



## **OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE**

---

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on 1 November 2007.

PRESENT: Mr JB Osborn (Chairman), Mr B Dalton, Mr AN Deane, Dr J English, Mrs ME Groom, Brig. R Hall, Mr A Molland, Mr RT Rogers, Mrs P Rugg, Mr I West and Mr R While

Also present: Mr S Burns, Hills Waste  
Councillor G Hedley and Mr P Mountford – West Wilts DC  
Councillor M Hewitt and Mr S Milton – Salisbury DC  
Councillor C Hoddinott and Ms K Scott – Kennet DC  
Mr W Perry, Mr D Roseaman and Dr L Haycock - Wiltshire  
Heritage Museum

---

### 52. **Apologies**

Judy Rooke (substitute Ian West)

### 53. **Minutes of Previous Meeting**

**Resolved:** To confirm and sign the minutes of the meeting held on 6 September 2007

### 54. **Chairman's Announcements**

The Chairman invited Tony Molland to report to the Committee on his recent attendance at an LGC scrutiny conference. He spoke about the Government's intentions for enhanced scrutiny under the new LG Act particularly at the strategic level.

### 55. **Waste Management Service Contract Annual Review 2006/07**

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, who also produced a covering report circulated with the agenda.

Steve Burns from Hills was present at the meeting and introduced the Company's annual report. He highlighted the reliance of landowners in siting mini-recycling sites, the trial in West Wilts of converting 30 sites to plastics and card only, the new kerbside collection of plastics and card in Salisbury along with now full black box coverage, continuing high demand for Wiltshire Warrior compost including use at Terminal 5 Heathrow, the extensive educational and promotion programme, and the positive public reaction to the MBT plant at Westbury.

Members raised a number of issues and asked questions on matters including take-up of composting cones, MBT plant timetable, authority for public to remove items from household recycling centres, confirmation that in the future all Salisbury non-recyclable waste would be handled at Colnbrook and West Wilts at the MBT plant, the implications on the Joint Municipal Waste Strategy of maintaining weekly collections, the expectation that Wiltshire would not attract LATS fines due to current and future diversion capacity, and the greenhouse gas implication of diversion policies.

**Resolved:**

- (1) To thank Steve Burns from Hills and Andy Conn for the Director of Environmental Services for presenting the Annual Review and responding to questions.**
- (2) To note the Annual Review of the County Council's Waste Recycling and Disposal Contract, particularly the high level of performance and developments achieved during 2006/07.**
- (3) To note the establishment of the Environmental Impact of Waste Task Group at the last meeting which would be considering the collection and disposal of card and plastics.**
- (4) To recognise that the Joint Municipal Waste Management Strategy needs to strive for continuous improvements in waste collection and disposal and also provide for the variation in approaches being adopted at a local level across the County.**
- (5) To inform the Cabinet Member for Planning and Waste of the issues discussed and comments made by the Committee.**

56. **Energy Contract Annual Review – 2006/07** A report by the Director of Resources was circulated on the annual review of the performance of the corporate energy contract.

Officers advised members of the decision to align the timing of the contract for electricity to that of gas so that future energy purchasing was undertaken as part of budget preparation. The new two basket purchasing method developed by OGC was explained and the Council's intention to utilise basket 2 with scope for greater savings.

**Resolved:**

- (1) **To acknowledge the continued value for money performance of the Service Level Agreement with the Office of Government Commerce as demonstrated by the rebates achieved in the contracts.**
- (2) **To continue to support the development of corporate strategies to encourage better and more efficient use of energy in County Council services and buildings through the work with the Carbon Trust, the Wiltshire Energy Efficient Centre and the Wiltshire and Swindon Renewable Energy Forum and by continually assessing the Council's carbon footprint.**
- (3) **To advise the Cabinet Member for Procurement ICT and Partnerships of the Committee's consideration of this report.**

57. **Carbon Management Programme (CMP) – Progress on Implementation**

A report by the Director of Environmental Services was circulated informing members of the progress made in implementing the CMP approved last August.

Officers spoke about the various activities highlighting the intended use of biodiesel and a pilot for energy saving streetlighting. Members asked a number of questions including on the feasibility of using LPG in Council vehicles and the implications of signing the Nottingham Declaration.

**Resolved:**

- (1) **To note the progress and support continued implementation of the CMP with a further report back in one year's time.**
- (2) **To ask that the feasibility of using LPG be investigated and also the potential for extending the streetlighting pilot to possibly one per district area.**
- (3) **To recommend that the Council commits to signing the Nottingham Declaration appended to the report.**

58. **Museums Task Group Final Report**      A copy of the Task Group's final report was circulated. This review was initiated by the Committee in June following a request by Council arising from its revenue budget considerations. A task group was established to review and comment on the partnership and income generating activities of the Salisbury and South Wiltshire and Wiltshire Heritage Museums. Robert Hall (Chairman), Mollie Groom, Ross Henning, Tony Trotman, and Christopher Newbury (who later resigned) were appointed to serve on the Task Group.

The report was introduced by Robert Hall who explained the way in which the Task Group approached its work, highlighted the key issues which impacted on the service delivery and funding of the two museums, and regarded the need to extend joint working between the museums as being vital to the future development of the service.

The Chairman, accompanied by other representatives of the Wiltshire Heritage Museum in Devizes spoke about their positive experience of the review and the profile it had given to the service.

Members discussed the relationship with English Heritage particularly in respect of the proposed Stonehenge visitor centre, the in-house provision of the museums service by other authorities, and future commitment and indexing of grant aid.

**Resolved:**

- (1) To thank the Task Group members and scrutiny officer for their work.**
- (2) To thank the representatives from the museums for their contribution to the review.**
- (3) To endorse the conclusions and recommendations in the final report for submission to the Cabinet Member and Museum Boards.**
- (4) To receive a report back to the next meeting on the responses to the recommendations.**

59. **Overview and Scrutiny Arrangements for One Council Transition – Paper for Consultation** The Chairman and Scrutiny Manager reported that outline arrangements were discussed at 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 was circulated. Since its issue further discussions took place with districts and the latest proposals were set out in an addendum to the report.

The representatives from the district councils spoke in turn on their respective views to the proposals which were also tabled in writing at the meeting. In summary the districts were keen to participate in joint overview and scrutiny transitional arrangements based on the revised model described in the addendum but, in some cases, would prefer to see the County Council's representation reduced to four and with a district chairman leading the proposed joint board.

During debate members highlighted the importance of having appropriate resources available to support the work and that members needed to be well informed and committed. The Chairman acknowledged the early advice from the officer group formed to assist scrutiny transition and that agreement today would mean that arrangements for a first informal meeting could be progressed.

**Resolved:**

- (1) To note the earlier view on OS arrangements for transition taken at the last meeting.**
- (2) To note the decision of full Council on 21 September and the subsequent response to the Department for Communities and Local Government that OS arrangements should be determined by the Management Committee in consultation with district council scrutiny committees.**
- (3) To note the addendum to the report providing an update on further thinking and discussion since the issue of report for consultation on 2 October.**
- (4) To thank the district councils for their written views circulated at the meeting, and for attending and speaking.**
- (5) To agree in principle to the arrangements set out in the report as updated and amended by the addendum.**
- (6) To support ongoing dialogue with the district councils in order to achieve agreement to the operation of these arrangements and, in order to facilitate this, seek an early informal meeting of appointed representatives as encouraged by the DCLG.**
- (7) To be aware that the date and pace of formal implementation was likely to be influenced by the outcome of appeal, the necessary legislation being put in place and the actions of the Implementation Executive.**
- (8) Bearing in mind the above, to appoint the Chairman and Vice-Chairman of the Management Committee and Robert Hall, Judy Rooke and Ricky Rogers as representatives (and Roy While, Ian West and Margaret Taylor as substitutes) to undertake this early dialogue and to serve on the joint board if necessary before the next meeting of the Management Committee.**
- (9) To note the following appointments by the district councils:**  
  
**Kennet – Councillor CPG Hoddinott (Councillors RT Parsons or Mrs PM Winchcombe as substitutes)**  
  
**North Wilts – Councillor CJ Caswell (Councillor C Reid as substitute)**  
  
**Salisbury – Councillor Murial Tomlinson (Councillor Mike Hewitt as substitute)**

**West Wilts – Councillor Graham Hedley for today’s meeting with appointment to be confirmed on 22 November.**

**(10) To receive an update report to the next meeting on 17 January 2008.**

60. **Rapid Response Scrutiny** It was reported that 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.

The Chairman spoke about the value 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 could then be endorsed retrospectively by the Management Committee at the next appropriate meeting. The proposal was 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.

**Resolved: To approve the rapid response arrangements described in the item with immediate effect and to note that this option would automatically be extended to the Children’s Services and Health Scrutiny Committees.**

61. **Work Programme** A copy of the latest version of the Management Committee’s work programme was circulated.

**Resolved:**

- (1) To note the current work programme, the alterations made as consequence of decisions taken earlier in the meeting and the following activities taking place under the direction of the Management Committee.**
- (2) To approve the appointment of Bobbie Chettleburgh in place of Brian Dalton on the Customer First and Change Management Task Group**

<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>
	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	Sept 01	21 Nov	Standing

Task Groups		Mr Osborn			
	Customer First	Mr Deane (Ch) Ms Content Mrs Chettleburgh Mr A Davis Mr Newbury Mrs Rugg	June 05	2 Nov	Standing
	Environmental Impact of Waste	Mr Hewson (Ch) Mrs Rooke Mr Deane Mr West Mrs Groom	Sept 07	30 Oct	Jan 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

(Duration of Meeting: 10.30am – 1.10pm)

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