Constitutional Changes**

At its meeting on 4 February 2014, Council approved changes to Part 8 of the Constitution - Overview and Scrutiny Procedure Rules - in relation to the Call-in procedure. As a result, Call-ins can now be made by any ten non-executive members of the Council, as opposed to any three members of the Management Committee, or at the discretion of the Chairman of the Management Committee.

The Management Committee is asked to note the decision of Council.

11 **Overview and Scrutiny Councillor Remuneration** (Pages 67 - 72)

To report the decision of Council on recommendation by the Independent Remuneration Panel (IRP) in respect of the overview and scrutiny (OS) fund within the Councillors' Allowances Scheme.

To provide an opportunity for the Management Committee to give guidance to the Chairman over the allocation of this fund for 2013/14 in light of the views expressed by the IRP

A report by the Overview and Scrutiny Manager is attached.

12 **Centre for Public Scrutiny Annual Conference**

Members are asked to express their interest in attending the Centre for Public Scrutiny Annual Conference and represent Wiltshire Council at the Good Scrutiny Awards. It is asked that two members attend the event along with an officer (as in previous years) on 10 and 11 June, the focus for this year's event will be on public sector commissioning as a lever for change and how scrutiny and accountability are vital to ensure commissioning improves outcomes. Another important focus will be how do you 'sell' scrutiny to its best advantage?

Attendance will incur costs such as travel to the London venue, entrance fee of £215 and potentially an overnight stay. For further information please go to the following website: <http://www.cfps.org.uk/cfps2014>.

13 **Communications**

At its meeting on 7 January, Members were updated on progress to regarding communicating the work and function of Overview and Scrutiny.

The Chairman, Vice-Chairman and Scrutiny Manager met with representatives from the Communications Team again on 17 February to discuss progress.

Communications have indicated that they will:

- Create a simpler page about scrutiny which will contain information in a bullet point-type format, such as:
 - What scrutiny does
 - Details about the team
 - Details about how to get involved
 - Work plan updates
 - Achievements – how scrutiny has helped influence policy
- Send an elected wire message directly to members to create as much engagement across all non-executives as we can.
- Hold a further follow-up meeting to review the action taken and develop ideas, including how to keep people updated.

The Committee is asked to note the discussions held to date and the further work planned.

14 **Task Group Updates**

Financial Planning Task Group – Following the Special Meeting of the Management Committee to consider the 2014/15 Budget the Task Group is due to meet again to review and evaluate the process post Full Council on 25 February. The Task Group will receive an update on the current year's revenue budget position projected to balance at year end. Progress with alignment of business planning, performance and risk will also be discussed. The Chairman will update further at the meeting.

Local Enterprise Partnership (LEP) Task Group – An initial meeting between the officers of both Wiltshire Council and Swindon Borough Council has been arranged for 10 March to discuss the joint scrutiny arrangements and how the exercise is envisaged to be undertaken by both authorities and establishing a process whereby this can take place. A meeting between the appointed members will then be held to formally scope the exercise and begin work.

The Chairman of each Select Committee will also be given the opportunity to provide brief updates in relation to activity undertaken by the Task Groups overseen by each Committee.

15 **Forward Work Programme (Pages 73 - 74)**

The Committee is asked to consider the latest version of the single work programme and give direction on future overview and scrutiny activity as appropriate.

16 **Urgent Items**

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

17 **Date of Next Meeting**

To confirm the date of the next scheduled meeting as 29 April 2014 in the Kennet Room, County Hall.

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