

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 19 MAY 2015 AT WEST WILTSHIRE ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Simon Killane (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Stewart Dobson, Cllr Jon Hubbard, Cllr Gordon King, Cllr Jacqui Lay, Cllr John Noeken, Cllr Jeff Osborn, Cllr Ian Thorn (Substitute), Cllr John Walsh, Cllr Bridget Wayman, Cllr Philip Whalley (Substitute), Cllr Chuck Berry and Cllr Howard Greenman

41 Election of Chairman 2015/16

Resolved:

To appoint Councillor Simon Killane as Chairman of the Overview and Scrutiny Management Committee for the forthcoming year.

42 Election of Vice-Chairman 2015/16

Resolved:

To appoint Councillor Alan Hill as Vice-Chairman of the Overview and Scrutiny Management Committee for the forthcoming year.

43 Membership and Apologies

It was confirmed that following the meeting of Council on 12 May 2015 there had been the following changes to membership of the Committee:

Councillor Pip Ridout was removed as a full member.

Councillors Peter Edge, Ian Thorn and Phillip Whalley were removed as full members and appointed as substitute members.

Councillors Glenis Ansell, Chuck Berry and Howard Greenman were removed as substitute members and added as full members.

Councillor Steve Oldrieve was added as a full member.

Councillor James Sheppard was added as a substitute member.

For the current meeting, apologies were received from Councillors Glenis Ansell and Christine Crisp.

Councillor Ansell was substituted by Councillor Ian Thorn.

Councillor Crisp was substituted by Councillor Phillip Whalley.

44 **Minutes of the Previous Meeting**

The minutes of the meeting held on 3 March 2015 were presented for consideration, and in relation to Minute 35 - Forward Work Programme - it was requested the briefing note on Child Sexual Exploitation (CSE) concerns should be created and circulated without further delay.

Resolved:

To approve and sign as a true and correct record the minutes of the meeting held on 3 March 2015.

45 **Declarations of Interest**

There were no declarations.

46 **Chairman's Announcements**

- 1) It was stated that a report and agenda item on the rollout of Broadband across the county would be provided at the 7 July meeting of the Committee, the earliest meeting date where a representative from BT could be in attendance to address members' concerns.
- 2) A written and verbal update on the Centre for Public Scrutiny's (CfPS) Good Scrutiny Awards 2014/15 was presented, with the work of the Positive Leisure Time Activities Task Group submitted for consideration. Councillor Hubbard, as Chairman of the Children's Select Committee, welcomed the important work of the Task Group had been recognised and so chosen as Wiltshire's entry, in particular noting the involvement of young people representatives in the work of the Task Group.

47 **Public Participation**

There were no questions or statements submitted.

48 **Forward Work Programme**

An update was provided on the Paperless project. It was stated that the council was considering a wider remit for the project focusing on overall information management. Therefore, further work on the project and through the involvement of the scrutiny representative on the project board, would be delayed while the new framework was created.

Updates from Chairs/Vice-Chairs

Children's Select Committee

Meetings with relevant Executive Members and Associate Directors to identify potential topics that would benefit from Scrutiny involvement had been arranged.

The Peer Challenge review on Looked After Children had resulted in some feedback about lack of understanding of Wiltshire's current arrangements regarding corporate parenting and scrutiny, and this was being discussed with the Executive to identify solutions. The annual report of the Corporate Parenting Panel as well as a 6 month update would now also be received by the Children's Select Committee.

Environment Select Committee

It was stated that the work of the Highways and Streetscene Contract (Balfour Beatty) Task Group was ongoing, with a session to be held in June to highlight the key issues and any extant concerns. The council's Gypsy and Traveller Plan would be examined later in the year, and work was underway for the joint task group on Public Transport.

It was also noted that the actions arising from the Adoptable Estates Task Group had not been implemented, and this would need to be chased and tracked in future.

Health Select Committee

The final report of the Transfer to Care Task Group would soon be received, along with the final report of the Help to Live at Home Task Group. The Better Care Plan Task Group had been established on 5 May, and future work would include Obesity and Child Poverty Task Group with the Children's Select Committee, and the Avon and Wiltshire Mental Health Partnership Task Group, which had been delayed as a result of elections across many of the 5 councils involved.

It was also noted that there had been a disappointing lack of response from the Clinical Commissioning Group following the positive recommendations of the Continence Task Group.

The Management Committee requested their appreciation for the work of the Chairman and Vice-Chairman of the Health Select Committee be noted, as they would be standing down from those positions.

During general discussion, the Committee raised the matter of the council's Housing Allocations policy and a number of concerns raised, and it was noted a previous task group and subsequent decision had specified a review of the policy would occur, and it was requested that an update be provided to the Environment Select Committee, who would determine whether further action from scrutiny was required.

49 **Management Committee Task Group Updates**

The written updates were noted, with the following additions.

- 1) Financial Planning Task Group
The Committee welcomed that the Chairman of the Task Group was now also a member of the Management Committee.

The Committee requested progress in the changes to the Procurement service be monitored closely, and a further more detailed general written update be circulated to the Committee.

2) Local Enterprise Partnership (LEP) Task Group

In addition to the written update, it was noted that LEPs were being instructed by government to be more transparent in their operations, and to that end the Swindon and Wiltshire LEP Board meetings would in future be held in public. Any implications for any scrutiny arrangements would be considered as matters developed.

3) Military Civilian Integration Partnership Task Group

It was confirmed members were still waiting on necessary information before further meetings were arranged.

50 **Scrutiny Engagement in Campus Governance**

The Committee was informed that due to a clash of meeting, Councillor John Thomson, Cabinet Member for Communities, Campuses, Area Boards and Broadband, would not be present to provide an update on the Campus Programme and possible Scrutiny engagement with the area of Campus Governance, and so the item would be deferred until the 8 July meeting.

The Committee wished its disappointment at the absence of the Cabinet Member to be noted, especially given the several significant issues impacting Campuses, but agreed to defer the item pending receipt of a written update on the current situation for campuses and hubs and preliminary issues and potential lines of scrutiny engagement in particular regarding campus governance.

Resolved:

To defer full consideration of this item until the 7 July meeting of the Committee; and,

That the Committee be provided with a written update within a few weeks from the Cabinet Member.

51 **Local Government Association (LGA) Peer Challenge - Feedback and Action Plan**

Jason Teal, Head of Corporate Support (Performance, Risk and Scrutiny), presented an update on the LGA Peer Challenge that took place on 10 and 11 March 2015 to assess the relationships, structures and value of the council's Overview and Scrutiny service and the potential response to the conclusions of the Peer review team as detailed in the agenda. It was noted that there had been a lot of positive comments from the Peer review team, but that an action plan had been prepared to address some of the concerns and issues that had been raised.

A key suggested action would be further work on the tracking of actions arising from committees and task groups, to ensure recommendations accepted were appropriately followed up and were being effectively implemented where appropriate.

The Committee then used the issues arising from the Peer Challenge as a starting point for considering other areas of the service where it might be possible to make additional improvements and address other concerns. These included the issue of public engagement including how to involve Area Boards, the longstanding relationship between the Health and Wellbeing Board and the Health Select Committee, of the role of Scrutiny members on Project Boards, and whether the Management Committee should continue to have as much of a direct scrutiny function as currently or whether there should be a greater focus purely on managing the function.

At the conclusion of debate, it was,

Resolved:

That officers produce proposals developing an action tracking mechanism for issues considered by Scrutiny Committees and Task Groups, as well as additional suggestions for the issues raised above.

52 Overview and Scrutiny Annual Report 2014/15

The Annual Report of Overview and Scrutiny for 2014/15 was presented, as previously reviewed at Council on 12 May 2015.

The Committee thanked all scrutiny officers for their support in the past year and endorsed the report's contents for wider publicity.

53 Overview and Scrutiny Member Remuneration 2014/15

On 4 March 2014 the Committee considered the views of the Independent Remuneration Panel on Members Allowances in respect of Overview and Scrutiny, and proposals were presented by the Chairman and Vice-Chairman for a scheme to reflect those views on 20 April 2014. The Committee was now being asked to note the payments authorised by the Chairman for the year 2014/15 in accordance with that approved scheme.

In presenting the report the Chairman noted one amendment to the report papers, with the inclusion of the Highways and Streetscene (BBLP) Contract Task Group, to reflect those situations where a task group which was not a standing task group, but whose work continued over the course of more than one year, would still be eligible for remuneration, rather than restricting to only those Task Groups which had concluded their work.

The Committee were pleased with the high level of member engagement with scrutiny generally and also requested an update toward the end of the year to discuss fund allocation again.

Resolved:

To note the allocation of the fund for 2014/15, as amended in the appendix to the minutes, and to review the position ahead of next year's allocation.

54 Overview and Scrutiny Learning and Development Update Report

On 6 January 2015 the Management Committee considered proposals for implementation of a 4 year programme for development of scrutiny skills for councillors, and deferred a decision pending the approval of the council's budget. On 3 March the Committee noted that the overall budget for Learning and Development of councillors had been reduced from £40,000 to £10,000, to cover all development not just scrutiny development, and requested renewed proposals in response to the change, following further consultations with the Councillor Development Group (CDG) and the consultants preparing proposals for the council.

The Head of Corporate Support (Performance, Risk and Scrutiny) presented amended proposals to reflect the changes in budget, which had been approved by the CDG, to achieve as much of the principles of a 4 year programme within the monetary framework available.

Resolved:

To approve:

- i) In principle, the concept of a 4-year (election to election) OS learning and development programme for non-executive councillors, subject to annual evaluation and budget availability by the CDG and the Management Committee; and,**
- ii) The proposed specific content and costs for year 3 (2015/16) of the programme as outlined in the appendix of the report, subject to the revision highlighted in paragraph 5 and the granting of procurement exemption.**

55 Centre for Public Scrutiny (CfPS) Annual Conference 2015

The Committee was informed two places had been booked for members to attend the two day Centre for Public Scrutiny (CfPS) Annual Conference 2015 on 2-3 June 2015 in London.

It was agreed the Chairman and Vice-Chairman would determine who would attend on Wiltshire's behalf, depending on member availability and interest.

56 Date of Next Meeting

The date of the next meeting was confirmed as 7 July 2015.

57 **Urgent Items**

There were no urgent items.

(Duration of meeting: 2.30 - 4.00 pm)

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

Press enquiries to Communications, direct line (01225) 713114/713115

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Scrutiny Members Allowance Report 2014/15

Activity	Reporting Committee	Chair	£ share
20mph Task Group	Environment	Peter Edge	£692
Adoptable Estates Task Group	Environment	Tony Deane	£692
Car Parking Review Task Group	Environment	Mark Packard	£692
Early Help Strategy Task Group	Children's	Jon Hubbard	£692
Financial Planning Task Group	Management	Glenis Ansell	£1,500
Review of AWP/Dementia Services Task Group	Health	John Noeken	£692
Safeguarding Children and Young People	Children's	Jon Hubbard	£692
Schools and the Local Authority Task Group	Children's	Philip Whalley	£692
Special Educational Needs (SEND) Task Group	Children's	Rev Alice Kemp (co-opted member)	£692
Transfer to Care Task Group	Health	Pip Ridout	£692
Waste Task Group	Environment	Jose Green	£692
Highways and Streetscene (BBLP) Contract Task Group	Environment	Jeff Osborn	£692
Wiltshire Online Project Board		George Jeans	£692
Parking Review Project Board		John Walsh	£692
Select Committee	Role	Councillor	Share
Children's	Vice Chair	Jacqui Lay	£1,500
Environment	Vice Chair	Bridget Wayman	£1,500
Health	Vice Chair	John Noeken	£1,500

There was no Rapid Scrutiny activity during the period.

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