



AGENDA

Event: JOINT OVERVIEW AND SCRUTINY TRANSITION BOARD

Place: Kennet District Council
Devizes

Room: Council Chamber

Date: Friday 29 August 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 Chris Humphries WCC	Cllr Christine Reid NWDC
Cllr Jeff Osborn WCC	Cllr Jonathon 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 Roy While WCC	Cllr Ray Parsons KDC
	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) Board members are encouraged to communicate with each other, and scrutiny support officers, on relevant transition issues between meetings.

AGENDA

1. Apologies

2. Minutes of Previous Meetings – 25 July and 5 August 2008

Copies circulated herewith.

3. Chairman's Announcements

4. Managing the Transition to 1 April 2009: Appointments to the New Council

- (1) A report by the Chief Executive WCC prepared for the IE meeting on 27 August will be circulated.

The Chief Executive WCC will attend the meeting to introduce the report and respond to members' questions.

- (2) Response to JOSTB's comments on the draft Service Director Roles and Responsibilities

The JOSTB considered the draft Service Director Roles and Responsibilities chart on 25 July and fed comments back to the Programme Office Manager for response.

5. Towards One Council – Progress Report

- (1) The latest transition programme progress report prepared for the IE meeting on 27 August is circulated for information.

Attached as an appendix is the Service Director Handbook.

Any key views expressed by the JOSTB will be reported back to the Programme Office Manager.

- (2) Response to the comments made by JOSTB on 25 July

6. Financial Update

A report by WCC Chief Financial Officer prepared for the IE meeting on 27 August is circulated.

The Board asked for this to be a regular feature on its agenda. This report identifies a draft schedule of key finance activity which needs to take place between now and January 2009.

Any key views expressed by the JOSTB will be reported back to the Chief Financial Officer.

7. Task Groups

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

(1) Development Control – WWDC

After the Task Group's final report was endorsed by the IE at their meeting on 9 July, officer work has begun on the reports requested by the IE which would be available for consideration by the Task Group in the first instance.

It has been agreed that the Task Group would continue in being to scrutinise the implementation of the recommendations and the further reports requested by the IE, and remain supported by WWDC.

(2) Waste – WCC

An Interim Report by the Chairman of the Waste Task Group is circulated. This will be presented to the Board by Jonathon Seed KDC in the absence of the Chairman.

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

(3) Area Boards – WCC

The Task Group last met on 1 August. The Deputy Leader WCC, John Thomson, attended the meeting and provided information on the intended role of Cabinet members on the area boards. Furthermore, the Deputy Leader WCC and project officers briefed the Task Group on the options being considered in relation to budget allocation to the area boards. Niki Lewis, recently appointed Director Community Leadership & Support, also attended the meeting.

The Task Group also considered the project communications plan. This document was designed to ensure that internal and external audiences are appropriately informed about and encouraged to be engaged in the development phase of the area boards.

The Task Group will next meet on 5 September.

(4) Customer Access – NWDC

The meeting of the Task Group scheduled for 14 July was cancelled as the information on the detailed cost savings requested by members was not available by this date.

The Task Group will meet again on 2 September when they will receive a presentation from John Rogers (Workstream Manager) on the efficiencies the Customer Access Strategy will achieve. Deborah Farrow (Lean Systems Implementation Manager) will also attend to explain the principles of LEAN fundamentals and its application to Customer Access.

(5) Housing – WCC

An Interim Report by the Housing Task Group is circulated. This will be presented to the Board by Janet Giles SDC, Chairman of the Task Group.

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

8. Member Interest

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

Keith Humphries – ICT

9. Rural Unitary Task Group

The final report by North Wiltshire District Council's Overview & Scrutiny Rural Unitary Task Group is circulated.

The Task Group had scrutinised issues particular to a large rural unitary authority and presented its final report to the NWDC Overview and Scrutiny Committee on 17 July and NWDC Executive who endorsed the findings and recommendations in the report.

The report sets out a number of recommendations for consideration by various groups within the transitional governance arrangements. Some of these are for JOSTB's task groups and will be taken into account as part of their work. However, there is a specific recommendation identified for JOSTB as follows (see page 4 of the report):

"The Task Group recommends that a single asset register should be produced and that this matter be included on the Joint Overview and Scrutiny Transition Board work plan."

The JOSTB is asked to make a response.

The report will also be considered by the IE at their meeting on 23 September.

10. Implementation Executive Minutes

To receive the minutes of the last meeting of the IE held on 27 August 2008 – to follow.

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

11. Overview and Scrutiny Arrangements in the New Council

The Chairman and Vice-Chairman of the JOSTB met with Local Government Consultant Derek Bishop on 30 July to discuss redesign work to facilitate Overview and Scrutiny arrangements in the new council.

The Chairman and the Overview and Scrutiny Manager WCC will update members on this at the meeting.

12. Outline Work Programmes

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

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

13. Next meeting – Friday 26 September 2008 at 10.30am at Kennet District Council Offices