

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Tuesday 7 January 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 - 6*)

To approve and sign the minutes of the meeting held on 5 November 2013.

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 Monday 30 December 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 **Highways and Streetscene Contract** (*Pages 7 - 18*)

The Committee considered a request from Councillor Jeff Osborn at the last meeting and agreed to hold a Rapid Scrutiny Exercise on the content of the Cabinet Member's report.

The report on the outcome of the exercise held on 10 December is attached.

7 **Housing Allocation Policy** (Pages 19 - 20)

At its meeting on 5 November 2013 the Management Committee endorsed the outcome of a Rapid Scrutiny Exercise undertaken on 28 October 2013 on proposed revisions to the Council's Housing Allocations Policy.

Cabinet then considered the proposals and made their decision at their meeting on 21 November 2013. The extract of the minute of the meeting is attached.

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

8 **Staff Morale Update** (Pages 21 - 28)

At its meeting on 8 October the Overview and Scrutiny Management Committee discussed a Member request from Cllr Jeff Osborn for a scrutiny review on the following:

“An objective investigation into the state of morale amongst the non senior staff of Wiltshire Council, in light of recent management restructuring, legal cap on salaries, extra work load and loss of job security.”

Following initial discussion including hearing the views of the Cabinet Portfolio holder and the Service Director, the Management Committee agreed to ask the Staffing Policy Committee to take a further look at statistical information available which might indicate the level of staff morale and to report findings back to the Management Committee.

Attached is a copy of the report on Employee Engagement presented to the Staffing Policy Committee at its meeting on 6 November 2013, together with a Minute Extract for that item.

The Management Committee is asked to note the conclusions of the Staffing Policy Committee.

9 **Overview and Scrutiny Councillor Development** (Pages 29 - 32)

At its meeting on 5 November 2013 the Management Committee were asked to comment on the Councillor Development - Scrutiny Skills training event held in October with a view to endorsing a rollout of a wider programme adjusted for less experienced non-executive councillors.

As a result of the mixed reaction to the event, it was decided to seek the support of the Council's Learning and Development Team to help review the training requirement.

An update report on a revised approach recommended by Learning and Development is attached.

10 **Council Motion - Supermarket Levy** (Pages 33 - 34)

A note providing details of the motion and some background information is attached.

The Committee is asked to decide how it wishes to respond to the referral.

11 **Overview and Scrutiny Profile and Communication**

At its meeting on 5 November, Members raised the issue of the need to increase the profile of the Overview and Scrutiny function through wider and more effective communication.

The Chairman, Vice-Chairman and Scrutiny Manager met with representatives from the Communications Team on 2 December to discuss the issue and potential options. Communications have indicated that they will:

- Create a page on the intranet explaining what overview and scrutiny is, how it works etc. Make it as interesting, informative and easy to navigate as possible. The main objective is to change the perception of Scrutiny, so everyone is aware of its purpose and value.
- Send an elected wire message directly to members to create as much engagement across all non-executives as we can.
- Hold a follow-up meeting to review the action taken and develop ideas for an outward, public-facing communications tool.

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

12 **Task Group Updates**

The Committee is asked to note the following updates:

Financial Planning Task Group – It met for a second time on 11 December and considered a referral process to the select committees, the Cabinet budget monitoring report for period 7 and initial arrangements for overview and scrutiny engagement in budget setting for 2014/15. The next meeting has been arranged for 15 January 2014 to consider the Associate Director of Finance's report on next year's budget going to Cabinet on 20 January. The Chairman will update further at the meeting.

Area Boards Task Group – Following invitations for interest requested at the last meeting, Councillors Linda Packard, Mary Douglas, Ernie Clark, Stewart Dobson, David Jenkins, Simon Jacobs, Jose Green and Magnus MacDonald have been nominated to sit on the Task Group.

Its first meeting has been scheduled for 8 January. The meeting will include scoping the review supported by discussion with the Cabinet Member, Portfolio Holder, Associate Director for Communications and Communities and the Head of Community Engagement.

Local Enterprise Partnership (LEP) Task Group – The members who have expressed an interest in being involved in the Task Group are Councillors Alan

Hill, Tony Deane, Mollie Groom, Jeff Osborn, Mark Packard and Pip Ridout.

The initial role of the Task Group is simply to meet with representatives from Swindon Borough Council to discuss the form any joint scrutiny of the LEP might take. In preparation, advice was received from Dr Carlton Brand, Corporate Director and now by Ian Gibbons, Associate Director Law and Governance. Contact has been made with Swindon Borough Council in order to arrange a first meeting to discuss a process for moving forward which will need to involve gaining a mutual understanding with the LEP itself.

13 **Forward Work Programme** (*Pages 35 - 36*)

The Committee is asked to consider the single work programme, updates from select committee chairmen and give direction on future overview and scrutiny activity as appropriate.

14 **Date of next meeting**

To confirm the date of the next meeting as 4 March 2014.

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