


CABINET TRANSFORMATION COMMITTEE

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 17 December 2013.

Cllr Jane Scott OBE	Leader of the Council
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)
Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)

Also in Attendance: Cllr Fleur de Rhé-Philippe
Angus Macpherson, Police and Crime Commissioner
Cllr Allison Bucknell

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

12 **Apologies and Substitutions**

Apologies were received from Dr Steven Rowlands, Deborah Fielding, Chief Constable Patrick Geenty and Cllr Johnathan Seed.

Cllr Humphries substituted for Cllr Seed.

13 **Minutes of the previous meeting**

Resolved:

To approve as a correct record and sign the minutes from the meeting held on 22 October 2013.

14 **Leader's Announcements**

There were no Leader's announcements.

15 **Declarations of Interest**

There were no declarations of interest.

16 **Project and programme overview**

Ian Baker, Head of Programme Office presented the programme office overview.

He explained that programmes and projects were derived from both the Wiltshire Council's business plan and the Wiltshire Police delivery plan. In total there were currently 214 projects.

When asked how projects and programmes were prioritised it was explained that new projects are assessed in terms of fit with the Council's business plan. Prioritisation for new projects takes place between the project sponsor, transformation team and corporate directors.

The challenges faced in the coming year were recognised and being reflected in the portfolio, with the focus being on areas with the most gain and what could be delivered in terms of capacity within the organisation.

Project Sponsors receive monthly reports through the respective project boards, Sharepoint's project provide information on all live projects. A summary Highlight report is provided to corporate directors and the senior corporate team monthly with a programme summary.

The police portfolio was fully funded by the Police and Crime Commissioner, and where the Commissioner was investing showed long term savings for both organisations.

A review of the programme had shown that 96% of current projects could not be stopped without cost.

17 **Systems thinking review presentation**

John Rogers, Head of Systems Thinking and Customer Access introduced Tamsin Stone - Commissioning and Performance and Heather Lovelock - Systems Thinking, who gave a presentation on 'The front door to Children's Social Care – a Systems Thinking Review'

The review identified the customer purpose for the Referral and Assessment team as "Keep me safe". The analysis found that actual contacts (4000+/month) were four times the recorded contacts (1,000/month), and that of the actual contacts, 8% resulted in a referral for assessment, whereas 59% were for continuing contacts ie by people who had already been assessed and were receiving support. In addition, the helpful team was being submerged under requests for help from a wide variety of organisations.

Following changes to process and the website, and communication, incoming contacts dropped by 55% and 32% of the incoming calls concerned the need for an assessment. The review team also considered and scoped options for wider improvements, including the phased implementation of a Multi-Agency Safeguarding Hub (MASH) with the UK's only fully functioning IT suite.

The Police and Crime Commissioner, Angus Macpherson, would commission research of a joint 101 plan in Wiltshire.

18 **Transformation and Health**

Maggie Rae, Corporate Director noted the apologies from the CCG partners and future meeting date clashes. Future meeting dates have been changed to enable partner attendance. She explained that health was not one unified organisation but had many dimensions such as NHS England, Royal United Hospital, Clinical Commissioning Group, Avon and Wiltshire Partnership and GP practices.

A paper being brought to the next meeting would propose the set up of a Health sub-group to look at integration and asset sharing for sustainability of level of service. There would be a dedicated position on Health Transformation.

19 **Urgent Items**

There were no urgent items.

(Duration of meeting: 1.30 - 2.36 pm)

These decisions were published on the 9 January 2014 and will come into force on 17 January 2014
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The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948 or e-mail kirsty.butcher@wiltshire.gov.uk
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