

## **KENNET DISTRICT COUNCIL**

### **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

Minutes of the meeting of the Overview and Scrutiny Management Board held in the Council Chamber, Browfort, Bath Road, Devizes on Tuesday, 6<sup>th</sup> December, 2005 at 2.15 pm

**PRESENT:** Councillor C.P.G. Hoddinott - Chairman

Councillor B.G. Ashley  
Councillor D.D. Campbell  
Councillor N.D. Carter  
Councillor W.B. Cavill

Councillor S.J. Miles  
Councillor J.D. Percy-Caldwell  
Councillor N.G. Rawlings

#### **APOLOGIES FOR ABSENCE:**

Councillor Mrs. J.K. Combe

#### **PART 1**

**Items considered whilst the meeting was open to the public**

#### **20. MINUTES**

The minutes of the meeting held on 11<sup>th</sup> October, 2005, were confirmed as a correct record and signed by the Chairman.

#### **21. DISCLOSURES OF INTEREST**

No disclosures were made.

#### **22. TASK GROUP UPDATES**

The Board received a report by the Chairman of the Draft Car Parking Strategy Task Group, detailing the progress to date of that Group.

#### **RESOLVED**

**THAT** the approach being followed by the task group be endorsed.

The Board considered a report by the Chairman of the Use of Resources Task Group which had been circulated with the agenda.

#### **RESOLVED**

**THAT** the report of the Use of Resources Task Group be noted.

## **23. TOURISM**

The Chairman introduced a report by the Director of Resources which recommended the creation of a Tourism Task Group and suggested terms of reference for consideration by the Board.

Members questioned whether the report adequately reflected the findings of the previous Tourism Task Group, whether a tourism task group was a priority given the current workload of the Board, and whether a task group should address strategic or local issues.

It was then proposed and seconded and

### **RESOLVED**

**THAT** a five member working party be formed to review the tourism service. The working party to meet to set Terms of Reference and report back to the meeting of the Board in February 2006 to have its terms of reference approved.

## **24. WORKPLAN PROGRESS**

The Board considered a report by the Policy Manager giving details of task groups that were yet to be appointed and making recommendations for their formation and membership.

### **RESOLVED**

**THAT** the following task groups be appointed:

- (1) Membership of Outside Bodies – Councillor Carter, Councillor Mrs. Combe, Councillor Mrs. Winchcombe
- (2) Consultation Strategy – Councillor Mrs. Combe, Councillor Hoddinott, Councillor Hunter
- (3) Tourism - Councillor Ashley, Councillor Carter, Councillor Cavill, Councillor Hunter + 1 Member to be confirmed by the Policy Manager.
- (4) Planning Policies Task Group - Councillor Ashley, Councillor Carter, Councillor Mrs. Combe, Councillor Hoddinott, Councillor Percy-Caldwell.

## **25. ACTION PLAN MONITORING**

The Board considered the Service Delivery Plan booklets for the three executive committees and questioned officers on certain details of the Service Delivery Plans, notably the Council's role in transport planning, the possible criteria for merging departments, and the

Council's public relations profile.

The Board did not consider it necessary to make any recommendations or request any further reports.

**26. PERFORMANCE MONITORING**

The Chairman introduced a report by the Policy Manager setting out the performance indicators for the second quarter of the municipal year. Members requested an officer report setting out key statutory dates for executive committee decisions and options for how the Council's committee timetable might be reviewed.

The Board considered the performance indicators outlined in the report and debated the performance indicators for abandoned vehicles and sickness reporting.

**RESOLVED**

**THAT** the Environment and Amenities Services Manager be requested to attend the February 2006 meeting of the Board to explain the background to the Council's Performance Indicators for abandoned vehicles.

**27. URGENT ACTION BETWEEN MEETINGS**

There was no urgent actions to report.

**PART 2**

**Items considered whilst the meeting was closed to the public**

**None**

Chairman  
14<sup>th</sup> February, 2006

Note

Members of the Board were informed that the training scheduled for 13<sup>th</sup> December had been postponed to 22<sup>nd</sup> February.