

## OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

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### MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 19 MARCH 2019 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

#### Present:

Cllr Christine Crisp, Cllr Stewart Dobson, Cllr Mary Douglas, Cllr David Halik, Cllr Alan Hill (Vice-Chairman), Cllr Ruth Hopkinson, Cllr Gordon King, Cllr Pip Ridout, Cllr John Smale, Cllr John Walsh, Cllr Stuart Wheeler, Cllr Graham Wright (Chairman), Cllr Clare Cape (Substitute) and Cllr Roy While (Substitute)

#### Also Present:

Cllr Ian Blair-Pilling, Cllr Richard Clewer, Cllr Tony Jackson, Cllr Brian Mathew, Cllr Nick Murry and Cllr Philip Whitehead

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#### 17 Apologies

Apologies were received from Councillors Howard Greenman and Jon Hubbard.

Councillor Hubbard was substituted by Councillor Clare Cape. Councillor Greenman was substituted by Councillor Roy While.

It was also noted that as a result of changes made at Full Council on 26 February 2019 Councillor Matthew Dean had been removed from the Committee and Councillor John Smale was added to the Committee.

On behalf of the Committee the Chairman expressed thanks to Councillor Dean for his work on the Committee and as Chairman of the Environment Select Committee.

#### 18 Minutes of Previous Meetings

The minutes of the ordinary meeting held on 20 November 2018 and the extraordinary meetings held on 31 January 2019 and 12 February 2019 were presented for consideration, and it was,

#### Resolved:

**To approve and sign the minutes as true and correct records.**

## 19 **Declarations of Interest**

There were no declarations.

## 20 **Chairman's Announcements**

Through the Chairman the Committee was provided an update on the number of Cabinet decisions which had received input from overview and scrutiny input, the number of recommendations developed by the committees and task groups, and the number of positive responses to those recommendations from the Executive, as follows:

- So far in the 2018-19 municipal year, 68% of Cabinet decisions have received some form of OS input. This compares with 50% over the previous year.
- OS has submitted 66 recommendations to the Executive and partners.
- 89% of the responses from the Executive to OS recommendations have been positive.
- 82% of eligible councillors have participated in OS in some form.
- There have been 0 call-ins

## 21 **Public Participation**

A series of questions from Mr Bill Jarvis had been submitted for the meeting and received written responses as detailed in Agenda Supplement 2.

Mr Jarvis then made a statement to the Committee, congratulating Full Council on its approved motion declaring a climate emergency as made on 26 February 2019, but emphasising the scrutiny and others in the council needed to take immediate action to implement a programme of work in response.

## 22 **Notices of Motion from Full Council**

On 26 February 2019 Full Council debated and approved two Notices of Motion relating to climate change, both of which required involvement from Overview and Scrutiny. In accordance with the constitution the Overview and Scrutiny Management Committee was to be responsible for considering the referral of any motion from Full Council and coordinating the work programme of the select committees accordingly.

The first approved motion was titled 'Acknowledging a climate emergency and proposing a way forward' and included an intention to seek to make Wiltshire carbon neutral by 2030 as well as a request for a task group to develop recommendations and a plan to achieve this along with a carbon/renewables audit.

The second approved motion was titled 'Environment and Global Warming' and asked the Leader of the Council to consider establishing a Cabinet Member or

Portfolio Holder with responsibility for environmental issues to work with Overview and Scrutiny to report to Council on such matters as energy use, carbon generation and other matters. Full details on both motions were provided in the agenda.

The Committee discussed the referred motions, noting there was an expectation that actions be undertaken quickly in response and that such a response needed to be wide ranging across the council. There was agreement that the Environment Select Committee be asked to form a task group to carry the matter forward and agree parameters with Cabinet on how to progress the work and report to Full Council.

At the conclusion of discussion, it was,

**Resolved:**

**As requested by Full Council, the Management Committee asks the Environment Select Committee to:**

- a) form a task group to develop recommendations and a plan to achieve making the county of Wiltshire carbon neutral by 2030 along with undertaking a carbon / renewables audit; and**
- b) agree parameters with the relevant Cabinet Member or Portfolio Holder that represent the council impact on the environment and can be accurately reported to council on a regular basis, to potentially include those measures suggested in the motion to Full Council.**

23 **Outcomes of Overview and Scrutiny Workshop - Gathering and Using Evidence**

The Overview and Scrutiny Management Committee has a responsibility to ensure that those councillors undertaking overview and scrutiny activity have appropriate knowledge and skills. In June 2018 the Committee approved a learning and development (L&D) programme for OS councillors during the 2017-21 council. This was to include regular workshops with themes chosen by councillors.

A report was received regarding the workshop held on 28 February 2019 on 'gathering and using evidence'. The Chairman of each Overview and Scrutiny Committee discussed potential actions to arise from the discussions of the workshop on 12 March 2019.

The Committee discussed the proposed actions, noting in particular the intention to revise the rapid scrutiny protocol, as the use of rapid scrutiny exercises to undertake exploratory work including gathering initial evidence to determine if a task group was appropriate, had developed from when the protocol had been drafted.

At the conclusion of discussion, it was,

**Resolved:**

- 1) **To note the discussion points and outcomes of the OS councillor workshop held on 28 February 2019.**
- 2) **To agree the actions listed in the table under paragraph 6 to address the development areas identified, with the Chairman and Vice-chairman to bring detailed proposals back for discussion where appropriate.**

24 **Forward Work Programme**

The Committee received the forward work programmes of each select committee along with any additional updates from the Chairman or Vice-Chairman of each committee.

Details were provided on recent work on children missing education and elective home education, children's centres, residential engagement, maternity transformation, intermediate care beds, peer challenges and more.

**Resolved:**

To approve the forward work programmes.

25 **Management Committee Task Groups**

Written reports were received from each task group which had been set up by the Management Committee as detailed in the agenda papers. It was noted that the Communications with Councillors Task Group would undertake its first meeting on 25 March 2019.

In relation to the Digital Strategy Task Group it was reported from the Chairman that there was a concern the Task Group was not adding as much value as it could, in part because of a lack of information or information provided at a very late stage or short notice. The Cabinet Member and Portfolio Holder were in attendance.

In relation to the Financial Planning Task Group the Cabinet Member for Finance made a statement in relation to the position of the Chairman of the Task Group and his dual role as Chairman and Leader of the Liberal Democrat Group.

In relation to the Military Civilian Integration Task Group it was noted there was difficulty identifying where the group could add value between the responsibilities of others such as the Leader, and also that although there was the National Armed Forces Day coming up later in the year, it was important

that the work of military and civilian integration was not just focused on big events but a continual process.

In relation to the Swindon and Wiltshire Local Enterprise Partnership Task Group there had been delays in an exercise to scrutinise the Chippenham Station Hub project because of a lack of availability from Network Rail and other partners, but a new meeting had been arranged and further reports would follow when available.

A verbal update was provided on the work of the Public Consultations Task Group which had met the day before, noting the importance of clarifying legally required consultations from engagement exercises and surveys, and how each must or should be carried out, and who could authorise them. It was requested, and agreed, that senior officers provide information to the Tasks Group on the new Business Intelligence Hub which was intended to oversee any such consultations in future.

It was also noted that the Third-Party Advertising Task Group was proposed to be subsumed within a new Commercialisation Task Group which would have a broader focus, and that this would need to take account of work with Financial Planning and Traded Services to avoid duplication of work.

At the conclusion of discussion, it was,

**Resolved:**

- 1. To note the update on OS task group activity provided.**
- 2. To note the membership of the Communications with Councillors Task Group as:**
  - Cllr Graham Wright**
  - Cllr Ruth Hopkinson**
  - Cllr Gavin Grant**
  - Cllr Allison Bucknell**
  - Cllr Trevor Carbin**
  - Cllr Jose Green**
- 3. To note the membership of the Public Consultations Task Group as:**
  - Cllr Gavin Grant**
  - Cllr Ruth Hopkinson**
  - Cllr Jim Lynch**
  - Cllr Pip Ridout**
  - Cllr Fred Westmoreland**
  - Cllr Stuart Wheeler**
- 4. To establish the Commercialism Task Group with the following terms of reference, and with its membership to be determined by the Chairman and Vice-chairman:**

- a) To support implementation of the council's commercialism agenda, by considering and making recommendations regarding,
- Developing existing income streams
  - Developing new commercial opportunities, either through existing assets or developing or acquiring new ones
  - Councillor and officer expertise in this area
  - The experiences of other local authorities
  - Legal and commercial issues
  - The ethos, values and reputation of the council when considering opportunities.
- b) To liaise with the Financial Planning and Traded Services task groups to ensure the broad financial context is considered.

5. To disband the Third-Party Advertising Task Group, with its remit now covered by the Commercialism Task Group proposed above.

26 **Date of Next Meeting**

The date of the next meeting was confirmed as 4 June 2019.

27 **Urgent Items**

There were no urgent items.

However, the Chairman wished to place on record the thanks of the Committee to the work of the Scrutiny and Democratic Services teams for their support of all the scrutiny function across a very busy period.

(Duration of meeting: 2.00 - 3.05 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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