

**Draft Minutes of the Overview and Scrutiny Committee Meeting held on Thursday 12 June 2008 at the Council Offices, Monkton Park, Chippenham, commencing at 7.00pm in Committee Rooms A, B, C & D, Level -1.**

**Present:**

Councillor C Reid (Chair)

Councillors CJ Caswill, PCB Coleman, PR Darby, PJ Doyle, J Hartless, AK Hill, SG Parker, NM Phillips and ML Singlehurst

**Officers Present:**

J Densham (Democratic Services Assistant), P Jeremiah (Monitoring Officer), L Pullin (Democratic Services Officer) and G Wilson (Frontline Services Workstream Manager)

**O4. Apologies for Absence**

Apologies for absence were received from Councillor Thomson.

**O5. Membership**

There were no changes to the membership of the Committee.

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

No public questions or petitions were received.

**O7. Minutes**

The Minutes of the meetings of the Overview and Scrutiny Committee held on 1 and 20 May 2008 were considered.

**Resolved** that the Minutes of the Overview and Scrutiny Committee held on 1 and 20 May 2008 be signed as a correct record.

**O8. Declarations of Interest**

<b>Name</b>	<b>Item</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>	<b>Action</b>
C Reid	Item 14 – Council Involvement in Health Issues	Personal	Member of Primary Care Trust	Spoke

**O9. Chair's Announcements**

It was noted that since publication of the agenda, the Committee had been notified that the Westlea Housing Forum no longer existed; therefore, no appointments would be required.

It was also noted that the Committee would be required under the same agenda item to appoint to an Urgent Matters Sub-Committee.

**O10. Action Report**

Consideration was given to Report No. 7, circulated with the agenda, which provided an update on actions from the meetings of 1 and 20 May 2008.

Items discussed included:

- Cllr Parker has requested that the issue of bed closures at Chippenham Hospital be considered as an agenda item for the next County Health Scrutiny Committee meeting.

**Resolved** that the report be noted.

**O11. Draft Annual Report 2007/08**

Consideration was given to Report No. 8, circulated on 10<sup>th</sup> June, which presented the Draft Annual Report 2007/08 prior to its adoption by Council. The report provided members, officers and stakeholders with performance, financial and other corporate information for 2007/08. The report also incorporated the Department for Communities and Local Government's requirements to report on Best Value Performance Indicators and contracts that involve transfers of staff.

Items discussed included:

- Cllr Doyle suggested that the report would be more readable if the Performance Information figures came before the Corporate Priorities;
- Cllr Hill reported on the success of the One-Stop Shop Customer Contact Centre;
- The commentary on housing benefits was considered to be excellent and staff should be congratulated; and
- Clarity was requested on several Performance Indicators.

**Resolved** that

- 1 The Draft Annual Report 2007/08 be noted;
- 2 The Performance Management Officer be requested to alter the order of reporting to improve readability; and

- 3 The Head of Policy and Performance be requested to present a report at the next Committee meeting explaining the current suspension of the Local Development Framework and how members may be involved over the next year.

## **O12. The South West Regional Spatial Strategy – Update**

Consideration was given to Report 9, circulated with the agenda, which provided an update on the changes to the Regional Spatial Strategy. This item was deferred at the last meeting.

Items discussed included:

- Councillor Caswill pointed out that the report considered housing allocations but does not refer to when the decisions regarding sites will be made.

### **Resolved that**

- 1 The South West Regional Spatial Strategy Report be noted; and
- 2 The Legal Services Manager to circulate an email explaining the RSS decision-making process.

## **O13. Audit Report on Leisure Services in North Wiltshire**

Consideration was given to Report No. 10, circulated with the agenda, which presented to Members the Audit Inspection Report for Leisure Centres in North Wiltshire, as produced by the Audit Commission.

Items discussed included:

- That the Committee should consider a scrutiny review of the leisure centres with a view to answering questions regarding a) the report's criticisms, b) why Final Accounts and Audit rejected the recommendation to strengthen reporting mechanisms and to develop service level agreements and c) receive the reassurance that the recommendations agreed are met.

### **Resolved that**

- 1 The report into North Wiltshire District Council's Leisure Services be noted;
- 2 The Frontline Services Workstream Manager to circulate by email an update on spending towards refurbishment to date to the Committee; and
- 3 The Frontline Services Workstream Manager to report in three months time on performance

monitoring and update on capital spending with Councillor Vines (Portfolio Holder – Leisure and Economy) to be invited to attend.

**O14. Councillor Call for Action/Scrutiny of Crime and Disorder Reduction Partnerships**

Consideration was given to Report No. 11, circulated with the agenda, which provided an update on the latest position on the Councillor Call for Action and scrutiny of Crime and Disorder Reduction Partnerships. This item was deferred at the last meeting.

Items discussed included:

- Members expressed concern over the recommendation to allow the new Community Boards to deal with CCfA in the first instance, before referring on to the Overview and Scrutiny Committee, but agreed to wait until the publication of the new legislation before taking their concerns further.

**Resolved that**

- 1 The latest position on the Councillor Call for Action and scrutiny of Crime and Reduction Partnerships be noted;
- 2 That the Committee awaits the Regulations and Guidance on implementation to be issued by the Department for Communities and Local Government and that it be added to the next appropriate Agenda for discussion; and
- 3 Kirklees Metropolitan Council's guide 'Councillor's Guide to CCfA' be emailed to the Committee.

**O15. CCTV Task and Finish Group**

Councillor Singlehurst provided an update on the findings of the Task and Finish group.

Items discussed included:

- Councillor MacGregor is no longer on the Task and Finish group.

**Resolved** that Councillor Singlehurst to continue the scrutiny task and report to the next meeting.

**O16. Car Parking Task and Finish Group**

Councillor Reid provided an update on the findings of the Task and Finish group.

Items discussed included:

- The group had met once to agree the letter to be sent to the Town Councils and Chambers of Commerce proposing consultation meetings in the market towns; and
- Meetings are being arranged for July and written submissions, in advance of the meetings, have been requested.

**Resolved** that these matters be noted.

#### **O17. Council Involvement in Health Issues**

Councillor Reid provided an update on the PCT position regarding bed closures at Chippenham hospital.

Items discussed included:

- The Board paper from the PCT meeting held on 18 March 2008 was distributed; and
- Councillor Reid had invited Alison Knowles from the PCT to give an update at a separate meeting to which all members will be invited.

**Resolved** that these matters be noted.

#### **O18. Overview & Scrutiny Appointments**

Appointments were made to the following outside bodies:

##### Member Development Working Group

**Resolved** that Councillor Hartless be appointed.

##### County Council Health Scrutiny Committee

**Resolved** that Councillor Parker be appointed.

##### Urgent Matters Sub-Committee

**Resolved** that

- 1 Councillors Reid, Doyle and Coleman be appointed to the Committee; and
- 2 Should an important matter arise between scheduled Overview and Scrutiny meetings, that an extraordinary meeting be called.

**O19. A Programme of Work for the Overview and Scrutiny Committee**

Consideration was given to Report No. 16, circulated with the agenda, which set out the Committee's work programme for 2008/09. The latest version of the Executive Work Plan was also attached as Appendix 1.

Items discussed included:

- A new row be added to the bottom of the Work Programme for items to be considered at a future date.

**Resolved** that the following items be added to the Work Programme:

- 1 Councillor Call for Action on the implementation of Regulations and Guidance by the Department for Communities and Local Government;
- 2 Leisure Centre – a possible scrutiny review;
- 3 Regional Spatial Strategy regarding the housing allocation decision;
- 4 Car Parking Charges Task and Finish group report; and
- 5 CCTV Task and Finish group report.

**O20. Joint Overview and Scrutiny Board Update**

An oral update was given by Councillor Hill on the main issues discussed at the Joint Overview and Scrutiny Transition Board (JOSTB) meeting on 30 May 2008.

Items considered were:

- JOSTB thanked Councillor Caswill for his contributions;
- The installation of the fibre optic link between authorities to link the district and county planning departments was underway;
- County Officers have decided not to progress the transformational programme for Waste Management due to lack of resources;
- The single phone number for Wiltshire Council was one of the most advanced arrangements to date; and
- Elections for the new authority are likely to be scheduled at the same time as the European elections and Town and Parish elections.

The meeting finished at 9.10pm.  
There were 0 members of the public present.