

## OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

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### MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2016 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

#### **Present:**

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

#### **Also Present:**

Cllr David Jenkins, Cllr Baroness Scott of Bybrook OBE and Cllr Philip Whitehead

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#### 76 **Apologies**

No apologies were received.

#### 77 **Minutes of the Previous Meeting**

The minutes of the meeting held on 5 July 2016 were presented for consideration. There were queries on the accuracy of Minute 70 in relation to the update from Children's Select Committee, and it was agreed to delegate approval of the minutes to the Chairman subject to confirmation in relation to that minute.

#### **Resolved:**

**To approve and sign as a correct record, subject to amending Minute 70 from:**

**Details were provided on recent activities on topics as shown in the agenda, with further work on increased academisation to be undertaken at a special meeting on 21 July, with a focus on the council's responsibilities and ability to mitigate any impacts.**

**To:**

**Details were provided on recent activities on topics as shown in the agenda, with further work on increased academisation, including a special briefing on 21 June which focused on the government white paper: Educational Excellence Everywhere**

*As approved by the Chairman with delegated authority from the Committee.*

78 **Declarations of Interest**

There were no declarations.

79 **Chairman's Announcements**

There were no announcements.

80 **Public Participation**

There were no questions or statements submitted.

81 **Management Committee Task Group Updates**

Financial Planning Task Group

Through the general update from the Chairman of the Financial Planning Task Group, the Committee were provided details of the proposed medium term financial framework intended to be approved by Council on 18 October. The government had agreed to provide an indicative 4-year budget rather than the current 1-year arrangement, enabling the council to better plan its finances in the coming years. This would require council to provide an efficiency statement to the government on how it would make necessary savings, by the end of October.

In order to ensure appropriately robust and transparent examination of the budget process, initial discussions had been held with the Chairman of the Financial Planning Task Group, Chairman and Vice Chairman of Overview and Scrutiny Management and the council's Corporate Directors to agree a scrutiny process.

It was intended that the Task Group would receive a presentation on 8 September from the Associate Director, Finance, and would then meet several times in the coming weeks to assess the proposals that came forward. Chairmen of Select Committees would be invited to these meetings. Public meetings would also be held ahead of a special meeting of the Committee and Cabinet, then Council on 18 October.

The Committee discussed the proposed process, agreeing that it was important as much engagement as possible was undertaken. It was also clarified that council would still set yearly budgets in February, but this would be within a framework agreed for a number of years. Following discussion, it was,

**Resolved:**

**To approve the proposed process to scrutinise the medium term financial framework.**

The written updates were noted.

## 82 **Forward Work Programme**

Details were provided on meetings between Select Committee Chairman and the Executive to discuss future topics for scrutiny involvement as well as other recommendations as detailed in the report. Committee Chairmen updated on their areas as well as other forward plan items including but not limited to the following:

### Environment Select Committee

It was agreed if there was any review of the planning service operation including its committees should be scrutinised through the Environment Select Committee. The final report of the Waste Service Changes Task Group would also report at the next meeting and the Public Transport Review would receive an update at the October Cabinet. The Committee would also look into information on the housing strategy and investment team.

### Health Select Committee

Details were provided on recent activities on topics as shown in the agenda, with further work on housing suitable for older people, help to live at home commissioning and closer work with the CCG.

### Children's Select Committee

Details were provided on recent activities on topics as shown in the agenda. It was stated the Wiltshire Safeguarding Children's Board was under new chairmanship and its work would be more targeted as recommended following an Ofsted inspection. An update was provided on the creation of Adoptions West, a regional adoption agency as part of legislative changes, as well as intentions to focus on child and adult mental health, special educational needs strategies, academisation and final reports on positive leisure activities and child obesity task groups.

### **Resolved:**

**To note and approve the updates from the Select Committees.**

## 83 **Systems Thinking Programme**

John Rogers, Head of Systems Thinking, was in attendance to provide an overview of the function and work of the Systems Thinking team, which provided training for staff on improved, joined up working practices as well as undertaking reviews with teams to make council processes more efficient and effective through evidence based examination of current service operation from the perspective of the customer.

A presentation was received providing examples of council and partner bodies who had undertaken reviews of various processes through the systems thinking

processes, including within children's social care, identifying the purpose of the customer interaction, discovering the exact number of contacts, tracking every point of contact, recording and assessment and identifying overlaps, redundant steps and other stages which made the process less efficient.

Following the presentation the Committee discussed the update. It was noted the training offered to staff to help their teams undertake similar reviews was open to councillors, though it was felt the 3-day course might be too lengthy for many to attend. The work with partners such as Wiltshire Police was noted, and in response to queries it was stated the team had done some work at cost for other councils, although the Directors were keen to keep them focused within the council to benefit its own processes the most.

84 **Date of Next Meeting**

The next meeting would be the special meeting to consider the medium term financial framework on 10 October 2016.

The next ordinary meeting would be 1 November 2016.

85 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 12.25 pm)

The Officer who has produced these minutes is Kieran Elliott (Senior Democratic Services Officer), of Democratic Services, direct line (01225) 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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