

# AGENDA



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**Meeting:** OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE  
**Place:** County Hall, Trowbridge  
**Committee Room:** V  
**Date:** Thursday 29 March 2007  
**Time:** 10.30 am

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Please direct any enquiries on this agenda to Paul Kelly of Democratic & Members' Services, County Hall, Trowbridge, direct line (01225) 713049 or e-mail [paulkelly@wiltshire.gov.uk](mailto:paulkelly@wiltshire.gov.uk)

All the reports referred to on this agenda are available on the Council's website at [www.wiltshire.gov.uk/council.htm](http://www.wiltshire.gov.uk/council.htm)

**Members are also reminded to personally review the Council's Forward Work Plan and Cabinet minutes as part of Scrutiny's responsibilities to hold the Executive to public account. These are circulated regularly and available on the website.**

**Any member of the Committee or any 5 members of the Council can request an item on the agenda of the Committee using the appropriate form available on the website or from the scrutiny officers.**

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Briefing Arrangements:	Date	Time	Place
Chairman and Vice	26 March	3.00pm	Scrutiny Room

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## Membership:

Mr AN Deane	Mr JB Osborn (Chairman)
Mrs ME Groom	Dr JM English
Brig. RW Hall	Mrs JH Rooke
Mr A Molland	Mr BE Dalton
Mrs P Rugg	Mr P Batchelor
Mr AJ Trotman	Mr RT Rogers
Mr R While	

## **PART I**

### **Items to be considered while the meeting is open to the public**

1. **Membership**
2. **Apologies**
3. **Minutes of Previous Meeting** To confirm and sign the minutes of the meeting held on 18 January 2007 (copy previously circulated).
4. **Chairman's Announcements**
5. **Members' Interests** To remind members to declare any personal or prejudicial interests or dispensations granted by the Standards Committee at the relevant time.
6. **Public Participation** The County Council welcomes contributions from members of the public. This meeting is open to members of the public who may ask a question or make a statement. Written notice of questions or statements should be given to the Head of Legal and Democratic Services by 12.00 noon on Tuesday 27 March. Anyone wishing to ask a question or make a statement should contact the officer named above. Speakers are limited to two minutes.
7. **Real Time Bus Information** A report by the Director of Environmental Services is circulated.

The Committee called for a report on Real Time following concerns over delays identified in the Transport Service Action Plan considered at the last meeting.

The Committee is asked to consider the information in the report regarding technical and capacity issues and determine whether it wishes to continue its interest in this project.

8. **First Great Western Trains Franchise** A report by the Director of Environmental Services is circulated.

The Committee asked the Chairman and Scrutiny Manager to investigate further the potential for reviewing the current reported problems being experienced by the new train operator in West Wiltshire and take appropriate action. An initial report has been commissioned from the Director of Environmental Services in order to gain information on the background to the reported problems before determining any further action.

9. **Social Care Scrutiny Task Group – Final Report**

The report of the Task Group is circulated.

This is the outcome of the work done by the Task Group established by the Committee in November 2006 arising from recommendations of the Corporate Recovery Task Group. The members who served were John English (Chairman), Pat Rugg, Andrew Davis, Judy Rooke, and Mike Hewitt (Health Scrutiny representative).

The Committee is asked to endorse the findings and recommendations in the report and forward these to the executive for consideration and approval as appropriate.

10. **Carefirst Project – Update on Implementation** A report by the Assistant Director Procurement and ICT is circulated.

The Committee considered a report back in March last year about concerns it had over the delay in implementing the Carefirst Project. In noting the actions taken to address the challenges faced by the project, the Committee asked for an update report on practitioner input.

The Committee is asked to consider the information in the report on the training of practitioners, use of the system and future priorities, and determine whether it wishes to continue its interest in this project.

11. **Replacement Sodexho Contracts Project** A report by the Director of Environmental Services is circulated.

This is the first stage in the retendering of the current Sodexho contract. The Committee is asked to note the packaging and reletting of services and consider the appointment of a representative to sit on the project board.

12. **Grant Aid to Wiltshire Heritage and Salisbury Museums** To report that at full Council on 13 February in determining the budget, the Overview and Scrutiny Management Committee was asked to consider establishing a task group to examine the Wiltshire Heritage and Salisbury and South Wiltshire Museums following grant aid decisions for 2007/08.

The Assistant Director of Community Services (Libraries and Heritage) has written to the two museums setting out conditions attached to the grants including agreeing to a scrutiny review. Until acceptance has been received to the conditions, it is not appropriate for scrutiny to move too far forward with any review. However, if accepted into the Committee's work programme, the review would focus on findings relevant to grant aid

considerations for 2008/09 and therefore timing is not crucial at this stage. It is expected that matters will be resolved in time for report to the next meeting on 7 June.

The Committee is asked to consider in principle whether to agree to the request of full Council to establish a task group to undertake a review of the two museums later in the year, subject to acceptance of the conditions and update report to the next meeting from which appropriate terms of reference can be drawn up and membership agreed.

13. **Staff Vacancies – Corporate Policy** This item was deferred from the last meeting to enable a senior HR representative to attend. The Corporate Policy on staff vacancies introduced during the period of financial recovery is re-circulated.

The minutes report that, prior to deferment, members did question the effectiveness of the policy and requested data on the number of posts filled, held vacant or deleted from the establishment as a consequence. The Scrutiny Manager did explain that he had had a conversation with a senior representative from HR who reported that this data was held within departments and not yet gathered centrally in any consistent way. The new corporate Business Management Programme (BMP) would dramatically improve the ability to report on these types of issues in the future.

Since the last meeting, HR have been working on bringing forward a number of developments in advance of the BMP which can be reported on at a future meeting.

The Committee is also reminded that its Customer First Scrutiny Task Group is actively monitoring the BMP including the HR elements and the Committee itself will receive an annual update on the People Strategy implementation action plan in November.

The Committee is asked discuss its requirements further with the benefit of HR attendance at the meeting and determine any subsequent action required.

14. **Work Programme** A copy of the latest version of the Management Committee's work programme is circulated. The Committee is asked to consider its current work programme and agree any alterations it wishes to make, bearing in mind any decisions taken earlier in the meeting.

For information the following scrutiny activities under the direction of the Management Committee are taking place:

<b><u>Activity</u></b>	<b><u>Topic</u></b>	<b><u>Members</u></b>	<b><u>Start date</u></b>	<b><u>Next Meeting</u></b>	<b><u>End Date</u></b>
Task Groups	Performance	Mr Newbury (Ch) Mr Osborn Mrs Soden Mrs Taylor Mr While	Nov 02	June 20	Standing
	Budget	Mr Molland (Ch) Brig Hall Mr Coleman Mr Rogers Mr Moss Mr Osborn	Sept 01	May 16	Standing
	Customer First	Mr Deane (Ch) Ms Content Mr Dalton Mr A Davis Mr Newbury Mrs Rugg	June 05	April 26	Standing
	Street Management	Mr Trotman Mrs Rugg Mr Winchcombe Mr West Mr Henning	Jan 07	March 28	Sept 07
Procurement Project Boards	Property Services	Mr Henning	Sept 05	-	Ongoing
	Adult Care	Mrs Hill and Dr English	Jan 06	-	Ongoing
	Business Management Programme	(to be confirmed)	Feb 06	-	Dec 07

## 15. Urgent Items

### **PART II**

**Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

None