

*North
Wiltshire
District
Council*

**OVERVIEW &
SCRUTINY
COMMITTEE**

Corporate Services
Monkton Park
Chippenham SN15 1ER
Tel: Chippenham 706611

Enquiries to: Will Oulton
Email: woulton@northwilts.gov.uk

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Minutes of the Meeting of the Overview & Scrutiny Committee held on Thursday, 20th July 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, A.S.R. Jackson, N.M. Phillips, C. Reid, M. Rousell, R.L. Tonge, S.R. Walls, J. Webb, J.M. Wood.

Other Councillors:

S.K. Doubell

Officers:

D. Ashton (Interim Chief Accountant), S. Bowcock (Operations Co-ordinator), N. Fenwick (Strategic Manager – Customer Services), J. Graddon (Project Manager), P. Jeremiah (Team Leader – Legal Services), B. Matthews (Performance Management Officer), W. Oulton (Policy & Democratic Services Officer) and S. Pangbourne (Strategic Manager – Corporate Services).

O24. Apologies for Absence

Apologies for absence were received from Councillors S.D. Meadows, J.H. Rooke and J.P.S.S. Thomson.

O25. Membership

The Committee were informed of the following temporary changes in membership:

| Councillors to be replaced | Replacement | Political Group |
|----------------------------|-------------|-----------------|
|----------------------------|-------------|-----------------|

Overview & Scrutiny Committee – 20th July 2005

| | | |
|------------------|----------------|------------------|
| J.P.S.S. Thomson | M. Rousell | Conservative |
| S.D. Meadows | N.M. Phillips | Conservative |
| J.H. Rooke | A.S.R. Jackson | Liberal Democrat |

O26. Public Question Time/Receipt of Petitions

There were no public questions nor petitions received.

O27. Minutes

The Minutes of the meeting of the Overview & Scrutiny Committee held on 22nd June 2006 were considered.

Resolved that the Minutes of the meeting of the Overview & Scrutiny Committee held on 22nd June 2006 be signed as a correct record.

O28. Declarations of Interest

There were no declarations of interest.

O29. Chairman's Announcements

There were no Chairman's Announcements.

O30. Revenue Outturn 2005/06

Consideration was given to Report No. 7, circulated with the agenda, which advised of the financial outturn against the Council's revised budget for 2005/06.

Resolved

- (1) That a further report on budget setting be presented to the Committee in a form agreed with the Chairman; and
- (2) That the Leader inform the Committee as to the steps being taken to comply with the external auditors recommendations on improving the budget management system.
- (3) That officers provide a briefing note for Members on concessionary fares at a future Overview & Scrutiny Committee meeting.

O31. Capital Outturn 2005/06

Consideration was given to Report No. 8, circulated with the agenda, which provided an update upon the expenditure against the Council's approved Capital Programme for 2005/2006.

Resolved

- (1) Welcome the decision to present information across a 3 year period.
- (2) Recommend to the Leader explanatory notes are required to illustrate issues such as carry forward items.

O32. Corporate Plan Progress Update April to June 2006

Consideration was given to Report No. 9, circulated with the agenda, which provided an update and exceptions report on the delivery and performance of the Corporate Plan for the period April to June 2006.

Resolved that Overview and Scrutiny notes the exception reporting for delivery and performance of actions under the priority areas in the Corporate Plan for April to June 2006 and ask that the Corporate Management Board take action to ensure that the information put into the Corporate Plan monitoring database is accurate and reported in a timely manner.

O33. Homeworking and Flexible Working

Consideration was given to Report No. 10, circulated with the agenda, which provided a discussion paper setting out the current situation regarding homeworking and flexible working in the Council and proposals for the future.

Resolved

- (1) that officers obtain information from Hertfordshire County Council on this subject, with particular reference to the work of Environmental Health officers.
- (2) that the Lead Member inform the Committee what the 5 year strategic vision was for the Council with regard to Homeworking and Flexible Working.

O34. Performance Management Task Group

Consideration was given to Report No. 11 which considered establishing a time limited Task Group to consider the issues of Performance Management.

Resolved

- (1) that the Terms of Reference of the Task Group as detailed in Appendix One to this report be approved; and
- (2) that the Task Group comprise Councillors J.R. Ireland, T.R. Sturgis, R.L. Tonge, S.R. Walls and J.M. Wood.

O35. Cleansing and Amenities Best Value Improvement Programme Update

Consideration was given to Report No. 12, circulated with the agenda, which updated the Overview and Scrutiny Committee on the progress of the Cleansing and Amenities Best Value Improvement Programme.

Resolved

- (1) that recommendations of the Board, particularly those regarding Strategy be brought en bloc to the November meeting of the Overview & Scrutiny Committee.
- (2) that the Committee notes the good progress made and wished to record its thanks for all the hard work of the officers involved in this project.

O36. Clean Neighbourhood and Environment Act 2005 Update

Consideration was given to Report No. 13, circulated with the agenda, which further briefed the Committee regarding the implications of the Clean Neighbourhood and Environment Act 2005 as requested at a previous meeting.

Resolved

- (1) that the implications of the Act for Parish & Town Council's be put on the agenda for the next Parish & Town Council liaison meeting with sufficient time for Parish Councillors to understand the issues.
- (2) that officers explore opportunities to work in partnership with the other agencies and contract including the possibility of working with the police to utilise Police Community Support Officers in enforcing the provisions of the Clean Neighbour & Environment Act.

O37. Health Overview & Scrutiny Update

Councillor J.M. Wood, the Overview & Scrutiny Committee's representative on the Wiltshire Health Overview and Scrutiny Committee provided an update on issues relating to the work of the Committee.

Issues discussed included:

- That the Committee had considered the recommendations of their Task Group regarding the response to the Pathways for Change Consultation;
- The Committee felt unable to pick a preferred option from the three presented in the consultation;
- Copies of the detailed report and response to the consultation are available from the Wiltshire County Council website;
- The Primary Care Trust would be giving its response to the consultation in September 2006.

Resolved that the information be noted.

O38. Designation of Conservation Areas

Consideration was given to Report No. 15, circulated with the agenda, which clarified the decision making process concerning the designation of Conservation Areas.

Resolved that a report by the Legal Services Team Leader in consultation with the Assets, Design & Regeneration Team Leader be presented to the January meeting of the Committee regarding the process for producing conservation area appraisals, management schemes and supplementary planning document relating to conservation areas.

O39. Appointments to Urgent Matters Sub-Committee and the Member Development Group

Consideration was given to Report No. 16, circulated with the agenda, which requested the appointment of an Urgent Matters Sub-Committee and an appointment to the Member Development Group.

Resolved that

- (1) Councillor S.D. Meadows be appointed to the Member Development Group; and
- (2) the Urgent Matters Sub-Committee consist of the Chairman, Vice-Chairman and Councillor J. Webb and that the three substitutes be S.R. Walls, J.H. Rooke and J.P.S.S. Thomson.

O40. Overview & Scrutiny Work Plan

Consideration was given to Report No. 17, circulated with the agenda, which updated the Committee on Task Group work and to consider any additions to the Work Plan as appropriate.

Resolved that the updated Work Plan be noted with the following additions:

- Report on Conservation Areas in January 2007;
- Report on Implementation of the Cleansing & Amenities Improvement Plan in November 2006;
- Concessionary Bus Fares Briefing Paper;
- That the Committee is minded not to have a meeting in December and that the workplan be amended as accordingly.

Overview & Scrutiny Committee – 20th July 2005

The meeting finished at 8.15 pm.

There was 2 members of the public present.

\\serv02260\corpservices\Share - committee\MEETINGS\Overview &
Scrutiny\Dates\2006\06.07.20\Draft Minutes 20.7.06.doc