

OVERVIEW & SCRUTINY COMMITTEE

23rd October 2007

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THE PRESS & PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

15th October 2007

Your attendance is requested at a meeting of the Overview & Scrutiny Committee to be held on **Tuesday 23rd October 2007**, starting at **7.00pm**, in Committee Rooms A, B & C, Level – 1, Monkton Park Offices, Chippenham.

Any papers listed as “to follow”, urgent items or supplementary papers will be made available as soon as possible and in any event no later than 30 minutes before the start of the meeting.

Yours sincerely

J. Watling
Policy & Democratic Services Team Leader

Membership:

C.J. Caswill	P.J. Doyle	R.B. MacGregor	M.L. Singlehurst
R.L. Cinnamon	J.M. Hartless	S.G. Parker	J.P.S.S. Thomson
P.C.B. Coleman	A.K. Hill	C. Reid	

AGENDA

1. Apologies for Absence

2. Membership

The Committee will be informed of any temporary changes to its Membership.

3. Public Question Time/Receipt of Petitions

To ask a public question, please contact the Committee Administrator (contact details are listed on the front page) in order to register. Public question time is limited to 15 minutes.

Petitions can be handed in without notice, however it would be helpful if you inform the Committee Administrator of any petitions prior to the meeting.

4. Minutes

To approve and sign as a correct record the Minutes of the meeting of the Overview & Scrutiny Committee held on the 13th September 2007, **(copy attached)**.

5. Declarations of Interest

To receive declarations of interest from Members in respect of any item contained in this Agenda.

6. Chair's Announcements

7. Action Report

Report No.7 **(copy attached)** provides an update on actions from the meeting held on 13th September 2007.

8. Planning Enforcement

At its meeting on the 21st June 2007, the Overview and Scrutiny Committee considered the issue of Planning Enforcement. The Committee requested a further report be prepared including a draft Enforcement Policy/Protocol.

The purpose of Report No.8 **(copy attached)** is to present a draft Enforcement Policy/Protocol and to address issues raised by the Committee.

9. Public Questions – Cattle Market Site

At the meeting of the Overview and Scrutiny Committee held on 13th September 2007, the Committee received two sets of public questions from local residents in Monkton Park, relating to the former Cattle Market site in Station Road.

The purpose of Report No.9 **(copy attached)** is to address issues raised in the public questions.

10. Residents Parking

At its meeting on the 13th September 2007, the Overview & Scrutiny Committee considered an update from Wiltshire County Council on progress made with residents parking in Chippenham. The Committee requested that a more detailed Report be considered at the October meeting.

Report No.10 (**copy attached**) seeks to inform the Committee of the current position in regard to Residents Parking Schemes in North Wiltshire.

11. HR Issues & Grounds Maintenance

At its meeting on the 13th September 2007, the Overview & Scrutiny Committee requested that the relevant Deputy Chief Executive be invited to attend the next Committee meeting to answer questions on Cleaner, Safer, Better Streets Actions contained in the 4th quarter Corporate Plan Update, particularly the resolution of HR issues and progress on grounds maintenance.

Any information relating to this item will be **to follow**.

12. Report of the Housing Advice Task Group

The purpose of Report No.12 (**copy attached**) is to present the Final Report of the Overview & Scrutiny Housing Advice Task Group.

13. PLA Sickness Report

At its meeting on the 13th September 2007, the Committee considered a Report on Poorly Performing Performance Indicators. They requested that the Personnel, Licensing & Administration Report showing business area sickness statistics be circulated ahead of the next meeting.

This Report is **attached** as Report No.13. It is presented as it was at the Personnel, Licensing & Administration Committee, with only the report number changed.

Appendix B - Sickness Absence Statistical Information, contains the relevant information.

14. Response from the Executive

To consider the response of the Executive to recommendations made by the Overview & Scrutiny Committee on the called in item - Land at Bristol Road, Chippenham.

An excerpt from the Executive Minutes on the 4th October 2007, is **attached** as Report No.14.

15. Health Overview & Scrutiny Update

The purpose of the item is to receive an update on the Wiltshire Health Overview & Scrutiny Committee and pertinent issues.

16. Overview & Scrutiny Arrangements for One Council Transition

Report No.16 (**copy attached**) presents a Wiltshire County Council Report for consideration by the County's Overview & Scrutiny Management Committee. The Report presents details on the initial outline proposals for overview & scrutiny arrangements of the transition towards one Council for Wiltshire. The Report is due to be considered by the County's Overview & Scrutiny Management Committee on the 1st November 2007.

The purpose of this item is to consider the outline proposals and formulate a response for the County's Overview & Scrutiny Management Committee to consider on the 1st November 2007.

17. Interim Report

This item has been requested by the Committee Chair, in order to discuss an interim annual Overview & Scrutiny Report.

Any information relating to this item will be **to follow**.

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

The purpose of Report No.18 (**copy attached**) is to consider amendments and additions to the Committee's Work Plan.

The latest version of the Executive Work Plan (to be published on 17th October) will **follow**, for information.