

# AGENDA

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**Meeting:** Overview and Scrutiny Management Committee  
**Place:** Kennet Room - County Hall, Trowbridge BA14 8JN  
**Date:** Tuesday 1 March 2016  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Kieran Elliott (Senior Democratic Services Officer), of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225) 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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

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## Membership:

Cllr Simon Killane (Chairman)	Cllr Gordon King
Cllr Alan Hill (Vice Chairman)	Cllr Jacqui Lay
Cllr Glenis Ansell	Cllr Stephen Oldrieve
Cllr Chuck Berry	Cllr Jeff Osborn
Cllr Christine Crisp	Cllr Tony Trotman
Cllr Stewart Dobson	Cllr John Walsh
Cllr Howard Greenman	Cllr Bridget Wayman
Cllr Jon Hubbard	

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## Substitutes:

Cllr Ernie Clark	Cllr Helen Osborn
Cllr Mary Douglas	Cllr Mark Packard
Cllr Peter Edge	Cllr Ricky Rogers
Cllr George Jeans	Cllr James Sheppard
Cllr David Jenkins	Cllr Ian Thorn
Cllr Paul Oatway	Cllr Philip Whalley

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# AGENDA

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 7 - 26*)

To approve the minutes of the ordinary meeting held on 5 January 2016, and the extraordinary meetings held on 3 February and 12 February 2016(to follow).

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chair.

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 Tuesday 23 February 2016. 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 **Forward Work Programme** (*Pages 27 - 46*)

To receive updates from the Chairmen and/or Vice-Chairmen of the Select Committees in respect of the topics under scrutiny in their areas, including any recommendations for endorsement by the Management Committee.

The Chairman will first provide an update on development of the terms of reference of the Digitisation Task Group proposed at the meeting held on 5 January 2016.

The Management Committee is asked to endorse the reports of the Chairmen of the Select Committee and the updated work programme.

**7 Management Committee Task Group Updates (Pages 47 - 50)**

To receive any available updates on the following Management Committee Task Groups:

- Financial Planning Task Group
- Military-Civilian Integration Task Group
- Local Enterprise Partnership Task Group

**8 Executive Reponse to the Report of the Campus Governance Task Group**

A written response will be circulated before the meeting.

**9 Scrutiny Councillors Learning and Development Programme Update**

“Role clarity and working together workshop”  
2 March 2.00-5.00pm Salisbury Room, County Hall, Trowbridge

This workshop forms part of the agreed learning and development programme for Overview and Scrutiny and will be delivered by Ann Reeder of Frontline Consulting, the region’s recognised expert in this field. The objectives for the session are to:

- Further develop understanding of the scrutiny function and its working relationship with the Executive and major partners
- Exploring the challenges faced by the executive and non-executive member in planning, undertaking and evaluating effective scrutiny work
- Hearing experiences of the overview and scrutiny process, from the executive and non-executive, from commencement to final product
- Discussing current approaches and developing new ones to enhance the outcomes from scrutiny work

The event will benefit from good attendance and members are encouraged to confirm attendance with the Scrutiny team. Councillor Stuart Wheeler, as the Cabinet Member responsible for Governance, is co-ordinating the attendance of representatives from the Executive

10 **Date of Next Meeting**

To confirm the date of the next meeting as 24 May 2016.

11 **Urgent Items**

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

**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.**

**None**