Wiltshire Council

**Overview & Scrutiny Organisation and Resources Select Committee
27 May 2010**

Task Group Update

Partnerships

The Partnerships Task Group met on April 28th with Mandy Bradley, Service Director with responsibility for Community Safety and Tim Mason the Community Safety Partnership's project manager. The purpose of the meeting was to provide the group with a general overview/introduction to the Community Safety Delivery Partnership which the Task Group had decided would be its first area for reveiw. Some of the key issues discussed included:

- Partnership structure - the Task Group was introduced to the governance structure and requested a copy of the terms of reference for the Wiltshire Strategic Partnership Confidence Group. Laurie Bell who sits on this group was developing a communication strategy which it was hoped would lead to the 'Family of Partners' communicating with a single voice.

- Strategic assessment - the partnership annually undertook a strategic assessment, with a new report to be published in September. This document would outline the priorities for the partnership, which was anticipated to include such issues as alcohol abuse and anti-social behaviour.

- Area Boards - it was hoped that the Partnership would be given the opportunity to speak to individual Boards, with the ultimate aim of providing them with a tool kit to address community safety issues within their respective locality.

- Integrated working - in the future there could be a move towards more of a partnership resource via the 'total place' and 'unitary +' agenda. This could see the strands using a multi-agency approach with, for example, Probation, Police and Housing Services all working together in the same office. This approach had been used in Basingstoke, which was sited as an example of good practice.

The Task group at its next meeting will be inviting Diana Fulbrook – Chief Executive of the Wiltshire Probation Service to speak about her role as the Chairman of the Confidence Group and her experience of partnership working.

Budget & Performance

Membership: Cllr Tony Deane (Chairman), Cllr Jeff Osborn, Cllr Mollie Groom, Cllr Rosemary Brown, Cllr Carole Soden, Cllr Jon Hubbard, Cllr Mike Hewitt, Cllr Pip Ridout.

At a meeting held on 30 March the Task Group received a Performance update on the First Year Plan and Local Agreement for Wiltshire for the period April 2009 to December 2009.

An update on the Medium Term Financial Plan 2011-2012 to 2014-15 was considered in addition to the revenue and capital budget monitoring reports.

Task Group members also considered a report on the SAP Health Check and raised a number of questions surrounding configuration and functionality issues and timescales for the Post Implementation Review.

The next meeting will take place on 20 May. In order for members of the Task Group to understand how budget data is validated and collated on a departmental level and then fed through to the corporate accountant and Cabinet each month, the Chairman has invited Chris Norris (Head of Finance Neighbourhood and Planning) to attend to provide an overview of this process.

Councillors will also approve a format for graphical presentation of budget monitoring for 2010-2011.

Major Contracts

Membership: Cllr Richard Britton (Chairman), Cllr Ricky Rogers, Cllr Nigel Carter, Cllr Judy Rooke and Cllr Roy While.

The Task Group met on the 28 April to review the office accommodation and facilities management contract provided by Jarvis at Monkton Park Hub, Chippenham during the previous year. As a result of discussion, Councillors acknowledged the continued good performance of the contract and the relationship between the Council and Jarvis.

Subsequently, as Jarvis has recently announced that it has gone into administration, the impact of any change and the risks to the authority were discussed. Councillors were reassured of the ongoing work by Corporate Procurement in carrying out due diligence and monitoring the situation.

The Chairman of the Task Group expressed the view that as the Task Group is made up of only 5 members it can make effective scrutiny more difficult when apologies are received from more than one person. It was therefore agreed to make a request to the Select Committee that a sixth person be

added to the membership leading to more effective scrutiny when others are unable to attend.

Proposal:

The Select Committee is asked to:

1) **Endorse the request for a sixth Councillor to be added to the membership of the Task Group.**

2) **Endorse the existing membership to continue reviewing major contracts of significance to the authority.**

Workplace Transformation Programme

Membership: Cllr Philip Brown (Chairman), Cllr Nigel Carter, Cllr Charles Howard, Cllr Judy Rooke, Cllr Jonathon Seed, Cllr Jeff Osborn

The Task Group last met on 17 May. During the briefing councillors revisited the terms of reference following a concern raised at the previous meeting regarding the role of the Task Group.

Councillors felt it was important for the role of the Task Group
not to be confused with that of an Executive working group and resolved to seek approval from the parent committee for the terms of reference to be amended to include the word 'scrutinise' rather than the words 'review' and 'support'.

During the meeting evidence was received from a number of contributors:

Iain Winterbottom (WTP Project Manger) provided an update on the Decant arrangements from Old County Hall, MECH and Browfort to the George Ward School. Neil Ward (Corporate Building Manager) provided feedback on a consultation exercise which had taken place at the last Melksham Area Board on co-locating services in the area.

Julie Anderson Hill (Strategic Development Manager) also provided an introduction to the HR Policies & Procedures Co-ordination Work Stream including the flexible working policies currently under review.

On 28 June the Task Group will undertake a site visit to Bourne Hill and properties within the Council's portfolio in the surrounding area. The focus of the meeting at Bourne Hill will be on the designation of properties for disposal in Salisbury, co-location of services in the South and an update on the current expenditure for Bourne Hill.

Proposal:

The Select Committee is asked to:

1)   Endorse the following revised terms of reference:

"To scrutinise the delivery of the Workplace Transformation Programme, ensuring it achieves the efficiencies and savings in the running cost of the Council's offices whilst enabling business transformation to improve provision of services to customers"

S106 Agreements

Membership: Cllr Philip Brown, Cllr Bill Douglas, Cllr Peter Fuller, Cllr George Jeans, Cllr Howard Marshall and Cllr Anthony Trotman (Chairman).

At the meeting held on 25 March 2010 the Committee agreed to establish a Task Group to consider the responsibilities and pressures of S106 agreements in the Unitary Council.

The first scoping meeting of the Group was held on Monday 10 May 2010. This meeting established that the Group would focus on the process relating to financial contributions whilst establishing an underlying understanding of the S106 process as a whole.

At the meeting a number of issues were discussed, including the Community Infrastructure Levy, which would effectively replace the majority of S106 responsibilities with the exception of affordable housing and open space.

The next two meetings of the task group have now been agreed and will take place on Tuesday 1 June and Monday 14 June 2010.

The S106 Officer responsible for the monitoring of agreements will also monitor agreements made within the Community Infrastructure Levy once in place and is scheduled to attend the next meeting of the Group.

Member Support in the Locality

Membership: Cllr Desna Allen, Cllr Richard Britton, Cllr Jeff Ody, Cllr Jonathon Seed, Cllr Bridget Wayman, Cllr Ian West and Cllr Fred Westmoreland.

The first meeting is scheduled for 2pm on 15 June 2010 County Hall at which members will undertake a scoping exercise to determine the work programme and future witnesses.

Further meeting dates are now being arranged to help secure full attendance.