



AGENDA

Event:	JOINT OVERVIEW & SCRUTINY TRANSITION BOARD
Place:	Kennet District Council Devizes
Room:	Council Chamber
Date:	Friday 23 January 2009
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 Anthony 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 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 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) 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. **Membership and Apologies**
2. **Minutes of the Previous Meeting – 19 December 2008**

Copies circulated herewith.

3. **Chairman's Announcements**

The Chairman asked that the following announcement be included on the agenda sheet for members' information:

A booklet of reports by the Chief Financial Officer on the **Revenue Budget and Capital Programme 2009-10** will be circulated to all members of the five authorities early in the week commencing 19 January.

The Implementation Executive will consider the reports on 28 January and will be asked at its meeting on 11 February to make a recommendation to the County Council on the proposals within the budget booklet.

JOSTB will be hosting a special meeting on 17 February 2009 for all non-executive members of the five authorities to consider the 2009-10 budget recommendations of the Implementation Executive.

Each of the JOSTB task groups will take a responsibility to consider relevant components of the budget for their respective areas.

NB. Members are kindly requested to retain their copy of the budget booklet and to bring it to all meetings at which the budget will be considered.

Items for Consideration

4. **Audit Commission Joint Direction of Travel Assessment**

- a) Assessment for the Wiltshire District Councils

A report by the Chief Executive WCC and the Audit Commission's Joint Direction of Travel draft report are circulated.

The same papers were considered by the IE on 13 January. Please see minutes at item number 8 of this agenda for decisions.

- b) Assessment for Wiltshire County Council

The publication of the Audit Commission's Joint Direction of Travel Assessment for Wiltshire County Council is imminent. The draft report will be circulated for consideration at this meeting if available in time.

Each of the JOSTB task groups will take a responsibility to consider relevant components of the two draft reports for their respective areas.

The Board members have expressed concerns in the past for the potential impact of transition on the performance of the demising district councils. The draft report at a) above gives an independent commentary on the situation that members may wish to discuss.

As a consequence, any remaining concerns or comments on the report can be reported to the Chief Executive and/or the IE as appropriate.

A representative from the Audit Commission will attend to answer questions.

5. O&S Arrangements in the New Council

Two reports by the Local Government Consultant and the Scrutiny Manager WCC are re-circulated. Board members requested at the last meeting that they be given a further opportunity to discuss the proposals at this meeting prior to making a final decision in the light of the outcome of consultation at its next ordinary meeting on 27 February.

The Board approved the proposals for consultation at the last meeting on 19 December and these are now out with members of all five councils, Chief Executives, Corporate and Service Directors for comments by 2 February.

The IE considered the reports at its meeting on 13 January and supported the proposals in principle, subject to the outcome of the consultation and decision of the new Council.

6. Task Groups

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

(1) Pilot Area Boards – WCC (Chairman: Mike Hewitt SDC)

The Task Group met on 9 January and considered in detail the draft Area Board Handbook. Highlights of the debate included:

- a) language of the document and who the audience is;
- b) how the performance of the Area Boards will be measured;
- c) the relationship between scrutiny and the Area Boards;
- d) the level of funding for the boards; and,
- e) the process for electing the Chairman.

The Task Group will next meet on Thursday, 22 January and will welcome representatives from Southampton University, who are evaluating the project. The Task Group is also considering the issues DVD and the determination of the Area Board boundaries.

A verbal update will be given at the meeting

(2) Customer Access – NWDC (Chairman: Anthony Lake KDC)

The Task Group has not met since the last JOSTB meeting on 19 December. They will meet again on 26 January to discuss the Communications Strategy, particularly the methods by which the public will be informed of the changes they can expect to see from April. Sally Hendry, Campaigns Manager WCC, has been invited to present the Strategy.

Allison Bucknell, IE lead member for Democratic Services, will also be attending the next meeting to answer questions on the methods by which member enquiries will be signposted in the new council. This was requested by JOSTB after the issue had been raised during the Elections and Members Support Rapid Scrutiny exercise.

(3) Housing – WCC (Chairman: Janet Giles KDC)

The Task Group has not met since the last JOSTB meeting, but is due to meet on 13 February to consider update reports on the:

- a) development of the Housing Service 2009-10 Budget;
- b) key issues and risks associated with the transition;
- c) work of the new Housing Partnership; and,
- d) decision(s) of the IE in relation to Salisbury's Housing Revenue Account 30 Year Business Plan which it considered on 13 January (the Task Group has discussed this business plan on two occasions previously).

(4) Change Management (Incl. ICT Transition) – WCC (Chairman: Tony Deane WCC)

The Task Group will next meet on 28 January where the members will be reviewing the extension of the Steria contract, as considered by the IE on 13 January. The members will also receive their regular update on BMP and Shared Services.

(5) Waste – WCC (Chairman: Alan Hill NWDC)

Contact has been made with the Service Director, Amenities & Leisure and it is hoped that the Task Group will meet in late January, following the release of budget information.

(6) Critical Path – WCC (Chairman: Christine Reid NWDC)

At the last Board meeting, members agreed to establish a Critical Path Task Group for this ongoing work. The Group will next meet on Wednesday, 21 January and is supported by Emma Mumford from the Corporate Programme Office. A verbal update on the work of the Group will be given at the meeting.

Items for Information

7. Towards One Council – Progress Report

The latest transition programme progress report prepared for the IE meeting on 28 January is circulated for information – to follow

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

8. Implementation Executive Minutes

To receive the minutes of the meeting of the IE held on 13 January – to follow.

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

9. Outline Work Programmes

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

(i) Cost of Early Departures and Redundancies

On 26 September, JOSTB requested this report as part of the consideration of the Financial Update. At the meeting, members enquired about the costs compared to budget provision for early departures and redundancies bearing in mind the savings already made due to staffing vacancies and productivity. Negotiations with trade unions were still ongoing regarding the appointments process. More information was anticipated to be available by late December. Regarding the harmonisation of staff terms and conditions and redundancy procedures after 1 April, negotiations with trade unions were also still ongoing.

A report on the application of the revised severance pay arrangements will be put to the Implementation Executive on 28 January and this report, as well as the decision of the Implementation Executive, will be available for consideration by the JOSTB at its meeting on 27 February.

(ii) Property Strategy

JOSTB considered the Property Strategy at a special meeting on 5 August 2008. At the meeting, members heard that a revised strategy would be available towards the end of the year which would incorporate the issues raised by members at the meeting.

Unfortunately the original timescale has slipped. The draft report of the consultants supporting the office accommodation review is currently under consideration by CLT. Once proposals on the way forward have been formulated then JOSTB will have an opportunity to comment. An oral update may be available in time for the meeting.

(iii) Closure of End of Year Accounts (NWDC)

To report that NWDC Scrutiny Committee has identified a risk regarding the capacity to effectively close down the end of year accounts following a report by their Section 151 officer. This matter has now been taken up with the project officer responsible within the transition finance community, and a response prepared.

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

10. Next ordinary meeting – Friday 27 February 2009 at 10.30am at Kennet District Council Offices

The special meeting of the JOSTB to consider the Revenue Budget and Capital Programme 2009-10 will be held on 17 February 2009 at 10.30am in the Council Chamber at County Hall.