



**PILOT AREA BOARD/PARTNERSHIP SCRUTINY TASK GROUP
REPORT OF A MEETING HELD ON FRIDAY 7th NOVEMBER 2008
AT COUNTY HALL, TROWBRIDGE**

Present:

Task Group: Mr Mike Hewitt - Chairman (SDC), Mr Ross Henning (NWDC), Mrs Paula Winchcombe (KDC)

Members: Mrs Pat Rugg

Officers: Ceri Williams (Scrutiny Officer), Steve Milton (Pilot Boards Team Leader – Development Phase)

1. Apologies

Apologies for absence were received from Cllr Carolyn Walker and Cllr Steve Oldrieve.

2. Report of the previous meeting

The Task Group noted the report of the previous meeting after seeking clarification that the project team had met with Service Director (designate) for Planning in relation to Section 106 agreements and their relationship with the Area Boards. The Service Director would be producing a consultative paper in response to this issue and members agreed to invite the Service Director to a future meeting to discuss the role of Area Boards with Section 106 Agreements and other planning areas such as the Local Development Framework.

3. Community Leadership & Governance Steering Group Meeting Minutes

The Task Group considered the Steering Group minutes from Oct 15th. During discussions, some of the following issues emerged:

- a) The relationship between the Area Boards and the Frontline Services and the necessity for the services to embrace the new model.

- b) The improved localised information that Area Boards could provide services in areas such as the budget
- c) The resources required to support the Area Boards
- d) The Chair's forum which had met for the first time to discuss issues such as the rule book.

Agreed

- To invite the Assistant Director for Operations WCC to discuss the impact of the Area Boards on delivering front line services
- To invite the Head of Democratic Services to discuss the level of democratic officer support being dedicated to the Boards.

4. Community Leadership & Governance Workstream Progress Report

The Pilot Area Boards Project Manager presented the project weekly update report. During the item members discussed some of the following issues:

- a) Project resources – interviews had taken place on Nov 3rd in response to vacancies in Amesbury and Wootton Bassett, with one appointment made for the Amesbury position. External recruitment was now underway for the further vacancy.
- b) Pilot Managers – members felt it important that the pilot managers were given assurances as soon as possible about their positions post April.
- c) Community Area Partnerships – their relationship with the Boards and how developments were being perceived by the partnerships.
- d) Risk Management – the Task Group was introduced to the Risk Matrix. It was the intention to ensure that all risks would be 'green' by Feb 14th 2009.
- e) Participatory Budgeting – the project team had met recently in Salisbury with leading national figures to discuss the subject.
- f) Community network – the project team was attempting to develop a Community Network web site, using social networking software like that used on Facebook. This site was access controlled and it was hoped that for example that cycling groups could use the site to contact other voluntary groups.
- g) Discovery days – these have replaced the previous termed State of Area debate, with successful launches in Trowbridge and Warminster.

Agreed

- To invite representation from the Community Area Partnerships at the next meeting of the Task Group
- The Scrutiny Officer to continue to circulate the project updates to the Task Group

5. JOSTB – request for an interim report

The Scrutiny Officer reported to the Task Group that JOSTB had requested an interim report to its November 21st meeting. Members also considered a note prepared by Mr Steve Oldrieve, which summarised his thoughts on the Task Group's main work areas to date.

Agreed

- The Scrutiny Officer to draft an interim report to be shared with the Task Group before inclusion on the JOSTB agenda.

6. Date of Next Meeting

Friday November 28th 10.00 am – County Hall