

## **KENNET DISTRICT COUNCIL**

### **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

Minutes of the meeting of the Overview and Scrutiny Management Board held in the Council Chamber, Browfort, Bath Road, Devizes on Tuesday 12<sup>th</sup> July 2005 at 2:15pm

**PRESENT:** Councillor C P G Hoddinott – Chairman

Councillor N D Carter  
Councillor W B Cavill  
Cllr Mrs J K Combe

Councillor S J Miles  
Councillor J D Pearcy-Caldwell  
Councillor Mrs P M Winchcombe

#### **APOLOGIES FOR ABSENCE:**

Councillor B G Ashley  
Councillor Dr J P M Reid

### **PART 1**

#### **Items considered whilst the meeting was open to the public**

#### **6. MINUTES**

The minutes of the meeting held on 10<sup>th</sup> May 2005 were confirmed as a correct record and signed by the Chairman.

#### **7. DISCLOSURES OF INTEREST**

There were none.

#### **8. PLANNING APPEALS TASK GROUP**

The Board considered the report of the of the Planning Appeals Task Group which outlined the findings of Councillors Hoddinott, Pearcy-Caldwell and Wood.

The Chairman corrected an error in the first bullet point of 5.2 on page 6 of the Agenda – the word “decisions” should be replaced with “recommendations”.

A member of the task group explained how they had gathered their findings and responded to questions and comments from the Board. It was then:-

#### **RESOLVED**

- THAT**
- 1) The Overview and Scrutiny Management Board would continue to monitor the number of planning overturns.
  - 2) The Planning Services Manager to arrange post application site inspections to assess decisions made.
  - 3) Members be encouraged to consult with relevant officers about individual applications.
  - 4) The new training arrangements continue with all members.
  - 5) The Planning Services Manager presents an annual report to the Regulatory Committee and Overview and Scrutiny Management Board each October on the above.

## **9. WORK PLAN – TERMS OF REFERENCE**

The Chairman outlined the report of the Policy Support Manager and suggested that the proposed scrutiny reviews were dealt with by Task Groups of three members with the option to co-opt other Members onto them if required.

He explained that he felt it was necessary to agree the membership of the first three proposed reviews at the meeting so that work could commence as soon as possible, particularly for the “Draft car parking strategy – preparation of consultation response” review as this would need to be concluded by the end of August in time to submit its findings to the Community Development Executive Committee on 13<sup>th</sup> September.

The Chairman suggested that the membership of the remaining four reviews be agreed at the next Board meeting on 11<sup>th</sup> October.

The Board were happy with the Chairman’s suggestions as detailed above and it was:-

### **RESOLVED**

- THAT**
1. The draft terms of reference for the task groups as set out in the Agenda be adopted.
  2. The Board agrees the prioritisation and timescales of the workplan as set out in the Agenda.

3. Task Groups of three core members be established with the option to co-opt other Members if necessary. Membership of those groups to be as follows:-
  - i) *Draft car parking strategy – prepare consultation response.* Councillors Miles, Percy-Caldwell and Mrs Winchcombe. (The first meeting of this task group was arranged for Tuesday 19<sup>th</sup> July 2005 at 9.30am in the Council Chamber).
  - ii) *Allocation of resources scoping exercise.* Councillors Carter, Mrs Combe, Percy-Caldwell and Mrs Winchcombe.
  - iii) *The Council's role on outside bodies.* Councillors Carter, Mrs Combe and Mrs Winchcombe.

## **10. PERFORMANCE MONITORING REPORT – YEAR END OUTCOMES**

The Policy Support Manager outlined the purpose of the report and highlighted the recommendations to the Board. She responded to questions and comments from Members. The Chairman requested that if the performance indicators show a decline that the Board be kept informed of this. A Member also requested that future reports include progress on the Council's priorities identified in the Corporate Strategy. It was then:-

### **RESOLVED**

- THAT**
1. The Board adopts the performance indicators in Section 5 of the Agenda for close scrutiny during 2005/06, with the exception of BV106 and BV183b.
  2. The Board to be kept informed if any of the performance indicators show a decline.
  3. Future reports to feedback on the Council's priorities identified in the Corporate Strategy.

## **11. TRAINING – OVERVIEW & SCRUTINY**

The Chairman drew the Board's attention to the specific training that had been made available to the Members relating to the work of Overview and Scrutiny and to the proposed programme of future training. He felt that it would not be fair just to send one or two members on external training days and that it would be more cost

effective to invite a trainer to run a course at Kennet District Council for all Overview and Scrutiny members.

Another Member suggested that other Councils could be invited to this type of training as it would be useful to link up with authorities with different structures and this would also reduce the training costs.

The Policy Support Manager asked the Board to note the dates for training that had already been set for the afternoons of 11<sup>th</sup> November and 13<sup>th</sup> December 2005. It was then:-

**RESOLVED**

**THAT** The Board agrees the training programme as set out in the Agenda with the possible inclusion of an external provider facilitating training at Kennet (with other local authorities to be invited) at a future date in consultation with the Chairman of the Board.

**12. URGENT ACTION IN BETWEEN MEETINGS**

There was none.

**PART 2**

**Items considered whilst the meeting was closed to the public**

**None.**

Chairman  
11<sup>th</sup> October 2005