

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DRAFT MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 26 SEPTEMBER 2017 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Ian Blair-Pilling, Cllr Stewart Dobson, Cllr David Halik, Cllr Alan Hill (Vice Chairman - in the Chair), Cllr Ruth Hopkinson, Cllr Jon Hubbard, Cllr Simon Jacobs, Cllr Gordon King, Cllr Jacqui Lay, Cllr Andy Phillips, Cllr Pip Ridout, Cllr Peter Fuller (Substitute) and Cllr Roy While (Substitute)

Also Present:

Cllr Richard Clewer, Cllr Matthew Dean, Cllr David Jenkins, Cllr John Thomson, Cllr Stuart Wheller and Cllr Philip Whitehead.

62 Apologies

Apologies for absence were received from:-

Cllr Graham Wright (Chairman)
Cllr Christine Crisp, who was substituted by Cllr Peter Fuller
Cllr Howard Greenman, who was substituted by Cllr Roy While
Cllr John Walsh

63 Minutes of Previous Meetings

Resolved:

To approve and sign the minutes of the meetings held on 6 and 21 June 2017.

64 Declarations of Interest

There were no declarations of interest made at the meeting.

65 Chairman's Announcements

The Chairman made the following announcements:-

- (1) **Message from Cllr Graham Wright** The Chairman reported that the Cllr Graham Wright was away on leave on a holiday he booked prior to being elected to the post of Chairman and read out a message from him sending his sincere apologies and thanking both Members and officers for the support he had received since his appointment to this post.
- (2) **DCLG Enquiry** The Chairman announced that in January 2017 the Department for Communities & Central Government launched an enquiry looking at whether overview and scrutiny arrangements in England were working effectively and whether local communities were able to contribute to and monitor the work of their councils. The Management Committee received Wiltshire Council's response to the call for evidence in March.

Following pauses from all parliamentary select committee work during the General Election period, the Committee had now been reconstituted and its Members had agreed that the enquiry should be resumed and would be considering oral evidence in October.

This Committee would be updated in due course.

66 **Public Participation**

There were no statements or questions submitted.

67 **Forward Work Programme**

The Forward Work Programmes for the Select Committees and updates on previous work was received. Additional updates were received as follows:

Children's Select Committee

Cllr Jon Hubbard Chairman of the Select Committee informed Members of recent activity, including the provision of SEND in schools. There had not been complete agreement between the Local Authority and the schools involved but the Committee had agreed to recommend to the Overview & Scrutiny Management Committee that a task and finish group be formed to consider the future provision of education for SEND children and young people, specifically working with Officers, Schools and Parents to identify and consider the challenges outlined in the Wood Report and other associated documents. In order to proceed with this task and finish group without delay, permission to start had been sought and obtained from the Chairman of this Committee and approval was now being sought retrospectively.

The Committee also received a report by Cllr Anna Cuthbert, Chairman of the Rapid Scrutiny – Traded Services for Schools in which she set out their findings.

Environment Select Committee

Cllr Matthew Dean, Chairman of the Select Committee, gave an update of work undertaken so far by that Committee. In particular he drew attention to the Resident Engagement Strategy for which a draft report was likely to be presented to the Select Committee in early 2018.

Cllr Dean also highlighted work which was continuing on the Municipal Waste Management Strategy and proposed changes to the Council's Housing Allocations Policy.

Members noted that the Select Committee at its next meeting would receive a report on the joint working between the Council and train operating companies to consider the transport outcomes for Wiltshire residents and to assess the economic benefits of Wiltshire train stations.

Health Select Committee

Cllr Gordon King, Vice-Chairman of the Select Committee provided an update on the work of the Select Committee. He highlighted the impact of the Adult Care Charging Policy, a further report on which was likely to be presented to the January 2018 meeting of the Select Committee.

A report on Wiltshire CCG's commissioning intentions would be considered at the next meeting of the Select Committee. In particular, proposals would be presented about care proposals in Chippenham, Melksham and Trowbridge.

O & S Management Committee

The Chairman reported that the previous week he and Cllr Graham Wright had received a briefing from the Head of the Programme Office on the Council's key corporate programmes. It was pleasing to note that all of the most significant six programmes were already receiving some form of scrutiny engagement.

In consideration of the Council's new Business Plan, at the meeting of this Committee on 21 June 2017, mention was made of the Council's Community Asset Transfer Policy, it being noted that the Leader had expressed a wish that the Policy be revised in order that the process of transferring assets could become faster and more cost effective. The Committee had resolved that the new Policy be scrutinised before being presented to Cabinet, which had now been scheduled for 7 November 2017.

It was also noted that the Management Committee would receive an update on the Council's Highspeed Broadband Programme at its next meeting in November.

After some discussion,

Resolved:

- 1. To note the Overview and Scrutiny forward work programme and the updates on recent Overview and Scrutiny activity provided.**

- 2. To endorse the establishment of the S.E.N.D. Provision in Schools Task Group by Children's Select Committee.**
- 3. To endorse in principle the establishment and commencement of a task group looking at Traded Services for Schools to complete its work within 9 months, noting that the task group's establishment will also be considered by Children's Select Committee at its next meeting on 31 October.**
- 4. To agree that the Chairman of Health Select Committee will sit on the Adult Social Care Transformation Programme Board as the Overview and Scrutiny councillor representative.**
- 5. To establish a rapid scrutiny exercise to consider the revised "Asset and Service Devolution and Community Asset Transfer Policy" prior to its approval by Cabinet in November.**
- 6. To congratulate Alistair Cunningham and Terence Herbert on their appointment as Corporate Directors and to thank Carolyn Godfrey for all her work during her tenure since the formation of Wiltshire Council in 2009.**

68 Management Committee Task Groups

The Committee received an update on the activity of the following Task Groups:-

- Financial Planning Task Group
- Digital Strategy and Implementation Task Group
- Military and Civilian Integration Project Task Group
- Swindon and Wiltshire Local Enterprise Partnership Task Group
- Planning Committee System Task Group – The Chairman suggested that the terms of reference of this Task Group should be widened to include a review of the planning committee system. Cllr Jon Hubbard did not support this addition as he was concerned that members of the public might find it difficult to attend meetings should the Task Group recommend a reduction in planning committees.

Resolved:

- 1. To note the memberships of OS Management Committee's task groups, as appointed by the Chairman and Vice-chairman following Committee's request in June.**

2. To note the updates on Task Group activity provided.
3. To endorse the terms of reference for the Planning Committee System Task Group as follows:
 - a. To explore the extent to which the Council's current development control processes meet the needs and objectives of Wiltshire's residents and communities, to potentially including consideration of:
 - The public's and applicant's experience, including digital access
 - Communications and liaison with local councillors and their role
 - b. To investigate whether the present planning committee structure is best suited to delivering an efficient, effective and sustainable service; with particular reference to the number of and geographical areas covered by the existing area committees, their agendas and meetings.
 - c. To suggest any recommendations for improvement of the planning committee system as appropriate.

(Note: Cllr Jon Hubbard requested that his vote against the Motion be recorded.)

69 **Emergency Planning and Management**

Consideration was given to a report by the interim Director, Public Health which provided a synopsis of recent actions and testing of the Council's preparedness to the response and recovery of an emergency, paying special attention to actions and lessons identified in the wake of the Grenfell Tower fire.

Attention was drawn to Exercise Concido which took place on 6 July 2017 at the Dorset & Wiltshire Fire Training Centre in Devizes. This exercise tested the recovery processes in the aftermath of the structural collapse of a four story block of residential flats and it was found that Wiltshire Council's plans were robust. However, lessons identified from both the Grenfell tower fire and Exercise Concido would be reviewed closely and changes would be made to Wiltshire's plans as necessary.

During discussion, whilst Members applauded action taken, it was considered that buildings lower than four stories, particularly three story buildings, should be investigated in due course.

Resolved:

1. To note the contents of the report.

2. **To support a continuing programme of training and exercising for emergency response and recovery across the organisation and increased engagement with partners in the voluntary sector.**
3. **To receive a progress report on the council's emergency planning and management arrangements in six month's time.**

70 **Date of Next Meeting**

Resolved:

To note that the next meeting was scheduled to be held on Tuesday 28 November 2017 in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

71 **Urgent Items**

There were no urgent items of business.

(Duration of meeting: 10.30 - 11.55 am)

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