



AGENDA

Event: JOINT OVERVIEW AND SCRUTINY TRANSITION BOARD
Place: Salisbury District Council
 City Hall, Salisbury
Room: Alamein Suite
Date: Friday 30 May 2008
Time: 10.30 am

This is a formal meeting of the Board although substitute members, and indeed any other members of the participating councils, and the public are welcome to attend.

| Members | |
|----------------------------------|---------------------------|
| Cllr Tony Molland WCC (Chairman) | Cllr Keith Humphries WWDC |
| Cllr Robert Hall WCC | Cllr Christine Reid NWDC |
| Cllr Jeff Osborn WCC | Cllr Jonathan Seed KDC |
| Cllr Ricky Rogers WCC | Cllr Michael Hewitt SDC |
| Cllr Ian West WCC | |

| Substitutes | |
|--------------------------|------------------------------|
| Cllr Mollie Groom WCC | Cllr Pip Ridout WWDC |
| Cllr Margaret Taylor WCC | Cllr Alan Hill NWDC |
| Cllr Ross Henning WCC | Cllr Paula Winchcombe KDC |
| Cllr Chris Humphries WCC | Cllr Ray Parsons KDC |
| Cllr Roy While WCC | Cllr Bobbie Chettleburgh SDC |

NOTES

- (1) Members are encouraged to view the latest IE papers as background to the work of the Joint Overview and Scrutiny Transition Board. These can be found on WCC website -Towards One Council – Members Information.
- (2) The regular progress report on overall programme activity will generally be circulated as an information item at the end of each JOSTB agenda.
- (3) Joint Board members are encouraged to communicate with each other, and scrutiny support officers, on relevant transition issues between meetings.

AGENDA

1. **Apologies and Membership**

To report that Jonathan Seed has been appointed by KDC to replace Clyde Hoddinott as its member representative on the Joint Board.

To report that Christine Reid (substitute Alan Hill) has been appointed by NWDC to replace Chris Caswill as its member representative on the Joint Board.

2. **Minutes of Previous Meeting – 15 April 2008**

Copy circulated herewith.

3. **Chairman's Announcements**

4. **Towards One Council Progress Report**

The latest transition programme progress report prepared for the IE meeting on 22 May is circulated.

Attached as appendices are the following documents:

- a Wiltshire Council – What Will We Be Like?
- b Day One Plan
- c Programme Risk Register
- d Draft Guidance on Staffing Issues

Although the progress report is normally circulated for information, the Joint Board at the last meeting identified Benefits Realisation and Day One Plan as being items of particular interest – see section 6 and Appendix B of Progress Report.

The Programme Director will attend to report latest progress on these items.

5. **Task Groups**

To receive progress reports from the leading authorities on the Board's current task groups as follows:

(1) Development Control – WWDC

An Interim Report by the Development Control Task Group is circulated. This will be presented to the Board by Fred Westmoreland SDC, Chairman of the Task Group.

The Board is asked to respond to the conclusions and recommendations in the report.

(2) Waste – WCC

The Task Group met on 12th May, where the Members received a project update and an overview of the current WCC Hills contract. The Task Group discussed access to information and requested Tracy Carter to clarify this area with her project team.

The next key project milestone is in June when the project team will identify their budget requirements for 2009-10.

(3) Community Area Boards – WCC

An Interim Report by the Community Area Boards Task Group is circulated. This will be presented to the Board by Michael Hewitt SDC, Chairman of the Task Group.

The Board is asked to respond to the conclusions and recommendations in the report.

(4) Customer Access – NWDC

An Interim Report by the Customer Access Task Group is circulated. This will be presented to the Board by Anthony Clarke KDC, Chairman of the Task Group.

The Board is asked to respond to the conclusions and recommendations in the report.

(5) Housing – SDC

Members met for the second meeting of the Housing Task Group on Thursday 8 May. Present were three District Council Heads of Housing, and James Cawley, Wiltshire County Council's liaison to the Housing Work Group. Officers provided members with a detailed overview of the main areas of work going on within the Housing Work Group to set up a unified housing department. The Task Group requested officers to produce a report, in time for the next meeting, setting out the performance of the four District Councils in key areas of housing services. It was agreed that this information would help inform the Group's interim recommendations to JOSTB in July. The next meeting of the Group will be held on Wednesday 11 June at the Kennet DC offices.

Janet Giles KDC will attend the meeting to report on the work of the Task Group to date and respond to any questions from JOSTB members.

6. **Member Interests**

To provide an opportunity to authorised members to report on progress as appropriate:

Chris Caswill – Risk Management (the latest programme risk register is circulated at appendix 3 to the Progress Report at item 3)

As reported under item 2, Chris Caswell is no longer NWDC's representative on the Joint Board so consideration will need to be given about the future scrutiny of this topic.

Keith Humphries - ICT

7. **Rapid Scrutiny Review: One Council High-Speed Wide Area Network (WAN) between key sites**

It was reported at the last meeting that John Noeken WCC Cabinet Member was being asked to sign a delegated decision for the procurement and implementation of the WAN due to timing constraints. This was referred to in the report from the Head of ICT to JOSTB on 22 February. The Cabinet Member was keen to have transitional scrutiny review it before he signs. JOSTB appointed Tony Molland WCC, Keith Humphries WCC and Chris Caswill NWDC to undertake the rapid scrutiny exercise. The report giving notice of the intention to take a delegated decision was published on 25 April. The three members met with the Cabinet Member and the Head of ICT and the Head of Business Analysis and Programme on 1 May.

The report explained that the links between the hubs and data centres would be made using a combination of existing BT lines and dark fibre installed along railway lines with end connection to the hubs and centres via the sewers.

The Scrutiny Members identified issues relating to some elements in the preferred solution which appeared to have been supported without sufficiently robust evidence, e.g. WCC's capacity to deliver to such a tight and pressurised timescale with little contingency and risk assessment having been demonstrated. Another issue was the contractual relationship and responsibilities between the various parties, including clarity in the contract over liability if potential problems arise, especially relating to the survey of the sewers, and an exit strategy for WCC. Of particular concern within the programme were the compression of the original period for testing and the further investigation of the track record and capabilities of H2O Networks Ltd.

Those issues were addressed by the Cabinet Member in his written response of 7 May. The delegated decision, incorporating the views of scrutiny, was then signed off on 8 May and is posted on the web. This includes a commitment to inform scrutiny of the outcome of the sewer survey expected at the end of June.

The Joint Board is asked to note the outcome of the rapid scrutiny exercise on the WAN and that further approaches for similar scrutiny may be made in the future.

8. **Finance Update**

A report by the Chief Financial Officer is normally taken to each IE and JOSTB meeting. However on this occasion there is no update paper as attention is being given by WCC Cabinet and the IE to the Medium Term Financial Strategy 2008-09 to 2012-13.

Following discussion with the Chairman, the executive summary and statements only have been circulated (with the full strategy document being available on the website). At this stage it is primarily for information although useful as a background document to understanding the approach to financial management for the new authority.

9. **Overview and Scrutiny Arrangements for the New Council**

A report by the Overview and Scrutiny Manager WCC is circulated.

10. **Implementation Executive Minutes**

The minutes of the last meeting of the IE held on 22 May – to follow

Members asked that these are included on the agenda for each meeting.

11. **JOSTB Work Programme**

(1) To consider the attached Work Programme of the JOSTB

(2) To receive the attached Outline Work Programme of the Implementation Executive

(3) To consider the following extract from the minutes of the WWDC Scrutiny Committee meeting held on 21 May 2008:

“Agenda Item 5 – Leisure

This Committee requests more Member involvement in the Cultural Services work stream of the transitional frontline services remit, and therefore recommends to the Joint Overview and Scrutiny Transition Board that some form of scrutiny is applied to this work stream.”

(4) Members are asked to give guidance on any specific transitional matters requiring scrutiny.

12. **Next meeting – Friday 27 June 2008**

The five authorities have now each hosted a JOSTB meeting. Members are asked to decide whether they wish the Board meetings to keep rotating or settle on a fixed future venue. If the former then it will be back to Kennet DC for the next meeting.