

**OVERVIEW AND SCRUTINY
FORWARD WORK PROGRAMME**

Subject	Select Committee	Date when proposed	Approved by Management Committee	Scrutiny Role (scrutiny/overview)	When to be considered	Review Date	Background	Rationale for inclusion	Cabinet Member/Portfolio Holder/key officer	Scrutiny/ DSO
Campus & Operational Delivery Programme	Management	Legacy 25/06/12	17/07/12	Scrutiny Task Group	Oct-12	To meet on an ad hoc basis	The Workplace Transformation Programme Board (previous name) discussed the role scrutiny could play in supporting and reviewing project implementation. Following discussion of the options it was agreed that scrutiny involvement would come via a dedicated Task Group which was supported by the O&R Committee in July 2009.	One of the Council's major programmes attracting significant investment. Task Group to remain at a strategic level bearing in mind the role of COBs and Area Boards	Cllr Stuart Wheeler/ Cllr John Brady Cllr Mark Stone	HP
Procurement & Commissioning	Management	Legacy 25/06/12	17/07/12	Scrutiny	Dec-12		The Committee to receive a report of the work of the new Procurement Board in implementing the Procurement Strategy (and revised Contract Regulations) in approximately 3 to 4 months.	Identified to deliver significant efficiencies and savings.	Cllr John Noeken Julian Ingram	PK/SS
Traded Services	Management	Legacy 25/06/12	17/07/12	Overview Task Group (policy development)	Feb-12		On 5 April the previous Organisation and Resources Select Committee established a Task Group to review the role of the Council as a provider and/or commissioner of service. Membership includes representatives from the Children's Select Committee but has yet to meet. The Group held its first meeting on 12 September	Member request for engagement in development of policy in this area and has Executive support	Cllr John Brady Jackie White	TG
Job Creation and Economic Development	Management	25/06/12	17/07/12	Scrutiny (Business Plan Target)	Oct-12		Recognised as an important area - Management Committee to give direction over how best scrutinised.	One of the Council's major priorities	Cllr Fleur de Rhe- Philippe Alistair Cunningham	PK/SS
Budget	Management	Full Council 15/05/12	17/07/12	Scrutiny Task Group	Ongoing		To review and scrutinise revenue and capital budgets The first meeting was held on 6 September.	At the request of Full Council in May 2012.	Cllr John Brady	TG
Information Services Technology Plan 2011-15	Management	25/06/12	17/07/12	Pre Decision Scrutiny	Oct/Dec 2012?		Details of the Information Services Technology Plan were considered at the Committee meeting held on 6 September. It was agreed that the ICT Task Group would be disbanded and that Cllr Nigel Carter would meet with the Cabinet member for Resources and relevant officers to review the Plan further and that an update on key projects will be reported to the Committee at a future date - key areas inc. Cloud, SAP and Sharepoint	Important corporate programme to support business improvement and new ways of working.	Cllr John Noeken Glen Holmes	PK/SS
Member Support in the Locality	Management	17/07/12	17/07/12	Overview Task Group	Oct-12		To consider what member support will be available to members post 1 April 2013. The next meeting is 15 October 2012.	Requested by the Management Committee in July 2012	Cllr Alison Bucknell Marie Todd	TG

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Scrutiny Representation on Project Boards and Focus Groups	Management/ Environment	Legacy 25/06/12	17/07/12	Overview	Ongoing		To receive updates from the following Project Board representatives: Cllr Ricky Rogers (Staffing Management Executive Board) Cllr George Jeans (Wiltshire Online Project Board) Cllr Jose Green (Gypsy & Traveller Project Board) Cllr Jonathon Seed (Constitution Focus Group)	Maximising scrutiny involvement in key activity	Cllr Alison Bucknell Cllr John Noeken Cllr Toby Sturgis	PK/SS
CQC Monitoring Arrangements	Health	Legacy 13/06/12	17/07/12	Informative	Sep-12		The Committee received a presentation from the CQC in May 2010. The Committee agreed to the formation of Quality Accounts/CQC Task Group in September 2010 although no work has been done specifically on CQC. CQC are keen to attend a future meeting of the Committee to provide a presentation on monitoring arrangements for nursing homes. Kath Taylor (CQC) will be attending the Health Workshop in October to discuss CQC priorities.	CQC have a leading role to ensure safe standards of care exist in residential homes and therefore should have an operational relationship with scrutiny. Likely to have a session in the proposed workshop in September.	Karen Taylor (CQC South Region)	MM/SS
Local Safeguarding Adults Board Annual Report	Health	Legacy 13/06/12	17/07/12	Scrutiny	Nov-12		The Health & Adult Social Care Select Committee was expected to receive a copy of the annual report for 2011/12 earlier in the year. Annual report 2011 -12 from the Local Safeguarding Adults Board to be presented to the Health Select Committee on 15 November.	Report has been delayed and new arrangements are being developed for post April 2013. Safeguarding is seen as a major responsibility for the Council.	Cllr John Thomson Sue Geary	MM/SS
Update on development of new Health arrangements post 1 April 2013	Health	13/06/12	17/07/12	Overview (Workshop)	Oct-12		To help identify future priorities following new working arrangements with effect from April 2013 as part of the Health & Social Care Act. Arrangements have been made to hold a workshop with an invitation extended to all elected members. The workshop was held on 3 October at the Angel Hotel, Chippenham. A full report will be presented to the Health Select Committee on 15 November.	Important initial activity to help shape future role for health scrutiny along with new regulations and guidance from Department of Health (DoH) later in the year.	Cllr John Thomson/ Cllr Jemima Milton/ Cllr Keith Humphries Maggie Rae (Public Health) James Cawley/ Sue Geary (Adult Care)	MM/SS
Air Quality	Health/ Environment	30/08/12	06/09/12	Joint Task Group	tbc		A proposal to establish a joint Task Group was agreed by the Management Committee on 6 September. Expressions of interested for membership have been invited.	Important strategy prior to submission to Cabinet and monitoring of actions.	Cllr Keith Humphries/ Cllr Toby Sturgis Gary Tomsett	MM/TG

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Development Services Transformation Programme (Task Group)	Environment	Legacy 09/07/12	17/07/12	Overview Task Group	Nov-12		<p>The Committee received an update on the planning services peer review at its meeting on 10 January 2012 where it was agreed that a Task Group would be formed to monitor delivery of any action plan to emerge from the peer review.</p> <p>The Group held its first scoping meeting on 23 March and agreed its terms of reference at its second meeting held on 25 May 2012.</p> <p>The Group will be holding its final meeting in September and will report back to the Environment Select Committee on 1 November 2012.</p>	Monitor action plan emerging from Peer Review of Development Services and transformation of same.	Cllr Toby Sturgis Brad Fleet	RB
Community Infrastructure Levy (CIL)	Environment	Legacy 09/07/12	17/07/12	Overview Task Group - policy development	Feb-13		<p>To consider following Cabinet and member briefing sessions but before final decision by Council.</p> <p>The Committee to test out the proposals and how CIL fits in with wider Council objectives.</p> <p>A proposal for the establishment of a Task Group was agreed by the Management Committee on 6 September.</p> <p>Inaugural meeting of the CIL task group held on 24/9/12. Next meeting planned for 28/11/12</p>	Important corporate issue supported by national regulation.	Cllr Fleur de Rhe-Philippe Alistair Cunningham	MM/KE
Low Carbon and Renewable Energy Plans	Environment	Legacy 09/07/12	17/07/12	Scrutiny	Nov-12		<p>The Chairman and Vice Chairman to meet with Service Director and Cabinet Member on 9 October and report to Environment Committee 1 November.</p>	Council responsibility	Cllr Toby Sturgis Ariane Crampton	MM/KE
Street Lighting Savings	Environment	09/07/12	17/07/12	Rapid Scrutiny Exercise	Nov-12		<p>To consider proposals following public consultation towards the end of the year.</p> <p>A proposal for a Rapid Scrutiny Exercise was agreed by the Management Committee on 6 September.</p> <p>The exercise will be conducted on receipt of the report and its findings report to the next Environment Committee on 1 November.</p>	Budget decision - Executive request.	Cllr Dick Tonge Peter Binley	MM/KE
Highways and Amenities Contract Update	Environment	Legacy 09/07/12	17/07/12	Scrutiny	Nov-12		<p>A report to be presented to Committee on 1 November to establish whether future engagement is required.</p>	Very large contracts coming to an end in May 2013. New contracts to be considered.	Cllr Dick Tonge Parvis Khansari	MM/KE
Waste - Future Service Delivery Project	Environment	Legacy 09/07/12	17/07/12	Overview Task Group - policy development	Feb-12		<p>A proposal for a Task Group was agreed by the Management Committee on 6 September.</p> <p>The Group will consider the review of service, strategy and ensuing proposals for countrywide waste disposal options.</p> <p>Inaugural meeting of the Waste TaskGroup to take place on 10 October 2012.</p>	Important service review and spend for the Council	Cllr Toby Sturgis Tracy Carter	MM/KE

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Energy Efficient Homes	Environment	Full Council 26/06/12	17/07/12	Overview Rapid Scrutiny Exercise - policy development	Nov-12		A proposal for a Task Group was approved by the Management Committee on 6 September. The Rapid Scrutiny Exercise will review the issues and report back in November. Cllr Richard Clewer will be invited to join the exercise.	Requested by full Council on 26 June during debate on the Core Strategy.	Cllr Toby Sturgis Alistair Cunningham	MM/KE
Family Information Service - Update	Children's	31/07/12	Mar-12	Scrutiny	Mar-13		A review of the Council's Family Information Service in early 2012 concluded that there was significant duplication around provision of information for parents and carers. A new service model was proposed. A rapid scrutiny exercise undertaken in May 2012 identified concerns regarding the effect of the proposals on delivery. Following receipt of the executive response, the Committee elected to receive the outcomes of the review of the Family Information Service scheduled to be undertaken between January and April 2013.	The Family Information Service (FIS) provides information for parents and carers, child care information and information/advocacy for families with a disabled child or a significant special educational need. Vulnerable Children is listed as a priority within the Business Plan 2011-15	Cllr Lionel Grundy Julia Cramp	HP/RB
Safeguarding children	Children's	Legacy 12/09/12	17/07/12	Scrutiny and policy development (Task Group)	Standing	Interim report to Committee November 2012	The Safeguarding Children & Young People Task Group replaced the Placements for LAC Task Group and its remit includes both safeguarding and all matters relating to Looked After Children (LAC).	In March 2012, Wiltshire received an Ofsted grading of 'Inadequate' for its safeguarding services. The Task Group is working closely with the high-level Safeguarding Improvement Board to ensure improvements are made.	Cllr Lionel Grundy Carolyn Godfrey Fiona Fitzpatrick	HP
Children's attainment	Children's	Legacy 12/09/12	17/07/12	Scrutiny	Jan-13		The Committee receives annual pupil performance reports showing children's attainment in Wiltshire (early years to Key Stage 5). The Committee is also monitoring the devolvement of responsibility for excluded children from the LA to schools (September).	Listed as a priority within the Business Plan 2011-15. The Committee's concerns around pupil performance have tended to focus on the attainment gaps between all pupils and those with SEN and those on FSM.	Cllr Lionel Grundy Carolyn Godfrey Stephanie Denovan	HP/RB
Services for disabled children	Children's	12/07/12	17/07/12	Scrutiny and policy development	Mar-13		The Chairman will request a report on the review of services for disabled children to be received in September.	Listed as a priority within the Business Plan 2011-15. Joining educational and healthcare provision for disabled children is a significant project.	Cllr Lionel Grundy Carolyn Godfrey Sue Redmond	HP/RB
Raising of the Participation Age (RPA) / Youth unemployment	Children's	Legacy 12/09/12	17/07/12	Overview - policy development	various		The Committee has received a recent update	Youth unemployment is listed as a priority within the Business Plan 2011-15. Preparing for the Raising of the Participation Age (i.e. ensuring there is appropriate provision for meeting it) is a significant project and will have an impact on youth unemployment.	Cllr Lionel Grundy Carolyn Godfrey Stephanie Denovan Alistair Cunningham	HP/RB

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Further Education in the Salisbury Area	Children's	Legacy 12/09/12	17/07/12	Overview - policy development (Overview task group)	Task Group report endorsed May 2012. Exec response received July 2012.	May-13	Task Group formed in September 2010 following concerns about the number of young people leaving the county for further education in Hampshire.	Established following reports of significant numbers of students from the Salisbury area travelling large distances, often outside of Wiltshire, to access further education, with potential impacts on attainment, quality of life, the environment, numbers of NEETs and the economic vitality of the local area.	Cllr Lionel Grundy Stephanie Denovan	
Special Schools and Post-16 SEN	Children's	Legacy 12/09/12	17/07/12	Overview - policy development	Task Group report endorsed 26 July 2012. Executive response expected 27 September 2012.	Further work in progress	The Special Schools & Post-16 SEN Task Group's recommendations focus on: - Healthcare in special schools - Special school buildings - Post-16 education for those with SEN - Readiness for future demand The Committee has also been monitoring the review of passenger assistants for those with SEN.	Vulnerable Children is listed as a priority within the Business Plan 2011-15. Significant attainment gaps between 'all children' and those with SEN.	Cllr Lionel Grundy Stephanie Denovan	HP
YPSS review Update on the PTI project in Wiltshire, plus the DfE's light-touch review	Children's	Legacy 06/09/12	06/09/12	Scrutiny	Nov-12		Cabinet resolved to close the YPSS in November 2011. The Children's Select Committee received a report at this time plus an update report in March 2012.	Children's attainment is listed as a priority within the Business Plan 2011-15.	Cllr Lionel Grundy Stephanie Denovan	
Major Contracts	Children's	12/07/12	17/07/12	Scrutiny and policy development - Task Group	Nov-12		The Major Contracts Task Group reviews the performance of Wiltshire's children's centres annually. It also reviewed contracts with Quarriers (contract now terminated) and the PFI schools.	Children centres focus on early intervention with Vulnerable children and families, which is a priority within the Business Plan.	Cllr Lionel Grundy Julia Cramp	HP/RB

CLT/Cabinet Liaison examples of high level priorities

Community Infrastructure Levy (CIL) Housing allocations Welfare reform Job creation and economic development Shaping the future council Highway repairs and maintenance Transformation and campuses Safeguarding (inc. Ofsted)										
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