

AGENDA

Meeting: Overview and Scrutiny Management Committee
Place: Council Chamber, Monkton Park, Chippenham
Date: Thursday 18 October 2012
Time: 10.30 am

Please direct any enquiries on this Agenda to Sharon Smith, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 718378 or email sharonl.smith@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Trevor Carbin (Chairman)	Cllr Peter Hutton
Cllr Nigel Carter	Cllr Christopher Newbury
Cllr Tony Deane (Vice Chairman)	Cllr Ricky Rogers
Cllr Peter Doyle	Cllr Judy Rooke
Cllr Mike Hewitt	Cllr Jonathon Seed
Cllr Alan Hill	Cllr Carole Soden
Cllr Jon Hubbard	

Substitutes:

Cllr Desna Allen	Cllr Nick Fogg
Cllr Chuck Berry	Cllr Russell Hawker
Cllr Richard Britton	Cllr Ian McLennan
Cllr Jane Burton	Cllr Jeffrey Ody
Cllr Ernie Clark	Cllr Mark Packard
Cllr Brian Dalton	Cllr Pip Ridout

PART I

Items to be considered while the meeting is open to the public

1 **Apologies**

2 **Minutes of the Previous Meeting** (*Pages 1 - 6*)

To approve and sign the minutes of the meeting held on 6 September 2012.

3 **Declarations of Interest**

To receive any declarations of pecuniary and non-pecuniary interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above no later than **5pm on Thursday 11 October 2012**. Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Job Creation and Economic Development** (*Pages 7 - 20*)

Job creation and economic development has been identified as a major priority for the Council. A report is now attached which provides further information on the work being undertaken by the Economy and Regeneration Service. The Committee is asked to consider the report and take a view on whether further scrutiny is required.

7 Information Services Technology Plan - Cloud (Pages 21 - 24)

The Committee, at its previous meeting held in September, agreed that Cllr Nigel Carter would meet with the Cabinet member for Resources and relevant officers to review the Information Services Technology Plan with a view to identifying areas for potential future scrutiny.

As a result of this meeting the following areas were identified for further scrutiny consideration:

Cloud
Sharepoint
SAP

A report on Sharepoint and SAP will be presented to the Committee at its next meeting in December. A report on Cloud has been prepared and is now attached for the Committees consideration.

8 Procurement Service update (Pages 25 - 32)

As part of new working arrangements the Management Committee, in disbanding the previous Procurement and Commissioning Task Group, recognised that further overview of the Procurement Strategy was required and agreed to take a full report on the work of the new Procurement Board in implementing the Strategy at the Committee's meeting in December 2012.

Prior to consideration of the Strategy paper, an initial update on the formation of the Board and work undertaken to date was requested and is attached for the Committee's consideration.

9 Task Group Update (Pages 33 - 36)

- 1) Written updates on Overview & Scrutiny Management Committee Task Group activity are attached.
- 2) A list of current Select Committee Task Groups is attached. The Chairman of each Committee will be given the opportunity to provide brief updates in relation to activity undertaken.

10 Scrutiny Representation on Project Boards and Groups

A verbal update on activity will be provided for the following Boards:

Staffing Management Executive Board -Cllr Ricky Rogers
Wiltshire Online Project Board - Cllr George Jeans
Constitution Focus Group (yet to hold its first meeting) – Cllr Jonathon Seed.

11 Health Scrutiny Workshop - 3 October 2012

The Health and Social Care Act 2012 legislates for significant health reforms, the majority of which come into force in April 2013. At a local level, these include the establishment of a Health and Wellbeing Board, a Clinical

Commissioning Group and Local Healthwatch.

The Council has agreed that it will continue to exercise its health scrutiny function through the Health Select Committee (HSC), and the HSC believed that the time was right to learn more about the potential impacts of the reforms, with specific reference to health scrutiny. To that end the Committee organised an afternoon workshop, held on 3 October in Chippenham.

The main aims of the workshop were to give Members the opportunity to hear from senior representatives from across the health and social care arena about their priorities and challenges, to allow Members to raise issues of interest with them and to identify possible topics for inclusion on the work programme of the HSC.

The HSC was pleased that representatives from all sectors attended the workshop in recognition of the increased responsibilities on the Council and the importance of this area of work, these included the PCT, the three Acute Trusts, Public Health, Community Health, Adult Social Care and the Care Quality Commission.

The workshop generated a great deal of discussion and the HSC was encouraged by the way all attendees engaged with the process and by the open and honest nature of the discussions. The HSC believes that the workshop marks the beginning of the development of relationships with the new bodies, as well as with established partners, and is keen to continue to build on this encouraging start.

The information generated by the workshop is currently being collated and a full report will be presented at the meeting of the HSC on 15 November.

Following further consideration post the workshop, the Chairman is proposing to seek endorsement from the O & S Management Committee for the formation of a task group to consider the effective development of the Clinical Commissioning Group. Endorsement at this stage will allow some early scoping and discussion on potential membership ahead of the next meeting of the Health Select Committee.

The integration of Public Health into the Council has also been identified as an early priority and it is likely that further priorities will be identified following detailed consideration of the report from the workshop.

12 **Forward Work Programme** (*Pages 37 - 42*)

The Committee is asked to consider the single work programme and give direction on future overview and scrutiny activity.

13 **Task Group Protocol Refresh**

The Council's Overview & Scrutiny Task Group Protocol is a document setting out some general principles of how Scrutiny Task Groups should operate. It covers the roles of members and officers, the use of evidence, access to

documents and the treatment of witnesses. The Protocol is noted at the first meeting of every Task Group in order that these principles are adopted at the start of every review.

Two recent Task Group reviews in the Children's Services Select Committee arena have highlighted issues that are not addressed within the current Protocol. These issues mainly relate to working with outside agencies, including:

- clarifying the differing roles of Scrutiny, the Executive and the Council, at the beginning of the process;
- clarifying whether the outside agency will have the opportunity to view or influence the final report;
- clarifying arrangements for circulating/publishing the final report; also
- providing guidance on the checking of evidence prior to publication of the final report.

As well as these omissions, the current Protocol was drafted pre-unitary and no longer truly reflects the corporate style. It is therefore proposed that officers refresh the Protocol in consultation with members and bring the revised version to the December meeting of the O&S Management Committee for adoption.

14 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

15 **Date of next meeting**

13 December 2012.

16 **Exclusion of the Press and Public**

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 17 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

PART II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

17 **Agency and Temporary Staff** (*Pages 43 - 56*)

Under previous working arrangements, scrutiny was invited to appoint a

representative to the Project Board overseeing the original procurement exercise. Cllr Jonathon Seed undertook this role and reported regularly to Committee on progress. In noting the significant improvements made in the centralisation of consultancy and agency employees, at conclusion of the exercise the Committee agreed to receive future updates by exception.

In being made aware that a report in relation to the award of the new contract is to be considered by Cabinet on 23 October 2012C Cllr Seed has asked the Committee to consider the Opportunity Assessment report attached and provide comment as appropriate.