

*North  
Wiltshire  
District  
Council*

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**OVERVIEW &  
SCRUTINY  
COMMITTEE**

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**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING**

**Minutes of the Meeting of the Overview & Scrutiny Committee held on Thursday, 25th May 2006 in the Committee Rooms, Level –1, Monkton Park Offices, Chippenham, commencing at 6.00 p.m.**

**Present:**

Chairman: T.R. Sturgis

Committee Councillors: J.R. Ireland, S.R. Meadows, J.H. Rooke, J.P.S.S. Thomson, R.L. Tonge and J. Webb.

Other Councillors:

Councillor N.M. Phillips.

Officers: A. Davies (Strategic Manager Planning Services), P. Jeremiah (Team Leader Legal Services), W. Oulton (Policy & Democratic Services Officer) and M. Thorne (Principal Environmental Health Officer).

**03. Apologies for Absence**

Councillor S.R. Walls and J.M. Wood.

**04. Membership of the Overview & Scrutiny Committee 2006/07**

The Overview & Scrutiny Committee were informed of the changes to their composition and membership following the decision of the Annual Council meeting on the 23<sup>rd</sup> May 2006.

The Committee would comprise of 5 Liberal Democrats members, 5 Conservative members and 1 Labour member.

The membership of the Committee would comprise Councillors J.R. Ireland, A.S.R. Jackson, S.R. Meadows, C. Reid, J.H. Rooke, T.R. Sturgis, J.P.S.S. Thomson, R.L. Tonge, J. Webb, S.R. Walls and J.M. Wood

**O5. Membership**

There were no substitutions made for any members of the committee.

**O6. Public Question Time/Receipt of Petitions**

There were no public questions or petitions received.

**O7. Declarations of Interest**

There were no declarations of interest made.

**O8. Chairman's Announcements**

The Chairman welcomed the newly appointed Councillors to the meeting.

**O9. Food Law Enforcement Service Plan 2005/06**

Consideration was given to Report No. 7, circulated with the agenda, which informed Members of the performance of the Environmental Health Team against the Food Law Enforcement Service Plan 2005/06.

**Resolved** that

- (1) the Committee note the report
- (2) that officers only be report back to the Committee if there are any exceptional matters to discuss.

**O10. Planning Delivery Grant**

Consideration was given to Report No. 8, circulated with the agenda, which informed Members of any potential impact on the planning revenue budget when the Government withdraws the Planning Delivery Grant (PDG)

Issues discussed included:

- What happens if the PDG ceases;
- What happens if fees do not increase;
- What are the impact of the Local Development Framework and the Regional Spatial Strategy; and
- What happens if the number of applications dip.

**Resolved** that the Lead Member be asked to attend the June meeting of the Overview & Scrutiny Committee to respond to the issues raised.

### **O11. Appointments to Outside Bodies**

Consideration was given to Report No. 9, circulated with the agenda, which considered the appointment of one member to the Health Overview & Scrutiny Committee and one member to the Westlea Housing Forum.

#### **Resolved that**

- (1) the Committee appoint Councillor J.M. Wood to the Health Overview & Scrutiny Committee;
- (2) the Committee appoint Councillor N.M. Phillips to the Westlea Housing Forum;
- (3) That the representative on the Health Overview & Scrutiny meeting be asked to report back to the Overview & Scrutiny Committee after each meeting of the Health Overview & Scrutiny Committee; and
- (4) That the representative the representative to the Westlea Housing Forum be asked to report back to the Overview & Scrutiny Committee as appropriate.

### **O12. Overview & Scrutiny Work Programme**

Consideration was given to Report No. 10, circulated with the agenda, which updated the Committee on Task Group work and asked the committee to consider any additions to the Work Plan as appropriate.

#### **Resolved that**

The following items be considered at the June meeting;

- Update on Implementation of Cleansing & Amenities Best Value Review;
- Clean Neighbourhoods Bill;
- Setting the Workplan for 2006/07 including an analysis of the previous year and audit commission reports;
- Annual Report from the Procurement Champion;
- Report on Corporate Approach to Homeworking;
- Parking Access & Transportation Strategy;
- Planning Delivery Grant.; and
- Previous Audit Commission and CPA findings regarding Overview & Scrutiny.

The following items be considered at the July meeting;

- Consultation process for Conservation Area Statements and Conservation Area Boundaries;
- Improving Customer Experience (ICE) Board Action Plan.

The following items be considered at the September meeting;

## Overview & Scrutiny Committee – 25<sup>th</sup> May 2005

- Report from the Telephone Working Group including the Freephone Service;
- Performance Against Customer Services Charter;
- Performance Against updated Complaints Policy;

The meeting finished at 7.55 pm.

There were 0 members of the public present.

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