

Draft Minutes of the Overview & Scrutiny Committee held on Thursday, 19th July 2007, in Committee Rooms A, B & C, Monkton Park, Chippenham, commencing at 7.00 p.m.

Present:

Chair: C.J. Caswill

Committee Councillors: R.L. Cinnamound, P.C.B. Coleman, S.K. Doubell, P.J. Doyle, J.M. Hartless, A.K. Hill, S.G. Parker and M.L. Singlehurst

Other Members Present: N.M. Phillips

Officers Present: S. Pangbourne (Deputy Chief Executive), M. Gilmour (Principal Community Partnerships Officer) and J. Whittleton (Policy & Democratic Services Assistant)

O23. Apologies for Absence

Apologies were received from Councillor R.B. MacGregor.

O24. Membership

Councillor to be Replaced	Replacement	Political Group
R.B. MacGregor	S.K. Doubell	Liberal Democrats

O25. Public Question Time/Receipt of Petitions

There were no public questions nor petitions received.

O26. Minutes

The Minutes of the Overview & Scrutiny Committee held on 21st June 2007 were considered.

Resolved

- 1) That at Minute O17, Resolution 3 be amended to read 'That the principle of meetings in the community be approved subject to the success of a pilot in one or two towns/areas over the next 6 months'.
- 2) That subject to the amendment outlined above, the Minutes of the Meeting of the Overview & Scrutiny Committee held on 21st June 2007 be signed as a correct record.

O27. Declarations of Interest

None.

O28. Chairman's Announcements

The Chair, Councillor C.J. Caswill:

The Chair informed the Committee, that regular meetings were now planned between the Chair & Vice Chair of this Committee and the Leader and Deputy Leader in order to establish a bridge between the Overview & Scrutiny Committee and the Executive.

The Chair stated that he had recently attended a course at Warwick University on Overview & Scrutiny. A Report will be prepared for the Member Development Working Group, which will be available for all Members if requested. He added that listening to the experience of other authorities was useful and encouraged Members to take advantage of opportunities to attend Scrutiny training events.

The Wiltshire Improvement Partnership are due to run short courses covering a scrutiny theme. For more information, contact Julie Matthews on jmatthews@northwiltshire.gov.uk or 01249 706347.

The Chair stated that ahead of future Committee meetings, a pre-meeting would take place at 6:30pm, to discuss the Agenda and any questions Members may have. He stated that no decisions would take place and that Members were not obliged to attend.

The Chair raised the issue of how Overview & Scrutiny communicates with the public. He stated that the issue would be placed on the Agenda for the next meeting.

The attention of the Committee was drawn to the additional papers relating to Agenda Item 10 – Rural Unitary.

Urgent Business

"In accordance with Section 100B(4) of the Local Government Act 1972 having regard to the special circumstances pertaining in this matter – namely, the need to make an appointment ahead of the Groups first meeting, I am of the opinion that, despite its non-inclusion on the Agenda, the matter of Appointment to the Budget & Strategic Planning Working Group should be considered at this meeting as a matter of urgency".

This item will be taken during item 12 – Overview & Scrutiny Appointments.

O29. Action Report

Consideration was given to Report No.7, circulated with the Agenda, which provided an update on actions from the meeting held on 21st June 2007.

The Committee also received an update from Councillor R.L. Cinnamond, the Chair of the Housing Advice Task Group on progress made by the Group. She stated that the Group was aiming to report back to the Committee in September.

Resolved

- 1) That future Action Reports be numbered.
- 2) That the Action Report be noted.

- 3) That Councillor R.L. Cinnamond's update on the Task Group be noted.

O30. Council Involvement in Health Issues

Consideration was given to Report No.8, which asked the Committee to consider the Council's involvement in health issues and ways in which the Council could become better involved in the health agenda. M. Gilmour (Principal Community Partnership Officer) was in attendance to answer questions on this item.

Issues discussed included:

- The Report was brought to the Committee as a result of a request by the former Executive;
- The Council is a signatory to Healthier Wiltshire and Leading by Example. There is also a section on health in the Local Area Agreement;
- That Councillor S.G. Parker represents the Committee at the Wiltshire County Health Scrutiny meetings and Councillor B. Causer has observer status at PCT Board meetings;
- There is no Executive Member with specific responsibility for health;
- That under the 2000 Local Government Act the power of 'wellbeing' allows Councils and their scrutiny committees to consider Health issues;
- The examples of good work carried out by Wiltshire Health Overview & Scrutiny Task Groups examining NHS Dentistry and the Ambulance Service;
- That the Executive may be best placed to assume Health responsibility and resources would have to follow; and
- The possibility of the Council having a Health Champion.

Recommended to the Executive:

- 1) That consideration be given to producing a more joined up and strategic approach to the health agenda.
- 2) That Health be included within a specific Executive Portfolio.
- 3) That Members with a health interest be identified to form a 'reference group' for the Portfolio Holder.
- 4) That a Health Champion be appointed to assist the Portfolio Holder.
- 5) That consideration be given to resources to support the Council's involvement in health issues.

- 6) The Committee thanked M. Gilmour (Principal Community Partnership Officer) for attending the meeting and providing the Report.

Reason for the Committee's recommendations: The Overview & Scrutiny Committee believe that the Executive is the appropriate body to deal with Health issues as it is the main decision making body and many of its functions will overlap health issues.

O31. Corporate Plan Progress Update: 4th Quarter for 2006/07

Consideration was given to Report No. 9, which provided an update and exceptions Report on the delivery of actions in the Corporate Plan for the year 2006/07.

Issues discussed included:

- That the action on Pilot use of mobile technology is now underway; a project manager has been appointed and the project has commenced;
- Call centre recording will help protect customers and staff. Data on calls can be monitored through the CRM;
- The Youth Strategy is due to be considered by the Executive in October;
- Training on the Wiltshire Compact has taken place;
- The work of the Climate Change Working Group;
- The Key Lines of Enquiry inspection due to be undertaken by the Audit Commission;
- Consultation on the Core Strategy; and
- That Wiltshire County Council are looking at residents parking in Chippenham.

Resolved

- 1) To consider the Youth Strategy at the September meeting (ahead of the Executive in October).
- 2) That the Executive Member with responsibility for the Work of the Climate Change Working Group be invited to the next meeting to give an update on progress of their Group. That a request be made to officers for a short paper giving an update.
- 3) That an update on the Cleaner, Safer, Better Streets Actions be produced for the next meeting.

- 4) That an update be requested from Wiltshire County Council on progress made with residents parking in Chippenham.

O32. Rural Unitary

Consideration was given to Report No. 10, which contained draft Terms of Reference for a Rural Unitary Task Group.

Issues discussed included:

- The need to learn from other authorities successes and mistakes;
- The need to work quickly if the Group is to have a positive impact; and
- Possible amendments to the Terms of Reference.

Resolved

- 1) That the Terms of Reference be approved as follows:

Taking account of the experience of existing unitary local authorities which serve large and rural areas of England and Wales;

1. *To review the proposals for One Council for Wiltshire, in order to identify policies and issues of particular importance.*
 2. *To undertake a programme of scrutiny accordingly, with particular reference initially to:*
 - *The proposals for Community Area Partnerships, Boards of Councillors, and extensive delegation to area managers;*
 - *The service areas of development control, leisure, waste and housing;*
 - *Criteria for rationalisation of property;*
 - *How the promised improved service to local people may be measured and evaluated; and*
 - *How NWDC's more successful features may be carried forward into the new Council.*
 3. *To consider how the four Wiltshire District Councils might co-operate in scrutiny work during the transition period.*
 4. *To consider such other issues as arise which are significant for North Wiltshire's contribution to the effective establishment of a unitary council for Wiltshire.*
 5. *To make timely recommendations on these questions to the Overview and Scrutiny Committee, to the Executive and to the Council, bearing in mind the timetable set by the Secretary of State.*
- 2) That the Membership be as follows: Councillors C.J. Caswill (Chair), R.L. Cinnamond, P.J. Doyle and P.C.B. Coleman.
 - 3) That the Terms of Reference be sent to the Executive for comments or suggestions.

- 4) That the Task Group be called only if the Secretary of State approved the Wiltshire County Council bid.

O33. A Programme of Work for the Overview & Scrutiny Committee

Consideration was given to Report No. 11 which presented a Draft Work Plan for approval.

The list of topics was reduced to five, following discussion, the Committee voted on topics and Membership of Task Groups.

Resolved

- 1) That a Task Group be created to examine Alternate Weekly Collection.
- 2) That the Group consist of Councillors A.K. Hill (Chair), J.M. Hartless, S.G. Parker and M.L. Singlehurst.
- 3) That the relevant Portfolio holder be invited to attend.
- 4) That Terms of Reference be presented to the next Committee meeting for approval.
- 5) That if the Wiltshire County Council Unitary Bid is unsuccessful a Task Group be formed to look at Public Conveniences.
- 6) That the Work Plan be approved as a working document.

O34. Overview & Scrutiny Appointments

Resolved that the Committee makes the following appointments:

Westlea Housing Forum – K.A. Banks.

Budget & Strategic Planning Working Group – R.B. MacGregor.

The meeting finished at 9.25pm.

There were 0 members of the public present.