

Wiltshire Council

Organisation and Resources Select Committee

20th January 2011

Task Group Update

ICT Task Group			
Membership:	Cllr Carter	Last Meeting	3 rd December 2010
	Cllr Hill		
	Cllr Hubbard	Next Meeting:	4 th February 2010
	Cllr Seed		
	Cllr While		

At the last meeting the Chairman informed all present that consideration had been given by members of the Task Group to revise the Terms of Reference and extend the lifespan of the Task Group. He invited the Cabinet Member for Resources, the Portfolio Holder for ICT, Information Management and Business Transformation and the officers present to comment on the proposal.

The Cabinet Member for Resources felt that it would make imminent sense for the Task Group to extend its lifespan. He was of the opinion that the ICT project had been successful so far thanks to the support from Councillors and Overview and Scrutiny over the last 15 / 18 months. He welcomed Overview and Scrutiny's support on the journey ahead.

The Programme Director for ICT, Information Management and Workplace Transformation explained that the next 12 months would not be easy for the organisation and that the task group would present a valuable opportunity to be open and transparent about the changes taking place. He also welcomed the Task Group's input and its ability to ask difficult questions which was a good test of the measures in place, an opportunity to ensure nothing had been missed.

Members of the Task Group came to the following resolution after the Cabinet Member, Portfolio Holder and officers left:

To amend the Terms of Reference to:

A Task Group to scrutinise:

- (i) in-house ICT provision, including legacy softwares;
- (ii) the proposed equipment and ways of working, and the proposal for trial by councillors and officers.

The Select Committee is asked:

- a) **To extend the lifespan of the Task Group to cover the implementation of the new generation of information technology and software (e.g. Windows 7, VOIP) until the completion of the**

Workplace Transformation Programme at County Hall and Browfort.

b) To endorse the amended Terms of Reference.

Major Contracts Task Group			
Membership:	Cllr Britton Cllr Rogers Cllr Rook Cllr Carter Cllr While Cllr H. Osborn	Last Meeting	1 st December 2010
		Next Meeting:	TBC
<p>The last meeting of the Task Group reviewed the Energy contract. The ensuing discussion highlighted the work of Corporate Procurement, Climate Change and Energy Teams in reducing energy consumption and costs to the council. In addition, Councillors heard about the work underway to review the billing platform used to calculate the councils energy costs and were satisfied at the levels of performance with the contract.</p> <p>As the contract has been in place since 2003, Councillors also discussed the need for benchmarking against other providers, particularly given the work on energy strategies. It was recommended that a benchmarking exercise be carried out to ensure the council is receiving value for money.</p> <p>The next review to be carried out by the Task Group is the Logica contract, which provides SAP to the Council. Due to the good performance of the contract, and the ongoing interest in SAP by Scrutiny, and Audit Committees, a report is being received electronically in February. Should any significant concerns arise relating to the performance of this contract, Councillors will reserve the right to call a meeting.</p>			

The Select Committee is asked to note the update of the Major Contracts Task Group.

Partnerships Task Group			
Membership:	Cllr While Cllr Allen Cllr Burton Cllr Caswill Cllr Colmer Cllr Humphries Cllr Seed	Last Meeting	22 nd November 2010
		Next Meeting:	TBC
<p>The Chairman and the Scrutiny Officer attended the Community Safety Partnership Executive Board at the Divisional Police Headquarters on December 10, 2010. To date the Task Group had met with partners independently, therefore this meeting was the first opportunity to observe the partners working collectively. The Draft Strategic Plan, which will set out the strategic outcomes over the next 3 years, was one of the main items discussed. A key concern for the partnership was the need to engage with the community in order to achieve its aims and objectives; the Task Group will be</p>			

looking to support this when it presents its final recommendations.

The Chairman of the Task Group felt it important that the Task Group meets again with the Project Manager and respective Service Director to consolidate on the information received throughout the review. The Task Group will then submit its findings to the Committee.

The Select Committee is asked to note the update of the Partnership Update

Section 106 Task Group			
Membership:	Cllr Trotman	Last Meeting	8 th November 2010
	Cllr Deane Cllr Douglas Cllr Fuller Cllr Jeans Cllr Marshall	Next Meeting:	TBC
<p>The attached report (appendix 1) was submitted to the Capital Assets Committee on the 10th January, 2011. The Committee welcomed the points included within the report and discussions took place about the database and the importance of having a centrally accessible facility for members and the public to access Section 106 agreements.</p> <p>At the conclusion of discussion on this item, it was agreed that the Corporate Director for Resources would lead on developing a system that would provide transparency on Wiltshire's S106 agreements. More work was required before confirmation could be given that this would be completed by May 2011.</p> <p>The Task Group will continue with its work and arrange a meeting to review progress in this area.</p>			

The Select Committee is asked to note the update of the Section 106 Task Group.

Workplace Transformation Programme Task Group			
Membership:	Cllr Jeans	Last Meeting	7 th January 2011
	Cllr Osborn Cllr Carter Cllr Rooke Cllr Seed Cllr Howard Cllr Deane	Next Meeting:	TBC
<p>Councillors attended a short meeting at Monkton Park on 30 November 2010 where, following Cllr Brown's resignation from the Council, Cllr Jeff Osborn was elected Chairman of the Task Group.</p> <p>The WTP Director updated members on recent activities including Property Sales, the establishment of the Capital Assets Committee and its links with the Workplace Transformation Programme.</p>			

Councillors then undertook a site visit of the Olympiad building where works to refurbish the space to accommodate both Youth Services and Adults Learning and Disabilities was underway.

The site visit was hosted by the WTP Team and was also attended by representatives from Middlefield Day Centre and DC Leisure.

Key features included increased floor space with a mezzanine level, a teaching kitchen, personal care rooms, a recording studio and media suite.

Task Group members were very impressed with the remodelling work to create the multi functioning space and the increased flexibility that the space offered with multi purpose rooms used as both leisure facilities and meeting rooms.

The Task Group met again on 7 January to consider the report 'Review of Indoor Leisure Facilities – overview of public consultation and the refined proposal.'

The report, submitted to Cabinet for endorsement on 14 December, explained how the refined proposal would now be delivered as part of the Workplace Transformation Programme. This included the specification of leisure facilities within campuses, the planned improvements to facilities considered part of the Council's overall operational estate and the determination of the future management arrangements of all operational estates.

A number of key principles for community campus developments were shared with the Task Group and councillors were informed that further papers would be submitted to the Capital Assets Committee on 7 February and Cabinet thereafter.

A key area discussed by the Task Group was the process through which responses to the consultation were weighted i.e. collective responses versus individual responses.

The WTP Director clarified that in some cases legislation required the council to give equal weighting to all responses to a consultation, but that it was possible for the council to identify a 'primary forum' or similar to coordinate and consider the consultation and make a recommendation to Cabinet or council

Cllr Seed highlighted that such an approach had been adopted in Melksham where the Area Board had resolved at the 1 December meeting to make itself and its meetings available as the formal consultation body on campus development matters between Wiltshire Council and the Melksham Community Area.

The WTP Director clarified that all parties were now welcome to consult with Wiltshire Council e.g. Parish Councils but that any reports would reflect that the area board was Wiltshire Council's formal consultative body which would make a recommendation to Cabinet.

It was accepted that Area Boards across Wiltshire were varied in their style and approach however Task Group members and the Cabinet Member for Resources felt that it would be useful if this viewpoint was reflected at the parent Select Committee meeting.

The next Task Group meeting will be arranged for the first week in February where councillors will be asked to provide feedback on the Campus Principles paper, the operational estate - pilot project timeline and the Depot Facilities Strategy.

The Select Committee are asked:

- a) To note the approach adopted by Melksham Area Board to be the formal consultation body on campus development matters between Wiltshire Council and the Melksham Community Area.**
- b) To note the update of the Workplace Transformation Programme Task Group.**