



PROGRAMME

Event:	JOINT OVERVIEW AND SCRUTINY TRANSITION BOARD - SECOND INFORMAL MEETING OF MEMBERS
Place:	Council Chamber Kennet District Council Offices, Devizes
Date:	Friday 25 January 2008
Time:	10.00 am

All Members and Substitutes invited to attend

Members	Substitutes
Cllr Jeff Osborn WCC	Cllr Ian West WCC
Cllr Tony Molland WCC	Cllr Roy While WCC
Cllr Robert Hall WCC	Cllr Margaret Taylor WCC
Cllr Judy Rooke WCC	Cllr Chris Humphries WCC
Cllr Ricky Rogers WCC	Cllr Mollie Groom WCC
Cllr Clyde Hoddinott KDC	Cllr Paula Winchcombe KDC
Cllr Chris Caswill NWDC	Cllr Ray Parsons KDC
Cllr Murial Tomlinson SDC	Cllr Christine Reid NWDC
Cllr Pip Ridout WWDC	Cllr Michael Hewitt SDC
	Cllr Keith Humphries WWDC

1. **To elect a Chairman for the meeting** (it was agreed to leave the election of a permanent Chairman until the formal commencement order had been received)
2. **Towards One Council Progress Report** A report by Ian Cook, Programme Office Manager is circulated. This was considered by the IE on 16 January.

Ian Cook will attend to brief members on the report.

(The detailed Project Initiation Document referred to in the report has not been circulated but is available to interested members on the County Council's website.)

3. **Member Engagement and Involvement in the Transition to One Council**
A report by Tim Gregory, Programme Director is circulated.

The report refers to the significant role of overview and scrutiny for engaging non-executive members across all five councils. The establishment of reference groups is also covered. The IE considered the report on 16 January and has called for further work on clarifying the two potentially duplicating roles and the eligibility of members to serve.

The JOSTB may also wish to express a view on the matter and note the further work requested.

In responding to the draft report, some district councils have questioned whether the size of the JOSTB should be increased to 17 to allow 2 representatives per district and 9 from the County Council, similar to that of the IE. A discussion on this point may also be helpful in advance of the commencement order.

4. **Update on Joint Overview and Scrutiny Transition Board Work Programme and Resources** The following are circulated:

- (1) Draft work programme
- (2) Latest version of the Governance and Programme Overview structure
- (3) Background paper on Community Area Boards and Community Area Partnerships considered at the IE on 28 November 2007. Members will have also benefited from a seminar being held on 21 January in Devizes.
- (4) Updated outline Implementation Executive Work Programme.

James Whittleton, Policy and Democratic Services Assistant NWDC, and Steve Milton, Principal Democratic Services Manager SDC will report further.

The Board is asked to confirm the priorities and details agreed at the last meeting in readiness for formal scrutiny. In the absence of the commencement order, members may wish to give consideration to commissioning some early scoping work by scrutiny officers in preparation.

5. **Business Management Programme (BMP) Briefing** A summary presentation explaining the BMP is circulated.

Cllr Tony Deane, Chairmen of WCC Customer First (Change Management) Task Group will brief members on the Task Group's work in scrutinising BMP. He is keen to extend an invitation for district members to be involved.

The Board is asked to discuss future non-executive member engagement and possible scrutiny interest as BMP features as a work stream in the transition structure.

6. **Arrange a schedule of meetings** A draft schedule of meetings is circulated.

Members agreed at the previous meeting, that the board should meet once a month but with an independent schedule from the JIT or IE. It was suggested that meetings be held across the 5 council offices and a preference was expressed for Monday or Friday mornings.

The Board is asked to agree a schedule of meetings.