



AGENDA

Event: JOINT OVERVIEW AND SCRUTINY TRANSITION BOARD

Place: County Hall
Trowbridge

Room: Committee Room V – **Please Note Change of Venue**

Date: Friday 31 October 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 Jeff Osborn WCC	Cllr Christine Reid NWDC
Cllr Ian West WCC	Cllr Jonathon Seed KDC
Cllr Chris Humphries WCC	Cllr Michael Hewitt SDC
Cllr Ricky Rogers WCC	

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

NOTES

- (1) Members are encouraged to view the latest IE papers circulated to them as background to the work of the Joint Overview and Scrutiny Transition Board.
- (2) The regular progress report on overall programme activity will generally be circulated as an information item with the JOSTB agenda.
- (3) Board members are encouraged to communicate with each other, and scrutiny support officers, on relevant transition issues between meetings. They are also expected to act as the lead member for transitional scrutiny within their own authorities.

AGENDA

1. Apologies

2. Minutes of Previous Meeting – 26 September 2008

Copies circulated herewith.

3. Chairman's Announcements

4. Towards One Council

(1) Progress Report

The latest transition programme progress report prepared for the IE meeting on 29 October is circulated for information.

Any key views expressed by the JOSTB will be taken into account by the Programme Office, and responses sought as appropriate.

(2) Arrangements in the Interregnum Period

At the last meeting on 26 September, members requested a response to questions on:

- i. the executive arrangements during the interregnum period between 1 April and new council elections, especially with regard to the representativeness of the IE;
- ii. the provision for overview and scrutiny of IE decisions during the interregnum period between 1 April and new council elections;
- iii. the powers of the new council, including its O&S function, to review decisions of the IE taken during this period, including appointments made to other bodies.

Responses have been sought and will be reported at the meeting.

5. Appointments Procedure

A report by the Assistant Director, LGR Staffing prepared for the special meeting of the IE on 6 October is circulated for information.

6. Organisational Structure – Roles and Responsibilities

A report by the Programme Office Manager and the updated chart showing Service Director Roles and Responsibilities are circulated.

At the meeting on 29 August the JOSTB considered the draft Roles and Responsibility chart and recognised that further work was required, especially on the allocation of specific function areas within the new service areas and potential conflicts between responsibilities, working relationships and service delivery areas in the directorates.

JOSTB is asked to note the updated position.

7. Financial Update

A report by the Chief Financial Officer WCC prepared for the IE meeting on 29 October is circulated.

JOSTB is asked to note the report, and any comments will be forwarded to the Chief Financial Officer WCC.

8. Task Groups

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

(1) Development Control – WWDC

At their meeting on 23 September, the IE asked for further clarification on a number of issues contained in the officer report on Development Control. JOSTB retrospectively endorsed the views of the Task Group which had been incorporated in the report.

At present the Task Group is not meeting on a regular basis and meetings will only be arranged if there is specific business from the development control officer group to review or to comment on. No meetings are scheduled at the moment. An update on the further officer report has been requested and will be considered by the IE on 13 November. A separate report on Member Selection to the Area Planning Committees will also be considered by the IE on the same day.

(2) Waste – WCC

At the last meeting of the JOSTB on 26 September it was agreed to suspend the operation of the Task Group until more information on the transformation of the waste services was available.

(3) Area Boards – WCC

The Task Group last met on 10 October. Members focussed on the recommendations contained in the report to the IE on 23 September relating to Section 106 agreements. These called for area boards to be involved in the process, to which the IE asked for further work to take place before approving. After taking evidence from the lead member (John Thomson), the Chairman of the Development Control Task Group and the Head of Planning NWDC, members asked the Project Team to meet with the Service Director, Development to discuss the practicalities of implementing the recommendation. The outcome of this meeting will come back to scrutiny for consideration before returning to the IE.

The Task Group was also updated on the consultation process taking place in the Pewsey, Tidworth and Amesbury areas to overcome problems regarding the required representation of a minimum of four members on area boards. The latest proposal suggested that one member could sit on two area boards.

The Task Group has also asked for consistency in the terminology used to describe the projects, i.e. to call them "Pilot Area Boards" rather than shadow boards or Community Area Boards etc.

The Task Group will next meet on 7 November.

(4) Customer Access – NWDC

The Task Group will meet again on 24 November at Kennet District Council. Jacqui White, Service Director, Shared Services Team & Customer Care, will be attending the meeting to update members on the service as it takes shape, staff training and areas of risk. Members will also receive an update from John Rogers (Customer Focus Lead) on the Access to Service Strategy and will consider the training arrangements for the new Customer Services team.

(5) Housing – WCC

The Task Group last met on 9 October to consider updates on the budget, staffing structures, key risks and issues in the transition and in the important matter of affordable housing. The main points to highlight from this meeting include:

Budget 2009-10

- the financial plan total for the revenue budget was £2.6m
- £600k of revenue savings needed to be found over the next three years, with £200k to be found in 2009-10
- there was a risk that a number of the previously committed housing capital projects previously agreed by the district councils would not be honoured in 2009-10, particularly now that the impact of the credit crunch was causing a drop in capital receipts

Structures

- the new service would have dedicated support from a PFI manager, working closely with the central procurement unit to maximise the potential from affordable housing projects
- a new strategy and support service would be created in the Housing Service, designed to have strong links with adult social care services and to provide research capacity to ensure continual improvement and development
- officers have agreed to revisit the proposal to include only a 0.8fte occupational therapy resource in the new housing service structure, following the task group's challenge that this was insufficient

Affordable Housing

- whilst there were a number of obvious risks to the success of future affordable housing projects, there were also a number of opportunities which officers were pursuing, including the West Wiltshire PFI project
- a number of differences in the application of affordable housing policies would remain after Day One, but these would in time become harmonised through the putting together of the new Local Development Framework

The Task Group next meets on 4 November, when it will consider reports on the harmonisation of key policies and practices, on Salisbury District Council housing matters, and on the way in which members will continue to have representation on Housing Associations both during the interregnum period from April to June 2009 and afterwards.

(6) Change Management (Incl. ICT Transition) – WCC

The Task Group will next meet on 12 November to consider BMP, ICT and Shared Services updates.

9. Scrutiny of the Critical Path and Day One Plan

At the last meeting of the JOSTB the Vice Chairman suggested that Cllr Christine Reid NWDC would be effective in scrutinising the Critical Path and Day one Plan. He also asked that another member joins her.

Cllr Christine Reid NWDC has confirmed her commitment since, and Cllr Malcolm Hewson WCC and Cllr Bill Parks WWDC have also expressed their interest in the matter. Arrangements are now in place for the members to meet with the Programme Office to review the documentation.

Work is also being undertaken to include appropriate references to transitional scrutiny activities in the two documents.

10. Review of Working with the Voluntary and Community Sector

To report that on 21 October WCC Cabinet have recommended to the IE that all existing commitments by the five councils to the Voluntary and Community Sector are honoured in the financial year 2009-2010 pending full implementation of the review from April 2010. The PCT have also agreed to honour their commitments on the same basis. The IE will be considering the recommendation on 13 November.

- (1) To advise WWDC of the decision in response to the concern raised at their scrutiny meeting and reported to JOSTB last time.
- (2) To note that WCC undertook a rapid scrutiny exercise on the review report prior to consideration by WCC Cabinet on 21 October and supported the proposals (copy attached).

11. Implementation Executive Minutes

To receive the minutes of the meetings of the IE held on 6 (circulated) and 29 October – to follow

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

12. Outline Work Programmes

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

- i. The report on Leisure Services has been deferred to the November meeting. The JOSTB considered a report by the Lead Officer for Cultural Services at its meeting on 4 July and originally requested a progress report on leisure services as a whole to this meeting.
- ii. Proposals for future transitional Overview & Scrutiny activities resulting from changes in the meeting schedule for IE to reflect increasing responsibility, and responses to the Vice Chairman's letter of 3 October regarding a more coordinated approach to O&S between the five authorities will be the subject of a report to the next meeting.

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

13. Next meeting – Friday 28 November 2008 at 10.30am at Kennet District Council Offices