

# AGENDA

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**Meeting:** Environment Select Committee

**Place:** Council Chamber - County Hall, Bythesea Road, Trowbridge, BA14 8JN

**Date:** Tuesday 8 November 2022

**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Kieran Elliott, 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)

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## Membership:

Cllr Jerry Kunkler (Chairman)	Cllr Dr Nick Murry
Cllr Bob Jones MBE (Vice-Chairman)	Cllr Bill Parks
Cllr Tony Jackson	Cllr Rich Rogers
Cllr Mel Jacob	Cllr Iain Wallis
Cllr Dr Brian Mathew	Cllr Derek Walters
Cllr Charles McGrath	Cllr James Sheppard
Cllr Ian McLennan	

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## Substitutes:

Cllr Mark Connolly	Cllr Jon Hubbard
Cllr Brian Dalton	Cllr Stewart Palmen
Cllr Andrew Davis	Cllr Ricky Rogers
Cllr Matthew Dean	Cllr Tom Rounds
Cllr Nick Errington	Cllr Tony Trotman
Cllr Ross Henning	

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For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

# AGENDA

## PART I

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

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 5 - 10*)

To approve and sign the minutes of the Environment Select Committee meeting held on 20 September 2022.

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 on the front of the agenda 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 on the front of this agenda no later than 5pm on 1 November 2022 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on 3 November 2022. Please contact the officer named on the front 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 **Update on Wiltshire Housing Development Partnership** (*Pages 11 - 24*)

To update the select committee on the Council's partnership with Registered

Providers of Affordable Housing (RPs) which facilitates a range of Affordable Homes to meet the needs of Wiltshire's residents (including households on the Council's Housing Register) with a target of delivering 650 homes per year.

7 **Update on the Forthcoming Private Sector Renewal Strategy**

The select committee to receive a brief verbal update.

8 **Update on the Homeless Strategy 2019-2024**

An update on progress on the delivery of the Homeless Prevention Strategy Action Plan, that was approved by Full Council in November 2019.

9 **Climate Emergency Task Group** (*Pages 25 - 28*)

To receive an update on the work of the task group since its last update in September 2022.

10 **Forward Work Programme** (*Pages 29 - 34*)

To note and receive updates on the progress of items on the forward work programme.

Under the revised Overview and Scrutiny (OS) arrangements there is now a single OS work programme controlled by the OS Management Committee, linked to priorities in the Business Plan.

Therefore it should be noted that, whilst any matters added by Members are welcome, they will be referred to the OS Management Committee for approval before formal inclusion in the work programme for the Environment Select Committee.

A copy of the Overview and Scrutiny Forward Work Programme for the Environment Select Committee is attached for reference.

11 **Date of Next Meeting**

To confirm the date of the next scheduled meeting as Wednesday 4 January 2023.

12 **Urgent Items**

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

## Environment Select Committee

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### MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 20 SEPTEMBER 2022 AT COUNCIL CHAMBER - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

#### **Present:**

Cllr Jerry Kunkler (Chairman), Cllr Bob Jones MBE (Vice-Chairman),  
Cllr Tony Jackson, Cllr Dr Brian Mathew, Cllr Dr Nick Murry, Cllr Bill Parks,  
Cllr Rich Rogers and Cllr Iain Wallis

#### **Also Present:**

Cllr Richard Clewer and Cllr Dr Mark McClelland

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#### 119 **Apologies**

Apologies were received from Councillors Derek Walters, James Sheppard, Ian McLennan, Charles McGrath, and Mel Jacob.

#### 120 **Minutes of the Previous Meeting**

The minutes of the meeting held on 13 July 2022 were presented for consideration, and it was,

#### **Resolved:**

**To approve and sign the minutes as a true and correct record.**

#### 121 **Declarations of Interest**

There were no declarations.

#### 122 **Chairman's Announcements**

The Chairman provided detail of meetings attended on behalf of the Committee, including briefings on waste collection service and rights of way.

#### 123 **Public Participation**

No questions or statements were submitted.

#### 124 **Waste Management Update**

Cllr Dr Mark McClelland, Cabinet Member for Transport, Waste, Streetscene, and Flooding, presented a report in respect of waste management. This provided an overview of recent disruption to waste and recycling services, and

updated on actions taken by the council and its contractor to address the situation.

Details were provided of impacts from staffing shortages from April 2022 which affected operations. Notice of serious breach of service was provided by the Council in June 2022. The report set out details of meetings with the contractors, development of a remediation plan, and the measures proposed and undertaken to restore normal operations. The Cabinet Member confirmed he received daily updates on the service, and that service had returned to normal in August 2022.

The Committee discussed the report and update. Clarity was sought on the level of drivers and loaders required for the new residual waste collection rounds implemented from 28 February 2022. Details were also sought on the remediation plan from the contractors, the addressing of risks, and if there were any financial penalties as part of the contract. It was stated the contract included a performance framework, and that the provider had been accountable for additional overtime incurred as part of the remediation plan.

At the conclusion of discussion, it was,

**Resolved:**

**That the committee:**

- 1) Notes the content of the report and actions taken to improve the situation;**
- 2) Notes the actions that will be taken forward to attempt to mitigate future staff resourcing issues affecting the council's waste contracts;**
- 3) Is invited to visit, at a convenient time, the Materials Recycling Facility (MFR) at Calne (as resolved 8 March 2022).**

125 **Streetscene Contract**

Cllr Dr Mark McClelland, Cabinet Member for Transport, Waste, Streetscene, and Flooding, presented a report in relation the successful tender of the Council's Streetscene and Grounds Maintenance contract, to commence on 1 December 2022.

The Cabinet Member explained the contract would aim for year on year carbon emissions reduction through such measures as electrification of tools and use of different fuels, and that the contract delivered savings, enhanced transparency and real time update and performance.

The Committee discussed the report and update. Details were sought on the contract's data reporting into the Highways team, and how this would interact

with the front facing MyWilts system. Comments were received on individual reporting into MyWilts and the need to log back in to find updates on the matter reported, with it being stated that this would still be the case but it was considered real time feedback would be improved with the new contract arrangements. Clarity was also sought on social value outcomes in the report, with it being open to the contractor to identify where they could utilise measures such as apprenticeships.

There was discussion of grass cutting and rewilding, and the process for parishes to identify areas and where the council or contractor itself suggested areas. It was stated about 10% of the areas of the contract were considered wildflower. In response to queries it was stated local areas often disagreed strongly on appropriate areas, and the need to engage with the communities.

There were also comments noting the savings achieved under the new contract, the challenges dealing with urban verges, and the contract being outcomes based, so it being up to the contractor to resource as they needed to deliver.

At the conclusion of discussion, it was,

**Resolved:**

**That the committee:**

- 1) Notes the award of the Streetscene and Grounds Maintenance Tender to Idverde and the outcomes detailed;**
- 2) Receives an update on the delivery and outcomes of the contract in 12 months times.**

126 **Local Plan**

Cllr Nick Botterill, Cabinet Member for Finance, Development Management, and Strategic Planning, provided a verbal update on the review of the Local Plan..

It was explained that the work was very complex, and the next stage of the process on the Local Plan Review which had been scheduled for the third quarter of 2022 would be delayed until at least the second quarter of 2023. It was noted that with the recent change of Prime Minister it was possible that policy requirements could face significant change, but until any proposals were implemented the current plan system approach would need to be progressed.

Details were provided by Georgina Clampitt-Dix, Head of Spatial Planning, on the two plans in preparation (the Local Plan Review and Gypsies and Travellers Plan), the plan preparation stages to gather evidence, reporting to Cabinet and Council ahead of public consultation, before formal submission and examination, which would test the soundness of the plan before a government appointed Inspector. The intention was to publish a revised local development scheme in October 2022.

The Committee discussed the update, seeking details on the timeline, consideration of representations, and being consistent with national framework policies. Comments were made on coordination with the council's Climate Strategy, and on progress with the Local Transport Plan alongside the Local Plan.

Appropriate consultation was discussed, it was explained that timescales for different stages meant there could not be rolling open consultation as representations needed to be assessed to prepare the draft plan.

At the conclusion of discussion, it was,

**Resolved:**

**That the Committee:**

- 1) Note the progress to date;**
- 2) Receives a further update in 8 months' time (June 2023) including timescales.**

127 **Council Performance and Risk – Quarter One Monitoring**

Councillor Richard Clewer, Leader of the Council, presented a report updating on performance against the stated missions in the Council's Business Plan 2022-32, its strategic risks and proposed future developments.

The Leader emphasised that targets needed to be meaningful and achievable, with metrics likely to evolve over time, and noted the extent of reporting information sitting behind the overview report being presented. Attention was drawn to the risk register, and progress achieved in identifying mitigation measures.

The Committee discussed the report. Comments were received on climate change risk, with a response that climate impacts upon a variety of other risks and performance measures, with the chart ranked by highest risks.

Other subjects raised included neighbourhood plan referendum turnout, residual waste and the housing register.

At the conclusion of discussion, it was,

**Resolved:**

**That the Committee:**

- 1) Notes the reports;**
- 2) Agrees to receive the Q2 monitoring report in due course.**



128 **Climate Emergency Task Group**

Councillor Graham Wright, Chairman of the Climate Emergency Task Group, provided a report and update on the work of the Task Group.

Councillor Wright stated it was important to ensure the climate team was able to operate as a top priority, and that the Task Group was looking to focus on delivery and execution of plans made to date in order to ensure targets were met, as well as looking at measures beyond Wiltshire Council where possible.

It was then,

**Resolved:**

**That the Committee:**

- 1) Notes the update on the Task Group activity provided;**
- 2) Notes the Task Group's draft forward work plan at Appendix 1 of the report.**

129 **Forward Work Programme**

The Chairman confirmed he and the Vice-Chairman would review the programme and make any further amendments as appropriate.

**Resolved:**

**To approve the Forward Work Programme.**

130 **Date of Next Meeting**

The date of the next meeting was confirmed as 8 November 2022.

131 **Urgent Items**

There were no urgent items.

(Duration of meeting: 2.00 - 3.40 pm)

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

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**Wiltshire Council**

**Environment Select Committee**

**8<sup>th</sup> November 2022**

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## **Update on Wiltshire Housing Development Partnership**

1. The Council's Housing Enabling Team works in partnership with Registered Providers of Affordable Housing (RPs) to facilitate a range of Affordable Homes to meet the needs of Wiltshire's residents (including households on the Council's Housing Register) with a target of delivering 650 homes per year.
2. The target is derived from the Wiltshire Core Strategy which anticipates delivery of 13,000 affordable homes within the plan period. However, effective provision of Affordable Housing not only delivers a sufficient number of units, but also reflects the mission of the Business Plan in ensuring that 'we have the right housing'. The Housing Enabling Team therefore engages with the planning process, and liaises with developers and RPs, to ensure that the housing delivered meets local demonstrable need in terms of tenure, unit size and provision of adapted units.

## **Role of Registered Providers**

3. Registered Providers of Affordable Housing (RPs) play a vital role in helping the Council to provide Affordable Housing to meet need by:
  - Purchasing Affordable Housing units delivered by developers which have been secured through S106 planning obligations.
  - Developing Affordable Housing units on small 100% Affordable Housing sites.
4. An effective partnership between Wiltshire Council and RPs is therefore important in ensuring the delivery of Affordable Housing.

## **Wiltshire Housing Development Partnership (2021 to 2026)**

5. Wiltshire Council has had an established partnership arrangement with RPs since 2009. In August 2021, following agreement of Cabinet (Cabinet Report attached), the Council renewed the Wiltshire Housing Development Partnership (RP Partnership). In adopting a more formal approach to selection, we have ensured that we have the right partners to assist in focusing on the Council's key priorities, such as climate change, in addition to meeting the strategic affordable housing delivery requirements of the Local Plan.

6. A selection process was undertaken which involved the Cabinet Member for Housing. Any RP able to demonstrate a willingness to assist in working towards the aims of the Partnership was invited to join, with no limit on the number of RPs in the Partnership. The aims of the Partnership are as follows:
7. Wiltshire Council and the Provider Members will work in partnership to:
  - meet strategic Affordable Housing delivery in accordance with the Local Plan
  - accelerate the provision of affordable homes
  - improve the environmental standards of Affordable Housing stock (including its resilience to climate impacts) and to assist Wiltshire Council in responding to the climate emergency and mitigating climate change
  - support the wider aims and objectives of Wiltshire Council
  - ensure delivery and maintain provision of affordable homes across the whole of Wiltshire and in both urban and rural areas
  - address issues of affordability
  - meet the demonstrable needs of a range of client groups
  - ensure high standards of service for occupants of Affordable Housing
  - ensure equality of opportunity in all aspects of its housing service
8. The selection process resulted in 11 provider partners joining the Partnership, comprising a broad range including larger national and regional RPs and smaller local RPs. Provider partners include:
  - 10 Registered Providers
  - The Council's Residential Development Team (which, in development terms, performs a similar function to RPs).
9. RP partners pay an annual partnership fee of £4,500 (index linked) with a reduced fee for partners with stock of less than 1,000 units.

### **Effectiveness of the RP Partnership**

10. The partnership continues to effectively facilitate the delivery of Affordable Housing:
  - Partnership meetings are held quarterly and are well attended by senior RP management.
  - A new format to partnership meetings focuses on the Council's key priorities such as climate change and rural housing delivery. It draws on the expertise of Council teams such as the Climate Team and Planning teams who have attended partnership meetings for focused sessions.
  - The partnership continues to adopt a joint approach to problem solving, sharing expertise and experience, for example RP presentations relating to modern methods of construction and improving environmental standards.

- The Housing Enabling Team provides support to partner RPs on an on-going basis to facilitate the delivery of Affordable Housing and to ensure that delivery meets demonstrable need. In 2021/22, the annual target was exceeded with 688 Affordable Homes being delivered in Wiltshire. The two main tenures delivered were:
  - Affordable Rented Housing allocated to households on Wiltshire's Housing Register;
  - Shared Ownership Housing sold to eligible households with a household income of less than £80,000 in accordance with government policy;

In future, Affordable Housing provision will include an element of First Homes as required by a recent change in government policy.

11. The Housing Enabling Team is confident that, subject to the continued commitment of the Council and RPs, the renewed Partnership offers the potential to continue to assist the Council in working towards its key priorities.

Appendix 1 – Cabinet Report (16 March 2021) Registered Provider Partnership Review

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**Cllr Phil Alford, Cabinet Member for Housing, Strategic Assets, Asset Transfer**

Report author: Claire Moore, Housing Enabling Lead

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**Wiltshire Council**

**Cabinet**

**16 March 2021**

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**Subject: Registered Provider Partnership Review**

**Cabinet Member: Cllr Richard Clewer – Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts & Tourism, Housing and Communities**

**Key Decision: Non Key**

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### **Executive Summary**

The Council has an established partnership arrangement with Registered Social Housing Providers (RPs). The current Partnership Agreement expires in March 2021.

Wiltshire currently operates an 'open' partnership with partners able to join (or leave) the partnership at any time provided they sign the Partnership Agreement and pay the enabling fee. There are currently 12 RPs in the partnership.

In consultation with these RPs it is proposed that a new partnership be established, with an updated format to take account of the Council's priorities and the current economic climate. This partnership will be more formal and selective, with RPs required to demonstrate their commitment to the Council's priorities including the climate change agenda and meeting the strategic housing delivery requirements of the Local Plan. It will also allow for the funding of the partnership costs to move towards a payment per unit basis as and when this is supported in policy terms within the Local Plan.

The report outlines the principal changes in approach that are proposed and seeks authority from Cabinet to establish a new 5 Year partnership arrangement with Registered Providers to support the delivery of affordable housing in Wiltshire

### **Proposal(s)**

To seek approval from Cabinet to establish a new 5 Year partnership arrangement with Registered Providers to support the delivery of affordable housing in Wiltshire

**Reason for Proposal(s)**

To allow for a new Partnership arrangement with RPs to support the continued delivery of affordable housing in line with the Council's Business Plan.

**Terence Herbert**  
**Chief Executive**



## **Wiltshire Council**

### **Cabinet**

**16 March 2021**

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**Subject: Registered Provider Partnership Review**

**Cabinet Member: Cllr Richard Clewer – Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts & Tourism, Housing and Communities**

**Key Decision: Non Key**

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### **Purpose of Report**

To seek authority from Cabinet to establish a new 5 Year partnership arrangement with Registered Providers to support the delivery of affordable housing in Wiltshire

### **Relevance to the Council's Business Plan**

1. The proposal will help support the delivery of strong communities through the timely provision of affordable housing in line with the policies contained within the Wiltshire Local Plan. It also helps support sustainable economic growth by increasing the provision of affordable homes to rent and buy in locations where these homes are needed.

### **Background**

2. Wiltshire Council has an established partnership arrangement with Registered Social Housing Providers (RPs).
3. The current Partnership Agreement originally ran for 3 years to 31<sup>st</sup> March 2020, with partners agreeing to extend it to 31<sup>st</sup> March 2021 pending a review of the partnership arrangements.
4. Wiltshire currently operates an 'open' partnership with partners able to join (or leave) the partnership at any time provided they sign the Partnership Agreement and pay the enabling fee. Over the term of the current partnership, no RPs have left and three have joined. Wiltshire currently has 12 RP partners.
5. The Wiltshire Development Partnership has been under review, with a view to updating the format of the partnership to take account of the Council's priorities and the current economic climate. Having consulted with the RPs, the report outlines the principal changes in approach that are proposed.

## **Main Considerations for the Council**

6. The current partnership works well in many respects with regular, well attended RP forums providing an opportunity for sharing best practice and a joint approach to problem solving. Feedback from the RP Partners has shown a clear desire for the partnership to continue.
7. It is proposed that the new partnership retains and builds on this strength working on a peer basis to maintain and improve standards, whilst making changes to the selection process and the fee structure.

### Selection Process

8. The Council is proposing to adopt a more formal approach in the selection process in order to ensure that we have the right partners to assist in focusing on the Council's key priorities such as the climate change agenda in addition to meeting the strategic affordable housing delivery requirements of the Local Plan.
9. To select partners, an approach is proposed similar to that used by the Homes West partnership (a partnership made up of Bath & North East Somerset Council, North Somerset Council, South Gloucestershire Council and Bristol City Council working with 18 housing associations).
10. RPs interested in joining the partnership and Wiltshire Council's Residential Development Team will be invited to complete an application form in which they will be asked to set out their commitment to meeting the partnership aims which will include:
  - to meet strategic affordable housing delivery in accordance with the Local Plan.
  - to accelerate the provision of affordable homes.
  - to improve the environmental standards of Affordable Housing stock and to assist Wiltshire Council in responding to the climate emergency and mitigating climate change.
  - to support the wider aims and objectives of Wiltshire Council.
  - to ensure delivery of affordable homes across the whole of Wiltshire and in both urban and rural areas.
  - A commitment to address issues of affordability and to work with the local authority to maintain provision of rural affordable housing when stock rationalisation is considered.
  - to meet the demonstrable needs of a range of client groups.
  - to ensure high standards of service for occupants of Affordable Housing.
  - to ensure equality of opportunity in all aspects of its housing service.
11. There will be a presumption towards inviting any RP able to demonstrate a willingness to assist in working towards the aims of the partnership to be part of the Wiltshire Development Partnership. There will be no limit of the

number of partner RPs. The Council will reserve the right to interview partners on the basis of their applications but expect all those who apply to meet the standards expected and Council Members will be involved in the selection process. Successful RPs will be asked to sign a Partnership Agreement which will include a commitment to working in accordance with the aims of the partnership.

12. It is anticipated that the partnership will comprise a broad range of partners including larger national and regional RPs and smaller local RPs together with specialist providers. It is intended that RPs will be able to apply to join and leave at any time.

### Monitoring Progress

13. It is anticipated that progress towards achieving the aims of the partnership will be monitored in the following ways:
  - RP partners and the Council's Residential Development team will be asked to provide an annual update to the information already provided on their application form.
  - Monitoring of key performance indicators.
  - Focus on key priorities at quarterly RP Forums
14. In the event of non-compliance with the Partnership Agreement, for example not meeting required standards of performance, members will be asked to enter into discussions with the Council and if matters can't be resolved to the satisfaction of both parties, they may be asked to leave the partnership. Equally, the monitoring process is expected to be two-way with partners using the forum to both absorb and disseminate good practise for the benefit of our customers.

### Partnership Fees

15. RP partners currently pay a fee of £3,500 per year. This fee was originally set in 2011 and hasn't increased since. Any RP partners with stock of less than 3000 are entitled to a 50% reduction in fee. There are currently 12 RP partners including 11 providers with more than 3,000 homes and one with fewer than 3,000. The fees are paid into Wiltshire Council's Enabling Team budget as a contribution towards the cost of delivering enabling services.
16. Over the past five years the number of officers in the Enabling Team has reduced, in part due to the financial constraints of the Council. Despite this the service delivered by the Council's Enabling team to the RPs continues to include the following:
  - Supporting and attending the quarterly RP Forum meetings.
  - Assisting with enquiries on a geographical basis relating to the specific areas covered by the relevant officer and also to provide a link officer for each RP to deal with strategic matters.
  - Providing informal advice relating to housing need and policy issues.

- Acting as the Affordable Housing internal consultee for planning applications, ensuring that the affordable housing proposals are in accordance with policy, meet demonstrable need and to negotiate a design and mix which takes account of RPs concerns and management requirements.
  - Updating RPs on the progress of sites in the planning process through the provision of a quarterly sites list.
  - Liaising with the Council's legal team to negotiate and finalise S106 agreements in line with Wiltshire's Affordable Housing S106 Template, the wording of which is agreed by all partner RPs. Also, to facilitate the completion of other legal documents relating to Affordable Housing matters as required.
  - Providing input into the formulation of planning policy, liaising with the Spatial Planning Team on the Local Plan Review and the proposed AH SPD. Spatial Planning updates are provided at each RP Forum.
  - Facilitating Rural Housing Needs surveys as requested by partner RPs and parish councils. Results of all surveys are shared with the partnership.
  - Assisting and supporting bids for funding.
17. The Council continues to face financial challenges linked to the pandemic and wider economic situation but its commitment to maintaining the enabling service above and where appropriate improve and adapting it in response to the needs of its partners remains.
18. In order to continue to deliver this support to RPs it is proposing to update its partnership fee structure to reflect current circumstances and draw on best practise from the sector. Under the proposals RP partners will be required to pay:
- A one-off admin fee (amount to be agreed) payable at the beginning of each (5 year) partnership term.
  - A per-unit enabling fee for each s106 affordable housing unit payable quarterly. The Council is currently consulting with the RPs on what may be an appropriate level of fee to charge. This will depend to some extent on feedback from current RP partners on the level of service that they would like the Council's Enabling Team to provide, for example whether they would value the provision of additional services such as free pre-app advice.
19. It is anticipated that the requirement for the per unit fee would be included in the Wiltshire Council Affordable Housing SPD and subsequently be a requirement in S106s.
20. This approach would bring Wiltshire Council in line with some of our adjacent local authorities including BANES, South Gloucestershire and Test Valley.

21. Consultations are on-going with the RP partners over the level and scope of fees to be levied.
22. It is also acknowledged that the transition to a per-unit based model cannot take place immediately and discussions are on-going with the RP partners over a phased transition to a fee-based model, with a continuation of an annual fee for a period of time to allow for the per-unit fee basis to be formally enshrined in policy – via the Local Plan and/or Supplementary Planning Document.
23. For those RPs that choose not to join the partnership or that do not meet the criteria set for membership, consideration is being given to requiring these RPs to enter into an appropriate nominations agreement with the Council (something that will be incorporated into the s106 template). By doing this the Council secures the ability to access RP-owned new build accommodation and relets for applicants on the Council's Housing Register, either via a Choice Based Lettings system or some alternative route. Legal advice is being sought on this matter.

#### Duration

24. The term of the current partnership is 3 years. It is proposed that the term of future partnerships will be 5 years to be consistent with the Homes England Programme. A review of the partnership will be undertaken during the final year of the partnership.

#### **Overview and Scrutiny Engagement**

25. The proposed partnership is similar to the established partnership, albeit updated to take account of the council's objectives for affordable housing and drawing on best practice from elsewhere. In this context it was considered that engagement with Overview and Scrutiny would not be required.

#### **Safeguarding Implications**

26. The new partnership model will enhance the council's effectiveness in ensuring the delivery of affordable housing which is a positive determinant in the safeguarding of children, young people and vulnerable adults.

#### **Public Health Implications**

27. The new partnership model will enhance the council's effectiveness in ensuring the delivery of affordable housing which is a positive determinant of public health.

#### **Procurement Implications**

28. There are no procurement implications arising from this paper.

## **Equalities Impact of the Proposal**

29. An Equalities Impact Risk Assessment has been undertaken in developing the proposal in line with the council's equality and diversity policy and responsibilities under the Public Sector Equality Duty. The level of risk assessed was low, and the proposed new partnership model will have a positive impact on removing barriers and inequalities through supporting the delivery of affordable housing within Wiltshire. For these reasons a full Equalities Impact Assessment has not been required.

## **Environmental and Climate Change Considerations**

30. RPs seeking to join the new Partnership will be required to set out their commitment to meeting the partnership aims including improving the environmental standards of Affordable Housing stock and to assist Wiltshire Council in responding to the climate emergency and mitigating climate change .

## **Risks that may arise if the proposed decision and related work is not taken**

31. If authority is not given for the council to enter into a new partnership the existing partnership will cease and the benefits of the partnership as set out above will be lost.

## **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

### **Financial Implications**

32. There are financial implications arising from this report in the respect of the fees model, but they are not considered significant. Currently fees of up to c£40,000 per annum in total are charged to partners to help fund the cost of supporting the partnership. The transition to a fee-based model may lead to the total level of fees changing, up or down, depending on the per-unit fee. This is currently the subject of consultation.
33. The future total income budget is dependent on the per unit fee that is set, and any change is expected to be modest. Any increased income would be available for reinvestment to enable services to support the work of the Partnership in delivering high quality affordable housing in Wiltshire.

### **Legal Implications**

34. Wiltshire Council must draft a robust Partnership Agreement to enter into with Registered Providers, which has been reviewed by Legal Services.
35. Any works undertaken by the Registered Providers for Wiltshire Council as a result of the Partnership Agreement must be procured/tendered in accordance with the requirements of the Council's Constitution, SPH Manual and the Public Contracts Regulations (2015).

36. Cabinet should delegate authority to enter into the Partnership Agreement to an appropriate individual.

### **Workforce Implications**

37. There are no workforce implications arising from this report.

### **Options Considered**

38. The following options were considered in reviewing the Wiltshire Development Partnership:
- No partnership;
  - Continuing with the current partnership arrangements;
  - A change of approach including a more formal approach in the selection of partner RPs, introduction of a monitoring process and an amended fee structure.
39. If the Wiltshire Development did not continue, the benefits of partnership working would be lost. While the current partnership approach creates opportunities to share best practice and adopt a joint approach to problem solving, it is felt that the proposal of a more formal approach to the selection of partners will create an opportunity to re-focus the partnership on the Council's current priorities. Enhanced monitoring will ensure the continued effectiveness of the partnership.

### **Conclusions**

40. Based on the above considerations it is recommended that the Council enters into a new 5 year Development Partnership with Registered Providers which will differ from the current partnership in having an amended fee structure and enhanced monitoring process, and in adopting a more formal approach to the selection of partners.

### **Simon Hendeby (Director - Housing and Commercial)**

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Report Author: Richard Walters, Head of Service - Major Projects,  
[richard.walters@wiltshire.gov.uk](mailto:richard.walters@wiltshire.gov.uk),

Date of report

### **Appendices**

### **Background Papers**

The following documents have been relied on in the preparation of this report:

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**Wiltshire Council**

**Environment Select Committee**

**8 November 2022**

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## **Climate Emergency Task Group Update**

### **Purpose**

1. To update the Environment Select Committee on the work of the Climate Emergency Task Group since September 2022.

### **Background**

2. The Climate Emergency Task Group (CETG) is a task group reporting to the Environment Select Committee. The task group's initial terms of reference were endorsed by the Select Committee on 3 September 2019 and were revised on 9 November 2021.
3. The task group has produced two reports with recommendations:
  - Energy and Transport & Air quality (29 September 2020)
  - Planning (13 January 2021)
4. At its meeting on 14 June 2022 the Select Committee approved the continuation of the task group 2022/23.
5. The task group's last update to the Select Committee was on [20 September 2022](#).

### **Membership**

6. The membership of the task group from July 2021 is as follows:

Cllr Clare Cape  
Cllr Sarah Gibson  
Cllr Tony Jackson  
Cllr Jacqui Lay  
Cllr Brian Mathew  
Cllr Nick Murry  
Cllr David Vigar  
Cllr Ian Wallis  
Cllr Graham Wright (Chairman)

## Terms of Reference:

7. The task group's revised terms of reference were endorsed by the Environment Select Committee on the 9 November 2021. These are:
  - i. To help shape and influence the development of Wiltshire Council's programme (in all relevant areas) for meeting its objective of making Wiltshire Council carbon neutral and seeking to make the county of Wiltshire carbon neutral by 2030 (excluding the geographical area administered by Swindon Borough Council).*
  - ii. To scrutinise the delivery of this objective through the Climate Strategy (2022-2027) and its delivery plans, as well as key plans, policies, and programmes, such as the Local Plan, Local Transport Plan and Green and Blue Infrastructure Strategy. Including the way in which the Council is measuring progress and how it is performing and reporting against baselines.*
  - iii. To provide recommendations on other aspects of decarbonising the county including partnership working and community-led approaches as well as acting as a national role model.*

## Recent Activity

### Use of council land for environmental mitigation (16 September 2022)

8. The task group received a briefing from Mike Dawson Head of Estate & Development regarding a review of council land ownership. The task group was also joined by Lynn Trigwell, Head of Natural & Historic Environment. There is demand to use council land for environmental mitigation opportunities. The council is currently developing a framework looking at the options for developing such an approach.
9. Mitigation options being explored are:
  - Nitrogen and phosphate mitigation (including in water courses) as offset for new developments
  - Bio-diversity net gain – woodland, wetland, grassland, hedgerows, rivers
  - Green energy production – solar, wind, bio-mass
  - Nature based off setting – carbon off-setting, capture, sequestration
  - Air quality improvements – including tree planting
  - Stacking – deliver more than one of the above.
10. The task group raised a number of issues including renewable energy, tree planting (and replacing diseased trees) and woodland creation. The task group also considered enabling carbon friendly changes on council farms and development led net-gain.

## **Forward work plan**

11. The task group met to discuss its forward work plan on 14 October 2022. The task group revised the plan to better align it with the task group's terms of reference which focuses on the delivery of the Climate Strategy and other strategies and programmes key to the climate agenda.
12. The new plan creates an effective focus for the task group and adds value to delivering the net zero programme.
13. The forward plan is attached at Appendix 1.

## **Proposals**

1. **To note the update on the Task Group activity provided above.**
2. **To note the Task Group's draft forward work plan, see Appendix 1.**

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**Cllr Graham Wright, Chairman of the Climate Emergency Task Group**

Report author: Simon Bennet, Senior Scrutiny Officer, Tel: 01225 718709,  
email: [simon.bennett@wiltshire.gov.uk](mailto:simon.bennett@wiltshire.gov.uk)

## APPENDIX 1

### Climate Emergency Task Group – Forward Work Plan

25 Nov 2022	<b>Climate Change Adaptation Plan</b> To review the council's current plan, revised in 2016, to inform re-drafting 2023.
tbc 2023	<b>Targeted support to fuel-poor households to improve energy efficiency (Warm &amp; Safe Wiltshire)</b> To understand programmes supporting households in the county.
tbc 2023	<b>Bidding for retrofit funding</b> To understand the scale of the issue and the potential delivery partnerships.
tbc 2023	<b>Zero-carbon housing</b> To understand how local authorities have addressed this in local planning.
28 April 2023	<b>Update on council's response to climate emergency</b> To receive the update report going to Cabinet (May 2023).
tbc 2023	<b>Local Plan</b> To understand the key elements of the plan addressing the climate emergency agenda and the overall relationship to Neighbourhood Plans.
Summer 2023	<b>Local Transport Plan</b> To understand the future strategy in particular active travel, electric vehicles charging.
Oct 2023	<b>Update on council's response to climate emergency</b> To receive the update report going to Cabinet (Oct 2023)
tbc	<b>Update British Army Sustainability</b> To update task group following briefing on 6 May 2022.
tbc	<b>Natural England Funded Pilot</b> Meeting to consider the pilot projects looking at rolling out local nature recovery planning, bio-diversity net gain and the environmental toolkit
tbc	<b>Bio-gas</b> To explore the potential for bio-gas as a replacement for natural gas and use in vehicles.

## Environment Select Committee Forward Work Programme

Last updated NOVEMBER 2022

Environment Select Committee - Current / Active Task Groups		
Task Group	Start Date	Final Report Expected
Global Warming and Climate Emergency Task Group	May 2019	TBC

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
4 Jan 2023	'Heritage' app; 'What's on in Wiltshire' app	September 2021 on the arts, heritage and tourism portfolio a report to be provided detailing the development of two tourism apps.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
4 Jan 2023 (tbc)	Broadband	As discussed at meeting with the Cabinet Member 6 May 2022 the select committee to receive a report about broadband roll out in the county.	Parvis Khansari (Corporate Director Place)	Cllr Ashley O'Neill	Victoria Moloney (Head of Economy & Regeneration)
4 Jan 2023 (tbc)	Q2 Council Performance & Risk	As resolved at ESC 20 September 2022 to receive the Q2 report.		Cllr Richard Clewer	
4 Jan 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)
7 March 2023 (tbc)	Highways Annual Review of Service 2022	As resolved at ESC 12 January 2022, to receive a further annual report in 2023.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
7 March 2023 (tbc)	Homes 4 Wiltshire	As discussed at the ESC-Executive meeting on 9 September 2021 on the housing portfolio to provide an update on Homes for Wiltshire.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
7 March 2023	Libraries Development	As discussed at the ESC-Executive meeting on 24 September 2021 on the leisure and libraries portfolio to provide an update on the development of the council's library service.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	
7 March 2023	Leisure Services Insourcing	As resolved at the select committee meeting on 9 November 2021, the committee will receive a further update be that includes financial information and membership trends. It will also review operating leisure facilities on public holidays.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	
7 March 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
7 March 2023	Local Plan	As discussed at the ESC-meeting on 20 September 2022 to receive an update on the Local Plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
6 June 2023 (tbc)	Active Travel	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	
6 June 2023 (tbc)	Wiltshire Towns Programme	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
6 June 2023	Gypsy & Traveller Plan	To receive the Gypsy and Traveller plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
6 June 2023 (tbc)	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)



<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
25 July 2023 (tbc)	Waste Management Strategy: Annual Review	As resolved at ESC 13 July 2022 to receive a further annual review in 2023.	Sarah Valdus (Assistant Director – Environment)	Cllr Dr Mark McClelland	
25 July 2023 (tbc)	Passenger Transport service update and future developments	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Jason Salter (Head of Service Passenger Transport)
19 Sep 2023 (tbc)	LHFIG Review	To receive a update report on the implementation of the Local Highway & Footway Improvement Groups (LHFIG)	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Dave Thomas (Head of Highways Asset Management & Commissioning)
tbc	Streetscene contract	As resolved at the ESC meeting on 30 September 2023 the select committee will receive an update report on the Streetscene contract	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Adrian Hampton (Head of Highway Operations)
tbc	National Park action plan	Partnership arrangement with the National Park and joint action plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
tbc	Wiltshire Marque	As discussed at meeting with the Cabinet Member the select committee to receive a report about the 'Wiltshire Marque' for produce.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Wiltshire destination management	As discussed at the ESC-Executive meeting on 13 October 2022 on the heritage, arts and tourism portfolio to provide a report on destination management	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	

<b>Information briefing</b>					
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	
tbc	Environment Act 2021	To receive a (series of) briefing regarding the implications of the Environment Act.			