

AGENDA



website: www.wiltshire.gov.uk

Meeting: OVERVIEW & SCRUTINY MANAGEMENT COMMITTEE
Place: County Hall, Trowbridge
Committee Room: V
Date: Thursday 1 November 2007
Time: 10.30 am

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
 All the reports referred to on this agenda are available on the Council's website at 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.

Briefing Arrangements:	Date	Time	Place
Chairman and Vice	30 October	on rising of Cabinet	Scrutiny Room

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 6 September 2007 (copies 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 30 October. Anyone wishing to ask a question or make a statement should contact the officer named above. Speakers are limited to two minutes.
7. **Waste Management Service Contract Annual Review 2006/07**
A report by the Director of Environmental Services is circulated.

The annual review report by Hills of the Wiltshire Waste Contract was previously circulated to members under cover of a letter by the Director of Environmental Services dated 21 September. Members are asked to bring their copy with them to the meeting. It can be viewed online at the County Council's website and spares will be available at the meeting.

This is taken as a responsibility under the Corporate Procurement Strategy to review all contracts over £1m annually.

Representatives from Hills will be present at the meeting to answer questions from members. The Committee is asked to consider the report and make its views known to the Cabinet Member.
8. **Energy Contract Annual Review – 2006/07** A report by the Director of Resources is circulated.

This is taken as a responsibility under the Corporate Procurement Strategy to review all contracts over £1m annually.

The Committee is asked to consider the report and make its views known to the Cabinet Member.

9. **Carbon Management Programme (CMP) – Progress on Implementation** A report by the Director of Environmental Services is circulated.

From consideration of the Energy Contract Review last year, members asked to see the CMP and be involved in monitoring progress of its implementation.

The Committee is asked to consider the report and make its views known to the Cabinet Member.

10. **Museums Task Group Final Report** A copy of the Task Group's final report is circulated.

This review was initiated by the Committee in June following a request by Council arising from its revenue budget considerations. Robert Hall (Chairman), Mollie Groom, Ross Henning, Tony Trotman, and Christopher Newbury (who later resigned) were appointed to serve on the Task Group.

The Committee is asked to consider and endorse the findings and recommendations in the final report. The report will then be submitted to the Cabinet Member and relevant stakeholders, and their views reported back to the next meeting.

11. **Overview and Scrutiny Arrangements for One Council Transition – Paper for Consultation** Outline arrangements were reported to the last meeting and incorporated in the report to Council on 21 September. Council resolved for the Management Committee to determine these arrangements in consultation with district councils.

A more detailed consultative report by the Assistant Director of Corporate Services was issued to district councils on 2 October with a covering letter from the Chairman and Vice-Chairman extending an invitation to submit views and for representatives to attend this meeting. A copy of this paper and covering letter is attached. Since its issue further discussions have taken place with districts and the latest proposals are set out in an addendum to the report.

In the light of comments received and discussion at the meeting, the Committee is asked to determine how best to move towards implementing appropriate overview and scrutiny transitional arrangements as recommended in the report.

12. **Rapid Response Scrutiny** This issue was touched on during discussions with the Standards Committee on the review of meetings and member engagement as a potential enhancement to the current Overview and Scrutiny Arrangements.

Discussions between the Chairman, Vice- Chairman and Scrutiny Manager have identified a gap in the arrangements for consideration of some topics. The Management Committee has been unable to give consideration to some items in enough depth due to the size of the agenda or the formality of the setting. However in these cases it has felt that to devote the resources of a full task group would be overkill. The example quoted has been the annual reviews of contracted services.

A successful system has emerged more recently of the Committee appointing individual members to various activities such as the procurement boards of major projects, budget scrutiny fact-finding sessions, and follow-up of outstanding matters arising from the review of the implementation of task group recommendations. The Chairman and Vice-Chairman are keen to develop this experience by adding the option for them of appointing 2 or 3 non-executive members to scrutinise issues rapidly over just a single or couple of meetings for immediate report/recommendation to the relevant Cabinet member/stakeholders. The activity and outcome can then be endorsed by the Management Committee at the next meeting.

This proposal is seen as a natural extension to current practices and would increase the flexibility for the Chairman and Vice-Chairman to respond rapidly with a “light touch” to situations between meetings. It would also open up the opportunities for members to take a closer look at specific issues but without having to potentially devote a 3 month stint to a full task group review. The agendas for future Management Committee meetings would also benefit from being more focused.

The Management Committee is asked for its views on this proposal and, if supported, to approve this new rapid response activity as part of its working arrangements. This option would automatically be extended to the Children’s Services and Health Scrutiny Committees.

13. **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:

<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	TBC	Standing
	Budget	Mr Molland (Ch) Brig Hall Mr Coleman Mr Rogers Mr Moss Mr Osborn	Sept 01	21 Nov	Standing
	Customer First	Mr Deane (Ch) Ms Content Mr Dalton Mr A Davis Mr Newbury Mrs Rugg	June 05	2 Nov	Standing
	Environmental Impact of Waste	Mr Hewson Mrs Rooke Mr Deane Mr West Mrs Groom	Sept 07	30 Oct	Jan 07
	Museums	Brig Hall (Ch) Mrs Groom Mr Trotman Mr Henning Mr Newbury (res)	June 07	Reporting Nov 07	Nov 07
Procurement Project Boards	Property Services	Mr Henning	Sept 05	-	Ongoing
	Adult Care (including OSJ Care Services)	Dr English	Jan 06	-	Ongoing
	Business Management Programme	Mr Deane	Feb 06	-	Dec 07
	Sodexo Replacement	Mr Rogers	March 07	-	March 08
Specific Interests	Street Management	Mr West	Sept 07	-	Ongoing
	Cycle Lanes	Dr English	Sept 07	-	Ongoing

14. 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