



OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on 7 June 2007.

PRESENT: Mr JB Osborn (Chairman), Mrs EA Chettleburgh, Mr B Dalton, Mr AN Deane, Dr J English, Mrs ME Groom, Brig RW Hall, Mr A Molland, Mrs JH Rooke, Mrs P Rugg, Mr A Trotman, Mr RS While and Mrs M White.

Also present: Mr J Thomson, Mrs M Douglas and Mr J Noeken – Cabinet Members,
Representatives from The Orders of St. John Care Homes
Representatives from First and Wilts and Dorset Bus Companies

26. **Apologies** Mr Batchelor and Mr Rogers

27. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the meetings held on 29 March and 16 April 2007.

28. **Chairman's Announcements**

(1) Dr English and two of the scrutiny officers would be attending this year's annual Centre for Public Scrutiny conference in London on 13 June.

(2) The Scrutiny Manager was invited to lead the scrutiny session at the new member induction for North Wiltshire District Council on 10 May.

29. **Members Interests** Declared by Mr Dalton and Mr Trotman in respect of relatives being users of OSJCT services.

30. **The Orders of St. John Care Trust**

(1) Block Contract for Residential Care Annual Service Review 2006-07 A copy of the annual report from the Orders of St. John Care Trust (OSJCT) was circulated along with a covering report by the Director of Community Services. The Council's Corporate Procurement Strategy requires major partners and contractors to report each year on their performance. Representatives from the Trust attended the meeting to present their report and answer questions from members.

Keith Hillman for the Director of Community Services and Nigel Read, Chief Executive of OSJCT introduced the annual review of services highlighting the continuing improvements and developments for the future within the contract.

Members made comments, asked questions and received answers during debate on a number of issues including the increasing demand for enhanced and nursing care places, current position with the review of day care and attendance figures, timescale for the developments in Devizes and Bradford, non-inclusion of Coombe End Court, CSCI comparison ratings and action plan for addressing improvements, working relationships with the housing Associations, PCT funding, and area comparisons on spend and investment.

OSJCT agreed to provide further information to members in respect of the outcome of the residents' questionnaires, percentage of ex-WCC staff still retained, and the care element of the CSCI ratings. It was also confirmed that Wiltshire's homes compared well to other OSJCT homes and overall in the national setting.

The joint Cabinet Members for Community Services also joined the debate complementing OSJCT on its performance and the potential for more flexible arrangements in the future.

Resolved:

- (1) To thank the representatives of OSJCT and the Cabinet Members for attending the meeting and contributing positively to the debate.**
- (2) To welcome the content of the annual report and acknowledge the level of performance of OSJCT in 2006/07 under the contract.**
- (3) To seek the additional information requested by members at the meeting mentioned above, and that future reports include comparison data.**
- (4) To ask the Cabinet Members to take into account the views of the Management Committee in approving the annual service review.**

(2) Review of Care Services with particular reference to The Orders of St. John Care Trust A report by the Director of Community Services was circulated updating members on early development proposals. This review was mentioned when the Committee considered the OSJCT interim report last June. Scrutiny members were keen to be kept informed of progress with the development strategy.

Members raised a number of issues including the different legal opinions allowing flexibility within the existing contract to develop services particularly relating to nursing, specialist dementia and extra-care housing, the role of the NHS/PCT, and the intention to develop services on a cost neutral basis. The bid for development fund resources and the role of the proposed project team was also mentioned.

Resolved:

- (1) To acknowledge that officers would work with OSJCT on the residential care contract to include development proposals to meet the changing needs of older people to enable the services offered by OSJCT to more closely meet current and future demand for care from Wiltshire's older population.**
- (2) To note that a bid for resources from the 2007-08 Development Fund to provide capacity to progress the proposals would be considered by the Budget Scrutiny Task Group on 21 June and then Cabinet for decision.**
- (3) To note that further reports on the developments proposals will be made to the Management Committee and Cabinet.**
- (4) To appoint a non-executive member to represent scrutiny on the proposed project team.**

(Nb. Since the meeting the Chairman and Vice-Chairman had nominated Dr J English to serve on the project team.)

31. **Real Time Bus Information** A report by the Director of Environmental Services was circulated.

It was reported that the Committee initially called for a report on Real Time following concerns over delays identified in the Transport Service Action Plan. A report in response was considered at the last meeting at which the Committee wanted clarification as to the indicators and monitoring information used to measure the performance of the system, especially in the light of the personal observations made by members. A further report had now been prepared.

Representatives from the bus operators involved in the system accepted an invitation to attend and were asked for their views on the effectiveness of the system. The accurate inputting of information and the lack of reliable network coverage were seen as key components. The area north of Westbury was particularly problematic as once coverage had been lost real time information reverted to timetabled information for the remainder of the journey.

Members felt that the lack of effective real time information in certain areas, the length of time the project had been running and the investment already made was causing concern. Members questioned the request for additional staff resources and whether the project was a priority for the Department. Members also queried the robustness of the project management and had worries over the experience and perception of passengers since its launch, particularly in West Wiltshire.

Resolved:

- (1) To thank the representatives of the bus operators for attending and giving their views on the system during debate.
- (2) To ask the Cabinet Member to confirm the level of priority afforded to the delivery of Real Time and whether the additional 18.5 hours of staff time identified as being required to improve its effectiveness would be forthcoming.
- (3) To ask the Director of Resources to review how effective the project management had been and whether any advice or support would be appropriate if the scheme was still regarded a priority for the Council (see (2) above).
- (4) To ask the Director of Environmental Services to co-ordinate a brief report back on the outcome of the above actions, along with any further views of the bus operators to the next meeting.

32. **Voice to Choice Update** A report by the Assistant Director of Community Services was circulated.

It was reported that this item originated from the beginning of last year following Cabinet's approval to the framework and schedule of the project. The Management Committee was invited to express its views on the concept and principles for inclusion in the development of the proposals prior to implementation. In receiving an update at the March meeting last year the Management Committee asked for a further report on the pilot community area boards.

The Committee were aware from the report and other discussions that much of the project was now part of the One Council for Wiltshire proposals. On that basis members were happy to leave the debate to more appropriate forums at this time. However the issues for comment in respect of local scrutiny and budget delegation would be revisited once an announcement about One Council had been made.

Resolved: To thank the Director for the update report and that the Committee would comment on specific matters in due course.

33. **Progress Report on the Implementation of the Corporate Procurement Strategy (CPS)** A report by the Head of Procurement and Contract Management was circulated covering the second year.

It was reported that the Committee was involved in supporting the adoption of the CPS in 2005 and asked to be kept informed of progress with implementation on an annual basis.

The Cabinet Member for ICT, Procurement and Partnerships spoke of the achievements to date but that further work was required in order to properly capture resulting savings. He was confident that the new Corporate Leadership Team was supportive of the Strategy and of the work of the new Procurement Reform Project designed to introduce an enhanced corporate

procurement function. He also welcomed close scrutiny of the efforts being made.

Members discussed the need to realise the benefits of PP06 in order to give credibility to the investment in corporate procurement, the expectation of increased focus as a consequence of the team moving to the Resources Department, the re-launch of Buy-Wiltshire and the expansion proposals for the Schoolquote system.

Resolved:

- (1) To note the targets achieved over the past year and encourage continued implementation of the Corporate Procurement Strategy**
- (2) To highlight the need to document evidence of the savings achieved and to note that the Cabinet Member was pursuing this as a matter of priority.**
- (3) To receive a further report on progress in a year's time and a copy of the high risk partnerships and contracts register in January for potential scrutiny (see also minute 37(2)).**

- 34. Grant Aid to Wiltshire Heritage and Salisbury Museums** A report by the Assistant Director of Corporate Services was circulated.

It was reported that it was agreed in principle to establish a Scrutiny Task Group at the last meeting and the report now dealt with the proposed terms of reference and membership.

Resolved:

- (1) To note the decision taken in principle at the last meeting to establish a task group to review the two museums.**
- (2) To note the agreement of the two museums to the grant aid conditions, including the scrutiny review.**
- (3) In light of the above, to formally establish the task group with the terms of reference set out in paragraph 8 of the report.**
- (4) To note the position of the current Council member representatives on the museum managing boards with regard to the review.**
- (5) To appoint five members to serve (to be nominated by the Chairman and Vice-Chairman), noting that the Task Group would elect its own chairman.**
- (6) To look forward to receiving the Task Group's final report at the Management Committee's meeting on 1 November once the review has been concluded.**

(Nb. Since the meeting Mrs Groom, Brig. Hall, Mr Trotman, Mr Henning and Mr Newbury had been nominated.)

35. **Budget Scrutiny Task Group Final Report** A copy of the final report on the Council's revenue budget process for 2007-08 was circulated.

Mr Molland introduced the report as the Task Group's Chairman highlighting the key findings and conclusions. Members discussed the Task Group's new monitoring role, the Director of Resources post and the proposal for a Cabinet Member for Finance.

Resolved: To endorse the conclusions and recommendations in the Task Group's final report for submission to Cabinet on 26 June.

36. **Social Care Task Group Recommendations – Cabinet Member Response**
It was reported that the Management Committee resolved as follows in respect of the final report of the Task Group at the last meeting:

- (1) To thank the task group for their work and commitment whilst undertaking the review.
- (2) To endorse the findings and recommendations of the task group as detailed in the final report.
- (3) To alert the Cabinet Member to the delay in completing the assessment of users targeted for completion by December 2006 (Cabinet minutes October 17 2006) and to voice the Committee's concern about the uncertainty this delay has caused amongst service users, carers and staff.
- (4) To alert the Cabinet Member to the commitment that the day care services change programme for Adults with Learning Disabilities would be completed by April 2007 (Cabinet report October 17 2006) and the concern of the Management Committee that this will slip further when considering the assessment process for users and the difficulties in finalising appropriate buildings to the existing day centres.

The recommendations of the Task Group were re-circulated for ease of reference along with the response by the Cabinet Member of Community Services in the form of a letter. The Cabinet Member was present at the meeting to speak to his response and answer questions.

Dr English as Chairman of the Task Group thanked the Cabinet Member for his response and commented on a number of issues within it including the time taken to complete user assessments, staff uncertainty, day centre and drop-in provision, and commissioning framework. During debate the future of the Task Group was raised including the importance of having a clear remit and relevant timetable. The Cabinet Member offered to share the project plan detailing information on social care changes to enable some focus to be given should the Management Committee support its continuation.

Resolved:

- (1) To thank the Cabinet Member for his response and to note the comments of Dr English made in reply.
- (2) To ask Dr English with support from the Scrutiny Officer to review the social care changes project plan and bring back proposals for the future of the Task Group at the next meeting.

37. Scrutiny Development Issues

(1) Review of Meetings It was reported that the review undertaken by the Standards Committee had identified Overview and Scrutiny as part of the solution to improve arrangements for involvement of members in the decision-making process, particularly around developing its working relationship with Cabinet, being more focused on external issues and generally being more proactive. An action plan was being prepared for consideration at the next meeting of the Standards Committee on 4 July.

Resolved: To note that the Chairman of the Management Committee had insisted that Scrutiny was given the opportunity to lead on any proposed developments affecting it which would be identified in the action plan and taken to a future meeting.

(2) Framework for Partnerships It was reported that Cabinet on 22 May adopted a framework policy for the evaluation, approval and registration of partnerships in order to strengthen the Council's partnership governance arrangements.

It was suggested that the Committee might wish to receive a copy the register or summary version relating to the highest risk/value partnerships (available from December 2007) with a view to "spot reviewing" one or more of these partnerships in a similar way to its successful approach to major procurement activities.

Resolved: To note the adoption of the Framework and ask that it receives the register or summary version at its meeting in January 2008.

(3) White Paper Proposals for O&S The Management Committee was informed of the proposals in the Government's Local Government White Paper 2006 to strengthen overview and scrutiny contained in the chapter on effective, accountable and responsive local government.

The Government intends to legislate to strengthen scrutiny's role as part of "place-shaping" responsibilities of local authorities and will include a requirement to consider issues raised by members as "Community Calls for Action". At the same time, Government will encourage local authorities to focus overview and scrutiny on more strategic issues – the priorities agreed as part of Sustainable Community Strategies, Local Area Agreements and other key strategic plans. Greater use of overview and scrutiny in policy development is also proposed. In support of these developments Government expects all councils to dedicate appropriate resources to scrutiny in recognition that the key to successful scrutiny (and hence good governance) is adequate resourcing and support.

Members recognised that One Council for Wiltshire (1C4W) may provide the extra resources and capacity to develop the work of scrutiny in these areas. However, whatever happens on this front, the Government would expect to see evidence of an enhanced role for overview and scrutiny in the future.

Resolved: To be aware of these intensions and, once the outcome of the bid for 1C4W was determined and Government had issued direction and guidance, a further report would be made for scrutiny members to engage with the local development of this enhanced role.

38. **Work Programme** A copy of the latest version of the Management Committee's work programme was circulated which would be amended to reflect the decisions taken at this meeting.

Resolved: To note the following scrutiny activities taking place under the direction of the Management Committee:

<u>Activity</u>	<u>Topic</u>	<u>Members</u>	<u>Start date</u>	<u>Next Meeting</u>	<u>End Date</u>
Task Groups	Performance	Mr Newbury (Ch) Mr Osborn Mrs Soden Mrs Taylor Mr While	Nov 02	20 June	Standing
	Budget	Mr Molland (Ch) Brig Hall Mr Coleman Mr Rogers Mr Moss Mr Osborn	Sept 01	21 June	Standing
	Customer First	Mr Deane (Ch) Ms Content Mr Dalton Mr A Davis Mr Newbury Mrs Rugg	June 05	13 July	Standing
	Street Management	Mr Trotman Mrs Rugg Mr Winchcombe Mr West Mr Henning	Jan 07	8 June	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	Mr Deane	Feb 06	-	Dec 07

(Duration of Meeting: 10.30 – 13.05)

The Officer who has produced these minutes is Paul Kelly, Democratic & Members' Services, direct line: (01225) 713049.