

AGENDA

Meeting: Cabinet

Place: Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN

Date: Monday 15 July 2024

Time: 10.00 am

Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Trowbridge, direct line 01225 718221 or email committee@wiltshire.gov.uk

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All public reports referred to on this agenda are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Richard Clewer	Leader of the Council and Cabinet Member for Military-Civilian Integration, Health and Wellbeing, Economic Development, Heritage, Arts, and Tourism
Cllr Laura Mayes	Deputy Leader and Cabinet Member for Children's Services, Education, and Skills
Cllr Phil Alford	Cabinet Member for Housing
Cllr Ian Blair-Pilling	Cabinet Member for Public Health, Communities, Leisure and Libraries
Cllr Nick Botterill	Cabinet Member for Finance, Development Management and Strategic Planning
Cllr Jane Davies	Cabinet Member for Adult Social Care, SEND and Inclusion
Cllr Nick Holder	Cabinet Member for Highways, Street Scene, and Flooding
Cllr Dominic Muns	Cabinet Member for Waste and Environment
Cllr Tamara Reay	Cabinet Member for Transport and Assets
Cllr Ashley O'Neill	Cabinet Member for Governance, IT, Broadband, Digital, and Staffing

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Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

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Part I

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

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

1 **Apologies**

To receive any apologies for absence.

2 **Minutes of the Previous Meeting** (*Pages 5 - 8*)

To confirm as a true and correct record and sign the minutes of the Cabinet meeting held on 18 June 2024.

3 **Declarations of Interest**

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

4 **Leader's Announcements**

To receive any announcements from the Leader of the Council.

5 **Public Participation and Questions from Councillors**

The Council welcomes contributions from members of the public.

This meeting is open to the public, who may ask a question or make a statement. Questions may also be asked by Members of the Council.

Questions must be submitted to committee@wiltshire.gov.uk by 12.00 noon on Tuesday 9 July 2024.

Written notice of a wish to make a statement should also be provided whenever possible.

6 **Financial Year 2023/24 - Outturn Revenue Budget Monitoring** (*Pages 9 - 46*)

To receive a report from the Chief Executive, Deputy Chief Executive and Corporate Director of Resources and Director of Finance and Procurement (S.151 Officer).

7 **Year End Capital Investment Programme Financial Outturn Position 2023/24** (*Pages 47 - 98*)

To receive a report from the Chief Executive, Deputy Chief Executive and Corporate Director of Resources and Director of Finance and Procurement (S.151 Officer).

8 **Treasury Management Outturn Position 2023/24** (*Pages 99 - 124*)

To receive a report from the Chief Executive, Deputy Chief Executive and Corporate Director of Resources and Director of Finance and Procurement

(S.151 Officer).

9 **Gypsies and Travellers Development Plan Document** (Pages 125 - 226)

🔑 To receive a report from the Corporate Director - Place

10 **ICB Community Health Service Procurement** (Pages 227 - 240)

🔑 To receive a report from the Corporate Director - People

11 **Wiltshire Community Advice and Support Services** (Pages 241 - 262)

🔑 To receive a report from the Corporate Director - People

12 **Wiltshire Cultural Strategy** (Pages 263 - 302)

🔑 To receive a report from the Corporate Director - Place

13 **Disposal Update** (Pages 303 - 312)

To receive a report from the Chief Executive

14 **Urgent Items**

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

Part II

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

NONE

Cabinet

MINUTES OF THE CABINET MEETING HELD ON 18 JUNE 2024 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Richard Clewer (Chairman), Cllr Laura Mayes (Vice-Chairman), Cllr Phil Alford, Cllr Ian Blair-Pilling, Cllr Nick Botterill, Cllr Jane Davies, Cllr Nick Holder and Cllr Tamara Reay

Also Present:

Cllr Tony Jackson, Cllr Ian Thorn and Cllr Graham Wright

71 **Apologies**

Apologies were received from Cllrs Dominic Muns and Ashley O'Neill.

Apologies were provided on behalf of Cllr Jane Davies, who arrived at 1025.

72 **Minutes of the Previous Meeting**

The minutes of the meeting held on 7 May 2024 were presented for consideration, and it was,

Resolved:

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

73 **Declarations of Interest**

There were no declarations of interest.

74 **Leader's Announcements**

There were no announcements.

75 **Public Participation and Questions from Councillors**

Questions submitted to the meeting had been set out in the agenda supplement, together with responses.

David Redgewell was in attendance and asked a supplementary question regarding graffiti on bus and train infrastructure, and sought details of a process to log and quickly remove it.

In response it was noted some assets would be held by the local town or parish council, but that the council was working with partners around the issue of graffiti including as part of its bus services improvement plan, and requested any graffiti be reported to the council for action. This could be reported through the [MyWilts app](#).

Mr Redgewell also made a comment urging the council to work closely with the West of England Combined Authority and through the Western Gateway to make sure stations in the region were not closed, and were properly staffed. He welcomed the council's bus services improvement plan, and noted the importance of cross boundary links and working to areas surrounding Wiltshire.

The question from Cllr Ian Thorn and the response were noted. It was agreed that a more detailed response which had been provided outside the formal question process would be appended to the minutes.

76 **Urgent Care at Home - Service Options**

Cllr Richard Clewer, Leader of the Council presented a report seeking approval to bring the Urgent Care and Telecare Response services in-house. This was to be funded by the Better Care Fund. The recommendation was reached after determining it would not be possible to agree a 12-month extension to the existing contract with the current provider, Medvivo.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, stated he was generally in support of bringing services within the council where possible. He sought details on the reasons for the current contract not being extended, the funding process and relationship with the Integrated Care Board, and how the services would be made aware of users who would benefit from the schemes.

Details were provided of how GPs, paramedics, and others would be able to have a route into the service. It was also confirmed the service related to basic interventions, but the NHS at Home expansion was intended to provide further support in future.

Cllr Gordon King, Vice-Chairman of the Health Select Committee, detailed that he and the Chairman of the Committee had been briefed by the Director of Adult Social Care, looking at the risk to the council, the benefits, and the extension to the support at home service. They had been assured the resources were in place, and had sought detail on any differences to those who would be receiving care, such as more limited hours.

At the conclusion of discussion, and on the motion of Cllr Jane Davies, seconded by Cllr Richard Clewer, it was then,

Resolved:

That Cabinet:

- 1) **Approves the delivery of the Urgent Care at Home and Telecare Response Service to Wiltshire Council in-house services from the 1 August 2024 at an annual cost of £1.665m, to be funded from the Better Care Fund.**
- 2) **Delegates to the Director of Adult Social Care in consultation with the Cabinet Member for Adult Social Care, SEND and Inclusion to finalise operational matters to ensure a safe transfer of the services. This will include the TUPE transfer of eligible staff and the purchase of the necessary resources such as uniforms, laptops, phones, equipment for service deliver and the use of fleet vehicles.**

Reason

The transfer of the services from Medvivo to the Council was due to take place 1 May 2025, however accelerating this to nine (9) months earlier than expected has required the Council to act quickly to ensure vulnerable people are not left without support. The three (3) month extension period has been agreed to allow for staff eligible for TUPE transfer(s) to be identified, alongside putting other operational requirements in place.

The service in scope consists of:

Urgent Care at Home; when a situation is moving into crisis, it can often be stabilised with some domiciliary support. Through the timely provision of experienced carers who can respond to presenting issues, risks can be managed to safeguard the situation. An example would be a carer who helps and supports a partner with dementia being admitted unexpectedly to hospital. Urgent Care could provide 24 hour support to look after the person at home until their partner returned home or alternative arrangements were made.

Telecare Response; Wiltshire Council commissions a telecare call response service with Apello. When a personal alarm is triggered, for example because of a fall, Apello call the person and find out how to best support them through a conversation on the phone system. The telecare response service can provide a physical response in the form of a community visit when it is deemed safe and appropriate to do so, for example when an alarm has been triggered and the person cannot be contacted. In some circumstances it is not appropriate to use this service, for example when the risks require a medical emergency response.

The telecare triage service at Apello carefully manage these risks to ensure they are referring onto the most appropriate service.

Bringing the service in-house was the preferred option (to start 1 May 2025) but the inability of the parties to agree terms for a further twelve (12) month extension has forced an earlier timetable.

We are confident that the service can be delivered through the Council's Wiltshire Support at Home (WSAH) Service. WSAH is currently commissioned to provide a domiciliary support service working with Homefirst and Reablement to support hospital discharges. This expansion will support the Urgent Care

Response Service (UCR) - the Wiltshire Health and Care Service commissioned to provide clinical response within 2 hours. Wiltshire Support at Home urgent support service will work with Wiltshire Health and Care and provide complimentary wrap around support to stabilise crisis and prevent hospital admission. This service will be short term and is commissioned for up to 72 hours.

WSAH will also be able to return to supporting Carer breakdown as this funding was removed in March 2024. Wiltshire Support at Home is an in-house service part of the established Reablement Therapy and Community Service it supports health and social care across Wiltshire, operating 7 days a week 7am-10pm. There is a structured registered provider in place and this can be expanded, and the existing staff group utilised within the service to provide a seamless transfer of services. We have a service with trained staff already providing an urgent response to crisis situations and there is experienced and skilled leadership and management who can support this transfer.

This decision was published earlier on 18 June 2024 and will come into effect on 26 June 2024.

77 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.00 - 10.35 am)

The Officer who has produced these minutes is Stuart Figini of Democratic Services, direct line 01225 718221, e-mail committee@wiltshire.gov.uk

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Wiltshire Council

Cabinet

15 July 2024

Subject: Financial Year 2023/24 - Revenue Outturn Position

Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non-Key

Executive Summary

This report sets out the year end revenue position for the Council as at 31 March 2024 for the financial year 2023/24.

The report provides detail of the final position for services and provides details of variances against budgets following the quarter three budget monitoring reported to Cabinet on 6 February 2024. The overall variances for the financial year can be seen in Appendix A.

Year End Revenue Budget Monitoring

The Net Budget set by Full Council for 2023/24 was £465.874m, and recommendations approved by Full Council at their meeting on 17 October 2023, included as part of the quarter one report increased this to £469.029m. This reflects the increased grant and funding from the additional Market Sustainability Improvement Fund grant of £2.773m and the £0.382m additional share of retained Business Rates for Council assets. The 2023/24 budget ensured that vital services to the residents, businesses and communities of Wiltshire continued to be provided and the council continued to deliver on the commitments set out in the Business Plan. The budget included over £26m of savings to be delivered in 2023/24.

The quarter three budget monitoring report presented to Cabinet showed a net underspend for the year of £0.634m. As the forecast variance was small and still exposed to change no proposal was made for this balance.

For quarter three it was forecast that remaining pressures in services could be mainly offset by activity in corporate services through finance and investment income and levies and the overachievement of income in Leisure Services due to the earlier than forecast delivery of the saving from VAT changes confirmed by HMRC. In addition, Highways and Transport had increased income from Street Works and Permits and Public Transport is maximising the use of Government grant, Bus Service Improvements Plan plus to manage the increasing pressures on Public Transport.

The final position for the year has improved during the last quarter by £5.071m which leaves the final underspend at £5.705m. However, it should also be borne in mind that as approved at quarter three £8.666m of gain in retained Business Rates was set aside in a new High Needs reserve and this together with the final reported underspend totals £14.371m.

Requests are made to transfer £5.789m, of which some relate to government grants, into specific earmarked reserves to support planned activity in 2024/25 and future years. Transfers from reserves of £8.129m to support activity and cost in 2023/24 are also included in line with plans. The final year end position, after taking into account those reserve movements and the proposed changes to reserves approved as part of the quarter three budget monitoring report allows for £5.705m to be set aside to support additional investment in highways improvements works, including road surfacing, road safety and highways flooding alleviation works.

In addition, £5m of CIL contributions are being allocated to increase the overall investment in highways to £10.705m in this report and over £20m this financial year. When including the amounts allocated from the Business Plan Priority Reserve, a total investment of over £25m has been made available to invest in delivering the Councils business plan priorities

In addition to the £8.666m of gain in retained Business Rates set aside in a new High Needs reserve, the £14.572m Collection Fund Volatility reserve was repurposed to allow for a £6m transfer to the General Fund reserve, a £6m transfer to the Insurance reserve to provide funding for this critical risk area for the council and a further £2.572m transfer to the High Needs reserve. £2.007m from the Latent Demand reserve was also repurposed and transferred to the Transformation reserve to provide additional funding for transformation activity across the council. This report sets out the continued prudent approach and proposals are included to set aside funding to ensure the financial sustainability and resilience of the Council to continue to deliver services over the medium term.

Proposals

Cabinet is asked to approve:

- a) the transfer of £0.368m to a new earmarked reserve for Health & Safety requirements as detailed in the paragraph 53 and Appendix B;
- b) the allocation of the £5.705m underspend to invest in highways improvements works;
- c) a further allocation of £5m of Community Infrastructure Levy (CIL) to increase the investment in highways improvements to £10.705m;
- d) that the balance of £0.281m from the Business Plan Priority reserve be allocated to fund additional highways litter picking activity in 2024/25 and Armed Forces Covenant in 2023/24 and 2024/25.
- e) the transfer of £0.181m to a new earmarked reserve for Local Nature Recovery Strategy (LNRS) as detailed in the paragraph 87 and Appendix B;

Cabinet is asked to note:

- f) the general fund revenue budget outturn position for the financial year 2023/24;
- g) the Dedicated Schools revenue budget outturn position for the financial year 2023/24;
- h) the Housing Revenue Account outturn position for the financial year 2023/24;
- i) the contributions to and from earmarked reserves as planned and detailed in Appendix B;
- j) the final year end position of savings delivery.

Reason for Proposals

To inform effective decision making and ensure sound financial management as part of the Councils overall control environment.

To inform Cabinet on the financial year end revenue outturn position for the Council for the financial year 2023/24, including delivery of approved savings.

To improve the Councils financial resilience by increasing the balance on the General Fund reserve and setting aside funds in earmarked reserves to prudently assist in managing the Councils financial risks and future pressures.

Terence Herbert
Chief Executive

Andy Brown
Deputy Chief Executive and Corporate Director of Resources

Lizzie Watkin
Director of Finance and Procurement (S.151 Officer)

Wiltshire Council

Cabinet

15 July 2024

Subject: Financial Year 2023/24 - Revenue Outturn Position

Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non-Key

Purpose of Report

1. To advise Members of the final year end revenue position for the financial year 2023/24 (31 March 2024) for revenue with the necessary approvals and with suggested actions as appropriate.

Relevance to the Council's Business Plan

2. Budget monitoring and reporting supports effective decision making and the alignment of resources and financial performance to the Council's priorities and objectives as laid down in the Business Plan.

Background

Revenue Final Financial Year End Position 2023/24

3. The Council approved a net budget for 2023/24 of £465.874m at its meeting on 21 February 2023. Recommendations included within the quarter one budget monitoring report were approved by Full Council at their meeting on 17 October 2023 that increased the net budget to £469.029m. This reflects the increased grant and funding from the additional Market Sustainability Improvement Fund grant of £2.773m and the £0.382m additional share of retained Business Rates for Council assets.
4. For quarter three it was forecast that remaining pressures in services could be mainly offset by activity in corporate services through finance and investment income and levies and the overachievement of income in Leisure Services due to the earlier than forecast delivery of the saving from VAT changes confirmed by HMRC. In addition, Highways and Transport had increased income from Street Works and Permits and Public Transport is maximising the use of Government grant, Bus Service Improvements Plan plus to manage the increasing pressures on Public Transport.
5. The quarter three report forecasts were the best estimates at that point in time, and the variance in the last quarter has been as a result of many different elements. The main movements and reasons are explained in the following paragraphs.

6. The final outturn position of a £5.705m underspend which is a £5.071m improvement. However, it should also be born in mind that as approved at quarter three £8.666m of gain in retained Business Rates was set aside in a new High Needs reserve and this together with the final reported underspend totals £14.371m.
7. The additional request to set the final year end underspend aside for highways enhancements recognises the importance of maintaining infrastructure and supports delivery of the priorities set out in the Business Plan.
8. In addition to the £5.705m allocation, a further £5m of CIL contributions will be added to this amount to bring the overall additional investment into Highways to £10.705m for this report.
9. Over the course of 2023/24 over £20m additional investment has now been identified and allocated to highway improvements, including road surfacing, road safety and highways flooding alleviation works. When including the amounts allocated from the Business Plan Priority Reserve, detailed in paragraph 131, a total investment of over £25m has been made available to be spent on delivering against our business plan priorities.

Revenue Budget

10. The following elements of this report reflect the management responsibility in line with the approved management hierarchy. The breakdown of the outturn position is set out in table 2 below.

Table 1 – Summary Position 2023/24 Final Year End Position

	Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
	£m	£m	£m	£m
Corporate Director People	274.002	(1.928)	282.508	8.506
Corporate Director Resources	43.613	(0.028)	43.460	(0.153)
Corporate Director Place	101.269	(0.784)	95.012	(6.257)
Chief Executive Directorates	13.309	0.126	13.964	0.655
Corporate	36.836	0.274	36.206	(0.629)
	-	-	-	-
NET BUDGET	469.029	(2.340)	471.150	2.122
Funding	(469.029)	-	(476.855)	(7.827)
TOTAL GENERAL FUND VARIANCE	-	(2.340)	(5.705)	(5.705)

Overview of revenue outturn position 2023/24

11. Overall, this outturn report presents a positive financial position for the council, an underspend of £5.705m, reflecting the tight control of budgets and strong financial management, and the detail of this can be seen in Appendix A. The underspend is requested to be set aside to support additional highways enhancement works, further supporting the delivery of Business Plan outcomes.
12. As approved at quarter three £6m has been transferred to the General Fund Reserve achieving the objective of the reserve strategy in having a General Fund reserve that meets or is at around the level of financially assessed risk for 2024/25.
13. Additional activity funded by the Business Plan Priority reserve is shown in paragraph 132 and it is proposed that additional funding is allocated to highways litter picking.
14. The position of the Collection Fund reported at quarter three was a significant gain of income from Business Rates of £8.666m, which reflected the prudent approach the council has taken because of the significant volatility experienced over the past few years. It was approved that this gain was set aside to off-set the increasing financial risk liability the council faces on the High Needs deficit in a new High Needs reserve. The year end position shows an adverse movement from this position of £0.840m due to the mechanism and timings of s31 grant income recognition and retained Business Rates in the final calculations of the Collection Fund.
15. Details of significant variances within service areas are included below.

Corporate Director – People

Table 2 – Outturn Position 2023/24 Corporate Director People

		Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
		£m	£m	£m	£m
Corporate Director People					
Adults Services	Gross	252.085	(2.720)	256.619	4.534
	Income	(71.572)	-	(70.047)	1.525
	Net Exp	180.513	(2.720)	186.572	6.059
Public Health	Gross	21.374	-	22.869	1.495
	Income	(21.374)	-	(22.869)	(1.495)
	Net Exp	-	-	-	-
Education & Skills	Gross	165.102	0.110	172.092	6.990
	Income	(135.860)	-	(142.713)	(6.853)
	Net Exp	29.242	0.110	29.379	0.137
Families & Children Services	Gross	70.199	0.682	76.892	6.693
	Income	(5.952)	-	(10.335)	(4.383)
	Net Exp	64.247	0.682	66.557	2.310
TOTAL PEOPLE	Gross	508.760	(1.928)	528.472	19.712
	Income	(234.758)	-	(245.964)	(11.206)
	Net Exp	274.002	(1.928)	282.508	8.506

Adult Services: Budget £180.513m, £6.059m overspend

16. The Adult Social Care forecast overspend of £6.059m includes £0.282m of unachievable savings. These are £0.200m Day Services Utility and £0.042m of the £0.300m saving for Wiltshire Care Home Efficiency. These are due to contract negotiation delays and are mitigated through in year savings made on the reduced need to purchase 24 and 12 hour care. The remaining £0.040m unachievable saving was for Tech Enabled Care, due to the limited uptake of TEC as an alternative provision of support, work is being done to improve uptake in 2024/25.
17. The majority of the overspend is due to the increased costs of packages of care above that budgeted as a result of increased provider costs and the areas of the care market that are less sustainable. This is also, in the main, the reason for the £2.081m adverse movement from quarter three.
18. In Whole Life Pathway it has been necessary to increase the price of packages of care to keep the market sustainable. As previously reported, there are a number of extremely high-cost packages coming through for existing and new service users. The customers that are being referred to the service are increasing in complexity with a notable increase in the people who have autism and mental health needs. Supporting the market by paying increased prices has been possible due to the receipt of the additional Market Sustainability funding but there has still been a significant impact to the budget which was built into the MTFs for 2024/25 onwards.
19. Transforming Adult Social Care (TASC) has had a number of priorities in 2023/24. The Self-Directed Support (SDS) project is focusing on improving people's access to Direct Payments and Individual Service Funds which can increase individual's choice and control in terms of how they manage their care needs. TASC also has a focus on prevention, and this is evident in the Technology Enabled Care (TEC), Practice development and quality assurance, and prevention and community projects. practice development guidance is being developed to ensure that all staff within the department are using a strength based, preventative approach which will benefit people who use adult social care whilst at the same time delivering savings. A draw of £1.152m from the Transformation reserve is required to fund the delivery of these projects in 2023/24 and is assumed in the overall Adults position.
20. The Better Care Fund had a final underspend of £0.027m and iBCF an underspend of £0.204m. Both these underspends will be utilised in 2024/25 to further support the continuation of schemes.
21. The above position also includes a draw of £2.346m from the Homes for Ukraine reserve for revenue spend. As previously reported this reserve is to be used now and in future years to support local authorities to provide wrap around support to individuals and families to rebuild their lives and fully integrate into communities. This includes the approved £10m to be utilised for the purchase of properties.
22. There are a number of other reserves movements included in this position which are detailed in appendix B.

Public Health: Budget £0.000m, nil variance

23. In 2023/24 the Public Health Grant is £18.718m, this is an increase from the £18.602m reported at quarter two due to an uplift given for Non-NHS pay. The grant was spent on activities such as the Public Health Nursing service, Drug and go services, Domestic Abuse services for Wiltshire and a wide range of health improvement services such as health improvement coaches. In addition a draw of £0.636m from the public health reserve was required to fund these activities as well as a draw of £0.180m from the Domestic Abuse reserve. Public Health have achieved the £0.616m of savings in the budget for 2023/24

Education & Skills (School Effectiveness, SEND & Inclusion): Budget £29.242m, £0.137m overspend

24. The services in this area fulfil numerous statutory duties with a mixture of local authority and Dedicated Schools Grant (DSG) funding. The majority of the local authority funded services are largely aligned with budget. The largest exceptions are outlined below.

25. Where eligible, 5–16-year-old school children with an Education, Health and Care Plan (EHCP) can take up free school transport. The quarter 3 forecast expenditure for school transport for learners with an EHCP was £1.530m overspent. The outturn position overspend is £1.059m – this is significantly improved due in part to an error in forecasting around new leased vehicles servicing Silverwood School of £0.313m and £158m where costs of January starters was lower than anticipated. The travel savings of £0.500m have been achieved to date following route planning and re-contracting. The budgeted numbers of pupils are not significantly different from forecast however the average unit cost has increased from a budgeted £8,743 to a forecast £9,552 per pupil. New operating arrangements with leased vehicles and council drivers to support Silverwood school campuses continue to have a positive impact on both sufficiency of transport provision and pricing in the wider marketplace.

26. Premature retirement costs including where restructure costs are funded for schools in deficit were previously forecast to overspend by £0.108m. At year end, the actual costs were significantly less; £0.139m underspent. Although increasing numbers of schools have been struggling with deficits, they have not required support at the previously anticipated level.

27. Recruitment difficulties that services have faced this year have resulted in projected underspends for both School Effectiveness, Targeted and SEND and Inclusion service areas and although recruitment is ongoing, recruitment has been slower than anticipated and the underspend has increased to £0.898m less than budget. With the support of HR recruitment, some of these challenges have been overcome with recruitment of new Education Welfare Officers now developing well. Recruitment of Educational Psychologists (EPs) in Wiltshire is progressing steadily and positively, although the context of a national shortage of EPs (as reported by the LGO, February 2024) remains relevant to us locally.

28. A number of reserve movements are requested for the 2023/24 financial year – many of which are adjustments to withdrawals previously approved to reflect actual usage of the reserve. The largest of which are a deposit of £0.376m to a reserve to hold commissioning funding held in partnership with the ICB and withdrawals of £0.682m of flexible pastoral support programmes, funded from COMF grant funding this must be fully utilised by September 2024. A full breakdown is provided in Appendix B.
29. MTFs savings in this service total £1.141m. The majority of these are fully achieved, on track or had alternative funding arrangements in place for 2023/24.

Families & Children Services: Budget £64.247m, £2.310m overspend

30. This service protects, cares for and supports vulnerable children and families with the greatest needs, including children in care, disabled children, and those at risk of harm in a demand driven service area, offset by successful prevention.
31. The budgeted number of children in care for 2023/24 financial year is 464. The actual number of children in care is 462 (March 2024) which is within the service set target range of 407-469. Our rate per 10,000 children and young people of 43.5 is below our comparators, although closer to other Outstanding LA and South West rates. The proportion of children and young people in external residential placements is 10% (equivalent 46 young people) all placement types remain consistent and broadly within expected ranges.
32. The main factor causing budget pressure and overspend is the cost of individual residential placements, in the context of a national placement sufficiency crisis. Whilst Wiltshire has been able to keep the number of children in care stable due to its successful prevention work, other neighbouring Local Authorities have not; meaning an overall increased demand for placements in a market that cannot meet the demand. This results in significant competition for placements and has led to the market increasing prices. This issue is being addressed within the government's reforms and strategy Stable Homes, Built on Love, but this is yet to see impact. The main strategy to reduce residential placement costs is the new contract that will deliver residential placements in Wiltshire, as previously approved by Cabinet. This provider was originally expected to commence delivery in October 2023 however, delays including Ofsted registration mean this is now expected from June 2024, and this has subsequently had a negative impact on forecast expenditure in external residential placements. Working in partnership with the provider to expand this contract will ensure additional capacity in Wiltshire.
33. There are a number of over 18 young people who are supported as care leavers and the length of time these young people remain supported and the price of their packages of care are also leading to a significant cost pressure as many of them are resident outside Wiltshire. In response to this Members approved a capital budget in the MTFs to facilitate the purchase of accommodation including solo use children's homes, supported accommodation and accommodation for care experienced young people. Purchase of the first 6 properties is being finalised and tendering will take place in July aiming for a go live date of early 2025. Future savings are based on this local provision specifically commissioned at a reduced cost.

34. Placement saving plans are on-going but are offset by significant market price increase pressures which, despite steady numbers of children in care lead to a forecast overspend of £3.202m for social care and SEN social care placements. Increases since the quarter three report include 2 secure remand and 4 new parent and child placements, these costs are not on going. The pressure remains largely for external residential placements and, support and accommodation costs of 16 to 25-year-old young people. 56% of our children are placed with in house foster carers, the target being 65%. The recruitment of foster carers remains a challenge, despite best efforts. This is due to a national sufficiency crisis in the placement market. This challenge applies to independent fostering agencies also, meaning that more children are being placed in residential care which have significantly increased in unit cost post pandemic. A placement sufficiency strategy action plan is in place, led and reviewed monthly by the Director to ensure tight grip on the progress and spend in this area.

35. The DfE funded fostering recruitment and retention hub went live on 29 April 2024. All 15 local authorities in the Southwest have joined it and Wiltshire and Cornwall are the lead local authorities. The programme is designed to deliver end-to-end improvements that support boosting foster carer numbers: starting with attracting new leads to and expanded support offer to those already fostering. The programme includes a) A regional recruitment support hub to provide information about fostering and support alongside the assessment and approval process to maximise the number of people who take forward a fostering application, b) A regional marketing campaign to attract new foster carers and c) Roll out of Mockingbird in all 15 local authorities.

The DfE have set 2 targets:

- 30% increase in enquiries to become foster carers per year by March 2026.
- 20% increase in foster carer household approvals per year by March 2026.

For the Southwest that would be an addition 361 fostering households.

36. Assumptions made around increases in special guardianship and adoption orders have not come to fruition presenting a forecast underspend of £0.210m in these areas. Subsequently there is a negative counter effect on the placements budget.

37. Young people can be supported as Care Experienced young people until 25 years, and we are seeing higher numbers of young people choosing to be supported for longer periods due to the current challenging economic climate, which is resulting in additional support costs, leading to a forecast overspend of £0.347m in addition to the support and placement cost pressure of £1.035m included in the overall placement pressure above. This position has improved since quarter three as young people are supported into independence and work is on-going to ensure consistent support and for all young people. These additional burdens are not funded by central government and despite additional MTFs growth in this area, the length of time young people is supported continues to grow and push costs up. Market expansion and sufficiency in this area alongside care experienced young people is being progressed including more preparation for independent living placements within Wiltshire.

38. The council provides placements for unaccompanied asylum-seeking children (UASC) and current numbers of these young people under 18 years of age are 45. In addition to this we have 87 unaccompanied asylum-seeking young people who are care experienced. Based on our quota of 0.1% of Wiltshire's population we should be taking 106 UASC who are under 18 years of age from the National Transfer Scheme (NTS) scheme so we can expect a further 61, although the timing of this is unclear at this point. Regional arrangements may change in this and the next few financial years. This is in addition to any spontaneous arrivals. Grant funding is available for under 18s is a daily rate which on average, covers support and accommodation costs. Grant funding for over 18s is a weekly rate which does not cover costs adequately. There is pressure on Wiltshire support and accommodation marketplace due to lack of available independent housing options for these young people to move onto once they have right to remain – this work is part of the overall placement strategy programme.
39. New Home Office guidance for unaccompanied minors travelling from Ukraine, means that they will be eligible for a private fostering service up until they are 18 (the mainstream service is up to 16). We have 18 children subject to private fostering arrangements currently and 1 of these are from the Ukraine. Home Office funding has been provided to contribute to the staff cost of supporting these children.
40. These pressures are offset by underspends in legal and non-salary areas and where external funding has been achieved.
41. In addition, the national social work recruitment and retention challenge continues. A specific workforce strategy is in place and remains a priority. As part of this campaign, Wiltshire is committed to "growing its own" social workers so a greater number of staff on the ASYE (Assessed and Supported Year in Employment) (Assessed and Supported Year in Employment) for newly qualified social workers are employed. The result of this approach is that these staff are at the beginning of their careers and there are reduced salary costs. Despite agency spend of £1.168m, there is a net forecast underspend across all teams of £0.942m. This reflects the challenge in recruiting high calibre agency staff to manage the permanent vacancies, rather than a lack of desire to recruit. Creative approaches, such as recruiting non-social work qualified staff to support work temporarily are adopted.
42. Total savings approved for 2023/24 are £1.110m for this service, and due to factors described above, delivery of these is challenging. Robust delivery plans are in place and two staff savings, within the families and children's service, risk rated as red have mitigations proposed for 2023/24 until these savings are achieved in full in 2024/25.
43. A number of reserve movements are requested for the 2023/24 financial year – many of which are adjustments to withdrawals previously approved to reflect actual usage of the reserve. The largest of which is a deposit of £0.219m to the transformation reserve returning unspent funds in the FACT programme and £0.129m withdrawal of flexible pastoral support funding for care experienced young people to provide additional personal advisers which has been key. A full breakdown is provided in Appendix B.

Corporate Director - Resources

Table 3 – Outturn Position 2023/24 Corporate Director Resources

		Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
		£m	£m	£m	£m
Corporate Director Resources					
Finance	Gross	83.170	(0.226)	88.812	5.642
	Income	(76.712)	-	(82.064)	(5.352)
	Net Exp	6.458	(0.226)	6.748	0.290
Assets	Gross	24.608	0.299	24.444	(0.164)
	Income	(6.841)	-	(7.046)	(0.205)
	Net Exp	17.767	0.299	17.398	(0.369)
HR&OD	Gross	6.625	-	6.912	0.287
	Income	(2.508)	-	(3.110)	(0.602)
	Net Exp	4.117	-	3.802	(0.315)
Transformation	Gross	2.202	(0.101)	2.075	(0.127)
	Income	(1.642)	-	(1.515)	0.127
	Net Exp	0.560	(0.101)	0.560	-
Information Services	Gross	14.760	-	14.446	(0.314)
	Income	(2.848)	-	(2.779)	0.069
	Net Exp	11.912	-	11.667	(0.245)
Commissioning	Gross	6.036	-	6.839	0.803
	Income	(3.237)	-	(3.554)	(0.317)
	Net Exp	2.799	-	3.285	0.486
TOTAL RESOURCES		Gross	(0.028)	143.528	6.127
		Income	-	(100.068)	(6.280)
		Net Exp	(0.028)	43.460	(0.153)

Finance & Procurement: Budget £6.458m, £0.290m overspend

44. Overall, the position for Finance & Procurement represents an increase in the overspend reported at quarter three of £0.276m. The main factors that have contributed towards this movement are higher costs of consultancy in Accountancy, a higher than previously forecast cost of printing and photocopying in the Revenues and Benefits team plus other smaller movements.
45. During the year, additional resources were in place to support the ongoing work on the outstanding Accounts and Audit work and to support the roll out of the Evolve and other work programmes. This resulted in a net overspend against staffing and consultancy of £0.185m. This was partly managed during the year by holding vacancies in various teams across Finance & Procurement.
46. Council Tax discounts are awarded to qualifying low-income families under a local discretionary hardship scheme. Whilst hardship funding is used to help offset the cost of the scheme, increased demand to the scheme has resulted in a net cost of £0.133m.
47. The Revenue and Benefits service has been working to clear uncollected debt due relating to previous years. This resulted in additional fees of £0.226m being recovered in 2023/24.

48. New Burdens grant of £0.105m was received in 2023/24 to cover the administration costs of the Energy Bill Support Scheme (EBSS). This scheme provided a one off £400 non repayable support payment for eligible households that were facing increased energy costs but had not received any other support payment to help with their bills. The scheme closed in September 2023. Significant support has been provided to financially vulnerable households in 2023/24 through the Local Welfare Provision scheme and £0.108m is requested to be drawn down from the Local Welfare Provision Reserve to cover the cost of support provided in 2023/24.
49. The remaining reserve transfers relate to technical accounting around the housing and north wilts schools PFIs.

Assets: Budget £17.767m, £0.369m underspend

50. Assets is reporting a final-year underspend position of £0.369m for 2023/24 which reflects the reported position at quarter three.
51. The main drivers of the position include underspend on utilities £1.205m. Energy Consumption has been lower than expected due to investment in energy improvement projects delivered through carbon reduction programme and have exceeded their forecast performance this year resulting in lower consumption. A relatively cool spring and summer have also helped to reduce air cooling costs.
52. There has also been an underspend against Business Rates from revaluations totalling £0.460m and in-year staff savings due to vacancies from staff turnover.
53. One-off unbudgeted 'windfall' income has also contributed to the position. This mainly relates to income generated from rental of property in the Council's operational estate (through generation of new tenants or renewal of existing lease agreements) and via generation of mesne profit which can be difficult to predict.
54. Due to increased inflation on both labour and materials and increased demand, the maintenance budget has been under pressure of £0.848m. There are multiple variables that impact the maintenance spend aside from inflation, including the availability of materials, contractor capacity, weather and condition of the buildings that have both favourable and adverse financial impacts.
55. As part of 2023/24 budget, a saving proposal in relation to income generation from letting space at County Hall was approved for £0.313m, despite best efforts, lettings as originally planned have not been achieved; however other opportunities continue to be progressed.
56. Following the transfer of health and safety responsibility to this service area, approval is requested for a £0.368m transfer to a new reserve to support health and safety requirements in 2024/25 which includes the provision of investment in software and hardware devices for lone workers across the organisation and to cover the cost of an interim agency HOS (needed to perform the Competent Person role for Health and Safety for the Council, until a permanent post has been recruited to). The funding for the reserve is largely from the windfall income generated during 2023/24.

57. It is also requested to transfer £0.070m from the Community Housing Fund reserve to cover the costs of Community Led Housing Hub in 2023/24. These requests are included in Appendix B along side all transfers to and from reserves.

Information Services: Budget £11.912m, £0.245m underspend

58. Information Services is reporting a final outturn position of £0.245m underspend; a small reduction in the reported underspend at quarter three of £0.011m.

59. The service has carried several vacancies during the year, particularly in the Applications Team and there was an overall underspend against staffing budgets of £0.240m by the end of the financial year. Revenue funds have been transferred from the corporate budget from 2024/25 to fund the staff working in the new Evolve support function. Other smaller movements account for the remaining variance.

Commissioning: Budget £2.799m, £0.486m overspend

60. In light of a 2022/23 outturn overspend position a base budget review was undertaken during 2023/24. The outcome identified a pressure across the service in terms of staffing establishment not fully funded and identified income budgets that will not be achieved.

61. Priority is to maintain capacity to deliver a functional commissioning service to support People and Children's services. Income sources are mainly derived from Government grants e.g., Improved Better Care Fund, and these have been allocated to posts, identifying a shortfall which has been adjusted in the MTFS for 2024/25.

62. An overspend position of £0.486m is being reported for Commissioning for 2023/24; an improvement in the position since quarter three of £0.580m. This is mostly due to one-off income above what was anticipated at quarter three received into Resource Specialists of £0.408m. £0.075m relates to Adult Social Care contract payments that did not materialise. The rest of the movement mostly relates to agency costs which were lower than anticipated at quarter three.

Human Resources & Organisational Development: Budget £4.117m, £0.315m underspend

63. Human Resources & Organisational Development is reporting a final year position of £0.319m underspend.

64. During 2023/24 a number of staff have been redeployed to support key capital and transformational programmes such as Evolve and Adult Social Care.

65. In addition, the pilot of a new training provision has reduced costly demand which has contributed to the underspend position. With the introduction of the new Oracle system and improved talent management it is anticipated that demand will increase in future years.

66. This is an improvement in the position reported at quarter three and the underspend has increased by £0.070m (from £0.249m), due to recruitment which has been slower than originally anticipated.

Transformation: Budget £0.560m - balanced position

67. This directorate provides a consistent and consolidated business transformation service that is central to supporting effective delivery of many business plan priorities. It also includes the corporate Data & Insight team, as well as overseeing strategic programme management. These teams are primarily funded through the flexible use of capital receipts and the Transformation Reserve, with very limited revenue base budget provision. Any unused transformation funding is returned, resulting in a zero variance at the end of the financial year.
68. The Transformation Board has approved drawdowns from the transformation reserve totalling £2.149m to fund several key transformation portfolio programmes including Customer Experience, Transformation of Adult Social Care (TASC), Community Conversations, Families and Children Transformation (FACT), SEN service improvement, and development of our Fostering services (Mockingbird model). Cabinet has already approved £1.661m of these transfers from the Transformation Reserve for quarter one to quarter three allocations.
69. The reserve balance has been supplemented during the year, with £0.120m from COMF and £2.007m from the latent demand reserves allocated.
70. Some of the agreed schemes did not require the full amount of funds approved in 2023/24, so Cabinet are asked to approve a further £0.176m (representing the unspent balance of those schemes) to be transferred back into the Transformation Reserve so they can be utilised in 2024/25.

Table 4 – Transformation Reserve Summary

	Quarter 1 to Quarter 3 Approvals	Quarter 4 Approvals (including return of funds for future years useage)	2023/24 Financial Year - Total use of Reserve	Previous Years Approvals - Use in Future Years	24/25 and 25/26 Future Years Board Approvals	Total Scheme 23/24 onwards
	£m	£m	£m	£m	£m	£m
Balance Brought forward			10.962		10.945	
Families & Children Transformation (FACT)	(0.402)	0.219	(0.183)	(0.219)	(0.230)	(0.412)
Customer Experience	(0.289)	0.095	(0.194)	(0.095)	(0.327)	(0.520)
Adults Transformation Schemes (all)	(0.565)	(0.587)	(1.152)	(0.637)		(1.152)
Community Led Community Development Bids	(0.250)	0.204	(0.046)	(0.204)	(1.954)	(2.000)
High Needs Block Recovery	(0.156)	(0.013)	(0.169)	0.013	(1.438)	(1.607)
Transformation directorate financing arrangements		(0.400)	(0.400)		(2.320)	(2.720)
Mockingbird Project - Fostering					(0.483)	(0.483)
Waste Transformation (Phase 1)					(0.502)	(0.502)
Bids		0.120	0.120			
Transfer from Latent Demand reserve	2.007		2.007			
Quarter 1 to Quarter 3 Approvals	0.346					
Quarter 4 Approvals		(0.362)				
Balance Carried Forward 2023/24			10.945			
Approvals to be carried forward to 2024/25				(1.142)		
Future Years Board Approvals					(7.253)	
Unallocated reserve					2.550	

Corporate Director – Place

Table 5 – Outturn Position 2023/24 Corporate Director Place

		Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
		£m	£m	£m	£m
Corporate Director Place					
Highways & Transport	Gross	56.824	(1.819)	60.363	3.539
	Income	(16.666)	-	(22.791)	(6.125)
	Net Exp	40.158	(1.819)	37.572	(2.586)
Economy & Regeneration	Gross	3.842	0.624	4.767	0.925
	Income	(1.322)	-	(2.313)	(0.991)
	Net Exp	2.520	0.624	2.454	(0.066)
Planning	Gross	10.074	0.092	9.465	(0.609)
	Income	(6.678)	-	(6.110)	0.568
	Net Exp	3.396	0.092	3.355	(0.041)
Environment	Gross	59.841	0.329	58.424	(1.417)
	Income	(11.356)	-	(11.031)	0.325
	Net Exp	48.485	0.329	47.393	(1.092)
Leisure Culture & Communities	Gross	22.620	(0.010)	22.311	(0.309)
	Income	(15.910)	-	(18.073)	(2.163)
	Net Exp	6.710	(0.010)	4.238	(2.472)
TOTAL PLACE	Gross	153.201	(0.784)	155.330	2.129
	Income	(51.932)	-	(60.318)	(8.386)
	Net Exp	101.269	(0.784)	95.012	(6.257)

71. As shown above £51.932m of the Place Services revised budget is derived from income, the table below breaks this down further by department.

Table 6 – Place Income Budgets by Department

Service		Fees & Charges, Other Income £'m	Grants, Contributions, Recharges £'m	Total Income Budgets £'m	Actual Income 2023/24 £'m	Variance £m
Highways & Transport	Highways	4.932	1.779	6.711	10.805	4.094
	Car Parking	8.379	-	8.379	8.660	0.281
	Passenger Transport	0.452	1.124	1.576	3.326	1.750
		13.763	2.903	16.666	22.791	6.125
Economy & Regeneration	Enterprise Network	1.244	(0.137)	1.107	1.435	0.328
	Major Projects	-	-	-	0.039	0.039
	Economic Regeneration	-	0.215	0.215	0.839	0.624
		1.244	0.078	1.322	2.313	0.991
Planning	Building Control	1.156	(0.005)	1.151	0.985	(0.166)
	Development Management	4.597	(0.005)	4.592	4.277	(0.315)
	Local Land Charges	0.884	-	0.884	0.858	(0.026)
	Spatial Planning	-	0.050	0.050	(0.010)	(0.060)
		6.637	0.040	6.677	6.110	(0.567)
Environment	Public Protection	0.828	0.018	0.846	1.067	0.221
	Natural & Historic Environment	0.055	0.017	0.072	0.593	0.521
	Climate Programme	-	-	-	0.088	0.088
	Waste	10.398	0.040	10.438	9.283	(1.155)
		11.281	0.075	11.356	11.031	(0.325)
Leisure Culture & Communities	Leisure	13.837	1.491	15.328	17.399	2.071
	Libraries & Heritage	0.350	0.232	0.582	0.674	0.092
		14.187	1.723	15.910	18.073	2.163
TOTAL PLACE		47.112	4.819	51.931	60.318	8.387

72. Fees & Charges income is difficult to forecast as it is influenced by many different factors outside of the council's control and can fluctuate. The outturn position shows that Highways & Transport overachieved against their budget due to grant funding and additional income from Street works, Permits and other areas. Leisure Centres exceeded budget, including the stretch target due to the change in VAT treatment of income and continued leisure membership growth. These have helped to offset other pressures across the directorate including pay award, various contract issues explained in the below paragraphs and the underachievement of income for Planning.

Highways & Transport: Budget £40.158m, £2.586m underspend

73. The Highways and Transport service are reporting an outturn position of £2.586m underspend which is an increased underspend of £1.902m from the position reported at quarter three. A combination of factors have contributed to this.

74. Highways Operations have achieved additional income and are reporting an underspend on the Streetscene contract through efficiency negotiations with the contractor.

75. Stretch income targets for Car Parking have been closely monitored throughout the year and managed across the service to report an over achievement of income of £0.280m.

76. Efficiency savings have also been delivered in Asset Management for street lighting.

77. Within Local Highways, the mobilisation of the new Highways Term Maintenance Contract has led to changes in roles and some vacancies. Winter maintenance operations meant staff, including Parish Stewards, were re-deployed to enable overnight operations. The prolonged cold and wet weather has resulted in contractor payments being less than originally forecast.
78. The Passenger Transport service continue to face inflationary pressure when retendering contracts due to their early termination by contractors. This pressure has been managed within the service for 2023/24.
79. The award of the Bus Service Improvement plus (BSIP plus) grant of £2.1m per year for 2023/24 and 2024/25 has the condition that the Council will not reduce Public Transport budgets during this period which has resulted in some savings proposals being delayed to 2025/26. The pressure from this has been covered by the Extended Rights to Travel grant of £0.635m.
80. The Capital Investment Programme Board has £0.600m available in an earmarked reserve to support services with feasibility funding. At its meeting held on 13 September 2023, the Capital Investment Programme Board reviewed a feasibility funding request from Passenger Transport to assess the bus infrastructure and service improvements required to deliver the preferred priority Super Bus route. Pending the outcome of this feasibility study a subsequent request for capital would be made along with grant funding applications. The Board recommended that £0.068m is funded for this and Cabinet approved that the funding is provided from the earmarked reserves. This work is progressing and the funds will be drawn down in 2024/25

Economy & Regeneration: Budget £2.520m, £0.066m underspend

81. Economy & Regeneration are reporting an underspend of £0.066m which is a movement of £0.073m from the overspend of £0.007m forecast at quarter three due to vacancies within the team.

Planning: Budget £3.396m, £0.041m underspend

82. Planning are reporting an outturn position of £0.041m underspend which is an improvement of £0.228m from the position forecast at quarter three.
83. The government set planning application fee increased from December 2023 however there was still significant under achievement of income in Development Management of £0.315m and Building Control of £0.166m. This is as a result of continuing pressure on the housing market as a national issue.
84. The under achievement of income has been offset by an underspend of £0.500m on staffing across the teams. A full service restructure has been undertaken in 2023/24 as a result of the Planning Peer Review and has now been implemented. This will address structural and capacity issues across the service and will help to address recruitment and retention difficulties, reducing the reliance on agency staff.

85. Expected pressure from appeals and legal costs have not come to fruition resulting in the improved outturn position, however this is something that continues to be a risk area for the service and is being closely monitored.

Environment: Budget £48.485m, £1.092m underspend

86. Environmental Services are reporting an outturn position of £1.092 underspend. This is an increase in underspend of £0.480m from the position reported for quarter three.

87. There has been significant pressure on waste services income due to the national economic position and it's impact on volumes and income from the sale of recyclable waste materials. As a result of this the waste income underachieved by £1.155m.

88. This was mitigated by a saving across the Waste Management contracts of £1.904m due to tonnages being less than budgeted, a better rate than forecast for landfill tax, a successful shredder trial and a realignment on collection services contracts from finalising financial models and indexation increases. Indexation pressure for 2023/24 has been mitigated by this reduced tonnage.

89. The table below shows the tonnages and rates for the significant Waste contracts against the budgeted position, which are the main cost drivers for the Waste service.

Table 7 – Waste Contracts

Service:	2023-24 BUDGET								Budget outturn Variance (£m)
	Tonnes				£/Tonne *				
	Budget setting F'cast (T)	Current Yr End Outturn (T)	Var (T)	Var (%)	£/Tonne (Budget Setting)	£/Tonne (Outturn)	Var (£)	Var (%)	
Provision and operation of Waste Transfer Stations (WTS), a Materials Recovery Facility (MRF) and two Household Recycling Centres (HRCs)	81,600	75,050	-6,550	-8.0%	£72.95	£75.79	£2.84	3.9%	-0.204
Management and operation of 8 council-owned HRCs									
Composting services (0-25,000 tonnes pa)	39,700	41,066	1,365	3.4%	£44.34	£46.45	£2.11	4.8%	-0.125
Composting services (>25,000 tonnes pa)					£25.45	£29.27	£3.82	15.0%	0.025
Residual waste - Non-haz waste to LF	14,500	10,756	-3,744	-25.8%	£23.67	£24.90	£1.23	5.2%	0.068
Residual waste - Haz waste - to LF	100	66	-34	-34.1%	£86.84	£98.10	£11.26	13.0%	-0.002
Residual waste - Street sweepings	3,900	0	-3,900	-100.0%	£90.20	£0.00	£-90.20	-100.0%	-0.350
Residual waste - Shredding to EFW	0	1,359	1,359	0.0%	£0.00	£ 37.43	£37.43	0.0%	0.000
Residual waste - POPs waste	1,800	1,755	-45	-2.5%	£250.00	£297.32	£47.32	18.9%	0.055
Waste and recycling collections									
Tax payable on all waste sent to landfill	34,300	26,940	-7,360	-21.5%	£104.34	£102.10	£-2.24	-2.1%	-0.934
Energy from waste landfill diversion contract.	50,000	50,415	415	0.8%	£143.42	£144.08	£0.66	0.5%	-0.087
Mechanical biological treatment (MBT) Landfill diversion contract (exc LFT)	58,850	55,522	-3,328	-5.7%	£177.22	£194.02	£16.81	9.5%	0.617

* £/T excludes income

90. There was an improvement in the Public Protection income received during the year resulting in a £0.150m underspend in this area and Natural & Historic Environment have effectively managed a wide range of projects to come in online. Work on the Local Nature Recovery Strategy (LNRS) preparation is on-going and it is requested that the DEFRA grant funding received to support this is retained in a new earmarked reserve as detailed in appendix B.

Leisure Culture & Communities: Budget £6.710m, £2.472m underspend

91. Leisure Culture and Communities are reporting an outturn position of £2.472m underspend. An overachievement of Leisure Operations income of £2.069m is largely due to the change in VAT treatment that has enabled the £1.172m saving proposal in 2025/26 to be brought forward but is also as a result of income outperforming forecasts. Quarter four is the strongest trading quarter in Leisure Operations where there has been a focus on increasing memberships and a number of promotions have been available to drive growth in this area, in quarter four total membership grew by 1,636 members. The swimming lesson programme has also been under review with the introduction of Programme Co-ordinators who have been concentrating on activating the waiting lists and increasing lesson occupancy.
92. This helped to offset pressure in the Libraries service which is reporting an overspend of £0.103m mainly on staffing due to the use of relief staff to ensure the libraries remain open. The service has been through a peer challenge and is working towards the actions relating to that.
93. Prudent management of the Area Boards has resulted in an underspend of £0.036m.
94. Leisure Culture and Communities Development are also reporting an underspend of £0.356m, this is due to a delay in their restructure which has resulted in under spends on staffing and various programmes not being undertaken as originally planned.

Chief Executive Directorates

Table 8 – Outturn Position 2023/24 Chief Executive Directorates

		Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
		£m	£m	£m	£m
Chief Executive Directorates					
Legal & Governance	Gross	12.759	0.126	13.680	0.921
	Income	(2.597)	-	(3.244)	(0.647)
	Net Exp	10.162	0.126	10.436	0.274
Corporate Directors & Members	Gross	3.161	-	3.542	0.381
	Income	(0.014)	-	(0.014)	-
	Net Exp	3.147	-	3.528	0.381
TOTAL CEX DIRECTORATES		Gross	0.126	17.222	1.302
	Income	(2.611)	-	(3.258)	(0.647)
	Net Exp	13.309	0.126	13.964	0.655

Legal & Governance: £10.162m, £0.274m overspend

95. The £0.274m overspend is a result of the use of agency staff in legal services due to recruitment issues, and increased Coroners costs as a result of price increases. However, this is offset in part by income being higher than anticipated across the service and underspends in staffing budgets. This position is an adverse movement of £0.148m from quarter three due to agency staffing required in legal services and income received in Registration Services not being as high as previously forecast. There is a red saving of £0.050m for the restructure of the

Communications team, which was covered in year by staff vacancies and a replacement saving has been approved in the MTFS for the 2024/25 – 2026/27 MTFS. This position includes a deposit of £0.153m to the Elections reserve and a draw of £0.028m from the Business Plan Priority reserve.

Corporate Directors & Members: Budget £3.147m, £0.381m overspend

96. The overspend in Corporate Directors & Members is a result of non-delivery of the vacancy factor the pay award pressure and increased Members costs.

Corporate Expenditure

Table 9 – Outturn Position 2023/24 Corporate

		Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
		£m	£m	£m	£m
Corporate					
Movement on Reserves	Gross Income	2.363	-	11.029	8.666
		-	-	-	-
	Net Exp	2.363	-	11.029	8.666
Finance & Investment Income & Expense	Gross Income	29.390	-	29.201	(0.189)
		(4.445)	-	(12.143)	(7.698)
	Net Exp	24.945	-	17.058	(7.887)
Corporate Costs	Gross Income	6.506	0.274	6.768	0.262
		(1.071)	-	(1.579)	(0.508)
	Net Exp	5.435	0.274	5.189	(0.246)
Corporate Levies	Gross Income	6.750	-	6.972	0.222
		(2.657)	-	(4.041)	(1.384)
	Net Exp	4.093	-	2.931	(1.162)
TOTAL CORPORATE	Gross Income	45.009	0.274	53.970	8.961
	Income	(8.173)	-	(17.763)	(9.590)
	Net Exp	36.836	0.274	36.207	(0.629)

Total Corporate: Budget £36.826m, underspend £0.629m

Movement on Reserves: Budget £2.363, Overspend £8.666m

97. As reported in the quarter three report additional retained business rates were approved to be transferred to a new High Needs reserve to support the High Needs Sustainability plan, as part of the Safety Value agreement. This remains a critical financial risk for the council and the council is committed to setting aside funding to meet this financial commitment.

Finance & Investment, Income & Expenditure: Budget £24.945m, £7.887m underspend

98. The final value of capital spend funded by borrowing figure for 2022/23 sets the Minimum Revenue Provision (MRP) charge for year 2023/24. As a result of the slippage in the 2022/23 capital programme there is a £2.549m MRP underspend in 2023/24.

99. A treasury management decision to borrow £80m was made in March 2022 and the cashflow position of the council during 2023/24 meant that further borrowing was not required in 2023/24. Interest payable and interest receivable budgets were realigned as part of 2023/24 budget however interest rates remained higher than forecast, which has resulted in an overachievement on interest receivable income of £6.641m. Loan interest from Stone Circle is included within this position. Interest expense was higher than budget by £1.324m.
100. There is an overspend of £0.198m for Monkton Park financing costs in line with 2022/23 final year end position due to higher-than-expected interest rates. This pressure was built into the 2024/25 budget.

Corporate Costs: Budget £5.435, £0.246m underspend

101. In the main, the forecast underspend relates to £1.080m in relation to the redundancy budget. These costs are dependent on the timing of restructures and any redundancy decisions. This has been offset by the debt provision requirement mainly for Adults Services.

Corporate Levies: Budget £4.093m, £1.162m underspend

102. This underspend is as a result of an overachievement in the retained income from Renewable Energy Business Rates. Income from Renewable Energy Business Rates is retained locally, with the risks and rewards retained locally. The council has to manage the risk associated with rating appeals and therefore this specific source of income is exposed to uncertainty during the year and forecasting based on prudent assessments.

Dedicated Schools Grant – Total Grant £452.254m, variance including agreed transfer from the DSG adjustment account £20.293m overspend

103. The overall in year forecast for dedicated schools grant (DSG) is an overspend of £3.645m after the transfer from the deficit reserve agreed at quarter three. This is a favourable movement of £0.741m from the quarter three forecast. The overspend is driven by increases in activity across high needs block budgets with the main areas of increase being mainstream provision, additional expenditure in Wiltshire special schools, and independent sector placements. Total expenditure against the high needs block is £96.7m compared with a funding allocation of £70.8m.

Table 10 – DSG Block Summary

	DSG Allocation from the DfE £m	Wiltshire Transfers £m	Current Annual Budget £m	Outturn £m	Outturn Variance £m	% Variance
Early Years Block	32.563	0.180	32.135	30.972	(1.162)	-4%
Schools Block	346.293	(1.717)	344.577	344.359	(0.218)	0%
High Needs block	70.798	1.797	91.492	96.683	5.190	6%
Central Block	2.600	(0.260)	2.340	2.175	(0.166)	-7%
Overall	452.254	0.000	470.544	474.188	3.645	1%
Planned transfer from DSG reserve (overspend)					16.648	
Net in year movement to the DSG reserve					20.293	

104. The underspend in the early years block largely relates to actual take up by parents and carers of the 2, 3 & 4 year old grant offer compared with the census data collected in January 2023. There will be a post year adjustment done by the DfE in July and it is anticipated that this will reduce local authority grant and therefore the impact of this underspend on the DSG reserve.
105. Small underspends in other blocks are due to staff vacancies in teams.
106. The reason for the overall spend above grant continues to be driven by demand for statutory support for vulnerable children with SEND, reflected in increased numbers of education health and care plans (EHCPs.) The number of EHCPs at the end of the financial year 2023/24 is 5,664; an increase of 757 plans (13.7%) on the same quarter last year.
107. As shown in Table 11 below, the forecast total outturn will result in a forecast cumulative year end deficit, before DfE Safety Valve payments, of £55.506m, an increase of £20.257m from the previous year.

Table 11 – Impact on the Dedicated schools Grant Deficit Reserve

	Total 23/24 FY £m	For Info: Safety Valve Agreement £m
Balance Brought Forward from 22/23	35.249	35.249
Early Years Adjustment (prior year)	(0.035)	(0.035)
Planned drawdown from reserve	16.648	16.648
Actual Variance 23/24	3.644	4.385
Balance 2023/24 C/F <u>Before</u> SV Payments	55.506	56.247
Safety Valve DSG Payment	(26.800)	(26.800)
Deficit C/F after SV Payments	28.706	29.447

108. A statutory override for DSG deficits is currently in place until the end of the 2025/26 financial year. The statutory override, whilst in place, protects the council from having to make good any DSG deficit from its own reserves. As it currently stands, local authorities will need to demonstrate their ability to cover DSG deficits from their available reserves from 2025/26 onwards unless the override is extended. This presents a significant financial risk to the Council.
109. The Council has a Safety Valve agreement in place with the Department for Education (DfE). Under Safety Valve the DfE will provide additional DSG to offset an element of the historic deficit if the council can develop a plan to bring the DSG into in-year financial balance. In the 2023/24 financial year the DfE made an additional DSG payment of £26.8m to reduce the cumulative DSG deficit. The deficit to be carried forward after the Safety Valve payment is £28.706m.
110. The Council will be monitored on its progress towards the reduction of the in year DSG deficit to zero by the end of the 2028/29 financial year and against the agreed maximum DSG deficit for each of the intervening years. The outturn for 2023/24 is within the terms of the Safety Valve agreement as the final position is £0.741m below the maximum allowable cumulative deficit for the year.

Housing Revenue Account (HRA) : Final balance - drawdown from reserves; £0.257m

Table 12 – Transfers - HRA Reserve

	2023/24 Budget	2023/24 Outturn	2023/24 Variance
	£m	£m	£m
Gross Income	(29.852)	(29.728)	0.124
Gross Expenditure	27.739	29.984	2.246
Transfer to / from Reserve	2.113	(0.257)	(2.370)
Housing Revenue Account	0.000	0.000	0.000

111. The Housing Revenue Account (HRA) is reporting an overspend of £2.370m adverse variance against budget at outturn. This is a provisional figure which will be finalised once the depreciation charge has been provided. The service had budgeted for a £2.113m contribution to reserves, due to the high levels of expenditure on repairs and maintenance, this is not possible and a withdrawal from HRA reserves of £0.257m will now be required to balance the HRA account to a nil variance.
112. The balance brought forward on the HRA reserve at the beginning of the financial year was £1.889m, with the requested movement above, the closing balance will be £1.632m.
113. This represents a significant movement since quarter three and is primarily because costs against the HRA Repairs & Maintenance Service are £2.111m higher than the position reported at quarter three. Much of this is reactive maintenance and addressing a historical backlog of void properties with a 20%

increase in overall spend from 2021/22 to 2022/23 financial year and a 38% increase in overall spend from 2022/23 to 2023/24 financial year.

114. The service has been signalling for some time the risk of inflationary pressure on construction related costs, and it appears that some of the increased costs are inflation related and are now having a significant impact on the business. In addition, the service is seeking to undertake more activity for example in relation to landlord compliance as we respond to the increasing requirements of the social housing regulatory agenda. Responsive repairs are demand driven and must be undertaken as such cost containment is challenging, works volumes also appear to be substantially increasing over recent years. Lastly, works on empty properties (voids) will expediate new tenancies and income, the service is working hard to address the historic backlog arising from multiple contract failure, in addition we are generally seeing more works required when properties are handed back, increasing cost and time.
115. The charts below show the increase in related repairs and maintenance costs throughout the year, and the increase in work volumes over the last three years illustrating increased demand and greater focus on void works.

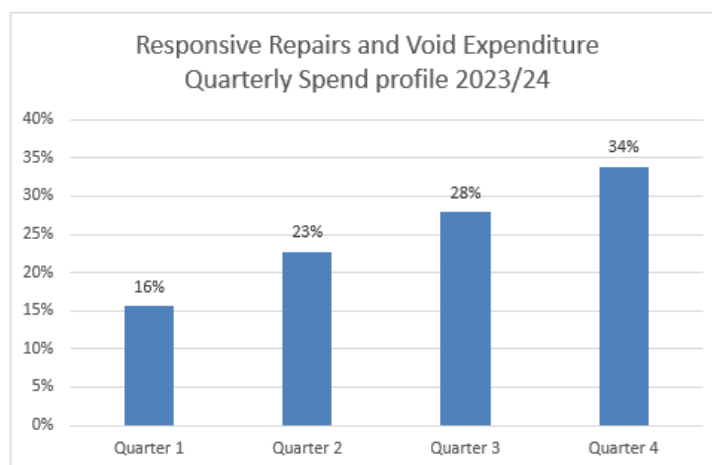


Table 13 – Changes in repair volumes over time

	Number	YoY Change %
Quantity of Repairs orders completed in financial year		
2021-22	18,133	N/A
2022-23	19,887	+9.60%
2023-24	27,596	+38.70%
Voids completed in financial year		
2021-22	272	N/A
2022-23	203	-25.07%
2023-24	396	+95.07%
Total Void repairs completed in period		
2021-22	800	N/A
2022-23	639	-20.12%
2023-24	1,543	+141.47%

116. The HRA generated rental income of £28.188m in 2023/24, an underspend against budget of £0.052m (an improvement since quarter three of £0.206m). The improvement in the rental income projection is due to reduction in the level of voids and an increase in the number of properties being built and purchased during the financial year. The rental increase for 24/25 will go some way to mitigate the impact of increased repairs and maintenance costs described above in the current year, with more analysis is underway on this point.
117. The balance of the position comprises variances against various other lines.

Savings Delivery 2023/24

118. For 2023/24 savings were required to deliver a balanced revenue budget totalling £26.099m (with £19.673m budgeted for 2024/25 and £14.151m budgeted for 2025/26 following Full Council in February 2024). The 2023/24 savings are reflected in the revenue budget aligned to services and have to be met in full or they will result in an overspent position and will have a direct impact on the scale of savings to be delivered in future years. As such, a significant risk remains for any shortfall in savings achieved and the impact this has on future years.
119. Following detailed monitoring by each manager responsible for a revenue budget saving, it is possible to quantify the amount and status of savings and the inherent risks associated with them. The final position on the deliverability of the savings at the end of 2023/24 is shown in the table below, and these assessments are included in the General Fund figures set out in this report.
120. At outturn 2023/24 of the £26.099m savings targets £23.404m (89.68%) is assessed as having been fully delivered. This leaves £2.695m (10.33%) as not achieved. These are included as overspends within the service forecasts reported in the above paragraphs along with any mitigations.
121. The delivery of savings remains a focus for the Council and the status of the undelivered savings is considered as part of the future year financial planning processes to ensure the budget remains robust and deliverable and any undelivered saving adversely affects any budget gap in future years if not addressed or mitigated on an on-going basis. Savings were reviewed as part of the MTFS process and reprofiling or non delivery of savings was factored in to the 2024/25 to 2026/27 budget.
122. An assessment has been made on the delivery of the savings identified for 2024/25 and is included in the tables below. The Extended Leadership Team are charged with the delivery of savings and where savings are assessed as not being able to be delivered Directors are expected to find on-going replacement savings to ensure the budget can be effectively managed including in the future years. It is critical that focus remains on the delivery of savings as part of the approach of tight financial management. Savings will be reviewed during the year, and any reprofiling or non-delivery will be addressed as part of the MTFS process and budget for 2025/26 to 2027/28.

Table 14 - Savings Summary 2023/24

Directorate	Service	2023/24 Budgeted Savings Target £'m	Savings Delivered £m	Savings not Delivered £m
Increment Freeze	Increment Freeze	0.454	0.454	0.000
Increment Freeze TOTAL		0.454	0.454	0.000
Corporate Director People	Adults	6.455	6.173	0.282
	Public Health	0.616	0.616	0.000
	Education & Skills	1.141	0.795	0.346
	Families & Children Services	1.110	0.873	0.237
Corporate Director People TOTAL		9.322	8.457	0.865
Corporate Director Resources	Finance	0.550	0.550	0.000
	Assets	1.886	1.542	0.344
	HR&OD	0.231	0.231	0.000
	Transformation	0.380	0.374	0.006
	Information Services	0.629	0.629	0.000
	Commissioning	0.366	0.366	0.000
Corporate Director Resources TOTAL		4.042	3.692	0.350
Corporate Director Place	Highways & Transport	3.539	2.981	0.558
	Car Parking	0.250	0.250	0.000
	Economy & Regeneration	0.255	0.255	0.000
	Planning	0.057	0.057	0.000
	Environment	1.159	0.492	0.667
	Leisure Culture & Communities	1.470	1.452	0.018
Corporate Director Place TOTAL		6.730	5.487	1.243
Chief Executive Directorates	Legal & Governance	0.540	0.303	0.237
Chief Executive Directorates TOTAL		0.540	0.303	0.237
Corporate	Corporate Costs	1.419	1.419	0.000
	Capital Financing	3.592	3.592	0.000
Corporate TOTAL		5.011	5.011	0.000
Grand Total		26.099	23.404	2.695
% of total Budget			89.68%	10.33%

Directorate	2024/25 Budgeted Savings Target £m	Blue £m	Green £m	Amber £m	Red £m
		<i>Fully Achieved</i>	<i>On Track</i>	<i>Some issues</i>	<i>Significant issues</i>
People	11.733	2.065	7.369	2.176	0.123
Resources	2.208	1.110	1.077	0.000	0.021
Place	3.712	0.271	1.613	1.798	0.030
Chief Executive	0.592	0.306	0.219	0.067	0.000
Corporate	1.428	1.428	0.000	0.000	0.000
Total £'m	19.673	5.180	10.278	4.041	0.174
% of total Budget		26.33%	52.24%	20.54%	0.88%

Directorate	2025/26 Budgeted Savings Target £m	Blue £m	Green £m	Amber £m	Red £m
		<i>Fully Achieved</i>	<i>On Track</i>	<i>Some issues</i>	<i>Significant issues</i>
People	10.308	0.000	8.401	1.907	0.000
Resources	1.072	0.000	0.822	0.000	0.250
Place	3.421	0.000	2.217	1.204	0.000
Chief Executive	0.750	0.000	0.000	0.490	0.260
Corporate	-1.400	-1.400	0.000	0.000	0.000
Total £'m	14.151	-1.400	11.440	3.601	0.510
% of total Budget		-9.89%	80.84%	25.45%	3.60%

Directorate	2026/27 Budgeted Savings Target £m	Blue £m	Green £m	Amber £m	Red £m
		<i>Fully Achieved</i>	<i>On Track</i>	<i>Some issues</i>	<i>Significant issues</i>
People	1.102	0.000	0.724	0.378	0.000
Resources	0.054	0.000	0.054	0.000	0.000
Place	0.344	0.000	0.144	0.200	0.000
Chief Executive	0.000	0.000	0.000	0.000	0.000
Corporate	0.000	0.000	0.000	0.000	0.000
Total £'m	1.500	0.000	0.922	0.578	0.000
% of total Budget		0.00%	61.47%	38.53%	0.00%

Capital Receipts Flexibilities 2023/24

123. The government allows Local Authorities to fund transformational activity that is designed to deliver ongoing revenue savings and/or transform service delivery to reduce costs or reduce demand for services in the future. This is known as Capital Receipts flexibilities. It is important that any Local Authority using this flexibility is transparent in reporting its plans and the individual projects that are to be funded or part funded and report the previous years' activity and whether the planned savings and/or service transformation have been or are being delivered as planned.
124. As part of budget setting the council anticipated the use of £1m of Capital Receipts to fund transformational activity across the council in areas of priority such as Adults Transformation, Family and Children's Transformation and Customer Experience. This funding solution was used to fund elements of the Transformation and Business Change team costs, supporting the transformation programmes across the council totalling £0.776m in 2023/24.

Collection Fund 2023/24

125. The Collection Fund is the ring-fenced fund which comprises all income and expenditure for both the Council Tax and Business Rates. Over the past few years, the Collection Fund has seen significant changes due to the economic impact of COVID-19 and the steps taken by government to support businesses and households during that period and more recently the impact of the cost of living crisis and impacts of high levels of inflation on the economy and households. Due to the mechanism and regulations significant volatility has been seen in business rates, with s31 grant funding received to compensate councils where significant deficits arise.
126. The approach the council has taken as a result of these uncertainties has been one of prudence. The final modelling of the income to be received in this financial year has now been carried out and across the s31 grants, and Collection Fund income a £7.826m gain in income compared to budget was achieved. Proposals were approved as part of the quarter three budget monitoring report that set the forecast of £8.666m aside to off-set the increasing financial risk liability the council faces on the High Needs deficit in a new High Needs reserve. It is not proposed to amend the value of monies set aside, due to the final year end position.

Reserves Position and Forecast

Table 15 - Reserves Summary

Reserve	Opening Balance 2023/24 £'m	Projected Closing Balance 2023/24 £'m	Projected Closing Balance 2024/25 £'m	Projected Closing Balance 2025/26 £'m	Projected Closing Balance 2026/27 £'m
General Fund	28.056	34.056	34.056	34.056	34.056
Latent Demand	7.794	2.570	0.123	-	-
Collection Fund Volatility	9.470	0.220	0.575	-	-
Public Health	6.964	6.328	5.626	5.052	4.466
Homes for Ukraine	13.209	10.284	5.296	-	-
Transformation	10.962	10.945	7.004	3.991	2.829
Business Plan Priority	3.844	2.446	0.771	-	-
Pay Award	2.000	0.700	0.700	0.700	0.700
PFIs	5.198	5.080	4.346	3.613	2.847
Insurance	3.019	9.042	8.016	7.516	7.016
Accommodation Needs	10.000	9.672	2.895	0.895	-
High Needs	-	11.238	18.209	18.209	18.209
Other Earmarked	21.795	21.305	14.490	11.880	10.441
Total Earmarked	94.254	89.831	68.052	51.856	46.507
Schools Balances	14.148	13.185	10.185	7.185	4.185
DSG	(35.249)	(28.706)	(51.027)	(72.881)	(85.896)
TOTAL	101.209	108.365	61.266	20.216	(1.148)

127. Reserves are an important element of the Council's finances, and a sufficient level of balances should be held, to mitigate risks within the budget and operations of the Council.
128. The level of general fund reserves and earmarked reserves (excluding DSG) held by the Council were increased as part of the final financial year end position for 2022/23. This brought the level of the reserves up to the value that was set out in risk assessed level of reserves required to support the council's budget for 2023/24 and included in the budget report in February 2024. This provides additional capacity and resilience to support the financial position in 2024/25, supports the financial risks within the budget and allows lead in time for transformation across services to deliver on-going financial resilience and sustainability.
129. The annual risk assessment has been carried out as part of the budget setting process for the 2024/25 financial year and the overall risk assessed level has increased. This risk assessment can be seen in the Budget 2024/25 and MTFs 2024/25 – 2026/27 report. An element of this general assessment is the financial risk within the Collection Fund, the fund for the income from both Council Tax and Business Rates. In previous years a separate earmarked reserve, the Collection Fund Volatility reserve has been held to mitigate this financial risk. As the overall assessment includes this risk £6m from the Collection Fund Volatility reserve was transferred to the General Fund reserve to bring this reserve up to the risk

assessed level. The balance of that reserve was approved to be reallocated as part of the quarter three budget monitoring report with £6m transferred to the Insurance reserve to mitigate insurance liabilities across the council and £2.572m to the new High Needs reserve.

130. The council continues to hold a balance of £2.570m in the Latent Demand reserve to meet existing commitments from that reserve in both 2024/25 and 2025/26. Ongoing pressures were included in the budget setting process for 2024/25 to ensure sufficient base budgets meet the assessed new demand. The balance of that reserve was reallocated to the Transformation reserve, as approved as part of the quarter three budget monitoring report to support the funding of future transformation activity that will be required across the council to remain financially sustainable. The Transformation reserve provides funding for transformational activity across the council. The use of this reserve is overseen by the Transformation Executive Board, who agree the prioritisation of the activity and agree the funding.
131. £2m was set aside in a specific pay award reserve to support the expected pressure in these costs for 2023/24. A draw from this reserve is not required as permanent staff saving proposals have been delivered for 2023/24 or are replaced by vacancies and have balanced the base budget for 2024/25. As this reserve is not required for its original purpose some of the reserve is being redirected to support the acquisition of Northwood House (previously known as Calder House) as approved as part of the quarter one budget monitoring reporting.
132. The Business Plan Priority Reserve was created to set aside funding to specific address the delivery of outcomes set out in the Business Plan where budget was not sufficient funding to deliver within the desired timescale. The funding has been allocated to specific activities and the table below sets out the spend across 2022/23 and 2023/24 and the allocated funding across the next 2 years. As part of the budget setting proposals £0.250m has been allocated for each of the next two financial years to increase the capacity of the planning enforcement team and address complex and contentious cases and ensuring the Council increases its presence and activity in this area. £0.821m of other elements of enforcement activity are being identified and delivered over the course of the next 2 years to ensure the safety of our communities remains priority. There is a request to allocate the small balance remaining on this reserve, £0.050m to Armed Forces Covenant and £0.231mm to fund additional highways litter picking activity.

Business Plan Priority Reserve	2022/23	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m	£m
Opening Balance	2.080	3.844	2.446	0.771	2.080
Gully Emptying	(0.168)	(0.497)	(0.335)	-	(1.000)
Fly Tipping	(0.041)	(0.252)	(0.150)	-	(0.443)
Litter - Cameras & Picking	-	-	-	-	-
Parish Stewards	(0.076)	(0.269)	(0.233)	-	(0.578)
Road Markings and Lining	-	-	-	-	-
Road Signage	-	(0.434)	-	-	(0.434)
Litter Enforcement	-	-	(0.105)	-	(0.105)
Fly Posting	-	(0.007)	(0.049)	-	(0.056)
Litter Picking + Communications Plan (£10k)	-	(0.263)	(0.231)	-	(0.494)
Approved additional funding	2.049	0.352	-	-	2.401
Planning Enforcement	-	-	(0.250)	(0.250)	(0.500)
Council Wide Enforcement Activity Commitment	-	-	(0.300)	(0.521)	(0.821)
Armed Forces Covenant	-	(0.028)	(0.022)	-	(0.050)
Closing Balance	3.844	2.446	0.771	0.000	0.000

Overview and Scrutiny Engagement

133. Regular reports are taken to Overview & Scrutiny relating to the Council's financial position. This report is being considered at the meeting of Financial Planning Task Group on 9 July 2024.

Safeguarding Implications

134. None have been identified as arising directly from this report.

Public Health Implications

135. None have been identified as arising directly from this report.

Procurement Implications

136. None have been identified as arising directly from this report.

Equalities Impact of the proposal

137. None have been identified as arising directly from this report.

Environmental and Climate Change Considerations

138. None have been identified as arising directly from this report.

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

139. If the Council fails to take actions to address forecast shortfalls, overspends or increases in its costs it will need to draw on reserves. The level of reserves is limited and a one-off resource that cannot be use as a long-term sustainable strategy for financial stability.

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

140. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification and action is taken. Risks associated with service delivery and the level of reserves will be raised as and when proposals are brought forward as part of the budget setting process.

Financial Implications – Section 151 Officer Commentary

141. The final position for the 2023/24 financial year reflects a significant improvement (just over £5m) from quarter three. Against the backdrop of continued higher levels of inflation than expected and a position of having over £26m of savings to deliver in the year the position reflects the commitment by the Extended Leadership Team and all budget managers within the council in tight financial management.
142. There are some more significant variances presented in the final year end position and it is critical that the variances are fully understood to ensure on-going impacts on the base budget for the current financial year (2024/25) and future years is known. Any on-going changes will need to be built into the assumptions on which the 2025/26 budget and MTFs will be based. Work is underway to analyse these variances and the position will be reflected in the first budget monitoring report for 2024/25.
143. The improved position ensures that the prudent decision to transfer the surplus retained business rates to a reserve to start to set aside funding for the High Needs (DSG) deficit and transfers between reserves that were approved as part of the quarter three budget monitoring report stand.
144. The General Fund at the end of the year stands at £34m and at this stage sufficiently covers the assessed financial risks (excluding High Needs DSG deficit) and ensures the base budget is financially sustainable in the longer term. This is critical, and ensures that the in year budget is more stable and easier to manage without detriment to service provision.
145. The Council yet again is demonstrating a strong delivery in savings with just less than 90% of savings being delivered in the financial year and many of those not delivered were mitigated by services. The focus on the delivery of the savings identified across the MTFs period forecasts show the vast majority of savings already put forward are on course. This supports the assurance that management action is taken so that the budget is managed, and strong financial management continues. It also sets out a confident basis for any future additional savings delivery and confidence in delivering the balance budgets over 2024/25 and 2025/26 that were set by Council in February. Focus on the delivery of savings must remain a priority.
146. The underspend position allows for additional funding to be set aside for one-off purposes. Proposals are included within the report allocate this to additional highways enhancement works, to support the continued delivery of this high priority work adding further funds to deliver on the Business Plan priorities.

147. The council recognised during the year the deficit on the DSG presents the most significant risk to the Councils financial future resilience given the uncertainty over the Government's current override, which is expected to end in March 2026. A positive step was taken during the year to allocate the surplus funding that has arisen from the prudent budgeting on Business Rates to create a new High Needs reserve. This alongside a transfer from the Collection Fund Volatility reserve results in over £11m being set aside. This is a step towards mitigating the significant impact of any residual deficit balance the council needs to fund. However, as reported to and supported by Cabinet, the plan must set aside further funding in this reserve to meet the current forecast residual deficit, which across the plan period is estimated to be in excess of £70m. The approach must be built upon, and every opportunity taken to set aside surpluses to minimise the need to find savings in the future to fund this liability. Any balance of the cumulative deficit that is not funded by the DfE through the Safety Valve agreement will have to be made good by reserves held by the Council and any annual deficit either reduced or covered by other general fund savings to the same value should the council fail to manage the in-year position effectively. The impacts of this may be seen by services if reserves have to be redirected or additional savings made.
148. If funding is not available to meet any residual deficit exceptional financial support will be required from government. If agreed exceptional support is likely to result in government allowing the council to borrow to fund this deficit, and this borrowing attracts a premium interest charge, which is currently 1%. Where opportunities are not taken to set monies aside to meet this liability there will be a need to budget for the cost of the borrowing in future years, which will include the principal amount and additional interest cost. As an example £5m would attract an annual interest cost of £0.300m at current premium interest rates over a 10 year period, with a total cost (principal and interest) over that period of £8m.
149. The financial year end is always a time to reflect and there are many positives in the Councils financial standing and ongoing financial health, where many in the sector are facing financial strain. It is vital for the ongoing financial sustainability of the council to continue to deliver against these financial expectations of a well run authority. The risks the council face in terms of savings delivery in 2024/25, service delivery and exposure to liabilities, as well as unexpected events can still have a significant impact on the council's financial position.

Legal Implications

150. None have been identified as arising directly from this report.

Workforce Implications

151. If the Council fails to take actions to address in-year forecast shortfalls, overspends or increases in its costs it may need to implement further spend controls, or if the position is deemed critical unplanned service rationalisation may be required. This could impact on the workforce and may include changes to roles or redundancies. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification and action is taken.

Options Considered

152. Budget monitoring forms part of the financial control environment and it is important to provide reporting on all aspects of financial management and performance to Cabinet and the public, including delivery to plans, variances and risks and impacts.

Conclusions

153. The report supports effective decision making, ensures a sound financial control environment and ensures members are updated on the latest position for the budget for 2023/24.

Lizzie Watkin – Director of Finance & Procurement (S151 Officer)

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Appendices

Appendix A: Service Outturn Variance 2023/24

Appendix B: Earmarked Reserves

Background Papers

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

Financial Year 2023/24 - Quarter Three Revenue Budget Monitoring – Cabinet 6
February 2024

[Agenda for Cabinet on Tuesday 6th February 2024, 10.00 am, Wiltshire Council](#)

Budget 2024/25 and Medium-Term Financial Strategy 2024/25 to 2026/27 –
Council 20 February 2024

[Agenda for Council on Tuesday 20 February, 10.30 am, Wiltshire Council](#)

Appendix A – SERVICE OUTTURN VARIANCE 2023/24 – FULL YEAR POSITION

	Revised Budget	Requested EMR Movements	Financial Year End Position	Financial Year End Position variance
	£m	£m	£m	£m
Corporate Director People				
Adults Services	180.513	(2.720)	186.572	6.059
Public Health	0.000	-	-	-
Education & Skills	29.242	0.110	29.379	0.137
Families & Children Services	64.247	0.682	66.557	2.310
TOTAL PEOPLE	274.002	(1.928)	282.508	8.506
Corporate Director Resources				
Finance	6.458	(0.226)	6.748	0.290
Assets	17.767	0.299	17.398	(0.369)
HR&OD	4.117	-	3.802	(0.315)
Transformation	0.560	(0.101)	0.560	0.000
Information Services	11.912	-	11.667	(0.245)
Commissioning	2.799	-	3.285	0.486
TOTAL RESOURCES	43.613	(0.028)	43.460	(0.153)
Corporate Director Place				
Highways & Transport	40.158	(1.819)	37.572	(2.586)
Economy & Regeneration	2.520	0.624	2.454	(0.066)
Planning	3.396	0.092	3.355	(0.041)
Environment	48.485	0.329	47.393	(1.092)
Leisure Culture & Communities	6.710	(0.010)	4.238	(2.472)
TOTAL PLACE	101.269	(0.784)	95.012	(6.257)
Chief Executive Directorates				
Legal & Governance	10.162	0.126	10.436	0.274
Corporate Directors & Members	3.147	-	3.528	0.381
TOTAL CEX DIRECTORIES	13.309	0.126	13.964	0.655
Corporate				
Movement on Reserves	2.363	-	11.028	8.666
Finance & Investment Income & Expense	24.945	-	17.058	(7.887)
Corporate Costs	5.435	0.274	5.189	(0.246)
Corporate Levies	4.093	-	2.931	(1.162)
Covid	-	-	-	-
TOTAL CORPORATE	36.836	0.274	36.206	(0.629)
NET BUDGET	469.029	(2.340)	471.150	2.122
Funding				
General Government Grants	(80.548)	-	(80.260)	0.287
Council Tax	(332.187)	-	(332.187)	-
Collection Fund Surplus	(6.850)	-	(8.080)	(1.230)
Business Rates Retention Scheme	(49.444)	-	(56.328)	(6.884)
TOTAL FUNDING	(469.029)	-	(476.855)	(7.827)
TOTAL GENERAL FUND VARIANCE	-	(2.340)	(5.705)	(5.705)

Appendix B – EARMARKED RESERVES 2023/24

Reserve	Opening Balance 2023/24	In Year Contributions TO/(FROM) Reserve	Year End Contributions TO/(FROM) Reserve (Proposal i)	New Reserve Request (Proposals a&d)	Closing Balance 2023/24
	£m	£m	£m	£m	£m
Accommodation Needs	10.000	-	(0.328)	-	9.672
Active Travel	0.044	-	-	-	0.044
Active Travel Capability Fund 22-23	0.183	-	0.255	-	0.439
Adults Programmes	0.824	-	(0.744)	-	0.079
Afghan Resettlement	0.070	-	(0.070)	-	-
Area Board	0.070	-	-	-	0.070
Ash Die Back	0.507	-	-	-	0.507
Asylum Seekers	0.023	-	0.089	-	0.111
Biodiversity Net Gain	0.020	-	(0.020)	-	-
Bridging Support	0.865	-	(0.267)	-	0.598
Business Plan Priority	3.844	0.352	(1.750)	-	2.446
Car Parking Machines	0.017	-	-	-	0.017
Cardiac & Stroke Project	0.082	-	-	-	0.082
CCG Short Breaks	0.055	(0.055)	0.055	-	0.055
Childrens Programmes	2.265	(0.599)	(0.287)	-	1.379
Client Level Data Flows Support Grant	0.019	(0.019)	-	-	-
Collection Fund S31 Grant	0.304	-	-	-	0.304
Collection Fund Volatility	9.470	(9.250)	-	-	0.220
Community Housing Fund	0.462	-	(0.070)	-	0.392
Council Tax Hardship Relief	0.172	-	-	-	0.172
Covid 19 Grant Workstreams	0.264	-	-	-	0.264
Covid 19 Test and Trace	0.146	-	-	-	0.146
Covid Vulnerable	1.147	-	-	-	1.147
Covid Wellbeing for Education Return	0.089	(0.089)	-	-	-
Depot Phase Two Feasibility	0.395	-	-	-	0.395
Domestic Abuse	0.735	(0.180)	-	-	0.555
Early Years Professional Development Programme	0.100	(0.100)	0.100	-	0.100
Elections	0.600	-	0.154	-	0.754
Employee Health and Safety	-	-	-	0.368	0.368
English Heritage Monument Funding	0.005	-	-	-	0.005
Feasibility Studies	0.600	-	-	-	0.600
Flexible Housing Support Grant	0.412	-	0.831	-	1.244
Future High Street Fund	0.105	-	-	-	0.105
Health Management	0.120	-	(0.120)	-	-
High Needs	-	11.238	-	-	11.238
Highways & Environment	0.713	-	-	-	0.713
Homes For Ukraine	13.209	-	(2.925)	-	10.284
Improved Better Care Fund (IBCF)	-	-	0.204	-	0.204
Inquests	0.158	-	0.250	-	0.408
Insurance	3.019	6.000	0.024	-	9.042
Latent Demand	7.794	(5.224)	-	-	2.570
Leisure	0.008	-	-	-	0.008
Leisure - Disability Sport Programme	0.010	-	-	-	0.010
Leisure - Free Gym Referral Programme	0.007	-	-	-	0.007
LEVI Capability Fund	0.086	-	0.197	-	0.283
Libraries & Leisure Programmes	0.270	(0.055)	-	-	0.215
Local Nature Recovery Strategy (LNRS)	-	-	-	0.181	0.181
Local Plan	0.549	-	0.030	-	0.579
Local Transport Authority Capacity	0.136	-	-	-	0.136
Local Welfare Provision Grant	0.158	-	(0.108)	-	0.049
Lord Methuen Charitable Trust	0.001	-	-	-	0.001
Museum Development	0.045	-	(0.010)	-	0.035
NAAS	0.099	(0.099)	-	-	-
NEET	0.057	(0.057)	0.057	-	0.057
Neighbourhood Planning	0.017	-	0.062	-	0.078
Olympian & Paralympian Sponsorship Funding	0.024	0.139	-	-	0.163
One Public Estate	0.382	-	-	-	0.382
Passenger Transport	0.640	-	-	-	0.640
Passenger Transport Grants	1.700	-	(0.549)	-	1.151
Pay Award 2023/24	2.000	-	(1.300)	-	0.700
PFI Housing	2.311	-	(0.168)	-	2.143
Porton Science Park	0.387	-	0.187	-	0.574
Primary Mental Health ICB income	0.222	(0.222)	0.376	-	0.376
Public Health Grant	6.964	(0.636)	-	-	6.328

Appendix B – EARMARKED RESERVES 2023/24

Reserve	Opening Balance 2023/24	In Year Contributions TO/(FROM) Reserve	Year End Contributions TO/(FROM) Reserve (Proposal i)	New Reserve Request (Proposals a&d)	Closing Balance 2023/24
	£m	£m	£m	£m	£m
Salisbury Recovery	0.058	-	-	-	0.058
School Led Tutoring LA Contribution	0.023	(0.023)	-	-	-
Schools PFI	2.887	-	0.050	-	2.937
SEN Inspection	0.110	(0.110)	0.110	-	0.110
SIMB School Improvement	0.220	(0.100)	0.100	-	0.220
Skills for Care Grant	0.018	-	(0.018)	-	-
Sports Development	0.058	-	-	-	0.058
Statutory Notices	0.021	-	-	-	0.021
Streamline Adult Social Care Assessments	0.178	-	(0.089)	-	0.090
Street games	0.001	-	-	-	0.001
Streetscenes Contract issues	0.353	-	-	-	0.353
Supporting Families	0.210	(0.210)	0.086	-	0.086
Syrian Refugee Programme	1.000	-	0.248	-	1.248
Transformation	10.962	0.346	(0.362)	-	10.945
Ukrainian Education Funding	0.772	(0.772)	-	-	-
Virtual Schools Head Extended Duties	0.105	(0.060)	0.006	-	0.052
Waste LOT	0.505	-	0.168	-	0.674
Wiltshire Foundation Trust	0.077	(0.077)	-	-	-
Wiltshire Towns fund (WTF)	1.698	-	0.437	-	2.135
Woolmore Farm Rights of Way - Slow Worms	0.006	-	-	-	0.006
World Heritage Site Trust Transition	0.015	-	-	-	0.015
General Fund Earmarked Reserves	94.254	0.136	(5.109)	0.549	89.831
DSG	(35.249)	6.542	-	-	(28.706)
Locally Managed Schools Balances	14.148	(0.963)	-	-	13.185
Total Earmarked Reserves	73.153	5.716	(5.109)	0.549	74.309

Wiltshire Council

Cabinet

15 July 2024

Subject: Financial Year 2023/24 – Capital Programme Outturn

Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non Key

Executive Summary

This report sets out the year end position of the Capital Programme for the council for the financial year 2023/24, including the movements from the original budget, final scheme slippage and how the programme has been funded.

It provides an update on the significant programmes that have been delivered and those that have been reprogrammed into future years.

The reported forecast position set out in the quarter three budget monitoring report presented to Cabinet at its meeting on 6 February 2024 was that the Council would spend £168.943m on its Capital Programme in 2023/24.

The final position for the year is a total spend of £163.421m, only £5.522m different from the quarter three forecast. This is a significant increase in value from previous years spend which has been in the region of £111m - £128m and reflects the increased focus and oversight, which in turn increase the value of capital investment activity across Wiltshire.

Owing to the acceleration of spend on some projects, £20.937m of budget has been brought forward into 2023/24, this gives a final budget of £190.350m resulting in a variance of £26.930m for the year. £0.059m is to be removed from the programme for schemes that have completed with an underspend or are no longer proceeding, while proposals are included that request Cabinet to approve the roll forward of £26.870m budget into future years.

Proposals

Cabinet is asked to note:

- a) the additional capital budgets of £0.470m in 2023/24 that have been added to the capital programme under Chief Finance Officer delegated powers.
- b) that £20.937m budget that has been brought forward from future years to the 2023/24 programme to support the delivery of accelerated projects, in year

project overspend, or amendment to in year slippage under Chief Finance Officer delegated powers.

- c) the movement between capital schemes of £0.414m Chief Finance Officer delegated powers.
- d) the £26.870m of capital programme slippage to be rolled forward into future financial years.
- e) the capital programme end of year spend position of £163.421m for financial year 2023/24.

Cabinet is asked to approve:

- f) the removal of the following budgets as schemes are either complete or not progressing:
 - i. £0.014m for the Microsoft Cloud Navigator Project;
 - ii. £0.007m from the LED Street Lighting Project;
 - iii. £0.003m from the Dunnes Lane Car Park project;
 - iv. £0.007m from the Wiltshire Online
 - v. £0.028m from the Area Board Grants

Reason for Proposals

To inform effective decision making and ensure sound financial management as part of the Councils overall control environment.

To inform Cabinet on the final year end capital outturn position for the Council for the financial year 2023/24.

Terence Herbert
Chief Executive

Andy Brown
Deputy Chief Executive and Corporate Director of Resources

Lizzie Watkin
Director of Finance & Procurement (S151 Officer)

Wiltshire Council

Cabinet

15 July 2024

Subject: Financial Year 2023/24 – Capital Programme Outturn

Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non Key

Purpose of Report

1. To advise Members of the final year end position for financial year 2023/24 (31 March 2024) for the capital programme.

Relevance to the Council's Business Plan

2. Budget monitoring and reporting supports effective decision making and the alignment of resources and financial performance to the Council's priorities and objectives as laid down in the Business Plan.

Main Considerations for the Council

CAPITAL PROGRAMME – YEAR END POSITION 2023/24

3. The Council approved a net capital programme budget for 2023/24 of £199.127m at its meeting on 21 February 2023. Throughout the year as part of the budget monitoring process and as reported and approved by Cabinet, the Capital Programme has been amended and the table below sets out the changes approved at each quarter and the opening position for quarter three.

Table 1 – Capital Programme Amendments to Quarter Three

	Qtr. 1 £'m	Qtr. 2 £'m	Qtr. 3 £'m	Qtr. 4 £'m
Opening Capital Programme 2023/24	199.127	189.376	194.962	168.943
Amendments to Capital Programme from 2022/23 Year End Position				
Budgets reprogrammed into future years	(10.311)			
Year end position budget transfer from 2022/23 into 2023/24	39.439			
Budget removed from Capital Programme	(0.396)		(0.558)	(0.059)
Amendments to Capital Programme as part of Quarterly Review				
Additional budgets added to the programme	17.639	16.444	0.458	0.470
Brought Forward from Future Years	13.876	7.489	11.556	20.937
Grant amendments				
Budgets reprogrammed from 2023/24 into future years	(69.998)	(18.347)	(37.475)	(26.870)
Closing Capital Programme 2023/24	189.376	194.962	168.943	163.421

4. The final capital programme budget for year ending 2023/24 stood at £168.943m, Cabinet is asked to note the movements as shown in the table below from the capital programme budget presented to Cabinet at quarter three.

Table 2 – Quarter Four Capital Programme Amendments

Capital Programme Quarter Three Approved by Full Council	168.943
Amendments to Capital Programme as part of 2023/24 Monitoring and Year end Position	
Budgets drawn back from future years to the 2023/24 programme	20.937
Budgets Removed from programme	0.000
Amendments to Capital Programme Authorised as part of Quarter Four Review to Note:	
Budget removed from the programme	0.000
Additional budgets added to the programme	0.470
Capital Programme Revised Budget 2023/24 as at 31st March 2024	190.350
Budgets removed from the 2023/24 programme	(0.059)
Budgets reprogrammed from 2023/2024 into future years	(26.870)
Capital Programme Outturn 2023/24 as at 31st March 2024	163.421

5. A total of £0.470m has been added to the 2023/24 capital programme, under Chief Finance Officer delegated powers, this is detailed in Appendix A and B. These additions have no effect on the net funding position of the capital programme as they are funded by grant or s106.
6. £20.937m budget that has been brought forward from future years to the 2023/24 programme to support the delivery of accelerated projects, in year project overspend, or amendment to in year slippage under Chief Finance Officer delegated powers.
7. The total capital expenditure for the year was £163.421m compared to the budget of £190.350m resulting in an underspend on the programme in 2023/24 of £26.929m. £0.059m is to be removed from the programme for schemes that have completed with an underspend or are no longer proceeding. £26.870m budget has been moved into future years. This is due to a combination of programme slippage and reprofiling as detailed in the paragraphs below and has meant that the Council has had to finance less capital spend in 2023/24 than planned.
8. The biggest impact to the Council of the capital programme slippage is created from schemes funded by borrowing. This impacts favourably on the Financing and Investment Income and Expenditure revenue budget, as a result of the underspend in 2022/23 from programme slippage there was a £2.549m saving on the Minimum Revenue Provision (MRP) budget this year (2023/24).
9. Interest payable and interest receivable budgets were realigned as part of 2023/24 budget setting, there was a net underspend £5.316m at outturn largely due to interest receivable income as a result of rates and the level of cash the Council is holding being higher than original budget setting assumptions
10. The final borrowing figure for the 2023/24 capital programme sets the Minimum Revenue Provision charge for year 2024/25 at £20.260m.

11. Cabinet are asked to approve that in total £0.059m has been removed from the capital programme. Grants and contributions that are ringfenced but not used to fund the capital programme are held on the balance sheet. £0.007m of grant funding has been removed, which relates to the Wiltshire Online contract.
12. The remaining £0.052m to be removed from the programme is funded via borrowing. The Microsoft Cloud Navigator project is now complete and so £0.014m has been removed. Within the Highways and Transport area the LED Street Lighting project has completed and the Dunn's Lane Car Park project has not progressed as has previously been reported to Cabinet. £0.007 and £0.003m has been removed from the programme respectively. Within Leisure, Culture and Communities £0.028m has been removed from the Area Boards Grants as this funding cannot be carried forwards.
13. Cabinet are asked to note that £20.937m has been brought forward from future years to fund the delivery of accelerated projects, in year project overspend, or amendment to in year slippage. The sums for respective schemes are included in the narrative for each Directorate later in the report.
14. Cabinet are also asked to note the movement of budget between schemes. £0.414m has been moved from Integrated Transport to support the River Park scheme in Salisbury.
15. Cabinet are asked to approve £26.870m of slippage to be rolled forward into future years. The combined impact of the changes in this report amends the 2024/25 capital programme budget to £282.538m.

Table 3 – 2023/24 Slippage

	Final Budget 2023/2024	Total Spend 2023/2024	Budget Remaining 2023/2024	Underspend (Budget Removed)	Budget Slipped to Future Years
	£m	£m	£m	£m	£m
Corporate Director - People	37.081	35.028	2.053	0.000	(2.052)
Corporate Director - Resources	49.546	38.195	11.351	(0.014)	(11.337)
Corporate Director - Place	59.608	49.054	10.554	(0.045)	(10.510)
2023/2024 Capital Programme General Fund Total	146.235	122.277	23.958	(0.059)	(23.899)
Housing Revenue Account Total	44.115	41.144	2.971	0.000	(2.971)
2023/24 Capital Programme General Fund and Housing Revenue Account Total	190.350	163.421	26.929	(0.059)	(26.870)

People

16. The table below shows the capital programme summary position for People Directorate. The total spend for 2023/24 was £35.028m against a budget of £37.081m, this results in slippage of £2.053m to be rolled forward into future years.

17. Appendix B shows the breakdown of the capital budget adjustments in quarter four. For People Services, £1.580m was brought forwards from future years in quarter four to offset additional expenditure. This is outlined in more detail in the next sections of the report.

Table 4 – 2023/24 Capital Programme, People Services

	Final Budget 2023/2024 £m	Total Spend 2023/2024 £m	Budget Remaining 2023/2024 £m	Underspend (Budget Removed) £m	Budget Slipped to Future Years £m
Adult Services Total	5.399	4.797	0.602	0.000	(0.602)
Education & Skills Total	31.491	30.040	1.451	0.000	(1.450)
Families & Children's Total	0.191	0.191	0.000	0.000	0.000
Corporate Director - People	37.081	35.028	2.053	0.000	(2.052)

Whole Life Pathway

18. This capital funding enables sensory equipment to be implemented within the in house provider services. Over the past four years this money has been utilised to install two sensory rooms in two of the respite units and sensory gardens in three of the respite units. Due to the property size, it has not been possible to install a sensory room into the Chippenham respite unit, leaving a residual sum of £0.020m. At quarter three £0.015m of this was moved to future years due to a restructure in the service. The majority of the remaining budget now been spent on additional sensory equipment, leaving £0.001m to be moved to future years.

Ageing & Living Well

19. The Disabled Facilities Grant programme is a grant scheme for adaptations and facilities to enable disabled residents to stay in their home. In addition, it is used for other initiatives and programmes to deliver the same outcomes including the Optimising Care Initiative and Occupational Therapist Service to ensure clients are assisted to move to more suitable accommodation. Following approval by the Integrated Care Board, funding within the capital scheme also now supports adaptations without delay, purchase of specialist accommodation, refurbishment of flats within the Councils homeless hostel to support early hospital discharge and technology to support independent living.
20. During 2023/24 105 adaptations have been processed and completed utilising the Disabled Facilities Grant. This includes works such as a ground floor extension to a level access shower or stair lift. In addition, 28 Move on Grants and 2 loans have been completed. Spend is slightly lower than anticipated with some contractor invoices outstanding at year end.
21. The DFG HIA expenditure is for all the staff involved in taking forward the adaptations from Occupational Therapists (OT) and Occupational Therapist Assistants (OTA) who assess the clients and determine what is needed to the technical officers who draw up the plans, tender for the work and carry out site inspections. There are eight housing technical officers and six OTs/OTAs. Delayed recruitment was reported at quarter three and whilst some budget was moved to future years at this point, there remains a small underspend at year end.

22. Within the MS Alternative Accommodation capital line a bespoke property was purchased for a client with complex. The property now sits within the needs the HRA and enables the council to have a long term fully adapted property for future needs. Design work has been completed and the contractors appointed with high level adaptations being carried out to the property.
23. Within the Adaptations Without Delay project three Occupational Therapist Assistants have now been recruited but only came in post for the last two quarters of 23/24. This has resulted in a movement of underspend to future years.
24. Due to an increase in the need for ground floor adapted temporary accommodation two ground floor flats at Kingsbury Square are in the process of being improved to make them wheelchair accessible. There was an initial delay in preparing the drawings and going out to tender and due to contractor workload works didn't commence until April 24, so remaining budget has been moved to future years.
25. A total of £0.601m has been moved to future years for various Disabled Facilities Grants schemes.

Education & Skills

26. The Access and Inclusion funding is used for multiple projects where adaptations are required to support the admission or continued attendance of individual pupils in mainstream schools e.g. handrails, ramps, specialist toilet equipment. This budget has funded projects Sheldon School, Chippenham, John of Gaunt and Clarendon, both in Trowbridge. The small underspend of £0.019m has been moved to future years to pay for ramps at Christ the King. These works were delayed due to bad weather and finally installed over Easter.
27. Basic Need funding is used to provide new schools and expand existing schools, ensuring that there are sufficient school places in Wiltshire. Many projects, particularly those at academies, are managed by the schools themselves and they submit invoices to reclaim their spend, with works tending to take place during the longer school holidays of Summer and Easter.
28. The expansion of Forest and Sandridge School was completed for Sept 2023 and a new classroom block at Clarendon Academy was also completed. The expansion of St Peter's Primary Academy, Salisbury started on site in early December 2023 and will complete summer 2024. Planning permission has been secured for the expansion of Kingdown, with the initial phase of work due to commence in 2024/25. A planning decision is expected shortly on the expansion of Abbeyfield. A project to expand Sarum Academy will need to be completed by Sept 2027 and the appointment of the design team will commence shortly. Across this budget line £0.278m has been moved to future years.
29. The Stonehenge School project included the creation of a new block to replace the old Lower School block, the demolition of Lower School block and the creation of playing field in its place. The new block was completed for September 2023 and the lower school block has now been demolished and the site cleared. The creation of the playing field has been delayed until the summer 2024 because the ground has been too waterlogged. Funding on this scheme has been slipped to 2024/25 at prior

quarterly monitoring periods. Expenditure is marginally ahead of profiling and so £0.052m has been drawn back from future years to offset total 2023/24 expenditure.

30. The Schools Maintenance and Modernisation budget funds school maintenance works, plus modernisation projects such as mobile classroom replacements with new permanent extensions. All planned works approved by Cabinet in February 2023 have been completed along with a number of reactive works that keep schools safe and open.
31. The Modernisation funding has been used to replace mobiles at Holbrook Primary School, Trowbridge which completed for September 2023. The project to replace an old double pratten classroom at Studley Green Primary School, Trowbridge was completed in October 2023. Planning consent has been secured to replace mobiles at The Grove Primary School, Chippenham and work will commence this summer. A feasibility study is underway to replace the mobiles and pratten classrooms at Frogwell School, Chippenham. £0.311m has been moved to future years to align with current project programmes.
32. Early Years and Childcare capital is funded by s106 contributions. The service has a 10 year plan to deliver projects with the service reliant on s106 funding to progress the projects. The majority of the Early Years project funding during 2023/24 has already been moved into 2024/25. Alteration works to the school building at St. Mary's School in Purton have completed. This has facilitated the school being able to provide 40 nursery places in the school itself. £0.024m has been moved to future years.
33. Early Years Buildings funding provides the ongoing replacement of temporary buildings for early years children. Works to Marden/Vale completed in 2024/25. This refurbished two classrooms in the school enabling the nursery to move out of two old, temporary mobiles and increasing capacity from 28 to 40 places. The Holt project has commenced with the building ordered and groundworks started This project is slightly behind schedule but will be complete in 2024/25. £0.091m has been drawn back to offset additional spend
34. During 2021/22 the Council continued to move forward with its capital programme to create additional places for children with special educational needs. The Authority has supported the delivery of 899 permanent and temporary additional high needs places over the last four years to 2024. This included projects with all of Wiltshire's special schools and the creation of new resource base places across Wiltshire.
35. The Silverwood build programme started construction in April 2022. Completion of the build programme was delayed from June 2023 to April 2024 due to adverse ground conditions and construction design issues. The project has been further delayed, with the construction completion now planned for 30 August 2024. The project now remains on track to complete to the revised timeline.
36. Scoping works on the main house at Rowde campus (Phase 4) and upgrades to Chippenham and Trowbridge campuses (Phase 5) have started. The planned works to the Main House need to be considered alongside the works that should be funded by the DfE, as the DfE works focus on the upper floors and council works focus on the ground floor of the Main House. It is hoped that educationally essential components of the Main House scheme can commence late autumn 2024. £0.574m has been moved to future years.

37. Schemes have been progressed at pace to ensure Wiltshire has sufficient capacity for learners requiring specialist provision through the SEND Special School Capacity and Alternative Provision budget. In respect to Special School provision, temporary provision for Exeter House has been funded at Pembroke Park; temporary classrooms have been funded for Silverwood and a temporary satellite created at Paxcroft School. The Aspen building conversion at Springfields progresses and will deliver 40 extra special school places from September 2024. Summer works are underway to increase Resource Base provision for Kiwi, Zouch, Clarendon Juniors, St Marks and St Pauls primary schools. Funding for Clarendon Secondary School and John of Gaunt will increase capacity and improve secondary resource base provision for 2024/25 school year.
38. There are some high value, strategic schemes in Pre-Feasibility. The SEMH Free School technical feasibility studies are nearing completion. There are extensive negotiations for the acquisition of a Ludgershall property which, if successful, will allow the development of a second campus for Exeter House Special School. The Council is using High Needs capital to fund feasibility studies whilst awaiting the Safety Valve capital announcement.
39. At quarter one, Cabinet approved an additional budget of £4.400m for alternative provision, funded through a mix of capital receipts, earmarked reserves and new borrowing. The acquisition of Calder House school and Thickwood House have completed and are in the Council's ownership. The school buildings will be used to provide education for 50 children who are unable to attend mainstream or specialist schools. The process of appointing an education provider is progressing with a projected handover to the new provider expected in January 2025. There has been some additional spend on this budget line and so £0.094m of funding approved at 2024/25 budget setting for SEND High Needs has been drawn forwards to offset this.
40. All the 2022 and 2023 High Needs Provision Capital Allowance has been committed to 22 different schemes that will build capacity in special schools and resource bases. Summer works are underway for September 2024 openings. The announcement of 2024/25 High Needs capital grant has enabled the funding of new schemes and the search for additional High Needs provision to get underway. New commitments include the fitting out of both Melksham House and the Northwood Centre (formerly known as Calder House School); the development of Sheldon as a third secondary resource base; and the exploration of a primary resource base in Calne. New funding will be used to create new Resource Base provision at The Grove, and may refurbish existing provision at Frogwell School. The development of the second campus for Exeter House is a priority scheme for the year ahead.
41. A number of other schemes are in the pre-feasibility stage and will commit resources beyond 2023/24. These include the creation of a new resource base at the new primary school in Melksham; redevelopment of the Grove to include a primary resource base; and expansion of specialist provision on the Exeter Road campus in Salisbury. Across the High Needs capital line £0.244m has been moved to future years to align with forecast delivery.

Families & Children

42. The Council has DfE for 50% of the capital costs to purchase properties for the purpose of providing residential children's homes. The first property was purchased in 2022/23 and the external provider successfully commissioned to provide the service. The purchase of the second property has started with completion anticipated in early summer 2024. Spend on refurbishment work was brought forward from the 2024/25 financial year as the initial timescales from the provider were revised once the specifications and quotations had been agreed. These works are due to be completed at the end of May 2024. £0.121m has been drawn back to pay for this accelerated spend.
43. The commissioned provider is recruiting the remaining staff required to operate the placements at the first property and Aspire House and is also awaiting completion of the Ofsted registration for both properties. It is anticipated the first placements at these homes will become operational in the summer.

Resources

44. The table below shows the capital programme summary position for Resources Directorate. The total spend for 2023/24 was £38.195m against a budget of £49.546m. £0.014m has been removed from the 2023/24 programme for the Microsoft Cloud Navigator project and so this results in a movement of £11.337m to 2024/25.
45. Appendix B shows the breakdown of the capital budget adjustments in quarter four. For Resources £7.282m budget was brought forward from future years in quarter four to accommodate additional spend and account for projects where movement to future years had been made as part of the 2023/24 quarterly monitoring process.

Table 5 – Capital Programme 2023/24, Resources

	Final Budget 2023/2024 £m	Total Spend 2023/2024 £m	Budget Remaining 2023/2024 £m	Underspend (Budget Removed) £m	Budget Slipped to Future Years £m
Finance Total	6.361	4.270	2.091	0.000	(2.091)
Assets & Commercial Development Total	13.163	9.419	3.744	0.000	(3.746)
Capital Loans Total	23.906	19.583	4.323	0.000	(4.323)
Information Services Total	6.116	4.923	1.193	(0.014)	(1.177)
Corporate Director - Resources	49.546	38.195	11.351	(0.014)	(11.337)

Finance

46. The Evolve programme (Oracle) went live in November 2023, with new modules being made live at intervals following the initial launch. This included the move to payroll in April 2024. This has resulted in £4.270m of project milestones and resourcing costs being completed in this period. Whilst the product is now in general operation for all intended core functions, there remains a period of programme activity to optimise its use and develop the range of functionality further to best exploit the council's investment.

47. To support this work and ensure the safe and effective use of the Oracle product post the two stages of go-live, a requirement continues for significant specialist consultancy support. The cost of these resources should be capitalised within the programme budget so, as part of the council's financial review and final revenue position for the year, internal staff costs totalling £0.302m were not capitalised in 2023/24 creating more capacity in the capital budget for 2024/25 to support the retention of external resources.
48. The disaggregation of the two go-live phases (effectively delaying one part until April 2024) meant that the programme duration was extended beyond its originally planned timescale. Resolving the technical issues carried over from programme go-live requires the post-implementation support period to continue and programme resources to be retained. The contract also retains several milestone payments until such time as the product is fully working and embedded and this support period is formally exited.
49. As a result of these factors, £2.091m has been moved to future years budgets and will be reprofiled to enable programme close-out and contribute to funding the anticipated optimisation activities.

Assets

50. Spend on Affordable Housing and Commuted Sums in 2023/24 was lower than anticipated due to a slow down in project delivery. £0.353m has been moved to future years. £0.015m has been moved to future years on the Capital Receipt Enhancement budget line.
51. Two live projects remain in the Phase One Depot Programme. Works at Warminster Depot are complete with one final drainage issue that needs to be resolved with the contractor. Once this is complete the outstanding retention will be paid to the contractor in 2024/25. The final project is the construction of the new depot in the southwest, Hindon Stagger. Planning permission has now been achieved, works will commence and are due for completion in 2024/25. £0.272m has been moved to future years on this budget line. This primarily accounts for delays associated with agreeing the planning conditions which in turn delayed the enabling works for Hindon Stagger and works to the Chippenham Parsonage Depot.
52. The Facilities Management Operational Estate budget is for multiple projects that deliver essential capital maintenance works covering all areas and building types in the Operational Estate. A RAG rating process has been completed across the estate to support prioritisation of works and a programme of works developed to cover both 2023/24 and 2024/25. 151 individual projects have been completed in 2023/24 with others in train. £0.142m has been moved to future years to align with project delivery.
53. There has been no progress regarding the Stopping Up site that had been identified as part of the Gypsies and Travellers Projects. Further sites will be considered in 2024/25. £0.087m underspend has been moved to future years.
54. Since opening the Phase Two Lyle Building at Porton Science Park in June 2023 the council has been working through defects and remaining landscaping matters with the main contractors, and fitting out office and laboratory space for key tenants who are

now moving into approximately 60% of the available space. Some works remain to be addressed into financial year 2024/25 including: implementation of a back-up (generator) power supply, improvements to visitor car parking, finalisation of landlord's fitout for tenants moving in, and items of fitout to the shared areas. All currently scheduled works are due to complete in the first half of 2024/25 and the capital project will be closed at the appropriate juncture. As a result of these continued works £0.899m has been moved to future years.

55. Melksham Community Campus opened on 01 August 2022 and continues to have a significant impact on participation levels across the leisure and library services. The final aspects of fixtures, fittings and equipment purchase have now taken place, the public art installations completed and the swim timing system was fitted in March 2024. Some of this has taken longer than anticipated due to supply chain lead in times. The defects period has ended and the final retention paid. A budget movement of £0.061m from the Melksham House budget line to the Melksham Campus budget line has been implemented to offset an overspend resulting from an outstanding contractor payment.
56. The refurbishment of Melksham House concluded early in February 2024. This Grade II listed building has been completely restored and reconfigured to provide an education facility for young people with Social, Emotional, Mental Health and Wellbeing needs (SEMH). The building infrastructure has been upgraded and fully electrified, incorporating photovoltaic solar panels an air-source heat pump and electric vehicle charging points. Melksham House will provide education for primary and secondary aged pupils, the majority with an Education Health Care Plan. A procurement process is currently underway to secure a registered education provider, with the new school opening in 2024/25. The remaining £0.213m underspend on the line (once the £0.061m has been moved to Melksham Campus, referred to in para 55 above), has been moved to future years.
57. The Property Carbon Reduction Programme (PCRP) has delivered multiple projects across the council's property estate during 2023/24. These projects have the objective of reducing the council's carbon emissions and generating utility cost savings. Glazing has been installed between the atrium and office spaces at County Hall and PV panels installed on the south east external wall. Across the library and leisure facilities LED lighting upgrades will be delivered this year. Electrical upgrade works commenced at Bradbury Manor and Devizes Library in readiness for decarbonising the heating at those two sites by installing ASHPs. A biomass boiler has been relocated from Avon Valley College to Durrington Swimming Pool and the new system is operational. £0.278m has been moved to future years to align with the revised forecast programme.
58. The Park and Ride Solar Canopies Capital Scheme will provide PV canopies over car parking spaces which generate electricity to be used directly in council buildings to reduce utility costs. The solar car park canopy at Five Rivers Health and Wellbeing Centre completed in March 2024 and is now generating electricity. A handover date is expected in June. This is the pilot that will be rolled out to multiple car parking areas across the Operational Estate and so the design and install of a solar car park canopy at Corsham Campus is currently being tendered. £0.552m has been moved to future years.

59. The Facilities Management Investment Estate has delivered 20 individual projects in 2023/24 providing essential maintenance works across the Investment Estate, which includes the Rural Estate assets. £0.086m has been moved to future years.
60. Consultation on the draft Local Plan Reg-19 has now closed and is pending submission for inspection. The Council as landowner, continues to work with landowners to the south of Chippenham. £0.038m has been moved to future years to align with scheduled programme and project invoicing.
61. The Housing Acquisitions funding has been put in place to purchase a range of properties that support a range of council services to provide accommodation for specific client groups in the community. In 2023/24, the council has completed the purchase of one property for the Rural Estate. A second property for the Whole Life Commissioning team for adult care is in progress and will be completed in 2024. £0.492m has been moved to future years for the completion of this purchase. A further 12 properties are in the conveyancing process and will be completed during 2024/25.

Capital Loans

62. This represents the capital loans funding provided to Stone Circle companies in 2023/24. The total capital loan for 2023/24 was £18.109m for Stone Circle Housing and £1.474m for Stone Circle Development Company.
63. Stone Circle Housing Company purchased seventy properties in 2023/24. In total Stone Circle Housing company has acquired one hundred and sixty two properties (92, from previous year plus 70 above) as of 31 March 2024 and has a Capital Loan of £41.115m and a working capital loan of £0.746m from Wiltshire Council.
64. Stone Circle Development Company has worked on five development sites The end of year slippage of £4.323m is due to sites progressing at a slower pace than anticipated. As of 31 March 2024 the company has a Capital Loan of £3.365m and a Working Capital Loan of £0.283m from Wiltshire Council.
65. Wiltshire Council charged interest to Stone Circle Housing Company of £0.995m and Stone Circle Development Company of £0.148m for 2023/24 and this income is reflected in the revenue budget.

Information Services

66. The ICT capital programme is shown across Applications, Business as Usual, Other Infrastructure and Get Well, and covers staff costs and project costs to deliver key infrastructure, applications, cost of replacing staff devices and for further digital transformation and activities and emerging fields like business intelligence.
67. The Applications programme is implementing a new case management system for the Public Protection service which will enable customers to self-serve and the business to automate processes and provide mobile working for staff. The project is due to go live in October 2023. The capially funded teams continue to deliver improvement to Council operations through in-house software developments, productivity and automation alongside supporting transformational programmes of work such as the Customer Experience programme where recent upgrades to the 'MyWilts app' have

significantly improved the customer experience and efficiencies for Council staff and third-party contractors.

68. The Applications programme is implementing a new case management system for the Public Protection service which will enable customers to self-serve and the business to automate processes and provide mobile working for staff. At quarter it was reported that the project was delayed to October 2023. Further delays were reported at quarter three due to supplier issues with data migration and resource availability. Since then further delays have occurred triggering a report to the Resources Performance Outcomes Board and subsequently an escalation meeting with the Directors for Environment and ICT and the CEO of the supplier to seek commitment and appropriate recompense. Increased costs are expected to fall within project budget contingency however as a result of these challenges all milestone payments will now fall within quarter two of 2024/25.
69. Capitably funded teams continue to deliver improvement to Council operations through in-house software developments, productivity and automation alongside supporting transformational programmes of work. Work has progressed to the development phase of the MyWilts platform with an expected completion date of July for the first iteration of the new MyWilts application. Improved messaging to the public regarding highways cases was successfully deployed in December 2023. The Enterprise Architecture team continues to bring value to key transformational programmes providing technology, guidance and expertise. Across this budget line £0.222m has been moved to future years.
70. Within the Business as Usual capital budget, the Devices for Personas project will replace the aging laptop estate. This project is within tolerance for timescales, cost, and quality and is in the final phase of deployment. 2,375 new laptops have been deployed to date. 80 of 150 tablet devices have been deployed and the remaining stock will be deployed shortly. Additional tablets will be procured and deployed as required. The project is on track to replace all laptop devices that are unsupported by Windows 11 by October 2025, which is a key objective. There was an un-expected short delay in receiving a batch of laptops which has pushed goods received into the early part of 2024/25. Across this budget line £0.771m has been moved to future years.
71. The Other Infrastructure budget line was implemented to cover miscellaneous ICT and technology equipment that required replacing across the Council. This line has funded hybrid meeting room equipment that continues to be reviewed and updated following feedback. An example of this is the improved the technology and acoustics in the conference suite. This line also covers the delivery of new audio visual equipment for use in the council's democratic meetings with the supply and fit of new equipment for key council business meetings including new microphones, cameras and internet streaming technologies in both the council chamber and key cabinet meeting rooms. Issues arising with these installations have been resolved and the projects closed down. The new area boards AV equipment is also in use and receiving positive feedback and so this project has also been closed down. The last remaining AV project was for the Coroners Court in Salisbury. Installation of the upgraded equipment completed in September 2023 and this project has closed. £0.092m has been moved to future years on this budget line.

72. The Get Well capital budget line funds Project 99 which was instigated to improve the failing server and network estate. It has delivered the majority of actions from the Phase 2 business case along with new monitoring systems which are now being continuously expanded and improved upon. The service is now transitioning to the maintenance phase for the systems and instigating pro-active improvement processes based around a 5-year lifecycle. Benchmarking against the Cyber Assessment Framework from the National Cyber Security Centre has taken place and the resulting Cyber Security Strategy is currently going through appropriate internal governance and approval.
73. ICT successfully appointed an implementation partner to support delivery of cloud, network and security improvements and work commenced in November 2023. The first units for the network replacement arrived at the end of 2023 and the second delivery of hardware has now been received. This has all been successfully soak-tested and is undergoing configuration for deployment to site. Market engagement for the Backup System replacement have concluded and the ICT Server team are working with procurement to tender this requirement.
74. The print refresh project has achieved a reduction in printer numbers in hub buildings by approx. 50%. At other satellite sites printer numbers are down to a minimum whilst maintaining operational effectiveness. The new printers are more efficient in power and toner usage. All new printers are on the Canon maintenance and support contract and have the ability to automate toner replenishment. As of March 2024, all sites have new printers except leisure centres. An order has gone out to replace these which will mean all sites and services have access to new reliable printers. Delivery and installations were scheduled for May 2024. £0.092m has been moved to future years cross this budget line.
75. Whilst progress has been good across the range of ICT programmes, key risks continue to be vendor delays due to commitment to providing resource for key projects as well as supply chain issues which leads to suppliers unable to meet original delivery dates and subsequent delays in supplier invoicing. This will be managed robustly along with continued profiling and re-profiling of budgets.

Housing Revenue Account (HRA)

76. The table below shows the capital programme summary position for the Housing Revenue Account. Following lower levels of delivery in previous years and significant slippage of £12.156m in 2022/23 financial year, the programme has total spend for 2023/24 of £41.144m.
77. Appendix B shows the breakdown of the capital budget adjustments in quarter four. Reflecting 2023/24 spend requirements for HRA, £2.846m has been brought forward for the HRA Council House Build Programme and £4.311m for the Refurbishment of Existing Council Stock. These pressures are used to inform and uplift the budget, using future years capital allocations to finance the overspends. Where programmes have underspent, this results in slippage of £2.971m that has been moved into 2024/25.

Table 6 – Capital Programme 2023/24, HRA

	Final Budget 2023/2024 £m	Total Spend 2023/2024 £m	Budget Remaining 2023/2024 £m	Underspend (Budget Removed) £m	Budget Slipped to Future Years £m
Housing Revenue Account Total	44.115	41.144	2.971	0.000	(2.971)

78. The HRA Capital programme consists of two elements, planned capital maintenance and the council house build programme. The planned capital maintenance of the existing housing stock covers bathrooms, kitchens, roofs, boilers etc. and the Council House Build programme, which has been split into different phases, and is planned to deliver one thousand homes over the next ten years. 2023/24 was the fourth year of the programme. To date the first three phases of the programme have delivered 347 new homes, with only phase 3 contributing to the above target having delivered 139 homes so far.
79. The Council House Build programme planned 77 homes for completion in 2023/24. In the event, forty-four units have been completed with a further nineteen units commencing works on site. The outturn slippage of £2.971m is due to various factors including the complex nature of the programme which impacts the ability to deliver all expenditure and include complex contract negotiations, contaminated land remediation, length of planning and conveyancing processes, sites delay caused by weather, material supply chains and the difficulties seen in the labour market.
80. The majority of the overspend is within the Refurbishment of Council Stock; £4.311m and this is due to a combination of factors; increased unit costs due to inflation on contractors and materials but as shown in Table 7 below, following lower levels of delivery in previous years, there has been significantly more investment in homes in 23/24. This has delivered investment originally intended in previous years. This is particularly important to continue to meet the Decent Homes Standard across our stock and to deliver the ambition of our Housing Energy Efficiency Programme (HEEP) to improve the thermal performance of our stock, which will reduce running costs for tenants and improve our EPC rating and deliver a reduction in carbon usage.
81. The original budget for 2023/24 for the Refurbishment of Council Stock was £12.767m. An early forecast in quarter two had identified a potential underspend due to the demobilisation of the existing planned maintenance contract and the mobilisation of new providers mid-year. At quarter two this forecast underspend was slipped to 2024/25. The underspend did not materialise and therefore the slippage has been reversed at outturn. In addition, a further £1.244m has been brought forward from 2024/25 to cover an overspend. In total £4.311m has been brought forwards. The overspend is due to a combination of factors, primarily an inflationary increase in the cost of contractors and materials but also due to a significant increase in the investment in homes and the volume of works following lower levels of work and underspends in previous years. This is particularly important to continue to meet the Decent Homes Standard across the stock and deliver the ambition of the Housing Energy Efficiency Programme (HEEP) to improve the energy performance of our stock, which will reduce running costs for our tenants, improve our EPC rating, and deliver a reduction in carbon emissions.

82. Examples of the increase in investment are shown in Table 7. This shows the increase in the activity from 2022/23 to 2023/24 and the numbers of components replaced. The components are the key measure of the Decent Homes Standard, and in addition to the activity listed under HEEP other components improve the energy efficiency of the stock e.g. windows and insulation.

Table 7 - Examples of components delivered:

Components Delivered	2022/23	2023/24
HEEP (inc Solar Panels)	50	386
Window (full house) Replacements	32	136
Re-Roofing	25	41
Cavity Wall Insulation Replacement	0	90
Kitchens	117	155
External Planned Works (soffits, fascias, rainwater goods)	429	646
Bathrooms	39	86
Boiler Replacements	139	158

83. In addition to this investment, in 2023/24 two complete property renovations were undertaken on identical properties in the same location, installing different heating and hot water systems in each. This will enable the capture of energy data to compare the performance of each system and inform future decision-making. Also undertaken in 2023/24, at a cost of £0.575m, was the complete redesign and replacement of the roof of one of the Sheltered Schemes, moving from a flat to a pitched construction, which will reduce maintenance costs and improve the thermal performance of the scheme for years to come.

Place

84. The table below shows the capital programme summary position for Place Directorate. The total spend for 2023/24 was £49.054m against a budget of £59.608m, which results in slippage of £10.510m that is requested to roll forward into future years.
85. Appendix B shows the breakdown of the capital budget adjustments in quarter four. For Place Services £4.918m budget was brought forwards from future years to accommodate accelerated spend in Highways and Transport, Economy and Regeneration and Waste Services. A total of £0.470m has been added to the programme budgets in 2023/24 in quarter four under Chief Finance Officer delegated powers, £0.219m additional grant, and £0.252m S106.
86. £0.045m has been removed from various scheme budgets in 2023/24 as the feasibility studies have completed and the remainder is no longer required. This is outline in more detail in the next sections of the report and in Appendix B.

Table 8 – Capital Programme 2023/24, Place Services

	Final Budget 2023/2024 £m	Total Spend 2023/2024 £m	Budget Remaining 2023/2024 £m	Underspend (Budget Removed) £m	Budget Slipped to Future Years £m
Highways & Transport Total	41.290	36.402	4.888	(0.010)	(4.879)
Economy & Regeneration Total	15.354	10.236	5.118	(0.007)	(5.111)
Environment Total	1.339	1.014	0.325	0.000	(0.325)
Leisure Culture & Communities Total	1.625	1.402	0.223	(0.028)	(0.195)
Corporate Director - Place	59.608	49.054	10.554	(0.045)	(10.510)

Highways & Transport

87. Fleet provides the necessary vehicles for the council to carry out its services including provision of snow blowers, waste vehicles, carbon neutral pool car fleet, replacement electric vehicles, mini-buses, and vans. In September 2023, Cabinet approved the use of The Procurement Partnership Limited (TPPL) framework to procure light good and specialist vehicles. In total Fleet Services purchased 98 vehicles which were all delivered in 2023/24 and installed 134 electric vehicle charge points were installed on 67 units. The larger vehicles ordered in 2022/23 are still under construction and will not be delivered until 2024/25.
88. All four 12t refuse collection vehicles purchased by the Waste service are now in operation. Payment of invoices is imminent. An order was placed for an ex-demo 26t Refuse Collection Vehicle and this arrived in December 2023. However payment has paused due to delays in a novation agreement. This will now be paid in quarter one 2024/25 The remaining budget will be utilised to procure a smaller ancillary vehicle. Quotes are being sought and delivery is expected this year. A further commitment was made in quarter four to fund one new 26t Refuse Collection Vehicle. Payment for this vehicle is also due in quarter one 2024/25.
89. Across the various budget lines for Fleet Vehicles £1.731m has been moved to future years.
90. Highway Flooding Prevention and Land Drainage works have gone well and an allowance for the overspend has been made within the Structural Maintenance block to cover this. £0.416m and therefore been moved between schemes to accommodate this.
91. The Integrated Transport programme is funded by DfT grant and S106 and covers design and implementation of a range of safety engineering schemes and projects to improve economic growth, road safety and traffic management. This includes new and improvement works to existing signing, traffic signals, street furniture, crossings and cycleway/footway implementation and improvements. A contribution from this capital scheme was made to the River Park project in Salisbury. Overall, the majority of projects included within the works programme were completed, however a lack of staff resource at the beginning of the year has resulted in £0.370m being moved to future years. These staff resources issues have now been resolved.

92. The Local Highways and Footpath Improvement Groups schemes deliver numerous projects over the course of year. There were 413 projects that were in the programme with 199 completed by the end of March 2024. Some delays were experienced in April to July due to the new term contract and timescales are also dependent on decision making by the groups themselves. £0.259m has been moved to future years to align with forecast delivery.
93. The LED Street Lighting project has completed and the remaining £0.007m removed from the budget under S151 Officer delegated powers.
94. Included within Highways & Transport are the Structural Maintenance and Bridges programmes. These are funded by grant from the Department for Transport (DfT) and the schemes cover maintaining, improving and renewing carriageways and footways including reconstruction, resurfacing, surface dressing and patching. The grant funding is also used for lighting column and traffic signal replacement and re-decking, resurfacing, masonry repair and strengthening of bridges. It ensures the renewal, repair and preventative maintenance of carriageway/footway and land drainage infrastructure to prevent flooding. Overall, the Structural Maintenance block has gone well. There is a small underspend that reflects the changeover of contractor for the Term Maintenance Contract in April 2023 and a lower spend on the Structures and Bridges block than anticipated. £0.416m has been moved to the Highway Flooding Prevention and Land Drainage Schemes to offset overspend. Overall, £1.846m has been moved to future years.
95. Following health and safety inspections further traffic management works have been required at the Churchfields Depot, Salisbury. A small underspend of £0.011m will be moved to future years to manage any further requirements during 2024/25.
96. All of the Real Time Passenger Information (RTPI) signs installed 17 years ago have been replaced. A total of 188 units were replaced along the key bus network between Salisbury and Bath and Salisbury and Swindon. The remaining £0.063m has been moved to future years and allocated to roll out additional RTPI at key destination hubs in Chippenham, Trowbridge, Devizes and Salisbury.
97. Drainage Improvements have been delayed due to issues in gaining landowner agreement for outfalls. This is now close to resolution. £0.341m has been moved to future years
98. The Major Road Network schemes are progressing. A Project Outline Business Case (OBC) was initially submitted to Department of Transport (DfT) in Summer 2022 for the M4 Junction 17 scheme, with an updated re-submission made in Summer 2023. Preparations have been made for the next stage of the project, but the ongoing delay in receiving approval of the OBC from DfT means that the scheme is unable to progress to the next stage. The design programme, along with various site investigations and surveys, have therefore been delayed and the underspend of £0.058m has been moved to future years.
99. Detailed design for the A338 Salisbury Junction Improvement is approaching completion. On-site advanced trial hole works were undertaken in late 2023, to seek to locate and identify underground services and inform the design regarding the extent and scale of utility diversion works needed. Liaison with public utility companies

continues as the costs associated with the utility diversions are significant and projected scheme costs have escalated. Good progress has been made with Salisbury City Council in connection with the land transfer required to deliver the scheme. As a result of the additional input beyond that anticipated, spend has increased and so £0.099m has been brought back from future years to balance the 2023/24 budget. The costs and timescales to bring the scheme forward to site are currently being reviewed, and it is possible that local highway capacity pressures could influence when the works can come forward.

100. Good progress has been made on the A350 Chippenham Bypass Scheme (Phase 4 and 5) during 2023-24 to complete the design phase of the project. This has included a comprehensive procurement exercise, contractor identified for the project; Full Business Case (FBC) submitted to DfT for review in December 2023 and on site seasonal advanced works undertaken to mitigate delivery risks. DfT approval is pending and this will allow the scheme to progress toward the delivery stage. A small underspend of £0.019m has been moved to future years.
101. There has been no significant progress made during 2023-24 on the A3250 Melksham Bypass Scheme. The scheme is currently 'on hold' pending the outcome of National Highways' north - south connectivity study, which may have implications for the status of the A350. Future expenditure has been reprofiled to reflect ongoing delays to the scheme and on the basis that the Outline Business Case is now not likely to be finalised until April 2025 earliest.
102. It was reported at quarter three that the Dunns Lane Car Park Scheme in Castle Combe had been withdrawn as availability of land has fallen through. Cabinet is asked to approve the removal of the final £0.003m remaining in the budget.
103. Safer Roads Grant funding (DfT) has been secured for improvements to the A3102. Whilst the majority of the budget has been spent, budget had been moved within the year to facilitate greater levels of expenditure on higher level intervention measures that are anticipated in future years. The remaining £0.137m has been moved to future years.
104. At its meeting on 14 November 2023, Cabinet endorsed the proposed Depot Strategy report and recommended to Full Council to approve a capital budget of £37.928m for delivery of a new central area strategic depot at Melksham and critical short-term maintenance requirements for the depots county-wide. A governance structure has been established for the wider depot strategy programme which oversees the Central Area Depot, Short-Term Maintenance, Royal Wootton Bassett Depot, North/South Business Case and Kennet House Depot.
105. With regards to the Central Area Depot, ecological surveys have commenced on the site which will inform any mitigation and bio-diversity net gain requirements and a review of service requirements is in progress which will finalise the services and optimal layout for the site. £0.043m has been moved to future years for the Central Area Depot.
106. The Short-Term Depot provision has delivered improvements to an MOT bay and initial investigation works for the interim Royal Wootton Bassett depot. £0.027m has been brought back from future years to off set the additional spend in 2023/24

Economy & Regeneration

107. The council has a partnership agreement with the Environment Agency (EA) to deliver the River Park scheme in Salisbury. This project will result in the reduction of flood risk in the city and make significant environmental improvements, including on land owned by the council, which will result in positive social and wellbeing outcomes for residents and visitors. The project has faced inflationary pressures, the discovery of additional materials in the ground requiring removal, and unpredictable weather conditions. The overall scheme has therefore faced significant budgetary issues. To support the additional cost the council has secured a Forestry Commission grant for tree planting (£0.218m of which was added to the programme in quarter four), £0.414m from the Integrated Transport budget line for bridge and cycle route provision and previously Cabinet approved use of CIL funding and budget movement from future years to improve the council's coach park. The remainder of the cost overrun has been funded via the EA and Flood Defence Grant in Aid (FDGIA). The project is due to complete in summer 2024. £0.003m has been moved to future years.
108. Salisbury Future High Street programme focuses on the Station Forecourt and Fisherton Street Gateway schemes in Salisbury to enhance the public realm and improve accessibility, making it easier, safer, and more convenient to travel into the city centre. Detailed designs for the Station Forecourt works have been finalised and the Letter of Acceptance has been received from Network Rail. The time taken to receive the approvals has delayed the commencement of construction works to June 2024. The construction programme is scheduled to take one year to complete. Linked to this, Heritage Living is subject to a change request to the Department of Levelling Up, Housing and Communities, reflecting the market activity on the site and the updated subsidy control position.
109. The Fisherton Gateway Scheme has commenced construction. There have been numerous logistical challenges previously reported, which have caused some delays to the project, which has affected the ability to spend the allocated budget in 2023/24. The project is also managing a projected overall overspend due to discrepancies in the gas network.
110. The Trowbridge Future High Streets Fund will deliver a range of projects that aim to strengthen the sustainability of Trowbridge town centre by creating a more diverse offer and increasing footfall. Ensuring this long-term sustainability involves maximising the use of some key buildings, bringing vacant retail units back into use, as well as improving connectivity, the public realm and active travel opportunities within the town centre.
111. There has been good public and stakeholder engagement regarding the Transport and Public Realm projects. With regards to the Transport projects the Site 2 Castle Street works completed in the Autumn of 2023 and Site 3 Manvers Street and Wicker Hill works have now commenced construction. A Public Realm strategy and design has been completed, and the works order has been placed, with items awaiting delivery ahead of installation.
112. The Trowbridge Town Hall refurbishment works commenced in September 2023. The project is on programme for construction to complete in May 2025. In the last period the Great Hall has been fully opened up to create the new event space. Re-roofing works progressed well and completed in May 2024. Demolition works are approaching

completion with re-constructions works having started in many internal areas. Once the works are completed the intention remains to transfer the asset to Trowbridge Town Hall Trust. Expenditure has accelerated in this project and so £0.120m has been brought back from future years to offset this.

113. The River Biss project is being managed by Wiltshire Wildlife Trust and is currently pending planning consent. A re-procurement exercise for the main contractor also needs to take place and is currently out to tender. These two issues have caused an underspend in 2023/24 however the majority of funding has been defrayed, with the remaining sum to be passported to Wiltshire Wildlife Trust once the works contract is awarded.
114. All of the Vacant Units Grant funding has been approved and allocated to town centre developers and landlords. The majority of the funding has been paid and 25 projects are due to be completed by September 2024.
115. Both Future High Street programmes have slippage requirements to future years; £1.730m for Salisbury and £2.151m for Trowbridge. Both programmes are affected by cost inflation and timescales associated with ensuring good design development. The Council has now received confirmation to extend the completion timeline for projects from DLUHC as projects will still be in construction beyond March 2024.
116. The UK Shared Prosperity Fund (UKSPF) grant is supporting the programme management and delivery of the Housing Upgrade grant funding that will retrofit energy efficiency systems into homes under private ownership. The Invest in Wiltshire grant scheme, has funds available over 2023/24 and 2024/25 and is now in the process of making its first grant awards across a number of streams with some businesses starting construction. Funds will pay out retrospectively in line with government guidance and so whilst funding has been committed funding has not yet been released. The Retrofit and Neighbourhood funds programmes are also progressing expenditure. The Rural England Prosperity Fund grant funding provides similar support but for rural areas. This funding sits within the UKSPF capital scheme line. £1.228m has been moved to future years.
117. Project delivery has ceased on the Wiltshire Ultrafast Broadband Projects. The remaining funding will be returned to government once the closure and completion process has taken place. The remaining funding relates to under-performance by the contractor Gigaclear and this funding is currently in the 2024/25 budget. Closure processes are dependent on external agencies resolving issues (BDUK and Gigaclear).
118. The Wiltshire Online has residual budget in place to support the Superfast Programme. This programme is in the BDUK contract closure phases and will remain so until September 2027. Cabinet is asked to approve the removal of £0.007m from this capital scheme.

Environment

119. Waste Services includes numerous capital projects that fund the provision of essential assets such as recycling bins, black boxes, wheelie bins, and subsidised food waste digesters, as well as supporting one off projects to help deliver service changes at Household Recycling Centres (bag sorting and DIY waste disposal at HRCs), and the installation of emissions control equipment at a strategic waste treatment facility. Funding is also allocated to deliver compliance projects in respect of the council's closed landfill sites.
120. In total £0.263m is requested to be moved to future years. Across the following aspects of Waste Services. Food digesters continued to be provided in line with demand. However officer capacity issues and necessary prioritisation of Waste Transformation and the wider Depot programme works have delayed planned promotional activity to create more awareness of subsidised sales. Emissions control equipment and monitoring arrangements are now in place. However, compliance with the revised Environmental Permit conditions are still to be confirmed by the regulator, the Environment Agency. Specialist consultancy has been procured and appointed and subsequently site assessment surveys undertaken to inform capital work requirements at key closed landfill sites.
121. There are two budget areas that across the Waste Service budget line that have necessitated a total of £0.084m drawback from future years. Wheeled bins have continued to be purchased in line with service demand, ensuring continued delivery of this public-facing service. The demand for recycling boxes was met within the allocated 2023/24 budget and so a third order was not required. A stock replenishment order will be placed in early 2024/25. The Household Recycling Centre (HRC) supports two revenue budget savings projects. The HRC bag sorting infrastructure is now fully implemented at all sites.
122. Homes Upgrade Grant funding (HUG2) provided through the Department of Energy Security and Net Zero (DESNZ) will enable eligible homes to be retrofitted with energy saving systems. The procurement process to appoint an appropriate contractor has been completed and is pending award of contract. The funders mock Delivery Assurance Check has been completed and passed, all governance documentation and project design has been completed and work has started with the Communications team to produce a comms plan. Data has been used to identify batches of eligible homes which will be contacted to offer grant funded energy efficiency upgrades. £0.062m has been moved to future years.
123. £0.252m has been added to the capital programme in quarter four to deliver the Trowbridge Bat Mitigation Strategy. This work has been funded by S106 and has been used to purchase land at Yarnbrook to deliver biodiversity improvements that facilitate the development of two planning applications. There was a net loss of biodiversity on the development site due to the proposed layout of the scheme. The financial contribution was paid to the Council to purchase land to create the necessary biodiversity improvements to meet the provisions set out in the Trowbridge Bat Mitigation Strategy.

Leisure, Culture and Communities

124. One hundred and seventy six community led capital projects have been grant funded across the eighteen Area Boards with a total spend of £0.372m. The total community value of the funded projects, including volunteer hours and other fundraising efforts totalled over £2.500m. Therefore, for every £1 of Council investment, the total community value was £6.72. A wide range of initiatives were supported that were able to demonstrate objectives aligned to the Wiltshire Council business plan. Predominately these capital items were to improve vital local community facilities and purchase essential equipment for local organisations. Cabinet is asked to approve the removal of the remaining £0.028m from the capital programme.
125. Leisure Services have profiled their fitness equipment requirements across all leisure centres and this has resulted in a reprofile of budgets across future years to align with the new forecast delivery plan. Installation of any procured fitness equipment is linked to the pipeline of projects which are now making good progress this associated spend will be made in 2024/25. The remaining funding on this budget line has provided replacement spin bikes at Springfield Community Campus, Corsham and the Olympiad, Chippenham, studio equipment at The Activity Zone, Malmesbury and Five Rivers Health and Wellbeing Centre, Salisbury and a squat rack for the fitness suite at Leighton Recreation Centre, Warminster. The underspend of £0.007m has been moved to future years.
126. The Libraries capital funding is being used to develop innovative digital solutions and improvements to Library services and facilities. Following the Peer Challenge in July 2023, the service will be developing a Library Strategy that will inform how the remaining capital allocation is spent. In the meantime work continues on digital innovation and this has included the upgrade of the building management systems in Calne and Devizes Libraries. The remaining budget of £0.010m has been moved to future years.
127. Work to deliver a new leisure centre for Trowbridge is continuing at pace. The project has progressed to stage three development and the initial designs for the building have undergone an informative and robust design review process. The internal and external designs will now be progressed ensuring that the building complements its surroundings. A robust and evidence-led carbon strategy is also being developed. A pre-planning engagement process is just about to commence and this will help inform the final planning submission. A small underspend of £0.022m has been moved to future years.
128. The Leisure Requirements capital scheme funds a planned pipeline of leisure facility improvements that are intended to generate greater usage of each facility, improve health and wellbeing and increase sustainability for the priority facilities is progressing well. The Warminster Sports Centre project includes relocating and improving the fitness suite in Warminster, refurbishing the existing studios and creating a consultation room and converting the existing fitness suite into a multi-purpose space for spinning classes and community events such as meetings and parties.

129. The Marlborough Leisure Centre project will improve and extend the fitness suite which will include new equipment, a consultation room and all associated plant, creating a spacious, modern environment. The wet change will be redesigned to increase the size of the changing facility and include new fixtures and fittings throughout, family changing cubicles and single sex group changing and generally improving accessibility. A Changing Places facility will also be installed, which will particularly benefit anyone with mobility issues.
130. The Devizes leisure refurb has progressed to construction and includes a full replacement of the fitness equipment and flooring in the main fitness suite and current weights room, adding a consultation room and upgrades to infrastructure, finishes and fixtures creating a modern fitness suite. The upstairs fitness studio is also being improved. Over the Leisure Requirements budget line £0.156m has been moved to future years as progression through some of the project stages has taken longer than anticipated, but all are now well under way.
131. New capital funding was added to the programme in 2023/24 to merge the reception and help desk at the Wiltshire and Swindon History Centre to a single service point (Phase 1). In addition, the Performing Arts Library was to be relocated to the ground floor of the History Centre (Phase 2). Phase 1 was completed in December 2023 and all affected areas made good. Phase 2 has been delayed unto 2025/26 due to procurement and configuration issues. It was recognised that on tendering for the works, potential suppliers were unable to create a design in the designated space that would accommodate all stock. In the meantime, the PAL drama collections located in Devizes Library basement continue to reviewed and weeded with some new stock to be ordered as replacement where necessary. All the remaining budget for 2023/24 has been spent.

Capital Programme 2023/24 Funding

132. The Capital Programme for 2023/24 has been financed as shown in the table below based on actual spend.

Table 8 – Capital Programme 2023/24 Funding

Funding	£'m
Grants	58.986
Other Contributions	0.071
S106 Contributions	1.485
CIL Contributions	2.760
HRA	33.042
General Fund Receipts	1.719
Right To Buy Housing Receipts	1.950
Shared Ownership Income	0.411
Stone Circle Capital Loan	19.583
Funding from Revenue	2.217
Borrowing	41.197
Total Capital Spend Programme 2023/24	163.421

133. The borrowing amount of £41.197m, together with historic Council borrowing, will generate a Minimum Revenue Provision (MRP) charge, which is the amount councils have to statutorily set aside to repay the debt.
134. The Council brought forward into 2023/24 £3.028m of capital receipts from previous years has achieved £1.882m receipts from the disposal on assets in 2023/24, this includes Melbourne House. As at 31st March 2024 the remaining balance on Capital Receipts was £2.415m.

Overview & Scrutiny Engagement

135. Regular reports are taken to Overview & Scrutiny relating to the Council's financial position. This report is being considered at the meeting of Financial Planning Task Group on 9 July 2024.

Safeguarding Implications

136. None have been identified as arising directly from this report.

Public Health Implications

137. None have been identified as arising directly from this report.

Procurement Implications

138. None have been identified as arising directly from this report.

Equalities and diversity impact of the proposals

139. None have been identified as arising directly from this report.

Environmental and Climate Change Considerations

140. Schemes are included within the Capital Investment Programme that support the council's commitment to become carbon neutral by 2030, such as the Property Carbon Reduction Programme, Fleet Vehicles, and capital build projects.

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

141. If the Council fails to take actions to address forecast shortfalls, overspends or increases in its costs it will need to draw on reserves or undertake further borrowing. The level of reserves is limited and a one-off resource that cannot be used as a long term sustainable strategy for financial stability and additional borrowing will bring additional revenue costs
142. The roll-forward of underspends will set aside funds to manage the slippage in the delivery of approved schemes and ensures that approved schemes are able to be delivered successfully.

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

143. Ongoing budget monitoring and management forms part of the control environment and is a mitigating process to ensure early identification and action is taken. This control has been effective during the year and as a result the risk managed, with the effect of significant amounts being set aside in reserves to help support financial risks in future years.

Financial implications – Section 151 Officer Commentary

144. This report is the final report on the Councils capital budgets for the financial year 2023/24.
145. The Councils capital programme started out at £199.127m, over the course of the financial year, budget and schemes have been added to the programme, reprofiled and moved to future years and drawn back to facilitate expenditure for a number of projects where spend and scheme delivery has been accelerated. Overall, this has resulted in a budget reduction of £8.777m to a final quarter four budget of £190.350m.
146. Based on historic performance, the final year end position is higher than previous years that have seen spend in the region of £111m - £128m although the programme still contains further profiling into later years of £26.870m with the final capital spend being £163.421m. Where the profiling can, to a certain extent, be contextualised the focus of improving the profiling position continues to be an ongoing improvement area for 2024/25.
147. The initial capital programme set for 2023/24 (excluding slippage from 2022/23) was ambitious but was significantly lower than the £307.115m budget set for 2022/23. The governance process for the capital programme was reviewed in early 2023/24 and was decoupled from the Asset Gateway Group, and a stand-alone Capital Investment Programme Board created. This has enabled a process of 'deeper dives' into key capital budget schemes and has required services to profile their budgets for the first time, challenging services areas and providing greater assurance on deliverability.
148. Through this approach 86% of the final quarter four budget has been spent in 2023/24. (Spend: £163.421; Budget £190.350). In 2022/23 this was 71% (Spend: £128.380; Budget: £181.114m). Whilst this is driving the programme to a more realistic level, there are still opportunities to address profiling and phasing of projects and to gain further clarity of some of the challenges with delivery.
149. This year £20.937m has been drawn back to accommodate accelerated spend. This is much higher than for 2022/23 and so this needs to be investigated further as schemes that are funded by borrowing will see a direct impact on the revenue budget for 2024/25 in the charge made for Minimum Revenue Provision, so it is vital that improvement is made and oversight given where there are spend variances.
150. In 2024/25 the Council has an approved programme, subject to the approval of slippage and reprogramming, of £255.667m. This level of investment and the schemes within the programme will once again need to be reviewed by Cabinet, to ensure they

are aligned with future policy direction and confirm the profiling and phasing. This will be updated in the quarter one report to Cabinet in September 2024.

Legal Implications

151. None have been identified as arising directly from this report.

Workforce Implications

152. No workforce implications have been identified as arising directly from this report. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification of variances and action is taken so that impacts to the workforce are minimised.

Options Considered

153. Budget monitoring forms part of the financial control environment and it is important to provide reporting on all aspects of financial management and performance to Cabinet and the public, including delivery to plans, variances and risks and impacts.

Conclusions

154. The report supports effective decision making and ensures a sound financial control environment.

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Appendices

Appendix A: Programme Budget Movements 2023/24 Quarter Four

Appendix B: Capital Programme 2023/24 Quarter Four

Appendix C: Capital Programme Funding 2023/24 Quarter Four

Appendix D: Capital Programme Adjustments 2023/24 Quarter Four

Background Papers

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

Financial Year 2023/24 - Quarter Three Capital Budget Monitoring – Cabinet 6
February 2024

[Agenda for Cabinet on Tuesday 6th February 2024, 10.00 am, Wiltshire Council](#)

Budget 2024/25 and Medium-Term Financial Strategy 2024/25 to 2026/27 – Council
20 February 2024

[Agenda for Council on Tuesday 20 February, 10.30 am, Wiltshire Council](#)

APPENDIX A: Programme Budget Movements 2023/24 Quarter Four (page 1)

Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Adult Services					
Sensory Stimulation & Development Play Equipment	0.005	0.000	0.000	0.000	0.005
Disabled Facilities Grants	5.394	0.000	0.000	0.000	5.394
Adult Services Total	5.399	0.000	0.000	0.000	5.399
Education & Skills					
Access and Inclusion	0.072	0.000	0.000	0.000	0.072
Army Rebasing	0.006	0.000	0.000	0.000	0.006
Basic Need	2.896	0.000	0.000	0.409	3.305
Stonehenge School Replacement of Lower Block	4.549	0.000	0.000	0.052	4.601
Devolved Formula Capital	0.608	0.000	0.000	0.000	0.608
Schools Maintenance & Modernisation	5.594	0.000	0.000	0.446	6.040
Early Years & Childcare	0.032	0.000	0.000	0.000	0.032
Early Years Buildings	0.162	0.000	0.000	0.091	0.253
Silverwood Special School	10.047	0.000	0.000	0.000	10.047
SEND Special School Capacity & Alternative Provision	4.593	0.000	0.094	0.000	4.687
SEND High Needs	0.000	0.000	(0.094)	0.094	0.000
High Needs Provision Capital Allowance	1.473	0.000	0.000	0.367	1.840
Education & Skills Total	30.032	0.000	0.000	1.459	31.491
Families & Children's Service					
Childrens Homes	0.070	0.000	0.000	0.121	0.191
Families & Children's Total	0.070	0.000	0.000	0.121	0.191
Corporate Director - People	35.501	0.000	0.000	1.580	37.081
Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Finance					
Corporate	0.000	0.000	0.000	0.000	0.000
Evolve Project	6.361	0.000	0.000	0.000	6.361
Finance Total	6.361	0.000	0.000	0.000	6.361
Assets					
Affordable Housing including Commuted Sums	0.440	0.000	0.000	0.000	0.440
Capital Receipt Enhancement	0.036	0.000	0.000	0.000	0.036
Depot & Office Strategy	0.421	0.000	0.000	0.000	0.421
Facilities Management Operational Estate	3.189	0.000	0.000	0.210	3.399
Gypsies and Travellers Projects	0.092	0.000	0.000	0.000	0.092
Porton Science Park	1.485	0.000	0.000	0.000	1.485
Health and Wellbeing Centres - Live Schemes	2.383	0.000	0.000	0.001	2.384
Non-Commercial Property Purchases	0.035	0.000	0.000	0.000	0.035
North Wiltshire Schools PFI Playing Fields	0.300	0.000	0.000	0.000	0.300
Property Carbon Reduction Programme	1.799	0.000	0.000	0.834	2.633
Park & Ride Solar Panel Canopies	0.560	0.000	0.000	0.000	0.560
Public Sector Decarbonisation Scheme Projects	0.024	0.000	0.000	0.000	0.024
Facilities Management Investment Estate	0.384	0.000	0.000	0.000	0.384
Social Care Infrastructure & Strategy	0.000	0.000	0.000	0.000	0.000
Salisbury Resource Centre	0.000	0.000	0.000	0.000	0.000
South Chippenham	0.150	0.000	0.000	0.000	0.150
Housing Acquisitions	0.820	0.000	0.000	0.000	0.820
Assets Total	12.118	0.000	0.000	1.045	13.163

APPENDIX A: Programme Budget Movements 2023/24 Quarter Four (page 2)

Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Capital Loans					
Stone Circle Housing Company Loan	13.018	0.000	0.000	5.091	18.109
Stone Circle Development Company Loan	5.797	0.000	0.000	0.000	5.797
Capital Loans Total	18.815	0.000	0.000	5.091	23.906
Information Services					
ICT Applications	1.697	0.000	0.000	0.087	1.784
ICT Business as Usual	1.833	0.000	0.000	0.661	2.494
ICT Other Infrastructure	0.435	0.000	0.000	0.059	0.494
ICT Get Well	0.992	0.000	0.000	0.339	1.331
ICT Stay Well	0.000	0.000	0.000	0.000	0.000
Microsoft Cloud Navigator	0.013	0.000	0.000	0.000	0.013
Information Services Total	4.970	0.000	0.000	1.146	6.116
Corporate Director - Resources	42.264	0.000	0.000	7.282	49.546
Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Highways & Transport					
Churchyards & Cemeteries	0.000	0.000	0.000	0.000	0.000
Parking Contactless Machines	0.000	0.000	0.000	0.000	0.000
Fleet Vehicles	5.275	0.000	0.000	1.277	6.552
Highway flooding prevention and Land Drainage schemes	0.257	0.000	0.000	0.000	0.257
Integrated Transport	1.800	0.000	(0.414)	1.056	2.442
Local Highways and Footpath Improvement Groups	1.000	0.000	0.000	0.000	1.000
LED Street Lighting	0.000	0.000	0.000	0.000	0.000
Structural Maintenance & Bridges	24.743	0.000	0.000	2.244	26.987
Churchfields Depot Drainage and Traffic Management	0.062	0.000	0.000	0.000	0.062
Passenger Transport RTP1	0.354	0.000	0.000	0.000	0.354
Drainage Improvements	0.341	0.000	0.000	0.000	0.341
Major Road Network M4 Junction 17	0.266	0.000	0.000	0.000	0.266
A338 Salisbury Junction Improvements MRN	0.350	0.000	0.000	0.099	0.449
A350 Chippenham Bypass (Ph 4&5) MRN	1.423	0.000	0.000	0.000	1.423
A3250 Melksham Bypass LLM - Full Scheme	0.000	0.000	0.000	0.002	0.002
Dunnes Lane Car Park, Castle Coombe	0.000	0.000	0.000	0.000	0.000
Safer Roads Fund - A3102	0.800	0.000	0.000	0.000	0.800
Highway Investment Plan	0.000	0.000	0.000	0.000	0.000
Central Area Depot & Strategy	0.293	0.000	0.000	0.000	0.293
Short Term Depot Provision	0.035	0.000	0.000	0.027	0.062
Highways & Transport Total	36.999	0.000	(0.414)	4.705	41.290
Economy & Regeneration					
Chippenham Station HUB	0.000	0.000	0.000	0.000	0.000
Corsham Mansion House	0.000	0.000	0.000	0.000	0.000
River Park	0.900	0.218	0.414	0.000	1.532
Salisbury Future High Streets	3.930	0.000	0.000	0.008	3.938
Trowbridge Future High Streets	8.404	0.000	0.000	0.120	8.524
UK Shared Prosperity Fund Projects	1.228	0.000	0.000	0.000	1.228
Carbon Reduction Projects	0.035	0.000	0.000	0.000	0.035
Wiltshire Ultrafast Broadband	0.000	0.000	0.000	0.000	0.000
Wiltshire Online	0.097	0.000	0.000	0.000	0.097
Economy & Regeneration Total	14.594	0.218	0.414	0.128	15.354

APPENDIX A: Programme Budget Movements 2023/24 Quarter Four (page 3)

Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Environment					
Waste Services	0.941	0.000	0.000	0.084	1.025
HUG 2 Grant	0.062	0.000	0.000	0.000	0.062
HRC Savings Infrastructure	0.000	0.000	0.000	0.000	0.000
Trowbridge Bat Mitigation Strategy	0.000	0.252	0.000	0.000	0.252
Environment Total	1.003	0.252	0.000	0.084	1.339
Leisure Culture & Communities					
Area Boards Grants	0.400	0.000	0.000	0.000	0.400
Community Projects	0.000	0.000	0.000	0.000	0.000
Fitness Equipment for Leisure Centres	0.075	0.000	0.000	0.000	0.075
Libraries - Self Service	0.037	0.000	0.000	0.000	0.037
Trowbridge Leisure Centre	0.656	0.000	0.000	0.000	0.656
Leisure Requirements	0.422	0.000	0.000	0.000	0.422
History Centre Reception and Performing Arts Library	0.035	0.000	0.000	0.000	0.035
Leisure Culture & Communities Total	1.625	0.000	0.000	0.000	1.625
Corporate Director - Place	54.221	0.470	0.000	4.917	59.608
Total General Fund	131.986	0.470	0.000	13.779	146.235
Capital Programme Budget Movements 2023/24 Quarter Four					
Scheme Name	Quarter Three 2023/24 Budget Approved	Additional Budgets added to the Programme (Appendix D)	Movements between scheme lines	Budget Drawn Back from Future Years	Revised Budget 2023/2024
	£m	£m	£m	£m	£m
Housing Revenue Account					
Council House Build Programme	0.000	0.000	0.000	0.000	0.000
Council House Build Programme (Phase 2)	0.318	0.000	0.000	0.015	0.333
Council House Build Programme (Phase 3.1)	4.648	0.000	0.000	0.000	4.648
Council House Build Programme (Phase 3.2)	4.952	0.000	0.000	0.548	5.500
Council House Build Programme (Phase 3.3)	10.668	0.000	0.000	1.619	12.287
Council House Build Programme (Phase 3.4)	2.316	0.000	0.000	0.152	2.468
Council House Build Programme (Phase 3.5)	0.868	0.000	0.000	0.513	1.381
Council House Build Programme (Phase 3.6)	3.077	0.000	0.000	0.000	3.077
Refurbishment of Council Stock	9.700	0.000	0.000	4.311	14.011
Highways Road Adoptions	0.410	0.000	0.000	0.000	0.410
Total Housing Revenue Account	36.957	0.000	0.000	7.158	44.115
Total Capital Programme	168.943	0.470	0.000	20.937	190.350

APPENDIX B – Capital Programme 2023/24 Quarter Four (Page 2)

Capital Programme 2023/24 Quarter Four					
Scheme Name	Revised Budget 2023/2024	Outturn Spend	Variance	Underspend (Budget Removed)	Budgets reprogrammed from 2023/2024 into future years (Appendix D)
	£m	£m	£m	£m	£m
Capital Loans					
Stone Circle Housing Company Loan	18.109	18.109	0.000	0.000	0.000
Stone Circle Development Company Loan	5.797	1.474	(4.323)	0.000	(4.323)
Capital Loans Total	23.906	19.583	(4.323)	0.000	(4.323)
Information Services					
ICT Applications	1.784	1.561	(0.223)	0.000	(0.222)
ICT Business as Usual	2.494	1.723	(0.771)	0.000	(0.771)
ICT Other Infrastructure	0.494	0.401	(0.093)	0.000	(0.092)
ICT Get Well	1.331	1.239	(0.092)	0.000	(0.092)
ICT Stay Well	0.000	0.000	0.000	0.000	0.000
Microsoft Cloud Navigator	0.013	(0.001)	(0.014)	(0.014)	0.000
Information Services Total	6.116	4.923	(1.193)	(0.014)	(1.177)
Corporate Director - Resources	49.546	38.195	(11.351)	(0.014)	(11.337)
Capital Programme 2023/24 Quarter Four					
Scheme Name	Revised Budget 2023/2024	Outturn Spend	Variance	Underspend (Budget Removed)	Budgets reprogrammed from 2023/2024 into future years (Appendix D)
	£m	£m	£m	£m	£m
Highways & Transport					
Churchyards & Cemeteries	0.000	0.000	0.000	0.000	0.000
Parking Contactless Machines	0.000	0.000	0.000	0.000	0.000
Fleet Vehicles	6.552	4.821	(1.731)	0.000	(1.731)
Highway flooding prevention and Land Drainage schemes	0.257	0.673	0.416	0.000	0.000
Integrated Transport	2.442	2.072	(0.370)	0.000	(0.370)
Local Highways and Footpath Improvement Groups	1.000	0.741	(0.259)	0.000	(0.259)
LED Street Lighting	0.000	(0.007)	(0.007)	(0.007)	0.000
Structural Maintenance & Bridges	26.987	24.725	(2.262)	0.000	(1.847)
Churchfields Depot Drainage and Traffic Management	0.062	0.051	(0.011)	0.000	(0.011)
Passenger Transport RTP1	0.354	0.292	(0.062)	0.000	(0.063)
Drainage Improvements	0.341	0.000	(0.341)	0.000	(0.341)
Major Road Network M4 Junction 17	0.266	0.208	(0.058)	0.000	(0.058)
A338 Salisbury Junction Improvements MRN	0.449	0.449	0.000	0.000	0.000
A350 Chippenham Bypass (Ph 4&5) MRN	1.423	1.404	(0.019)	0.000	(0.019)
A3250 Melksham Bypass LLM - Full Scheme	0.002	0.002	0.000	0.000	0.000
Dunnes Lane Car Park, Castle Coombe	0.000	(0.003)	(0.003)	(0.003)	0.000
Safer Roads Fund - A3102	0.800	0.663	(0.137)	0.000	(0.137)
Highway Investment Plan	0.000	0.000	0.000	0.000	0.000
Central Area Depot & Strategy	0.293	0.249	(0.044)	0.000	(0.043)
Short Term Depot Provision	0.062	0.062	0.000	0.000	0.000
Highways & Transport Total	41.290	36.402	(4.888)	(0.010)	(4.879)
Economy & Regeneration					
Chippenham Station HUB	0.000	0.000	0.000	0.000	0.000
Corsham Mansion House	0.000	0.000	0.000	0.000	0.000
River Park	1.532	1.529	(0.003)	0.000	(0.003)
Salisbury Future High Streets	3.938	2.209	(1.729)	0.000	(1.729)
Trowbridge Future High Streets	8.524	6.373	(2.151)	0.000	(2.151)
UK Shared Prosperity Fund Projects	1.228	0.000	(1.228)	0.000	(1.228)
Carbon Reduction Projects	0.035	0.035	0.000	0.000	0.000
Wiltshire Ultrafast Broadband	0.000	0.000	0.000	0.000	0.000
Wiltshire Online	0.097	0.090	(0.007)	(0.007)	0.000
Economy & Regeneration Total	15.354	10.236	(5.118)	(0.007)	(5.111)

APPENDIX B – Capital Programme 2023/24 Quarter Four (Page 3)

Capital Programme 2023/24 Quarter Four					
Scheme Name	Revised Budget 2023/2024	Outturn Spend	Variance	Underspend (Budget Removed)	Budgets reprogrammed from 2023/2024 into future years (Appendix D)
	£m	£m	£m	£m	£m
Environment					
Waste Services	1.025	0.762	(0.263)	0.000	(0.263)
HUG 2 Grant	0.062	0.000	(0.062)	0.000	(0.062)
Trowbridge Bat Mitigation Strategy	0.252	0.252	0.000	0.000	0.000
Environment Total	1.339	1.014	(0.325)	0.000	(0.325)
Leisure Culture & Communities					
Area Boards Grants	0.400	0.372	(0.028)	(0.028)	0.000
Community Projects	0.000	0.000	0.000	0.000	0.000
Fitness Equipment for Leisure Centres	0.075	0.068	(0.007)	0.000	(0.007)
Libraries - Self Service	0.037	0.027	(0.010)	0.000	(0.010)
Trowbridge Leisure Centre	0.656	0.634	(0.022)	0.000	(0.022)
Leisure Requirements	0.422	0.266	(0.156)	0.000	(0.156)
History Centre Reception and Performing Arts Library	0.035	0.035	0.000	0.000	0.000
Leisure Culture & Communities Total	1.625	1.402	(0.223)	(0.028)	(0.195)
Corporate Director - Place	59.608	49.054	(10.554)	(0.045)	(10.510)
Total General Fund	146.235	122.277	(23.958)	(0.059)	(23.899)
Capital Programme 2023/24 Quarter Four					
Scheme Name	Revised Budget 2023/2024	Outturn Spend	Variance	Underspend (Budget Removed)	Budgets reprogrammed from 2023/2024 into future years (Appendix D)
	£m	£m	£m	£m	£m
Housing Revenue Account					
Council House Build Programme	0.000	0.000	0.000	0.000	0.000
Council House Build Programme (Phase 2)	0.333	0.229	(0.104)	0.000	(0.104)
Council House Build Programme (Phase 3.1)	4.648	4.116	(0.532)	0.000	(0.532)
Council House Build Programme (Phase 3.2)	5.500	5.500	0.000	0.000	0.000
Council House Build Programme (Phase 3.3)	12.287	12.287	0.000	0.000	0.000
Council House Build Programme (Phase 3.4)	2.468	2.468	0.000	0.000	0.000
Council House Build Programme (Phase 3.5)	1.381	1.381	0.000	0.000	0.000
Council House Build Programme (Phase 3.6)	3.077	1.152	(1.925)	0.000	(1.925)
Refurbishment of Council Stock	14.011	14.011	0.000	0.000	0.000
Highways Road Adoptions	0.410	0.000	(0.410)	0.000	(0.410)
Total Housing Revenue Account	44.115	41.144	(2.971)	0.000	(2.971)
Total Capital Programme	190.350	163.421	(26.929)	(0.059)	(26.870)

APPENDIX C: Capital Programme Funding 2023/24 Quarter Four (Page 1)

Capital Programme Funding 2023/24 Quarter Four												
Scheme Name	Outturn Spend	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Adult Services												
Sensory Stimulation & Development Play Equipment	0.004	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.004
Disabled Facilities Grants	4.793	4.793	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Adult Services Total	4.797	4.793	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.004
Education & Skills												
Access and Inclusion	0.053	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.053
Army Rebasing	0.006	0.006	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Basic Need	3.027	2.402	0.000	0.495	0.130	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Stonehenge School Replacement of Lower Block	4.601	2.949	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.652
Devolved Formula Capital	0.609	0.609	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Schools Maintenance & Modernisation	5.729	2.768	0.014	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	2.947
Early Years & Childcare	0.007	0.000	0.000	0.007	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Early Years Buildings	0.252	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.252
Silverwood Special School	9.473	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	9.473
SEND Special School Capacity & Alternative Provision	4.687	0.094	0.000	0.000	0.000	0.000	1.400	0.000	0.000	1.300	0.000	1.893
SEND High Needs	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
High Needs Provision Capital Allowance	1.596	1.596	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Education & Skills Total	30.040	10.424	0.014	0.502	0.130	0.000	1.400	0.000	0.000	1.300	0.000	16.270
Families & Children's Service												
Childrens Homes	0.191	0.191	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Families & Children's Total	0.191	0.191	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Corporate Director - People	35.028	15.408	0.014	0.502	0.130	0.000	1.400	0.000	0.000	1.300	0.000	16.274
Capital Programme Funding 2023/24 Quarter Four												
Scheme Name	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Finance												
Corporate	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Evolve Project	4.270	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	4.270
Finance Total	4.270	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	4.270

APPENDIX C: Capital Programme Funding 2023/24 Quarter Four (Page 2)

Scheme Name	Capital Programme Funding 2023/24 Quarter Four											
	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Assets												
Affordable Housing including Commuted Sums	0.087	0.000	0.000	0.087	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Capital Receipt Enhancement	0.021	0.000	0.000	0.000	0.000	0.000	0.021	0.000	0.000	0.000	0.000	0.000
Depot & Office Strategy	0.150	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.150
Facilities Management Operational Estate	3.257	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.257
Gypsies and Travellers Projects	0.005	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.005
Porton Science Park	0.586	0.230	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.356
Health and Wellbeing Centres - Live Schemes	2.171	0.048	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	2.123
Non-Commercial Property Purchases	0.016	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.016
North Wiltshire Schools PFI Playing Fields	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Property Carbon Reduction Programme	2.356	0.000	0.000	0.026	0.000	0.000	0.000	0.000	0.000	0.000	0.000	2.330
Park & Ride Solar Panel Canopies	0.008	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.008
Public Sector Decarbonisation Scheme Projects	0.024	0.024	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Facilities Management Investment Estate	0.298	0.000	0.000	0.000	0.000	0.000	0.298	0.000	0.000	0.000	0.000	0.000
Social Care Infrastructure & Strategy	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Salisbury Resource Centre	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
South Chippenham	0.112	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.112
Housing Acquisitions	0.328	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.328	0.000	0.000
Assets Total	9.419	0.302	0.000	0.113	0.000	0.000	0.319	0.000	0.000	0.328	0.000	8.357
Capital Loans												
Stone Circle Housing Company Loan	18.109	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	18.109	0.000
Stone Circle Development Company Loan	1.474	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.474	0.000
Capital Loans Total	19.583	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	19.583	0.000
Information Services												
ICT Applications	1.561	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.561
ICT Business as Usual	1.723	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.723
ICT Other Infrastructure	0.401	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.401
ICT Get Well	1.239	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.239
ICT Stay Well	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Microsoft Cloud Navigator	(0.001)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	(0.001)
Information Services Total	4.923	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	4.923
Corporate Director - Resources	38.195	0.302	0.000	0.113	0.000	0.000	0.319	0.000	0.000	0.328	19.583	17.550

APPENDIX C: Capital Programme Funding 2023/24 Quarter Four (Page 3)

Scheme Name	Capital Programme Funding 2023/24 Quarter Four											
	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Highways & Transport												
Churchyards & Cemeteries	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Parking Contactless Machines	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Fleet Vehicles	4.821	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	4.821
Highway flooding prevention and Land Drainage schemes	0.673	0.673	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Integrated Transport	2.072	2.065	0.007	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Local Highways and Footpath Improvement Groups	0.741	0.341	0.000	0.000	0.400	0.000	0.000	0.000	0.000	0.000	0.000	0.000
LED Street Lighting	(0.007)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	(0.007)
Structural Maintenance & Bridges	24.725	24.675	0.050	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Churchfields Depot Drainage and Traffic Management	0.051	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.051
Passenger Transport RTPI	0.292	0.000	0.000	0.017	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.275
Drainage Improvements	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Major Road Network M4 Junction 17	0.208	0.000	0.000	0.000	0.208	0.000	0.000	0.000	0.000	0.000	0.000	0.000
A338 Salisbury Junction Improvements MRN	0.449	0.000	0.000	0.000	0.449	0.000	0.000	0.000	0.000	0.000	0.000	0.000
A350 Chippenham Bypass (Ph 4&5) MRN	1.404	0.967	0.000	0.000	0.437	0.000	0.000	0.000	0.000	0.000	0.000	0.000
A3250 Melksham Bypass LLM - Full Scheme	0.002	0.000	0.000	0.000	0.002	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Dunnes Lane Car Park, Castle Coombe	(0.003)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	(0.003)
Safer Roads Fund - A3102	0.663	0.663	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Highway Investment Plan	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Central Area Depot & Strategy	0.249	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.249
Short Term Depot Provision	0.062	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.062
Highways & Transport Total	36.402	29.384	0.057	0.017	1.496	0.000	0.000	0.000	0.000	0.000	0.000	5.448

APPENDIX C: Capital Programme Funding 2023/24 Quarter Four (Page 4)

Capital Programme Funding 2023/24 Quarter Four												
Scheme Name	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Economy & Regeneration												
Chippenham Station HUB	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Corsham Mansion House	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
River Park	1.529	0.629	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.400
Salisbury Future High Streets	2.209	2.209	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Trowbridge Future High Streets	6.373	6.373	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
UK Shared Prosperity Fund Projects	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Carbon Reduction Projects	0.035	0.035	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Wiltshire Ultrafast Broadband	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Wiltshire Online	0.090	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.090
Economy & Regeneration Total	10.236	9.246	0.000	0.000	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.490
Environment												
Waste Services	0.762	0.000	0.000	0.095	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.667
HUG 2 Grant	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Trowbridge Bat Mitigation Strategy	0.252	0.000	0.000	0.252	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Environmental Projects	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Environment Total	1.014	0.000	0.000	0.347	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.667
Capital Programme Funding 2023/24 Quarter Four												
Scheme Name	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Leisure Culture & Communities												
Area Boards Grants	0.372	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.372
Community Projects	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Fitness Equipment for Leisure Centres	0.068	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.068
Libraries - Self Service	0.027	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.027
Trowbridge Leisure Centre	0.634	0.000	0.000	0.000	0.634	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Leisure Requirements	0.266	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.266
History Centre Reception and Performing Arts Library	0.035	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.035
Leisure Culture & Communities Total	1.402	0.000	0.000	0.000	0.634	0.000	0.000	0.000	0.000	0.000	0.000	0.768
Corporate Director - Place	49.054	38.630	0.057	0.364	2.630	0.000	0.000	0.000	0.000	0.000	0.000	7.373
Total General Fund	122.277	54.340	0.071	0.979	2.760	0.000	1.719	0.000	0.000	1.628	19.583	41.197

APPENDIX C: Capital Programme Funding 2023/24 Quarter Four (Page 5)

Scheme Name	Capital Programme Funding 2023/24 Quarter Four											
	Forecast	Grants	Other Contributions	S106 Contributions	CIL Contributions	HRA	General Fund Receipts	Right To Buy Housing Receipts	Shared Ownership Income	Funding From Revenue	Stone Circle Capital Loan	Borrowing
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Housing Revenue Account												
HRA - Council House Build Programme	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 2)	0.229	0.050	0.000	0.000	0.000	0.060	0.000	0.000	0.119	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.1)	4.116	0.014	0.000	0.000	0.000	3.786	0.000	0.235	0.081	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.2)	5.500	0.930	0.000	0.031	0.000	4.328	0.000	0.000	0.211	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.3)	12.287	3.210	0.000	0.299	0.000	7.190	0.000	1.588	0.000	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.4)	2.468	0.000	0.000	0.017	0.000	2.451	0.000	0.000	0.000	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.5)	1.381	0.442	0.000	0.087	0.000	0.808	0.000	0.044	0.000	0.000	0.000	0.000
HRA - Council House Build Programme (Phase 3.6)	1.152	0.000	0.000	0.072	0.000	0.408	0.000	0.083	0.000	0.589	0.000	0.000
HRA - Refurbishment of Council Stock	14.011	0.000	0.000	0.000	0.000	14.011	0.000	0.000	0.000	0.000	0.000	0.000
HRA - Highways Road Adoptions	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Total Housing Revenue Account	41.144	4.646	0.000	0.506	0.000	33.042	0.000	1.950	0.411	0.589	0.000	0.000
Total Capital Programme	163.421	58.986	0.071	1.485	2.760	33.042	1.719	1.950	0.411	2.217	19.583	41.197

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 1)

CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting	15-Jul-24
Financial Year:	2023/24

SECTION 1 - DELEGATED CFO POWERS

"Adjustment/addition of scheme in the capital programme which has no effect on the net funding position of the programme
i.e. Additional resources available in the form of Grant, Section 106 contributions etc which fund the addition, "

Project Name:	Trowbridge Bat Mitigation Strategy				
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28
	0.252	0.000	0.000	0.000	0.000
Funding Source:	S106 contributions				
Reason for movement:	Land Purchase for Bat Mitigation project				
Project Name:	River Park				
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28
	0.218	0.022	0.022	0.022	0.000
Funding Source:	Grant				
Reason for movement:	LATF Forestry Commission grant				

Total Delegated Changes Approved by Section 151 Officer	0.470	0.022	0.022	0.022	0.000
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In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.

CHIEF FINANCE OFFICER: Lizzie Watkin

DATE: Jul-24

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 2)

CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME							
Cabinet Meeting	15-Jul-24						
Financial Year:	2023/24						
SECTION 2 - DELEGATED CFO POWERS							
<i>"Schemes within the capital programme which require removal due to scheme not progressing as originally anticipated or other circumstances"</i>							
Project Name: Area Boards Grants							
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
	-0.028	0.000	0.000	0.000	0.000	0.000	
Reason:	Unspent at Year End Removed						
Funding Source:	Borrowing						
Project Name: Wiltshire Online							
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
	-0.007	0.000	0.000	0.000	0.000	0.000	
Reason:	Annual staffing budget unspent removal						
Funding Source:	Borrowing						
Project Name: Dunnes Lane Car Park, Castle Coombe							
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
	-0.003	0.000	0.000	0.000	0.000	0.000	
Reason:	Project Closed						
Funding Source:	Borrowing						
Project Name: LED Street Lighting							
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
	-0.007	0.000	0.000	0.000	0.000	0.000	
Reason:	Project Completed						
Funding Source:	Borrowing						
Project Name: Microsoft Cloud Navigator							
Budget Change:	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
	-0.014	-0.038	0.000	0.000	0.000	0.000	
Reason:	Project Completed						
Funding Source:	0						
In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.							
CHIEF FINANCE OFFICER:	Lizzie Watkin						
DATE:	Jul-24						

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 3)

CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME				
Cabinet Meeting	15-Jul-24			
Financial Year:	2023/24			
SECTION 1 - DELEGATED CFO POWERS				
"Schemes within the capital programme which require the reprogramming of expenditure between years due to scheme progressing earlier than originally anticipated or other circumstances"				
Project Name:	Basic Need			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.409	-0.409	0.000	0.000
Funding Source:	Grant			
Reason for movement:	High spend on Pathfinder Way project			
Project Name:	Stonehenge School Replacement of Lower Block			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.052	-0.052	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Accelerated spend in project			
Project Name:	Schools Maintenance & Modernisation			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.446	-0.446	0.000	0.000
Funding Source:	DfE Grant			
Reason for movement:	Projects overspend on forecast			
Project Name:	Early Years Buildings			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.091	-0.091	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Projects overspend on forecast			
Project Name:	SEND High Needs			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.094	-0.094	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to fund overspend			
Project Name:	High Needs Provision Capital Allowance			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.367	-0.367	0.000	0.000
Funding Source:	DfE Grant			
Reason for movement:	Various projects spend exceeded forecast			
Project Name:	Childrens Homes			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.121	-0.121	0.000	0.000
Funding Source:	Grant			
Reason for movement:	Purchase costs earlier than anticipated			
Project Name:	Facilities Management Operational Estate			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.210	-0.210	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet overspend			

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 4)

Project Name:	Property Carbon Reduction Programme			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.834	-0.834	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet over-slippage			
Project Name:	Health and Wellbeing Centres - Live Schemes			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.001	-0.001	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Small overspend against forecast			
Project Name:	Stone Circle Housing Company Loan			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	5.091	-5.091	0.000	0.000
Funding Source:	Capital Loan / Borrowing			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	ICT Applications			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.087	-0.087	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	ICT Business as Usual			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.661	-0.661	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet over-slippage			
Project Name:	ICT Other Infrastructure			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.059	-0.059	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet over-slippage			
Project Name:	ICT Get Well			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.339	-0.339	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet over-slippage			
Project Name:	Fleet Vehicles			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	1.277	-1.277	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	Integrated Transport			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	1.056	-1.056	0.000	0.000
Funding Source:	DfT grant			
Reason for movement:	Drawback to meet accelerated works in some areas			
Project Name:	Structural Maintenance & Bridges			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	2.244	-2.244	0.000	0.000
Funding Source:	DfT grant			
Reason for movement:	Drawback to meet accelerated works in some areas			

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 5)

Project Name:	A338 Salisbury Junction Improvements MRN			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.099	-0.099	0.000	0.000
Funding Source:	CIL			
Reason for movement:	Drawback to meet accelerated works in some areas			
Project Name:	A3250 Melksham Bypass LLM - Full Scheme			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.002	-0.002	0.000	0.000
Funding Source:	CIL			
Reason for movement:	Drawback to meet accelerated works in some areas			
Project Name:	Short Term Depot Provision			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.027	-0.027	0.000	0.000
Funding Source:	Borrowing			
Reason for movement:	Drawback to meet accelerated work			
Project Name:	Salisbury Future High Streets			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.008	-0.008	0.000	0.000
Funding Source:	DLHUC grant			
Reason for movement:	Drawback to meet accelerated works in some areas			
Project Name:	Trowbridge Future High Streets			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.120	-0.120	0.000	0.000
Funding Source:	DLHUC grant			
Reason for movement:	Drawback to meet accelerated works in some areas			
Project Name:	Waste Services			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.084	-0.084	0.000	0.000
Funding Source:	Borrowing / S106			
Reason for movement:	Spend exceeded forecast on purchases			
Project Name:	HRA - Council House Build Programme (Phase 2)			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.015	-0.015	0.000	0.000
Funding Source:	HRA			
Reason for movement:	Retention bought forward into 23/24			
Project Name:	HRA - Council House Build Programme (Phase 3.2)			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.548	-0.548	0.000	0.000
Funding Source:	HRA			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	HRA - Council House Build Programme (Phase 3.3)			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	1.619	-1.619	0.000	0.000
Funding Source:	HRA / Grant			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	HRA - Council House Build Programme (Phase 3.4)			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.152	-0.152	0.000	0.000
Funding Source:	HRA			
Reason for movement:	Drawback to meet accelerated purchases			

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 6)

Project Name:	HRA - Council House Build Programme (Phase 3.5)			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	0.513	-0.513	0.000	0.000
Funding Source:	HRA / Rev cont to capital			
Reason for movement:	Drawback to meet accelerated purchases			
Project Name:	HRA - Refurbishment of Council Stock			
Budget Change:	2023/24	2024/25	2025/26	2026/27
	4.311	-4.311	0.000	0.000
Funding Source:	HRA			
Reason for movement:	Drawback to meet over-slippage due to unexpected costs			
Total Delegated Changes Approved by Section 151 Officer	20.937	-20.937	0.000	0.000
<p>In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.</p> <p>CHIEF FINANCE OFFICER: Lizzie Watkin</p> <p>DATE: Jul-24</p>				

CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

SECTION 2 - DELEGATED CFO POWERS

"Schemes within the capital programme which require the reprogramming of expenditure between not progressing as originally anticipated or other circumstances"

Project Name:	Sensory Stimulation & Development Play Equipment			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.001	0.001	0.000	0.000
Funding Source:	Borrowing			
Reason:	Revised forecast reflecting outturn			
Project Name:	Disabled Facilities Grants			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.601	0.601	0.000	0.000
Funding Source:	Grant			
Reason:	Revised forecast reflecting outturn			
Project Name:	Access & Inclusion			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.019	0.019	0.000	0.000
Funding Source:	Borrowing			
Reason:	Revised forecast reflecting outturn			

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 7)

Project Name:	Basic Need			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.278	0.278	0.000	0.000
Funding Source:	DfE Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Schools Maintenance & Modernisation			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.311	0.311	0.000	0.000
Funding Source:	DfE Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Early Years & Childcare			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.024	0.024	0.000	0.000
Funding Source:	S106			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Silverwood Special School			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.574	0.574	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	High Needs Provision Capital Allowance			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.244	0.244	0.000	0.000
Funding Source:	DfE Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Evolve Project			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-2.091	2.091	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Affordable Housing including Commuted Sums			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.353	0.353	0.000	0.000
Funding Source:	S106			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Capital Receipt Enhancement			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.015	0.015	0.000	0.000
Funding Source:	Capital Receipts			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Depot & Office Strategy			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.272	0.272	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Facilities Management Operational Estate			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.142	0.142	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Gypsies and Travellers Projects			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.087	0.087	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			

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Project Name:	Porton Science Park			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.899	0.899	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Health and Wellbeing Centres - Live Schemes			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.213	0.213	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Non-Commercial Property Purchases			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.019	0.019	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	North Wiltshire Schools PFI Playing Fields			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.300	0.300	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Property Carbon Reduction Programme			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.278	0.278	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Park & Ride Solar Panel Canopies			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.552	0.552	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Facilities Management Investment Estate			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.086	0.086	0.000	0.000
Funding Source:	GF Receipts			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	South Chippenham			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.038	0.038	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Housing Acquisitions			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.492	0.492	0.000	0.000
Funding Source:	Borrowing / revenue			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Stone Circle Development Company Loan			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-4.323	4.323	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	ICT Applications			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.222	0.222	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			

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Project Name:	ICT Business as Usual			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.771	0.771	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	ICT Other Infrastructure			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.092	0.092	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	ICT Get Well			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.092	0.092	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Fleet Vehicles			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-1.731	1.731	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Integrated Transport			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.370	0.370	0.000	0.000
Funding Source:	DfT Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Local Highways and Footpath Improvement Groups			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.259	0.259	0.000	0.000
Funding Source:	Contributions			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Structural Maintenance & Bridges			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-1.846	1.846	0.000	0.000
Funding Source:	DfT Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Churchfields Depot Drainage and Traffic Management			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.011	0.011	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Passenger Transport RTP1			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.063	0.063	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Drainage Improvements			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.341	0.341	0.000	0.000
Funding Source:	DfT Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Major Road Network M4 Junction 17			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.058	0.058	0.000	0.000
Funding Source:	DfT Grant /CIL			
Reason:	Reprofile of budget to reflect outturn spend			

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Project Name:	A350 Chippenham Bypass (Ph 4&5) MRN			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.019	0.019	0.000	0.000
Funding Source:	DfT Grant /CIL			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Safer Roads Fund - A3102			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.137	0.137	0.000	0.000
Funding Source:	DfT Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Central Area Depot & Strategy			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.043	0.043	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	River Park			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.003	0.003	0.000	0.000
Funding Source:	Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Salisbury Future High Streets			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-1.729	1.729	0.000	0.000
Funding Source:	DLUHC Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Trowbridge Future High Streets			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-2.151	2.151	0.000	0.000
Funding Source:	DLUHC Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	UK Shared Prosperity Fund Projects			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-1.228	1.228	0.000	0.000
Funding Source:	DLUHC Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Wiltshire Online			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	0.000	0.000	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Waste Services			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.263	0.263	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	HUG 2 Grant			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.062	0.062	0.000	0.000
Funding Source:	DLUHC Grant			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Fitness Equipment for Leisure Centres			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.007	0.007	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			

APPENDIX D: Capital Programme Adjustments 2023/24 Quarter Four (Page 11)

Project Name:	Libraries - Self Service			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.010	0.010	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Trowbridge Leisure Centre			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.022	0.022	0.000	0.000
Funding Source:	CIL / Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	Leisure Requirements			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.156	0.156	0.000	0.000
Funding Source:	Borrowing			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	HRA - Council House Build Programme (Phase 2)			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.104	0.104	0.000	0.000
Funding Source:	HRA			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	HRA - Council House Build Programme (Phase 3.1)			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.532	0.532	0.000	0.000
Funding Source:	HRA			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	HRA - Council House Build Programme (Phase 3.6)			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-1.925	1.925	0.000	0.000
Funding Source:	HRA			
Reason:	Reprofile of budget to reflect outturn spend			
Project Name:	HRA - Highways Road Adoptions			
Budget Change:	2023/2024	2024/2025	2025/2026	2026/2027
	-0.410	0.410	0.000	0.000
Funding Source:	HRA			
Reason:	Reprofile of budget to reflect outturn spend			
Total Re-programming between years	-26.870	26.870	0.000	0.000
<p>In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.</p>				
CHIEF FINANCE OFFICER:	Lizzie Watkin			
DATE:	Jul-24			

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Wiltshire Council

Cabinet

15 July 2024

Subject: Treasury Management Outturn Report 2023/24

Cabinet member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non Key

Executive Summary

The Council approved a Treasury Management Strategy and an Annual Investment Strategy for 2023/24 at its meeting on 31 January 2023.

The Treasury Management Strategy requires an Annual Outturn Report reviewing the Treasury Management activities for the year.

The Council has continued to finance capital expenditure through maximising the use of capital receipts, capital grants and internal borrowing.

Against budget, there is an underspend in respect of the net position on interest receivable/payable of £5.316m. This has been accounted for in the overall year end revenue outturn position for 2023/24.

Proposals

Cabinet is requested to:

- a) Note that the contents of this report are in line with the Treasury Management Strategy 2023/24; and to
- b) Recommend to Full Council consideration of this report.

Reasons for Proposals

To give members an opportunity to consider the performance of the Council against the parameters set out in the approved Treasury Management Strategy for 2023/24.

Lizzie Watkin, Director of Finance and Procurement (S151 Officer)

Andy Brown, Deputy Chief Executive and Corporate Director of Resources

Terence Herbert, Chief Executive

Wiltshire Council

Cabinet

15 July 2024

Subject: Treasury Management Outturn Report 2023/24

Cabinet member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Non Key

Purpose of Report

1. The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2023/24. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).
2. During 2023/24 the minimum reporting requirements were that the Council should receive the following reports,
 - an annual treasury strategy in advance of the year (reported to Cabinet on 31 January 2023)
 - a mid-year treasury update report (reported to Cabinet on 14 November 2023)
 - an annual review following the end of the year describing the activity compared to the strategy (this report)
3. The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.
4. This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports before they were reported to Full Council.

5. This report summarises the following,

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on the investment balances;
- Summary of interest rate movements in the year;
- Detailed debt activity;
- Detailed investment activity.

Overall Treasury Position

6. During 2023/24, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Prudential and Treasury Indicators	2022/23 Actual £m	2023/24 Original Budget/Estimate £m	2023/24 Actual £m
Capital Expenditure			
General Fund	99.979	147.249	102.695
HRA	16.734	30.580	41.145
Commercial Activities	11.667	21.298	19.582
Total	128.380	199.127	163.422
Capital Financing Requirement			
General Fund	519.809	597.951	560.018
HRA	91.865	136.864	83.865
Total	611.674	734.816	643.883
Gross Borrowing	398.926	501.664	383.295
External Debt	399.126	501.664	383.295
PFI Liability	59.838	54.931	54.817
Over/(under) borrowing	(152.910)	(178.220)	(205.771)
Investments			
Longer than one year	20.000		20.000
Under one year	157.220		92.056
Total	177.220		112.056
Net Borrowing	221.706		271.239

7. Other prudential and treasury indicators are to be found in the main body of the report.
8. The Director of Finance and Procurement (S151 Officer) can confirm that borrowing was only undertaken for a capital purpose and the statutory borrowing limit (the authorised limit) was not breached.

The Council's Capital Expenditure and Financing

9. The Council undertakes capital expenditure on long term assets. These activities may either be,
 - Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions) which has no resultant impact on the Council's borrowing need; or,
 - If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.
10. The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

General Fund	2022/23 Actual £m	2023/24 Budget £m	2023/24 Actual £m
Capital expenditure	111.646	168.547	122.277
Financed in year	56.905	80.178	61.496
Unfinanced Capital Expenditure	54.741	88.369	60.781

HRA	2022/23 Actual £m	2023/24 Budget £m	2023/24 Actual £m
Capital expenditure	16.734	30.580	41.145
Financed in year	16.734	12.580	41.145
Unfinanced Capital Expenditure	0.000	18.000	0.000

The Council's Overall Borrowing Need

11. The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2023/24 unfinanced capital expenditure (see above table) and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

12. Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital programme, the treasury team organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government through the Public Works Loans Board, or the money markets), or utilising temporary cash resources within the Council.

Capital Financing Requirement (CFR)

13. The Council's (non HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision (MRP), to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need. There is no statutory requirement to reduce the HRA CFR. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

14. The total CFR can also be reduced by,

- The application of additional capital financing resources, such as unapplied capital receipts; or,
- Charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP)

15. The Council's 2023/24 MRP Policy (as required by the DLUHC Guidance) was approved as part of the Treasury Management Strategy Statement on 31 January 2023.

16. The Council's CFR for the year is shown below and represents a key prudential indicator. It includes PFI and leasing schemes on the balance sheet, which increase the Council's borrowing need. No borrowing is actually required against these schemes as a borrowing facility is included within the contracts.

	2022/23 Actual £m	2023/24 Estimate £m	2023/24 Actual £m
Opening CFR			
CFR – General Fund	493.470	531.667	519.809
CFR – HRA	99.864	118.864	91.864
CFR – Total	593.334	650.531	611.674
Unfinanced Capital Expenditure (General Fund) as paragraph 10	54.741	88.369	60.781
Unfinanced Capital Expenditure (HRA) as paragraph 10	0.000	18.000	0.000
Less MRP/VRP	(16.018)	(17.178)	(15.795)
Less Other Long Term Liabilities (PFI)	(3.481)	(4.907)	(3.711)
Less Other Financing Movements	(16.906)	(0.000)	(9.066)
Closing CFR			
CFR – General Fund	519.809	597.951	560.018
CFR – HRA	91.865	136.864	83.865
CFR - Total	611.674	734.816	643.883

* Final figures subject to audit

Note the MRP/VRP will include PFI/finance lease annual principal payments.

17. Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

Gross Borrowing and the CFR

18. In order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the CFR in the current year (2023/24) plus the estimates of any additional capital financing requirement for the next three financial years. This essentially means that the Council is not borrowing to support revenue expenditure.
19. This indicator would allow the Council some flexibility to borrow in advance of its immediate capital needs in 2023/24.
20. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator. Following on from the under/over funding of the CFR, the table also details the Council's under borrowing position.

	2022/23 Actual £m	2023/24 Budget £m	2023/24 Actual £m
Gross borrowing position	398.926	501.664	383.295
CFR	611.674	734.816	643.883
(Under)/over funding of CFR	(212.748)	(233.152)	(260.588)
PFI Liability	59.838	54.931	54.817
(Under)/Over Borrowing	(152.910)	(178.221)	(205.771)

21. To illustrate the benefit of having an under borrowed position: if the Council was to externally borrow £205.771m (over 25 years at the PWLB rate on 31/03/2023 of 5.22%), this would result in external annual interest costs in the order of £10.741m. The interest foregone on the use of internal funds would be £10.638m (based on current average interest rate of 5.17% as at 31/03/2024). This produces a net benefit of £0.103m.

Authorised Limit

22. The authorised limit is the affordable borrowing limit required by section 3 of the Local Government Act 2003. The limit is set based on the Operational Boundary allowing for unplanned and exceptional cash movements up to 2.5% above the Operational Boundary. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2023/24 the Council has maintained gross borrowing within its authorised limit.

Operational Boundary

23. The operational boundary is the expected borrowing position of the Council during the year. The Operational Boundary is set based on the CFR with additional capacity for day to day cashflow borrowing needs to allow for managing movements in cash. Periods when the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

	2023/24 £m
Authorised Limit	775.494
Maximum Gross Borrowing Position during the year	398.926
Operational Boundary	759.922
Average Gross Borrowing Position	396.008

Actual Financing Costs as a Proportion of Net Revenue Stream

24. This indicator identifies the trend in the cost of capital, (borrowing and other long-term obligations costs net of investment income), against the net revenue stream.

	2023/24 %
Financing Costs as a Proportion of Net Revenue Stream – GF	3.47
Financing Costs as a Proportion of Net Revenue Stream – HRA	8.98

Treasury Position as at 31 March 2024

25. The Council's treasury management debt and investment position is organised by the treasury management team (within the Accountancy Team), in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices.

26. At the end of 2023/24, the Council's treasury position was as follows,

	31 March 2023			31 March 2024		
	Principal £m	Rate/ Return %	Average Life Years	Principal £m	Rate/ Return %	Average Life Years
Fixed Rate Funding						
PWLB	332.123	3.30	17.79	322.123	3.31	17.23
Market	61.000	4.37	35.57	57.000	4.37	33.36
Salix Funding	5.803	0.00	3.06	4.172	0.00	2.06
Variable Rate Funding						
PWLB	0.00	0.00	0.00	0.00	0.00	0.00
Market	0.00	0.00	0.00	0.00	0.00	0.00
Total Debt	398.926	3.41	18.87	383.295	3.43	17.99
Total Investments	177.220	2.20	0.32	112.056	5.17	0.17
Net Debt	221.706			271.239		

27. The maturity structure of the debt portfolio (in terms of percentages and absolute values) was as follows,

	31 March 2023 Actual £m	31 March 2024 Actual £m
Under 12 months	44.000	10.000
12 months and within 2 years	10.000	12.485
2 years and within 5 years	61.926	71.810
5 years and within 10 years	68.500	48.500
10 years and within 20 years	58.000	50.000
20 years and within 30 years	42.500	73.500
30 years and within 40 years	48.000	55.000
40 years and within 50 years	66.000	62.000
	398.926	383.295

	2023/24 Authorised Limits %		31 March 2024 Actual %	
	Upper Limit	Lower Limit	Next Call Date *	Contractual Maturity
Under 12 months	25.00	0.00	10.44	2.61
12 months and within 2 years	25.00	0.00	4.82	3.26
2 years and within 5 years	45.00	0.00	18.73	18.73
5 years and within 10 years	75.00	0.00	12.65	12.65
10 years and above	100.00	0.00	53.36	62.75

* the next call date is the date on which the lender has the right to redeem the loan. This affects five out of eight of our current market loans. In the current interest rate environment, a call is unlikely to happen as the rates payable on these loans are higher than the current prevailing market rates.

28. The structure of the investment portfolio was as follows,

	Actual 31 March 2023 £m	Actual 31 March 2023 %	Actual 31 March 2024 £m	Actual 31 March 2024 %
Treasury Investments				
Banks	87.000	49.08	10.000	8.92
Local Authorities	35.000	19.75	22.000	19.63
MMFs	35.081	19.80	60.056	53.59
Call Account	0.139	0.08	0.00	0.00
Local Authority Property Fund	20.000	11.29	20.000	17.85
Total Treasury Investments	177.220	100.00	112.056	100.00
Non-Treasury Investments				
Third Party Loans	8.340	25.56	7.601	14.31
Stone Circle Loan	24.294	74.44	45.520	85.69
Total Non-Treasury Investments	32.634	100.00	53.121	100.00
Treasury Investments	177.220	84.45	112.056	67.84
Non-Treasury Investments	32.634	15.55	53.121	32.16
Total - All Investments	209.854	100.00	165.177	100.00

29. The maturity structure of the investment portfolio was as follows,

Treasury Investments	Actual 31 March 2023 £m	Actual 31 March 2023 %	Actual 31 March 2024 £m	Actual 31 March 2024 %
Longer than 1 Year	20.000	11.29	20.000	17.85
Up to 1 Year	157.220	88.71	92.056	82.15
Total	177.220	100.00	112.056	100.00

Treasury Management Strategy 2023/24

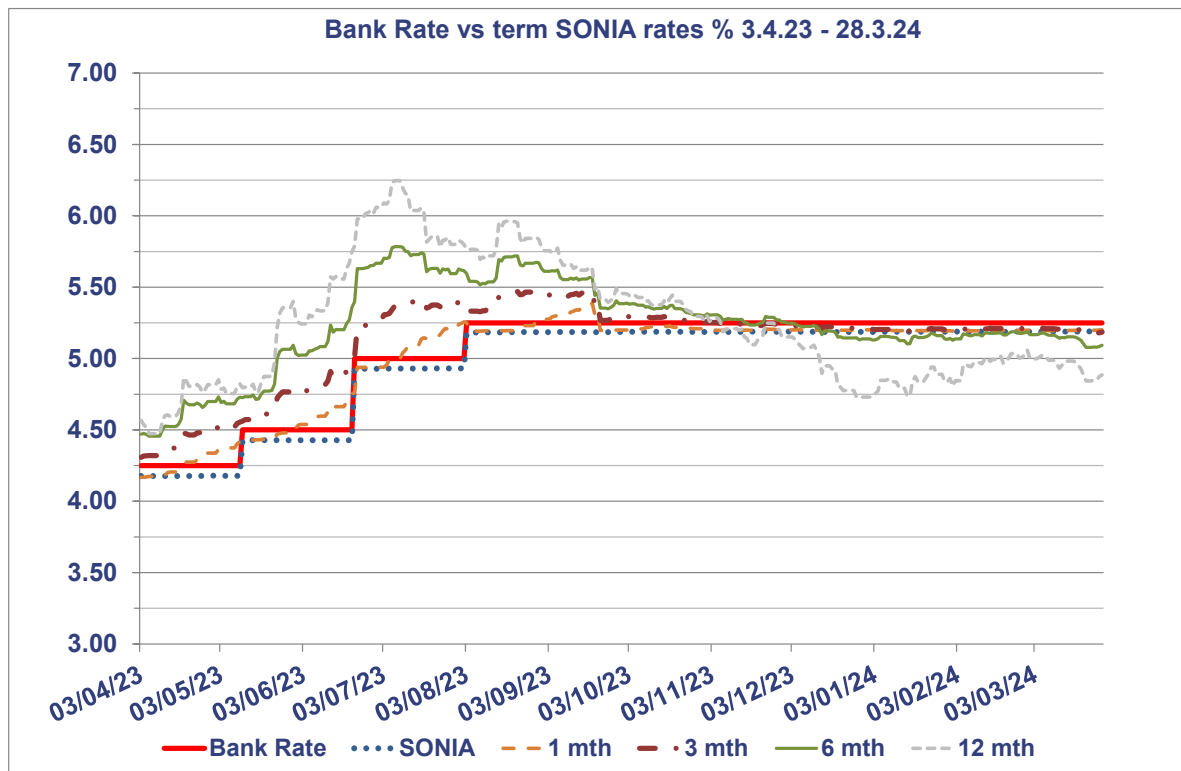
Investment Strategy and Control of Interest Rate Risk

30. Investment returns picked up throughout the course of 2023/24 as the Bank of England, adopted tighter monetary policy to respond to continuing inflationary pressures.

31. Starting at 4.25% in April 2023, bank rate moved up in stepped increases of either 0.25% or 0.50%, reaching 5.25% by the end of August. There were no further increases in Bank Rate to the end of the financial year. Markets are now anticipating a Bank Rate cut in either June or August 2024.
32. The Bank of England Bank Rate and SONIA rates for 2023/24 were as follows.

	Bank Rate	SONIA	1 Month	3 Month	6 Month
High	5.25%	5.19%	5.39%	5.48%	5.78%
High Date	03/08/23	28/03/24	19/09/23	30/08/23	07/07/23
Low	4.25%	4.18%	4.17%	4.31%	4.46%
Low Date	03/04/23	04/04/23	03/04/23	03/04/23	06/04/23
Average	5.03%	4.96%	5.02%	5.13%	5.23%
Spread	1.00%	1.01%	1.22%	1.17%	1.33%

* SONIA is the Sterling Overnight Index Average. A replacement set of indices (for LIBID) for benchmarking investments. The benchmarking rates used by the Council, are a backward-looking set of reference rates that reflect the investment yield curve at the time an investment decision was taken.



33. The change in investment rates meant that all local authorities were faced with the challenge of proactive investment of surplus cash for the first time in over a decade. This emphasised the need for a detailed working knowledge of cashflow projections, so that the appropriate balance could be maintained between maintaining cash for

liquidity purposes, and laddering deposits on a rolling basis to lock in the increase in investment rates as duration was extended.

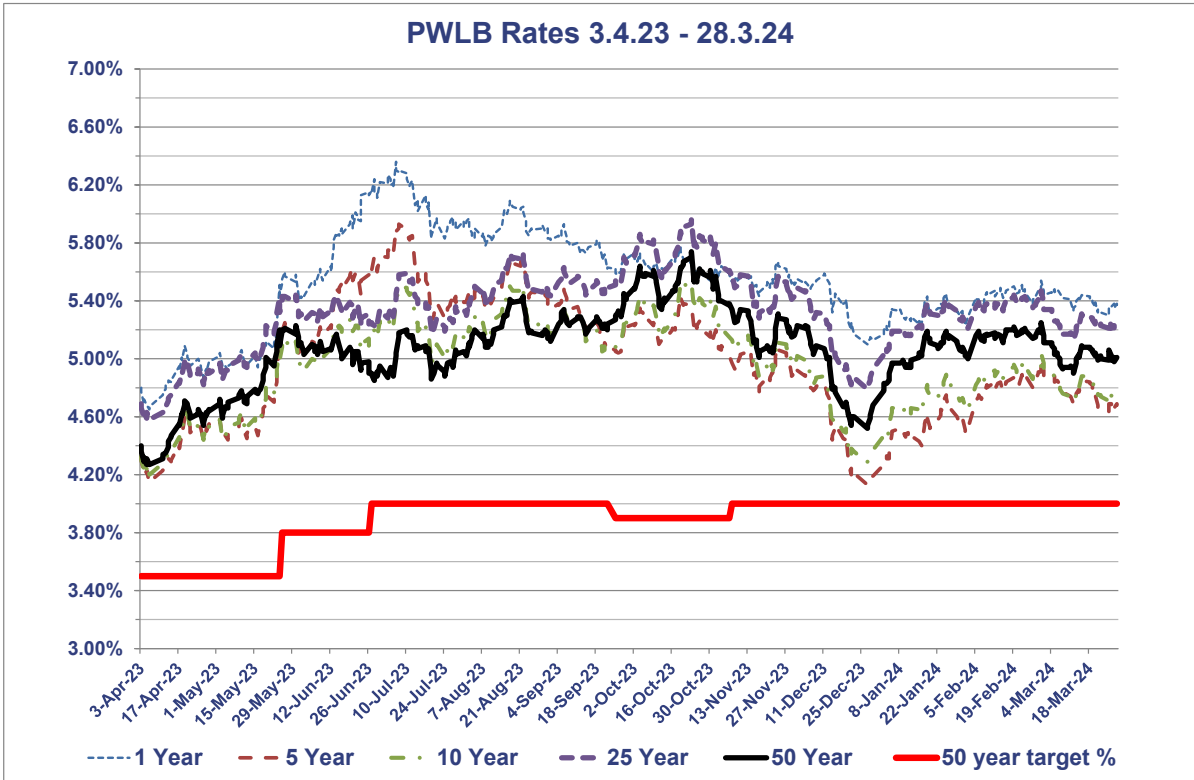
34. While the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the global financial crisis of 2008/09. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

Borrowing Strategy and Control of Interest Rate Risk

35. During 2023/24, the Council maintained an under-borrowed position. This meant that the capital borrowing need (the CFR) was not fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent, as although short term investment rates were equal to, and sometimes higher than long term borrowing costs, the latter are expected to fall back through 2024/25 and 2025/26.
36. The Council has sought to minimise additional long term borrowing at elevated rates (greater than 4%) and has focussed on a policy of internal borrowing, supplemented by temporary, short term borrowing if required.
37. Against this background and the risks within the economic forecast, caution was adopted within the treasury operations. The treasury team monitored interest rates in financial markets and adopted a pragmatic strategy based upon the following principles to manage interest rate risks.
 - If it had been felt that there was a significant risk of a much sharper rise in long and short term rates than initially expected, the portfolio position would have been reappraised. Fixed rate funding would have been drawn whilst interest rates were lower than they were projected to be in the next few years.
 - However, it was anticipated that, there was a significant risk of a sharp fall in long and short term rates, so long term borrowings were postponed, and potential rescheduling from fixed rate funding into short term borrowing was considered to meet cashflow needs.
38. Interest rate forecasts initially suggested further gradual rises in short, medium, and longer term fixed borrowing rates during 2023/24. Bank rate had initially been forecast to peak at 4.5% but it is now expected to have peaked at 5.25%.

39. The following table and graph show PWLB rates for range of maturity periods, the average borrowing rates, the high and low points in rates and spreads over the year.

PWLB Rates	1 Year	5 Year	10 Year	25 Year	50 Year
Low	4.65%	4.13%	4.20%	4.58%	4.27%
Low Date	06/04/2023	27/12/2023	06/04/2023	06/04/2023	05/04/2023
High	6.36%	5.93%	5.53%	5.96%	5.74%
High Date	06/07/2023	07/07/2023	23/10/2023	23/10/2023	23/10/2023
Average	5.54%	4.99%	4.97%	5.34%	5.08%
Spread	1.71%	1.80%	1.33%	1.38%	1.17%



40. PWLB rates are based on gilt (UK Government Bond) yields, through HM Treasury determining a specified margin to add to them. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields.

41. As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

42. The current margins attributed to gilt yield prices are as follows,

- PWLB Standard Rate = gilt plus 100 basis points
- PWLB Certainty Rate = gilt plus 80 basis points
- Local Infrastructure Rate = gilt plus 60 basis points
- HRA Borrowing Rate = gilt plus 40 basis points

43. There is likely to be a fall in Gilt yields and PWLB rates over the next one to two years, as Bank rate falls and inflation moves below the Bank of England's 2% target.
44. The Bank of England is currently embarking on a process of quantitative tightening. The Bank's original stock of gilts and corporate bonds will gradually be sold back into the market over several years. The impact this policy will have on the market pricing of gilts is currently unknown.

Borrowing Outturn

45. A summary of the Council's borrowing position is detailed at Appendix 1.
46. No new borrowing was undertaken during the year.
47. Two naturally maturing PWLB loans were repaid during 2023/24 as follows,

Pool	Lender	Principal £m	Type	Interest Rate %	Loan Term
HRA	PWLB	8.000	Fixed Interest Rate Maturity	2.70	12 years
General Fund	PWLB	2.000	Fixed Interest Rate Maturity	4.45	13 years

LOBO Repayment

48. The Council holds five market loans defined as a 'Lender Option, Borrower Option' (LOBO) loans. The interest rate on these loans is initially fixed, but the lender has the option to propose, on pre-determined dates, a new fixed interest rate. The borrower (the Council) has the option to either accept the new rate or repay the entire loan.
49. Under normal circumstances, if the Council chooses to repay a LOBO loan outside of the predetermined dates (for example, to access cheaper finance elsewhere), it would need to pay a 'break' penalty, which can be prohibitively expensive.
50. In October 2023, the Council was approached by Bayerische Landesbank, asking whether it would consider repaying the loan held with them, without incurring any penalties. This was due to a planned reduction in, and sale of, their loan portfolio.
51. Taking into account a number of factors, including future borrowing need, interest repayments and forecast interest rates, a decision was taken to repay the loan, as follows,

Pool	Lender	Principa l £m	Type	Interest Rate %	Loan Term Remaining
General Fund	Bayerische Landesbank	4.000	LOBO	4.20	43 Years

Borrowing in Advance of Need

52. The Council has not borrowed more than, or in advance of its needs, purely to profit from the investment of the extra sums borrowed.

Debt Rescheduling

53. No debt rescheduling was undertaken during the year, as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

Investment Outturn

54. The Council's investment policy is governed by DLUHC investment guidance, which has been implemented in the annual investment strategy approved by the Council on 31 January 2023. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data.

55. The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

56. A summary of the Council's investment position as at 31 March 2024 is detailed at Appendix 2.

57. The Council maintained an average balance of £164.670m of internally managed funds (compared to £220.288m in 2022/23). The difference between the balances available for investment and the actual investments is due to the varying level of working capital (creditors, debtors and other long term liabilities) and internal borrowing.

58. The internally managed funds earned an average rate of 5.17%. The comparable performance indicator is the 90 day backward looking SONIA rate, which was 4.84%.

59. The Council's total interest received from all investments for 2023/24 was £10.383m. The Council's budgeted investment return for 2023/24 was £3.742m, therefore forecast investment income (interest) for the year to date is £6.641m over achieved against budget. The interest received was higher than budgeted due to increases in interest rates, which rose more steeply and higher than forecast and remained higher than expected for longer. Particularly in the latter end of the financial year, the Council was able to take advantage of the local authority to local authority lending markets, where rates were artificially inflated due to a lack of cash in the market.
60. The position on interest income must be compared with external interest costs payable. The Council paid external interest costs (on both the general fund and the HRA debt) of £13.571m against a budget of £12.246m. This is a £1.325m overspend against budget. The overspend is due to additional borrowing undertaken in March 2022, which was taken after the budget was approved.
61. The net underspend in respect of interest receivable/payable, for both general fund and HRA, is £5.316m. This has been accounted for in the overall revenue outturn position for 2023/24.

CCLA Property Fund

62. The Council holds £20m of units in the CCLA property fund (known as a pooled investment fund). The fund is designed for local authorities seeking exposure to UK commercial property for longer term investments. The aim of this investment is to provide a higher level of investment income, together with long term capital appreciation.
63. Due to a fall in property prices, the fund is currently valued at a lower price than the initial investment. This difference does not represent a cost to the Council, as it is not charged to the Council's revenue account but held in a separate unusable reserve.
64. Accounting directive (IFRS9) states that changes in value between the cost and market value of pooled investment funds should be charged to revenue annually. However, the Secretary of State mandated that this general accounting practice should be statutorily over-ridden for local authorities, and any changes between cost and market value only need to be recognised in the accounts when the asset is sold. IFRS9 is explained in further detail in paragraph 76-77.

Breach of Counterparty Limit – HSBC

65. A money market fund is held with Aberdeen Investments, which enables the Council to diversify its investments, whilst maintaining a high level of liquidity.
66. In June 2023 an investment was arranged with Aberdeen Investments for £24.5m, leaving a balance of approximately £0.260m remaining in the Council's bank account. However, due to a communication and training issue, the payment to Aberdeen Investments was not prepared and not sent.
67. The monetary limit on the Council's bank account with HSBC is £10m, but as the above money market fund payment was not made, the funds in the account overnight totalled £24.760m, breaching the limit by £14.760m. The position was rectified the following day, when the previous day's investment was cancelled and replaced with another money market fund investment, and the bank account balance was reduced to a level within the counterparty limits.
68. In addition to the breach, the Council did not meet its contractual obligations under the investment made with Aberdeen Investments. However, given the long standing and good working relationship the Council holds with Aberdeen Investments, no additional charges were levied on the Council.
69. The risk of the above situation recurring has been mitigated through additional training and review, for both dealers and authorisers. The daily documentation has been improved to include guidance notes and checklists, which are more complete and unambiguous.
70. This breach was previously reported in the Mid Year Treasury Report, reviewed by Cabinet on 14 November 2023, in line with the agreed reporting processes.

Performance Measurement

71. One of the key requirements in the CIPFA Code of Practice is the formal introduction of performance measurement relating to investments, debt and capital financing activities. Whilst investment performance criteria have been well developed and universally accepted, debt performance indicators continue to be a more problematic area with the traditional average portfolio rate of interest acting as the main guide (table currently in paragraph 26).
72. The Council's current performance indicators were set out in the annual Treasury Management Strategy Statement 2023/24. However additional security and liquidity benchmarks will be investigated, developed and introduced for possible introduction for the next TMSS (2025/26).

Economic Background and Interest Rate Forecast

73. Against a backdrop of stubborn inflationary pressures and other global factors, interest rates have been volatile right across the yield curve, from Bank Rate through to 50-year gilt yields, for the whole of 2023/24.
74. In March 2024, the Bank of England left bank rate at 5.25% for the fifth time in a row, with no MPC members voting for a rise.
75. Unemployment is currently under 4%, and annual wage inflation is running at above 5%. The CPI measure of inflation, which peaked at 11.1% in October 2022, is now due to slide below the 2% target rate and remain below this benchmark for the next couple of years.

Other Issues – IFRS9 Fair Value of Investments

76. Following the consultation undertaken by the Department of Levelling Up, Housing and Communities on IFRS 9, the Government has extended the mandatory statutory override for local authorities to reverse out all unrealised fair value movements resulting from pooled investment funds to 31st March 2025. Local authorities are required to disclose the net impact of the unrealised fair value movements in a separate unusable reserve throughout the duration of the override in order for the Government to keep the override under review and to maintain a form of transparency.
77. This is relevant for the investments held with the CCLA (see paragraph 62 – 64). Total investments of £20m were made, and the unrealised fair value of these investments at year end are £16.703m. The difference between the initial investment and the unrealised fair value will be held in an unusable reserve until such time that the investment is sold (realised) or the statutory over-ride no longer applies.

Overview & Scrutiny Engagement

78. Regular reports are taken to the Overview and Scrutiny Management Committee and its Financial Planning Task Group relating to the Council's financial position. This report will be considered by Financial Planning Task Group on 9 July 2024 and Overview and Scrutiny Management Committee on 23 July 2024.

Safeguarding Implications

79. None have been identified as arising directly from this report.

Public Health Implications

80. None have been identified as arising directly from this report.

Procurement Implications

81. None have been identified as arising directly from this report.

Equalities Impact of the Proposal

82. None have been identified as arising directly from this report.

Environmental and Climate Change Considerations

83. Wiltshire Council will not intentionally invest in any investment that is not ethical and would not be consistent with our environmental and social policy objectives.

84. Where appropriate, the Council will consider investments that deliver environmental and social benefits, whilst maintaining our Security, Liquidity and Yield criteria.

Risks Assessment

85. All investments have been at fixed rates during the period. The Council's current average interest rate on long term debt is 3.43%, which compares favourably with similar rates of other UK local authorities.

86. The primary management risks to which the Council is exposed are adverse movements in interest rates and the credit risk of counterparties.

87. Investment counterparty risk is controlled by assessing and monitoring the credit risk of borrowers as authorised by the Annual Investment Strategy.

Financial Implications

88. These have been examined and are implicit throughout the report. A financial risk remains from the statutory IFRS 9 override for local authorities set out in paragraphs 76-77, which is currently due to cease on 31st March 2025. If the market does not recover sufficiently to bring the value of the fund up to the purchase price and the statutory override is not extended the council will need to meet any gap between price and valuation from the General Fund.

Workforce Implications

89. None have been identified as arising directly from this report.

Legal Implications

90. None have been identified as arising directly from this report.

Proposals

91. Cabinet is requested to:

- a) Note that the contents of this report are in line with the Treasury Management Strategy 2023/24 and to
- b) Recommend to Full Council consideration of this report.

Andy Brown

Deputy Chief Executive and Corporate Director of Resources

Lizzie Watkin

Director of Finance and Procurement (S.151 Officer)

Report Author:

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10 June 2024

Appendices

Appendix 1 Borrowing Portfolio

Appendix 2 Investment Portfolio

Borrowing Portfolio as at 31 March 2024

PWLB – HRA	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
PWLB – HRA	28/03/2012	28/03/2025	8.000	2.82	0.226
PWLB – HRA	28/03/2012	28/03/2026	10.000	2.92	0.292
PWLB – HRA	28/03/2012	28/03/2027	8.000	3.01	0.241
PWLB – HRA	28/03/2012	28/03/2028	6.000	3.08	0.185
PWLB – HRA	28/03/2012	28/03/2029	7.000	3.15	0.220
PWLB – HRA	28/03/2012	28/03/2030	8.000	3.21	0.257
PWLB – HRA	28/03/2012	28/03/2031	2.000	3.26	0.065
PWLB – HRA	28/03/2012	28/03/2032	5.000	3.30	0.165
PWLB – HRA	28/03/2012	28/03/2033	6.000	3.34	0.200
PWLB – HRA	28/03/2012	28/03/2034	7.000	3.37	0.236
PWLB – HRA	28/03/2012	28/03/2035	2.000	3.40	0.068
PWLB – HRA	28/03/2012	28/03/2037	9.000	3.44	0.309
Total PWLB – HRA			78.000		2.464

PWLB – General Fund	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
PWLB – General Fund	15/02/2010	01/06/2024	2.000	4.49	0.090
PWLB – General Fund	14/08/2001	01/12/2025	0.123	4.875	0.006
PWLB – General Fund	15/02/2010	01/06/2026	2.000	4.54	0.091
PWLB – General Fund	21/08/2002	01/06/2027	4.000	4.75	0.190
PWLB – General Fund	08/02/2022	01/02/2028	20.000	1.95	3.900
PWLB – General Fund	29/07/1999	01/06/2028	1.000	4.75	0.048
PWLB – General Fund	15/02/2010	01/06/2028	2.000	4.56	0.091
PWLB – General Fund	08/02/2022	01/02/2029	20.000	1.98	3.960
PWLB – General Fund	29/07/1999	01/06/2029	1.000	4.75	0.048
PWLB – General Fund	29/07/1999	01/06/2030	1.000	4.75	0.046
PWLB – General Fund	20/05/2005	01/06/2030	2.000	4.45	0.089
PWLB – General Fund	05/12/2005	18/03/2031	5.000	4.25	0.213
PWLB – General Fund	29/07/1999	01/06/2031	1.000	4.75	0.048
PWLB – General Fund	20/05/2005	01/06/2031	2.000	4.45	0.089
PWLB – General Fund	21/11/2005	18/09/2031	2.000	4.25	0.085
PWLB – General Fund	20/05/2005	01/06/2032	2.000	4.45	0.089
PWLB – General Fund	04/11/1999	01/12/2032	1.500	4.625	0.069
PWLB – General Fund	20/05/2005	01/06/2033	2.000	4.45	0.089
PWLB – General Fund	15/11/1999	19/09/2033	1.000	4.25	0.042
PWLB – General Fund	20/05/2005	01/06/2034	2.000	4.45	0.089
PWLB – General Fund	15/11/1999	18/09/2034	1.000	4.25	0.043
PWLB – General Fund	21/11/2005	18/09/2034	5.000	4.25	0.213
PWLB – General Fund	14/06/2005	14/06/2035	5.000	4.35	0.218

PWLB – General Fund	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
PWLB – General Fund	15/11/1999	18/09/2035	1.000	4.25	0.043
PWLB – General Fund	21/11/2005	18/09/2035	5.000	4.25	0.213
PWLB – General Fund	15/11/1999	18/09/2036	0.500	4.25	0.021
PWLB – General Fund	15/11/1999	18/09/2036	0.500	4.25	0.021
PWLB – General Fund	11/01/2006	01/12/2037	4.000	4.00	0.160
PWLB – General Fund	11/01/2006	01/12/2038	4.000	4.00	0.160
PWLB – General Fund	15/02/2010	01/06/2041	2.000	4.57	0.091
PWLB – General Fund	11/08/2006	01/12/2041	3.000	4.35	0.131
PWLB – General Fund	15/02/2010	01/06/2042	2.000	4.57	0.091
PWLB – General Fund	11/08/2006	01/12/2042	2.000	4.35	0.087
PWLB – General Fund	11/08/2006	01/12/2043	2.000	4.35	0.087
PWLB – General Fund	06/09/2006	01/12/2044	3.000	4.25	0.128
PWLB – General Fund	06/09/2006	01/12/2045	3.000	4.25	0.128
PWLB – General Fund	29/06/2006	18/09/2046	4.000	4.45	0.178
PWLB – General Fund	30/08/2006	01/12/2046	2.000	4.25	0.085
PWLB – General Fund	29/06/2006	18/09/2047	4.000	4.45	0.178
PWLB – General Fund	30/08/2006	01/12/2047	2.000	4.25	0.085
PWLB – General Fund	09/10/1998	18/09/2048	1.000	4.50	0.045
PWLB – General Fund	29/06/2006	18/09/2048	3.500	4.45	0.156
PWLB – General Fund	30/08/2006	01/12/2048	2.000	4.25	0.085
PWLB – General Fund	09/10/1998	18/09/2049	1.000	4.50	0.045
PWLB – General Fund	29/06/2006	18/09/2049	3.000	4.45	0.134
PWLB – General Fund	30/08/2006	01/12/2049	2.000	4.25	0.085
PWLB – General Fund	30/08/2006	01/06/2050	5.000	4.25	0.213
PWLB – General Fund	17/09/1998	18/09/2050	1.000	5.125	0.051
PWLB – General Fund	17/09/1998	18/09/2051	1.000	5.125	0.051
PWLB – General Fund	07/03/2007	01/06/2052	2.000	4.25	0.085
PWLB – General Fund	23/07/1998	03/06/2052	1.000	5.50	0.055
PWLB – General Fund	07/03/2007	01/06/2053	2.000	4.25	0.085
PWLB – General Fund	23/07/1998	02/06/2053	1.000	5.50	0.055
PWLB – General Fund	19/06/1998	01/06/2054	1.000	5.375	0.054
PWLB – General Fund	19/06/1998	01/06/2055	1.000	5.375	0.054
PWLB – General Fund	21/06/2006	01/06/2055	2.000	4.30	0.086
PWLB – General Fund	22/06/2006	18/09/2055	4.000	4.35	0.174
PWLB – General Fund	19/06/1998	01/06/2056	1.500	5.375	0.081
PWLB – General Fund	21/06/2006	01/06/2056	3.000	4.30	0.129
PWLB – General Fund	22/06/2006	01/06/2056	6.000	4.35	0.261
PWLB – General Fund	02/10/1997	25/09/2057	1.500	6.625	0.99
PWLB – General Fund	12/03/2019	13/03/2063	10.000	2.36	0.236
PWLB – General Fund	12/03/2019	13/03/2064	10.000	2.36	0.236
PWLB – General Fund	12/03/2019	13/03/2065	10.000	2.36	0.236
PWLB – General Fund	08/02/2022	01/03/2071	20.000	2.00	4.000

PWLB – General Fund	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
PWLB – General Fund	08/02/2022	01/01/2072	20.000	2.00	4.000
Total PWLB - General Fund			244.123		8.246

Market Loans					
Lender	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
Barclays Bank	03/12/2004	03/12/2054	10.000	4.45	0.445
FMS Wermanagement	07/12/2004	08/12/2053	10.000	4.45	0.445
Depfa Deutsche Pfandbriefbank	10/12/2004	10/12/2052	10.000	4.45	0.445
Dexia Credit Local	10/12/2004	11/12/2051	10.000	4.45	0.445
Barclays Bank	31/08/2005	31/08/2055	5.000	3.99	0.199
Dexia Credit Local	20/02/2006	18/02/2066	6.000	4.45	0.267
Barclays Bank	31/07/2007	01/08/2067	6.000	4.21	0.253
Total – Market Loans			57.000		2.499

Salix Loans					
Lender	Start Date	Maturity Date	Amount £m	Interest Rate %	Annual Interest £m
SALIX1	22/11/2019	01/04/2025	0.310	0.00	0.000
SALIX2	02/03/2020	02/03/2026	2.052	0.00	0.000
SALIX3	01/07/2021	01/07/2027	1.810	0.00	0.000
Total – Salix Loans			4.172		0.000

Loan Summary	Amount £m	Annual Interest £m
PWLB – HRA	78.000	2.499
PWLB – General Fund	244.123	8.246
Market Loans	57.000	2.464
Salix Loans	4.172	0.00
Total – All Loans	398.926	13.209

* Annual interest = Total amount of annual interest payable per loan outstanding as at 31 March 2024.

This will not equal the amount of interest paid during 2023/24 – as the total loan portfolio has changed during the year.

Investment Portfolio as at 31 March 2024 (compared to the counterparty list)

Counterparty	Amount £m	Interest Rate %	Start Date	Maturity Date	LAS Credit Rating **
First Abu Dhabi Bank PJSC	10.000	6.74	10/07/2023	05/07/2024	Orange – 12 Months
London Borough of Barking and Dagenham	10.000	6.45	12/03/2024	12/06/2024	Yellow – 60 Months
Blackpool Borough Council	12.000	6.75	26/03/2024	26/06/2024	Yellow – 60 Months
Black Rock Money Market Fund	0.034	5.24	*	*	AAA
JP Morgan Money Market Fund	0.001	5.12	*	*	AAA
Federated Money Market Fund	29.416	5.29	*	*	AAA
Aberdeen Money Market Fund	1.460	5.27	*	*	AAA
BNP Money Market Fund	29.145	5.31	*	*	AAA
Total	92.056				

Long Term Investment Portfolio as at 31 March 2024

Counterparty	Amount £m	Gross Dividend Rec'd £m	Start Date	Current Valuation £m	Notes
CCLA – Property Fund	10.000	0.437	31/03/2022	7.518	Current valuation unrealised – no impact on revenue
CCLA – Property Fund	10.000	0.533	31/01/2023	9.185	Current valuation unrealised – no impact on revenue
Total	20.000	0.970		16.703	

* Money Market Funds/Call Account – cash can be invested and withdrawn on a daily basis (subject to maximum investment limits) so there is no start date or maturity date for the purposes of this report.

** Link Asset Services provide a creditworthiness service, which employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody's and Standard and Poor's. The credit ratings of counterparties are supplemented with the following overlays:

- a) credit watches and credit outlooks from credit rating agencies;
- b) CDS spreads to give early warning of likely changes in credit ratings;
- c) sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the suggested duration for investments. The Council will therefore use counterparties within the following durational bands:

- a) Yellow – 5 years (this category is for AAA rated Government debt or its equivalent, including an investment instrument – collateralised deposits, where the investment is secured only against local authority debt, namely LOBOs, making them effectively government exposure);
- b) Dark pink – 5 years for Enhanced money market funds (EMMFs) with a credit score of 1.25
- c) Light pink – 5 years for Enhanced money market funds (EMMFs) with a credit score of 1.5
- d) Purple – 2 years;
- e) Blue – 1 year (only applies to nationalised or semi nationalised UK Banks and their subsidiaries):
- f) Orange – 1 year;
- g) Red – 6 months;
- h) Green – 100 days; and
- i) No Colour – not to be used.

The advisor's creditworthiness service uses a wider array of information than just primary ratings and by using a risk weighted scoring system, does not give undue preponderance to just one agency's ratings.

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Wiltshire Council

Cabinet

15 July 2024

Subject: Gypsies and Travellers Development Plan Document - Pre-submission Draft Plan

Cabinet Member: Cllr Nick Botterill - Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Key

Executive Summary

The Gypsies and Travellers Development Plan Document has been in development since 2020. A Pre-Submission Draft Plan (the Plan) has now been prepared. It has been informed by evidence including an up-to-date gypsy and travellers' accommodation assessment (GTAA), engagement with the community and other stakeholders.

The Plan addresses the accommodation needs of Wiltshire's travelling communities to 2038 and updates Core Policy 47 'Meeting the needs of Gypsies and Travellers' of the Wiltshire Core Strategy. This includes both the needs of travelling showpeople and gypsies and travellers. It will sit alongside the Wiltshire Local Plan review and together they will form the Local Plan for Wiltshire and complete the update of the Wiltshire Core Strategy.

Progression of the Plan alongside the wider Wiltshire Local Plan review will ensure that the accommodation needs of all parts of Wiltshire's communities can be addressed and the council meets its equality duties. Like the Local Plan, substantial time and investment has been made in preparing the Plan. This has included the consideration and allocation of council owned land due to the lack of private sites put forward through the call for sites exercises.

The council undertook consultation on the scope and objectives of the Plan early 2021 (Regulation 18 stage), as well as the accommodation needs at that time, the proposed approach to meeting needs and call for sites. Since then, significant work has been undertaken to prepare a draft Plan, which has involved assessing the potential to accommodate need on existing as well as new sites and ensuring that the Plan responds to evidence in the updated GTAA.

The Plan contains policies that collectively make provision for the needs of the travelling community. These include policies allocating new sites and existing sites to allow for additional pitches and plots to come forward as well as safeguarding existing sites so that they can continue to meet needs in the longer term. The plan takes a supportive approach to allowing for the siting of additional caravans on sites where planning permission is needed to help meet the needs of teenagers and younger single adults.

A criteria-based policy is also included to assess other new sites that may come forward to meet demonstrable needs that arise during the plan period, for example from undetermined households in the GTAA. It also includes a policy to address the needs of households that do not meet the planning definition of travellers, but nonetheless have protected characteristics and may require culturally appropriate accommodation such as mobile homes.

To help address the accommodation needs of travellers passing through the county and manage unauthorised encampments the Plan makes provision for three emergency stopping places to be delivered by the council by 2029. The first site is allocated in the Plan, and two additional sites will need to be brought forward by the council through implementation of the plan.

The council has reached the final consultation stage, where representations are invited on soundness and legal compliance, which is known as the Regulation 19 stage. The council will be publishing what it considers to be a sound plan and following consultation can proceed to submission and examination by a government appointed Planning Inspector.

Completion of the Regulation 19 consultation will enable the council to formally submit the Plan and for it to be examined in public by an independent Planning Inspector appointed by the Secretary of State. It is only once these stages have been completed, with a positive recommendation by the Inspector, that the Plan can be adopted by the council and gain full weight in decision making.

Publication of the draft Plan for consultation is proposed to start late summer 2024 and last for a period of at least six weeks in line with legislation and the council's Statement of Community Involvement.

Following the consultation, once the outcome has been considered a report will be brought back to Cabinet and Council in December, in order that the Plan can be taken forward to submission.

Proposals

That Cabinet:

- 1) Approves the 'Gypsies and Travellers Plan - Pre-submission Draft Development Plan Document' at Appendix 1 subject to amendment in 3.
- 2) Recommends to Full Council on 24 July 2024 that the Gypsies and Travellers Plan - Pre-submission Draft Development Plan Document at Appendix 1 (subject to modification in (3)) be approved for publication in line with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), for a period of at least six weeks public consultation.
- 3) Authorises the Director for Planning in consultation with the Director for Legal and Governance and Cabinet Member for Finance, Development Management and Strategic Planning: to make any necessary minor changes to the Pre-submission Draft Development

Plan Document before it is published; to finalise the associated evidence documents for publication alongside the Plan; and to make arrangement for and undertake statutory consultation.

Reason for Proposals

To ensure the council continues to make progress in updating its Local Plan, and alongside the wider Wiltshire Local Plan review in line with the timescale set out in the recently approved Local Development Scheme and statutory requirements.

Alongside the wider Wiltshire Local Plan review, the Plan will help ensure that the council is planning to meet the accommodation needs of all different sectors of Wiltshire's community.

Parvis Khansari
Corporate Director - Place

Subject: Gypsies and Travellers Development Plan Document - Pre-submission Draft Plan

Cabinet Member: Cllr Nick Botterill - Cabinet Member for Finance, Development Management and Strategic Planning

Key Decision: Key

Purpose of Report

1. This report seeks to:
 - (i) Seek approval for the Pre-Submission Draft Gypsies and Travellers Development Plan Document to be formally published for a final stage of consultation; and
 - (ii) Set out the arrangements for consultation and next steps.

Relevance to the Council's Business Plan

2. The Council's 'Wiltshire Gypsy, Roma, Traveller and Boater Strategy 2020-2025' recognises the importance of a settled base to support the health and well-being and educational needs of these communities. Providing for the housing needs of, and improving health outcomes for, Wiltshire's gypsy and traveller communities aligns with the 2022-2032 Business Plan mission Resilient Society. The importance of updating the Local Plan to provide an effective policy framework for the sustainable growth of Wiltshire is also explicitly referred to.

Background

3. The council has a statutory duty to prepare and maintain their Local Plan.
4. National planning policy sets out the government's overarching aim in planning for travellers, which is "*to ensure fair and equal treatment for travellers, in a way that facilitates the traditional and nomadic way of life of travellers while respecting the interest of the settled community*" (Paragraph 3, Planning policy for traveller sites - updated December 2023). It requires local planning authorities in producing their local plan to set pitch targets for gypsies and travellers and plot targets for travelling showpeople to address the likely permanent and transit site accommodation needs.
5. Alongside the Wiltshire Local Plan review, the council's [Local Development Scheme \(March 2024\)](#) makes provision for a separate single plan to be prepared to address the housing needs of gypsies and travellers and review Core Policy 47 Meeting the needs of gypsies and travellers of the Wiltshire Core Strategy.

6. Following [Cabinet approval](#), consultation was undertaken on the scope of the Plan, starting 13 January 2021 and closing on 9 March 2021 (aligned to consultation on the wider Wiltshire Local Plan review) and comments invited on: the proposed objectives of the plan; level of need to be addressed informed by a gypsy and traveller accommodation assessment; approach to meeting accommodation needs; and site assessment criteria. A call for sites was also undertaken to identify potential sites to be considered for allocation, which has remained open since then.
7. At the time the consultation was approved, capital budget was set aside to fund the delivery of three emergency stopping places in the light of the commitment made in the council's Emergency Stopping Places Strategy, approved by Cabinet in 2018.
8. The outcome of the consultation was subsequently published on the [council's website](#). In total 64 responses were made from different stakeholders including parish and town councils and 20 travellers who responded by telephone. During the consultation the opportunity was also taken to engage with travellers on unauthorised encampments. In response to the consultation and to take into account the more recent change to national planning policy in relation to the definition of gypsies and travellers, the council's gypsy and traveller accommodation assessment has been updated to ensure the plan is robust and informed by up to date evidence
9. The Gypsy and Traveller Accommodation Assessment (June 2024) (GTAA) has a base date of 1 April 2024 (forming the start of the plan period) and identifies needs across the plan period to 2038. It takes into consideration the revised definition of travellers, which includes those who for educational, health or old age have ceased to travel temporarily or permanently. Previously travellers who had ceased to travel (for whatever reason) were not included. This change was introduced by the December 2023 update to the government's Planning policy for traveller sites.

Main Considerations for the Council

10. A Pre-Submission Draft Plan (the Plan) has been prepared, which is provided at **Appendix 1**, and has been informed by evidence as set out in the GTAA.
11. Progression of the Plan alongside the wider Wiltshire Local Plan review will ensure that the accommodation needs of all parts of Wiltshire's communities can be addressed and the council meets its equality duties. Like the Local Plan, substantial time and investment has been made in preparing the Plan. This has included the consideration of council owned land to identify sites for allocation due to the lack of private sites put forward through the call for sites exercises.
12. Core Policy 47 has been reviewed to ensure the Plan provides a sound basis on which to make provision for the needs of the travelling community and is replaced by policies that work collectively to do this. These include policies allocating new sites and existing sites to allow for additional pitches/plots¹ to come forward as well as safeguarding existing sites so that they can continue to meet needs in the longer term. The Plan takes a supportive approach to allowing for the siting of additional caravans

¹ When referring to the accommodation needs of these groups reference is made to plots when referring to travelling show people and pitches when referring to gypsies and travellers.

on sites where planning permission is needed to help meet the needs of teenagers and younger single adults.

13. A criteria-based policy is also included to assess other new sites that may come forward to meet demonstrable local needs that arise during the plan period, for example from undetermined households in the GTAA that are later established to meet the planning definition. It also includes a policy to address the needs of households that do not meet the planning definition of travellers, but nonetheless have protected characteristics and may require culturally appropriate accommodation such as mobile homes.

14. The format of the draft Plan is as follows:

- (i) Chapters 1 and 2 explain the role and purpose of the Plan; its objectives and how it relates to the Local Plan.
- (ii) Chapter 3 contains the strategy for meeting traveller needs over the Plan period to 2038. It includes targets for permanent pitches for both gypsies and travellers and permanent plots for travelling showpeople over the whole plan period to 2038 and for the first five years to 2029, based on the GTAA; as well as 3 emergency stopping place sites to be delivered by the council by 2029.

It contains policies relating to the safeguarding of existing sites for their continued use by travellers and intensification of existing sites to meet needs on sites, as well as criteria to assess new sites against. It also includes policy to address need for culturally appropriate accommodation.

- (iii) Chapter 4 contains site allocations relating to existing sites that are proposed for intensification to meet identified needs arising on those sites (16 sites); as well as new allocations for permanent accommodation (7 sites) and 1 site for transit accommodation (emergency stopping place). 3 existing travelling showpeople sites are also allocated for intensification to meet onsite needs.
- (iv) Chapter 5 clarifies how monitoring of the plan policies will be carried out.

15. At the Regulation 19 stage, the council is publishing what it considers to be a sound Plan that meets all the necessary legal requirements. See Legal Implications below. To be sound, as set out in the National Planning Policy Framework (paragraph 35), a Plan must be:

- (i) **Positively prepared** - providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development.
- (ii) **Justified** - an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence.
- (iii) **Effective** - deliverable over the plan period, and based on effective joint

working on cross boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground.

- (iv) **Consistent with national policy** - enabling the delivery of sustainable development in accordance with policies in the National Planning Policy Framework and other statements of national policy, where relevant.

16. Alongside the Plan other documents will be published, including those setting out evidence informing the plan and its preparation. They will include:

- (i) Wiltshire Gypsy and Travellers Accommodation Assessment (2024), Opinion Research Services
- (ii) Sustainability Appraisal including Non-technical Summary
- (iii) Habitats Regulations Assessment, LUC
- (iv) Evidence papers in relation to site selection and delivery, and the approach to teenage need.
- (v) Duty to cooperate statement - setting out engagement undertaken with neighbouring authorities and prescribed bodies as part of plan preparation.

Next steps and consultation arrangements

17. Subject to Cabinet and Council approval, preparations will be made to finalise and publish the consultation documents including the draft Plan. They will be made available for public inspection for the start of the consultations at the council's principal offices during normal opening hours as well as on the council's website.

18. Consultation needs to be undertaken for a period of at least six weeks in line with legal requirements and the council's [Statement of community involvement \(July 2020\)](#). In keeping with the March 2024 update to the Local Development Scheme, this is planned to commence by mid Q3, 2024. Publication of the draft plan for consultation is therefore proposed to start late summer 2024. A reasonable part of the consultation period will need to be outside of the August holiday period, as required by the Statement of community involvement.

19. Consultation is proposed to include the following:

- (i) Online publication of consultation documents on the council's website including the consultation portal.
- (ii) Consultation documents to be available for viewing at the council's main office hubs and/or council libraries as appropriate.
- (iii) Press release and publication of adverts in local newspapers to cover Wiltshire advertising the start of the consultation.
- (iv) Notifications to be sent to all Members and Town and Parish Councils.
- (v) Publicise through council newsletter.
- (vi) Email/letter to consultees on strategic planning consultation database informing them of the consultation.
- (vii) Social media campaign to raise awareness of the consultation and how to engage.
- (viii) In person engagement events and webinar.
- (ix) Chair's announcements where possible at Area Board meetings leading up to and at the start of the consultation to publicise the consultation and raise awareness.

- (x) Leaflet drop to traveller households, which will be designed and undertaken with the support of a third party familiar with traveller engagement.

20. Completion of the Regulation 19 consultation stage will enable the council to formally submit the Plan (following approval by Cabinet and Council) and for it to be examined by an independent Inspector appointed by the Secretary of State. It is only once these stages have been completed, with a positive recommendation by the Inspector that the Plan can be adopted by the council and gain full weight in decision making.
21. Once the Regulation 19 consultation has been completed, and responses collated and a consultation report produced including the main issues raised, the Plan, following approval by Cabinet and Council, can be submitted and proceed to Examination in Public (EiP). The EiP is the final stage in the process and upon submission, the Inspector will take control of the process. In some cases, more than one Inspector is appointed to undertake the EiP. The Inspector's role is to examine whether the Plan meets the test of soundness defined in the National Planning Policy Framework (paragraph 35). As set out above, they require that the plan is positively prepared, justified, effective and consistent with national policy and meets all the relevant legislative requirements, including the duty to cooperate. The EiP focuses on the main issues that purport to affect the Plan's soundness and legal compliance.
22. At the end of the EiP the Inspector produces a report on behalf of the Secretary of State setting out recommendations and the reasons for them. The outcome could be one of three: (i) that the Plan is sound and legally compliant as submitted and should be adopted; (ii) the Plan is unsound and/or legally non-compliant as submitted but it is possible to make it so through main modifications, if requested to do so by the Council as local planning authority: (iii) the Plan is unsound and/or legally non-compliant and that it is not possible to make it so through main modifications, which would lead to an authority being invited to withdraw the Plan before a recommendation to that effect was made.

Safeguarding Implications

23. Although there are no direct safeguarding implications arising from the proposals, the plan is a key document in ensuring that the accommodation needs of the traveller community are being met and new sites are in locations, which as a minimum, have access to education and health services. Emergency stopping sites are a safe alternative to roadside encampments.

Public Health Implications

24. As recognised in the Health Needs Assessment for Gypsy, Traveller and Boater Populations Living in Wiltshire (July 2019) ethnic gypsies and travellers have significantly worse health outcomes than the general population and experience substantial health inequalities. Living conditions are one of the most significant contributory factors to poor health. Providing a settled base in locations where there is access to health and education services and connections to main service infrastructure has public health benefits.

Procurement Implications

25. There are no direct procurement implications relating to the proposals in the report, other than potentially securing the services of a third party to facilitate effective consultation with Wiltshire's gypsy and traveller communities. See financial implications also. However, the development of the Plan to date has been supported by evidence procured from suppliers. Any future procurement will be undertaken in line with corporate procedures.

Equalities Impact of the Proposal

26. The council is subject to a public sector equality duty introduced by the Equality Act 2010. This consultation will be carried out in accordance with the Council's adopted Statement of Community Involvement, which takes an inclusive approach to consultation ensuring that everyone can be involved.

27. Positively planning for the needs of Wiltshire's travelling communities will have a positive impact. A lack of suitable accommodation, as referred to above, can underpin many of the inequalities that they experience.

28. An Equality Impact Assessment is being carried out alongside the preparation of the Plan and will accompany the draft Plan when it is submitted to the Secretary of State for examination.

Environmental and Climate Change Considerations

29. Sustainability Appraisal (incorporating the provisions of Strategic Environmental Assessment) and Habitats Regulations Assessment have been undertaken as part of the Plan's preparation. They help to ensure that negative environmental impacts are avoided, appropriate mitigation is identified, and policies and proposals deliver development in a sustainable manner while ensuring that accommodation needs can be addressed. These will be published alongside the Plan at the start of the consultation.

Workforce Implications

30. Preparation and implementation of the Plan has workforce implications for services across the council, as well as the Planning Service. A cross-authority delivery group has been supporting the development of the plan including officers from legal, development management, property, housing services and communications, as well as strategic planning. A dedicated project manager is in place. Specialist input from other services in relation to site assessments has been integral to development of the Plan e.g. highways, drainage, landscape, and ecology.

31. Input will continue to be required from services as the Plan progresses through the next stages of the process and resources aligned to ensure there is sufficient capacity. It is anticipated that this will be absorbed within the current capacity of services but will be kept under review.

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

32. The principal risk is that the accommodation needs of these communities will not be met, which has implications for safeguarding and their health and wellbeing. It is likely to also lead to more incidents of unauthorised encampments, speculative development proposals and associated conflict with the settled community.

33. It is important for the council to continue to make progress on preparing the Plan alongside the Wiltshire Local Plan review in line with the commitment set out in the recently updated Local Development Scheme. This will ensure the housing needs of all sectors of the community are addressed in updating the Local Plan for Wiltshire.

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

34. Communities may be concerned about new development taking place near to where they live. This is being mitigated by working with the council's communications team to design the consultation material and enable effective communication and engagement during the preparation of the Plan.

Financial Implications

35. The financial implications of taking forward the Plan through Regulation 19 consultation stage, the examination stage and onto adoption has been planned for in the Council's Medium Term Financial Strategy (MTFS). They will be met from the Strategic Planning service budget and the Local Plan earmarked reserve.

36. As previously reported and recognised by Cabinet, council owned land and financial investment is needed to support the delivery and management of transit accommodation (i.e. emergency stopping places). Provision has been made for this in the council's Capital Programme. However, the Emergency Stopping Places Strategy will need to be updated to support the identification and delivery of two further sites, in addition to the one that is set out in the Plan. Any further financial implications will be considered at that time. To ensure sufficient permanent sites can be allocated in the Plan, 5 sites comprising a total of 22 pitches are also included.

Legal Implications

37. The council has a statutory duty to prepare and maintain a Local Plan for Wiltshire (referred to in legislation as development plan documents), for which the process is set out in the Planning and Compulsory Purchase Act (PCPA) 2004 (as amended) and Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The Plan has been prepared in line with Regulations and appropriate consultation has been undertaken as set out in the background in line with legislation. There is a statutory duty to ensure the Plan is updated every five years. It is therefore important that progress be made with the Gypsies and Travellers Plan as it is now over nine years since the Wiltshire Core Strategy was adopted.

38. The Plan has been prepared in accordance with Section 33A of the PCPA 2004 (as amended), which requires the council to cooperate with neighbouring authorities constructively, actively and on an on-going basis to address any strategic cross boundary issues associated with the Plan, as well as other prescribed stakeholders. This engagement will be continued by the council during and beyond the Plan period. A statement has been prepared outlining the engagement that has taken place.

39. At the Regulation 19 stage, the council has a duty to engage with the public and other stakeholders and must carry out consultation in accordance with the council's adopted Statement of Community Involvement and Regulations. Comments received at this stage of the process, once the Plan has been submitted for examination, will ultimately

be considered by the Inspector appointed by the Secretary of State to examine the Plan.

Overview and Scrutiny Engagement

40. Overview and Scrutiny has not been formally engaged in the specific proposals in this report. However, members of the Environment Select Committee have received several informal confidential briefings during the development of the Plan, which have allowed for discussion and challenge to the emerging policies in the lead up to Cabinet.

Options Considered

41. Approval of the Plan and publishing it for formal consultation would mean significant progress on the Plan's preparation in line with expectations set out in the Local Development Scheme. Consultation must be undertaken in line with Regulations and the Council's Statement of Community Involvement.

Conclusions

42. The Gypsies and Travellers Development Plan Document - Pre-submission draft Plan has been in preparation for a considerable period of time. It is based on robust evidence including an up-to-date gypsy and traveller accommodation assessment and informed by engagement with the community and other stakeholders. Alongside the wider Wiltshire Local Plan review it will complete the review of the Wiltshire Core Strategy and ensure the housing needs of all sectors of Wiltshire's community can be addressed through an up-to-date Local Plan.

Nic Thomas - Director, Planning

Report Author: Georgina Clampitt-Dix, Head of Strategic Planning,
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Appendices

Appendix 1: Gypsies and Travellers Development Plan Document - Pre-submission draft plan

Background Papers

Wiltshire Council Gypsies and Travellers Accommodation Assessment, June 2024, Opinion Research Services; which can be viewed via this [Link](#).

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APPENDIX 1

Gypsies and Travellers Development Plan Document

Pre-submission Draft 2024 to 2038 (Regulation 19)

Cabinet version July 2024

1 Introduction

What is this Plan?

- 1.1 The Gypsies and Travellers Development Plan Document (hereafter referred to as the Plan) sets out Wiltshire Council's strategic planning policies for meeting the accommodation needs of gypsies and travellers and travelling showpeople. It will replace 'Core Policy 47: Meeting the needs of gypsies and travellers' of the Wiltshire Core Strategy (adopted January 2015).
- 1.2 The Plan covers the period to 2038, consistent with the plan period of the wider Wiltshire Local Plan review which is being prepared alongside it. Together both plans will update the Wiltshire Core Strategy in full and guide the determination of planning applications within Wiltshire; except for the small part of Wiltshire that is in the New Forest National Park in the extreme south- east of the county, where the New Forest National Park Authority is the local planning authority. Figure 1 in Chapter 3 shows the plan area.
- 1.3 The Plan has been prepared in accordance with national planning policy including Planning policy for traveller sites, updated December 2023¹ and the National Planning Policy Framework². It is based on robust evidence in the form of a Gypsy and Traveller Accommodation Assessment (GTAA) to establish the accommodation needs of Wiltshire's travelling community across the plan period from 1 April 2024 to 31 March 2038.³ This considers the need for transit provision and permanent accommodation within the plan area.
- 1.4 Consistent with national policy, the Plan focuses on addressing the accommodation needs of gypsies and travellers and travelling showpeople who meet the planning definitions⁴ as follows:
- Gypsies and travellers - Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.*
- Travelling showpeople - Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above.*
- 1.5 The Plan uses the term 'travellers' to collectively refer to 'gypsies and travellers' and 'travelling showpeople' as defined above. When referring to accommodation needs, the term 'pitch' is used for 'gypsies and travellers' and 'plots' for 'travelling showpeople'. Traveller households live on a pitch or plot.

¹ [Planning policy for traveller sites - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/planning-policy-for-traveller-sites)

² [National Planning Policy Framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/national-planning-policy-framework)

³ Wiltshire Council Gypsy and Traveller Accommodation Assessment June 2024, Opinion Research Services - [Gypsy and Travellers - planning - Wiltshire Council](#)

⁴ Annex 1, Planning Policy for Traveller Sites

- 1.6 Policies in the Wiltshire Core Strategy, which will be replaced by those in the emerging Wiltshire Local Plan review⁵, complement the policies in this Plan where appropriate, but for the purpose of planning for travellers this Plan is the starting point for determining planning applications.
- 1.7 While this Plan is the starting point when determining planning applications for traveller sites, all other relevant policies within the development plan and national policy will be taken into account along with other material considerations. This will include, but not limited to policy on Green Belt, historic environment, Areas of Outstanding Natural Beauty (now known as National Landscapes), and biodiversity; as well as neighbourhood plans where they contain relevant policies.
- 1.8 The GTAA advises that the needs for those households who did not meet the planning definition for travellers should be addressed as part of general housing need and separate policies would therefore apply⁶. However, travellers may be able to claim a right to culturally appropriate accommodation under the Equality Act (2010) because of their protected characteristics. This means that consideration will need to be given to mobile homes as a form of housing when considering applications for such use and applying policies within the development plan.

How to use this Plan?

- 1.9 The objectives of the Plan are set out in Chapter 2, with policies setting out the Plan's strategy for meeting the objectives together with development management policies within Chapter 3. Chapter 4 allocates specific sites to help meet needs. Chapter 5 sets out how the plan will be monitored over the plan period to ensure its continued effectiveness.
- 1.10 The policies in the Plan require changes to be made to the existing policies maps that support Wiltshire's adopted local plan. Figures 2 to 27 include the changes to be made in relation to allocated sites. Safeguarded sites are shown Appendix 2 to this Plan.

How has the Plan been prepared?

- 1.11 There has been an open call for sites during the preparation of the Plan, and this has been supplemented by a targeted approach to landowners requesting them to put forward their land for consideration in 2023. Despite these efforts only limited sites have been put forward for consideration through the Plan.
- 1.12 The GTAA has been kept up to date during the Plan's preparation and through its preparation, engagement has been undertaken with both the traveller community and neighbouring authorities. Legislation and national planning policy requires local planning authorities and other prescribed bodies to cooperate on strategic cross-boundary matters when preparing plans. A statement setting out how the council has addressed the duty to cooperate forms part of the evidence base and will be updated until the Plan is submitted for examination.
- 1.13 Alongside the GTAA, evidence papers and technical assessments have been prepared to inform the plan, including sustainability appraisal and assessment under

⁵ [The Local Plan review - Wiltshire Council](#)

⁶ Paragraphs 1.15 and 3.37, 2024 GTAA

the Habitats Regulations. These assessments ensure that the Plan: promotes sustainable development and economic, social and environmental impacts (positive and negative) have been considered in its preparation; and that the potential for adverse impacts on features of sites protected under the Conservation of Habitats and Species Regulations 2017 (as amended) and appropriate mitigation are also considered.

- 1.14 The Plan has now reached the Regulation 19 consultation stage and consultation is being undertaken in accordance with the council's Statement of Community Involvement⁷.

Next Steps

- 1.15 Following the close of the consultation, the council will consider all representations received before submitting the Plan to the Secretary of State for examination, which is anticipated early 2025 following approval by Cabinet and Council December 2024⁸.

⁷ Statement of Community Involvement, Wiltshire Council, July 2020

⁸ Wiltshire Local Development Scheme, Wiltshire Council, March 2024

2 Objectives

- 2.1 National planning policy requires that councils plan for the accommodation needs of all groups within the community, including travellers⁹. Their overarching aim is to ensure fair and equal treatment of travellers in a way that facilitates the traditional and nomadic way of life of travellers while respecting the interests of the settled community. In respect to plan-making, in summary authorities are required to:
- Assess the permanent and temporary accommodation needs of travellers.
 - Identify land in the right locations to meet need through sustainable development.
 - Address unauthorised encampments.
 - Reduce tensions between traveller and settled communities in plan-making and decision taking.¹⁰

Wiltshire's travelling community

- 2.2 Most gypsies and travellers in Wiltshire are English or Romany Gypsies, and Irish Travellers. They are a diverse group of communities which share some features but have their own histories and traditions. A key common feature is nomadism. The Equality Act 2010 recognises ethnic travellers, and they are protected against discrimination.
- 2.3 Distinct from these groups are travelling showpeople. They run fairs, circuses and shows and their presence in Wiltshire goes back many years.
- 2.4 There are 85 sites with around 380 pitches and plots for gypsies and travellers and travelling showpeople in Wiltshire¹¹. The majority are authorised private sites for gypsies and travellers. There are also three sites with 50 pitches for gypsies and travellers that are owned and managed by Wiltshire Council. The distribution of sites in Wiltshire generally follows an arc from Cricklade in the north of the county to Warminster in the west, with additional sites around Salisbury in the south¹².
- 2.5 Some sites contain travellers who do not meet the planning definition because they have never travelled but have protected characteristics and a need for culturally appropriate accommodation such as mobile homes. There are also some travellers that live in bricks and mortar housing.
- 2.6 Many travellers pursue an active nomadic life and are mainly self-employed. However, these traditional patterns are changing, and this has increased the need for new sites that serve as a settled base.
- 2.7 In addition to travellers who have a settled base in the county, groups travel through Wiltshire, and this can result in temporary unauthorised encampment on private and public land. The number and location of encampments varies year by year.
- 2.8 The importance of a settled base to support the health and well-being and educational needs of these communities is recognised in the Council's 'Wiltshire Gypsy, Roma, Traveller and Boater Strategy 2020-2025'. Providing for the

⁹ Paragraph 63, National Planning Policy Framework

¹⁰ Paragraphs 3 and 4, Planning policy for traveller sites

¹¹ Figure 5, Page 29, 2024 GTAA

¹² Page 36, 2024 GTAA

accommodation needs of, and improving health outcomes for, Wiltshire's gypsy and traveller communities also aligns with the council's 2022-2032 Business Plan.

2.9 The following four objectives have been developed for the Plan:

Objective 1: To meet identified accommodation needs for gypsy and traveller pitches and travelling showpeople plots to 2038 through site allocations, broad locations for growth and a policy framework for assessing proposals.

Objective 2: To make provision for three council-managed emergency stopping places to provide temporary accommodation.

Objective 3: To deliver well-designed sites in keeping with their surroundings, and in appropriate and sustainable locations with access to services and facilities which respect both the interests of the settled and traveller community.

Objective 4: To set out the approach to meeting needs for culturally appropriate accommodation for gypsies and travellers that do not meet the planning definition.

3 Strategy for meeting traveller needs

- 3.1 The Wiltshire Council Gypsy and Travellers Accommodation Assessment, June 2024 (GTAA)¹³ provides a robust assessment of the accommodation need for Wiltshire's travelling community. It identifies permanent pitch need for gypsies and travellers, and permanent plot need for travelling showpeople over the period 2024/25 to 2038/39. As the plan period extends to 2037/38, the headline figures in the GTAA have been adjusted to take off the final year.
- 3.2 The GTAA methodology can be summarised as follows:
- Desk-based data review
 - Stakeholder engagement, including with neighbouring authorities
 - Survey of traveller communities, including households residing in bricks and mortar
 - Application of the planning definitions in national policy¹⁴
 - Calculation of need and supply
 - Application of household formation rates over the plan period
- 3.3 It identifies current pitch and plot need from the following sources:
- Households on unauthorised sites for which planning permission is not expected.
 - Concealed, doubled-up or over-crowded households (including single adults).
 - Teenage children who may be in need of a pitch of their own in the next 5 years.
 - In-migration/roadside.
 - Households in bricks and mortar needing to move to sites.
 - Households in need on waiting lists for public sites.
- 3.4 The assessment also provides evidence on transit (also referred to as temporary) accommodation requirements over the plan period.
- 3.5 The GTAA identifies for the plan period - 1 April 2024 to 31 March 2038 - the need for 182 gypsies and traveller pitches for households that meet the planning definition¹⁵ comprising: 60 concealed or doubled-up households or single adults; 54 from teenagers who may need a pitch of their own in the next 5 years; 11 households on unauthorised developments; 4 from in migration/roadside; 6 households living in bricks and mortar; and 47 from future household formation¹⁶.
- 3.6 The GTAA goes on to recognise the likelihood that the need from teenagers in the short to medium term will not need a formal pitch set up. Instead, other approaches can be taken to meeting these needs including through siting additional touring caravans on existing pitches/sites or in larger extended family groups through sharing accommodation. This is also the case for single concealed or doubled up adults.¹⁷

¹³ [Gypsy and Travellers - planning - Wiltshire Council](#)

¹⁴ Annex 1, Planning Policy for Traveller Sites

¹⁵ Figure 2 (Page 7) 2024 GTAA. See paragraph 1.3 for explanation of time periods used in GTAA.

¹⁶ Paragraph 1.18, 2024 GTAA. Excludes 6 dwellings identified in Figure 2 for year 15 that relate to future household formation.

¹⁷ Paragraphs 1.11-1.13, 2024 GTAA

- 3.7 For travelling showpeople a need for 12 plots has been identified over the plan period, comprising: 8 from concealed households, 3 from teenagers, and 1 from future household formation.¹⁸
- 3.8 The GTAA, in accordance with national policy, breaks down the overall permanent pitch and plot need into five-year bands from 2024/25 to 2038/39, which form targets. As the plan period extends to 2037/38 the final year is excluded. The current need informs the first five-year band 2024/25 - 2028/29, and future need arises thereafter from new household formation. This is set out in Tables 1 and 2 and excludes the need arising from teenage children due to potential for this to be met on existing pitches/sites¹⁹.

Table 1: Pitch need from gypsies and travellers meeting the planning definition

Year Period	0-5 ²⁰	6-10	11-14	Plan period
Dates	2024-29	2029-34	2034-38	2024-2038
Pitch need	81	25	22	128

Table 2: Plot need from travelling showpeople meeting the planning definition

Year Period	0-5 ²¹	6-10	11-14	Plan period
Dates	2024-29	2029-34	2034-38	2024 - 2038
Plot need	8	0	1	9

- 3.9 The strategy to meet needs across the plan period is based on the requirements set out in national policy²², which requires the plan to:
- (i) identify a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against locally set targets: and
 - (ii) identify a supply of specific, developable sites, or broad locations for growth, for years 6 to 10 and, where possible, for years 11-15.
- 3.10 Based on the GTAA findings, Policy GT1 therefore sets out the target number of pitches and plots to be provided and planned for across the plan period. It provides for permanent pitches for gypsies and travellers, and plots for travelling showpeople as defined in national policy.
- 3.11 For the first five years of the plan, to 1 April 2029, the plan seeks to identify sufficient specific deliverable sites through intensification of existing sites and new allocations. For years 6 to 10 and 11-14, need significantly reduces and is based on new household formation to meet local needs. The plan therefore safeguards existing

¹⁸ Paragraph 1.26 and Figure 4 (Page 77), 2024 GTAA

¹⁹ Figures 8 to 11, (Pages 47-50), 2024 GTAA

²⁰ Excludes need arising from teenage children.

²¹ Excludes need arising from teenage children.

²² Paragraph 10, Planning policy for traveller sites

sites to allow them to continue to meet the needs of travellers, which in effect form 'broad locations for growth', the need between years 6-10 is relatively modest and could be met from turnover or additional pitches on existing sites.

- 3.12 Policy GT1 also makes provision for the needs of teenage children (arising on sites) to be met through siting of additional caravans where this is in line with relevant design considerations and other development plan policies; helping maintain family cohesion. This approach may also provide suitable accommodation for single adults, reducing the need for pitches. As such, the siting of additional caravans will be monitored across the plan period.
- 3.13 In some circumstances touring caravans can be stationed on existing sites without the need for planning permission unless conditions have been imposed to manage the number of caravans stationed on a site. Even though planning permission may not be needed there are also regulations in place to ensure safe living conditions.²³ Where planning permission is required, applications for additional caravans on sites to meet a need will be assessed on a case-by-case basis against policies in the development plan including Policy GT3: New sites and intensification of existing sites. This is recognised in Policy GT1.
- 3.14 The GTAA also estimates a potential need of up to 37 pitches from undetermined gypsy and traveller households (27 pitches current need and 11 future need) but the study could not confirm that they meet the planning definition²⁴. Should a need be demonstrated during the plan period then the Plan allows for additional pitches on existing sites where they can accommodate them and provide acceptable living standards. In addition, the plan allows for windfall sites where they are to meet a demonstrable local need and there are no alternative sites.
- 3.15 Delivery of new pitches and plots will be monitored over the plan period, with the GTAA reviewed around every 5 years to ensure the level of provision remains appropriate for the community.
- 3.16 The GTAA also considers the temporary accommodation need of travellers based on stakeholder consultation, analysis of unauthorised encampments in Wiltshire and consideration of existing travelling routes within the county. There is currently no temporary accommodation available in Wiltshire and the GTAA recommends identifying emergency stopping sites in three broad locations around Trowbridge, Salisbury, and the north of the county.²⁵
- 3.17 Emergency stopping sites are basic sites with limited facilities to discourage long stay²⁶. They can be occupied by groups for a limited period, ordinarily no more than 28 days. To allow for the effective management of unauthorised encampments, it is recognised that the council will need to manage these in order that they can be opened as needed. Policy GT1 therefore makes provision for three sites to form a basic network of sites that can be used when required. Chapter 4 of the Plan allocates a first emergency stopping site in the north of the county and the council is committed to identifying and delivering a further two sites in the south and west of the county in accordance with Policy GT5.

²³ Planning conditions, Mobile Homes Act 2013, Fire Safety measure – regulated reform (Fire Safety) Order 2005

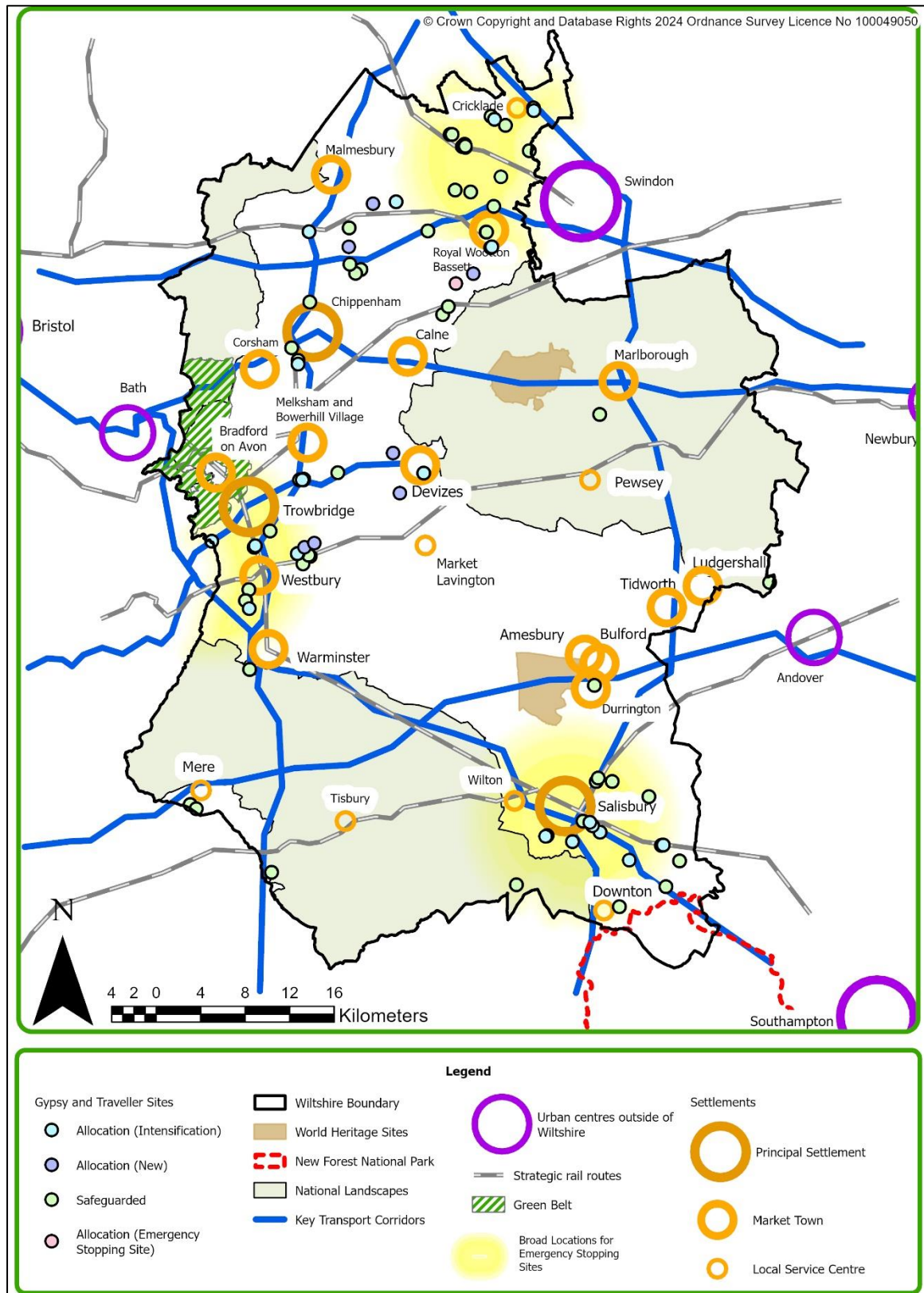
²⁴ Figures 17-18 (Page 63), 2024 GTAA

²⁵ Paragraphs 1.28-1.30, 2024 GTAA

²⁶ Designing Gypsy and Traveller Sites - Good Practice Guide (DCLG, 2008)

3.18 A key diagram, Figure 1, provides an overview of the strategy to meeting accommodation need.

Figure 1: Key Diagram



Policy GT1: Meeting the needs of gypsies and travellers, and travelling showpeople

Provision should be made for 128 permanent pitches for gypsies and travellers and 8 plots for travelling showpeople, where they meet the planning definition, during the period 2024 to 2038 through the following sources:

- Appropriate intensification of authorised permanent sites;
- Site allocations;
- Safeguarded sites; and
- Windfall sites in accordance with Policy GT3.

Of this total provision, by 2029 provision should be made for 81 additional permanent pitches for gypsies and travellers that meet the planning definition; 8 plots for travelling showpeople that meet the planning definition; and 3 council emergency stopping sites in accordance with Policy GT5.

Proposals for the intensification of safeguarded sites, identified in accordance with Policy GT2, to provide additional pitches and plots or for the siting of additional caravans will be supported, where the development would meet a demonstrable on-site need and accord with other policies in the development plan.

- 3.19 Chapter 4 of the Plan sets out site allocations for both new sites and intensification of existing authorised sites through the provision of new pitches and plots. Table 3 summarises the supply from these sources against the first five-year target in Policy GT1 (by 2029). The table also includes any planning permissions granted since the GTAA base date of 31 March 2024.
- 3.20 Table 3 shows that supply for gypsy and traveller pitches is sufficient to meet the identified targets in the first five years of the plan period (2024 to 2029) consistent with national policy²⁷.

Table 3: Supply of pitches and plots against 2029 targets

	Gypsy and Traveller Pitches	Travelling Showpeople Plots
2024-29 Need (a)	81	8
Planning permissions (b)	6*	-
Site intensification (c)	44	8
New site allocations (d)	34	-
Total Supply (e) = (b+c+d)	84	8
(a)-(e) - surplus	(-3)	0
Years of supply 2024-29	5.19	5.00

* Includes planning permissions 1 April to 1 June 2024

- 3.21 There is an inconsistency between the Planning policy for traveller sites and the National Planning Policy Framework²⁸, which requires 5-year supply from adoption of

²⁷ Paragraph 10, Planning policy for traveller sites

the plan. This can only reasonably be considered from the closest monitoring period to the anticipated adoption of the Plan (1 April 2025). On this basis, the supply of gypsy and traveller pitches is marginally short of five years from adoption of the Plan as shown in Table 4 below. It is possible though that this shortfall may be closed prior to the adoption of the Plan through the delivery of new pitches in the intervening period.

Table 4: Five Year Supply from anticipated plan adoption date (2025)

	Gypsy and Traveller Pitches	Travelling Showpeople Plots
2025-30 Need (a)	86	8
Planning permissions (b)	6*	-
Site intensification (c)	44	8
New site allocations (d)	34	-
Total Supply (e) = (b+c+d)	84	8
(a)-(e) - shortfall	(2)	0
Years of supply from plan adoption (2025)	4.88	5.00

* Includes planning permissions 1 April to 1 June 2024

- 3.22 Nonetheless, beyond the first five years of the plan period (years 6+) as set out in Tables 1 and 2 the targets for pitches and plots come from household formation. The plan, in Policies GT1 and GT2, by safeguarding sites and allowing for their intensification in effect identifies these as 'broad locations for growth'. It makes provision for additional pitches or plots to come forward where possible to meet identified on site needs over the plan period. Such need could also be met through pitch/plot turnover. Some of this need may also relate to single adults whose needs, as set out in paragraph 3.6, may be met on existing sites without the need for a formal pitch set up.
- 3.23 To ensure sufficient supply over the plan period to meet identified needs, Policies GT1 and GT3 make provision for windfall sites that will be considered on a case by-case basis. These are sites on unallocated land where sustainable development can be achieved, and planning permission granted to assist meeting identified local pitch need. They should meet the criteria in Policy GT3 and accord with other relevant policies of the development plan.

Safeguarding Traveller Sites

- 3.24 Most traveller sites in Wiltshire have planning permission or benefit from a certificate of lawfulness for the existing use. Some were granted planning permission when previous planning definitions for travellers were in force. Others do not benefit from planning permission but are now considered lawful through the passage of time where the site has been used as a traveller site for a continuous period of at least ten years.
- 3.25 Safeguarding permitted sites to ensure that they can continue to provide accommodation now and for future needs forms part of the strategy set out in Policy

²⁸ Paragraph 69 a), National Planning Policy Framework

GT1. The GTAA confirms that future need for new pitches and plots from year 6 onwards arises on existing sites through household formation.

- 3.26 Policy GT2 therefore safeguards sites, as shown on the Policies Map, from other uses unless it can be demonstrated that they are no longer needed to meet any identified accommodation need for gypsies and travellers and travelling showpeople. This will ensure that there remains a supply of traveller sites throughout the plan period and needs can be met through turnover on sites. The number of pitches and plots on sites within Policy GT2 are set out within the GTAA²⁹. The safeguarded sites, as they will appear on the Policies Map, are shown in Appendix 2.
- 3.27 Some sites have planning permission with conditions attached that restrict the use of the site to named residents and sometimes this includes their resident dependants. In view of the overall need and to maintain a supply of suitable sites into the future it is generally appropriate to safeguard these sites also where acceptable in planning terms. In these instances, where there is an identified local need an application to vary the relevant restrictive condition will need to be submitted and assessed against policies of the development plan. It would not be appropriate however to safeguard any sites in the designated green belt, for this reason the site referred to as Shop Lane is excluded.
- 3.28 Some sites listed in Policy GT2 are also allocated in Chapter 4 of this Plan for additional growth that meets need in the first five years. They would see an increase in the number of pitches or plots and will require planning permission before they can be implemented.
- 3.29 The policy also covers new sites as soon as they receive planning consent where they are for households that meet the planning definition, including new permanent sites proposed for allocation in this Plan.
- 3.30 The approach to addressing the needs of travellers, as set out in the GTAA, that have never travelled but are ethnic gypsies or travellers and have protected characteristics is set out in Policy GT4. This recognises that there is need arising from such households who are already residing on existing sites. Exceptionally therefore in the interest of family cohesion Policy GT2 allows for the intensification of existing sites to meet on site needs as identified through the GTAA. Given the exceptional nature of this conditions will be used to manage future use of the site.

²⁹ Figure 6 (Pages 31-36), 2024 GTAA. Sites are listed under 'site status' and number of pitches and plots on sites at April 2024 provided.

Policy GT2: Safeguarding gypsies and travellers, and travelling showpeople sites

The gypsies and travellers and travelling showpeople sites listed below and as shown on the Policies Map are safeguarded from alternative development unless they are no longer required to meet any identified needs for gypsies and travellers or travelling showpeople.

Any other site that is subsequently granted permanent planning permission for gypsies and travellers shall be safeguarded in accordance with this policy.

Exceptionally, provision of additional pitches or the siting of additional caravans that are for gypsies and travellers that do not meet the planning definition on the following sites will be supported where this meets a demonstrable on-site need and meets the site-specific criteria in Policy GT3. In such circumstances, planning conditions would be used to define the specific circumstances and manage future use of the site.

Gypsy and Traveller Sites
Fairhaven Gypsy Site
Lode Hill Gypsy Site
Thingley Gypsy Site
79 Southampton Road (The Piggeries)
Badgers Rest
Bonnie Farm
Bournelake
Braemar
Braemar (2)
Brewers Pit
Bridge Paddocks
Broken Cross Bridge
Calcutt Park
Christian Place
Dairyhouse Bridge Gypsy Site
Dillons Farm
Easton Lane Gypsy and Traveller Site
Ernies Yard
Former Glenville Nurseries
Frampton Farm
Greenacres Mobile Park (adj West Wilts Crem)
Greenfield View
Hicks Leaze
Hedgerow Stables
Jacob Manor
Land adjacent B4040
Land adjacent Bridge Paddocks (1)
Land adjacent Bridge Paddocks (2)
Land adjacent Hisomley Farmhouse
Land Adjacent Old Telephone Exchange
Land adjoining Swindon & Cricklade Railway
Land at A361 (Blossom Hill)
Land at Capps Lane (Shellbrook View)
Land at Four Oaks
Land at Jane Oaks Farm

Land at Lower Westbury Road
Land at Orchard Paddock
Land at west side of B3092, Mapperton Hill
Land at White Horse View
Land opposite 6 Hawkeridge Road (Horseshoe Stables Farm)
Land south of Bridge Paddocks
Land south of Old Farm
Land west of Bushton Road
Land west of Penn Farm (1)
Land west of Penn Farm (2)
Lansdowne
Little Acre
Littleton Stables
Llamedos
Melbourne View
Nials Yard
Oak Tree Field Gypsy Site
Pudding Brook
Purdys Farm
Rose Field Caravan Site
Sambourne Park
Specks Caravan Site
Sunnyside, Yarnbrook Road
Thatado Barn
The Lodge
The Old Chalkpit
The Paddock, Hook
The Paddock, Startley
The Poplars Residential Park
The Poplars
Tricky's Paddock
Valley View
Blandford Road
Hatt Hill
Viny Ridge
The Caravan at No.9 Old Court
Travelling Showpeople Sites
Land adj Nursteed Park
Land opposite The Laurels
Petersfinger Business Park
Porton Road
The Yard at No.6 Old Court

Assessing proposals for new gypsies and travellers and travelling showpeople sites and intensification of existing sites

- 3.31 The Plan proposes to meet identified need in Policy GT1 through safeguarding and intensification of existing sites, and new site allocations. It also identifies windfall sites as an additional source of supply to meet the identified needs of gypsies and travellers and travelling showpeople who meet the planning definition during the plan period. However, windfall sites should only be considered where there are no alternatives sites available including sites allocated in the Plan.
- 3.32 Policy GT3 sets out the general locational criteria that should be met for new windfall sites, which will need to be considered alongside national policies and other development plan policies relating to, but not limited to: Green Belt (traveller sites are inappropriate development in the Green Belt), Areas of Outstanding Natural Beauty (now known as National Landscapes), World Heritage Sites, historic environment including archaeology, flood risk, internationally and nationally protected sites for biodiversity, contaminated land, transport etc. It also sets out site specific criteria to be applied in assessing proposals to help determine their suitability.
- 3.33 It is recognised that during the plan period there may be a demonstrable local need for additional accommodation on sites safeguarded and allocated through this Plan to meet the changing needs of on-site households. Policies GT1, GT2 and GT4 collectively set out policy requirements to be met depending on whether the need is for households who meet the planning definition for travellers, or it relates to households that do not but there is the need for culturally appropriate accommodation. In addition, Policy GT3 seeks to ensure that new sites in the open countryside are strictly controlled by requiring the occupants of these to have a demonstrable need and meet the planning definition.
- 3.34 The site-specific criteria included in Policy GT3 can apply equally when considering proposals for additional accommodation on existing sites to ensure that the site can accommodate the development and intensification does not lead to unacceptable impacts, including on acceptable living standards. They cover matters that are particularly relevant to the assessment of traveller site proposals, but other national and development plan policies will also apply and supplement these, including those relating to the historic environment, transport and ecology for example.
- 3.35 In assessing proposals for travelling showpeople or where mixed uses are proposed, the site and its surrounding context must be suitable for mixed residential and business uses, including storage required and/or land required for exercising animals; and would not result in an unacceptable loss of amenity and adverse impact on the safety and amenity of the site's occupants and neighbouring properties. The Showmen Guild of Great Britain has produced guidance on design for travelling showpeople sites, which should also be taken into account in assessing proposals.
- 3.36 Traveller site development in Wiltshire must, like other forms of residential development, also ensure that it does not have an adverse impact on internationally important protected sites, which are safeguarded for their ecological importance under the Conservation of Habitats and Species Regulations 2017 (the Habitat Regulations).
- 3.37 Each protected site has a zone of influence or catchment area within which adverse impacts could occur if mitigation is not provided for alongside development. The protected sites are: the River Avon (Hampshire) Special Area of Conservation (SAC);

Bath and Bradford on Avon Bats SAC; Salisbury Plain Special Protection Area (SPA); North Meadow and Clattinger Farm SAC; and Solent Maritime SAC (catchment of the River Test); and New Forest protected sites. Where appropriate, measures will need to be secured for proposals consistent with the mitigation strategies for each protected site.

Policy GT3: New sites and intensification of existing sites

Proposals for new gypsy and traveller sites and travelling showpeople sites will need to satisfy the following criteria, and accord with other policies in the development plan:

- **Development is for occupants that meet the planning definition for gypsies and travellers or travelling showpeople and have an identified need; and**
- **Site is located within a reasonable distance and safely accessible to local services and community facilities, in particular a primary school and a doctor's surgery or health centre.**

Proposals for new sites and intensification of existing sites will need to meet the following criteria and accord with other policies in the development plan where relevant to the site:

- **Development of the site alone or in combination with other traveller sites respects the scale of, and does not dominate, the nearest settled community.**
- **Safe vehicular and pedestrian access can be provided and maintained for all users including emergency vehicles and refuse collection vehicles.**
- **Highway network can accommodate vehicles likely to be generated by the site and development does not result in unacceptable impact on highway safety.**
- **Services can be provided, such as water, power, sewerage and drainage. Where practicable, development should connect to the mains, or an alternative acceptable solution can be achieved.**
- **Appropriate space and screening for bins on-site and kerbside to enable storage and collection of waste.**
- **Proposals should be accompanied by a drainage strategy that applies the surface water hierarchy and demonstrates the suitability of proposed foul drainage solutions.**
- **Sufficient space is provided within the site layout for safe vehicle parking and turning, circulation space, residential amenity and play areas, as well as separation of family pitches/plots in the interest of adequate privacy.**
- **Development would not result in unacceptable levels of noise, air quality and light pollution.**

- **Development would not result in unacceptable harm to landscape character, result in the loss or harm to existing important landscape features.**
- **Development can be landscaped and/or screened to reflect the character and appearance of the area around the site to ensure the development does not appear isolated and does not unacceptably impact on the amenity of neighbouring properties.**
- **Development should not adversely impact on public rights of way.**
- **Buffers can be provided to protect sensitive habitats and lighting designed to avoid illumination of sensitive habitats.**
- **Development can protect and retain ecological features so that their value, connectivity, and functionality remain intact.**

All planning permissions will be subject to conditions to ensure use of the site is appropriately managed.

Addressing need for culturally appropriate accommodation

- 3.38 In line with national policy, the Plan does not set targets or allocate land to meet the need from travellers that do not meet the planning definition. However, the GTAA recognises that there are households that have never travelled for work purposes but are ethnic gypsies or travellers and have protected characteristics in Equality Law. As such, there may be the need for culturally appropriate accommodation, for instance mobile homes rather than bricks and mortar housing.
- 3.39 Any proposals for new culturally appropriate accommodation should be determined against housing policies in the Local Plan to ensure that caravan parks or new mobile home developments are consistent with locational requirements for general housing developments. This is because such accommodation should not enjoy the flexible policy regime afforded to new sites for travellers that meet the planning definition in national policy. New sites for non-definition households are not therefore supported through Policy GT3.
- 3.40 The 2024 GTAA identifies an accommodation need from 70 households during the plan period who do not meet the planning definition. For the first five years, 48 households have an identified need, of which 24 are teenagers.³⁰
- 3.41 There are existing lawful park home sites in Wiltshire that could provide culturally appropriate accommodation to help meet identified need for this household category. This may form a source of housing to meet needs through turnover within the normal housing market.
- 3.42 Exceptionally, in the interest of family cohesion and because gypsy and traveller households that do not meet the planning definition are already residing on existing sites, as recognised in the GTAA, Policy GT2 allows for the intensification of existing

³⁰ Figures 21-22 (Page 65), 2024 GTAA

sites to meet the on-site identified needs within the 2024 GTAA where it is otherwise acceptable in planning terms. Chapter 4 of the plan also includes site allocations for an additional 6 pitches on such sites in line with this exceptional approach. Other sites safeguarded under Policy GT2 may also provide an additional source of supply later in the plan period.

- 3.43 Any remaining unmet need for households identified within the GTAA that do not meet the planning definition but have a need can be met through windfall proposals that are consistent with relevant strategic settlement and housing policies in the Local Plan. The Settlement Strategy and Delivery Strategy of the adopted Wiltshire Core Strategy (Core Policies 1 and 2) and emerging Wiltshire Local Plan (Policies 1 and 2) set out the strategic policies for the location and delivery of new housing. The Settlement Strategy identifies those settlements where housing development is supported, and delivery strategy provides more detail about how sites should be brought forward at those places. The settlements categorised as Principal Settlements, Market Towns, Local Service Centres and Large Villages all have defined settlement boundaries, as set out on the policies map, within which new housing is generally supported where it is consistent with other development plan policies. Small Villages are also identified, while these do not have defined boundaries, infill housing development is supported in their existing built-up areas where it is consistent with the other requirements of policy, as well as those in the wider development plan. Policies also allow in certain circumstances for housing developments to be brought forward through neighbourhood plans adjacent to these settlements, or through site allocations in a development plan document.
- 3.44 The approach to addressing needs through these sources is set out in Policy GT4. This also requires that proposals must meet an identified need for ethnic travellers that do not meet the planning definition but nonetheless are covered by the stipulations in the Equality Act. This is to meet the objectives of this Plan and to ensure that provision can be monitored effectively against identified need.

Policy GT4: Meeting needs of gypsies and travellers for culturally appropriate accommodation

The identified local accommodation needs for persons that do not meet the planning definition but identify as travellers in line with the stipulations in the Equality Act 2010 will be met by:

- **Site allocations for intensification of existing sites;**
- **Safeguarded sites listed in Policy GT2;**
- **Proposals for sites that are within settlements identified in the Settlement Strategy and consistent with other relevant development plan policies; and**
- **Sites that are brought forward through neighbourhood plans or a subsequent site allocation plan.**

Meeting temporary accommodation needs

- 3.45 Policy GT1 makes provision for three emergency stopping sites by 2029 to address the lack of temporary accommodation in Wiltshire. Chapter 4 of the Plan allocates a first emergency stopping site in the north of the county and the council is committed to identifying and delivering a further two sites in the south and west of the county in accordance with Policy GT5. The use of these sites will be monitored to inform the need for further provision across the plan period.
- 3.46 Wiltshire Council routinely manages unauthorised encampments as described in the GTAA³¹ and operates a tolerating approach to unauthorised encampments where practicable³². The council works with travellers on a case-by-case basis to manage the circumstances of their stay and assist with matters such as ensuring the welfare of vulnerable persons within a group under statutory provisions.
- 3.47 There may however be situations where travellers wish to access a designated site on their way through the county. There may also be cases where the council working with the police need to direct travellers away from an encampment to a suitable site within the county under provisions in enforcement legislation³³.
- 3.48 Consistent with the recommendations in the GTAA, Policy GT1 proposes three emergency stopping sites in the north, west and south of Wiltshire to form a basic network of sites that could be used where required. Three sites are proposed given the size of the county and the presence of strategic travelling routes such as the M4, the A36 and the A350³⁴. The position of these should take into consideration the location of any existing or planned temporary accommodation in neighbouring authorities to ensure they complement temporary provision in those areas and help form part of a wider network of temporary accommodation. The Key Diagram identifies broad locations for emergency stopping sites (Figure 1).
- 3.49 Emergency stopping sites are basic sites with limited facilities equipped with hardstanding, fence, and rubbish disposal as a minimum but portable toilets, water and sewage disposal could also be made available, consistent with Government advice³⁵. They can be occupied by groups for a limited period, ordinarily no more than 28 days. Each site should provide facilities to support 6 touring caravans and their vehicles as most unauthorised encampments in Wiltshire are small. Proposals will be assessed against the criteria in Policy GT5 and other policies in the development plan as appropriate.
- 3.50 The Council's Emergency Stopping Places Strategy (July 2018) will be reviewed and updated as appropriate to set out the Council's approach to ensuring delivery of emergency stopping sites in accordance with policies GT1 and GT5.
- 3.51 The criteria in Policy GT5 have been shaped using the site selection criteria in the Emergency Stopping Places Strategy, which have been refined and developed to reflect the key policy considerations for emergency stopping sites. These will need to

³¹ Paragraphs 7.53 to 7.55, 2024 GTAA

³² <https://www.wiltshire.gov.uk/article/1745/Unauthorised-Encampments>

³³ Section 62A Criminal Justice and Public Order Act

³⁴ Page 54, 2024 GTAA

³⁵ Department for Levelling Up, Housing and Communities: Policy Paper Traveller Site Fund 2022/23 - prospectus, updated 19 May 2022.

be considered alongside policies in the wider development plan including those on landscape, ecology, historic environment and drainage.

- 3.52 A first site at Thickthorn Farm is allocated in Chapter 4 of the Plan under Policy GT31 for which capital funding has been secured.

Policy GT5: Emergency Stopping Sites

Emergency stopping sites provided by the council in accordance with Policy GT1 should:

- **Be located near, and accessible, to key travelling routes to form a network of sites in the north, west and south of the county;**
- **Be located to avoid adverse impacts on environmental designations, biodiversity and areas of flood risk or other hazards including contaminated land;**
- **Not have an unacceptable impact on land uses in the surrounding area including the amenity of neighbouring properties and on the character and appearance of the landscape;**
- **Be served by an independent safe vehicular access including for emergency vehicles and not have an unacceptable impact on the safe operation of the highway network;**
- **Accommodate 6 touring caravans and parking for towing vehicles, and space for vehicular movements including turning, onsite facilities, circulation space and to enable fire safety standards to be met; and**
- **Provide for appropriate boundary treatment around the site to contain the use, mitigate any visual impact on the landscape and avoid unacceptable impacts on residential amenity for both occupiers and neighbouring properties.**

4 Site Allocations

- 4.1 The strategy for meeting needs, as set out in Policy GT1, includes the intensification of existing sites to enable the most efficient use of land as well as new allocations to help meet need within the first 5 years of the Plan. All allocations in this section will need to be assessed against Policy GT3 as well as the specific requirements identified in the individual policies for each allocation.
- 4.2 Intensification of sites will meet an on-site need for additional permanent pitches for gypsies and travellers and permanent plots for travelling showpeople that meet the planning definition.
- 4.3 In total, policies for the intensification of existing sites will deliver 44 pitches for gypsies and travellers, and 8 plots for travelling showpeople, that meet the planning definition, as set out in the following table:

Table 5: Allocations for site intensification (planning definition)

Policy Reference	Site Name	New Pitches/ Plots
Gypsy/Travellers		
Policy GT6	Braemar	5
Policy GT7	Calcutt Park	1
Policy GT8	Dillions Farm	1
Policy GT9	Easton Lane	3
Policy GT10	Lansdowne	7
Policy GT11	Oak Tree Field	14
Policy GT12	Poplar Tree Residential Park	7
Policy GT13	The Poplars	2
Policy GT14	Rose Field Caravan Site	2
Policy GT15	Land to the South of Bridge Paddocks	2
Total		44
Travelling Showpeople		
Policy GT16	Land Opposite the Laurels	3
Policy GT17	Land adjacent Nursteed Park	4
Policy GT18	Petersfinger Business Park	1
Total		8

- 4.4 Exceptionally, consistent with Policy GT4, provision is made for 6 additional pitches allocated on five sites for an on-site need from gypsy and traveller households that do not meet the planning definition.

Table 6: Allocations for site intensification (do not meet planning definition)

Policy Reference	Site Name	New Pitches
Gypsy/Travellers		
Policy GT19	Former Glenville Nurseries	1
Policy GT20	Greenfield View	1
Policy GT21	Land at Capps Lane	1
Policy GT22	Melbourne View	1
Policy GT23	79 Southampton Road	2
Total		6

4.5 New deliverable site allocations have been identified to help meet the need for gypsy and traveller pitches from households that meet the planning for the period 2024-29.

4.6 In total, policies for the following site allocations are proposed to deliver 34 permanent pitches by 2029, consistent with the broad locational and site-specific criteria in Policy GT3.

Table 7: New Site Allocations (planning definition)

Policy Reference	Site Name	New Pitches
Gypsy/Travellers		
Policy GT24	Bushton North Farm, Bushton	3
Policy GT25	Housecroft Farm 1, Edington	2
Policy GT26	Housecroft Farm 2, Edington	2
Policy GT27	Land at Cleverton, Cleverton	10
Policy GT28	Oxhouse Farm, Rowde	10
Policy GT29	Upper Seagry Farm, Upper Seagry	5
Policy GT30	Whistley Road, Potterne	2
Total		34

4.7 Consistent with Policy GT1 and Policy GT5, Policy GT31 also allocates a single emergency stopping site for 6 pitches on Land at Thickthorn Farm.

Site intensification

Policy GT6: Braemar and Braemar (2), Shaftesbury Drove, Coombe Bissett

- 4.8 There are two lawful gypsy and traveller sites in this location: Braemar (2 pitches) and Braemar (1 pitch). The wider land also hosts a bricks and mortar property named 'Hill View'. The GTAA identifies an accommodation need of four pitches at Braemar (2) and one at Hill View. There is also evidence of potential teenage accommodation need by 2029.
- 4.9 Policy GT6 allocates five pitches to meet the combined identified pitch need on undeveloped land within the wider site area. The land provides flexibility to offer shared dayrooms and touring caravans, to meet identified need from teenagers.
- 4.10 The site lies within the River Avon SAC catchment. An Appropriate Assessment required by the Habitat Regulations will be undertaken by the council following the submission of a planning application. Applicants need to follow Wiltshire Council's advice on its website in terms of nutrient neutrality³⁶.
- 4.11 A package treatment plant is required to manage foul drainage in the absence of a sewer connection.
- 4.12 The Shaftesbury Drove (on the southern boundary of the site) is a key piece of green infrastructure, which has potential to be used as a flightline for bats. Boundary planting and screening will be required, also in the interest of protecting the Right of Way.
- 4.13 The site is in open land between two recorded cropmark complexes of likely later prehistoric field systems in an area of generally high archaeological potential. Further investigation is therefore required, including a geophysical site survey and trial trench evaluation to identify any heritage assets, and assess the impact of the development proposal and inform mitigation measures, as necessary.
- 4.14 The site falls within the zone of influence of the New Forest designated sites and mitigation for recreational pressures will be required.

³⁶ <https://www.wiltshire.gov.uk/Phosphorus-and-nitrogen-mitigation>

Policy GT6 - Braemar and Braemar (2)

Land at Braemar and Braemar 2, as identified on the Policies Map, is allocated for the development of an additional 5 gypsy and traveller pitches where it accords with policies in the development plan. Proposals should also comply with the following requirements:

- Secure mitigation measures in accordance with the requirements of the Council's nutrient neutrality strategy.
- Deliver an acceptable drainage strategy that sets out how surface and foul water drainage will be achieved.
- Ensure that landscape and ecological mitigation is delivered, including the formation of a 10-meter buffer of native trees and shrubs within the site, along the southern boundary.
- Ensure the retention of the northern hedgerow.
- Ensure that any identified heritage assets are conserved with mitigation measures secured, where necessary.
- Secure a financial contribution to the New Forest Protected Sites Mitigation Strategy.

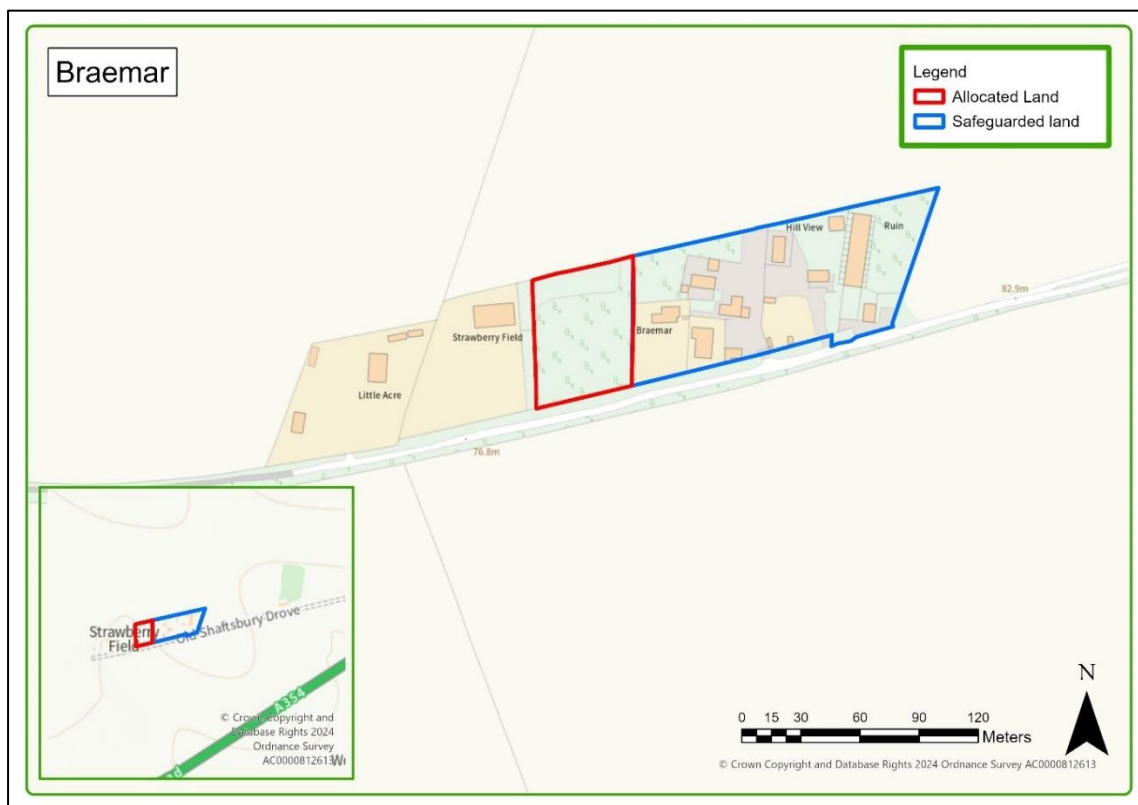


Figure 2: Policy GT6 - Braemar and Braemar (2) Site Allocation

Policy GT7: Calcutt Park, Calcutt, Cricklade

- 4.15 Calcutt Park is an existing lawful gypsy and traveller site with 12 permitted pitches, situated outside Cricklade to the east of the A419. The GTAA identifies an on-site need for 1 pitch. Pitch 12 is proposed for intensification with one additional pitch in Policy GT7. The GTAA also identifies that by 2029 there may be an accommodation need from teenagers on the wider site. The approved pitches at this site may accommodate additional touring caravans if required.
- 4.16 A payment will be required towards the North Meadows and Clattinger Farm SAC Mitigation Strategy before commencement of development to mitigate for increase in visitor numbers to that area. The eastern boundary planting requires retention and protection in perpetuity.

Policy GT7 - Calcutt Park

Land at Calcutt Park, as identified on the Policies Map, is allocated for the development of 1 additional gypsy and traveller pitch by way of subdivision of Pitch 12, where it accords with policies in the development plan. Proposals should also comply with the following requirements:

- **Ensure acceptable surface and foul water drainage measures are delivered within the site.**
- **Provide appropriate fencing within the site to ensure the retention and protection of the eastern boundary planting.**
- **Ensure the illumination of habitats is avoided by directing artificial lighting away from the eastern boundary.**
- **Secure a financial contribution to the North Meadows and Clattinger Farm SAC Mitigation Strategy**

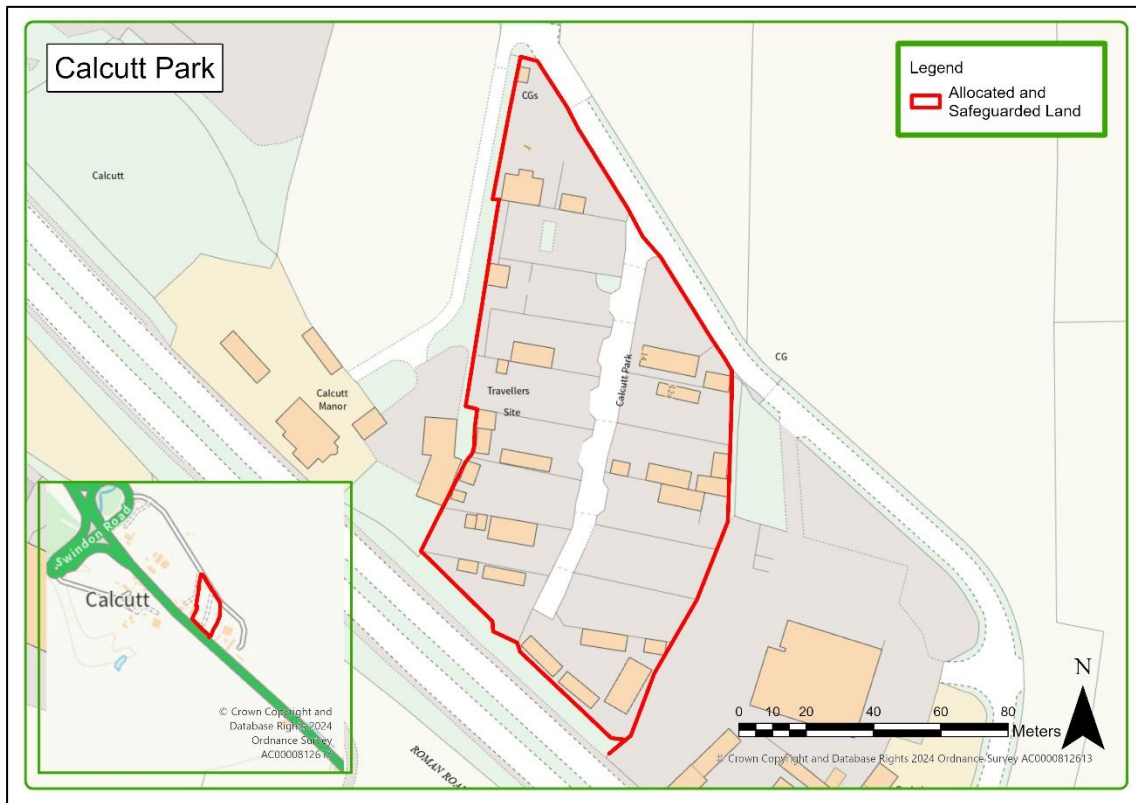


Figure 3: Policy GT7 - Calcutt Park Site Allocation

Policy GT8: Dillons Farm, Dean Road, East Grimstead

- 4.17 Dillons Farm is a lawful gypsy/traveller site with a single pitch, situated to the south-east of East Grimstead, adjacent to Dean Road. The GTAA identifies a need for one gypsy and traveller pitch. Accordingly, Policy GT8 allocates an additional pitch at this site.
- 4.18 Site access improvements will be required. If this requires hedgerow removal this will need replanting on a new alignment.
- 4.19 The site lies in the catchment of the River Test and applicants need to follow Wiltshire Council’s advice on its website in terms of nutrient neutrality³⁷. An Appropriate Assessment required by the Habitat Regulations will be undertaken by the Council following the submission of a planning application.
- 4.20 A package treatment plant is the required option for off-grid foul drainage management. There is groundwater flood risk present on site which requires further investigation. A drainage strategy should be submitted with a planning application to demonstrate how the groundwater flood risk, surface water and foul water drainage will be managed.

³⁷ <https://www.wiltshire.gov.uk/Phosphorus-and-nitrogen-mitigation>

- 4.21 The site lies on the edge of the zone of influence for Mottisfont Bats SAC. Mitigation to buffer hedgerows will be required to avoid adverse effects. The site also falls within the zone of influence of the New Forest designated sites and mitigation for recreational pressures will be required.
- 4.22 Due to the proximity to the rail line a noise assessment is required to inform a proposal in the interest of residential amenity and the occupant's health.

Policy GT8 - Dillons Farm

Land at Dillons Farm, as identified on the Policies Map, is allocated for the development of 1 additional gypsy and traveller pitch where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Secure mitigation measures in accordance with the requirements of the Council's nutrient neutrality strategy.**
- **Provide an improved access to meet visibility requirements for highway safety, with hedgerow replanting if required.**
- **Deliver sufficient drainage measures to manage surface water, mitigate risk from groundwater flooding and provide foul water drainage.**
- **Incorporate 10-metre buffers to hedgerows to ensure protection against adverse effects on existing hedgerows.**
- **Ensure the delivery of measures to mitigate any identified adverse impacts from noise, including from the railway to the south of the site to protect residential amenity of future site occupants.**
- **Secure a financial contribution to the New Forest Protected Sites Mitigation Strategy.**

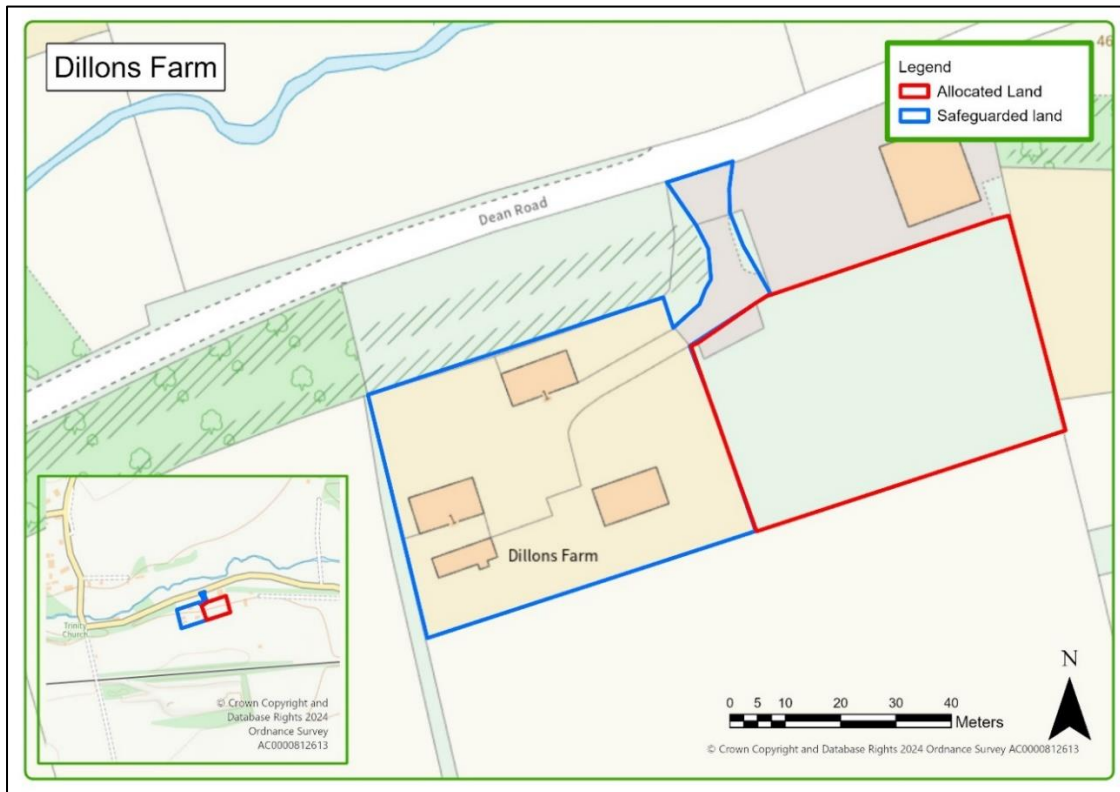


Figure 4: Policy GT8 - Dillons Farm Site Allocation

Policy GT9: Easton Lane, Chippenham

- 4.23 This site hosts five lawful gypsy and traveller pitches and is situated to the south-west of Chippenham near the Thingley rail junction. The GTAA identifies an accommodation need for three pitches and there may be accommodation need from teenagers by 2029.
- 4.24 Policy GT9 allocates an additional three permanent pitches. The existing permitted pitches are of sufficient size to accommodate additional touring caravans to address accommodation need from teenage children, if required by 2029.
- 4.25 Improvements to the existing access are needed in the interest of highway safety.
- 4.26 There is groundwater flood risk which needs to be addressed in a drainage strategy. Proposals should include native tree planting to mitigate views from the wider area, break up visual massing, deliver effective countryside transition and provide improved landscape structure.
- 4.27 The site is located above a historic landfill site. Ground investigations are required in accordance with the Council's adopted Contaminated Land Supplementary Planning Document (December 2012) and the adopted Contaminated Land Strategy³⁸. If

³⁸ [Contaminated land - Wiltshire Council](#)

contamination is identified, a remediation scheme should be submitted with the planning application to identify the measures required to mitigate the risk from pollution.

- 4.28 A 25m wide high-quality habitat lies adjacent to the railway lines and should be retained.
- 4.29 The site is situated between two rail lines. A noise assessment will be required to ascertain the need for mitigation required to ensure acceptable living conditions for pitch occupants.

Policy GT9 - Easton Lane

Land at Easton Lane, as identified on the Policies Map, is allocated for the development of 3 additional gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Provide an improved access and ensure that any gates are set back a sufficient distance from the site access, in the interests of highway safety.**
- **Deliver sufficient drainage measures to manage surface water, manage the risk from groundwater flooding and provide foul water drainage.**
- **Provide sufficient landscaping within the site, incorporating native tree planting to mitigate the landscape impacts of the development.**
- **Prevent unacceptable risk to future occupiers from pollution by securing the implementation of remediation measures, as necessary.**
- **Ensure the retention of the existing 25m wide habitat adjacent to the railway lines.**
- **Ensure the delivery of measures to mitigate any identified adverse impacts from noise, including from the railways to the east and west of the site.**

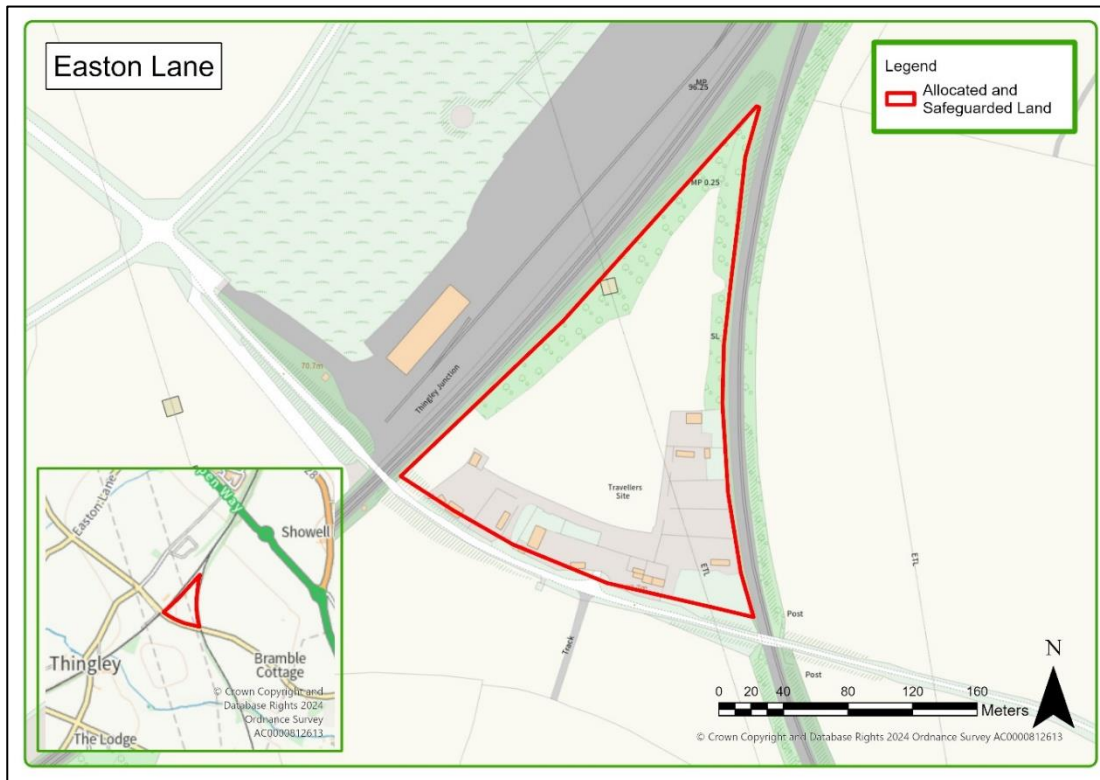


Figure 5: Policy GT9 - Easton Lane Site Allocation

Policy GT10: Lansdowne, Trowbridge Road, Semington

- 4.30 This site is situated to the south of Semington at the A361 roundabout. It has permission for a total of 7 gypsy and traveller pitches.
- 4.31 The 2024 GTAA identifies an accommodation need of 7 additional pitches at this site and there may also be an accommodation need for teenage children by 2029.
- 4.32 Policy GT10 proposes an additional 7 pitches at this site. Based on the evidence in the site assessment, there remains limited space for additional touring caravans to meet the accommodation needs of teenage children. However, if fewer dayrooms are proposed there may be space to accommodate a small number of additional touring caravans if required.
- 4.33 A transport statement should be submitted with a planning application including vehicle tracking information. Highway and access improvements will be required to secure the required visibility splays at the site entrances and A361 junction, ensure sufficient space is available for all vehicles to safely manoeuvre and provide passing bays in the vicinity of the site. There is no public sewer connection and package treatment plants could prove a viable option. A drainage strategy should be submitted with a planning application to demonstrate how surface and foul water will be managed.
- 4.34 In terms of landscape and amenity, the site would benefit from the planting of native hedgerow frontage boundaries turning into the site and avoid long lengths of wall and

solid timber fences. Screening would also assist mitigating the visual impacts of development on the users of footpaths SEMI14, 19 and 21.

- 4.35 The site lies just within the 2km core area of a Large Lesser Horseshoe Bat roost. An ecological impact assessment report should be submitted to assess the impact of the proposed development and include mitigation measures including ensuring that external artificial lightings are avoided. The site would benefit from buffers and fencing to separate development from highway planting, noise and fumes.
- 4.36 Due to the proximity of the site to the A361 a noise assessment will be required to ascertain the need for mitigation required to ensure acceptable living conditions.

Policy GT10 - Lansdowne

Land at Lansdowne, as identified on the Policies Map, is allocated for the development of 7 additional gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Deliver safe access(es) to the site, including necessary visibility splays at the site entrances and at the A361 junction, sufficient manoeuvring space and passing bays, as required in the interests of highway safety.**
- **Deliver sufficient drainage measures to manage surface water and provide foul water drainage.**
- **Ensure landscape mitigation is provided by incorporating native hedgerow planting at the site's southern boundary.**
- **Ensure that the proposed development is designed to ensure that identified bat habitat is not adversely affected by artificial lighting.**
- **Incorporate buffer planting and fencing to separate the site from the highway, in the interests of amenity.**
- **Ensure the delivery of measures to mitigate any identified adverse impacts from noise, including from the A361 to the north.**



Figure 6: Policy GT10 – Lansdowne Site Allocation

Policy GT11: Oak Tree Field, Odstock

- 4.37 This gypsy/traveller site has 32 lawful pitches and is situated to the north of Salisbury Hospital. The GTAA identifies an accommodation need for a single pitch and there may be accommodation need from teenagers on site by 2029.
- 4.38 The site was subject to a lapsed planning application for 14 additional pitches on the former transit site, in 2014. As a result, Policy GT11 allocates approximately 14 pitches accordingly, on the former transit section of the site which is previously developed land. There would be sufficient space to accommodate need from teenagers if required.
- 4.39 There is evidence of high groundwater which needs to be investigated. If the development is at risk from groundwater flooding, a drainage strategy should be submitted to demonstrate how this risk will be managed to protect the development.
- 4.40 The site lies within the River Avon SAC catchment. Appropriate Assessment will be undertaken by the Council following submission of a planning application. Applicants need to follow Wiltshire Council’s advice on its website in terms of nutrient neutrality³⁹. The site also falls within the zone of influence of the New Forest designated sites and mitigation for recreational pressures will be required.

³⁹ <https://www.wiltshire.gov.uk/Phosphorus-and-nitrogen-mitigation>

Policy GT11 - Oak Tree Field

Land at Oak Tree Field, as identified on the Policies Map, is allocated for approximately 14 additional gypsy and traveller pitches where this accords with policies in the development plan. Proposals should also comply with the following requirements:

- Secure mitigation measures in accordance with the requirements of the Council's nutrient neutrality strategy.
- Deliver sufficient drainage measures to manage surface water, mitigate risk from groundwater flooding and provide foul water drainage.
- Secure a financial contribution to the New Forest Protected Sites Mitigation Strategy.

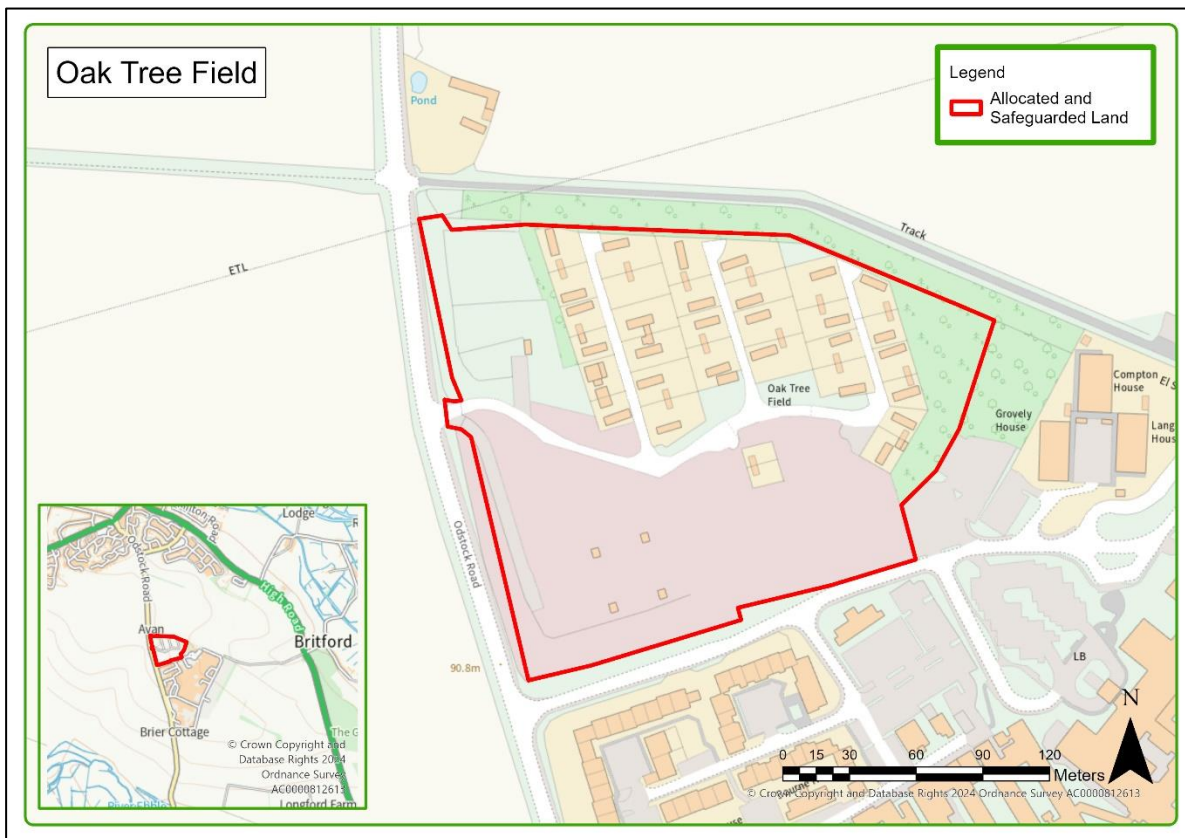


Figure 7: Policy GT11 - Oak Tree Field Site Allocation

Policy GT12: Poplar Tree Residential Park, Southwick

- 4.41 This site hosts five lawful gypsy and traveller pitches and is situated at the junction between Poplar Tree Lane and Frome Road, Southwick. The GTAA identifies a need for seven additional pitches at this site and there may be an accommodation need from teenagers by 2029.
- 4.42 Policy GT12 identifies an additional 7 pitches at this site to meet identified need, by way of pitch subdivision and utilising undeveloped areas within the centre of the site. Additional touring caravans could also be stationed on the site given the size of the pitches to meet teenage children's accommodation needs by 2029 if required.
- 4.43 There are various surface and foul drainage schemes in place for the current lawful development, consented and implemented over time. A drainage strategy should consider how the development will be comprehensively serviced with foul and surface water drainage solutions and include the measures proposed to manage the surface and foul water for the proposed development. Existing boundary vegetation along the A361 should be retained, increased in width to five meters and protected by substantial fencing.
- 4.44 The site falls within the Trowbridge Bat Mitigation Strategy habitat mitigation zone, but it is not considered to contribute to bat habitat in any significant way. An Appropriate Assessment will be undertaken by the Council following submission of a planning application in accordance with the Habitat Regulations.

Policy GT12 - Poplar Tree Residential Park

Land at Poplar Tree Residential Park, as identified on the Policies Map, is allocated for the development of additional 7 gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Provide details of the drainage strategy for the site and provide sufficient drainage measures for surface and foul water drainage.**
- **Secure the retention, enhancement and protection of the existing boundary vegetation along the A361. The hedgerow should be increased in width to five metres and protected by fencing to provide a sufficient buffer and enhance existing habitats.**
- **Ensure that the proposed development is designed to ensure that identified bat habitat is not adversely affected by artificial lighting.**
- **Secure a financial contribution to the Trowbridge Bat Mitigation Strategy**



Figure 8: Policy GT12 - Poplar Tree Residential Park Site Allocation

Policy GT13: The Poplars, Sand Pit Lane, Dilton Marsh

- 4.45 The Poplars is a lawful gypsy/traveller site with two pitches at Sand Pit Lane, Dilton Marsh. The GTAA identifies a need for two additional pitches. Policy GT13 allocates two additional pitches at this site to meet identified need.
- 4.46 Highway and access improvements will be required for the development. Foul and surface water drainage solutions must be explored in greater detail in a Drainage Strategy that supports a planning application. There is evidence of groundwater flooding and no sewer connections are available.
- 4.47 The site is within a risk zone for great crested newts and the core area of a greater horseshoe bat roost at Westbury Leigh. Effects on the Bath and Bradford on Avon Bats SAC are considered minimal, but development should avoid illumination of boundary habitats, and incorporate buffers where practical.
- 4.48 The site is situated adjacent to the rail line. A noise assessment will be required to ascertain if mitigation will be required to ensure acceptable living conditions for site occupants.
- 4.49 The site lies within the zone of influence for the Salisbury Plain Special Protection Area (SPA). The current mitigation strategy for the SPA has financial mechanisms in place.

Policy GT13 - The Poplars

Land at the Poplars, as identified on the Policies Map, is allocated for the development of 2 additional gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Secure visibility splays of 2.4m x 43m at the site access to ensure and maintain highway safety.
- Deliver a passing bay scheme on land within the boundary of the allocation.
- Deliver sufficient drainage measures to manage surface water, manage risk from groundwater flooding and provide foul water drainage. Avoid illumination of boundary habitats.
- Appropriate mitigation is in place for the Salisbury Plain Special Protection Area Mitigation Strategy.
- Ensure the delivery of measures to mitigate any identified adverse impacts from noise, including from the railway

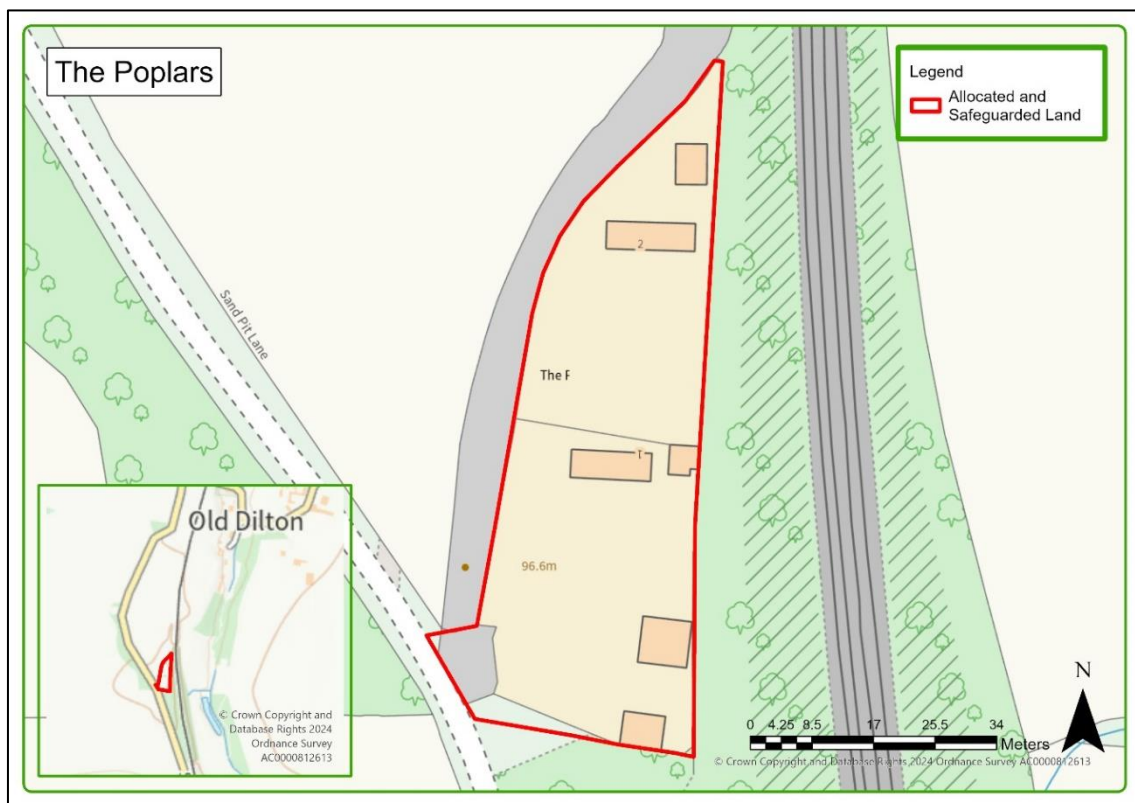


Figure 9: Policy GT13 - The Poplars Site Allocation

Policy GT14: Rose Field Caravan Site, Hullavington

- 4.50 This lawful site hosts 6 pitches and is situated to the east of Hullavington. The GTAA identifies a need for two additional pitches. Policy GT14 allocates this site for the development of two additional pitches.
- 4.51 The site is located in a high groundwater area. A drainage strategy will need to be submitted setting out how surface water and foul drainage are to be managed.
- 4.52 Existing boundary vegetation should be retained and maintained, and no external lighting should be included in a development proposal.

Policy GT14 – Rose Field Caravan Site, Hullavington

Land at Rose Field Caravan Site, as identified on the Policies Map, is allocated for the development of 2 additional gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Deliver sufficient drainage measures to manage surface water, manage the risk from groundwater flooding and provide foul water drainage.**
- **Ensure the retention and maintenance of boundary vegetation**
- **Avoid installation of external lighting that could illuminate boundary vegetation**

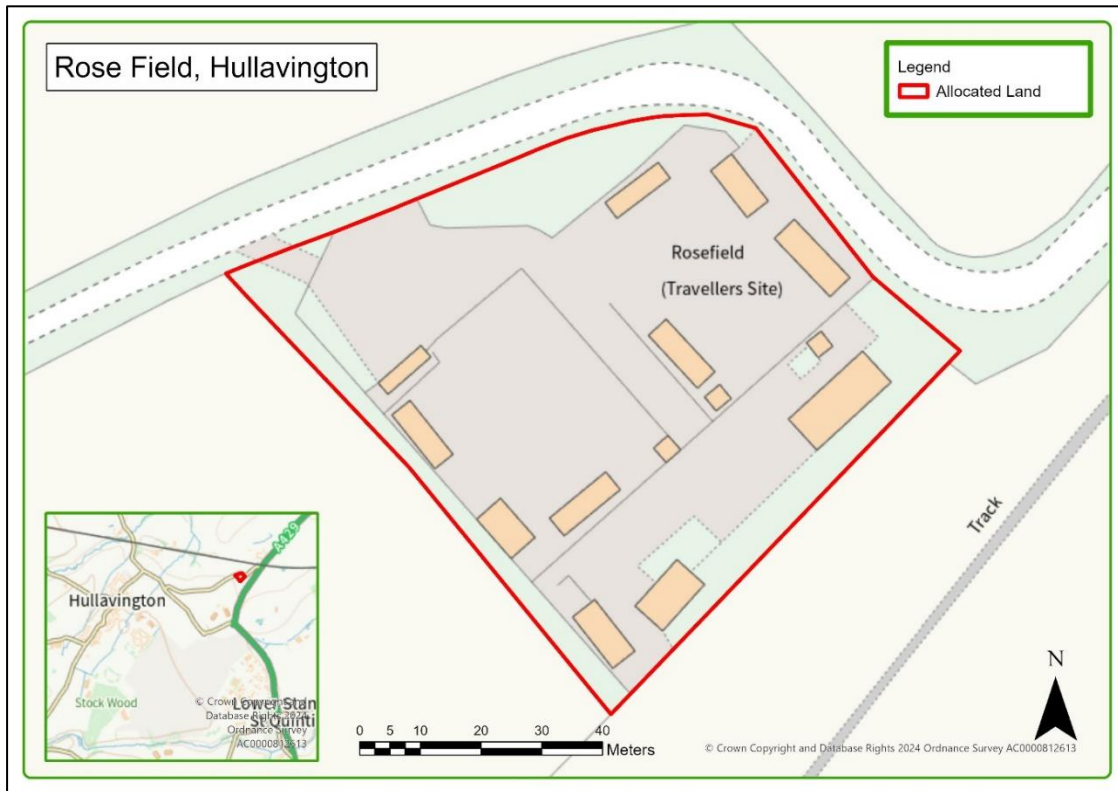


Figure 10: Policy GT14 - Rose Field Caravan Site Allocation

Policy GT15: Land south of Bridge Paddocks

- 4.53 This lawful site hosts 4 gypsy and traveller pitches and is located between Royal Wootton Bassett and Leigh, along Braydon Road.
- 4.54 The GTAA identifies a need for 2 additional pitches at this site. Policy GT15 allocates the site for an additional two pitches to the east of the internal access track.
- 4.55 Creation of a safe access is required, to maintain visibility splays between the edge of the carriageway and a line extending from a point 2.4 metres back from the edge of the carriageway, measured along the centre line of the access, to the points on the near-side carriageway edge 125 metres to the right and 215 metres to the left of the access. A licence will be required to undertake works on land forming part of the highway.
- 4.56 Implementation of vehicular access might require native hedgerow removal in which case a native hedgerow should be replanted along the back edge of any adjusted alignment as part of an enforceable hard and soft landscaping scheme.
- 4.57 Sufficient standoff from the edge of development to the public footpath PURT126 route will be necessary to incorporate into a scheme.
- 4.58 A drainage strategy will need to be submitted setting out how surface water and foul drainage are to be managed.
- 4.59 The site lies within the 9.4km mitigation zone for North Meadow and Clattinger Farm SAC. A payment will be required towards the North Meadows and Clattinger Farm SAC Mitigation Strategy before commencement of development to mitigate for increase in visitor numbers to that area.
- 4.60 Impacts from external lighting on the adjacent woodland to the east and south of the site must be avoided. Any proposal submitted should demonstrate sufficient fencing and landscaping of development to avoid impacts on the woodland.
- 4.61 There may be possible impacts on great crested newts as the development would lie within an amber risk zone adjacent to the woodland and within 250m of a pond. An assessment should be undertaken to confirm the likelihood of, or presence of great crested newts and any measures required to mitigate the impact of the development on great crested newts and their habitat should be identified and secured.

Policy GT15 - Land South of Bridge Paddocks

Land at South of Bridge Paddocks, as identified on the Policies Map, is allocated for the development of 2 additional gypsy and traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Securing visibility splays of 125m (right) and 215m (left), with access set back 2.4m from the carriageway, in the interest of highway safety.
- Replanting of native hedgerow on new alignment where required for creation of safe access.
- Secure appropriate hard and soft landscaping as part of development
- Deliver sufficient drainage measures to manage surface water and provide foul water drainage.
- Avoid installation of external lighting that could illuminate woodland to the east and south.
- Secure sufficient standoffs to mitigate impacts on public footpath PURT126.
- Secure a financial contribution to the North Meadow and Clattinger Farm SAC Mitigation Strategy.
- Secure appropriate mitigation for great crested newts, as required.

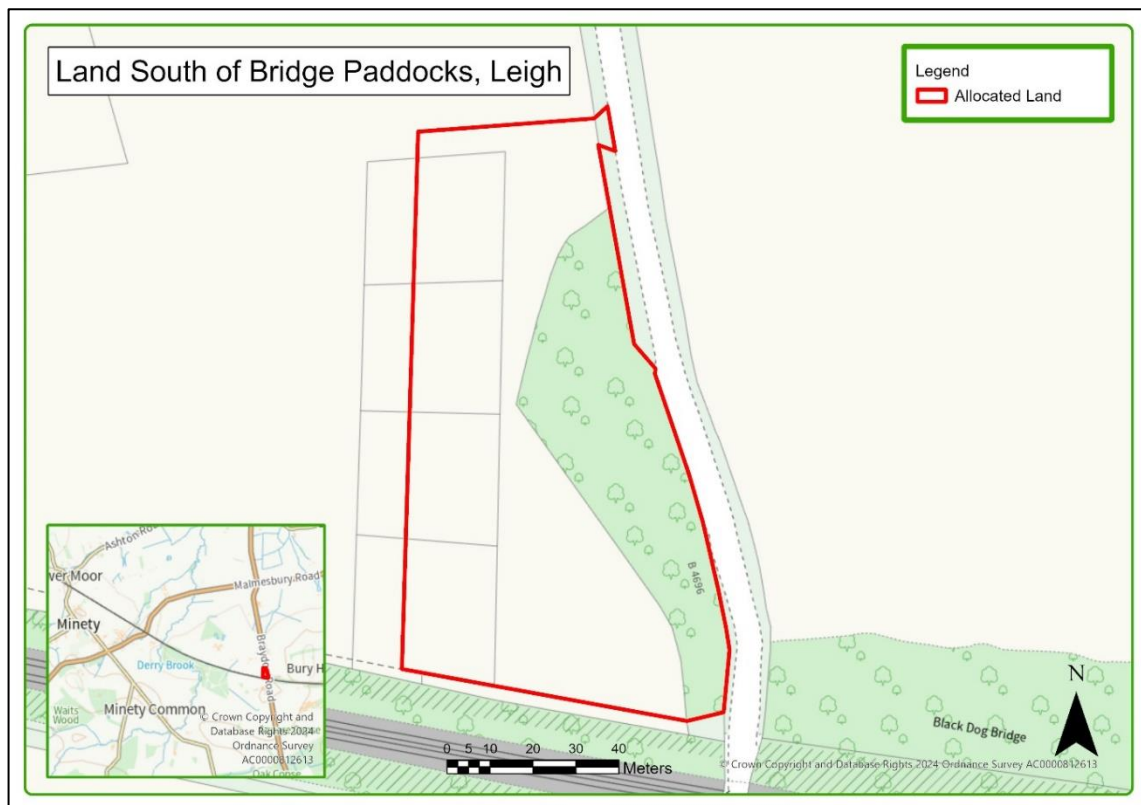


Figure 11: Policy GT15 - Land South of Bridge Paddocks Site Allocation

Travelling Showpeople

Policy GT16: Land opposite the Laurels, Heywood

- 4.62 This site hosts five lawful travelling showpeople plots and an area for storage of equipment. It is situated between Trowbridge and Westbury. The 2024 GTAA identifies a need for an additional three plots at this site and accommodation for teenagers may be required by 2029.
- 4.63 Policy GT16 allocates three additional showpeople plots at this site to meet identified need. There would also be scope to station touring caravans to meet accommodation need from teenagers if required.
- 4.64 The site is crossed by public footpath HEYW16. The path would benefit from diversion round the north-east of the site as a minimum and could provide better network links, in collaboration with the adjacent landowner.
- 4.65 Given the stationing of high-sided vehicles the site would benefit from new native tree planting and hedgerow reinforcement around its boundaries. Encroachment should not go further than 5m from the centre line of on-site hedgerows.
- 4.66 The site lies within the Trowbridge Bat Mitigation Strategy area and would contribute to recreational pressure at Round Wood and Picket and Clanger Woods. Hedgerows should be buffered in any development proposal. An Appropriate Assessment would be undertaken by the Council following submission of a planning application.
- 4.67 The site also lies in the zone of influence for Salisbury Plain Special Protection Area (SPA). The current mitigation strategy for the SPA has financial mechanisms in place.

Policy GT16 – Land opposite the Laurels

Land opposite the Laurels, as identified on the Policies Map, is allocated for the development of 3 additional travelling showpeople plots where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Deliver sufficient drainage measures to manage surface and foul water drainage.**
- **Divert footpath HEYW16 around the north-east of the site, to ensure a Public Right of Way is maintained.**
- **Incorporate native tree planting and hedgerow reinforcement around the site's boundaries to improve landscaping.**
- **Incorporate buffers to hedgerow boundaries to minimise landscape impact from the development.**
- **Secure a financial contribution to the Trowbridge Bat Mitigation Strategy**
- **Secure appropriate mitigation in accordance with the Salisbury Plain Special Protection Area Mitigation Strategy.**

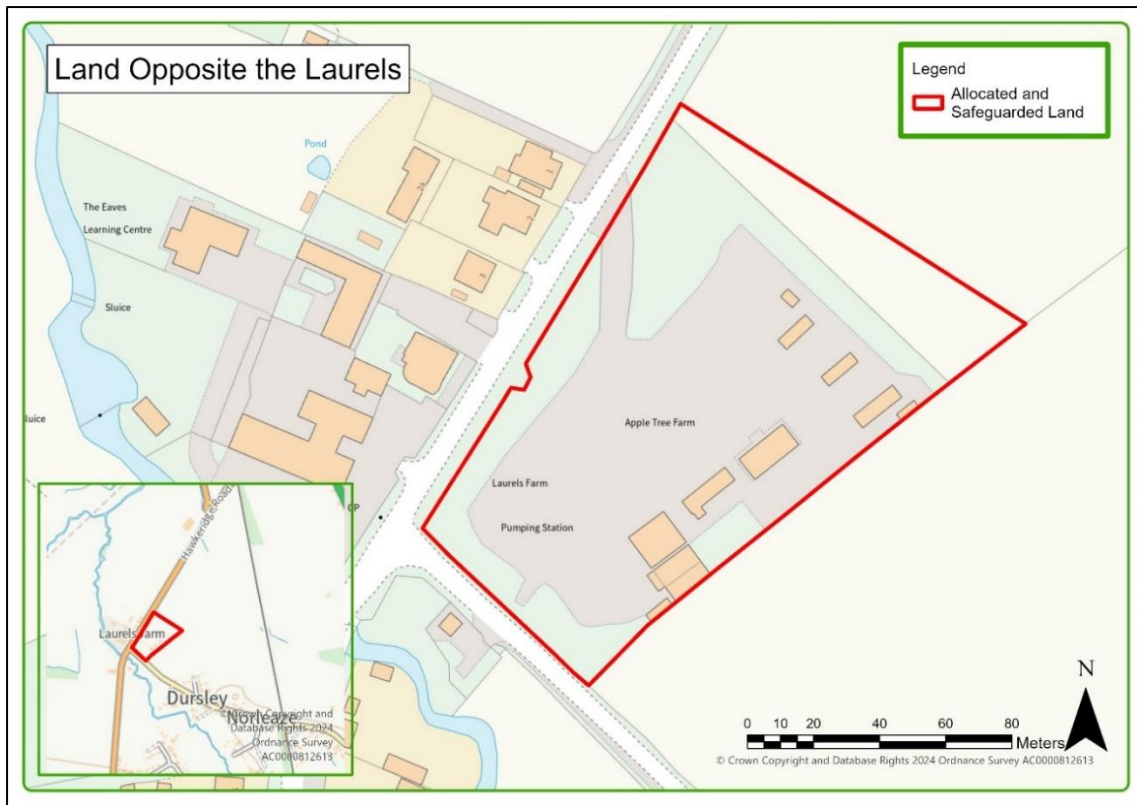


Figure 12: Policy GT16 – Land Opposite the Laurels Site Allocation

Policy GT17: Land adjacent Nursted Park, Devizes

- 4.68 This site hosts two showpeople plots, equipment storage area and vehicle parking and is an established site. There is no planning permission for the existing development, but the site is immune from planning enforcement. The 2024 GTAA identifies a need for four additional showpeople plots. In the interest of good planning, planning permission should be sought for a total of six plots to regularise the use and accommodate identified need in accordance with Policy GT17.
- 4.69 Improvement to the site access and visibility splay are required and vehicle tracking are to be provided as part of a proposal.
- 4.70 There is evidence of groundwater flood risk present on site which needs to be addressed in a drainage strategy.
- 4.71 Perimeter planting would improve on-site amenity and of that for adjoining residential properties. The area for storage should be enclosed and separated from the residential area in the interest of amenity and safety.
- 4.72 The site lies in the zone of influence for Salisbury Plain Special Protection Area (SPA). The current mitigation strategy for the SPA has financial mechanisms in place.

Policy GT17 – Land adjacent Nursteed Park

Land adjacent Nursteed Park, as identified on the Policies Map, is allocated for the development of 6 travelling showpeople plots where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Secure visibility splay of 2.4m x 43m at the site access to ensure and maintain highway safety.
- Deliver sufficient drainage measures to manage surface, groundwater and foul water drainage.
- Provide perimeter planting in the interest of protecting amenity both within the site and on neighbouring land uses.
- Secure appropriate mitigation in accordance with the Salisbury Plain Special Protection Area Mitigation Strategy.

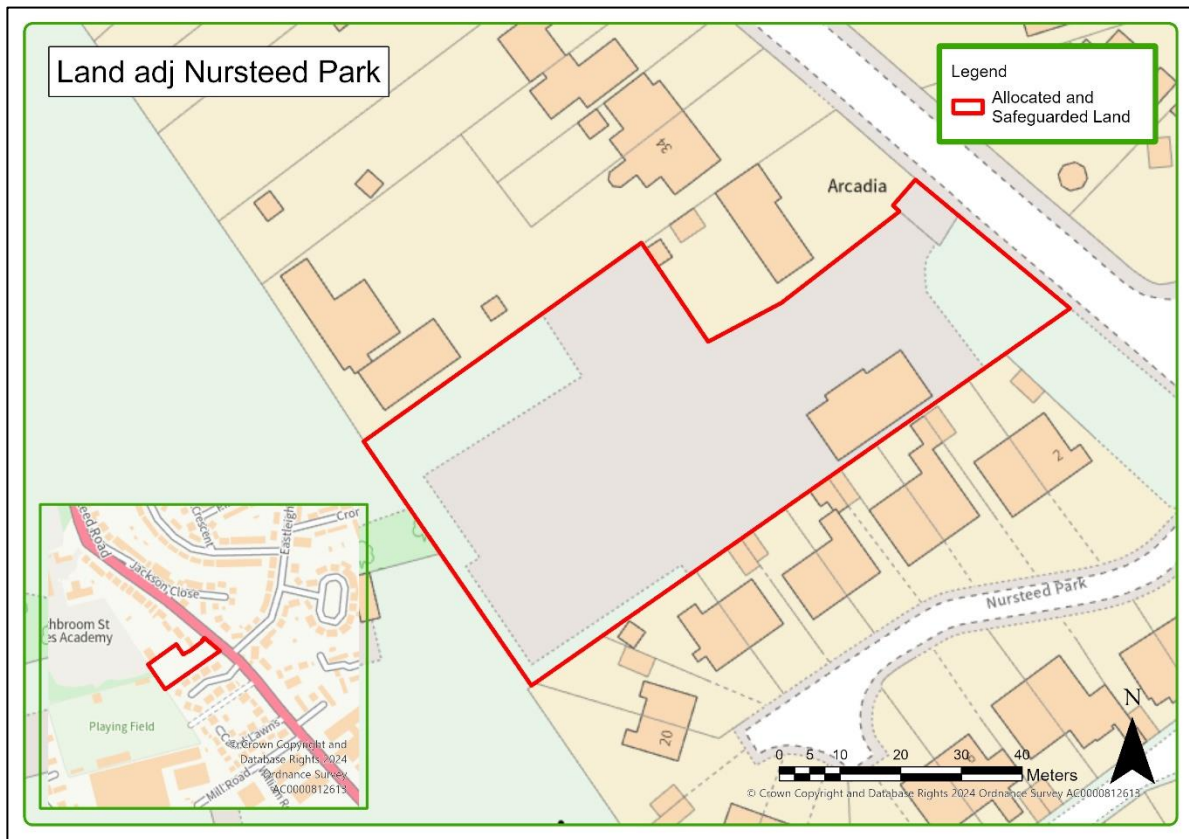


Figure 13: Policy GT17 - Land adjacent Nursteed Park Site Allocation

Policy GT18: Petersfinger Business Park, Salisbury

- 4.73 This site hosts a lawful plot for showpeople and storage area and is situated in Petersfinger, adjacent to the A36. The 2024 GTAA identifies an accommodation need for a single showpeople plot at this site and there may be accommodation need from teenagers by 2029.
- 4.74 Policy GT18 allocates one additional showpeople plot at this site to meet identified need. The additional plot should be accommodated within the existing permitted site to avoid exposure to traffic noise from the adjacent A36.
- 4.75 Additional land is available to accommodate touring caravans to meet identified need from teenagers if required with some reconfiguration of the site.
- 4.76 There is evidence of groundwater flood risk present on site which needs to be addressed in a drainage strategy. Mains water and sewer connections are available but will require capacity assessment by Wessex Water.
- 4.77 The site lies within the River Avon SAC catchment. Appropriate Assessment will be undertaken by the Council following submission of a planning application. Applicants need to follow Wiltshire Council's advice on its website in terms of nutrient neutrality⁴⁰. The site also falls within the zone of influence of New Forest protected sites and mitigation will be required.
- 4.78 The site is located adjacent to the A36. A noise assessment will be required to ascertain if mitigation will be required to ensure acceptable living conditions for site occupants.

Policy GT18 - Petersfinger Business Park

Land at Petersfinger Business Park, as identified on the Policies Map, is allocated for the development of 1 additional travelling showpeople plot where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Secure mitigation measures in accordance with the requirements of the Council's nutrient neutrality strategy.**
- **Deliver sufficient drainage measures to manage groundwater flood risk and surface and foul water drainage.**
- **Secure a financial contribution to the New Forest Protected Sites Mitigation Strategy.**
- **Ensure the delivery of measures to mitigate any identified adverse impacts from noise, including from the A36.**

⁴⁰ <https://www.wiltshire.gov.uk/Phosphorus-and-nitrogen-mitigation>

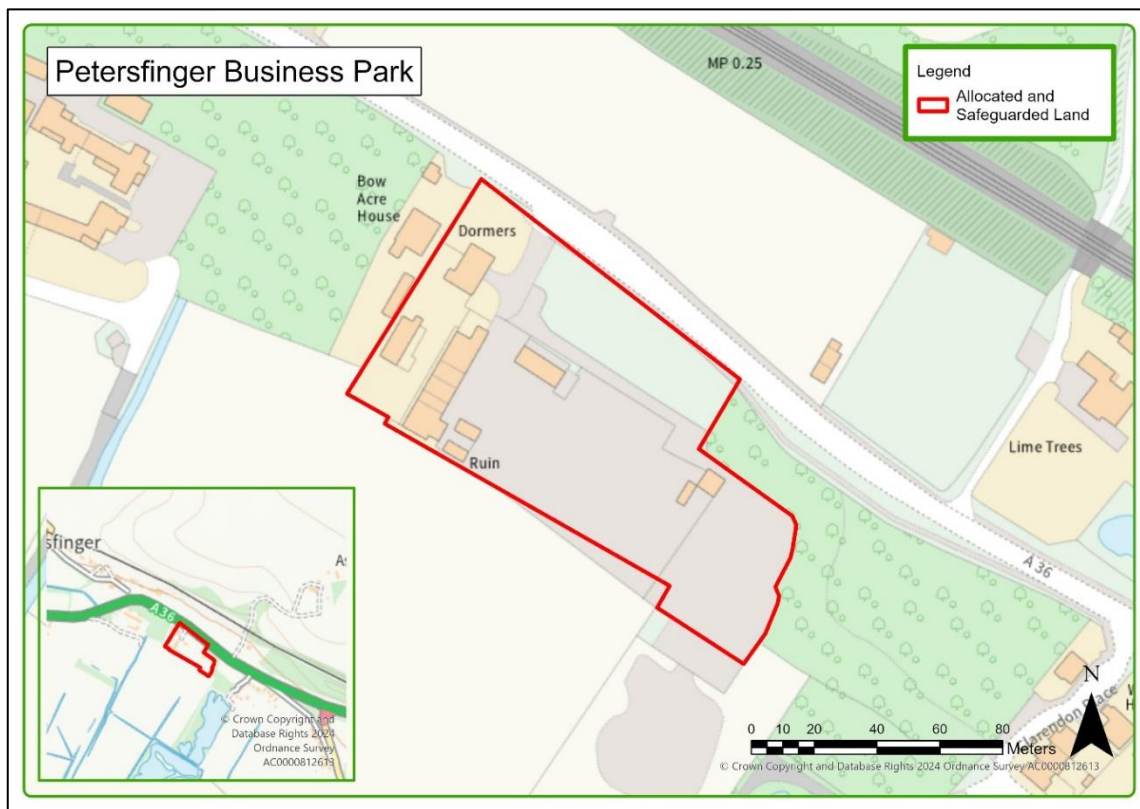


Figure 14: Policy GT18 - Petersfinger Business Park Site Allocation

Site Allocations to meet pitch needs from households that do not meet the planning definition

Policy GT19: Former Glenville Nurseries, Royal Wootton Bassett

- 4.79 This site hosts 11 lawful gypsy and traveller pitches and is situated to the south of Royal Wootton Bassett adjacent to Marlborough Road. The GTAA identifies a need for 1 pitch and potentially teenage accommodation by 2029. According to the evidence, need arises on Pitch 7 on this site.
- 4.80 Policy GT19 allocates an additional pitch at Pitch 7 on this site. There is some potential for touring caravans to be stationed near the entrance of the pitch.

Policy GT19 - Former Glenville Nurseries

Land at Former Glenville Nurseries, as identified on the Policies Map, is allocated for the development of 1 additional gypsy and traveller pitch by way of subdivision of Pitch 7, where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Deliver sufficient drainage measures to manage surface and foul water drainage.

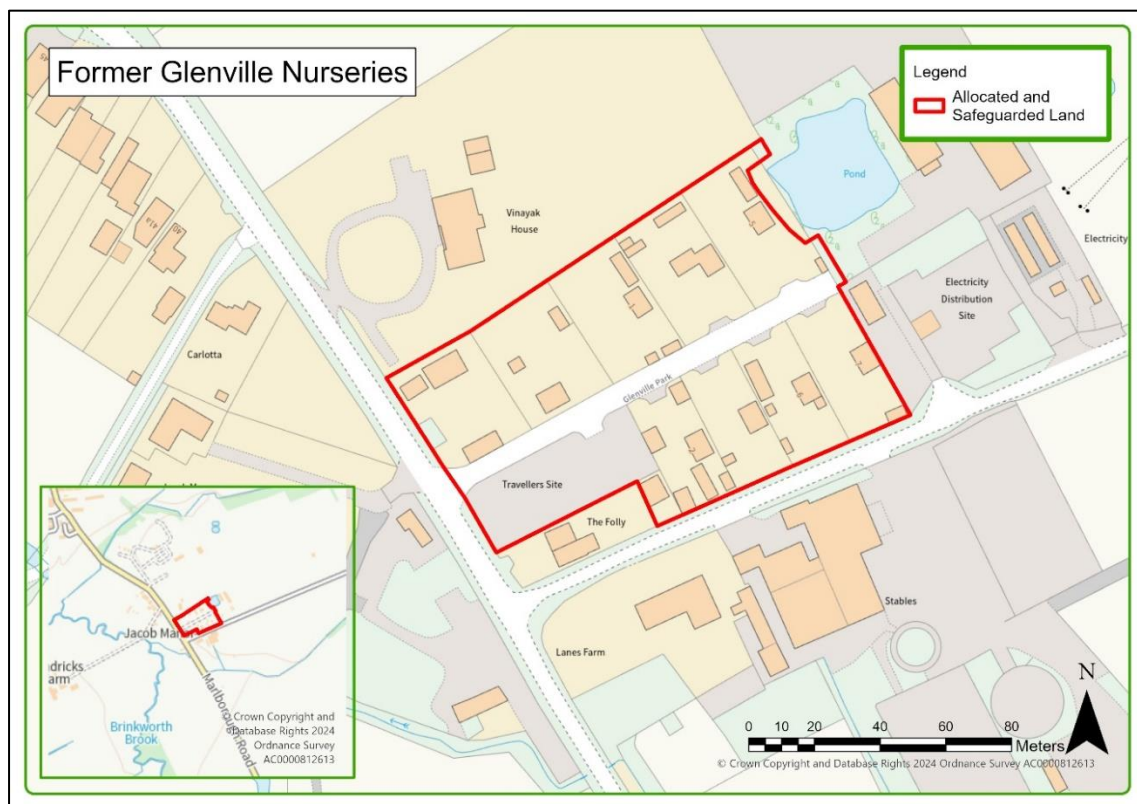


Figure 15: Policy GT19 – Former Glenville Nurseries Site Allocation

Policy GT20: Greenfield View, Leigh

- 4.81 This site hosts two lawful gypsy and traveller pitches and is located between Leigh and Upper Chelworth Lodge. The GTAA identifies a need for one pitch. There may also be an accommodation need from teenagers.
- 4.82 Policy GT20 allocates a single pitch at this site. It is considered that there would be additional space to accommodate touring caravans at this site by 2029 if required to meet teenagers accommodation needs.
- 4.83 The site lies within 2.5km from North Meadow and Clattinger Farm SAC and a payment will be required towards the North Meadows and Clattinger Farm SAC Mitigation Strategy before commencement of development to mitigate for increase in visitor numbers to that area.
- 4.84 Foul drainage should be achieved by way of private sewage treatment plant in the absence of available sewer connections.
- 4.85 Existing boundary trees and vegetation should be retained and managed in perpetuity.
- 4.86 Potential effects from proximity to a working farm to the south-east should be further assessed in terms of noise, odour and pests. A contaminated land assessment is required to establish any mitigation that may be required due to the potential for previous agricultural or mechanical land use.

Policy GT20 - Greenfield View, Leigh

Land at Greenfield View, as identified on the Policies Map, is allocated for the development of 1 additional gypsy and traveller pitch where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Deliver sufficient drainage measures to manage surface water and foul water drainage.**
- **Secure the retention and future management of the existing boundary trees and vegetation.**
- **Prevent unacceptable risk to future occupiers from pollution by securing the implementation of remediation measures, as necessary.**
- **Secure a financial contribution to the North Meadow and Clattinger Farm SAC Mitigation Strategy.**

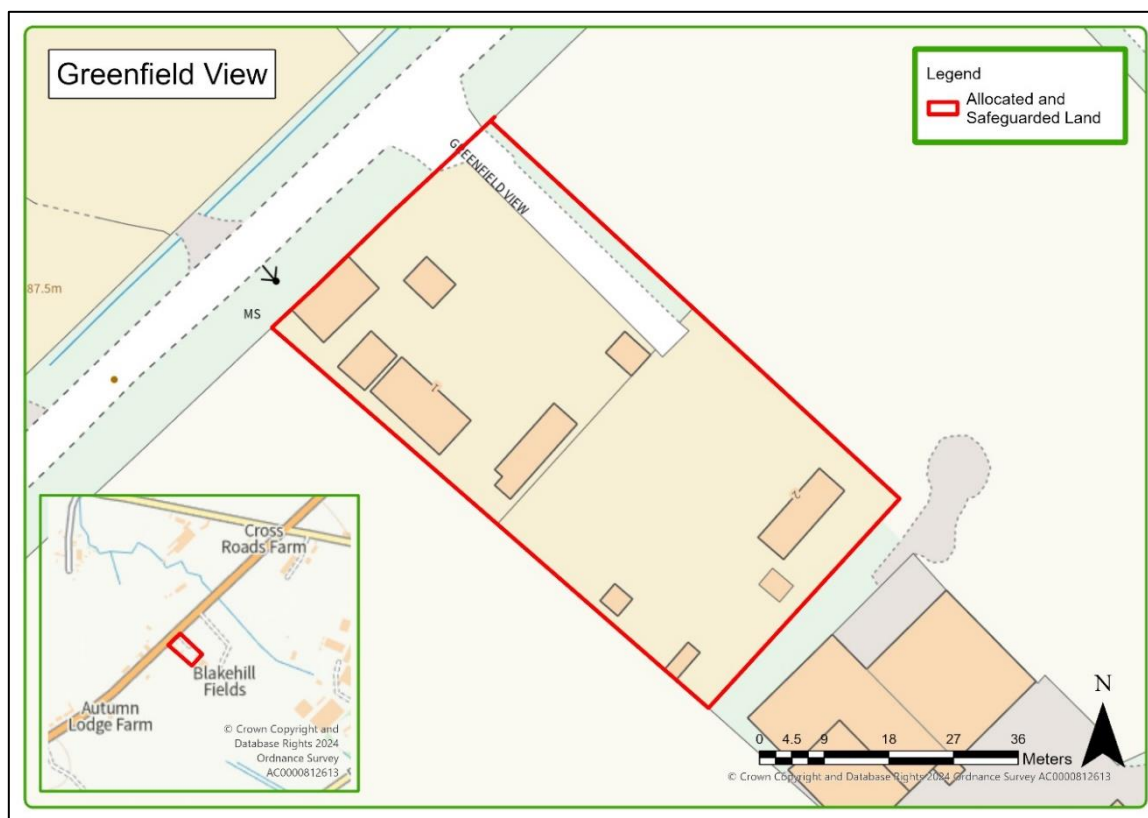


Figure 16: Policy GT20 - Greenfield View Site Allocation

Policy GT21: Land at Capps Lane, Bratton

- 4.87 This lawful traveller site has planning permission for 1 pitch is situated on Capps Lane outside the village of Bratton. The GTAA identifies an accommodation need of one pitch at this site.
- 4.88 Policy GT21 allocates this site for one pitch. Highway and access improvements will be required. A package treatment plant is the preferred option for foul drainage management. Any loss of vegetation should be compensated for through the council's offsetting scheme. Buffers should be provided around the proposed development and the road frontage hedgerow retained and managed in perpetuity.
- 4.89 The site lies within the grey zone of the Trowbridge Bat Mitigation Strategy. Financial contributions will be required. The site also lies in the zone of influence for Salisbury Plain Special Protection Area (SPA). The current mitigation strategy for the SPA has financial mechanisms in place.

Policy GT21 - Land at Capps Lane

Land at Capps Lane, as identified on the Policies Map, is allocated for the development of 1 additional gypsy and traveller pitch where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Incorporating a passing bay scheme on land in ownership of the applicant and demonstrate vehicle tracking.
- Secure the retention and future management of the hedgerow along the road frontage.
- Incorporate buffers to hedgerows around the proposed pitch.
- Secure a financial contribution to the Trowbridge Bat Mitigation Strategy.
- Secure appropriate mitigation in accordance with the Salisbury Plain Special Protection Area Mitigation Strategy.

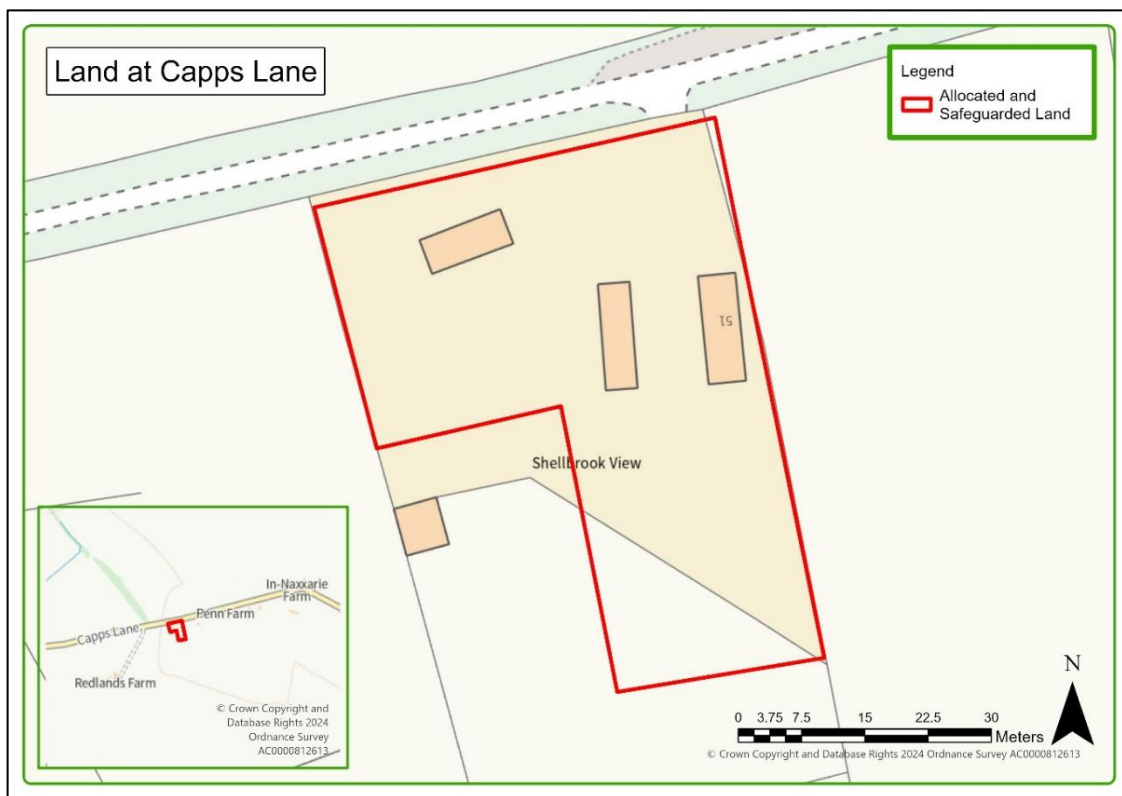


Figure 17: Policy GT21 – Land at Capps Lane Site Allocation

Policy GT22: Melbourne View, Brinkworth

- 4.90 This site hosts four lawful pitches and additional touring caravans for storage and is situated between Brinkworth and Little Somerford along the B4042. The GTAA evidences a need for three additional pitches at this site; and there may be accommodation need from teenagers by 2029. One pitch can be accommodated in view of the densely developed nature of the site. Accordingly, Policy GT22 allocates one additional pitch at this site.
- 4.91 The site has permission for the storage of touring caravans but planning conditions require that they cannot be lived in. There may therefore be potential to provide for teenagers subject to the appropriate consents.
- 4.92 In the absence of available mains sewer, a package treatment plant is required.
- 4.93 The site sits above a historic landfill site. The original planning permission dates back to 2004 and subsequent permissions only relate to the increase in the number of caravans to be stationed on site. Ground investigations are required in accordance with the Council's adopted Contaminated Land Supplementary Planning Document (2012) and the adopted Contaminated Land Strategy⁴¹.
- 4.94 In biodiversity terms a buffer to the site's northern boundary shrub and tree habitat should be maintained. The site lies in a risk zone for great crested newts, but impacts can be avoided if development is restricted to hardstanding areas.

Policy GT22 - Melbourne View

Land at Melbourne View, as identified on the Policies Map, is allocated for the development of 1 additional pitch where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Deliver sufficient drainage measures to manage surface and foul water drainage.**
- **Secure a buffer to priority shrub and tree habitat on the northern site boundary, to maintain ecological value.**
- **Prevent unacceptable risk to future occupiers from pollution by securing the implementation of remediation measures, as necessary.**

⁴¹ [Contaminated land - Wiltshire Council](#)

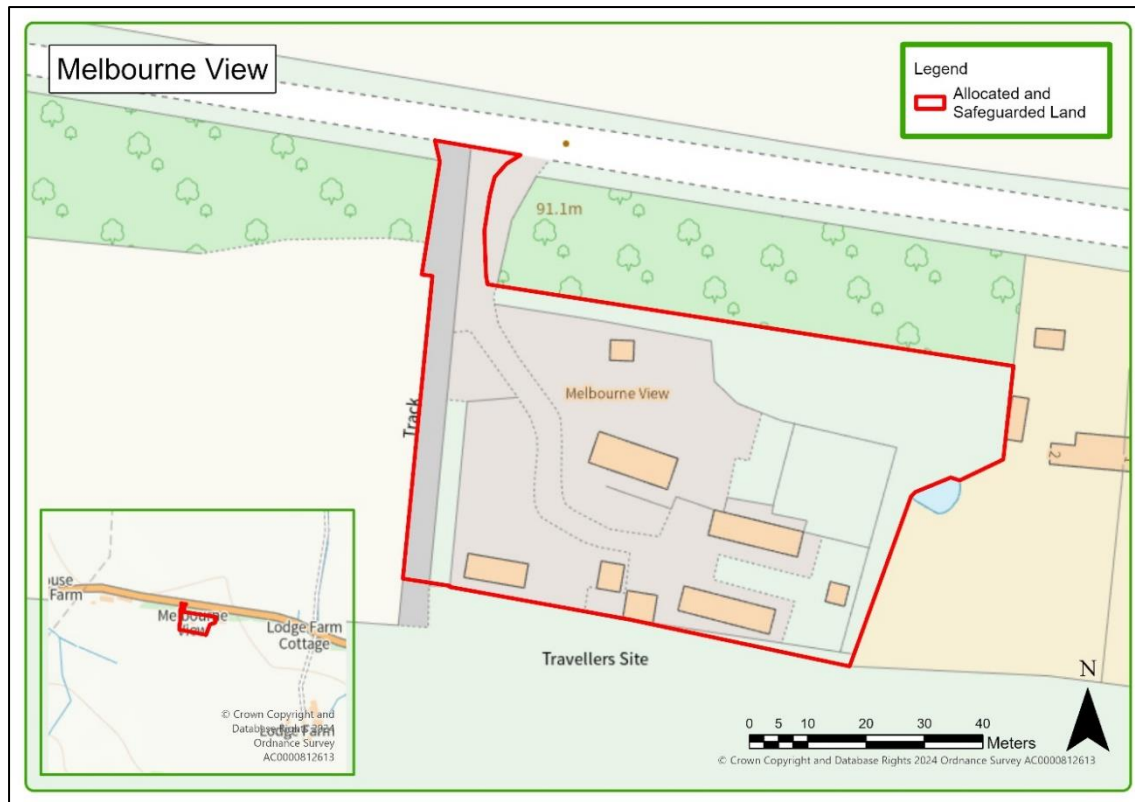


Figure 18: Policy GT22 – Melbourne View Site Allocation

Policy GT23: 79 Southampton Road, near Alderbury

- 4.95 This gypsy and traveller site hosts two lawful single dwellings and mobile homes is situated between Salisbury and Alderbury. The 2024 GTAA identifies a need for an additional 2 pitches. There is also evidence that teenage children may require accommodation by 2029.
- 4.96 Accordingly, Policy GT23 identifies 2 additional gypsy/traveller pitches. There is sufficient room available on the site for the accommodation of additional tourers if required.
- 4.97 The site lies within the River Avon SAC catchment. An Appropriate Assessment will be undertaken by the Council following submission of a planning application in accordance with the Habitats Regulations. Applicants need to follow Wiltshire Council’s advice on its website in terms of nutrient neutrality⁴².
- 4.98 The site is within the catchment of the Petersfinger Sewage Treatment Works and mains connection for foul drainage which is available is recommended to achieve phosphate neutrality.
- 4.99 The site also falls within the zone of influence of New Forest protected sites and mitigation will be required.

⁴²<https://www.wiltshire.gov.uk/article/Phosphorus-and-nitrogen-mitigation>

- 4.100 There is evidence of groundwater flood risk present on site, and this should be investigated further in the drainage strategy.
- 4.101 The site is in an area populated by cropmarks of ancient field systems and with recorded evidence for later prehistoric, Roman and Saxon settlement and funerary evidence which requires monitoring of preparatory groundworks.
- 4.102 The proposal should be informed by a heritage impact assessment to establish the impact of the development on Belmont House (Grade II listed building) and its setting. The assessment should include consideration of the impact during winter months when trees are not in leaf and identify mitigation measures as required to conserve the designated heritage asset.
- 4.103 A 15–20-metre buffer to mature trees on the south-western boundary will be required.

Policy GT23 - 79 Southampton Road

Land at 79 Southampton Road, as identified on the Policies Map, is allocated for the development of 2 additional pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Secure mitigation measures in accordance with the requirements of the Council's nutrient neutrality strategy.**
- **Provide sufficient drainage measures to manage groundwater flood risk and surface and foul water drainage. Mains sewer connection will be required.**
- **Ensure the conservation of designated heritage assets and their setting, including Belmont House Grade II Listed Building..**
- **Ensure archaeological monitoring and recording during construction to protect potential sub-surface heritage assets.**
- **Provide a 15-20 metre buffer to mature trees on the southwestern site boundary, to mitigate for landscape impacts from the development.**
- **Secure a financial contribution to the New Forest Protected Sites Mitigation Strategy.**

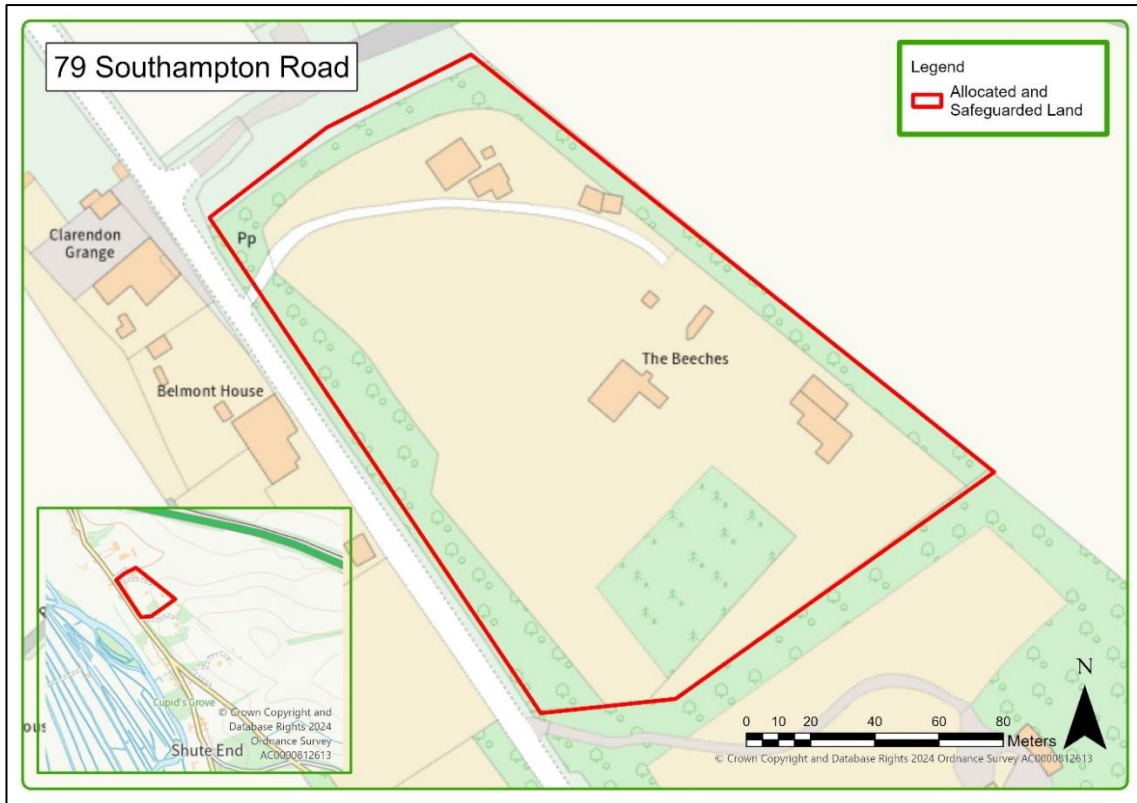


Figure 19: Policy GT23 - 79 Southampton Site Allocation

New Site Allocations

- 4.104 In accordance with Policy GT1 new sites are allocated to meet identified need for gypsy and traveller households that meet the planning definition.

Policy GT24: Bushton North Farm, Breach Lane, Bushton

- 4.105 This site is located at the western edge of a field which is in agricultural use. Access would be gained from Breach Lane using an existing gated field access which requires upgrading.
- 4.106 Due to the ecological sensitivity of the site, no more than three permanent gypsy/traveller pitches will be supported. The site can enable off-grid power supply and off-grid foul drainage. Existing hedgerows and trees around the site must be protected and enhanced, and a new hedgerow will be required on the site's eastern boundary to assimilate the development. The site falls within a high- risk zone for great crested newts. An assessment should be undertaken to confirm the likelihood of, or presence of great crested newts and any measures required to mitigate the impact of the development on great crested newts and their habitat should be identified and secured.
- 4.107 Only a small part of the site should be developed for the 3 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT24 including amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT24 – Bushton North Farm

Land at Bushton North Farm, as shown on the Policies Map, is allocated for the development of no more than 3 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.
- Improve the existing access with a 2.4m x 215m visibility splay, set back by 2.4m from the carriageway to ensure highway safety when accessing and egressing the site.
- Provide sufficient drainage measures to manage surface and foul water drainage.
- Ensure connection to mains water is provided for the development.
- Ensure electricity supply to the development is provided by on-site renewable energy sources.
- Provide a 10-metre buffer to existing on-site hedgerows and trees to mitigate the landscape impact from the development.
- Provide a new hedgerow along the open eastern boundary of the site to mitigate the landscape impact of the development.
- Secure appropriate mitigation for protected species, including great crested newts, as required.

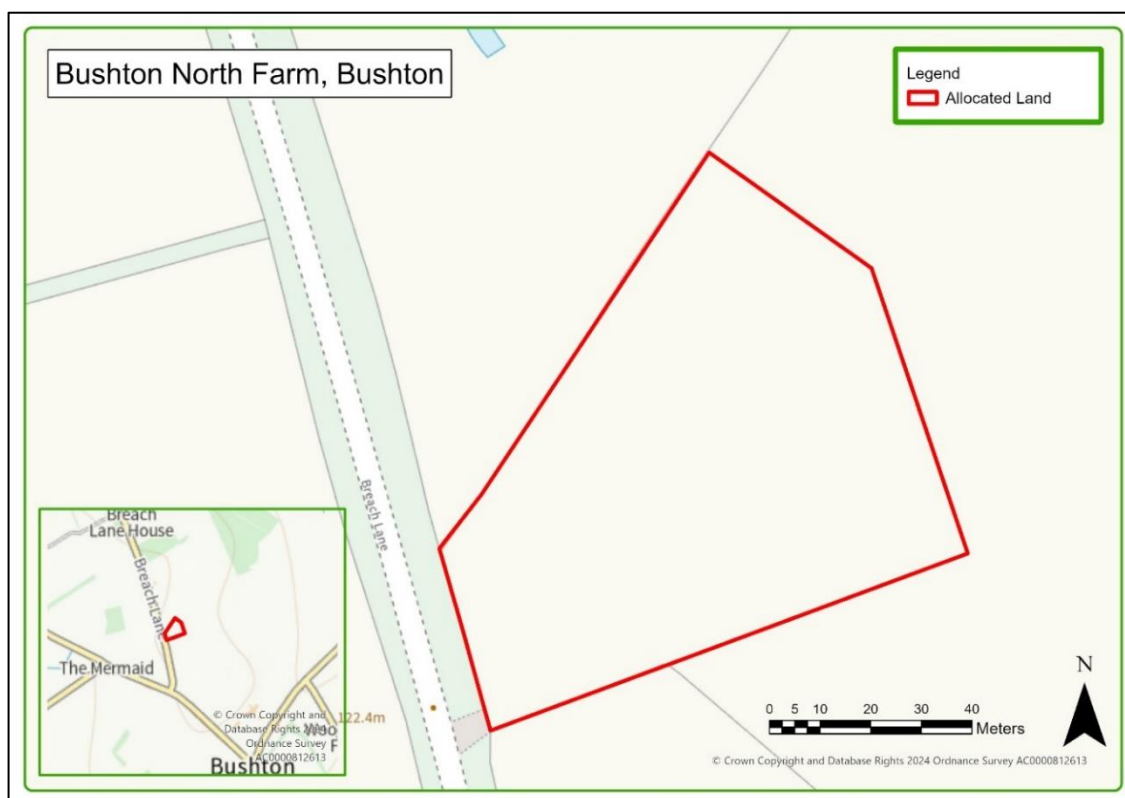


Figure 20: Policy GT24 – Bushton North Farm Site Allocation

Policy GT25: Land at Housecroft Farm 1, Bratton Road, Edington

- 4.108 This site forms part of the Housecroft Farm estate and is situated adjacent to Bratton Road. Given the exposed location of the site only a small development can be supported and the layout must ensure that
- 4.109 An existing field access can be utilised and improved. A mains water connection can be achieved. Foul water management is to be achieved by off-grid package treatment. In the absence of mains power renewable or low carbon power supply is preferred.
- 4.110 On-site features such as hedgerows must be retained and protected through appropriate standoffs and avoidance of external lighting. New native hedgerow planting will be required around the site.
- 4.111 Financial contributions to the Trowbridge Bat Mitigation Strategy will be required. The site also lies in the zone of influence for Salisbury Plain Special Protection Area. The current mitigation strategy for the SPA has financial mechanisms in place.
- 4.112 Only a small part of the site should be developed for the 2 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT25 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT25 – Land at Housecroft Farm (1)

Land at Housecroft Farm, as shown on the Policies Map, is allocated for the development of no more than 2 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.**
- **Provide vehicular site access to be set 2.4m back from the carriageway with 160m visibility in both directions.**
- **On-site renewables should be installed to supply electricity to the development.**
- **Provide sufficient drainage measures to manage surface and foul water drainage.**
- **Provide new hedgerow along the new alignment to mitigate the loss of removal of hedgerows for vehicular access improvements.**
- **Provide new characteristic native hedge field boundary to the north, and provide new hedgerow trees on all boundaries, to minimise landscape impact from the development.**
- **Secure the retention and protection of existing hedgerows on the east, west and southern boundaries with a 10-metre wide habitat buffer, to minimise landscape impact from the development.**
- **Secure a financial contribution to the Trowbridge Bat Mitigation Strategy**
- **Secure appropriate mitigation in accordance with the Salisbury Plain Special Protection Area Mitigation Strategy.**

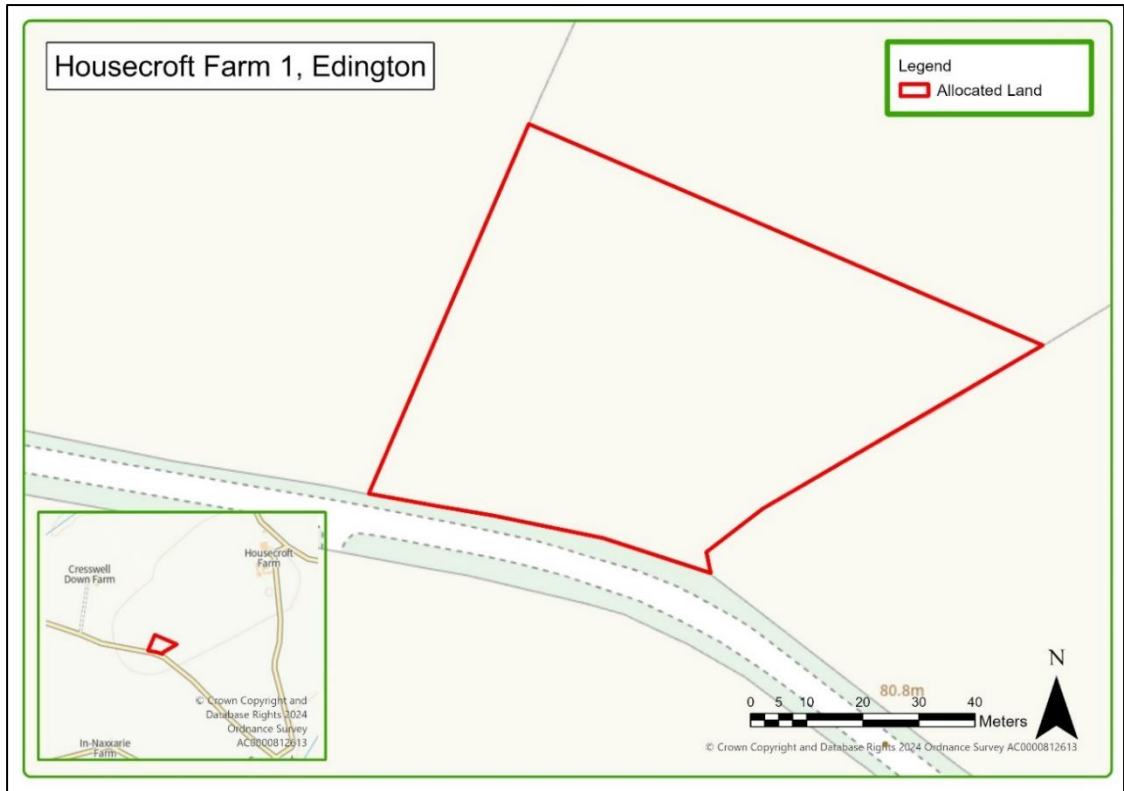


Figure 21: Policy GT25 – Housecroft Farm 1 Site Allocation

Policy GT26: Land at Housecroft Farm (2), Edington Road, Edington

- 4.113 The site forms part of the Housecroft Farm estate and is situated at its eastern end along Edington Road. The site is exposed and for this reason only a small development can be supported.
- 4.114 An existing field access can be utilised and improved. Vehicle tracking information should be submitted with an application. A mains water connection can be achieved.
- 4.115 Foul water management is to be achieved by off-grid package treatment. In the absence of mains power, a renewable or low carbon power supply is preferred.
- 4.116 On-site features such as hedgerows must be retained and protected through appropriate standoffs and avoidance of external lighting. New native hedgerow planting will be required around the site.
- 4.117 Financial contributions to the Trowbridge Bat Mitigation Strategy will be required. The site also lies in the zone of influence for Salisbury Plain Special Protection Area (SPA). The current mitigation strategy for the SPA has financial mechanisms in place.
- 4.118 Only a small part of the site should be developed for the 2 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT26 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the

allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT26 - Land at Housecroft Farm (2)

Land at Housecroft Farm, as shown on the Policies Map, is allocated for the development of no more than 2 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.**
- **Provide vehicular site access to be set 2.4m back from the carriageway with 160-215m visibility in both directions to ensure highway safety when accessing and egressing the site.**
- **Ensure electricity supply to the development is provided by on-site renewable energy sources where connection to mains electricity supply cannot be achieved.**
- **Provide sufficient drainage measures to manage surface and foul water drainage.**
- **Provide new hedgerow along the new alignment to mitigate the loss of removal of hedgerows for vehicular access improvements.**
- **Provide new characteristic native hedge field boundary to the north and west, and provide new hedgerow trees on all boundaries to minimise landscape impact from the development.**
- **Ensure the retention and protection of existing hedgerows on the east, west and southern boundaries with a 10-metre-wide habitat buffer to minimise landscape impact from the development.**
- **Secure a financial contribution to the Trowbridge Bat Mitigation Strategy**
- **Secure appropriate mitigation in accordance with the Salisbury Plain Special Protection Area Mitigation Strategy.**

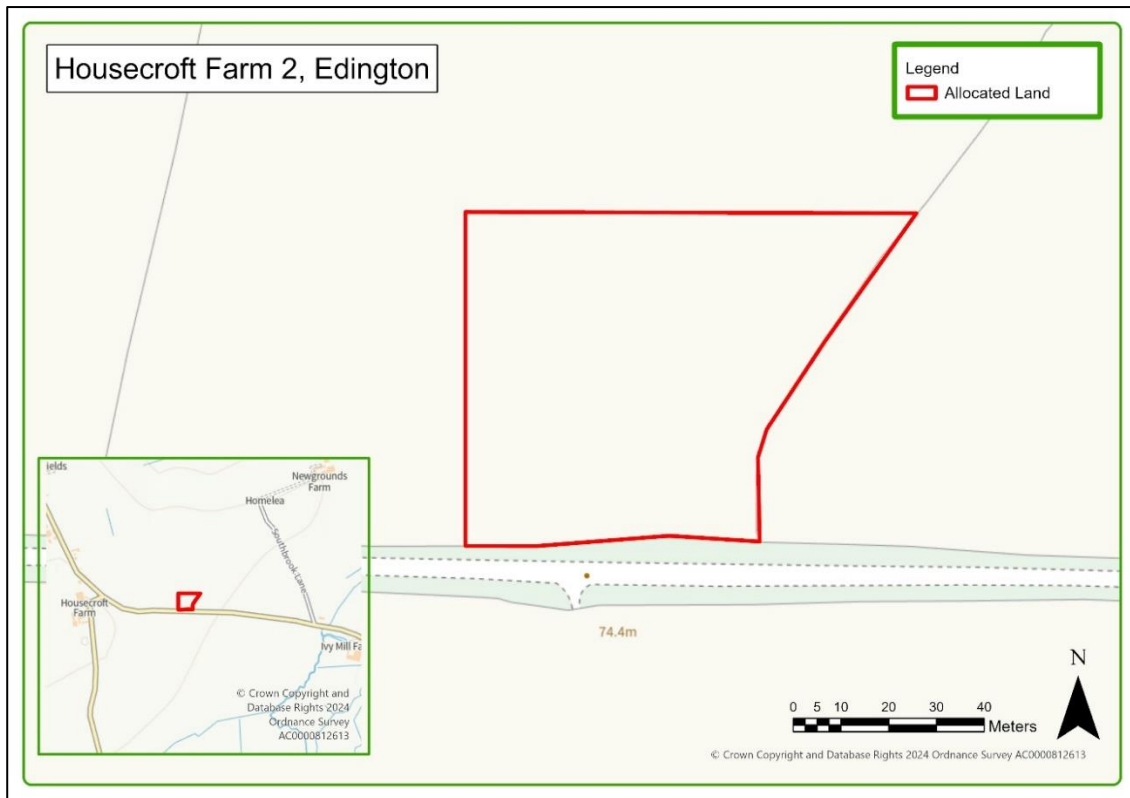


Figure 22: Policy GT26 – Housecroft Farm 2 Site Allocation

Policy GT27: Land at Cleverton, Cleverton

- 4.119 The site lies adjacent to the B4042 between Little Somerford and Malmesbury and is in agricultural use. The site is suitable for the allocation and development of 10 pitches.
- 4.120 The site benefits from an existing agricultural access onto the B4042 and mains connection for water and power. A flood risk assessment will be required. There is evidence of groundwater and surface water flood risk to be further addressed in the drainage strategy.
- 4.121 Existing hedgerows should be supplemented with new higher planting. New woodland and tree planting would be required within the site. Adequate separation distances to nearby residential properties are also required to safeguard residential amenity.
- 4.122 The grassland quality must be established prior to development to assess the ecological impact of the development and inform compensation requirements. The southern and western hedgerows are of high biodiversity value and should be protected and improved.
- 4.123 An assessment should be undertaken to confirm the likelihood of, or presence of great crested newts and any measures required to mitigate the impact of the development on great crested newts and their habitat should be identified and secured.

- 4.124 There is potential within the site for archaeological features. Further investigation is required, including a geophysical site survey and trial trench evaluation to identify any heritage assets and assess the impact of the inform a development proposal and inform mitigation measures, as necessary.
- 4.125 Only a part of the site should be developed for the 10 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT27 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT27 - Land at Cleverton

Land at Cleverton, as shown on the Policies Map, is allocated for the development of 10 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.**
- **Provide vehicular site access to be set 2.4m back from the carriageway with 160m visibility in both directions, to ensure safe access and egress to the site**
- **Provide connections to mains electricity and water.**
- **Ensure any risk of flooding is mitigated.**
- **Provide sufficient drainage measures to manage surface, groundwater and foul water drainage.**
- **Secure ecological mitigation and compensation measures as required, to protect grassland habitat and hedgerows.**
- **Provide new hedgerow along the new alignment to mitigate the loss of removal of hedgerows for vehicular access improvements.**
- **Enhance existing hedgerows fronting the B4042 with new, higher planting.**
- **Secure the retention and protection of the southern hedgerow, the provision of a 15-metre grassland corridor intermixed with new hedgerow planting and the provision of adequate protective fencing.**
- **Provide a 5-metre buffer to the western hedgerow.**
- **Secure appropriate mitigation for protected species, including great crested newts, as required.**
- **Provide new woodland and tree planting within the site to mitigate for landscape impacts from the development.**
- **Securing suitable separation distances to neighbouring residential properties, in the interest of safeguarding amenity of future residents of the site and neighbouring residents.**
- **Avoid illumination of southern and western boundaries by external lighting.**
- **Ensure that any identified heritage assets are conserved with mitigation measures secured, where necessary.**

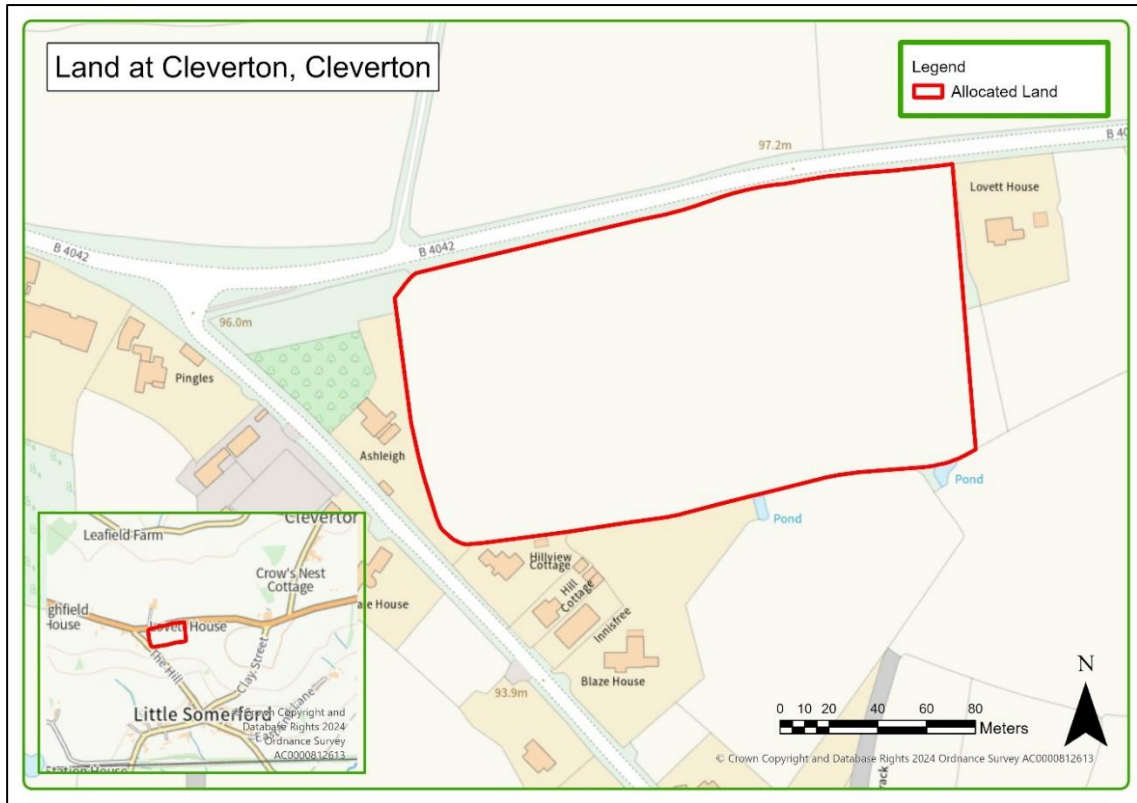


Figure 23: Policy GT27 - Land at Cleverton Site Allocation

Policy GT28: Land at Oxhouse Farm, Rowde

- 4.126 The site lies adjacent to Devizes Road to the east of Rowde and is in agricultural use. It is suitable for the allocation and development of 10 pitches.
- 4.127 The site benefits from an existing agricultural access onto Devizes Road and mains connection for water and power can be achieved.
- 4.128 On-site features such as field ditches and existing hedgerows must be retained and protected through appropriate standoffs, fencing and avoidance of external lighting. New native hedgerow planting will be required around the site. Woodland planting within and on the corners of the site will assist in its assimilation into the countryside.
- 4.129 The site may contain archaeological features and provide for ground nesting birds. Investigatory surveys will be required to establish the presence and extent of such features, and how to mitigate for impact on these.
- 4.130 Only a part of the site should be developed for the 10 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT28 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT28 - Land at Oxhouse Farm

Land at Oxhouse Farm, as shown on the Policies Map, is allocated for the development of 10 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.
- Provide vehicular site access to be set 2.4m back from the carriageway with 43m visibility in both directions, to ensure highway safety when accessing and egressing the site.
- Provide connections to mains electricity and water.
- Provide sufficient drainage measures to manage surface and foul water drainage.
- Provide new hedgerow and tree planting along site boundaries.
- Provide a 15-metre wide buffer with new hedgerow planting to western boundary and stream, to be protected by substantial fencing.
- Provide new woodland and tree planting within the site and its corners to mitigate for landscape impacts from the development.
- Avoid illumination of western boundary by external lighting to protect boundary habitats.
- Ensure that any identified heritage assets are conserved with mitigation measures secured, where necessary.
- Submission of ground nesting birds survey.

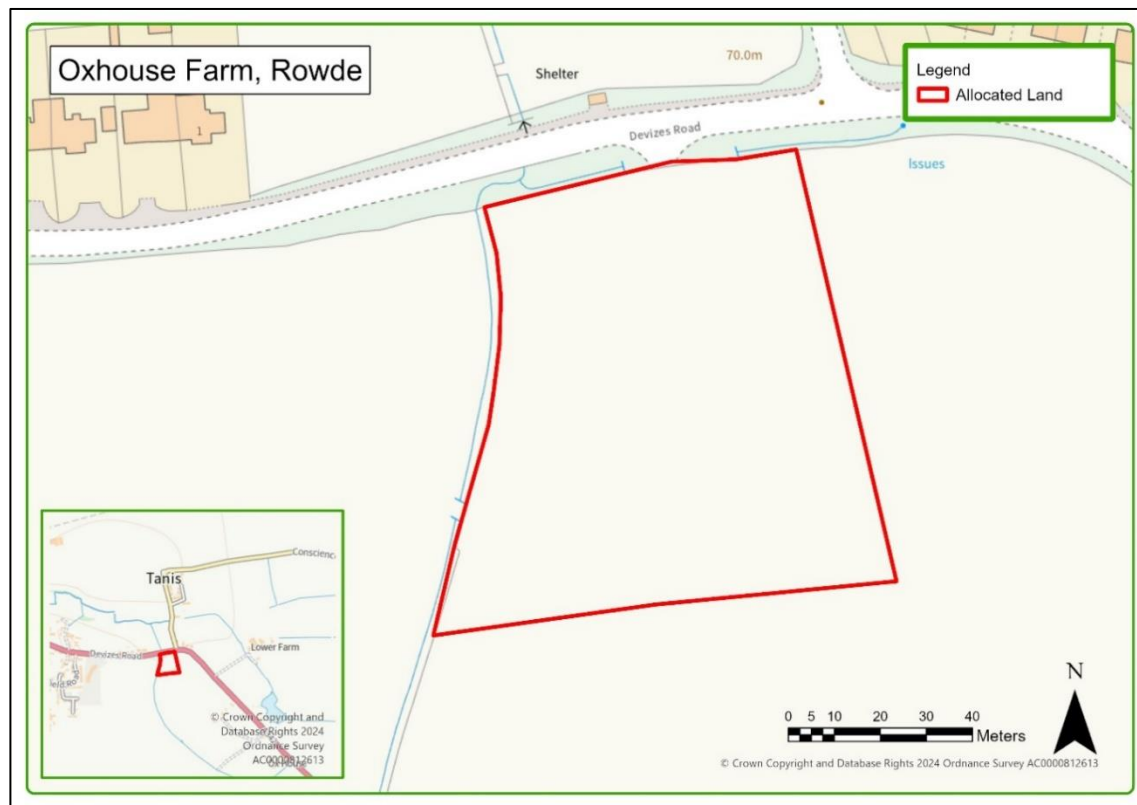


Figure 24: Policy GT28 - Oxhouse Farm Site Allocation

Policy GT29: Land at Upper Seagry Farm, Upper Seagry

- 4.131 The site lies adjacent to Startley Road to the north of Upper Seagry and is in agricultural use. It is suitable for the allocation and development of 5 pitches.
- 4.132 The site benefits from an existing field access and mains connection for water and power could be achieved. If a foul sewer connection is considered this will be 300m away and may require a pumping station to secure outfall. There is evidence of high groundwater which would need to be investigated further in the drainage strategy.
- 4.133 On-site hedgerows and trees must be retained and protected through appropriate standoffs. New native hedgerow planting will be required along the southern and eastern boundary. The presence of great crested newts must be investigated through a survey and any required mitigation identified and secured.
- 4.134 Only a part of the site should be developed for the 5 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT29 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT29 - Land at Upper Seagry Farm

Land at Upper Seagry Farm, as shown on the Policies Map, is allocated for the development of 5 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- **Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.**
- **Provide new vehicular site access to be set 2.4m back from the carriageway with 215m visibility to the north and at least 90m to the south, to ensure highway safety.**
- **Provide new hedgerow along the new alignment to mitigate the loss of removal of hedgerows for vehicular access improvements.**
- **Provide connections to mains electricity and water.**
- **Provide sufficient drainage measures to manage surface water, groundwater and foul water drainage.**
- **New hedgerow and tree planting along southern and eastern boundaries**
- **Provide 20-metre and 10-metre wide buffers to the northern and western hedgerow boundaries respectively, to mitigate for landscape impacts from the development.**
- **Secure appropriate mitigation for protected species, including great crested newts, as required.**

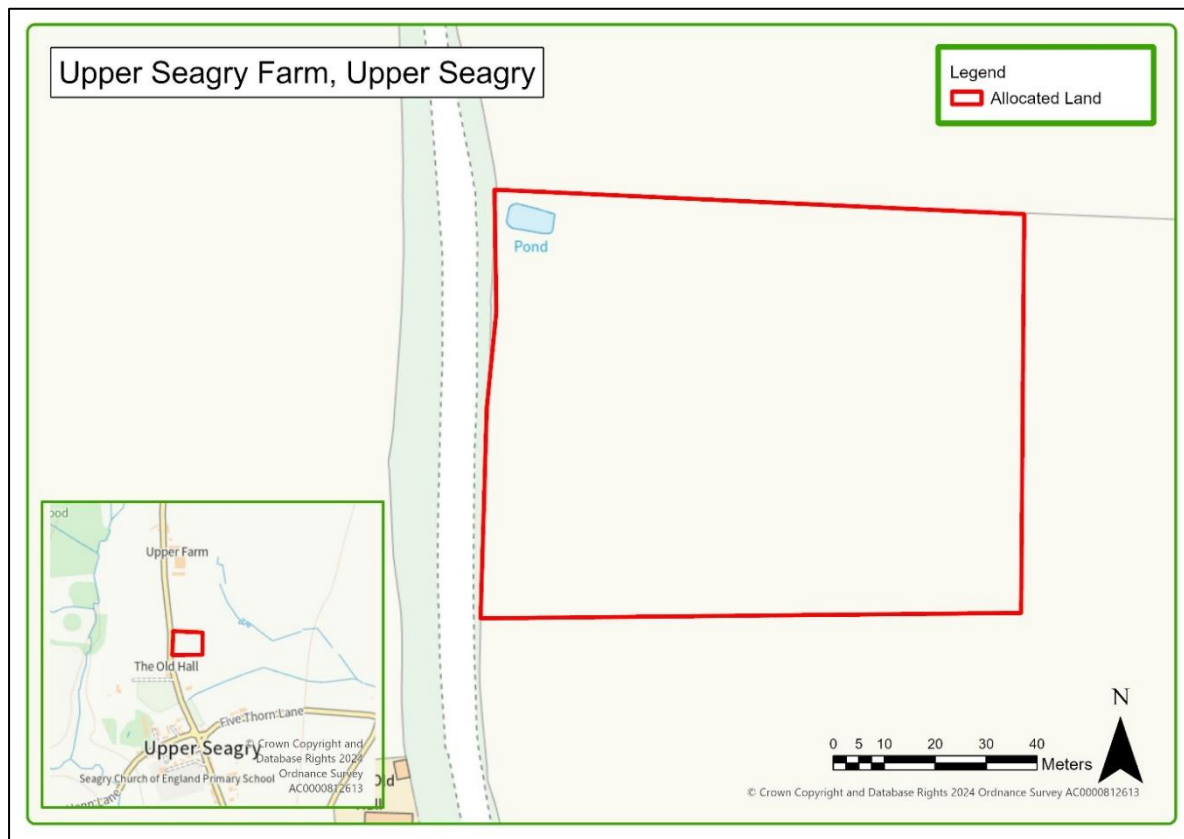


Figure 25: Policy GT29 - Upper Seagry Farm Site Allocation

Policy GT30: Land at Whistley Road, Potterne

- 4.135 This site lies adjacent to Whistley Road just outside Potterne. The site is suitable for the development of two pitches.
- 4.136 The site benefits from an existing field access which needs to be improved and any hedgerow removed must be replanted on an adjusted alignment. Mains connections can be achieved. There is evidence of ground instability which would need to be investigated further in a ground investigation report.
- 4.137 A drainage strategy should determine appropriate surface water drainage solutions.
- 4.138 New native hedgerow boundaries and trees are required to screen the site from neighbouring properties and rights of way and integrate it into the open countryside.
- 4.139 On-site hedgerows must be protected by buffers and from external lighting.
- 4.140 Only a part of the site should be developed for the 2 pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT30 and amenity space for residents. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT30 Land at Whistley Road

Land at Whistley Road, as shown on the Policies Map, is allocated for the development of no more than 2 gypsy/traveller pitches where it accords with policies in the development plan. Proposals should comply with the following requirements:

- Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.
- Provide a vehicular site access to achieve 2m x 90m visibility splay, to ensure highway safety.
- Replace hedgerow on new alignment fronting the road if required.
- Deliver connections to mains electricity and water.
- Ensure the necessary remediation measures are undertaken to address any identified ground stability issues.
- Provide sufficient drainage measures to manage surface and foul water drainage.
- Provide new hedgerow and tree planting around the site.
- Provide a 5-metre buffer from the centreline of roadside hedgerow and 5-metre buffers from the outer limit of western and eastern hedgerows.
- Avoid illumination of hedgerow boundaries by external lighting to protect boundary habitat.

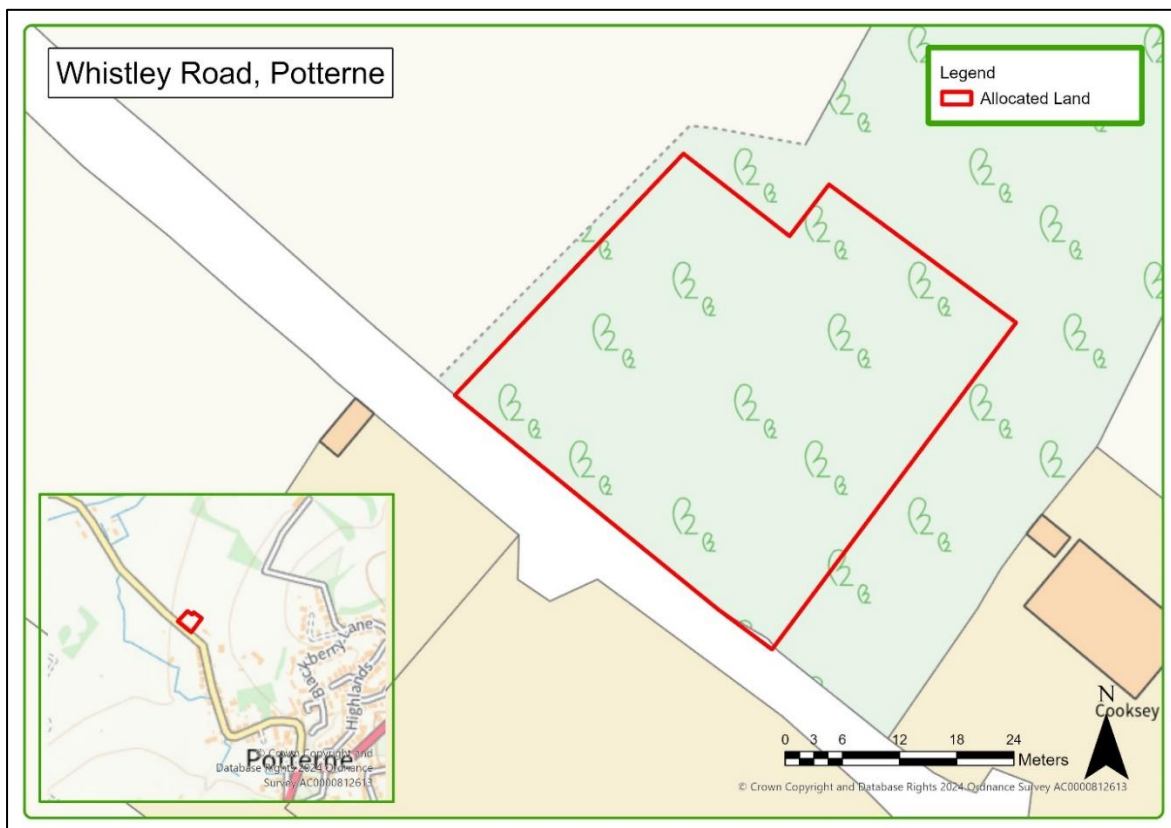


Figure 26: Policy GT30 - Land at Whistley Road Site Allocation

Emergency Stopping Site

Policy GT31: Land at Thickthorn Farm, Preston Lane, Lyneham

- 4.141 The proposed site lies approx. 300m to the west of Thickthorn Cottages adjacent to Preston Lane.
- 4.142 An emergency stopping site is proposed for 6 pitches and basic facilities in accordance with Policy GT5.
- 4.143 Access improvements and a drainage strategy will be required. There is evidence of medium/high groundwater risk. Off-site watercourses could be utilised if acceptable.
- 4.144 Appropriate standoffs to on-site hedgerows and new hedgerows and tree/copse will be required.
- 4.145 Only a part of the site should be developed for the 6 emergency stopping pitches with part of the site being undeveloped and used for mitigation as listed in Policy GT31 and amenity space. It is important that proposals demonstrate the most efficient use of land by delivering a satisfactory layout that does not occupy more land within the allocation than is required. This will ensure the retention of greenfield land as far as practicable and avoid unnecessary encroachment into the countryside.

Policy GT31 - Land at Thickthorn Farm

Proposals for an emergency stopping site with 6 pitches as shown on the policies map will be supported where they accord with policies in the development plan.

Proposals should comply with the following requirements:

- **Delivers a layout that demonstrates the most efficient use of land and retains greenfield land within the site as far as practicable.**
- **Provide access visibility splays of 2.4m x 215 (right) and 180m (left) to ensure highway safety when accessing and egressing the site.**
- **Provide sufficient drainage measures to manage surface water and groundwater.**
- **Provide additional hedgerows including hedgerow trees on the open eastern and southern site boundaries, and additional tree/copse planting in the north-western field corner to mitigate landscape impacts from the development.**
- **Incorporate a 10-metre buffer to ensure the retention and protection of existing hedgerows within the site.**

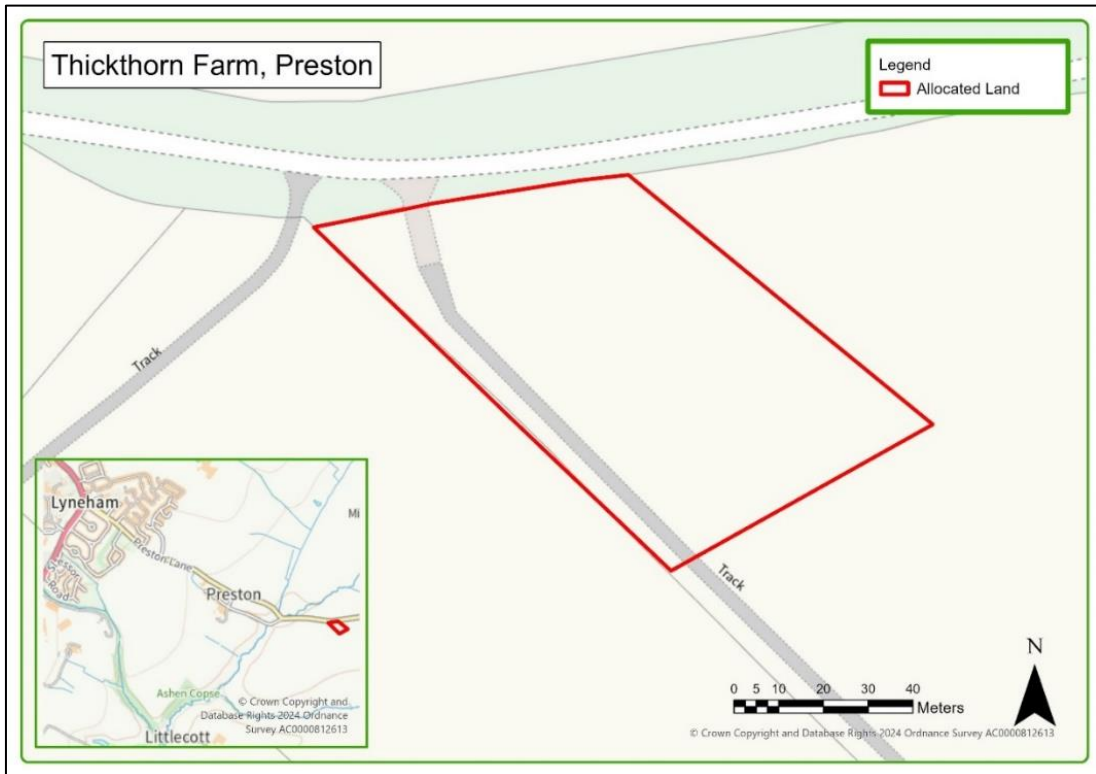


Figure 27: Policy GT31 - Thickthorn Farm Site Allocation

5 Monitoring and Implementation

- 5.1 The Monitoring Framework serves to monitor the effectiveness of the Plan, and to assemble evidence that can inform its review, including the Gypsy and Traveller Accommodation Assessment. It sets out how the delivery of each policy will be monitored. Policies deliver against the plan objectives in Section 2.
- 5.2 Monitoring activity will identify net additional provision. This covers gains of new pitches and plots, and losses of pitches or plots, or redevelopment of sites that have been permanently vacated. Identifying whether permissions which result in a gain or loss of pitches or plots have been implemented, will be carried out through the bi-annual surveying activity required for the Traveller Caravan Count. This will be reported through an annual update of the Council's five-year land supply, and periodically through the authority monitoring report.
- 5.3 A non-exhaustive list of information to inform monitoring of the Plan is shown below:

<ul style="list-style-type: none">• Planning application reference• Registration date• Site address• Description of development• Pitches or plots proposed to be gained• Pitches or plots proposed to be lost• Number of static caravans to be provided• Number of mobile caravans to be provided• Number of touring caravans to be provided• Categorisation: gypsy and travellers / showpeople site; meets or does not meet PPTS Annex 1 definition; allocation; intensification; windfall• Planning application / planning appeal - status and decision date• Length of permission - permanent or temporary• Conditions of permission (e.g. personal, no. of caravans/pitches)• Completion date
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- 5.4 The Plan policies will operate to achieve the objectives set out in chapter 2 of the Plan. Each objective will be monitored against performance indicators, and the progress towards delivering that objective in the Plan period. Each objective will be monitored periodically according to the frequency of activity that helps deliver that objective. Each objective will be monitored and an assessment made of whether the policy is proving effective. Where indicators show a policy is not performing as anticipated, or negative effects against meeting an objective are occurring then this may indicate intervention is required.

<p>Objective 1: To meet identified accommodation needs for gypsy and traveller pitches and travelling showpeople plots to 2038 through site allocations, broad locations for growth and a policy framework for assessing proposals.</p>
<p>Policies required to deliver the objective: GT1, GT2, GT3, GT6 to GT18, GT24 to GT30</p>
<p>Performance indicators: Approved permissions on allocated sites. Implemented permissions on allocated sites. Approved permissions which meet accommodation needs which are not being met through new allocated sites or sites allocated for intensification, including locating additional touring caravans to meet identified need. Implemented permissions which meet accommodation needs which are not being met through new allocated sites or sites allocated for intensification, including locating additional touring caravans to meet identified need. Losses of existing gypsy and traveller sites or travelling showpeople sites for other land uses.</p>
<p>Assessment against performance indicators: Objective met / Objective on course to be met / No progress towards meeting objective / Negative or detrimental effects against the objective.</p>
<p>Frequency of review: Annually</p>

<p>Objective 2: To make provision for three council-managed emergency stopping places to provide temporary accommodation.</p>
<p>Policies required to deliver the objective: GT1, GT5, GT31</p>
<p>Performance indicators: Identification of suitable sites within the broad locations identified on the Key Diagram. Approved permissions on suitable sites. Implemented permissions on suitable sites.</p>
<p>Assessment against performance indicators: Objective met / Objective on course to be met / No progress towards meeting objective / Negative or detrimental effects against the objective.</p>
<p>Frequency of review: Annually</p>

<p>Objective 3: To deliver well-designed sites in keeping with their surroundings, and in appropriate and sustainable locations with access to services and facilities which respect both the interests of the settled and traveller community.</p>
<p>Policies required to deliver the objective: GT1, GT3, GT6 to GT30</p>
<p>Performance indicators: Approved permissions for new pitches and plots (including locating additional touring caravans to meet identified need) which demonstrate the criteria in applicable policies.</p> <p>Implemented permissions for new pitches and plots (including locating additional touring caravans to meet identified need) which demonstrate the criteria in applicable policies.</p> <p>Refused planning applications which do not demonstrate the policy criteria required to meet this objective.</p>
<p>Assessment against performance indicators: Objective met / Objective on course to be met / No progress towards meeting objective / Negative or detrimental effects against the objective.</p>
<p>Frequency of review: Every three years</p>

<p>Objective 4: To set out the approach to meeting needs for culturally appropriate accommodation for gypsies and travellers that do not meet the planning definition.</p>
<p>Policies required to deliver the objective: GT2, GT4, GT19 to 23 and policies in the Wiltshire Local Plan.</p>
<p>Performance indicators: Approved permissions on suitable sites.</p> <p>Implemented permissions on suitable sites.</p>
<p>Assessment against performance indicators: Objective met / Objective on course to be met / No progress towards meeting objective / Negative or detrimental effects against the objective.</p>
<p>Frequency of review: Annually</p>

Appendix 1: Glossary

Appropriate Assessment: Forms part of the Habitat Regulations Assessment (see below). Must be applied by the local authority in plan-making and at planning application stage, if there is a risk of a likely significant effect on the integrity of a European Site(s) or there is not enough evidence to rule out a risk.

Broad Locations for Growth: Where additional development to meet need is considered possible, but the specific number of new pitches or plots cannot yet be identified.

Certificate of Lawfulness (or Lawful Development Certificate): There are 2 types of lawful development certificate. A local planning authority can grant a certificate confirming that: (a) an existing use of land, or some operational development, or some activity being carried out in breach of a planning condition, is lawful for planning purposes under section 191 of the Town and Country Planning Act 1990; or (b) a proposed use of buildings or other land, or some operations proposed to be carried out in, on, over or under land, would be lawful for planning purposes under section 192 of the Town and Country Planning Act 1990.

Dayroom: Also referred to as an amenity building in the context of traveller sites. Often brick-built and includes basic amenities for travellers, including a toilet, kitchen/food preparation area, and washing facilities/showers. Can include a small dining area.

Deliverable Sites: To be considered deliverable, sites should be available now, offer a suitable location for development, and be achievable with a realistic prospect that development will be delivered on the site within 5 years. Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within 5 years, for example they will not be viable, there is no longer a demand for the type of units or sites have long-term phasing plans.

Developable Sites: To be considered developable, sites should be in a suitable location for traveller site development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.

Development Plan Document: Part of the suite of planning documents that make up the development plan for the local authority area as defined in planning legislation.

Drainage Strategy: A strategy submitted alongside a planning application that sets out how surface water and/or groundwater will be managed on site.

Equality Act: The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. Romany Gypsies, Irish Travellers, Scottish Travellers and Roma are protected against race discrimination under the Act.

Emergency Stopping Site: A temporary site with limited facilities to be occupied by Gypsies and Travellers while they travel.

Geophysical Survey: Provides a non-intrusive method for assessing the archaeological potential of sites.

Gypsies and Travellers: A range of groups with different histories, cultures and beliefs, including Romany Gypsies, Welsh Gypsies, Scottish Gypsy Travellers, Roma, and Irish Travellers. For the purpose of planning, gypsies and travellers are defined by Planning Policy for Traveller Sites (2023) as 'Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or

permanently, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.'

Gypsy and Traveller Accommodation Assessment: Identifies the current and future need for gypsy, traveller and travelling showpeople accommodation.

Habitat Regulations Assessment: The Conservation of Habitats and Species Regulations 2017 as amended (known as the Habitats Regulations) require that local authorities must carry out an assessment under the Habitats Regulations, known as a habitats regulations assessment (HRA), to test if a plan or project proposal could significantly harm the designated features of a European site.

International, national and locally designated sites of importance for biodiversity: All internationally important sites (Special Areas of Conservation, Special Protection Areas, and Ramsar sites), national sites (Sites of Special Scientific Interest) and locally designated sites including Local Wildlife Sites.

National Planning Policy Framework: The National Planning Policy Framework sets out the Government's planning policies for England and how these should be applied.

Nutrient Neutrality: Natural England describes this as a means of ensuring that a development plan or project does not add to existing nutrient burdens within catchments, so there is no net increase in nutrients as a result of the plan or project. In Wiltshire, development in the River Avon and River Test catchments must not result in net increase in nutrients (phosphorous and nitrogen respectively).

Package Treatment Plant: Also referred to as Small Sewage Treatment Plant - a system that treats the liquid so it is clean enough to go into the ground or a surface water.

Pitch: Residential pitch for gypsies and travellers. Commonly a pitch accommodates a single household and consists of a static caravan, a dayroom (see above), and space for stationing of a touring caravan, car parking and garden/play area.

Plot: Occupied by travelling showpeople. A plot commonly includes residential accommodation in the form of a static caravan and/or touring caravan, and has capacity for storage and maintenance of equipment such as fairs and rides.

Planning condition: Can be used by the local planning authority as part of planning permission to manage the use of the site. Planning conditions can enhance the quality of development and enable development to proceed where it would otherwise have been necessary to refuse planning permission, by mitigating the adverse effects.

Planning Policy for Traveller Sites: This document sets out the Government's planning policy for traveller sites which should be read in conjunction with the National Planning Policy Framework.

Renewable and low carbon energy: Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels)

Statement of Community Involvement: A document that is legally required by the Planning and Compulsory Purchase Act 2004 and to be maintained by local planning authorities. It sets out how the local planning authority engages with local communities and stakeholders on planning matters including both plan-making and decision-taking.

Transport Statement: Assesses the potential transport impacts of development and may propose mitigation measures to promote sustainable development. Proportionate to the potential impact of the development (i.e. in the case of developments with anticipated limited transport impacts).

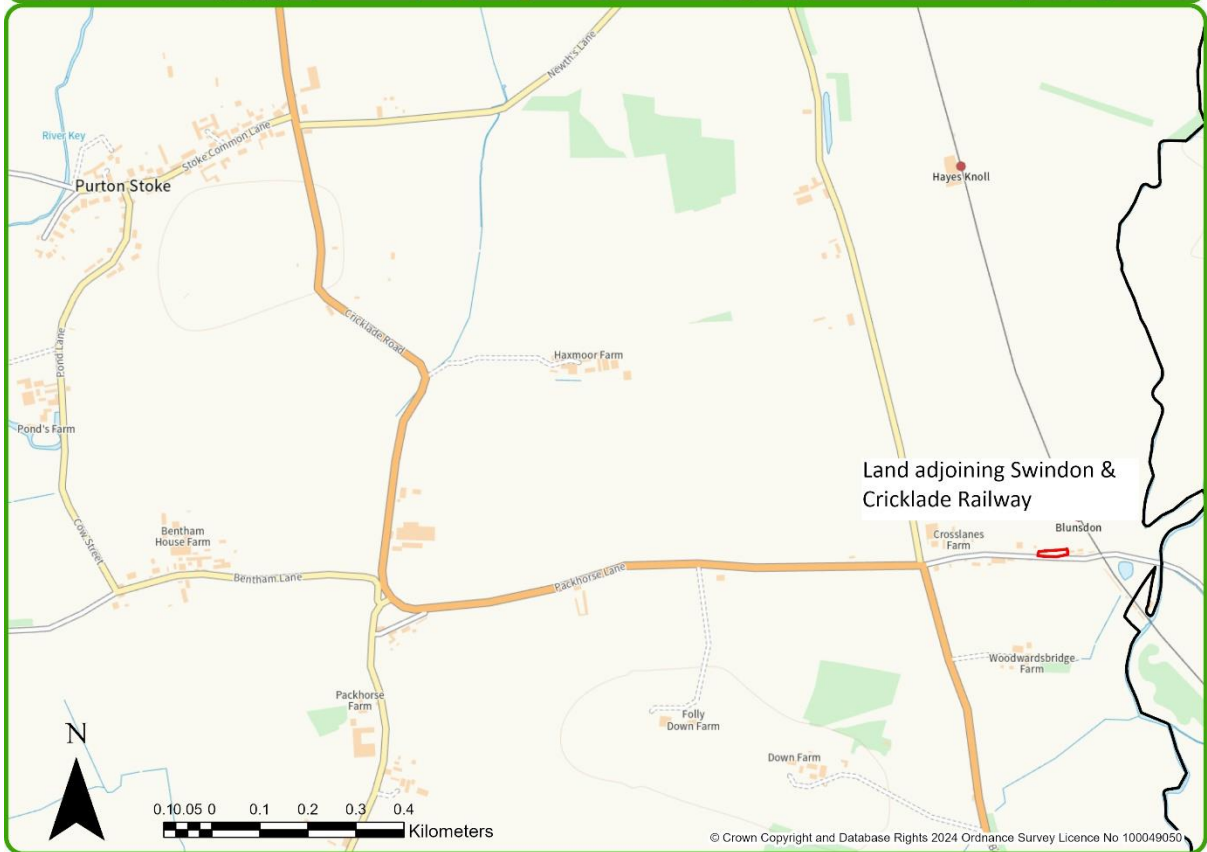
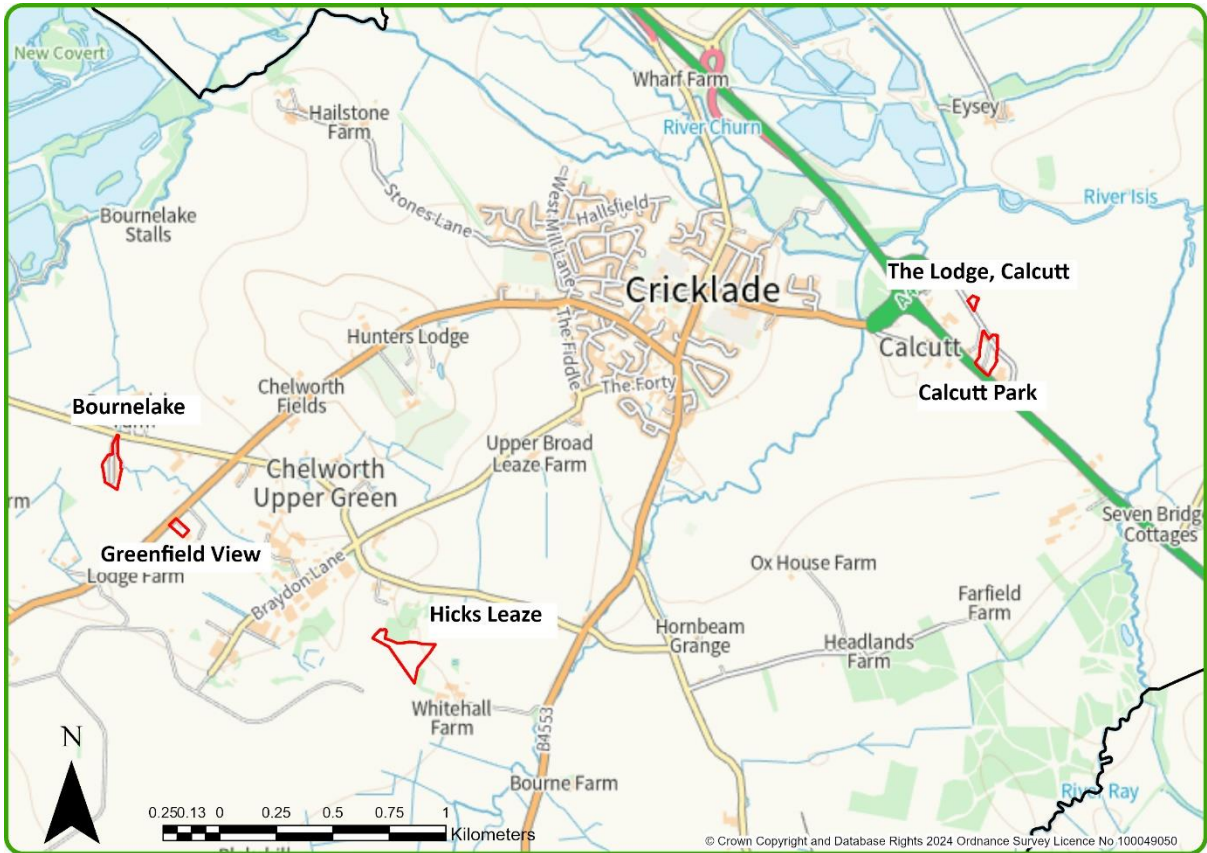
Travelling Showpeople: Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently but excludes Gypsies and Travellers.

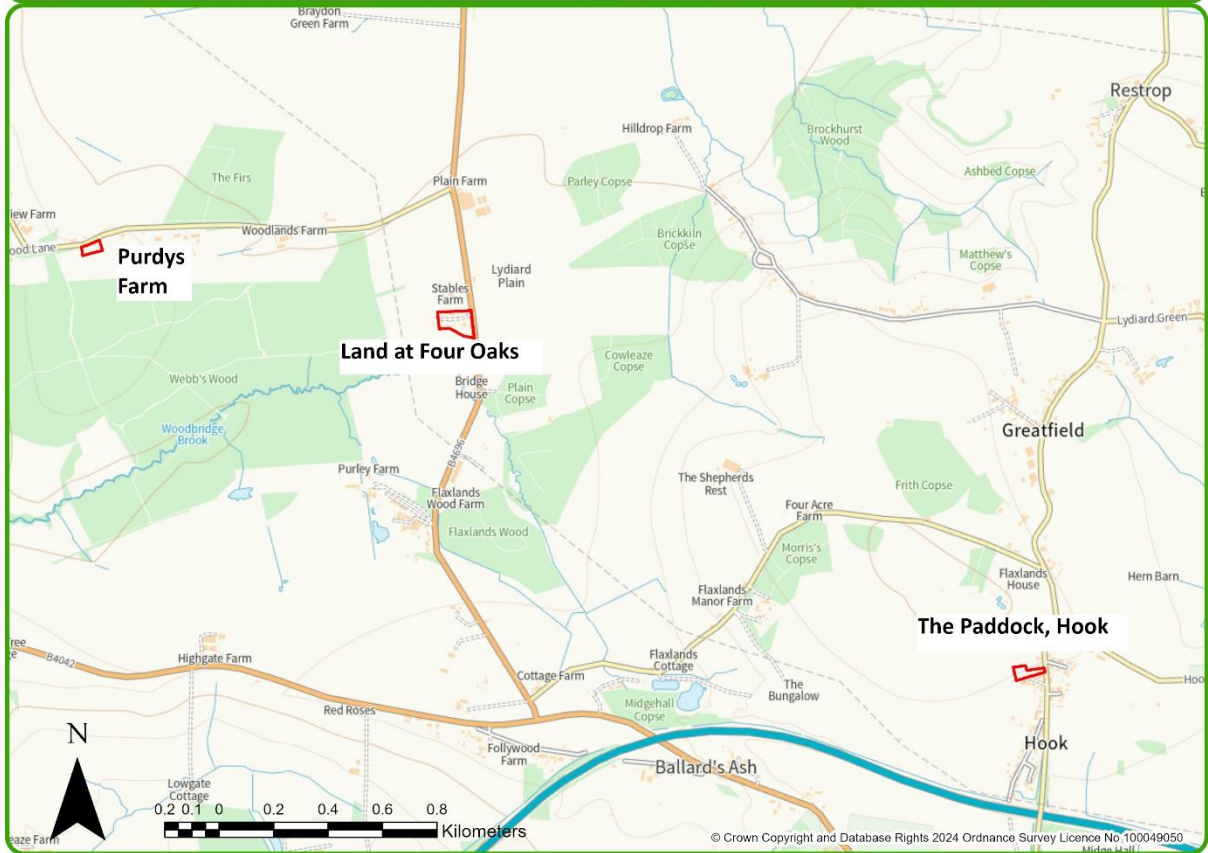
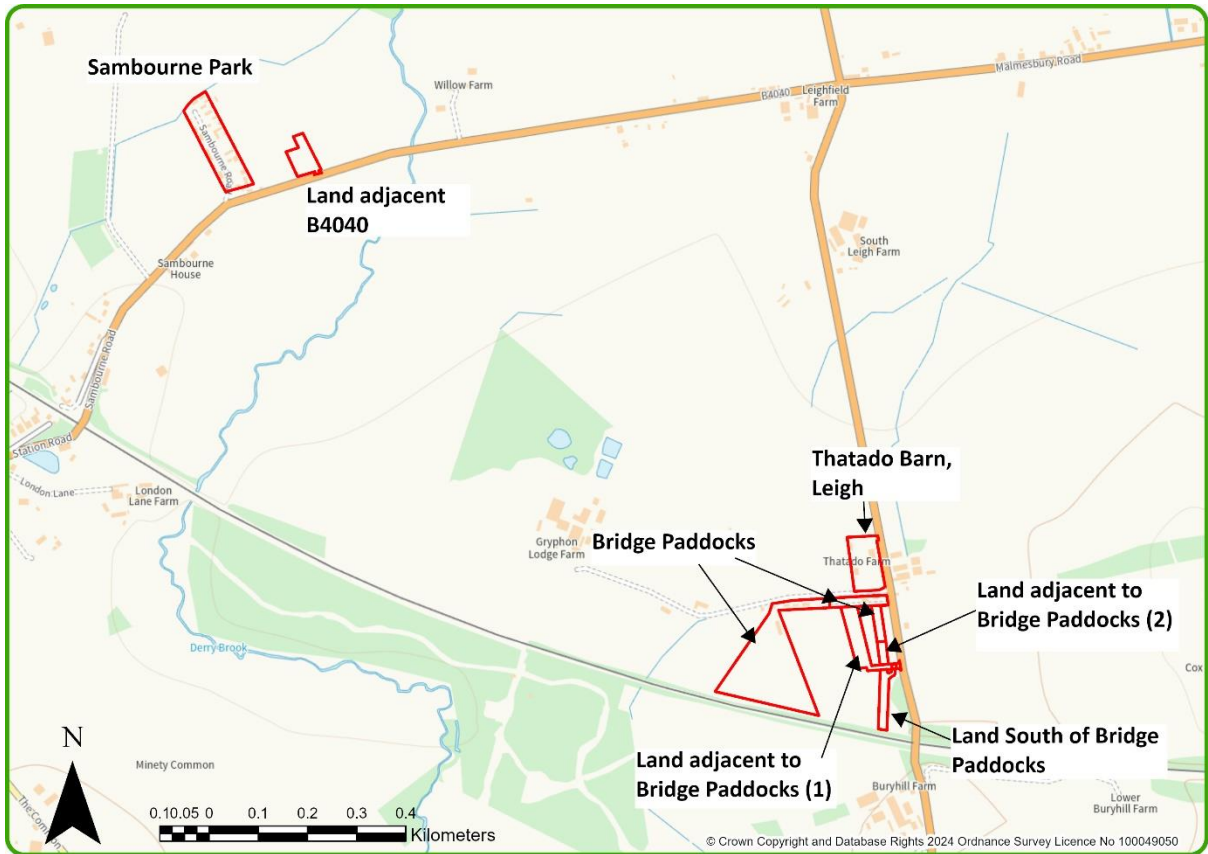
Windfall Site: Sites that are not specifically identified in the development plan.

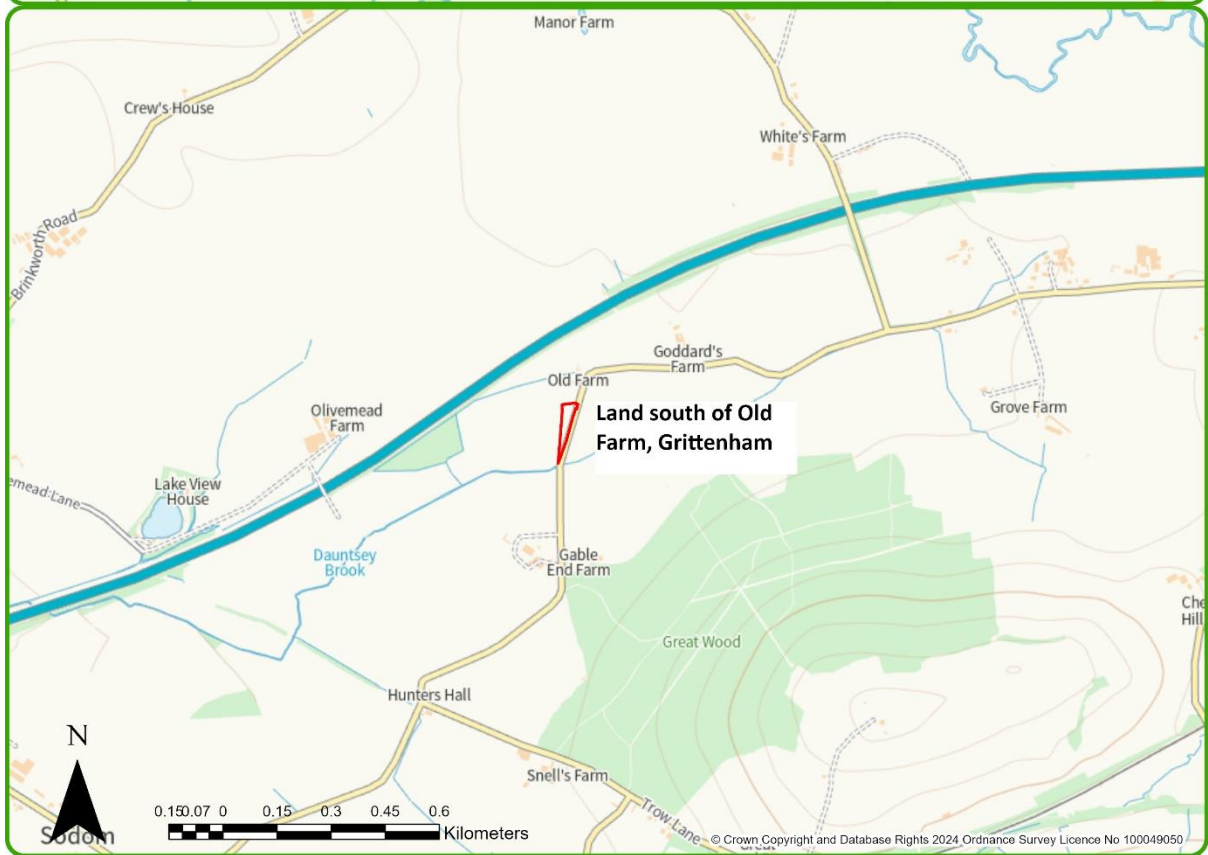
Unauthorised development: The carrying out of development without the required planning permission; or failing to comply with any planning condition (see above) or limitation subject to which planning permission has been granted.

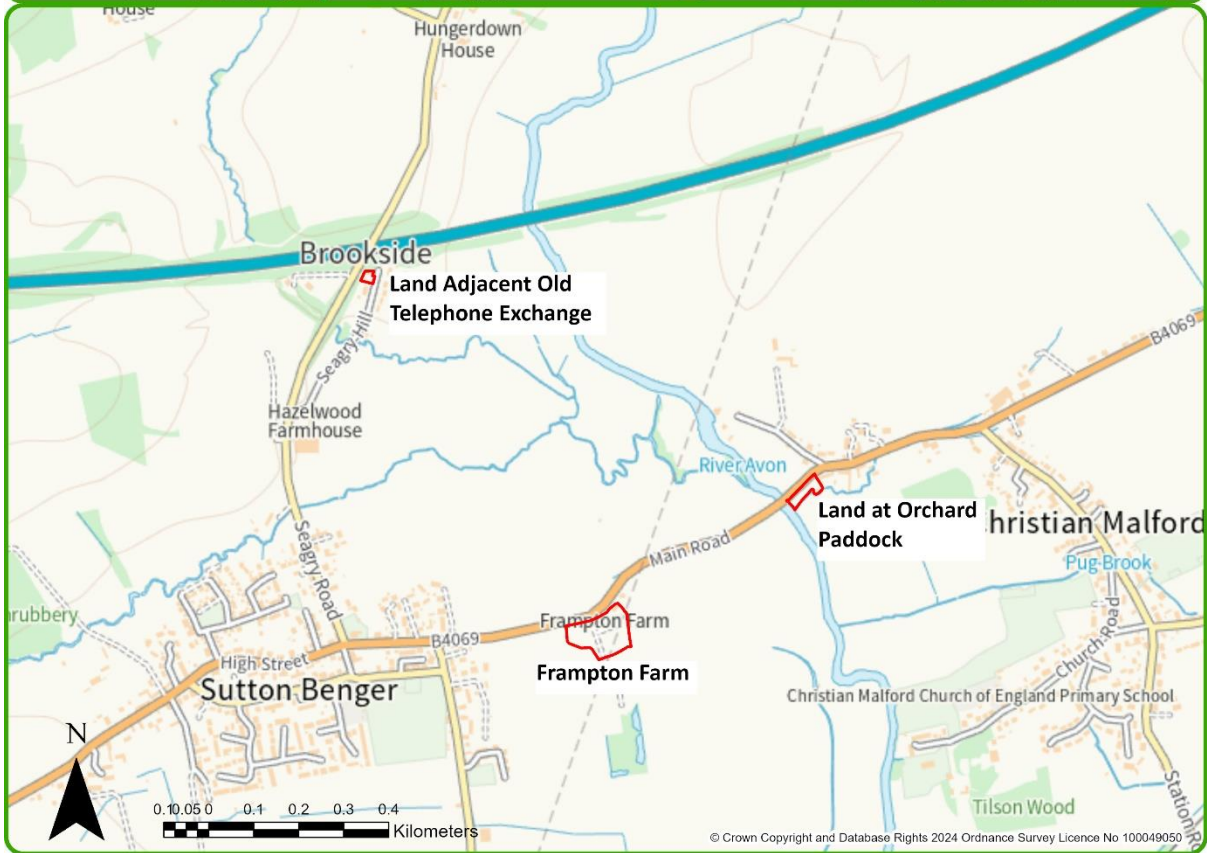
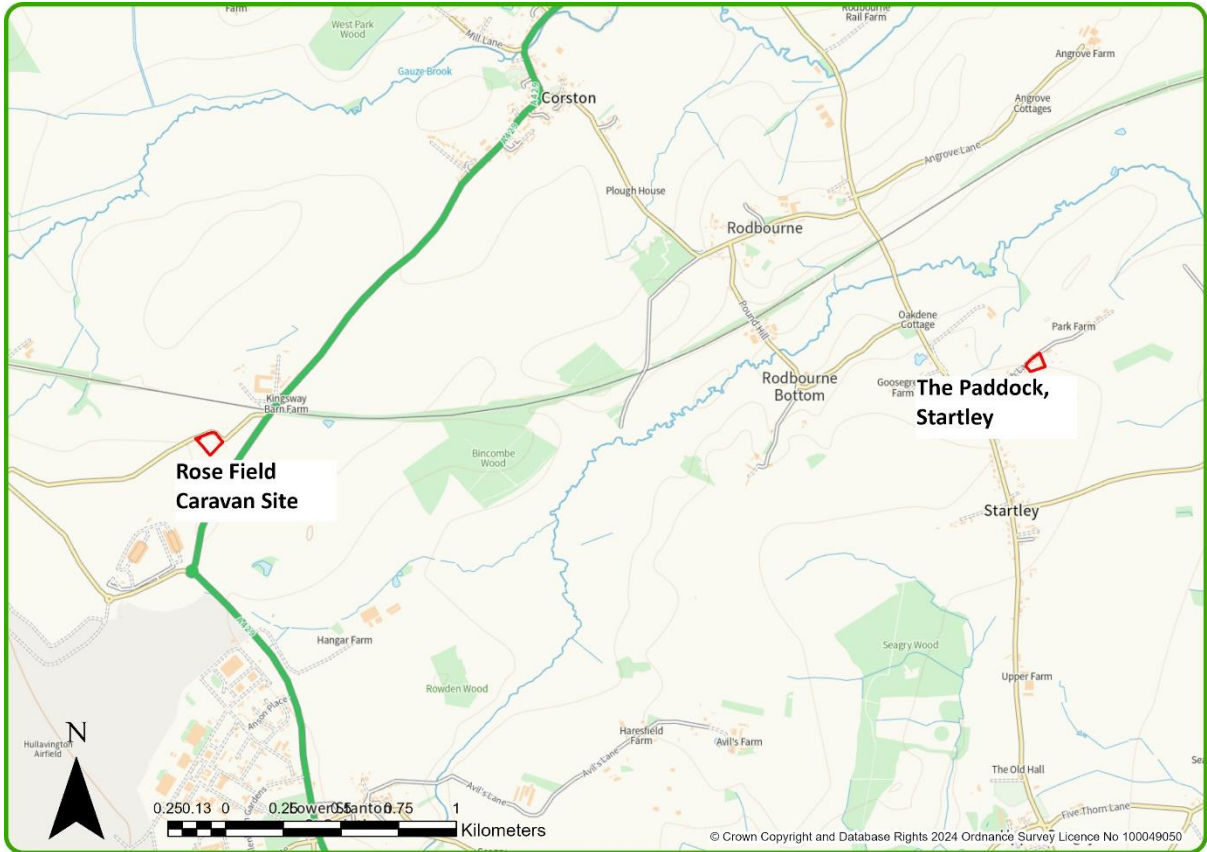
Yard: Collection of plots exclusively occupied by travelling showpeople.

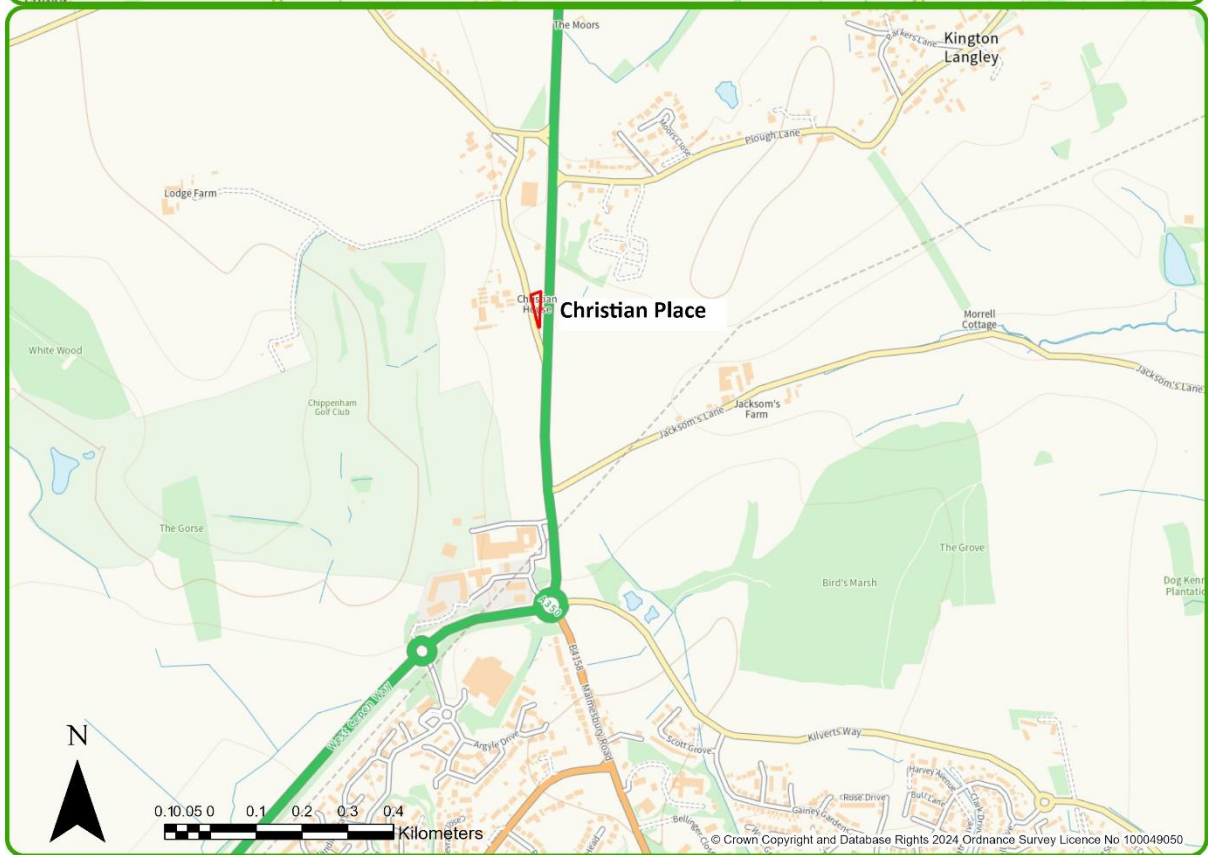
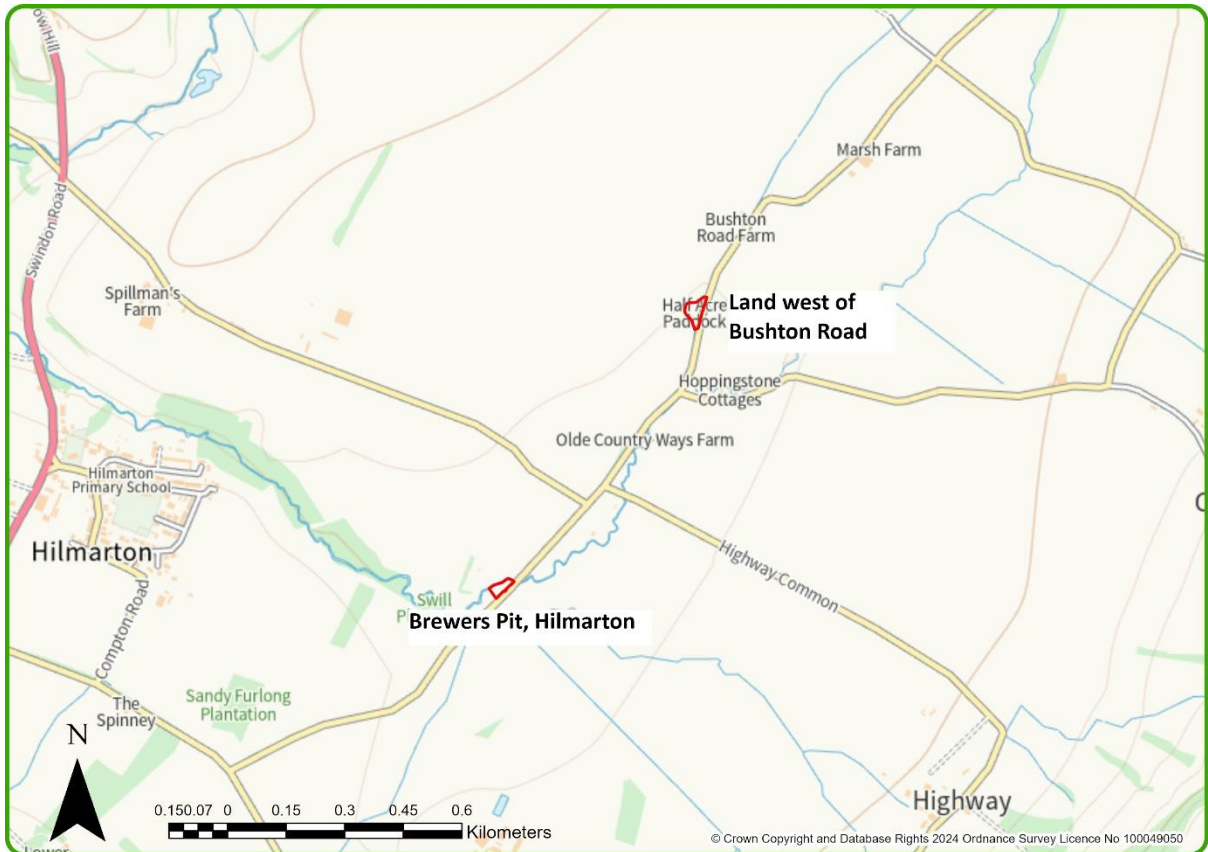
Appendix 2: Changes to Policies Map - Safeguarded Sites identified in Policy GT2

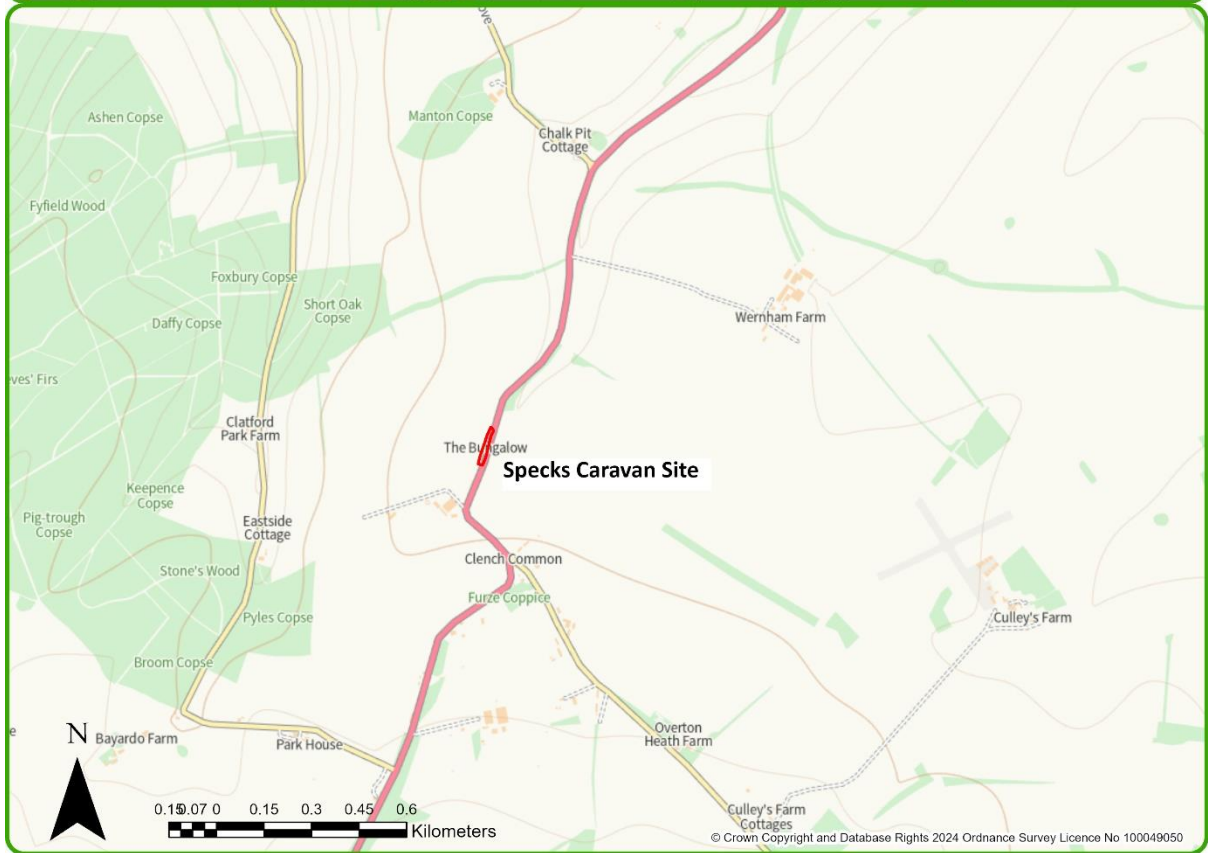
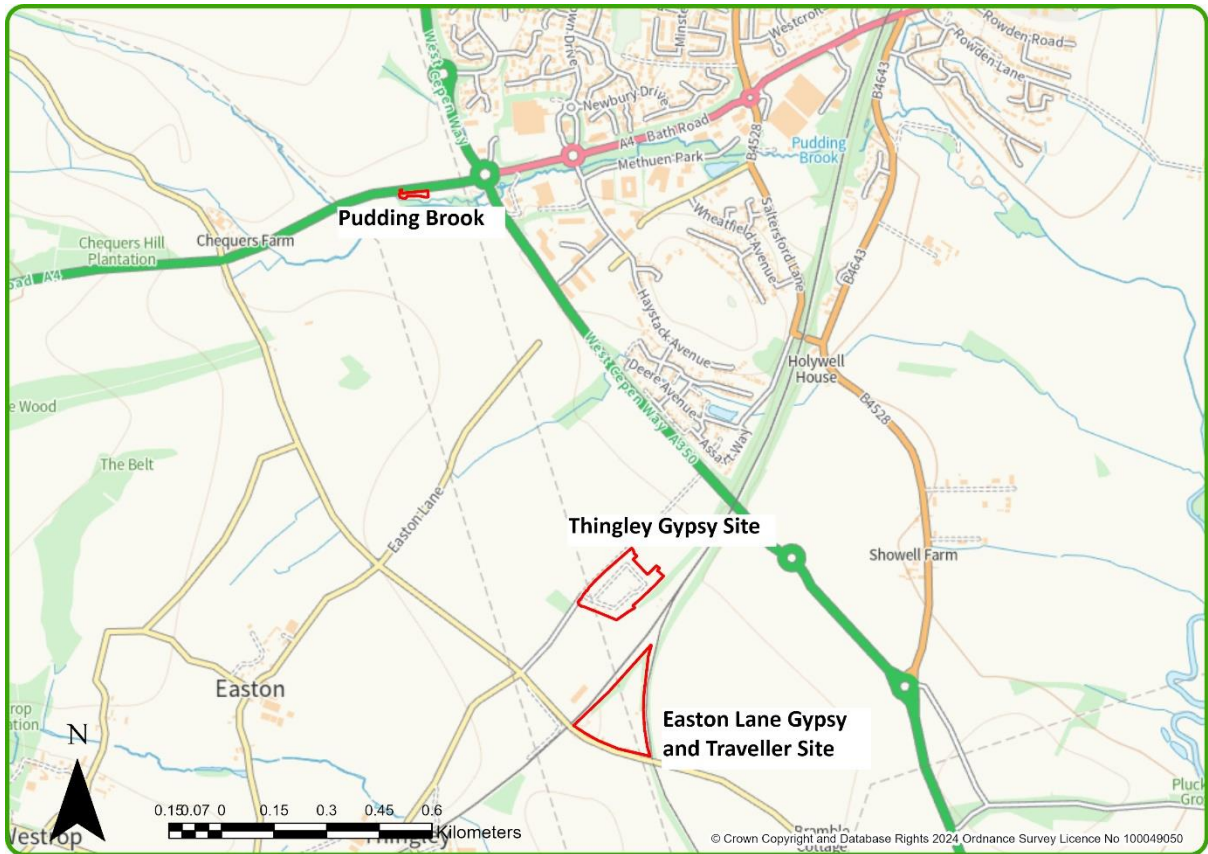




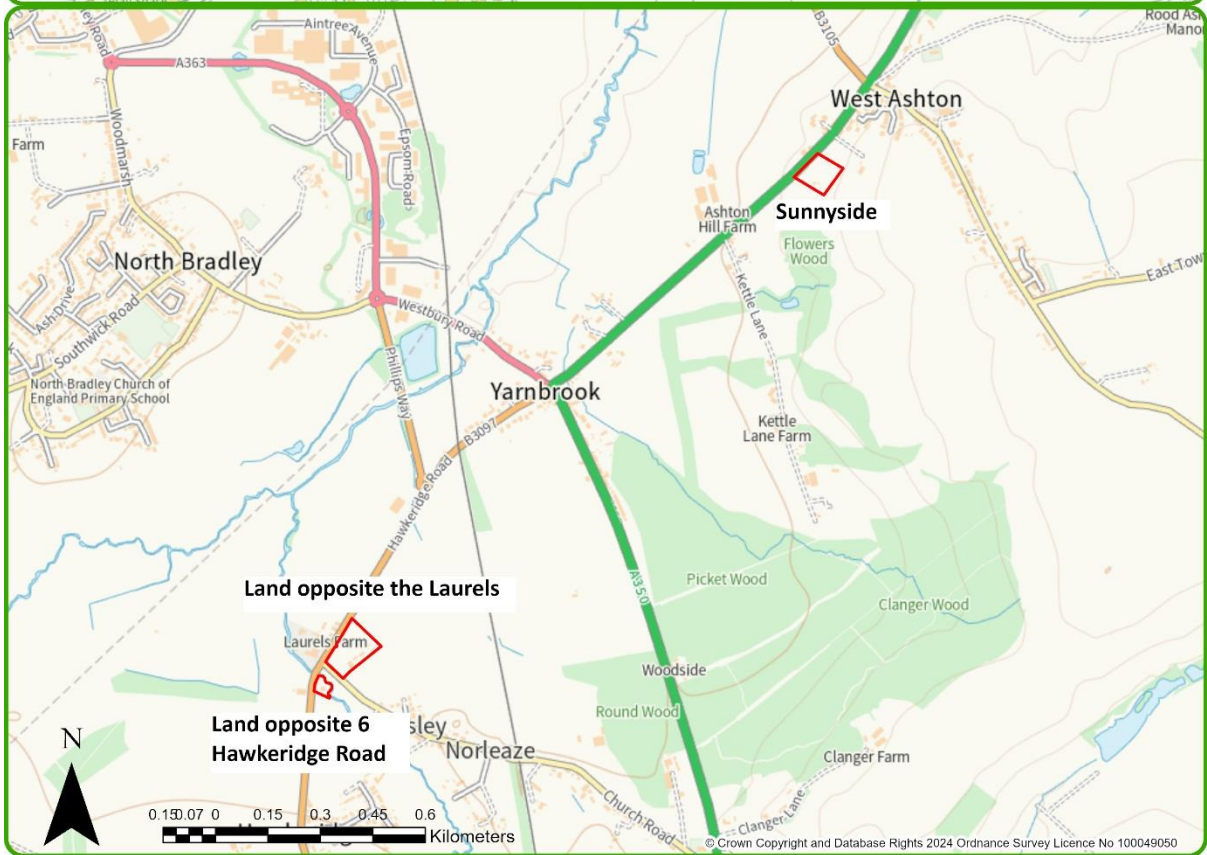
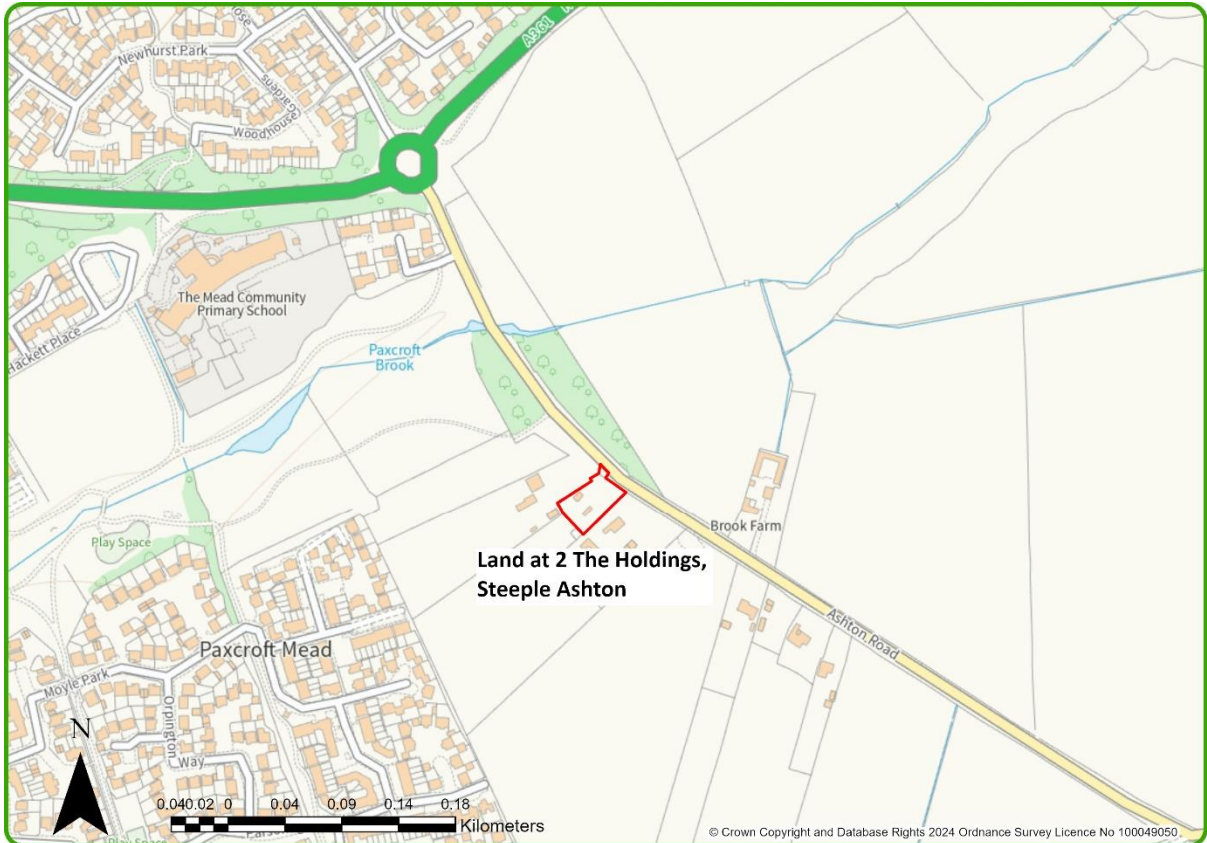


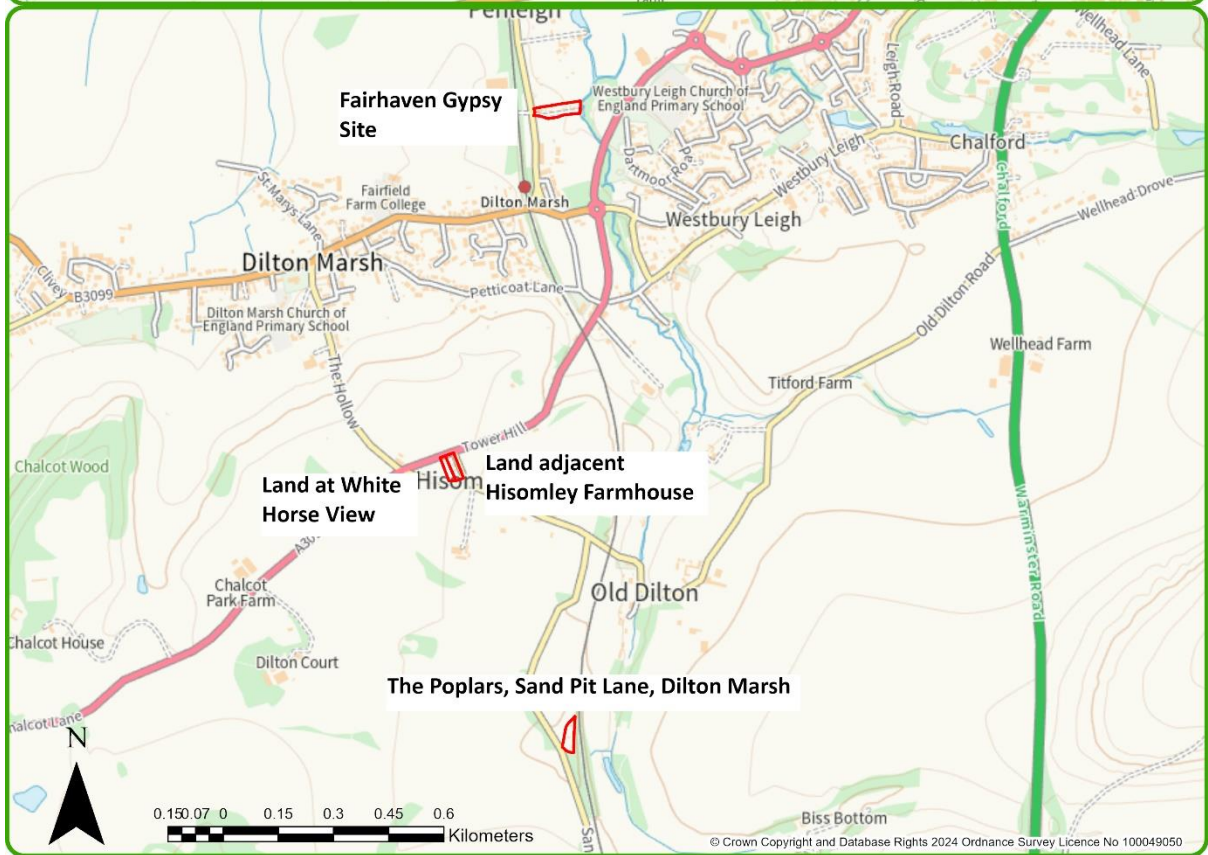
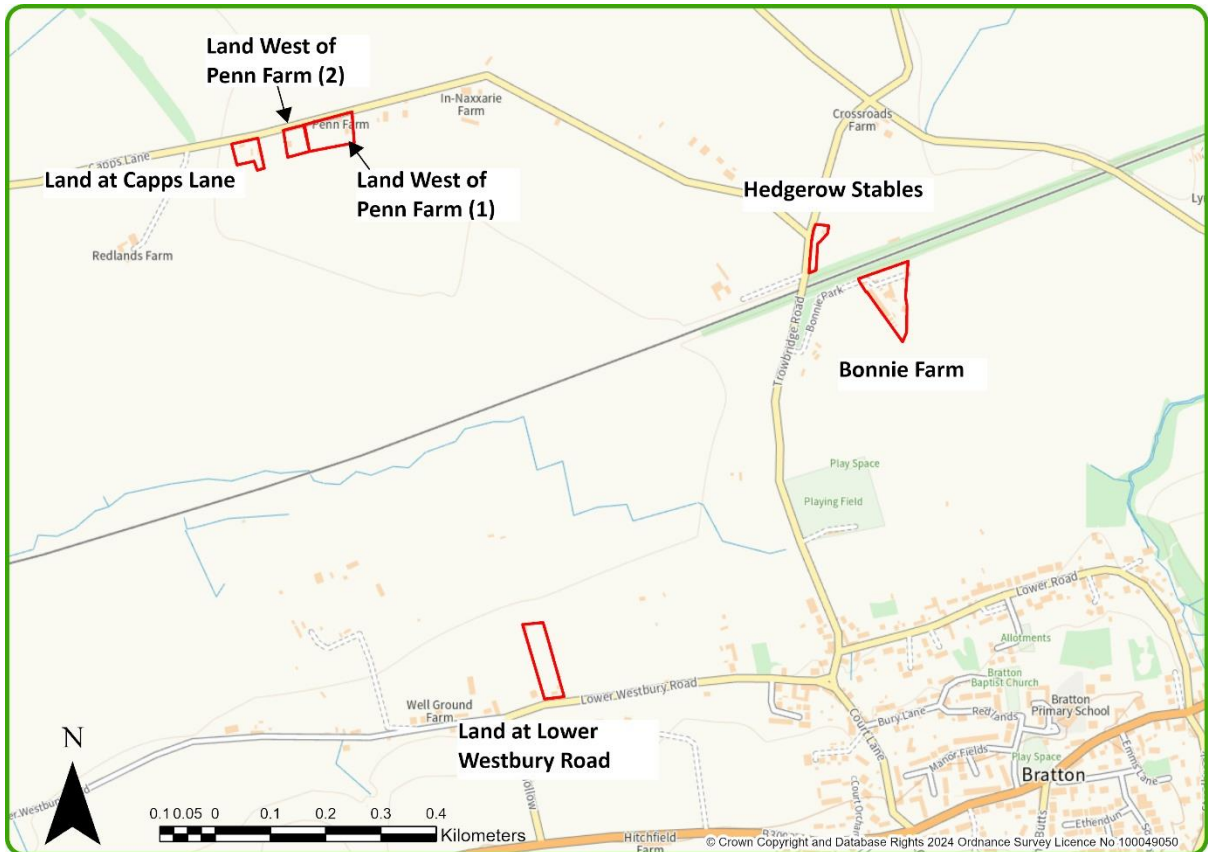


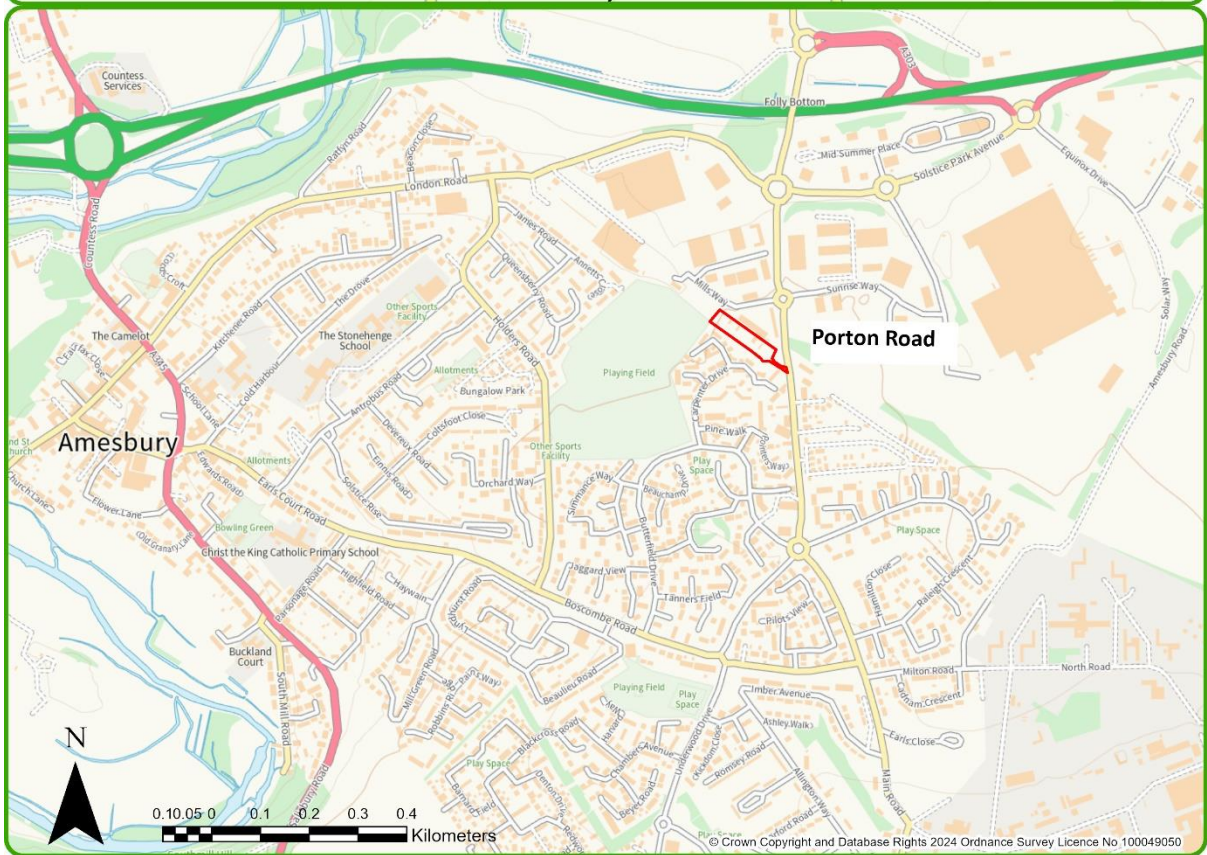
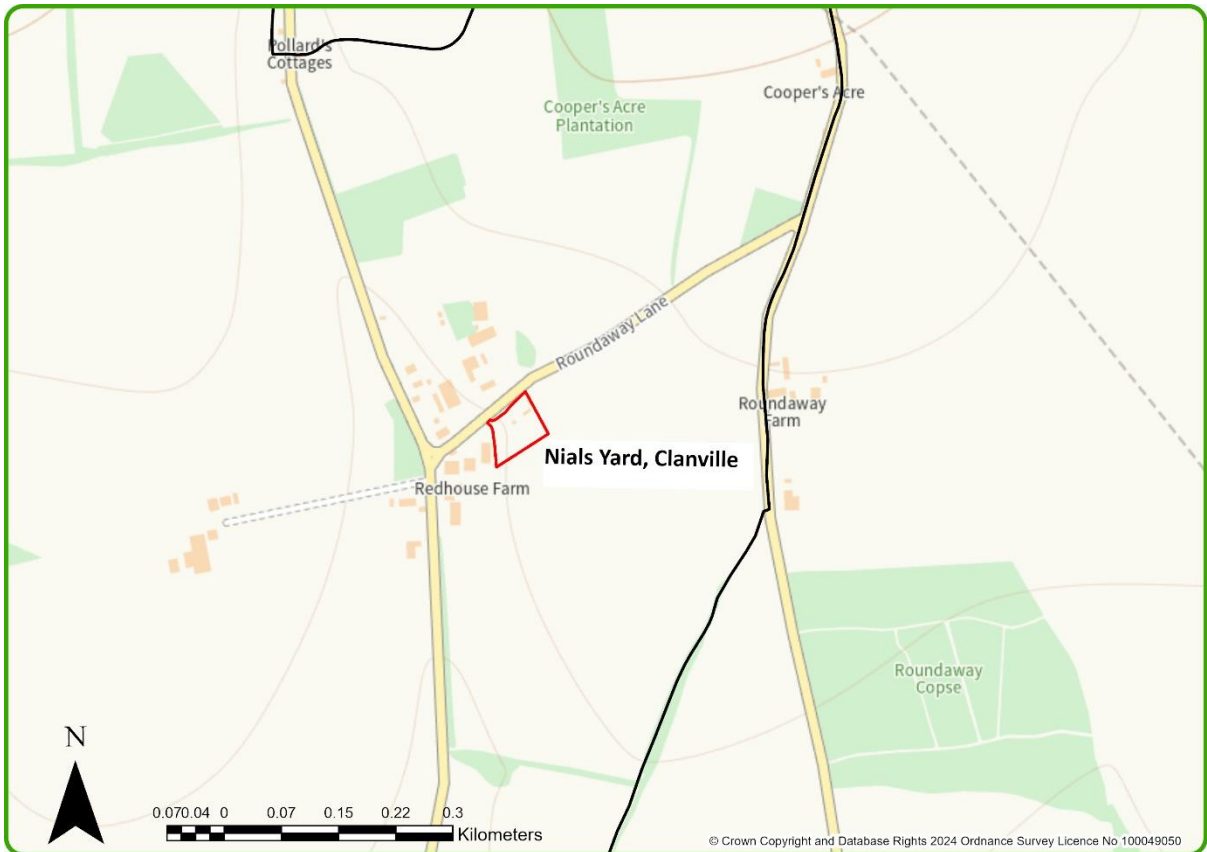


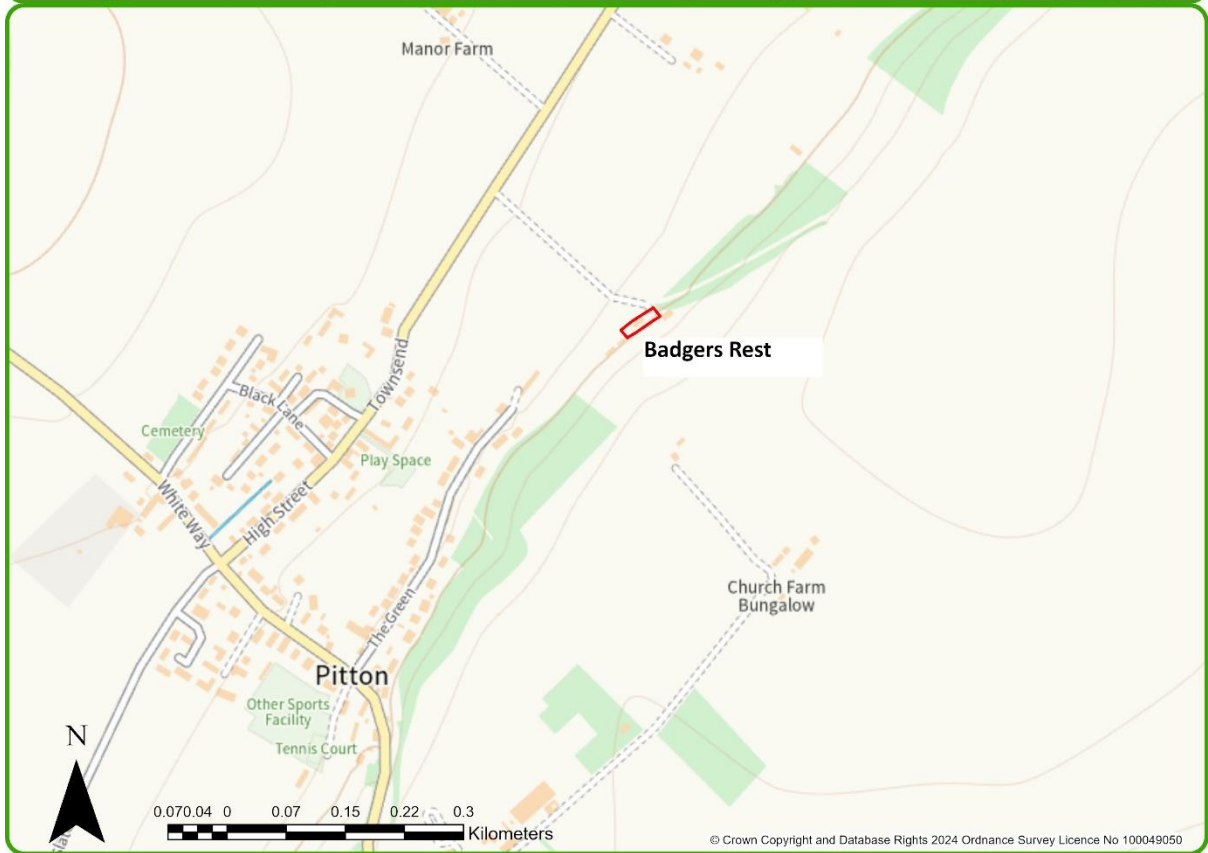
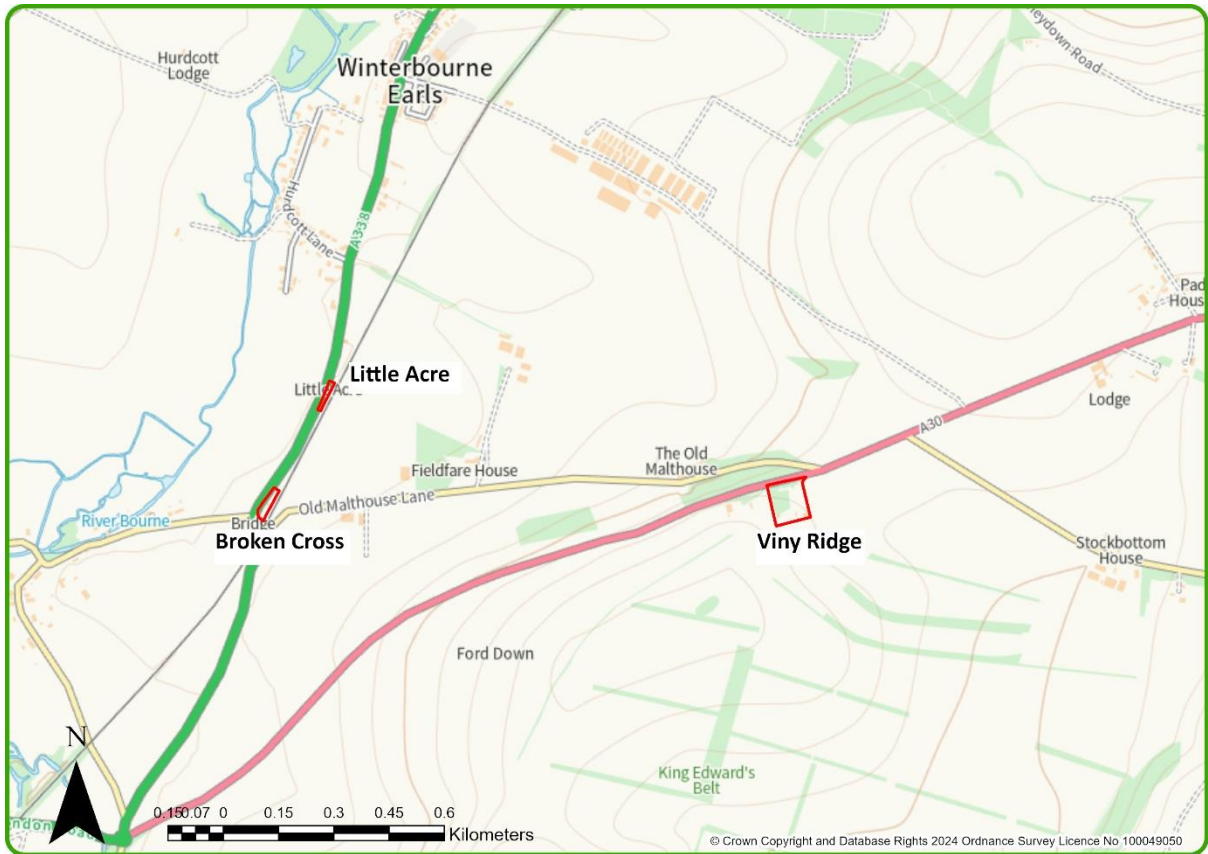


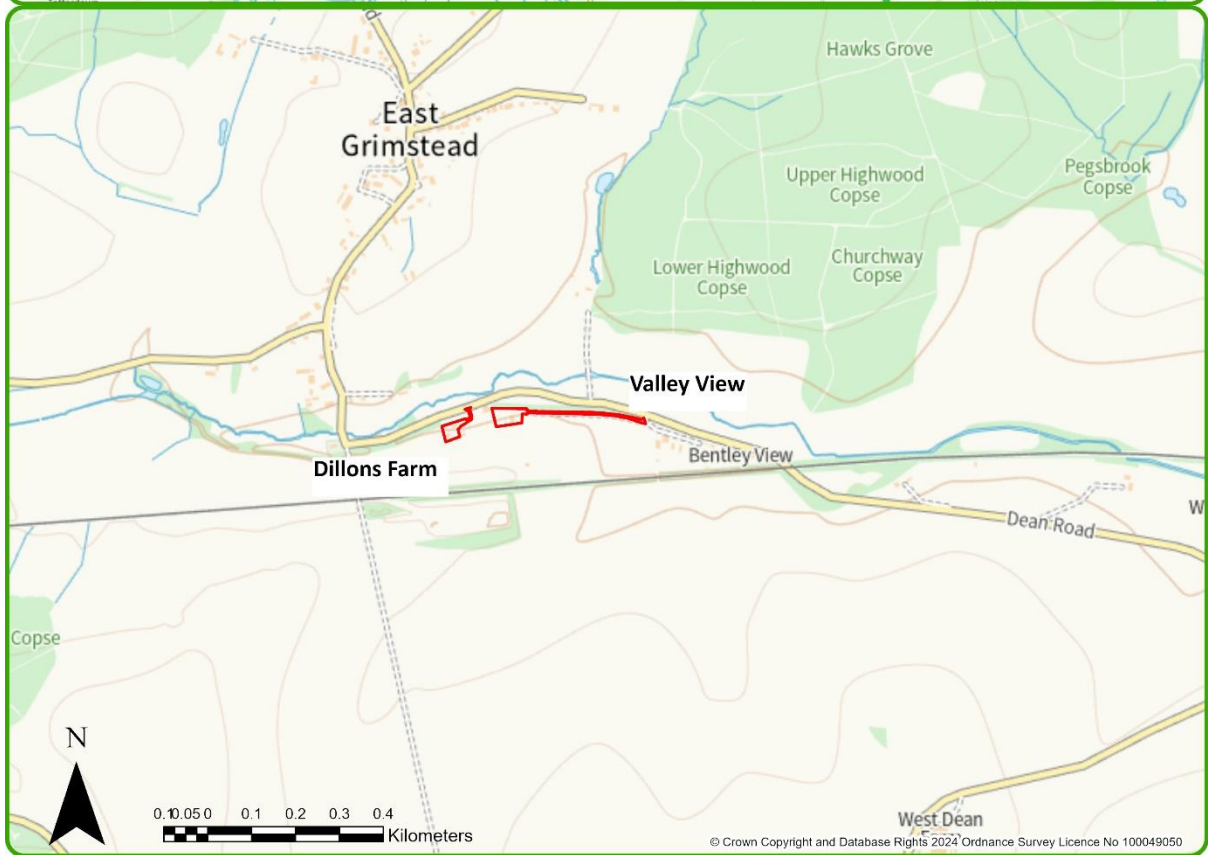
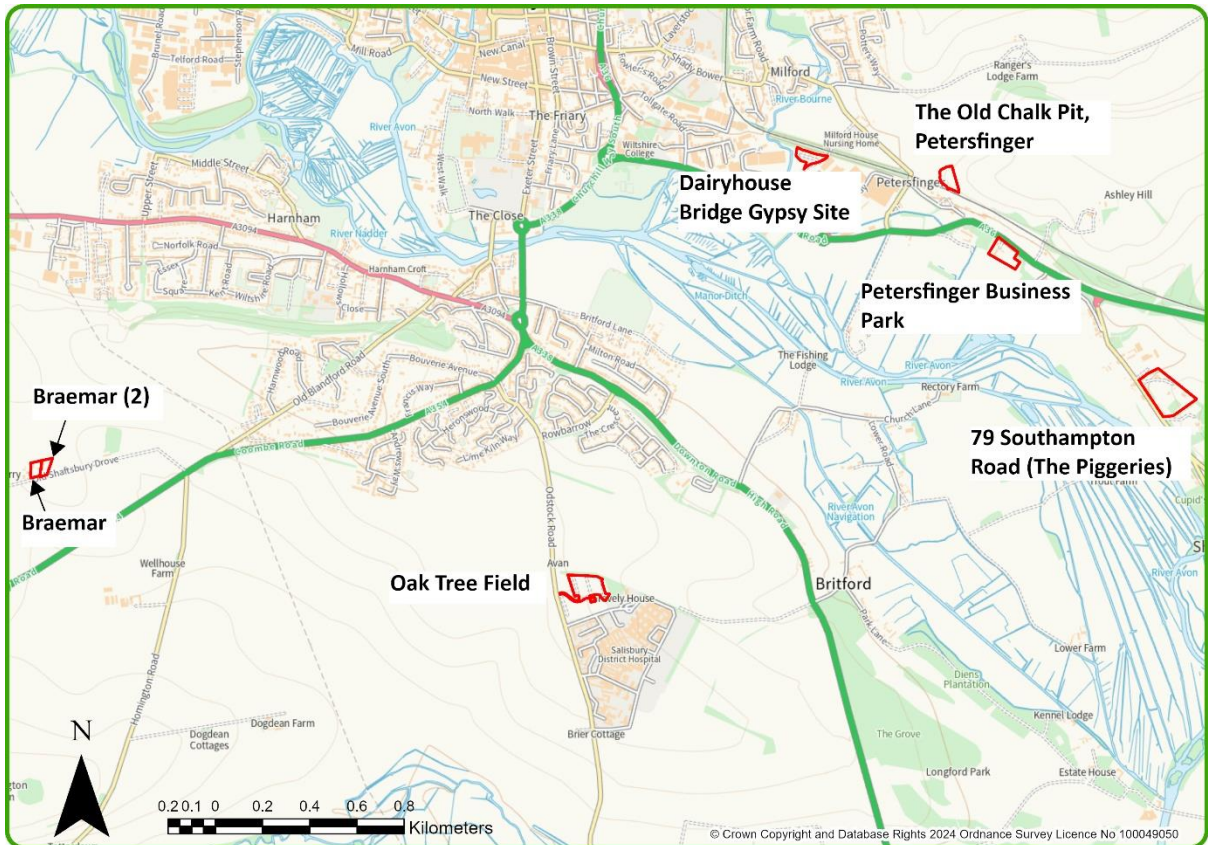


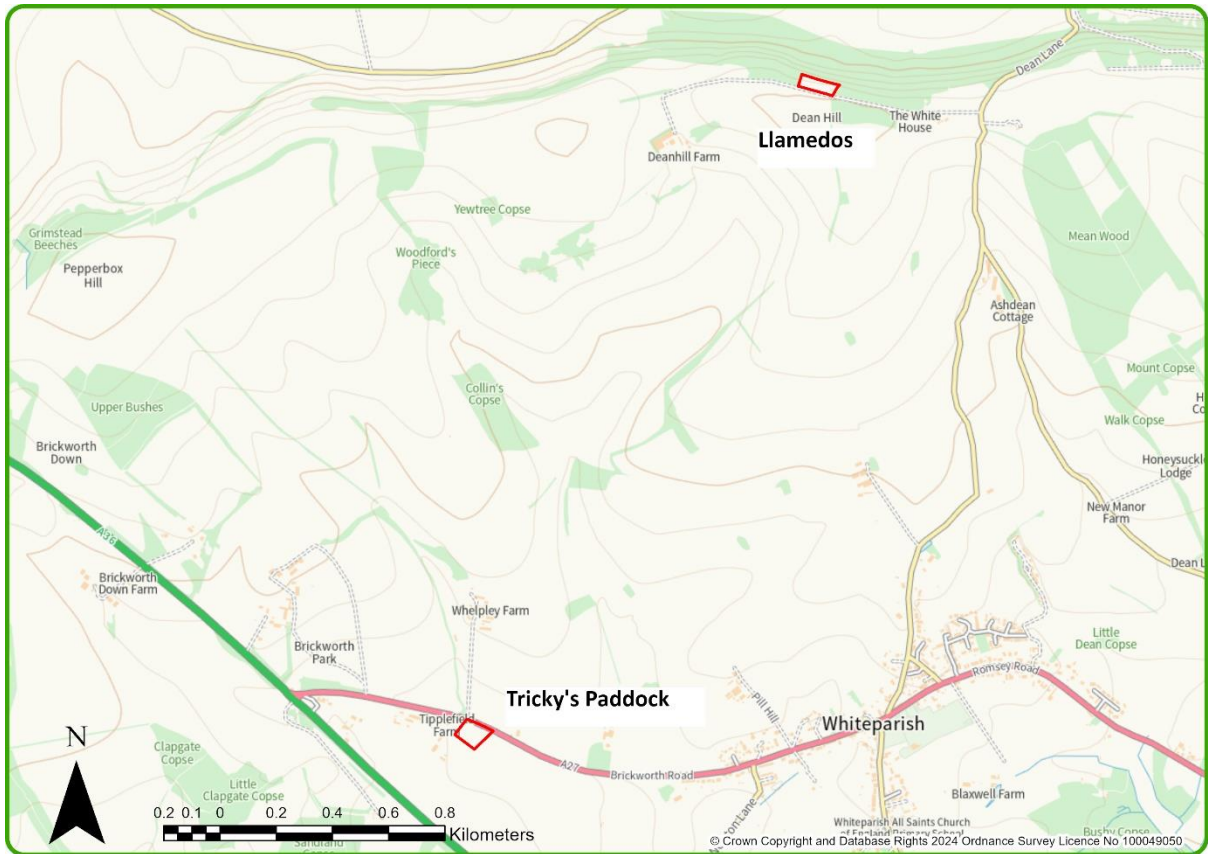


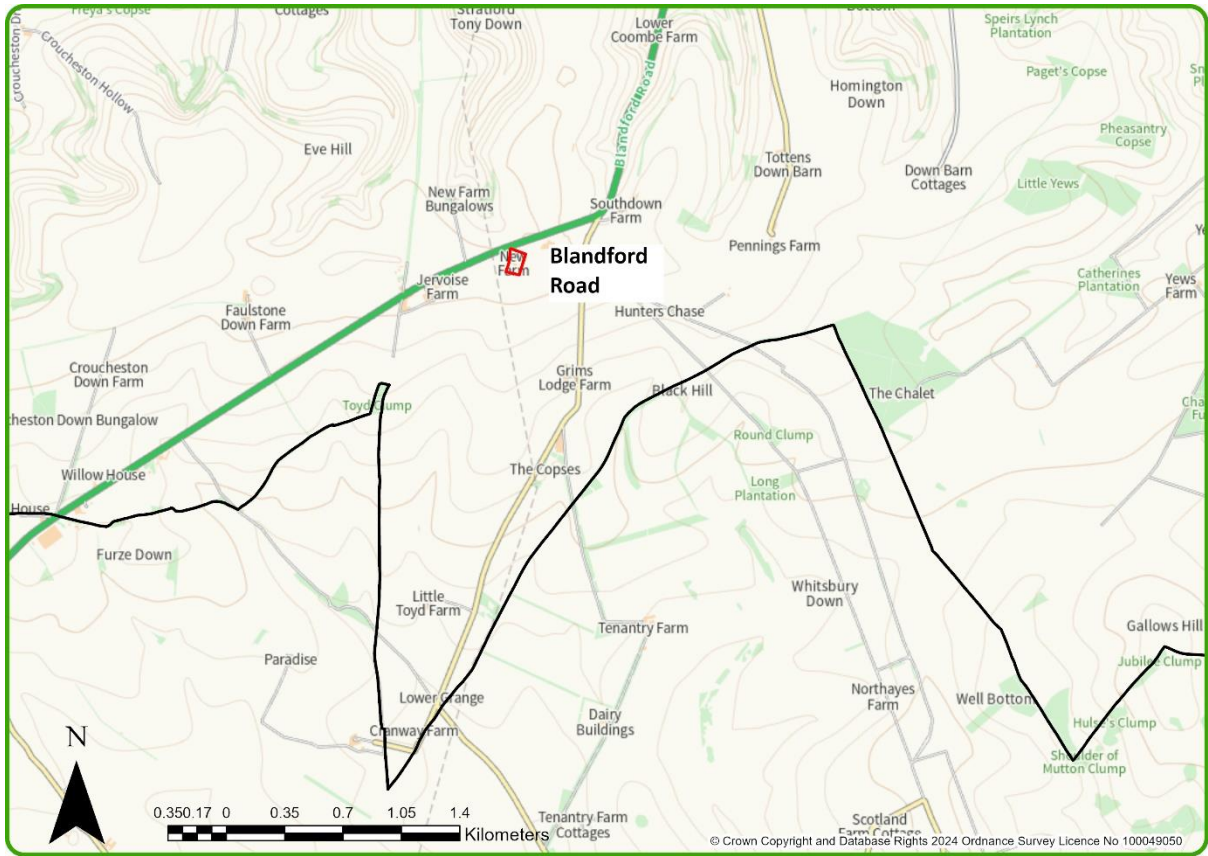












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Wiltshire Council

Cabinet

15 July 2024

Subject: ICB Community Health Service Procurement

Cabinet Member: Cllr Jane Davies – Cabinet Member for Adult Social Care, SEND and Inclusion

Key Decision: Key

Executive Summary

This report has two aims.

It seeks approval to bring the HomeFirst hospital discharge service in-house, removing it from the ICB Community Healthcare Services Contract (ICB contract) as agreed by Wiltshire Locality Commissioning Group on 14 May 2024.

It highlights the impact of the removal of the Wiltshire Health and Care (WHC) element of the HomeFirst service on the Wiltshire Better Care Fund (BCF) contribution to the ICB Community Healthcare Contract (the ICB Contract). The amount differs from that presented to Cabinet on 14 November 2023 when Cabinet approved 'in principle' to dedicate £11,526,211 of Better Care Funds to the ICB contract. This was based on £10,453,157 contribution per annum to the £60,802,388 Wiltshire Health and Care run Community services contract for Wiltshire, plus £1,073,054 for the Access to Care service (Medvivo).

£2,291,088 of BCF contribution to HomeFirst will be removed from the BCF contribution to the ICB Community Health Care contract as per the table below.

	£
WHC	10,453,157
Access to Care (Medvivo)	1,073,054
Total previously agreed to transfer to ICB Contract	11,526,211
Removal of HomeFirst	-2,291,088
Revised Total to ICB Contract	9,235,123

Agreement has been made with the ICB to remove the HomeFirst service from the list of core services in the ICB contract and this reduces the overall amount that is committed from the Wiltshire BCF to the ICB contract, from £11,526,211 to £9,235,123. This is £2,291,088 less than approved 'in principle' by Cabinet on 14 November 2023.

Cabinet is asked to approve the amended financial envelope to be committed from the BCF for the new contract from 1 April 2025, until 31 March 2032, with a possible further 2 year extension.

Proposals

Cabinet agrees:

- 1) To approve the proposal to deliver the HomeFirst service under a single provider – Reablement Wiltshire.
- 2) To give 'in principle' agreement to commit Better Care Funding of £9,235,123 to the ICB Community Health Contract from 2025-2032 (with a potential for a further 2 years to 2034). Formal commitment is dependent on a revised and agreed S.75 Agreement (Health and Social Care Act 2012) that covers the period of the contract, along with a signed Collaborative Commissioning agreement. Formal agreement will be sought when the contract is awarded.
- 3) To delegate authority to Corporate Director People in consultation with the Cabinet Member for Adult Social Care, SEND and Inclusion to approve the revised S.75 agreement that will cover the period of the Community Health Services contract.
- 4) To delegate authority to Corporate Director People in consultation with the Cabinet Member for Adult Social Care, SEND and Inclusion to authorise activities related to the procurement up and until award (when the award decision will return to Cabinet).

Reason for Proposals

- 1) The ICB will be tendering a BSW-Wide Community Services Health contract, to start from 1 April 2025 with a proposed length of 7 plus 2 years. The Integrated Care Board's (ICB) community health contract re-tender will have cost and service implications for Wiltshire Council Social Care and management of the Better Care Fund (BCF).
2. The proposal to deliver the Wiltshire HomeFirst service under one single provider – Reablement Wiltshire, has impacted the proposed contribution to the ICB Community Health Services Contract as reported to Cabinet on 14 November 2023. If approval is given for bringing the HomeFirst service under Reablement Wiltshire, this will remove £2,291,088 of the total WHC funding element of the BCF to the ICB contract. The amount will be £2,291,088 less than reported to Cabinet on 14 November 2023.
3. The proposals require an 'in principle' commitment of a revised amount of £9,235,123 of BCF funding, subject to appropriate S.75 and Collaborative Commissioning agreements.
4. Cabinet will need to be assured that the procurement process is robust and ensures that Wiltshire's contribution from the BCF is spent on Wiltshire residents. Cabinet has a responsibility to ensure the Wiltshire pound is spent on Wiltshire residents.

5. Cabinet will also need to be assured, as per the legal advice, that we will in-source HomeFirst without a procurement process.

Lucy Townsend
Corporate Director, People

Wiltshire Council

Cabinet

15 July 2024

Subject: ICB Community Health Service Procurement

Cabinet Member: Cllr Jane Davies - Cabinet Member for Adult Social Care, SEND and Inclusion

Key Decision: Key

Purpose of Report

1. This report has two aims.
 - I. It seeks approval to bring the HomeFirst hospital discharge service in-house, removing it from the ICB Community Healthcare Services Contract (ICB contract).
 - II. It highlights the impact on the Wiltshire Better Care Fund (BCF) contribution to the ICB Community Healthcare Contract (the ICB Contract). The amount differs from that presented to Cabinet on 14 November 2023 when Cabinet approved 'in principle' to dedicate £11,526,211 of Better Care Funds to the ICB contract. This was based on £10,453,157 BCF contribution per annum to the £60,802,388 Wiltshire Health and Care run Community services contract for Wiltshire, plus £1,073,054 for the Access to Care service (Medvivo). Cabinet was asked to consider continued funding, at this level, from the BCF for the new contract from 1 April 2025, until 31 March 2032, with a possible further 2 year extension. Cabinet gave 'in principle' agreement to commit £11,526,211 of Better Care Funding subject to appropriate s.75 and collaborative commissioning agreements.
2. The proposed contribution to the ICB contract has changed due the removal of the HomeFirst Service from the 'core' list.
3. Bringing the HomeFirst service in-house will, in effect, remove it from the list of core services in the ICB contract and reduce the overall amount that is committed from the Wiltshire BCF to the ICB contract.
4. The Council's legal advice is that we can deliver HomeFirst in-house without a procurement exercise as it is a social care service funded via the BCF. The BCF is a pooled budget, overseen by ICB and Council colleagues through the Locality Commissioning Group.

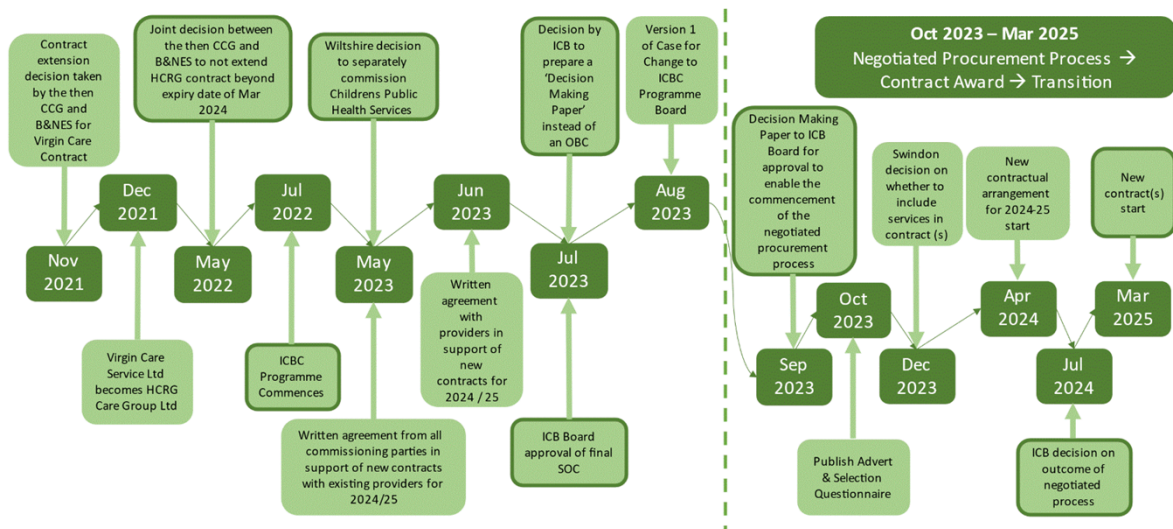
Relevance to the Council's Business Plan

5. Community Health services are key to keeping people safe and well and support our policy to help people remain independent and in their own homes for as long as possible.

6. Thriving Economy - We would expect the ICB to have consulted with providers to ensure that any contractual arrangements meet realistic commercial priorities for the local market while still supporting the Council's requirement to deliver best value.
7. Decisions that are evidence based – We would expect the ICB proposals to be informed by comprehensive supply and demand modelling, spend and activity analysis and further analysis of best practice in managing demand for care services and shaping care markets sustainably.

Background

8. Community Health services in Wiltshire are currently provided by Wiltshire Health and Care and Medvivo (Access to Care). The contracts are funded by the ICB and BCF. BCF funding is managed as a pooled budget, with spending agreed between the ICB and Wiltshire Council, the governance of which is defined by national guidelines and supported by a S.75 agreement.
9. Wiltshire Health and Care currently receive £10,453,157 from the BCF. Removing the HomeFirst service budget of £2,291,088 leaves £8,162,069. This totals £9,235,123 (including Access to Care) remaining committed to the ICB contract.
10. To date the ICB has reviewed the services, both in scope and potentially in scope (on reserve list) over the lifetime of the contract, have provided detail for the ambitions for transformation of services and carried out extensive consultation with both service users, providers, acute and primary care and BANES, Swindon, and Wiltshire local authorities. The timeline below (figure 1) shows the programme development as well as key future dates. In 2023/24 the BCF made a direct award to Wiltshire Health and Care Community Services to extend the contract and allow for the recommissioning process.



11. The case for change was set out in the report to Cabinet on 14th November 2023¹.

Scope of Services

12. To support the negotiated procurement process the ICB and Local Authorities have reviewed the scope of the services they wish to procure. This has resulted in the creation of three lists: a core service list, a reserve service list, and an excluded service list.
13. The proposed Core Services are aligned across BSW and must be delivered within the contract. These will cover key elements of community-based health services for adults and children, plus any additional services that the ICB and Local Authorities decide to include in the contracts from 1st April 2025. For services identified within the Core List there is a requirement that these will be harmonised across BSW, ensuring equity of access across all local authority areas. Public Health Nursing falls out of the scope of this service being procured as per the cabinet decision made on the 23 May 2023.
- The identification of a Reserve Services list provides the Commissioners with greater flexibility as these services could be introduced into the contract with the selected provider(s) after the date the contract commences. This Reserve Services list includes services that are currently commissioned outside of the five main community services contracts, or where the model of future provision is not yet determined and/or where recurrent funding arrangements are unclear.
14. A set of Excluded Services has also been generated where a decision has already been taken, via an appropriate governance process to exclude them from inclusion in any contracts issued through the ICBC Programme.
15. Wiltshire Council proposes to deliver the Wiltshire HomeFirst service in-house; therefore it was agreed to remove it from the list of core services in the ICB Community Health Services Contract. This was agreed at the Locality Commissioning Group on 14 May 2024. The Wiltshire Locality Commissioning Group is the joint decision-making body that oversees and agrees spend against the Better Care Fund.
16. Home First is a pathway to support discharge home from hospital with additional support and is delivered in Wiltshire by two core providers –Wiltshire Health and Care (WHC) and Wiltshire Council Reablement (WC), working within an aligned delivery pathway. The WHC element of the HomeFirst service had always been within the core community service scope of the ICBC procurement, despite 12 months of negotiation to remove it and place it on the reserve list. It was finally agreed by the ICBC Board (17/02/24) that HomeFirst would be on the reserve list.
17. Wiltshire Councils proposal is to create a single discharge pathway and consolidate the Home First capacity with the Reablement capacity within Wiltshire Council, this would result in removing this service offer from the community health contract.

Why bring the service in-house?

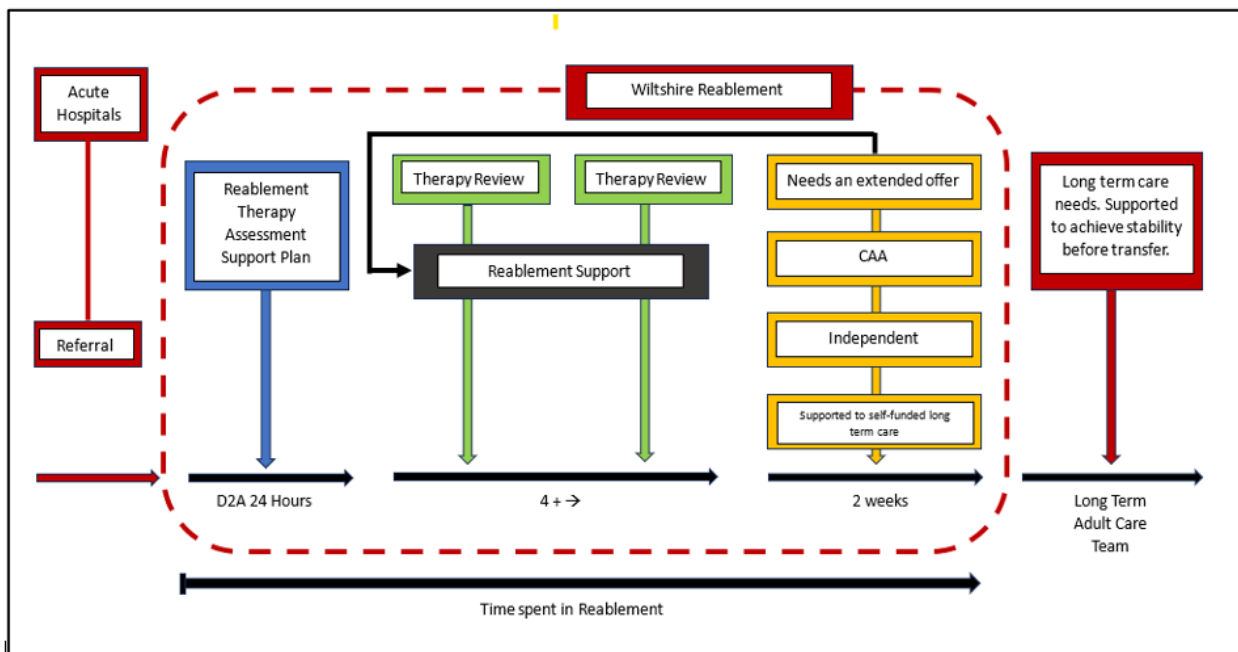
18. The HomeFirst approach promotes that the best place for a person to recover when they are clinically stable is at home. Wiltshire has adopted a HomeFirst approach for over 5 years. When a person is safe to be discharged, they have wraparound support in their own home and an assessment and support plan is created to enable their

¹ Integrated Care Board (ICB) Community Health Contract. 14 November 2023.

recovery to continue. This approach supports people’s independence and long-term outcomes, reduces discharge delays and improves patient flow.

19. HomeFirst in Wiltshire is currently delivered through two providers - Wiltshire Health and Care (WHC), and Wiltshire Council Reablement (WC). Additional care capacity is provided through Wiltshire Support at Home (WSAH) and domiciliary care through the Wiltshire Home Care Flexible Framework.
20. Wiltshire Council’s Wiltshire Support at Home (WSAH) in-house service provides short term domiciliary services to support hospital discharges and people who require support in their own homes as part of a rapid response service. Wiltshire Health and Care HomeFirst currently utilise the majority of WSAH’s capacity. From May 2023 to April 2024 WSAH supported 278 HomeFirst cases (82%) and 63 Reablement cases (18%).
21. The creation of a single service to deliver HomeFirst within Wiltshire offers an opportunity for the implementation of the recommendations identified by an evaluation of the HomeFirst Pathway1 model.
22. The Community services tender provides an opportunity for Wiltshire to adopt a single provider model to support people requiring reablement as part of the hospital discharge process and then enabling them to remain safely at home.
23. Wiltshire Council propose that all HomeFirst services are delivered through its Reablement service, with existing support capacity from Wiltshire Support at Home and commissioned domiciliary care providers remaining the same, using a clear time standard pathway from hospital care to home.

Delivery Model



24. Wiltshire Reablement has a strong model of delivery (see diagram above); the service has increased in capacity and scope since its launch in 2018 and is now providing a community reablement and hospital discharge service across Wiltshire.

25. Table 1 below shows the number of discharges from Hospital provided by Reablement within current funding capacity during the last 3 years.

Table 1: Referrals into Reablement

	2021/2022	2022/2023	2023/2024
Hospital discharges planned	1,219*	987	913
Discharge/referral cancelled	134	258	101
Total	1,085*	729	812
Conversion rate	89%	74%	89%

*Additional Wiltshire Council community resource was used in 21/22 due to Covid

26. In response to the changing presentation of patients receiving pathway 1 support, Reablement staff have undertaken additional training to reduce handover to other services and mitigate potential delays at the end of the reablement period. This has improved efficiency, the customer's experience and outcomes for the customer. The remit of the service has expanded to include staff being able to undertake assessments for long term support sooner in the post discharge period, negating delays within this process and supporting throughput within the service. This facilitates increased access to the service for a wider cohort of customers.

27. The Reablement service has expert leadership with experienced Occupational Therapists providing management oversight at all levels, including a strategic lead therapist. The day-to-day implementation of reablement is therapy led with all cases either having an allocated Occupational Therapist or their case being overseen by a therapist, ensuring quality and governance is maintained. This results in a clear therapy base that offers innovation, vision, positive risk taking and proactive service development.

28. All customers have an allocated therapist who acts as case manager and holds responsibly for the oversight and progression of the case. The advantages for customers of having an integrated therapy and support service are multi-layered, including clearer communication, responsiveness and governance and these efficiencies ensure valuable time is spent on customer engagement and less on process.

29. Having a single provider offers additional opportunities to deliver on the recommendations in the Pathway 1 and ECIST Reviews. It was identified that Wiltshire residents would benefit from the development of a Discharge Contact Centre as this would provide a Wiltshire focused point of contact for families and include information on discharge; how to access help and support and community resources, including the voluntary sector. This element has not been progressed due to resourcing; however, this could form part of a future delivery model as it is envisaged there would be adequate resource brought about by the achievement of efficiencies.

Costs and Funding

30. The existing financial envelope for HomeFirst, funded by the Better Care Fund is £2,291,088. However, Wiltshire Health and Care confirm that the service costs £3.2m to run. It has been difficult to accurately cost the service and it may be that the £900,000 difference will impact on service delivery, but this is yet unknown. The ICB and the Council will continue to discuss alternative funding streams to bridge the gap.
31. It is difficult to project the costs of delivering HomeFirst in Wiltshire due to the complexity of the funding streams into Wiltshire Health and Care, through the ICB Contract. Reablement deliver 30% of the activity for less than 30% of the funding showing that they are delivering value for money. It is estimated that if Reablement were identified as the single provider delivering HomeFirst the activity could be achieved with the current funding envelope together with a proportion of the Community Services funding (when that has been disaggregated). Reablement would then be able to deliver the service and undertake the investment into the management and therapy workforce that would be required.

Impact on the ICB Contract

32. With the WHC HomeFirst service removed from the core list, the funding required for the ICB contract from the BCF fund would be £9,235,123. In November 2023 we reported to cabinet that the total amount requested from the BCF for the ICB contract was £11,526,211. We would be committing £2,291,088 less to the ICB contract.

	£
WHC	10,453,157
Access to Care (Medvivo)	1,073,054
Total previously agreed to transfer to ICB Contract	11,526,211
Removal of HomeFirst	-2,291,088
Revised Total to ICB Contract	9,235,123

Main Considerations for the Council

33. Bringing the service in-house is the preferred option for the future delivery of the service. This has been agreed at the Wiltshire Locality Commissioning Group who has delegated powers to approve the spending of BCF funds.
34. The service will continue to be funded through the Better Care Fund and no change to the budget is proposed. The fund is governed by a S.75 agreement between the Council and BSW ICB.
35. Wiltshire Council can evidence its experience in delivering an efficient and cost-effective service that provides optimum outcomes for individuals, meeting the Council's objective to keep people independent and in their own homes for as long as possible. We are confident we can deliver the service as a single provider.

Safeguarding Implications

36. The Wiltshire Reablement Service trains and monitors staff in the use of the Wiltshire Council safeguarding policies and processes. All new staff TUPE'd into the in-house service will undertake training and have regular supervision to assure that they understand their safeguarding duties as relevant to Wiltshire Council processes. Staff

will be monitored in the early transition of the service to ensure the correct safeguarding protocol is followed. Staff will be managed as part of the CQC regulated service and the Registered Manager works closely with Wiltshire Council's established Adult Multi Agency Safeguarding Hub (MASH) team. Procedures and guidance are in place which will ensure that any issues relating to safeguarding children and young people are identified and appropriate referrals made to children's MASH.

Public Health Implications

37. There are no public health concerns arising from the approach but a HomeFirst approach is beneficial to residents health and wellbeing .

Procurement Implications

38. The procurement for the ICB Community Health Services contract will be run by the ICB and will include officers of the Council. Their commissioning approach has been informed by the progression of the legislation associated with the Provider Selection Regime (PSR). Working closely with legal advisors the ICB and the local authorities have considered to what extent the PSR is applicable to the circumstances within BSW. Whilst the ICB recognised that PSR could have been applied in certain circumstances across BSW, their conclusion was that this would have perpetuated some of the fragmented and variable approaches to service provision that pre-date the formation of the ICB. In this context they have concluded that, to realise the full potential of community-based services across BSW a whole system approach to procurement of services using the Public Contracts Regulations 2015 (PCR) is needed.
39. To commission the most appropriate provider(s) and services through the framework the ICB have undertaken a negotiated procurement process over an eleven-month period. The use of a negotiated process is different to traditional procurement processes that the NHS and Local Authorities will have participated in, and the approach has necessitated a significant workload for providers and commissioners. The Council has raised its concerns with this approach to the executive board of the ICB, particularly around the open competitive nature and the risk that a future bid may not fit within the financial envelope available. However, the ICB believe that the breadth and complexity of services and the opportunity for co-creation and innovation mean that this upfront investment in developing collective and collaborative thinking, building understanding, and fostering relationships will lead to significant longer-term improvements in the effectiveness and sustainability of services for the local population.
40. It has been established that the removal of HomeFirst does not amount to a material change to the overall service scope and so the risks in doing so are believed to be low.
41. Our legal advice is that there are no procurement implications to the Council with insourcing HomeFirst, however if that position changes, then advice and support will be sought from the procurement team.
42. Further detail on the procurement process for the ICB Community Health Service contract were detailed in the cabinet report on 14 November 2023, appendices B and C.

Equalities Impact of the Proposal

43. The ICB have an EQIA for the Community Healthcare Contract which has been shared with Wiltshire Council. It is expected that the community-based services will provide equitable access to services across BSW and take account of vulnerable groups and those experiencing health inequalities.
44. An EQIA for the bringing in-house of the HomeFirst service has been completed. The service will be accessible to service users irrespective of protected characteristics.

Environmental and Climate Change Considerations

45. The Council will influence the tender evaluation criteria and contract terms and conditions to include sections on environmental and climate change impact to ensure this is appropriately considered. We would expect the new supplier(s) to consider how they will contribute to the Council's Climate Strategy and Business Plan commitments to net zero and to plan for the impacts of climate change.

Workforce Implications

46. Any adverse impact on staffing levels within the community service may adversely impact on demand and ability to deliver for Wiltshire Council services and for Wiltshire residents.
47. Bringing the HomeFirst service in-house will require TUPE transfer of staff from Wiltshire Health and Care's service. At this stage we do not know the number of staff this will be. There will be induction and training for all new staff associated with the transfer to a single provider.

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

48. With a single provider there will be better clarity around capacity, costs and activity going forwards. If we do not choose to provide the service in-house then existing inefficiencies will remain.
49. If the service is not brought in-house then Wiltshire Reablement will need to establish new relationships with the new BSW-wide provider of HomeFirst services. There is a risk of disruption and possible hospital discharge delays as new processes and ways of working are established.

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

50. The ICB has confirmed that removing the HomeFirst service from the overall contract does not present a material change and therefore the risk is low.
51. Risks and mitigations of moving to Wiltshire Reablement as a single provider for HomeFirst are set out in the table below.

Risks	Mitigations
Health staff may not be retained	Terms and conditions would be protected under TUPE arrangements. Wiltshire Council has a proven record of successfully recruiting both qualified and unqualified staff with specialist recruitment consultants. Where required locum therapists have been utilised to ensure continuity of service and this could be used as a contingency
Skill set of LA staff may not meet the needs of the community	Wiltshire Council Reablement have an experienced and skilled staff group. The internal training team have developed a programme to support the delivery of the reablement model and when required external training from a trusted partner has been sourced. If the proposal were successful there could be further investment into the training of staff as a single provider would offer a benefit of scale. Quality assurance and clinical specialist roles could be developed if required to provide appropriate governance and oversight.
Capacity modelling may not be accurate affecting NC2R	The Intermediate Care Guidelines identify that improved Capacity and Demand planning as Priority 1, the ICB have invested significant time and resource in modelling this and it therefore this is a low risk. However, there are advantages to having a single provider as better activity data and projections can be provided through improved data capture and transparency.
Increased use of domiciliary providers, which will reduce outcomes for customers and increase dependency	Oversight by one single service will enable a more consistent approach to working with providers so that trusted relationships can be nurtured. This will bring the benefit of assurance on the model of delivery and timely review of packages. Integration with social care Brokerage and SW teams will ensure that all customers with reablement potential, or where packages have the potential to be better managed through adaptation or equipment, can be optimised as part of the social care offer.
7 day discharges	Discharges in Wiltshire over the weekend are sporadic, this is a current known risk. Work will be undertaken to look at extending the current schemes that are successfully facilitating weekend discharges to extend the cover and scope.

Financial Implications

52. Section 75 of the NHS Act 2006 allows partners (NHS bodies and councils) to contribute to a common fund which can be used to commission health or social care related services. This power allows a local authority to commission health services and NHS commissioners to commission social care. It enables joint commissioning and commissioning of integrated services.
53. The costs of this service and contract are met from the Better Care Fund (BCF) as part of the section 75 agreement and managed through the BCF, this means that any impact from over or underspends on this funding are agreed as a part of the section 75 agreement where over and underspends are covered either through the BCF or by partners.
54. There is a risk that the financial envelope that the ICB Contract has agreed may not be sufficient and there may be further requests for additional funding.
55. The change to the service will not deliver savings in the Adult Social Care budget.

Legal Implications

56. The Home First Service has been determined to be a “social care function” by reference to paragraphs 5 and 6 of the NHS Bodies and Local Authorities Partnership

Arrangement Regulations 2000, which means that, by law, the Council can take the Home First Service back in-house.

57. It should be noted that there would be no procurement implications and no need to run a procurement exercise when in-sourcing the Home First Service. However, there will be other legal and commercial considerations for the Council to carefully review including but not limited to TUPE, transfers of equipment/assets/buildings – this is not an exhaustive list.
58. Careful consideration needs to be given to how the Home First Service will be funded in the future. If the Home First Service is or will be in part or whole funded by the Better Care Fund then the arrangements will need to be set out in the s75 Agreement (in accordance with the requirements of the Better Care Policy Framework²
59. The use of the Better Care Fund is subject to the terms of the Section 75 Agreement between the ICB and the Council. A renewed Section 75 Agreement is in the process of being drafted and shall be shared with the ICB. Should the Home First Service be funded in whole or in part by the Better Care Fund going forwards, the arrangements will need to be agreed between the Council and the ICB in the s75 Agreement in accordance with the Better Care Policy Framework – and the “social function” element of the Home First Service will need to be clearly set out in Section 75 Agreement.
60. Legal advice will be sought on the in-sourcing, ending the current service contract, the commissioning arrangements for the Home First Service, any Better Care Fund funding and the Section 75 Agreement with the ICB.
61. These are the statutory services therefore the delivery of the service will need to be achieved through these arrangements or other arrangements.

Overview and Scrutiny Engagement

62. Both the Chair and Vice Chair of Health Select have been briefed on this proposal by Emma Legg, Director of Adult Social Services.

Options Considered

63. The option to retain the WH&C HomeFirst Service within the ICB Community Health Services contract was considered and this was the preferred option for the ICB.
64. However, given this would have required significant work to establish new working practices with a new provider and given that the Council already operates a highly performing Reablement service this option would disadvantage Wiltshire residents.

Conclusions

65. Cabinet is recommended to:
Give agreement to in-source HomeFirst to provide a single Council run Reablement service.

² [2023 to 2025 Better Care Fund policy framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/better-care-fund)).

- Give 'in principle' agreement to commit Better Care Funding to the ICB Community Health Contract from 2025 to 2032 (with potential for a further 2 years to 2034). Wiltshire BCF provides £10,453,157 per annum to the £60,802,388 Wiltshire Health and Care run Community services contract for Wiltshire, plus £1,073,054 for the Access to Care service (Medvivo). We will be committing £2,291,088 less to the ICB contract, the total contribution is £9,235,123. Formal commitment is dependent on a revised and agreed S.75 Agreement that covers the period of the contract, along with a signed Collaborative Commissioning agreement.
- Approve delegated authority to Corporate Director People in consultation with the Cabinet Member for Adult Social Care, SEND and Inclusion to approve the revised S.75 agreement that will cover the period of the Community Health Services contract.
- Approve delegated authority to the Corporate Director People in consultation with the Cabinet Member for Adult Social Care, SEND and Inclusion to authorise activities related to the procurement up and until award (when the award decision will return to Cabinet).

Emma Legg (Director - Adult Social Care)

Report Author: Alison Elliott, Director - Commissioning (Agency),
alison.elliott@wiltshire.gov.uk, Tel: 01225 713138

Appendices

None

Background Papers

None

Wiltshire Council

Cabinet

15 July 2024

Subject: Wiltshire Community Advice and Support Services

Cabinet Member: Cllr Ian Blair-Pilling, Cabinet Member for Public Health, Communities, Leisure, and Libraries

Key Decision: Key

Executive Summary

Wiltshire Citizens Advice (WCA) was first commissioned 1 April 2015 for a period of 2 years with an option to extend for an additional year. The optional extension was utilised, and exemptions have been used thereafter to extend the contract period to 31 March 2025.

WCA supported 14,902 clients in 2022/23, which represents 3% of the overall Wiltshire population. 49% of the WCA clients supported were disabled or had a long-term health condition. Most interactions (62%) took place over the phone, with only 5% being in-person. Many people choose to access advice & information from WCA because it is a 3rd party & independent from the council. Bringing services in-house may discourage some residents from accessing help & support. In all the conversations commissioners had with other local authorities and internal stakeholders, the cost-of-living crisis was mentioned heavily. It was stated that more people are needing to rely on WCA services because of this crisis.

Six options were considered:

1. Do not recommission the service.
2. Recommission with uplift mechanism.
3. Recommission with no uplift mechanism.
4. Deliver the service in-house
5. Deliver the service with a Hybrid approach (some elements in-house, some external)
6. Tender/Direct award to Wiltshire Citizens Advice for Core and Carers Elements only with an uplift mechanism

Proposals

That Cabinet:

- 1) Approves option 2 - the recommissioning, procurement and implementation of the Core and Carers elements of the Wiltshire Community Advice and Support Service for a minimum of five years with the option to extend for an additional two years with an uplift mechanism.
- 2) Delegates authority to the Director of Commissioning in consultation with the Cabinet Member for Public Health, Communities, Leisure, and Libraries to award the new contract, including the taken of all necessary steps and the production of all associated documentation.

Reason for Proposals

Option 2 will give the Council greater consistency of service across the county and the opportunity for more robust contract management.

Only tendering for core and carers reduces the financial risk and pressure to the council if the grants for the refugee programme and Ukraine support were not forthcoming in future years or should the team decide to invest this money in different services.

A wide range of council service areas make daily referrals to Wiltshire Citizens Advice service and it is a service relied on heavily by Wiltshire residents. Not having this service in place would place unprecedented demand on council teams, who are not currently resourced to meet this demand and customers would not receive as timely as response, should the service be brought inhouse.

Additionally, Wiltshire Council does not have Financial Conduct Accreditation (FCA) or Advice Quality Standard (AQS) accreditation, which means that it cannot provide specialist advice around debt and housing issues. Further to this, Wiltshire Council is not a charity, this prevents bidding on Charity specific funding which the current provider uses to bolster services. Not having this service in place would mean Wiltshire residents would be unable to seek specialist financial and housing advice.

Lucy Townsend
Corporate Director for People

Wiltshire Council

Cabinet

15 July 2024

Subject: Wiltshire Community Advice and Support Services

Cabinet Member: Cllr Ian Blair-Pilling, Cabinet Member for Public Health, Communities, Leisure, and Libraries

Key Decision: Key

Purpose of Report

1. This report makes proposals to Cabinet which support the successful tender and contract award for a new citizens advice service, as the current contract expires on 31 March 2025.

Relevance to the Council's Business Plan

Ref	Commissioning Aims	Business Plan Objectives
1	Support residents to successfully manage the cost of living crisis	Prevention and early intervention Understanding communities
2	Improve residents' quality of life & wellbeing	Improving social mobility & tackling inequalities
3	Adopting a holistic support model	Working Together
4	Those who are in most need of the service can best access it	Improving social mobility & tackling inequalities Understanding communities

2. As outlined above in the table, the commissioning aims for this service link in with each of the four Wiltshire Council Business Plan priorities.
3. From research commissioners undertook with other Local Authorities, it was evident that each locality's Citizens Advice service had a huge impact on supporting residents to navigate the cost of living crisis, which links into Wiltshire Council's Business Plan priorities.
4. This research also revealed that it is most beneficial for the service provider to have offices in the most deprived areas (according to JSNA data), to ensure that those who most need the service can access it, thereby improving social mobility and tackling inequality.

Background

5. Wiltshire Citizens Advice currently provides free, personalised and independent advice and information services to residents, enabling them to find a way forward and successfully deal with

life's problems. The aim of this service is to promote and enable Wiltshire residents to improve their quality of life and wellbeing.

6. WCA advice and information services can be accessed via email, phone, online or in person in relation to:
 - **Benefits and tax credits** to working or unemployed, sick or disabled, a parent, a young person, an older person or a veteran. Also, information about council tax and housing costs, national insurance, payment of benefits and problems with benefits.
 - **Work and employee issues**, understanding employee rights and how to solve problems.
 - **Debt and money**, dealing with financial issues like credit, mortgages and debt management.
 - **Consumer issues** in relation to purchasing, returning items, refunds and understanding consumer rights and how to solve problems.
 - **Family & relationship**, issues if relationships break down, how to deal with making a will, registering a birth or changing your name, and where else to go for help.
 - **Housing information** about rights and responsibilities of renting or buying a home or just finding somewhere to live and advice on handling problems with landlords or mortgages and help to avoid losing your home.
 - **Law & courts**, legal system, understanding your rights, as well as what to do if you face discrimination, need legal advice or have to go to court without a lawyer.
 - **Discrimination**, advice to understand the different types of discrimination and sources of help to take action.
 - **Immigration**, advice and support about staying in the UK, British citizenship, visas, refugees and asylum.
 - **Health**, information about rights to health care, the NHS complaints procedure and how much health care costs.
 - **Other**, general advice and information services.
7. As well as providing general advice and information services, WCA also provide the following, as part of ongoing council projects:
 - Financial support to refugees under the Syrian Vulnerable Persons Relocation (SVPR) programme
 - Wiltshire Money provides a strategic framework for local organisations to co-ordinate their work, participate in training opportunities, develop collaborative partnerships and share lessons learnt, to help people make informed financial choices and be in control of their money.
 - Carers' project provides Carers with dedicated resources for welfare benefit, debt and money management advice and support.
8. As the current contract expires on 31 March 2025, Commissioners are seeking approval to recommission, procure and implement a new Wiltshire Citizens Advice service for Wiltshire.
9. Commissioning a Wiltshire Citizens Advice service in Wiltshire impacts on council teams, such as Revenues and Benefits, Carers, Housing, Advice & Contact, Education & Skills, Economy & Regeneration and Warm and Safe Wiltshire Service. Without a Citizens Advice service, these council departments would face greater demand from resident enquiries and anecdotal

evidence suggests that these service areas could not meet the current demand for support, without significant additional resources.

10. A key component of the current provider's work is advocacy and research (although this is not currently a commissioned service). Many council service areas rely on the data that WCA produce to manage their service plans and prioritise how best to meet residents' needs. This is evidenced by the monthly dashboard provided by Wiltshire Citizens Advice to stakeholders, which provides a snapshot of Wiltshire residents and their needs.
11. Additionally, ensuring that the council has a strong partnership with a county-wide Citizens Advice group is paramount. For example, the voice of a Citizens Advice group is fundamental for the Economy and Regeneration team in deciding how the UK Shared Prosperity Fund should be spent in Wiltshire.
12. The aim is to commission a Citizens Advice service across the whole of Wiltshire that will deliver the following benefits:
 - Provide a preventative level of support, thereby reducing the need for people to rely on statutory services.
 - Support people to take responsibility for their own wellbeing needs.
 - Supports a strengths-based approach to health and wellbeing.
 - Supports an assets-based approach to how health and social care is delivered in Wiltshire.
 - Supports key council services in carrying out their functions, such as, Housing and Revenues and Benefits

Main Considerations for the Council

13. In January 2024, 49 percent of households in Great Britain reported that their cost of living had increased in the previous month, compared with 52 percent in December 2023. A variety of factors has been driving price rises in Britain, with the inflation rate hitting a high of 11.1% in October 2022¹.
14. Nationally, the Citizens Advice (CA) helped more people between January-April 2023 than in all of 2019 and most of 2020. In comparison to the same period in 2020 (Jan-April), there has been a 178% increase in people needing to use a food bank, with a substantial number of these people being in work. For the first time, almost 52% of all people who sought support from CA faced a bill deficit, where their income did not cover their basic living expenses².

Local Evidence

15. At a local level, WCA supported 14,902 clients in 2022/23, which represents 3% of the overall Wiltshire population. 49% of the WCA clients supported were disabled or had a long-term health condition. Most interactions (62%) took place over the phone, with only 5% being in-person.

¹ D.Clark. Jan 12, 2024, British Adults Reporting a Cost of living increase 2021-2024. [Great Britain cost of living increase 2024 | Statista](#)

² Baynes, M.,2023, Citizens Advice helps record number of people with thousands needing foodbanks. <https://news.sky.com/story/citizens-advice-helps-record-number-of-people-with-thousands-needing-foodbanks-12877833>

16. Commissioners researched how Wiltshire's 15 adult social care statistical neighbours commission citizens advice services. All 15 of these local authorities (LAs) commission services through their locality's citizens advice bureau and the average number of clients supported mirrored Wiltshire's figures, namely 3% of the locality's total population.
17. Wiltshire currently funds 30% of WCA's overall income and LAs who funded 30% or less were highlighted for further discussions, as well as those who support the same demographic as Wiltshire through their citizen advice services.
18. The key takeaways from this research were:
- Quarterly Partnership Board to be formed of all the key stakeholders: where referrals can be discussed & to ensure there is no duplication of service;
 - [Use deprivation indicators](#)³ to stipulate where certain provider offices must be located in the county (i.e.: Trowbridge, Chippenham, Salisbury and Melksham);
 - If funding does not allow for the provider to have offices in these locations, regular pop-up surgeries in these locations should be provided instead;
 - Provider offices to be co-located with Family Hubs and provider to regularly link with Family Hub workers;
 - Contract to be seen as a complementary offer to what provider already does, rather than "propping up" the provider
19. The above bullet points ensure the service will be streamlined, targeted and that those who are in greatest need can more easily access the service. This approach also helps to ensure that the provider does not solely rely on the council to maintain its financial sustainability.
20. In all the conversations Commissioners had with other Local Authorities, the cost-of-living crisis was mentioned heavily. It was stated that more people are needing to rely on Citizens Advice services because of this crisis.
21. This national picture mirrors the situation in Wiltshire, where incomes are no longer supporting the cost of living. Indeed, both colleagues within the council's own housing service and the current service provider have stated that they have not known a situation in their careers where incomes do not stretch to cover basic necessities, such as rent or energy payments.
22. Both national and local data show that there is an overwhelming need for some form of citizens advice type service within Wiltshire.

Overview and Scrutiny Engagement

23. A briefing was be provided for the Chairmen and Vice-Chairmen of the Overview and Scrutiny Management Committee and Health Select Committee.

Safeguarding Implications

24. Current contract arrangements with the incumbent provider contain robust safeguarding measures in line with Council policy. Contracts give clear direction on how and when to raise a

³ Wiltshire Intelligence, 2017, Population & Deprivation
<https://www.wiltshireintelligence.org.uk/topics/populationanddeprivation/>

safeguarding concern, to avoid any confusion about who will do this and/or assumptions that someone else will raise the concern. Any future contract will also contain these same measures.

Public Health Implications

25. This service will help to provide support to vulnerable and low-income households in Wiltshire. By utilising data from the Joint Strategic Needs Assessment and council data it identifies where the advice services can be located and targeted where they are most needed.
26. Public Health would support a service such as Wiltshire Citizens Advice that provides early preventative help to Wiltshire residents, supporting their health and wellbeing needs.
27. Not recommissioning early preventative support such as Wiltshire Citizens Advice is likely to result in an increase pressure across the Council, third sector and health services.

Procurement Implications

28. The Procurement will be supported by the Council's Procurement Team.
29. The tender will be conducted under the Public Contract Regulations 2015 (PCR 2015), Wiltshire Council's Constitution and relevant Wiltshire Council Policy.
30. A fully open Find a Tender Service (FTS) process will be conducted seeking interest and submissions from interested and capable organisations.
31. We have worked with Procurement and developed a Sourcing Plan which has now been approved and attached at Appendix B.
32. This Service will be procured through a full Find a tender service (FTS) procedure as detailed in the Sourcing Plan at Appendix B.

Equalities Impact of the Proposal

33. Should this service not be recommissioned, there is very likely to be a level of unmet demand and the potential requirement for the introduction of a vulnerability cap or referral process to manage demand. With reduced access to timely advice, people's situations could worsen. Impacts will include, poorer health outcomes, increased levels of homelessness, greater demand to Wiltshire Council discretionary funds and services, reduced support for Council Tax Payment, and families needing to choose between funding food or fuel.
34. As this proposal does not represent a change in policy and because the risk rating score on the equalities risk matrix is below three for all areas concerned, an Equalities Impact Assessment (EQiA) is not required for this proposal, however, in the interests of good practice an EQiA has been drafted and is available on request.
35. As part of due diligence, the council carried out extensive engagement with both internal and external stakeholders to understand how the service is used and any impact, should the service be removed. The outcome from this engagement has been used to inform the service requirements and service specification. The findings from this engagement are enclosed at Appendix One.

Environmental and Climate Change Considerations

36. The tender evaluation criteria and contract terms and conditions will include provision on environmental and climate change impact, to ensure this is appropriately considered. The provider will provide energy efficiency advice including directing to relevant support for flooding and severe weather conditions which is an additional beneficial contribution to Wiltshire Council's aspirations to seek to make the county of Wiltshire carbon neutral, and resilient to the impacts of climate change.

Workforce Implications

37. If an alternative provider secures the new contract there would be TUPE (Transfer of Undertakings (Protection of Employment) Regulations 2006 and its amendment in 2014) implications for the current provider but this would be a Contractor-to-Contractor transfer with no direct impact on Wiltshire Council employees, other than those involved in awarding and monitoring the tender process and contract maintenance.

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

38. Any savings achieved will likely need to be reinvested in providing additional resources for council teams, in order to meet the increased demand in resident enquiries.
39. Many people choose to access advice & information from WCA because it is a 3rd party & independent from the council. Bringing services in-house may discourage some residents from accessing help & support. Additionally, Commissioning ascertained that none of Wiltshire's 15 Adult Social Care statistical neighbours deliver this service in-house. This is because undertaking of this task and due to the need for residents to be able to access specialist financial advice and information.
40. If the council does not recommission the service, it will be harder to maintain strong partnership working with a Citizens Advice organisation & council teams may no longer be able to access the organisation's research data (the monthly dashboard) or work together as closely in distributing Government funding.
41. Furthermore, should the council decide not to provide an annual uplift to the contract, this may make business unsustainable for the provider, especially in the current financial climate. The result could lead to the provider scaling back some of their services, which will in turn impact upon council services. The incumbent currently spends 80% of their running costs on staffing & the council adheres to a policy of all staff being paid at least the National Living Wage.

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

42. Providing an annual uplift creates an additional financial pressure on the council per year, it is also not possible to estimate how much this uplift will cost year-on-year. The uplift is currently set at 1.6% for Core Services which is calculated on the inflation rate.
43. The uplift for the Carers service is estimated to 5.6%, this funding comes from the Better Care Fund and is subject for further inflation rates including the national inflation rate and the care package inflation rate.

44. If the contract is to be for at least five years, it is pragmatic to offer an uplift, especially given the current financial climate. Finance and the budget holders have confirmed in principle that they are willing to provide this annual uplift.

Financial Implications

Service Element	Cost (2024/25)	Budget Holder
Core Services	£348,500	Adults Commissioning
Carers	£60,210	Adults Commissioning

45. The service will cost a total of £408,710 for 2025/26. The annual uplift is estimated to be around £8,907.89 per annum, meaning that the total cost for the contract (over five years) will be around £2,088,089.45 (if the annual uplift does not exceed 1.6% for Core and 5.6% for Carers). This equates to a spend of £20 per population head over five years, or £4 per population head per year.

46. All budget holders have confirmed they are willing to fund the service for at least the next five years with the uplift methodology as outlined in the section above. This approach has the support of the Head of Finance – Growth, Investment and Place as well as the Director of Commissioning.

Legal Implications

47. Legal Services has been instructed to prepare the new contract and to advise on TUPE considerations.

48. The proposals will be implemented using a Council template contract which has been tailored to protect the interests of the Council as well as remain commercial so not to put off the market.

49. The procurement will be undertaken in accordance with Constitutional and Legal requirements under the Public Contracts Regulations 2015.

Options Considered

Option 1: Do not recommission the service.

50. This will put pressure on Council teams, who will require additional resources to manage the increase in resident enquiries. In the short term, savings of £447,617.89 may be achieved, however, any savings achieved will likely need to be reinvested in providing additional resources for council teams.

51. Many people choose to access advice & information from WCA because it is a 3rd party & independent from the council. Bringing services in-house may discourage some residents from accessing help & support. Wiltshire Council will need to acquire Financial Advice Accreditations to provide financial advice and will be unable to bid on Charity funding opportunities which the current provider uses to increase their funding levels. Not recommissioning the service would mean that Wiltshire residents could no longer access support for immigration matters or seek specialist financial and housing advice.

Option 2: Recommissioning the service with an annual uplift mechanism.

52. This would mean that residents can access a range of free advice & information from an independent organisation. Residents will be empowered to maintain their own wellbeing, which leads to a resilient society and the council can continue to develop strong partnership working with an organisation that acts as a champion for residents' voices across the county.
53. Alongside this, Council teams would be supported in carrying out their functions (e.g. distributing Government funding) by an organisation that has strong insight into residents' needs.
54. Whilst providing an annual uplift creates an additional financial burden on the council, it is seen as pragmatic in the current financial climate, especially as the incumbent spends 80% of their overall costs on staffing.

Option 3: Recommissioning the service with no uplift mechanism

55. Not providing an annual uplift may make business unsustainable for the provider, especially in the current financial climate & this may lead to the provider scaling back some of their services, which will in turn impact upon council services.
56. The incumbent does not currently benefit from an annual uplift and each year commissioners need to agree what elements of the service can be scaled back. This is not seen as a sustainable approach going forward.

Option 4

57. If the services are brought in-house a Transfer of Undertakings (TUPE) would apply and all existing staff at Wiltshire Citizens Advice must be offered roles at Wiltshire Council. The cost of staffing is £738,889.92 which is significantly higher than the current amount paid to Wiltshire Citizens Advice putting Wiltshire Council under the contract.
58. Wiltshire Council will also need to acquire Financial Advice Accreditations and will be unable to bid on Charity funding opportunities which the current provider uses to bolster services.

Option 5

59. If a hybrid approach is taken, a Transfer of Undertakings (TUPE) would apply to any elements being brought in-house and all existing staff at Wiltshire Citizens Advice on these services must be offered roles at Wiltshire Council. Wiltshire Council do not have a charity status and as such are unable to obtain additional charitable funding which Wiltshire Citizens Advice use to bolster services.

Option 6

60. Commissioning the service directly with Wiltshire Citizens Advice with an uplift mechanism will make a difference to the lives of people in Wiltshire by providing access to free, personalised and independent advice, to enable people to find a way forward and successfully deal with life's problems, enable Wiltshire residents to improve their quality of life and wellbeing, support council service areas, such as Housing, Revenues and Benefits, as well as Resettlement and Migration in carrying out their functions and supporting Wiltshire residents to make informed choices.
61. However, a direct award prevents the opportunity for other providers to offer the services and this could create a challenge from residents and other potential providers who seek confirmation that the best provider has been chosen.

Conclusions

62. As outlined above, given the current economic situation there is an overwhelming need for a Citizens Advice type service in Wiltshire. Both national and local data shows the impact that this service has on preventing residents from falling into crisis and supporting them to find a way forward.
63. Additionally, Wiltshire residents rely on support for specialist financial and housing advice. Without a Citizens Advice type service in place, residents would be unable to seek this specialist support.
64. A wide variety of service areas make referrals to the Citizens Advice and council teams are not currently resourced to meet this level of resident demand, should the council decide to no longer commission a citizens advice type service.
65. It is the council's responsibility to ensure that its contracts are sustainable and fair for providers, it is pragmatic to offer an annual uplift and this is why Option 2 has been recommended as the preferred option.

Alison Elliott - Director, Commissioning

Report Author: Deborah Elliott, Commissioning Manager, Community Services; Jason Jackson-Allen Assistant Commissioner

Appendices

- Appendix 1 - Internal Stakeholder Resident Engagement Report
- Appendix 2 - Resident Engagement
- Appendix 3 - Procurement Sourcing Plan

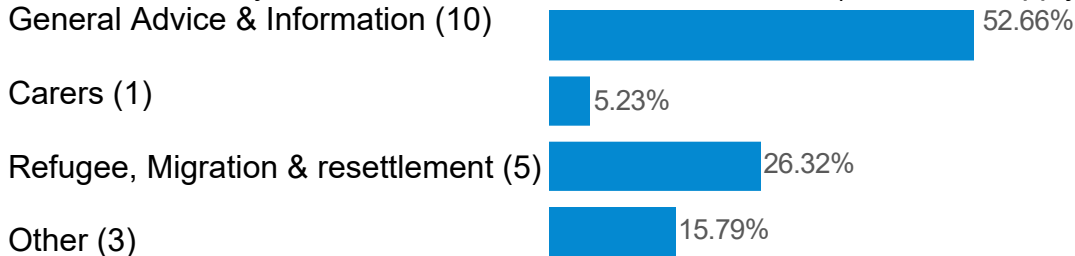
Background Papers

None

Appendix 1 Internal Stakeholder Engagement report

This report was generated on 11 July 2023. Overall 15 respondents completed this questionnaire.

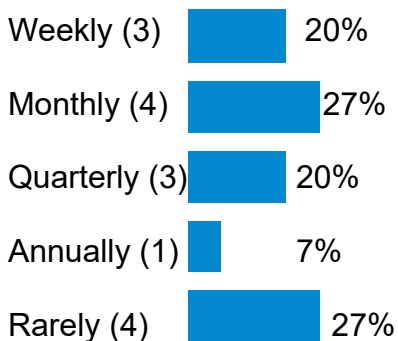
In what areas do you work with Wiltshire Citizens Advice? (tick all that apply)



Please state other:

- Debt advice, financial inclusion, and food insecurity issues.
- Cost of living impact on communities and dialogue through Wiltshire Money and Wiltshire Faith Communities Network.
- Signposting families for advice around a variety of issues, particularly private family law.

How often do you engage with Wiltshire Citizens Advice in your role?



How do Wiltshire Citizens Advice support your service area (tick all that apply)?

- 13% They provide me with population data
- 20% They help distribute government funding on behalf of the council
- 80% They provide advice and information to resident's relevant tm my service (e.g. Benefits, housing, resettlement)
- 33% Other – please state

Please state other

- Incredibly useful data and insight into the vulnerabilities of communities I work with as an engagement and partnership manager
- CAB deliver briefings, and we signpost our Service Users to them also.
- Support with utilities, debt reduction, budgeting advice. Extended benefits eg: PIP. Indefinite Leave to Remain.
- They issue the arrival voucher to the Ukrainian Guests.
- They were invaluable help during Covid pandemic supporting Wellbeing Hub. One off crisis support.

What would be the impact on your service area, if the council no longer commissioned a citizens advice service?

- 33% Highly significant
- 20% Significant
- 33% Somewhat significant
- 13% Minimal impact

Would you change anything about the current Wiltshire citizens advice service?

- 53% Yes
- 47% No

If you said yes above, what would you change about the current Wiltshire citizens advice service

- More accessible. Keep appointments when they make them.

Appendix 2 Resident Engagement report

This report was generated on 15/12/23. Overall 62 respondents completed this questionnaire

Have you accessed Wiltshire Citizens Advice services?



How many times in the past 5 years have you accessed Wiltshire Citizens Advice services?

- 38% - 1 time
- 17% - 2 times
- 13% - 3 times
- 2% - 4 times
- 31% - 5 or more times

Was it for the same issue?



What was the nature of your visit to Wiltshire Citizens Advice? (tick as many as appropriate)

- 81% General Advice & Information (e.g.: benefits, debt, housing issues) (39)
- 25% Other – please state (12)
- 15% Carers (7)
- 2% Refugee, Migration & Resettlement (1)

Please state other

- Disability claim Employment issues
- Having worked abroad for many years, and receiving a German Pension, I have to have to have proof confirmation that I am still alive. For this reason I need to have it "Stamped" and verified by the Citizens Advice Service, since there are no other official services available, for elderly and infirm people. I am 82, and virtually housebound, and even a trip to the Town Hall is quite difficult.
- Consumer problem
- As a landlord of one property & a current tenant of another with mental health issues & chronic fatigue syndrome & in receipt of PIP I needed advice and was told "we don't help businesses"
- Relationships
- Help with PIP challenging Problem with builders
- NHS ignoring me, what to do advice Trading standards

- Parking fine
- Small claims court

Did you contact another carer support agency (e.g.: Carer Support Wiltshire) before contacting Wiltshire Citizens Advice about your caring issue?



Why did you contact Wiltshire Citizens Advice about your issue? (tick as many as appropriate)

- 50% I know the organisation, as they have previously supported me with something (24)
- 38% I was recommended to contact Wiltshire Citizens Advice (18)
- 33% I can access their services easily (16)
- 31% They understand my needs (15)
- 15% Other – please state (7)

Please specify other

- I was having no luck with the housing team at Wiltshire council
- As a professional supporting people to get the information they need particularly debt advice See explanation 5
- It was free
- They have a specific carers project
- Citizens advice bureaux are free to use and have an excellent reputation. Had to contact them to make complaint

How easy is it to access advice & support from Wiltshire Citizens Advice?



What would make it easier for you to access advice & support from Wiltshire Citizens Advice? (tick as many as appropriate)

- 54% Offices located in a community location - e.g. library (26)
- 46% Longer opening hours (including evenings & weekends) (22)
- 42% Less waiting time on the telephone (20)
- 31% Other - please state (free text box for customer to state other reasons) (15)

Please specify other

- More central location
- Not directed to generalised info on web page face to face listening and helping to resolve Issues with right first time support
- Nothing. It is easy enough.
- Not sure, it's easy enough I guess
- Verification of "Still Alive" via UK Pensions Office, who would know when I have died !
- The Option to See a Citizen Advise Adviser in person in Wiltshire, rather than only getting telephone support. Dorset still makes it easy to have face to face meetings
- It is very important to me to speak one to one, with visual contact. I suffer from anxiety and the telephone is impossible to express myself
- I am quite happy with the old system Nothing
- More paid and professionally trained lawyers who can help with legal issues, benefits, well fare, complaints etc
- I kept getting automatically put through to Bath Citizens Advice (apparently because of my 01225 phone number) and they wouldn't help me because Bradford-on-Avon is in Wiltshire not BANES. Sorting that out would be helpful.
- Easier way to get to see someone. Last attempt was on the phone and the options were very limited, in the end I gave up.
- More hours in my town, we are as big as other towns yet still one day per week. Also, online booking for that day please. Hard for carers to arrive and not wait hoysr
- Chat online
- The carers project has been really helpful, it makes access easier if this continues

Is there anything you would change about the current Wiltshire Citizens Advice Service?

Yes (23)  52%

No (23)  48%

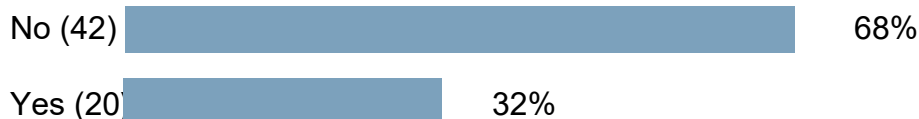
What would you change?

- Can't get in touch with them now
- More central location with access to quiet spaces. The leisure centre is good as community hub but very noisy with appts right next to swimming pool and busy reception area
- Go back to face-to-face
- Make them answer the phone more quickly Face to face empathy
- more visible and accessible
- They offer an excellent service for a great number of people especially those who are vulnerable and in need. However, they need more staff and funding not just on those ringing in but for those who need face to face help.
- Don't know where they are. When I went to the office I was recommended to someone from another organisation told me they had closed and use the internet.
- What would you change?
- Have drop in sessions not only telephone access. Face to face appointments. And drop in again
- I was unable to have a face to face appointment with an adviser so my issue is still unresolved. I realise that demand is high and funding tight but I was v disappointed. I would have been prepared to wait for an appointment or have a video consultation but

was not offered these options. I am IT savvy but the website was very unwieldy.

- More compassionate advisors - they refused to help me until I started crying. The current situation of no contact on a one to one basis
- Being more accessible and shorter waiting times
- actually seeing someone for the help needed, also help for people that are house bound
- Make it professional, well paid and trained, compassionate teams working for local communities The routine of 01225 numbers to the Bath service. See above.
- Drop in
- Revert back to old drop in center system
- Melksham Venue - not really disabled friendly, sit and wait is horrible, too many people for the am time slot so they limit your time
- I have to get in contact with them, firstly
- More face to face hubs for people who cannot get to Devizes. It's only recently that a bus route enabled people from Pewsey to get there
- Text and chat service Make it face to face
- As above, a chance to meet face to face

Would you contact Wiltshire Council instead of Wiltshire Citizens Advice about your issue?



Please explain why you would not contact Wiltshire Council.

- Waste of time not helpful with anything and very rude if you phone them they couldn't care less
- I don't trust them to be independent
- Advice services NEED to be independent of Local authority and government bodies.
- Current waiting times for anything are too long. You are not independent and don't have the knowledge CAB does.
- Don't trust you lot
- I did not know that i could work for Wiltshire council
- It could involve a challenge to the Council or to Government agencies I would automatically think to contact Citizens Advice
- See 7a
- It depends what the issue is.
- I trust cita - dont think the council could help me
- They would not be expected to provide the type of service that used to be given Citizens advice Because Citizens Advice seeks more approachable
- experience of the council is less caring, disinterested, defensive, blame-shaming, closing down conversations, essentially unsafe. CAB is more inclusive, engaging, welcoming and aboveall INDEPENDENT

- I trust CA to get back to me in a timely manner, they also have a wealth of knowledge due to the various occupations of their volunteers/advisors.
- Don't think I would find staff who could help
- Takes too long to get through to the correct department Not appropriate
- It depends on my issue. If I disagree with what Wiltshire Council has told me I would want to seek independent advice.
- Not relevant to my query
- Citizen Advice Advisers are renowned for being better qualified to give advice rather than well-meaning Wiltshire Council officials
- My personal experience with staff at Chippenham Council has been very bad, they were condescending and provocative
- I feel that volunteers really want to help You won't have their knowledge
- I get impartial advice from CAB not from WC
- Sounds like they all work from home and can't speak to anyone difficulty getting through to right department
- The Council were not the best agency for the issue I had. I would pick the most appropriate service to contact depending on what I need help with
- Not specific
- Customer advisors are a bunch of not-qualified staff that only takes messages, gather info, but can't really advise and does not want to help. Housing people, again very cruel, short and rude with people. Social services, non-existing. No resources to help anyone, isolated, sick emigrant communities etc
- It wasn't Council-related.
- CAB help me, they tell me about my rights and options, the Council don't
- Not independent, do not trust due to previous misinformation given to partner at old Bradley Road Bldg. Can't talk to anyone there re most adult services
- It was about employment rights Too difficult
- No suitable service available Citizens Advice more approachable
- They do not always have an answer

Any other comments

- I always promote Citizens Advice as an organisation to advise in a comprehensive manner. Citizens Advice are a vital service which is very important to the community.
- CAB is a long-standing and trusted brand. I would not want to deal with Council instead. Vital to support an independent advice service
- I'm completing this as someone who works for a local charity and uses the WCA in that capacity. Please keep funding WCA as they provide an excellent advice and do so much

good work but it's difficult to get through as their phone lines are so busy. My understanding is that only 10% of callers get through. With the current economic climate, increase in debt, cost of living crisis etc, Wiltshire needs an effective CA service.

- Last question. Depends what the issue is.
- The hubris of the Council to think it could do the work of CAB no doubt to save money. Shameful and excluding for the most vulnerable in our communities
- Please do not take away this valuable service, we need it here in Wiltshire x No
- no
- If I'm right the service was first funded in 1939. They are bound to have a wealth of specialised knowledge rather than signposting.
- Citizens advice have been a valuable source of help and support to me and my friends/family Their internet service is likewise very helpful
- I was unaware there was such a thing as the Wiltshire Citizens Advice Service, perhaps it should be advertised more to make people aware of it.
- Having better equipped and professionally trained and paid Cab would help with lots of issues that Wiltshire Council should be helping, but they just push people away.
- Looking for integration of freshly moved EU citizens
- Citizens advice were kind compassionate knowledgeable and really helped me .they are a great resource that many just cannot access due to location or waiting times.

Check List

Please review items on check list and complete response box and where appropriate include in plan above.

Check Item	Action Required	Response
Social Value	Social Value needs to be considered.	Social Value will be detailed throughout the specification and Ts&Cs and the evaluation criteria will ask how bidders will improve the economic, social and environmental wellbeing of Wiltshire.
Equalities Impact Assessment	Is an impact assessment necessary, in most cases this will be a requirement the Service is responsible for carrying this out.	An Equalities Impact Assessment has been completed.
Legal Support Required	Legal support requirement should be considered and agreed with the client.	Legal support requested to support tender activities for terms and conditions
Local Business	Ensure plan has addressed supporting Local Business.	The tender will include consideration for local business in delivering future services.
TUPE/Pension Staff Transfers	Ascertain if there is any possibility of staff transfers. If TUPE or Pensions may be involved discuss with Legal Services	If the incumbent provider is not successful in the new tender then TUPE would apply
Environment	Are there environmental issues or implications in this contract?	Not Applicable
Business Continuity	Business continuity issues - this does not just mean IT but consideration of providing essential services.	Continuity of services will be included within the tender project's risk and contingencies log.

Financial Risk	<p>What is the financial risk associated with this contract</p> <p>-</p> <p>Supplier Risk: how much assessment of the supply base is necessary, what is the risk if a supplier fails. If the tender is above OJEU value we should carry out financial assessments as necessary.</p> <p>Budget Risk:</p>	<p>The winning bidder will be subject to a Due Diligence check, that will identify any risks in their providers financial standing. We will also be asking bidders (as standard) to complete the Supplier Questionnaire which asks certain questions relating to their finances. We will be able, as part of the tender process, to ask clarification questions relating to their finances.</p>
	Is the budget confirmed for the duration of the contract?	
Collaboration/ Access to contract	Will this contract be shared with others, if so how is procurement being undertaken?	Not applicable
Authority to Award	Has the Responsible Officer ensured that the correct authority will be in place when contract needs to be awarded?	A report will be going to Cabinet to seek delegated authority to award a new contract and all associated documents to the Interim Director of Commissioning in consultation with the Cabinet Member for Finance, Development Control and Strategic Planning.
Ordering and Payment	Confirm as part of tender process how contract will be paid for and what GL and Cost Code charges will be made to.	Contract will be paid in arrears, once the provider has met any conditions specified in the contract

The contents of this report should remain confidential until approved by CLT and the Cabinet for publication.

RACI Template (The template below is an example only please draw up template to suit your project)

Team Member	Responsible Officer	Procurement Officer	Service Director	Other	etc
Draft Procurement Plan	A/R	C	C	I	
Specification	R	A	R	I	
Tender using Procontract	C	R	I	I	
Evaluation	C	A/R	I	I	

RACI	Definition
Responsible	The role or roles who actually carry out the action
Accountable	The role who is responsible for ensuring the action takes place (can only be one)
Consulted	Roles that will be consulted about the task (views need to be considered)
Informed	Roles that will be informed (no decision making or influencing role)

Wiltshire Council

Cabinet

15 July 2024

Subject: Wiltshire Cultural Strategy

Cabinet Member: Cllr Richard Clewer – Leader of the Council and Cabinet Member for Economic Development, Military-Civilian Integration, Heritage, Arts, Tourism, Health and Wellbeing

Key Decision: Key

Executive Summary

Wiltshire is a thriving county with rich and diverse arts culture and heritage.

The council provides grant funding support to four strategic arts partners who operate in the county as well as operating both the Wiltshire and Swindon History Centre and the Young Gallery in Salisbury through a trust model. Many of our 20 leisure centres and 31 libraries also provide spaces for arts and cultural activity. It also provides additional support to heritage organisations and museums and has either delivered or supported a broad array of arts and cultural events, activities and programmes, as well as investigating in related infrastructure, which has ensured arts and culture enriches the lives of residents.

The development of the Wiltshire Cultural Strategy 2024-2030 has been commissioned by Wiltshire Council (WC), with financial support from the Arts Council England (ACE).

The ambition for the Strategy is for it to be an enabling framework built around five pillars: Economy, Identity, Tourism, Health and Wellbeing and Community.

The strategy has been developed over a five-month period. In that time extensive research was undertaken including reviewing strategies, data and management plans, benchmarking, and national case studies. There was a detailed mapping exercise to identify key cultural assets. This was combined with a multi-layered consultation and engagement programme.

There are three core principles embedded across the Strategy:

- **Empower others:** Take an enabling approach, working in partnership, co-creating and making things easier for independent action
- **Environment:** Be ambitious in caring for, and enhancing the natural environment and addressing climate change
- **Access:** Work towards universal 'cultural entitlement' and ensure all opportunities are designed to be inclusive and accessible to all.

The strategy includes the core objectives:

- Increase the number of people experiencing and creating culture in Wiltshire
- Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers
- Enable places to shape their own cultural identity
- Support good physical and mental health and wellbeing and community resilience

- Use art and culture as a vehicle to revitalise town centres and increase footfall
- Use art and culture as a mechanism to support economic growth in Wiltshire
- Enable the creation of a diverse creative workforce for the future
- Use art and culture to attract greater visitor numbers to Wiltshire and increase tourism
- Increase engagement with nature and the environment through culture and reduce the environmental impact of cultural activity

The Strategy:

- identifies the ambitions and actions for each of the key themes. The strategy includes a detailed action plan that outlines how Wiltshire Council will deliver on this strategy over the short, medium and long term.
- includes an Evaluation plan detailing how progress will be measured
- proposes a governance structure that will drive the delivery of the Strategy.

Proposals

That Cabinet

- 1) Endorse the proposed Wiltshire Cultural Strategy
- 2) Recommends that Full Council adopt the Cultural Strategy and add it to Part 3B Paragraph 1.2 as a Policy Framework item.

Reason for Proposals

The Wiltshire Cultural Strategy 2024-2030 supports the delivery of key priorities set out in Wiltshire Council's 2022-32 Business Plan. It seeks to address key challenges outlined above through a better connected, stronger creative and cultural sector and a more vibrant and diverse cultural offer, delivered through collaboration with strategic partners, the cultural and creative sector and communities.

Parvis Khansari

Corporate Director, Place

Subject: **Wiltshire Cultural Strategy**

Cabinet Member: **Cllr Richard Clewer – Leader of the Council and Cabinet Member for Economic Development, Military-Civilian Integration, Heritage, Arts, Tourism, Health and Wellbeing**

Key Decision: **Key**

Purpose of Report

1. To adopt the Wiltshire Cultural Strategy 2024-2030

Relevance to the Council's Business Plan

2. The Strategy will support good access to culture which forms part of Wiltshire Council's Business Plan under its mission of wanting "Wiltshire to be a place where we all live well together." (p.4)
3. The Strategy will 'Support for community-based cultural activities, linking major arts organisations, museums and community groups.' (Resilient Society: We live well together p.15)
4. The development of 'New strategies for regeneration, visitor economy and cultural offers...' is included in the Business Plan. ('Thriving Economy: We have vibrant, well-connected communities. p.26).
5. The Wiltshire Cultural Strategy supports the business plan mission priorities as follows:

Council business plan

The people of Wiltshire are empowered to live full, healthy and enriched lives.

Our communities continue to be beautiful and exciting places to live.

We lead the way in how councils and counties mitigate climate challenges ahead.

Cultural strategy

The strategy supports the development of a thriving cultural sector will enable residents developing their creativity and engage in sociable cultural activity for the benefit of their mental wellbeing.

The strategy connects people to the natural landscape through culture, and where the rich diversity of its different towns, villages, cities and landscapes encourages creativity, curiosity, and discovery.

It will support cultural communities with distinctive, sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the county and beyond and which operate in an environmentally responsible way

Council business plan

Our local economy thrives and is supported by a skilled workforce.

Cultural strategy

The strategy supports the development of the tourist economy highlighting the county's interesting and exciting contemporary culture and rich cultural heritage and demonstrates that Wiltshire offers something for residents and visitors alike.

It provides multi-faceted support for arts and cultural organisation that in turn provide a rich source of employment opportunities in creative industries.

Background

6. Wiltshire Council has not previously developed a Council Cultural Strategy since its formation in 2009.
7. The development of the Wiltshire Cultural Strategy 2024-2030 has been commissioned by Wiltshire Council (WC), with financial support from the Arts Council England (ACE).
8. The council provides grant funding support to four strategic arts partners who operate in the county as well as operating both the Wiltshire and Swindon History Centre and the Young Gallery in Salisbury through a trust model. Many of our 20 leisure centres and 31 libraries also provide spaces for arts and cultural activity.
9. Wiltshire Council provides additional support to heritage organisations and museums and has either delivered or supported a broad array of arts and cultural events, activities and programmes, as well as investing in related infrastructure, which has ensured arts and culture enriches the lives of residents.
10. The county has a rich contemporary culture with three Arts Council England National Portfolio Organisations along with a variety of other arts organisations it has several recognised creative clusters in Trowbridge, Salisbury, Malmesbury and Marlborough and specialisms in createch, architecture, publishing and the creative arts.
11. The county has long been a magnet and inspiration for visual artists, writers and musicians, and a place that inspires people to get involved in culture as volunteers.
12. The county is animated year-round by a rich and diverse range of festivals and events that together tell Wiltshire's collective story of cultural tradition and contemporary interests.
13. The strategy places culture and creativity at the heart of Wiltshire's economic and social future and ensure community engagement and ownership. And acts as a vehicle to support the delivery of key priorities set out in Wiltshire Council's 2022-2032 Business Plan.

Main Considerations for the Council

14. Culture is a difficult concept to define, and it means different things to different people. For some, culture is about preserving and sharing customs, beliefs, and a way of life, protecting heritage and history, and preserving it for future generations. For others, culture is a way to reconnect people with the places they live, providing a sense of

belonging and sharing our passions and traditions with visitors. Culture attracts visitors and inspires reactions. It contributes to our health and wellbeing, it stimulates growth, employment, and development, and it grounds us in our communities, making our city, towns, and villages, places where people want to live, work, and raise a family.

15. For Wiltshire Council, culture is a multifaceted concept. The strategy was built around five key themes.

- **Economy** - Culture is a central pillar of our approach to economic development, regeneration, and the development of vibrant local communities. It helps us re-imagine the way in which people engage with their towns and encourages long-term and sustainable businesses on our high streets.
- **Identity** - Culture connects people with the places they live. It helps us discover more about our environment, its history, and its heritage. It also teaches us about ourselves, and our connection with our County.
- **Tourism** - Culture is also a key component of our offer to visitors, both from the UK, and further afield.
- **Health and wellbeing** - Culture contributes to both mental and physical health. It helps people get active. It stimulates minds, and encourages healthy, active, and engaged lifestyles.
- **Community**: Culture brings communities together, whether it's through village fetes, community fairs and festivals.

16. It is intended for it to be a co-created County-level strategy reflecting the views and input of the sector, relevant partners and communities. It includes a detailed action plan that outlines how Wiltshire Council will deliver the strategy.

17. However, despite the main positive cultural aspects of the county, there are cultural challenges that the strategy and action plan seeks to address including:

- There are social and health inequalities in some communities and access to cultural opportunities depends on where you live
- the scale and geography of the county can make communication and knowledge exchange difficult.
- The creative and cultural sector is fragmented and fragile and levels of engagement and visitor numbers have not returned to pre-pandemic levels.
- There are issues around raising the aspiration and attainment of young people and the need to ensure that there is more in the cultural offer to inspire and empower them.
- Wiltshire's identity, economy and future is intrinsically linked with the natural environment and the county is committed to taking an ambitious approach to addressing climate change and enhancing the natural environment in all it does.

18. Development of the strategy was underpinned by five phases:

- **Phase 1:** Carry out research that will highlight the challenges and opportunities for developing culture across Wiltshire.
- **Phase 2:** Establish a governance model to oversee both the development of the strategy and its implementation
- **Phase 3:** Create an engagement plan and consult with relevant stakeholders to establish local priorities, opportunities and challenges

- **Phase 4:** Support the Project Steering Group to develop the Cultural Strategy – helping to identify a vision and create an action plan, including determining what success will look like and how this will be measured.
 - **Phase 5:** development of the Cultural Strategy.
19. Extensive research was undertaken including reviewing strategies, data and management plans, benchmarking, and national case studies. There was a detailed mapping exercise to identify key cultural assets. This was combined with a multi-layered consultation and engagement programme that included in 22 key stakeholder discussions, 3 workshops (2 face to face and 1 online) and an online survey.
- 772 local people were consulted as part of this process
 - 639 assets were identified and mapped
 - 50+ strategic documents and data sources were reviewed and analysed
20. As well as gathering information, the process aimed to raise awareness of the new Cultural Strategy; build trust with local residents, creative and cultural practitioners and other stakeholders; embed local ownership of the nascent ideas and develop or strengthen strategic partnerships that will help drive forward the Strategy.
21. The Evidence Base and SWOT revealed several key aspects that the Strategy addresses:
- The importance of the natural landscape and the level of ambition around environmental action
 - Balancing the unique identities, needs and independence of each place with the need to work together on shared initiatives that transcend any one organisation
 - A generally high quality of life but with pockets of social and health inequalities in particular communities
 - A vibrant cultural sector that drives health and wellbeing and placemaking, but which is fragmented and fragile. Strong clusters around festivals and events, cultural hubs and visual arts
 - A relatively hidden creative sector which needs support to grow
 - A patchy cultural education offer for children and young people with unclear talent pathways into the creative sector
 - Low value of tourism with numbers that have not returned to pre-pandemic levels.
 - Lots of good practice and activity which is not effectively joined up or celebrated
 - A hugely diverse range of partners and people involved in culture with different capacities, resources and objectives and which will require a multi-layered approach
 - Culture cuts across many different council teams, policy areas and partnerships with no central co-ordination
 - Extreme pressures on resources which makes it essential to find ways of working with others to deliver shared goals.

22. The strategy has been developed upon on the seven pillars of Identity, Health and wellbeing, Community, Economy, Tourism, Communicate and Connect, with each pillar having an outcome for 2030 beyond.

23. The strategy's vision states that Wiltshire will be:

- a vibrant beacon of culture
- a place of creativity, celebration and connection
- a place where culture supports health and happiness
- a place where young people and creative enterprise can flourish
- a place where economic growth is stimulated through distinctive and vibrant places where people want to visit, live, work, and raise a family
- a better-connected place where culture is the heartbeat of every village, town, city and landscape.

24. There are three core principles embedded across the Strategy:

- **Empower others:** Take an enabling approach, working in partnership, co-creating and making things easier for independent action
- **Environment:** Be ambitious in caring for, and enhancing the natural environment and addressing climate change
- **Access:** Work towards universal 'cultural entitlement' and ensure all opportunities are designed to be inclusive and accessible to all.

25. The strategy's core objectives include:

- Increase the number of people experiencing and creating culture in Wiltshire
- Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers
- Enable places to shape their own cultural identity
- Support good physical and mental health and wellbeing and community resilience
- Use art and culture as a vehicle to revitalise town centres and increase footfall
- Use art and culture as a mechanism to support economic growth in Wiltshire
- Enable the creation of a diverse creative workforce for the future
- Use art and culture to attract greater visitor numbers to Wiltshire and increase tourism
- Increase engagement with nature and the environment through culture and reduce the environmental impact of cultural activity.

Safeguarding Implications

26. Any projects linked to the Wiltshire Cultural Strategy will be delivered under Wiltshire Council's policies and procedures on safeguarding children and vulnerable adults.

Public Health Implications

27. Health and wellbeing is one of the seven pillars upon which the strategy has been developed. With an ambition for people in Wiltshire to live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity.

28. The Public Health team were included on the Key Stakeholders 1-2-1 meetings and have been involved in the follow up stakeholder workshop.

29. People in Wiltshire have a great quality of life, but health inequalities exist between different groups of people and between those living in our most and least deprived areas. Encouraging, supporting and inspiring people to get active and connect with

others through arts and culture has been shown to have a transformative effect on health and happiness.

30. There is evidence to support that those who engaged in crafts during middle and old age were 45% less likely to develop mild cognitive impairment. (reference <https://www.thebestofhealth.co.uk/health-conditions/dementia/arts-crafts-prevent-memory-loss/>)

31. The strategy action plan for health and wellbeing aims to:

- Increase engagement and awareness of Creative Health through briefing sessions, workshops and advocacy
- Support social prescribing working with GPs and cultural partners from across the county
- Harness our key assets in the natural environment, heritage and libraries to support universal access to creative health opportunities.

Procurement Implications

32. Any procurement linked to the Cultural Strategy will be implemented under Wiltshire Council's policies and procedures on procurement.

Equalities Impact of the Proposal

33. The research undertaken as part of the development of the Cultural Strategy has indicated that there are gaps in the accessibility of arts and culture. Therefore, one of the underpinning principles is to 'Work towards universal 'cultural entitlement' and ensure all opportunities are designed to be inclusive and accessible to all'

34. The Strategy seeks to:

- increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers.
- Use arts and culture to address issues of health inequalities faced by certain residents
- Support the placing shaping agenda that help to foster a sense of collective identity.
- Support aspirations and attainment of young people related to the cultural sector. With the potential to focus on the young military population and families in the Tidworth area.

35. Any project arising directly from the Cultural Strategy will follow the Wiltshire Council's guidance on Equality Impact assessments (EqIA) to considering how decisions made and services delivered affect people who share protected characteristics and will implement accordingly.

36. Equalities Impact Assessment for projects linked to the delivery of the Strategy will be evolving and developed to ensure projects address these key issues.

Environmental and Climate Change Considerations

37. The Climate Change team were included on the Key Stakeholders 1-2-1 meetings and have been involved in the follow up stakeholder workshop.

38. The environment and climate change consideration are embedded in the strategy via one of the three core principles of Environment: Be ambitious in caring for, and enhancing the natural environment and addressing climate change

39. The Cultural Strategy will support how arts and cultural activity can be delivered in a sustainable and environmentally responsible way.

Workforce Implications

40. The Cultural Strategy action plan seeks to increase the council's resources for culture through the creation of 1 FTE post to cover public art as part of a wider Cultural Development Officer post.

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

41. There is likely to be reputational damage to the Council in the event the Cultural Strategy is not approved and taken forward given that its development is included in the Business Plan. There could also potentially be public outcry from the arts and cultural sector.

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

42. The Strategy Action plan that has been developed will need a One Council approach to ensure its successful delivery. Therefore, services will need to be fully onboarded.
43. It will be essential to monitor how the council's finances and priorities may affect the ability to successfully deliver the aims and outcomes.

Financial Implications

44. Wiltshire Council has developed the strategy with the assistance of consultants FEI who have been funded by financial assistance from Arts Council England and the Wiltshire Towns Programme.
45. Future delivery of the Strategy will initially include primarily Leisure, Culture and Communities officers time and use of Arts service budget to deliver elements such as the Cultural Assembly until the Cultural Strategic Partnership has been established.
46. Key members of the Cultural Strategic Partnership will include the Council's four Arts Partners who received annual funding from the Arts Service budget.
47. Projects indicated on the action plan will be assessed on a project-by-project basis to assess whether it could be funded through council budget or will need to be external grant funded before any project proceeds.
48. The Action Plan indicates the creation of a full-time post for of a Cultural Development officer whose role will include deliver of the public art programme and as such will be part funded by the public art contribution as indicated in the [Public Art and Design in the Public Realm – 2024 Guidance](#).

Legal Implications

49. The development of the Strategy has included a varied consultation that includes 772 people from council services, arts and cultural organisations and individuals, schools and residents.
50. Approval of the Cultural Strategy is being sought in line with the Council's constitution including budget and policy framework, the Financial Regulations and the procurement and contract regulations and in accordance with any statutory requirements imposed on the Council.
51. Legal advice will be sought to ensure compliance with Subsidy Control and grant funding conditions, where appropriate.

Overview and Scrutiny Engagement

52. The Cultural Strategy will be presented to the Environment Select Committee at its meeting on 18 July 2024.

Conclusions

53. The Wiltshire Culture Strategy places culture and creativity at the heart of Wiltshire's economic and social future and ensure community engagement and ownership. And acts as a vehicle to support the delivery of key priorities set out in Wiltshire Council's 2022-2032 Business Plan.

David Redfern – Director of Leisure, Culture, and Communities

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Appendices

Appendix A – Wiltshire Cultural Strategy 2024-2030

Appendix B – Wiltshire Cultural Strategy Action plan

Appendix C – Wiltshire Cultural Strategy Evaluation plan

Wiltshire Cultural Strategy 2024-2030

Connecting through creativity

DRAFT

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1. Foreword

To be added by Leader post adoption

2. Introduction and context

Wiltshire is an exceptionally varied county with a rich tapestry of distinctive places set in an ancient and dynamic landscape. Wiltshire is home to the World Heritage Site of Stonehenge and Avebury, three National Landscapes – North Wessex Downs, Cranborne Chase and West Wiltshire Downs and the Cotswolds – and the New Forest National Park, all linked through vibrant connected green and blue infrastructure. Salisbury Plain exemplifies the multiple layers of use and identity so typical of Wiltshire, being simultaneously an important area for biodiversity, farming and military activity so integral to the county's identity. Our history as a place for creativity and innovation, connection to nature and living, working and celebrating alongside each other stretches back thousands of years and is symbolised by our iconic white horses carved into a landscape shaped by a huge range of custodians over time.

Wiltshire is a patchwork of over 250 villages and towns and the historic cathedral city of Salisbury. Each have their own distinctive characters, histories and identities. From ancient Lacock, the home of English photography, to the modern super-garrison town of Tidworth where a quarter of the population are under 15 years old, from the vibrant music, literature and visual arts of Corsham to the rich and unique calendar of colourful festivals and fairs in Devizes, and from the modern market town of Trowbridge with its thriving tech cluster to the lively market town of Chippenham, the county has been shaped into places made distinctive through culture.

Wiltshire's heritage is constantly being reinvented and made relevant through engagement with communities and contemporary ideas, led by organisations including the National Trust, English Heritage, Salisbury Cathedral, Wessex Archaeology, the Wiltshire and Swindon History Centre, Wiltshire Museum and Salisbury Museum.

Wiltshire also has a rich contemporary culture with three Arts Council England National Portfolio Organisations - Wiltshire Creative, Wiltshire Music Centre and Pound Arts - and arts organisations such as Trowbridge Town Hall Arts, Devizes Outdoor Celebratory Arts (DOCA), Kandu Arts, Folio Arts and the Last Baguette Theatre Company. Wiltshire has several recognised creative clusters in Trowbridge, Salisbury, Malmesbury and Marlborough and specialisms in createch, architecture, publishing and the creative arts. The county has long been a magnet and inspiration for visual artists, writers and musicians, and a place that inspires people to get involved in culture as volunteers.

The county is animated year-round by a rich and diverse range of festivals and events that together tell Wiltshire's collective story of cultural tradition and contemporary interests. There are 95 festivals including Salisbury International Arts Festival, WOMAD, Verve Festival, Chalke History Festival, the Westbury, White Horse Soapbox Derby, the Pewsey Carnival (which has been running since 1898),

the Urchfont Scarecrow Festival and the Devizes Confetti Battle (dating back to 1913).

Despite all these strengths there are challenges. There are social and health inequalities in some communities and access to cultural opportunities depends on where you live. The scale and geography of the county can make communication and knowledge exchange difficult. The creative and cultural sector is fragmented and fragile and levels of engagement and visitor numbers have not returned to pre-pandemic levels. There are particular issues around raising the aspiration and attainment of young people and the need to ensure that there is more in the cultural offer to inspire and empower them. Wiltshire's identity, economy and future is intrinsically linked with the natural environment and the county is committed to taking an ambitious approach to addressing climate change and enhancing the natural environment in all it does.

This is Wiltshire Council's first Cultural Strategy, and it seeks to address these challenges through a better connected, stronger creative and cultural sector and a more vibrant and diverse cultural offer, delivered through collaboration with strategic partners, the cultural and creative sector and communities. The Strategy has been developed through an extensive research process which analysed over 100 data sources, conducted four national case studies and mapped 639 cultural assets. The consultation process engaged with 772 local people during March and April 2024 in conversations, via workshops and through a public survey.

Key Statistics

- Population of 510,400 with 47.2% living in rural areas, including smaller towns, villages, hamlets or isolated dwellings ¹
- 3,255 square kilometres
- 253 towns and parishes
- 173 town halls
- 164 community groups
- 134 Areas of Special Scientific Interest
- 95 annual festivals and events
- 53 outdoor assets
- 50 museums
- One County Archive and Local Study centre
- 30 libraries
- 23 performing arts venues
- 22 visual arts galleries and studios
- 18 historic houses and gardens
- 17 Artsmark schools
- Eight White Horses
- Five National Landscapes (Cranbourne Chase, North Wessex Downs, West Wiltshire Downs, Cotswolds and New Forest National Park)
- Three Arts Council England National Portfolio Organisations
- One World Heritage Site
- International Visitor spend was worth £92 million to the economy in 2019 (Visit Britain)

¹ Calculated using [2011 Rural-Urban Classification](#)

- Stonehenge was the most visited attraction with 977k in 2022
- Creative industries account for 5% of employment and 10% of businesses

2.1 What we were told

“A vibrant range of cultural events that represent the many and varied communities in the county, where providers are given the investment to do what they do best - engage and work with Wiltshire residents to increase their wellbeing and enrich their lives through learning, sharing, actively engaging with Wiltshire's amazing cultural heritage that has the capacity to bring everyone together through a shared joy of history.”

“A way of life that is simply celebrated”

“Accessible, wide ranging, exciting, ground-breaking.”

“Part of everyday life.”

“Wiltshire punches well above its weight in offering arts, culture and heritage - it just needs to publicise it better both locally and nationally.”

“We want to see a thriving ecosystem of partnerships amidst increasingly dwindling resources and the climate crisis doing bold stuff because we have to.”

‘How do we coordinate people having more, better, accessible high-quality fun?’

2.2 Definition of culture

Culture means many things to many people, and we take it to mean all those places, practices, activities and objects whose origin lies in human creativity, whether past or present.

It includes all arts, culture, creative practices, and heritage – built, natural and intangible such as local customs and traditions. It encompasses festivals and events, arts centres and arts development, music venues, community hubs for culture, libraries, museums, creative industries, archives, heritage sites and activities, the historic environment and the open public spaces where cultural events can happen.

For Wiltshire Council, culture is understood through five key themes:

- **Economy** - Culture is a central pillar of our approach to economic development, regeneration, and the development of vibrant local communities. It helps us re-imagine the way in which people engage with their towns and encourages long-term and sustainable businesses on our high streets
- **Identity** - Culture connects people with the places they live. It helps us discover more about our environment, its history, and its heritage. It also teaches us about ourselves, and our connection with our county
- **Tourism** - Culture is a key component of our offer to visitors, both from the UK, and further afield
- **Health and wellbeing** - Culture contributes to both mental and physical health. It helps people get active. It stimulates minds, and encourages healthy, active, and engaged lifestyles

- **Community:** Culture brings communities together, whether it's through village fetes, community fairs and festivals.

3 Our vision – connected through creativity

Wiltshire will be a vibrant beacon of culture where the joys of curiosity, community, nature and heritage help imagine new futures and improve the quality of life for everyone. Our vision is for Wiltshire to be a place of creativity, celebration and connection, inspired by the rich diversity of our surroundings, powered by culture, driven by purpose, and united in action.

By 2030, our vision is for a better-connected place where culture is the heartbeat of every village, town, city and landscape. Through creativity, shared experiences, a collective commitment to our environment and access for all, we aim to foster a sense of belonging that resonates with everyone. Wiltshire will be a place where culture supports health and happiness, where young people and creative enterprise can flourish and where economic growth is stimulated through distinctive and vibrant places where people want to visit, live, work, and raise a family. We want all residents in Wiltshire to enjoy the benefits that culture brings including those who face additional barriers to cultural engagement and creative participation.

4. Our principles

The strategy is built on three shared principles, which everyone will be encouraged to adopt:

- **Empower others** - Take an enabling approach, working in partnership, co-creating and making things easier for independent action.
- **Environment** - Be ambitious in caring for and enhancing the natural environment and addressing climate change
- **Access** - Work towards universal 'cultural entitlement' and ensure all opportunities are designed to be inclusive and accessible to all

4.1 Summary of our pillars and outcomes

There are seven pillars to our strategy, and each has an outcome for 2030 and beyond.

- **Identity** - Wiltshire will be a national leader in connecting people to the natural landscape through culture, and where the rich diversity of its different towns, villages, cities and landscapes encourages creativity, curiosity, and discovery
- **Health and wellbeing** - People in Wiltshire live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity
- **Community** - People in Wiltshire live in cultural communities with distinctive, sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the county and beyond and which operate in an environmentally responsible way

- **Economy** - Everyone has the opportunity to develop the cultural and creative skills they need to flourish in life. Wiltshire is the natural place to grow creative and cultural enterprises of all types
- **Tourism** - Wiltshire is a place where everyone is invited. There is something for everyone amongst its rich natural beauty and vibrant cultural offer so go explore
- **Communicate** - Wiltshire has a thriving and connected cultural ecosystem where learning is shared, and success is captured and celebrated
- **Connect** - Cultural leadership in the county is dispersed, collaborative and collegiate, based on unity of effort and freedom of action working towards common goals.

4.2 Summary of our core objectives

The objectives we want to achieve through our cultural strategy are:

- Increase the number of people experiencing and creating culture in Wiltshire
- Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers
- Enable places to shape their own cultural identity
- Support good physical and mental health and wellbeing and community resilience
- Use art and culture as a vehicle to revitalise town centres and increase footfall
- Use art and culture as a mechanism to support economic growth in Wiltshire
- Enable the creation of a diverse creative workforce for the future
- Use art and culture to attract greater visitor numbers to Wiltshire and increase tourism
- Increase engagement with nature and the environment through culture and reduce the environmental impact of cultural activity

5 Our priorities

5.1 Identity

There is a need to balance the unique identities, independence and opportunities of each place with the huge gains which will come from working together on shared initiatives that transcend any one organisation or place.

We know:

- Engaging in local arts and cultural activities is valuable in fostering a sense of collective identity, space for interaction and shared experience and thus contributes towards people having a stronger attachment to place.²

Our ambition is:

- We want Wiltshire to be a national leader in connecting people to the natural landscape through culture, and where the rich diversity of its different towns, villages, cities and landscapes encourages creativity, curiosity, and discovery.

² The value of arts and culture in place-shaping (2019) Wavehill

We will:

- Co-ordinate and initiate landscape-scale cultural projects ensuring that culture is embedded from the start (Appendix A: Action Plan: 1.1)
- Support places to develop their own cultural narrative statements by sharing best practice and providing templates for co-creation (Appendix A: Action Plan: 1.2)
- Co-ordinate themed programming and joint planning and promotion across the county, starting with literature, visual arts and heritage (Appendix A: Action Plan: 1.3)
- Shape places through culture making good use of the public art guidance and other opportunities through planning gain. (Appendix A: Action Plan: 1.4)

Links to:

- ACE Outcomes: A Creative and Cultural Country and Cultural Communities
- Wiltshire Council: Resilient Society, Thriving Economy, Sustainable Environment.

5.2 Health and wellbeing

Wiltshire has a great quality of life, but health outcomes can vary hugely amongst different communities and in different places. It is important to encourage people to take responsibility for their own wellbeing and physical health by inspiring them to get active and connect with others. Arts and culture have been shown to have a transformative effect on health and happiness and there is a growing interest in Creative Health.

We know:

- Scientists have found that those who engaged in crafts during middle and old age were 45% less likely to develop mild cognitive impairment.³

Our ambition is:

- People in Wiltshire live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity.

We will:

- Increase engagement and awareness of Creative Health through briefing sessions, workshops and advocacy (Appendix A: Action Plan: 2.1)
- Support social prescribing working with GPs and cultural partners from across the county (Appendix A: Action Plan: 2.2)
- Engage Public Health via a cultural workshop and identify opportunities to embed culture in community conversations, consultation and commissioning (Appendix A: Action Plan: 2.3)
- Harness our key assets in the natural environment, heritage and libraries to support universal access to creative health opportunities (Appendix A: Action Plan: 2.4).

Links to:

- ACE Outcomes: Cultural Communities

³ <https://www.thebestofhealth.co.uk/health-conditions/dementia/arts-crafts-prevent-memory-loss/>

- Wiltshire Council: Empowered People, Resilient Society.

5.3 Community

Wiltshire is home to some exceptional cultural venues that serve as important landmarks and cultural development hubs for their community, and which bring life to the high street. We want every community to have the hub they deserve. We want to do more to support cultural volunteers and ensure the ongoing sustainability of the joyous and eclectic mix of festivals and events which celebrate place and drive significant social and economic benefits through increased audience diversity.

We know:

- If people feel proud of the places they live, they are more likely to engage in other civic areas and activity including volunteering.⁴

Our ambition is:

- People in Wiltshire live in cultural communities with distinctive sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the County and beyond and which operate in an environmentally responsible way.

We will:

- Support new and existing cultural hubs working with cultural organisations and communities to increase investment and sustainability (Appendix A: Action Plan: 3.1)
- Champion Cultural Volunteers through promoting best practice, providing training and profiling culture within wider volunteering strategy and activity (Appendix A: Action Plan: 3.2)
- Work with festivals and events to encourage them to network, collaborate and take a leading role in improving environmental sustainability (Appendix A: Action Plan: 3.4)
- Run a workshop with Council Environmental Health and Licensing officers and the sector to improve guidance and develop toolkits (Appendix A: Action Plan: 3.4).

Links to:

- ACE Outcomes: Cultural Communities, Creative People
- Wiltshire Council: Resilient Society, Thriving Economy, Sustainable Environment.

5.4 Economy

The vitality of our creative economy relies on our cultural vibrancy and on improving the flow of talent, ideas and skills across and beyond the county. Cultural education is the foundation of both, and we want to ensure that all young people can develop their potential and creative passions through access to culture and a creative education throughout their lives. We want to make the creative and cultural sector

⁴ Townscapes: Pride in Place (2022) Bennet Institute of Public Policy

more visible and better connected, helping it to grow through targeted support, advice and resources.

We know:

- The creative industries and cultural sector combined contributed almost £160 billion to UK GVA in 2022. Creative Industries are growing faster than the UK economy as a whole.⁵

Our ambition is:

- Everyone has the opportunity to develop the cultural and creative skills they need to flourish in life. Wiltshire is the natural place to grow creative and cultural enterprises of all types.

We will:

- Seek to ensure a cultural education for all by working with schools to increase the number of ArtsMark and ArtsAwards, consulting with young people to understand more about their needs and by building links between the creative and education sectors (Appendix A: Action Plan: 4.1.1)
- Develop a Young People's Arts and Culture Forum (Appendix A: Action Plan: 4.1.2)
- Help creative businesses to grow by recognising the richness of the whole of the cultural and creative ecosystem (Appendix A: Action Plan: 4.2)
- Attract new creative businesses by providing attractive and affordable spaces and providing support programmes for creative start-ups (Appendix A: Action Plan: 4.3).

Links to:

- ACE Outcomes: Creative People, A Creative and Cultural Country, Cultural Communities
- Wiltshire Council: Thriving Economy, Resilient Society, Empowered People.

5.5 Tourism

Wiltshire boasts some major attractions and has a huge variety of honeypot sites within its boundaries. Stonehenge attracts around a million people per year and the county is an exceptionally attractive film and event location. We want to raise the profile of Wiltshire internationally and encourage visitors and residents to explore all the county has to offer year-round, encouraging active and sustainable travel wherever possible.

We know:

- Culture enhances our profile overseas. Culture in the UK ranked fourth in the world in the Nation Brands Index driven by its interesting and exciting contemporary culture and rich cultural heritage.⁶

⁵ <https://www.gov.uk/government/statistics/dcms-and-digital-sector-gva-2022-provisional>

⁶ <https://www.visitbritain.org/research-insights/uks-image-overseas> Nation Brands Index (2023)

Our ambition is:

- Wiltshire is a place where everyone is invited. There is something for everyone amongst its rich natural beauty and vibrant cultural offer, so go explore.

We will:

- Develop a Visitor Economy Strategy that recognises the key role that the cultural and creative sector play in growing a sustainable visitor economy (Appendix A: Action Plan: 5.1.1)
- Work more closely with our strategic partners and the operators and stewards of key sites to support the impact of tourism, events and film (Appendix A: Action Plan: 5.2)
- Grow the Explore Wiltshire and Event Wiltshire apps as a cultural resource and cultivate culture ambassadors who can curate recommendations and itineraries (Appendix A: Action Plan: 5.3)
- Develop the Wiltshire Marque and roll out to include makers and artisans. The Wiltshire Marque will give individual businesses a distinctive 'Wiltshire' banner under which to sell their goods, promoting Wiltshire as a quality food destination and helping customers identify Wiltshire produce. (Appendix A: Action Plan: 5.1.3)

Links to:

- ACE Outcomes: Cultural Communities
- Wiltshire Council: Thriving Economy, Sustainable Environment.

5.6 Communicate

Wiltshire is blessed with a huge variety of cultural activity delivered in a range of different ways, but the size, geography and transport infrastructure of the county can make it hard to navigate. Improving communication was a key request across all of our consultation. We want to do more to profile good practice and encourage networking, knowledge exchange and collaboration. We want to work together to make the case for culture and celebrate our successes.

We know:

- 96% of Wiltshire residents we surveyed rate Culture as important or extremely important to their lives.

Our ambition is:

- Wiltshire has a thriving and connected cultural ecosystem where learning is shared and success is captured and celebrated.

We will:

- Expand and promote the Arts in Wiltshire blog so that it is aligned to the themes of the cultural strategy and provides the sector with a voice (Appendix A: Action Plan: 6.1)
- Run an annual Cultural Assembly every autumn to showcase best practice and provide networking opportunities (Appendix A: Action Plan: 6.2)

- Capture and celebrate value by developing a shared evaluation framework so that we can better make the case for culture. (Appendix A: Action Plan: 6.3)

Links to:

- ACE Outcomes: Cultural Communities
- Wiltshire Council: Thriving Economy, Resilient Society.

5.7 Connect

Culture in Wiltshire is created by a wide range of organisations and diverse groups of people, located in different parts of the county. Culture reaches broadly across many of Wiltshire Council's different service areas, functions and partnerships. Wiltshire Council wants to work through these partnerships and play a greater co-ordinating role, enabling the county's independent spirit to thrive whilst amplifying impact and making better use of resources.

We know:

- In 2021/22 61.6% of people in Wiltshire attended an arts event, museum or gallery or spent time doing an arts activity compared to 60.2% nationally.

Our ambition is:

- Cultural leadership in the county is dispersed, collaborative and collegiate, based on unity of effort and freedom of action working towards common goals.

We will:

- Develop a county-wide Strategic Partnership bringing together key cultural organisations in Wiltshire (Appendix A: Action Plan: 7.1)
- Work with Area Boards and Town and Parish Councils to encourage the development of local cultural partnerships and plans, aligning investment priorities (Appendix A: Action Plan: 7.2.2)
- Bring Council officers from across the organisation together into a Council Culture Forum to share progress and knowledge on a regular basis (Appendix A: Action Plan: 7.3.1)
- Seek to increase inward investment in culture across the county (Appendix A: Action Plan: 7.4).

Links to:

- ACE Outcomes: Cultural Communities
- Wiltshire Council: Thriving Economy, Resilient Society.

6 Evaluation

We have developed a detailed evaluation plan (Appendix B) to measure progress against our seven core objectives. Some baselines and targets have been established through our evidence base and others will be developed in the initial year.

We will use the following methods to evaluate and report on our progress:

Data collected and shared at a national level which enables us to compare our progress with other local authorities and includes:

- [Visit Britain](#) - Day visits and overnight stays
- [Active Lives survey](#) - Children and adults engagement with arts and culture, sport and volunteering
- [Lottery investment](#) - Amount of funding invested in the county
- [ONS survey](#) - Levels of Wellbeing and Life Satisfaction
- [Nomis](#) – Labour market and census

Data we produce each year for our [Community Area Joint Strategic Needs Assessment](#) which brings together 140 indicators spanning 10 topics including communities, recreation and culture and which enable us to compare needs and progress across the 18 different Community Areas.

We will include questions around culture in Public Health and Community Engagement surveys, starting with the Youth Engagement Consultation planned for 2024.

We will include questions about engagement with, and perception of, culture in Resident and Visitor Surveys.

We will conduct a high-level online Sector Survey health-check to capture key information from the sector to measure progress and shape ongoing support.

We will bring impactful examples of good practice to life via case studies, commissioned articles on the Arts in Wiltshire blog and through the annual Cultural Assembly.

The Arts in Wiltshire blog will evolve to be an archive of stories, case studies and annual reports over time. We will undertake regular subscriber surveys to ensure that the blog remains relevant.

The mapping exercise will be repeated in 2029 as part of the development process for the next strategy.

We will produce update reports for key Council meetings including Executive Leadership Meetings, Cabinet, the Health and Wellbeing Board and for distribution via the Community Area Boards.

7 Governance and delivery

This Strategy has been developed by Wiltshire Council through consultation and is envisaged as being a Strategy that can be owned and delivered by different stakeholders.

The Strategy has been developed to align with the priorities and work-plans of Wiltshire Council and its key strategic partners, and to deliver the outcomes of key stakeholders such as the DCMS, Arts Council England and the National Lottery Heritage Fund.

Overall leadership will be provided by a Wiltshire Council Steering Group which will include senior officers from Leisure, Culture and Communities and Economic

Regeneration. Co-ordination will be undertaken initially by the Arts and Funding Manager until additional resources can be identified.

We have developed a detailed Action Plan (Appendix A) which sets out how Wiltshire Council will deliver the Strategy, and which identifies lead officers and partners inside and outside the Council.

Actions are identified as being short, medium or long-term priorities using the following definitions:

- Short-term: Already underway or can be within 3-6 months, via existing or newly aligned resources
- Medium-term: To be undertaken within 1-2 years; may require additional planning, fundraising and resources
- Long-term: To be realised over a 3-6 year timescale for more complex work programmes.

We will encourage our key stakeholders to identify where they can align or develop activity which supports the delivery of the outcomes of this strategy. We will co-ordinate this through our leadership of the Connect theme and its three layers of cultural partnership working:

- The Strategic Partnership Group will include the National Trust, English Heritage, National Landscapes, the Canal and River Trust, Natural England, the Environment Agency, National Highways, Salisbury Cathedral, a representative from the funded arts organisations and Wessex Archaeology. This will be convened and chaired by Director of Leisure, Culture and Communities. This group will meet twice a year
- Once they are established, the place-based cultural partnerships will become part of the Cultural Assembly Steering Group. This will be convened and chaired by the Arts and Funding Manager. This group will meet three times a year.
- The Council Forum will include officers from Culture, Heritage, Libraries, Communities, Economic Regeneration, Engagement and Partnerships, Planning, Natural and Historic Environment, Licensing, Public Health, Families, Children and SEND. This will be convened and chaired by Head of Development, Leisure Culture and Communities This group will meet four times a year.

We will utilise these fora to build consortiums and partnerships to develop new projects and bid for major funding when the opportunities arise.

We will capture and share progress through our leadership of the Capture theme through the Arts in Wiltshire blog, the Cultural Assembly and shared evaluation framework.

8 Appendix

Appendix A: Wiltshire Cultural Strategy 2024-2030: Action plan

Appendix B: Wiltshire Cultural Strategy 2024-2030: Evaluation plan

Appendix A : Wiltshire Cultural Strategy 2024-2030: Action plan

Theme 1: Identity

Outcome Wiltshire is a national leader in connecting people to the natural landscape through culture. The rich diversity of its different places encourages creativity, curiosity, and discovery

Key Objectives Increase the number of people experiencing and creating culture in Wiltshire

Enable places to shape their own cultural identity

Actions	Potential activity	Timescale	Lead - see key	Wiltshire Council	Partners	Links to		
1.1 Initiate and co-ordinate landscape scale projects	1.1.1 Co-ordinate information about all major landscape projects that include cultural activity currently under-way: A303, Salisbury River Park, National Forest and add to the Regeneration website	Short	VM/ TE	Economic Regen, Climate and Environment, Planning, WHS Manager	National Landscapes, National Trust, English Heritage, National Highways/ Wessex Archaeology, WHS, Natural England	7.1	7.3	5.2
	1.1.2 Explore potential for developing new arts and cultural projects - test with the Council forum and Strategic Partners Forum to identify priorities and approaches	Medium/ Long	TE	Economic Regen, Climate and Environment, Planning	National Landscapes, National Trust, English Heritage, National Highways/ Wessex Archaeology, WHS, arts partners			
	1.1.3 Encourage National Landscapes to sign up to the NL Art in Landscapes strategy.	Short/ Medium	LT	Climate and Environment	National Landscapes			
1.2 Support places to develop their own cultural statements	1.2.1 Present the Cultural Strategy to all places via Area Boards and Town and Parish Councils and communicate via the quarterly Town Team newsletter	Short	DR	Engagement & Partnerships	Town and Parish Councils, Area Boards, Anchor cultural place-partners			
	1.2.2 Invite places to submit their own response to how they will deliver on the themes and outcomes of the Cultural Strategy as part of the reporting on Activity Generation Grants	Short/ Medium	VM/ TE	Engagement & Partnerships, Heritage, Economic Ren, Planning	Town and Parish Councils, Area Boards, Anchor cultural place-partners	7.2.1		
	1.2.3 Help to guide these so that they are aligned with other local plans (neighbourhood plans, local resilience plans / emergency plans, climate action plans) and include environmental impacts	Medium/ ongoing	RS/ VB	Engagement & Partnerships, Culture, Heritage, Economic Regen, Planning				
1.3 Co-ordinate themed programming	1.3.1 Initiate thematic tags in the Explore Wiltshire app	Short	TB	Culture, Heritage, Climate and Environment,	Town and Parish Councils, Area Boards, cultural partners	5.2.2		
	1.3.2 Call together three open space meetings of all cultural partners (Literature, Visual Arts, Heritage) to explore options for cross-promotion	Short/ Medium	TE/ TB	Culture, Heritage, Engagement & Partnerships	Town and Parish Councils, Area Boards, cultural partners			

	1.3.3 Consider thematic areas in work to increase marketing or promotion	Medium/Long	VM	Culture, Heritage, Engagement & Partnerships	National and regional audience partners, cultural partners			
1.4 Shape places through culture	1.4.1 Use the public art policy and Section 106 to support place-making through culture for both landscape scale projects and community scale ones	Short/ongoing	TE	Culture, Heritage, Economic Regeneration, Planning, Climate and Environment	Local cultural partnerships and forums			
Theme 2: Health and wellbeing								
Outcome People in Wiltshire live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity								
Key Objectives Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers Support good physical and mental health and wellbeing and community resilience								
Actions Potential activity Timescale Lead - see key Wiltshire Council Partners Links to								
2.1 Increase local engagement and awareness of Creative Health	2.1.1 Collate briefing information about Creative Health working closely with local partners and engaging with national partners and best practice	Medium	TE	Communities, Heritage, Public Health, Libraries	Key local sector partners: Well City Salisbury, Wiltshire Music Centre (Celebrating Age). National Academy for Social Prescribing, National Centre for Creative Health, Arts Council England			
	2.1.2 Run Creative Health briefing session to share findings and initiate a call for evidence and scope ideas around priorities of these themes: social prescribing, targeted community work, universal access	Medium	TE	Communities, Heritage, Public Health, Libraries	Cultural partners, health partners, community partners			
	2.1.3 PH to incorporate information on county-wide Creative Health initiatives in to their regular report to Health and Wellbeing board	Medium	KD	Culture, Heritage, Communities, Public Health	Health and Wellbeing Board			
	2.1.4 Work with partners to identify funding to support a range of pilot projects across the Creative Health theme	Medium/Long	TE	Communities, Public Health, Heritage, Libraries	Cultural partners, health partners, community partners			
2.2 Support pilots and the roll out of social prescribing	2.2.1 Engage with Chippenham Social prescribers project and capture evaluation	Short	TE	Public Health, Economic Regeneration				
	2.2.2 Investigate how to work with Primary Care providers to support the wider adoption and roll out of the Chippenham Social Prescribing project in to other areas	Medium/ongoing	TE	Public Health	Well City Salisbury, cultural partners, health partners			

2.3 Embed culture in all PH community consultation, co-creation and commissioning	2.3.1 Scope out pipeline of potential consultations where culture can be included as a question - starting with School Health and Wellbeing Survey	Short	KD	Culture (TE), Public Health, Engagement & Partnerships			
	2.3.2 PH to incorporate arts into service development, commissioning and communication.	Medium	KD	Public Health, Heritage, Libraries	Sector lead: Wiltshire Music Centre (Celebrating Age). Cultural partners, community partners		
	2.3.3 PH to provide a training session on JSNA/CAJSNA to the arts sector to support with evidence based funding bids	Short/ Medium	MR	Culture (TE), Public Health, Heritage,	Cultural partners, community partners		
	2.3.4 PH to raise awareness through campaigns to promote staying safe in the natural environment i.e. sun safety, tick awareness	Medium / Long	KD	Public Health	Cultural partners, community partners		
2.4 Harness key assets to support universal access to creative health	2.4.1 Include call out for examples of Natural Wellbeing in Creative Health call out and work with key strategic partners to embed health in all projects	Short/ Medium	TE	Public Health, Heritage, Climate and Environment,	National Landscapes, National Trust, English Heritage, Wessex Archaeology, WHS, Town and Parish Councils, Area Boards	2.1.2	1.1.2
	2.4.2 Include and profile Libraries , History Centres and musuems in the Creative Health call out and process	Short/ Medium	RB/ TB	Culture (TE), Public Health,		2.1.2	
	2.4.3 PH to utilise the natural environment within commissioned services to support wellbeing of residents.	Medium	KD	Public Health, Heritage, Climate and Environment,	National Landscapes, National Trust, English Heritage, Wessex Archaeology, WHS, Town and Parish Councils, Area Boards		
Theme 3: Community Outcome							
People in Wiltshire live in cultural communities with distinctive sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the County and beyond and which operate in an environmentally responsible way.							
Key Objectives Use art and culture as a vehicle to revitalise town centres and increase footfall							
Actions Potential activity Timescale Lead - see key Wiltshire Council Partners Links to							
3.1 Support new and existing cultural hubs	3.1.1 Support growth and sustainability for the 4 existing cultural hubs and 2 heritage hubs and continue to offer regular support and advice via regular meetings	Short/ ongoing	DR	Culture, Heritage	Wiltshire Creative, Trowbridge Town Hall Arts, Wiltshire Music Centre, The Pound Arts, Wiltshire Museum, Salisbury Museum	3.5.1	
	3.1.2 Scope out potential for new/ improved cultural and heritage venues as part of town centre visions planning.	Medium/ ongoing	VM	Culture, Heritage, Planning, Engagement & Partnerships	Westbury Town Council. Other town and parish Councils, Area Boards, cultural partners	1.2.2	
	3.1.3 Support the mobilisation of City Hall Salisbury by the market via Savills	Short	TE	Economic Regen, Planning	Salisbury Cultural Pillar		

	3.1.4 Support museums in their fundraising and development efforts (including Devizes Assize)	Short/ongoing	HP	Culture, Heritage, Planning, Engagement & Partnerships	Wiltshire Museum, Devizes Town Council, other cultural partners such as DOCA			
	3.1.5 Investigate the possibility of improving the Young Gallery as part of the wider Library improvement plan and Salisbury Cultural Quarter development	Short/medium	RB	Culture, Economic Regen, Planning	Salisbury Cultural Pillar			
	3.1.6 Implement the library capital development programme with a view to improving their flexibility for wider cultural use	Short/ongoing	RB	Culture, Heritage, Economic Regen,	Cultural partners			
	3.1.7 Ensure that relevant programmes for business support are available to the cultural and creative sector, giving recognition to different formations such as CICs, Charities etc.	Short/ongoing	TE	Culture, Heritage, Engagement & Partnerships	Cultural partners			
3.2 Develop a strand of support for Culture Volunteers	3.2.1 Ensure that cultural sector is represented in the planned workshop between Wiltshire Council and Wessex Community Action and included in the VCS Strategic Framework	Short	RS	Libraries, Communities, Heritage, Engagement & Partnerships, Public Health	Cultural partners, Town and Parish Councils, Area Boards, Wiltshire Community Foundation, Community First, Wessex Community Action			
	3.2.2 Signpost to best practice for recruiting and retaining cultural volunteers and importance of diversity (including SW Museum Dev Young Gallery and Libraries).	Medium	RB	Culture, Heritage, Engagement & Partnerships	Cultural partners, Wiltshire Community Foundation, Community First, Wessex Community Action			
	3.2.3 Consider running an award for culture volunteers - possibly as part of the Wiltshire Life Awards or as part of the Cultural Assembly	Long	TE	Libraries, Communities, Heritage				
	3.2.4 Promote wider support for volunteers to the cultural sector and encourage them to make use of VCS resources including the Wiltshire Together website	Short/ongoing	TE	Communities, Public Health, Adult Social Care, Engagement & Partnerships	Wiltshire Community Foundation, Community First, Wessex Community Action			
	3.2.5 Collate resources and links on good governance for arts and culture boards.	Medium/ongoing	RS/ TE	Culture, Heritage, Engagement & Partnerships	Arts Council England			
3.3. Support Festivals and Events to grow and innovate	3.3.1 Consider development work on festivals and events as part of the visitor economy strategy	Medium/Long	VM	Culture, Heritage, Communities, Environment, Highways and Transport				

	3.3.2 Promote sustainable event production resources - consider commissioning an environmental production toolkit	Medium/Long	VB	Culture, Heritage Economic Regen, Environmental Health, Climate and Environment, Highways and Transport	Cultural partners, Vision 2025, A Greener Festival, Arts Council England			
3.4 Improve processes for licensing and production of outdoor events of all types - including filming	3.4.1 Run a workshop with the licensing and environmental health team to identify challenges and opportunities around event production. Include sector rep	Short/medium	TE	Economic Regen, Environmental Health, Highways and Transport	Cultural partners			
	3.4.2 Develop a user-friendly guide to putting on events for WC website - work with sector to develop this	Medium	TE	Economic Regen, Environmental Health, Highways and	Lead: DOCA and major event partner			
Theme 4: Economy								
Outcome Everyone has the opportunity to develop the cultural and creative skills they need to flourish in life. Wiltshire is the natural place to grow creative and cultural enterprises of all types.								
Key Objectives Enable the creation of a diverse creative workforce for the future Use art and culture as a mechanism to support economic growth in Wiltshire								
Actions	Potential activity	Timescale	Lead - see key	Wiltshire Council	Partners	Links to		
4.1 Cultural education for all	4.1.1 Promote ArtsMark and Arts Awards to all schools	Short/ongoing	TE	Families, Children and SEND	Cultural sector			
	4.1.2 Investigate the possibility to consult with young people to understand more about their culture needs and ambitions - via the School Health and Wellbeing Survey	Short / Medium	TE/ KD	Public Health, Engagement and Partnerships				
	4.1.2 Develop a Young Peoples Arts and Culture Forum	Medium/ongoing	TE	Libraries, Families, Children and SEND	Cultural sector			
	4.1.3 Work with Creative and Cultural organisations and Wiltshire College to develop creative pathways for young people - seek funding	Medium/Long	TE	Culture, Heritage, Engagement & Partnerships	Town and Parish Councils, Area Boards, Cultural sector			
	4.1.4 Look to try and develop a bridge between schools and the cultural sector (building on CEDP and music hub) and with targeted opportunities for SEND	Medium/Long	DR	Culture, Heritage, Engagement & Partnerships, Families,	Key orgs: Wiltshire Creative, Wiltshire Music Centre, Trowbridge Town Hall Arts. Music Connect Wider cultural sector			

	4.1.5 Seek to have culture as a regular agenda item on the Youth Council agenda	Short/ongoing	DR	Culture				
	4.1.6 Advocate to embed high quality (professionally delivered) cultural provision for young people on all service agreements and commissions relating to children, young people and families	Medium/Long	DR	Families, Children and SEND, Public Health				
4.2 Strengthen existing creative businesses	4.2.1 Identify any relevant creative and cultural sector priorities within work on the Economic Strategy	Short/ongoing	VM	Culture	FSB, Salisbury BID, Trowbridge Chamber of Commerce			
	4.2.2 Recognise the link between cultural vibrancy, quality of life and economic vitality in all economic regeneration policies	Short/ongoing	VM	Culture, Planning				
	4.2.3 Seek to include charitable companies (that employ people) and freelancers as important parts of the creative and cultural sector	Short/ongoing	VM	Culture				
	4.2.4 Support the work of Tech Trowbridge and promote other opportunities for networking across the county	Medium/ongoing	VM	Culture	Tech Trowbridge, Town Hall Arts Trowbridge			
	4.2.5 Build partnerships with neighbouring universities and explore the potential for increasing the number of knowledge exchange and transfers with Wiltshire based companies	Medium/Long	VM	Culture	Tech Trowbridge, FSB, Salisbury BID, Trowbridge Chamber of Commerce, Wiltshire College, creative businesses			
	4.2.6 Identify opportunities to deliver sector specific skills development for the heritage sector	Medium/ongoing	HP	Culture				
4.3 Attract and grow new creative businesses	4.3.1 Seek to encourage suitable and affordable spaces for creative start-ups and co-working space via the Enterprise Network	Medium/ongoing	VM	Culture, Heritage	Wiltshire College, FSB, Trowbridge Chamber of Commerce			
	4.3.2 Actively promote the county as a location for creative businesses	Medium/ongoing	VM	Culture	FSB			
	4.3.3 Seek to develop programmes to support new enterprises and freelancers working with Wiltshire College and other providers	Long/ongoing	VM	Culture, Heritage	Wiltshire College			
Theme 5: Tourism								
Outcome	Wiltshire is a place where everyone is invited. There is something for everyone amongst its rich natural beauty and vibrant cultural offer so go explore.							
Key Objectives	Use art and culture to attract greater visitor numbers to Wiltshire and increase tourism							
Actions	Potential activity	Timescale	Lead - see key	Wiltshire Council	Partners			Links to
5.1. Support cultural tourism	5.1.1 Develop a Visitor Economy Strategy - ensure this links to the cultural strategy and recognises cultural tourism	Short	VM	Culture, Heritage				
	5.1.2 Deliver the Towns Team Programme and identify opportunities to continue activity post April 2025	Short/ongoing	VM	Culture, Heritage				
	5.1.3 Develop the Wiltshire Marque and roll out to include makers and artisans	Short/Medium	VM	Culture, Heritage				
	5.1.4 Encourage cultural partners to work with food and drink providers on joint promotion efforts	Medium/ongoing	VM/ TE	Culture, Heritage				
5.2 Work with Strategic Partners on tourism, events and film	5.2.1 Convene major strategic partners and attractions owners to explore shared ambitions around culture and tourism		DR/ VM	Economic Regeneration, Culture, Climate and Environment	National Landscapes, National Trust, English Heritage, WHS, Longleat, Natural England	1.1.2	7.1	

	5.2.2 Consider options for setting up a film office with these partners	Short/ Medium	VM	Economic Regeneration, Culture	National Landscapes, National Trust, English Heritage, WHS, Longleat,			
	5.2.3 Map out key events and opportunities and challenges around events - liaise with Environmental Health Highways to address issues	Medium/ Long	VM	Economic Regeneration, Culture, Environment, Highways and Transport	National Landscapes, National Trust, English Heritage, WHS, Longleat,			
5.2 Grow the Explore Wiltshire and Event Wiltshire Apps as a cultural resource	5.2.1 Actively market the app to cultural partners	Short/ ongoing	TE	Heritage, Libraries, Economic Regeneration, Engagement and Partnerships	Cultural partners			
	5.2.2 Encourage strategic use of tagging to support clustering	Short/ ongoing	VM	Culture	Cultural partners	1.3. 1		
	5.2.3 Curate customer journeys and recommendations and embed in app	Medium/ ongoing	TE	Heritage, Economic Regeneration, Engagement and Partnerships	Cultural partners			
5.3 Cultivate resident 'tourists'	5.3.1 Ensure that data seeks to captures visits across the county as well as from into the county	Medium/ ongoing	VM					
	5.3.3 Encourage cultural providers to collect postcodes	Medium/ ongoing	TE	Culture, Heritage	Cultural partners	2.1. 5		
Theme 6: Capture, Communicate and Celebrate								
Outcome	Wiltshire has a thriving and connected cultural ecosystem where learning is shared and success is captured and celebrated.							
Key Objectives	Increase the number of people experiencing and creating culture in Wiltshire							
Actions	Potential activity	Timescale	Lead - see key	Wiltshire Council	Partners	Links to		
6.1 Expand and promote the Arts in Wiltshire blog	6.1.1 Conduct a readers survey to understand more about how the blog is used and valued	Short	TE	Comms				
	6.1.2 Develop a marketing strategy for the blog, making use of Wiltshire Council resources and reach	Short	TE	Comms				
	6.1.3 Reorganise the structure to support the framework of the Cultural Strategy including! rebranding to include heritage	Short	TE	Comms				
	6.1.4 Commission special features on case studies and guest writers - linked to the strategy themes	Short/ ongoing	TE	Comms				
	6.1.5 Relaunch the Blog alongside the Strategy	Short	TE	Comms				
	6.1.6 Develop a social media campaign to support the blog	Medium/ ongoing	Te	Comms				

6.2 Run an annual Cultural Assembly	6.2.1 Work with a small steering group of key cultural partners / key WC officers to curate the first Cultural Assembly - along the themes of this strategy	Short	TE	Economic Regeneration, Heritage, Public Health, Engagement and Partnerships, Climate and Environment			
	6.2.3 Deliver the first Cultural Assembly/ launch the Strategy	Short/ Medium	DR	Culture, Economic Regeneration, Engagement and Partnerships, Comms			
	6.2.3 Evaluate and plan for next one - with steering group	Medium/ ongoing	TE	Economic Regeneration, Heritage, Public Health, Engagement and Partnerships, Climate and Environment			
6.3 Capture and celebrate value	6.3.1 Develop a shared evaluation framework for use by all cultural partners that supports the aim of this strategy. Include measurements around access and environmental impacts. Make a requirement of funding and support/ permissions at county and town / place level	Short/ Medium	PP	Libraries, Economic Regeneration, Public Health, Climate and Environment, Engagement and Partnerships		2.1.5	
	6.3.2 Encourage a consistent approach to case studies and vox pops which can be shared via the blog	Short/ Medium	PP	Libraries, Comms			
	6.3.3 Collate figures and key stats and share via an annual report	Medium/ ongoing	TE	Culture, Regeneration, Comms			
	6.3.4 Consider developing an annual awards ceremony/ gala event as part of the Cultural Assembly	Medium/ Long	DR	Culture, Regeneration, Comms			

Theme 7 : Connect Leadership, Governance and Delivery							
Outcome	Cultural leadership in the county is dispersed, collaborative and collegiate based on unity of effort and freedom of action working towards common goals						
Key Objectives	Increase the number of people experiencing and creating culture in Wiltshire						
Actions	Potential activity	Timescale	Lead - see key	Wiltshire Council	Partners	Links to	

7.1 Develop a County-wide Strategic Partnership	7.1.1 Convene major strategic partners for culture and tourism (Links to 5.2)	Short/ongoing	DR	Economic Regeneration, Culture, Climate and Environment	National Landscapes, National Trust, English Heritage, WHS, Longleat, Natural England, Salisbury Cathedral	5.2	1.1.2	
	7.1.2 Develop ToR							
	7.1.3 Meet four times per year							
	7.1.4 Evaluate and assess membership and ToR annually							
7.2 Strengthen local cultural place partnerships	7.2.1 Provide feedback on individual places cultural frameworks and identify areas for collaboration and knowledge exchange	Medium/ongoing	PP	Heritage Economic Regeneration, Libraries, Climate and Environment		1.2.2		
	7.2.2 Work with Area Boards and Town and Parish Councils to improve impact of funding streams - for example consider aligning criteria to the overall cultural strategy and local cultural framework. Incentivise using funding for leverage. Consider multi-year and cross county programmes.	Medium/Long	PP	Culture, Economic Regeneration, Engagement and Partnerships				
	7.2.3 Provide opportunities for local people to engage in culture more-through encouraging local cultural 'town hall' meetings around specific calls to actions such as public art projects or information on county-wide initiatives	Medium/Long	PP	Culture, Economic Regeneration, Engagement and Partnerships, Planning				
7.3 Develop a Council culture forum	7.3.1 Convene key officers involved in delivering this cultural strategy to meet quarterly	Short/ongoing	PP	Heritage, Economic Regeneration, Engagement and Partnerships, Planning, Climate and Environment, Public Health, Environmental Health and Licensing, Libraries, Families, Children and SEND				
	7.3.2 Map the key reporting structures and meetings and ensure that culture is included in all key agendas	Short/ongoing	TE					
	7.3.3 Ensure regular updates on the Cultural Strategy to Cabinet	Short/ongoing	TE					
7.4 Seek to increase investment in culture	7.4.1 Protect current levels of investment in cultural organisations	Short/ongoing	DR					

	7.4.2 Identify and make bids to secure public funding to support projects emerging from this Strategy	Medium/ongoing	TE	Heritage, Economic Regeneration				
	7.4.3 Seek to identify potential private partners for projects emerging from this Strategy	Medium/ongoing	VM	Culture, Heritage, Economic Regeneration, Climate and Environment				
	7.4.4 Seek to increase budgets for culture via increased income (film, events, rents) and planning gain so that county wide funding programmes can be launched that support the delivery of this Strategy	Medium/ongoing	DR/VM	Culture, Heritage, Economic Regeneration, Climate and Environment, Planning, Engagement and Partnerships				
	7.4.5 Develop a funding guidelines /pack for arts and cultural organisations		TE					
	7.4.6 Seek to increase resources for culture - increasing by 1 FTE post to cover public art as part of a wider Cultural Development Officer post	Medium/Long	DR	Culture, Economic Regeneration, Planning				
	7.4.7 Look at innovative means of supporting culture via trusts, asset transfer, spin outs, shared services and partnerships with neighbouring authorities	Medium/ongoing	TE	Culture, Economic Regeneration, Planning				

TE	Tamzin Earley	Arts and Funding Officer, Culture
LT	Lynn Trigwell	Head of Climate and Environment
DR	David Redfern	Director - Leisure, Culture and Communities
VM	Victoria Maloney	Head of Economic Regeneration
KD	Katie Davies	PH Principal Health Improvement
RB	Rebecca Bolton	Service Manager Libraries
HP	Heather Perry	Conservation and Museums Manager
VB	Victoria Burvill	Climate Manager
RS	Rhys Schell	Service Manager - Engagement and Partnerships
TB	Terry Bracher	Heritage Service Manager
PP	Paul Pritchard	Head of Development

Wiltshire Cultural Strategy 2024-2023 Action plan timeline				Year 1 2024/25			Year 2 2025/26			Year 3 2026/27			Year 4 2026/27			Year 5	Year 6	Year 7
				Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar
				Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Theme 1: Identity																		
Outcome	Wiltshire is a national leader in connecting people to the natural landscape through culture. The rich diversity of its different places encourages creativity, curiosity, and discovery																	
Key Objectives	Increase the number of people experiencing and creating culture in Wiltshire Enable places to shape their own cultural identity																	
Actions	Potential activity		Timescale															
1.1 Initiate and co-ordinate landscape scale projects	1.1.1 Co-ordinate information about all major projects		Short															
	1.1.2 Explore potential for developing new projects		Medium/ Long															
	1.1.3 National Landscapes to sign up to the NL Art in Landscapes strategy		Short/ Medium															
1.2 Support places to develop their own cultural	1.2.1 Present the Cultural Strategy to all places		Short															
	1.2.2 Invite places to submit their own response		Medium/ Long															
1.3 Co-ordinate themed programming	1.3.1 Initiate thematic tags in the Explore Wiltshire app		Short															
	1.3.2 Open space meetings		Short/ Medium															
	1.3.3 Dedicated marketing and promotion campaign for thematic areas x3		Medium/ Long															
1.4 Shape places through culture	1.4.1 Implement public art policy - ongoing		Short/ ongoing															
Theme 2: Health and wellbeing																		
Outcome	People in Wiltshire live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity																	
Key Objectives	Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers Support good physical and mental health and wellbeing and community resilience																	
Actions	Potential activity		Timescale															
2.1 Increase local engagement and awareness of Creative Health																		
Please note actions pending																		
2.2 Support pilots and the roll out of social prescribing																		
2.3 Embed culture in all PH community consultation, co-creation and commissioning																		
2.4 Harness key assets to support universal access to	2.4.1 Call out for projects		Short/ Medium															
	2.4.2 Profile Libraries/ Heritage in the Creative Health call out and process		Short/ Medium															
Theme 3: Community																		
Outcome	People in Wiltshire live in cultural communities with distinctive sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the County and beyond and which operate in an environmentally responsible way.																	
Key Objectives	Use art and culture as a vehicle to revitalise town centres and increase footfall																	
Actions	Potential activity		Timescale															
3.1 Support new and existing cultural hubs	3.1.1 Ongoing support for 4 existing cultural hubs and 2 heritage hubs		Short/ ongoing															
	3.1.2 Scope out potential for new/ improved cultural and heritage venues		Medium/ ongoing															
	3.1.3 Support the mobilisation of City Hall Salisbury		Short															
	3.1.4 Support museums in their fundraising efforts		Short/ ongoing															
	3.1.5 Improve Young Gallery		Short/ medium															
	3.1.6 Implement the library capital development programme		Short/ ongoing															
	3.1.7 Actively target business premises support to the cultural and creative sector		Short/ ongoing															
3.2 Develop a strand of support for Culture Volunteers	3.2.1 Ensure cultural sector is included in planned workshop		Short															
	3.2.2 Signpost to best practice		Short															
	3.2.3 Consider running an award for culture volunteers		Long															
	3.2.4 Embed culture in volunteer strategy		Short/ ongoing															
	3.2.5 Collate resources and links on good governance for arts and culture boards.		Medium/ ongoing															
3.3 Support Festivals and Events to grow and innovate	3.3.1 Consider commissioning a festivals and events strategy		Medium/ Long															
	3.3.2 Promote sustainable event production resources		Medium/ Long															
	3.3.3 Seek to test and launch environmental sustainable travel options		Medium/ Long															
3.4 Improve processes for licensing and production of outdoor events of all	3.4.1 Run a workshop with the licensing and environmental health team		Short/ medium															
	3.3.2 Develop a user-friendly guide to putting on events for WC website		Medium															

Appendix B: Wiltshire Cultural Strategy 2023-2030: Evaluation plan
Evaluation Plan Final

Theme	Outcome	Main Objectives	Indicator	How to measure it	Baseline if known	Target
Identity	Wiltshire is a national leader in connecting people to the natural landscape through culture. The rich diversity of its different places encourages creativity, curiosity, and discovery.	Increase engagement with nature and the environment through culture and reduce the environmental impact of cultural activity	More people engage with environmental sustainability as result of their cultural activity	Resident Survey / Question included in Evaluation Framework	To be established	Increase of 5% yoy from baseline
			More cultural producers recognise the importance of environmental action and strive to improve their environmental responsibility	Number of Environmental actions taken by organisers - Sector Survey	To be established	Increase each year
		Enable places to shape their own cultural identity	Places develop their own cultural statements and embed culture in their Neighbourhood Plans	Number of Neighbourhood Plans that include Culture	To be established	Increase each year
			More people rate Culture as important or very important	Resident Survey	2024 Survey: Extremely important (74%) and Important (22%)	Increase each year
Health and wellbeing	People in Wiltshire live full, healthy and enriched lives through developing their creativity and taking part in sociable cultural activity.	Support good physical and mental health and wellbeing and community resilience	More people report better health and wellbeing as a result of cultural activity	Resident Survey / Question included in Evaluation Framework	To be established	Increase each year
			Culture is identified as a mechanism in public health projects	Public Health report	Case studies highlighted and shared	Increase in number of targetted culture projects supported via PH
			Happiness scores improve	ONS	Average 7.35 (2022-23)	Happiness and wellbeing is improved overall - case studies illustrate how culture has supported specific communities
			Health profile of Wiltshire improves	Community Insight	Various metrics to be considered in general population and in targetted groups	Health and wellbeing is improved overall - case studies illustrate how culture has supported target communities
Community	People in Wiltshire live in cultural communities with distinctive sustainable cultural hubs and vibrant high streets. There is a year-round calendar of festivals and events that attract people from across the County and beyond and which operate in an environmentally responsible way.	Use art and culture as a vehicle to revitalise town centres and increase footfall	Increase in footfall when events and other activity are taking place	Footfall monitoring	To be established	Increase by 5% in targeted areas
			More people report that they are happy with the cultural provision on offer locally	Resident Survey / Question included in Evaluation Framework	2024 Survey: 55% said that there was not enough on offer locally	Decrease to 25% by 2030
			Increase in cultural assets	Mapping to be repeated in 2029	639 assets identified in 2024 mapping	Increase by 10% by 2029
			Decrease in number of empty shops	Occupancy rate	To be established	Decrease
			Increase in number of festivals and events and a spread both across the year and county	Analysis using Event App data	To be established	More events, more evenly distributed
Economy	Everyone has the opportunity to develop the cultural and creative skills they need to flourish in life. Wiltshire is the natural place to grow creative and cultural enterprises of all types.	Enable the creation of a diverse creative workforce for the future	More young people engaging with culture and reporting a positive experience	Young Persons survey	To be established (Include question in survey planned for 2024)	Increase each year
			More young people taking part in creative work experience and apprenticeships	Schools/ College Survey	To be established	Increase each year
			Increase in the number of Artsmark school	Arts Award website	2023: 17 schools	Increase by 2-3 each year (double by 2030)
			Increase in the number of Arts Awards	Survey of Arts Awards Centres	To be established	Increase each year
		Use art and culture as a mechanism to support economic growth in Wiltshire	Increase in the diversity of creative organisations and boards	Sector Survey - conducted every 2 years	To be established	Increase each year
			Increase in number and productivity of the creative and cultural sector in Wiltshire	NOMIS (Ec Regen) Sector Survey	Metric to be established	To be defined by Economic Regeneration Strategy
			Increase in public funding for arts and culture	Arts Council/ National Lottery website	2022-2023: £5,832,365 (Lottery) including £1,042,875 Arts and £427,890 Heritage	Increase each year
			Increase in levels of sponsorship in arts and culture	Sector Survey	To be established	Increase each year
Tourism	Wiltshire is a place where everyone is invited. There is something for everyone amongst its rich natural beauty and vibrant cultural offer so go explore.	Use art and culture to attract greater visitor numbers to Wiltshire and increase tourism	Increase in earned income by sector	Sector Survey	To be established	Increase each year
			More people come to the county because of the cultural offer/ specific events	Audience Survey/ Survey Via App data/ Question included in Evaluation Framework	To be established	Increase each year
			Number and spend of day/ overnight visitors	Visit England reports	2021-2023: 35.5m visits and £1.036m spend	To be defined by Tourism Strategy
			Total economic impact of tourism	NOMIS (Ec Regen)	To be established	Increase each year
			Increase in engagement with the apps by visitors and residents	Via App data (Ec Regen)	To be established	Increase each year
			Increase in positive press/ social media coverage of culture in Wiltshire	Analysis via Strategy updates	Case studies highlighted and shared	
Communicate	Wiltshire has a thriving and connected cultural ecosystem where learning is shared and success is captured and celebrated.	Increase engagement in arts and cultural activities by diverse audiences, including those who face engagement barriers	More people take part in arts and culture	Taking Part Survey/ Resident Survey	2021-2022: Attended an arts event, museum or gallery or spent time doing an arts activity in the last 12 months = 61.6%	Increase by 2% each year
			The diversity of those taking part is more representative of the county and targets those who face engagement barriers	Audience Survey/ Question included in Evaluation Framework/ Case Studies	To be established	To be more representative of the county demographic
			People facing barriers to engagement report positive experiences of culture	Sector Survey and Case studies	Case studies highlighted and shared	Improved quality of offer
			More people are aware of what's on offer across the county	Arts in Wiltshire Blog sign ups/ App data	To be established	Increase each year
Connect	Cultural leadership in the county is dispersed, collaborative and collegiate, based on unity of effort and freedom of action working towards common goals.	Increase the number of people experiencing and creating culture in Wiltshire	Increase in positive perceptions of the cultural offer in Wiltshire	Resident Survey	To be established	
			Increase in the number of cultural volunteers	Resident Survey	To be established	Increase each year
			Venues and events report increases in audience and participant numbers	Sector Survey - conducted every 2 years	Case studies highlighted and shared	Increase each year
			Increase in the number of people engaging with Libraries	Community Insight/ Library Survey	2024: 24% have a library card	To be defined by Library Strategy
			Increase the number of partners involved in culture	Analysis via Strategy updates	To be established	To be established
Increase in investment levered and enabled by Wiltshire Council	Analysis via Strategy update	To be established	To be established			

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Wiltshire Council

Cabinet

15 July 2024

Subject: Disposals Programme Update

Cabinet Member: Cllr Tamara Reay, Cabinet Member for Transport & Assets

Key Decision: Non-Key

Executive Summary

The Council has a programme of disposal of sites that are surplus to operational requirements to generate capital receipts, to support Councils overall Capital Programme. This report sets out performance over the last year.

The report also further seeks approval to declare specific sites surplus and capable of review, to determine the best overall return for the council, and ultimately to dispose of the freehold; if deemed in the best overall interest of the Council.

The 6 assets to be declared surplus are listed in Appendix 2

Proposals

Cabinet is requested to:

- a) Note the year end position in respect of receipts for the financial year 2023/4.
- b) Approve the sale of the freehold interest of the six assets in Appendix 2 to generate capital receipts in support of the Council's capital programme, if deemed in the best overall interest of the Council.
- c) Authorise the Director of Assets to dispose of the freehold interest in the assets, or in their absence the Deputy Chief Executive & Corporate Director of Resources.

Reason for Proposals

To note the year end position in respect of capital receipts for the financial year 2023/24, and confirm the freehold interest in the 6 assets can be sold to generate capital receipts, after a review of the options to determine how the best overall interest of the Council can be achieved.

Terence Herbert
Chief Executive

Wiltshire Council

Cabinet

15 July 2024

Subject: Disposals Programme Update

Cabinet Member: Cllr Tamara Reay, Cabinet Member for Transport & Assets

Key Decision: Non Key

Purpose of Report

1. The purpose of this report is to note the year end position in respect of capital receipts for the financial year 2023/24. Also, to confirm the freehold interest in the assets can be sold to generate capital receipts, should dispose be in the best overall interest of the Council. The freehold interest in the 5 assets referred to in Appendix 2 are to be declared surplus and capable of review, to determine the best overall outcome for the council.

Relevance to the Council's Business Plan

2. The disposal of assets raises capital to assist and support the Council's medium term financial strategy (MTFS) which subsequently supports the Council's Business Plan and its aims and targets. Specifically, the business plan describes a need to *review and rationalise the Council's assets*. Re-use of assets may contribute to service delivery, community or strategic outcomes.

Background

3. On 26 March 2019, Cabinet approved a revised approach to disposal of surplus assets. This report sets out the current and forecast position for disposals and capital receipts.
4. Once assets are declared surplus each site is considered by the Asset Gateway Group to determine the best overall return for the Council, during which time other uses of the sites are considered. The Group determines what is in the best interest for the Council, from a service, community or financial perspective.
5. The 5 assets listed in Appendix 2 are recommended for declaring surplus and capable of review.

Main Considerations for the Council

6. Capital receipts from the sale of assets are used to support the capital programme of investment in the communities of Wiltshire. Examples of the types of investment made and programmed to be made are provided in the Council's Budget, but they range from investment in better roads, waste collection and recycling, extra care homes, health and wellbeing centres and initiatives to provide better and more efficient customer access to Council services.

7. Running, managing and holding assets is expensive but with careful investment as described above, services can be transformed and delivered in a way that improves customer satisfaction and relies less on needing a building/asset for service delivery.
8. When assets become surplus to the core requirements of the Council and available for alternate uses, one option is disposal; where the capital realised can then be used to support further investment.
9. At Cabinet on 12 September 2017, the Cabinet resolved that the Council would not consider domestic / low value requests for land purchases. This approach remains to be adopted by the Council and will continue into the foreseeable future. Exception cases will be considered where the disposal facilitates the homeowner to make modifications to assist with caring responsibilities and where there is support from a social care perspective.

Safeguarding Implications

10. There are no direct safeguarding implications with this proposal.

Public Health Implications

11. There are no direct public health implications with this proposal.

Procurement Implications

12. The decision to dispose of the freehold interest does not have any direct procurement implications. However, when the appointment of agents to market the assets or when pre-marketing surveys are required, their procurement is carried out in accordance with the Council's procurement rules and policies.

Equalities Impact of the Proposal

13. There are no direct equalities implications with this proposal.

Environmental and Climate Change Considerations

14. Where a sale or reuse envisages potential development, any environmental and/or climate change issues are best considered through the planning application process. Should the review identify an opportunity to retain sites the environmental and climate change considerations shall be considered as part of the business case for re-use of the site.
15. Consolidation of the Council's estate contributes to a reduction in our carbon footprint overall and therefore our council carbon neutral goal.

Workforce Implications

16. The sites being declared surplus do not have any staff located, thus there are no workforce implications to be considered. Any work on reviewing assets will be carried out within existing staff resources.

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

17. The Medium-Term Financial Strategy (MTFS) for the Council is, in part, dependent on the success of the disposal of property and assets. Failure to decide to declare new freehold interests to be sold, failure to sell those that are currently declared or an inability to re-use existing assets for alternate purposes will impact on the council's ability to achieve its overall business plan. This is balanced against service delivery, community or strategic outcomes.

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

18. A risk that may arise is that due to legislative or other changes a service need arises for an asset after it has been sold and the Council then has to look to acquire or rent in an asset. However, the list of assets will be considered by the Chief Executive and Directors, via the Asset Gateway Group, to determine if there is an identified service need that could be fulfilled from any of the properties on the list in Appendix 2. The purpose of the Asset Gateway Group is to establish service needs and establish the appropriate property solutions to satisfy these.

Financial Implications

19. The realisation of capital receipts from the sale of assets is used to support the MTFS and Council Business Plan. Reducing sales and the delivery of capital receipts will reduce the amount that the Council can invest in its communities through the capital programme and/or be used to reduce borrowing requirements and thus free up revenue for delivering services. The forecasting of disposal of surplus assets is not only integral to the council's medium term financial planning but is part of good asset management practice balanced against service delivery, community or strategic outcomes.
20. Projected Capital Receipts for two years from 2021/22 to 2022/23 were initially set at £5.916m. The actual amounts received from sales, net of allowable costs for 2021/22 was £2.892m and £1.827m for 2022/23. A total of £4.719m.
21. The projected Capital receipts for 2023/24 were set at £3.8m, 2024/25 at £2.25m and for 2025/26 the target is £1.25m. From 2026 onwards the target is projected at £1m.
22. These forecasts will be used for Budget Setting assumptions, and recommendations for the use of balances will be presented as part of Budget Setting for approval.
23. At year end the 2023/24 net level of capital receipt banked was £1.500m.

Legal Implications

24. There are no legal implications with the paper other than it will result in legal work to formalise them. In respect of the assets being put forward as part of the programme, where the resolution is to sell, the asset will be sold at or above market.

The contents of this report should remain confidential until approved by CLT and the Cabinet for publication.

value, thereby ensuring that the best price properly payable will be received thus satisfying the requirements of s123 of the Local Government Act 1972. Market value will be determined by either open marketing of the sites or through an external valuation being procured to reflect any special circumstances. The assets will also be categorised as strategic assets due to their strategic importance to contribute to the MTFS and will not be available for Community Asset Transfer unless Cabinet subsequently decides otherwise.

25. Legal Services will work with Estates & Development to investigate the freehold titles to the properties and identify any site constraints that will need to be considered on any proposed disposal or reuse.

Overview and Scrutiny Engagement

26. The Financial Planning Task Group, on 26 November 2020, considered the Cabinet paper for 1 December 2020 and the comments from the group have been incorporated into the process of dealing with surplus assets.

Options Considered

27. Declaring additional assets surplus to the requirements of the Council will provide additional funds for the Medium-Term Financial Plan and Council's Business Plan. Prior to disposal the Council will undertake a thorough review of the options for assets ensuring the outcome is in the best interest of the Council.

Conclusions

28. To note the progress of property sales to generate capital receipts in support of the Council's capital programme and, where appropriate, to maximise the amount of capital from them to support the MTFS and Council Business Plan, after a review of the options to determine how the best overall interest of the Council can be achieved.

James Barrah – Director, Assets

Report Author: Mike Dawson, Head of Estate and Development

Appendices

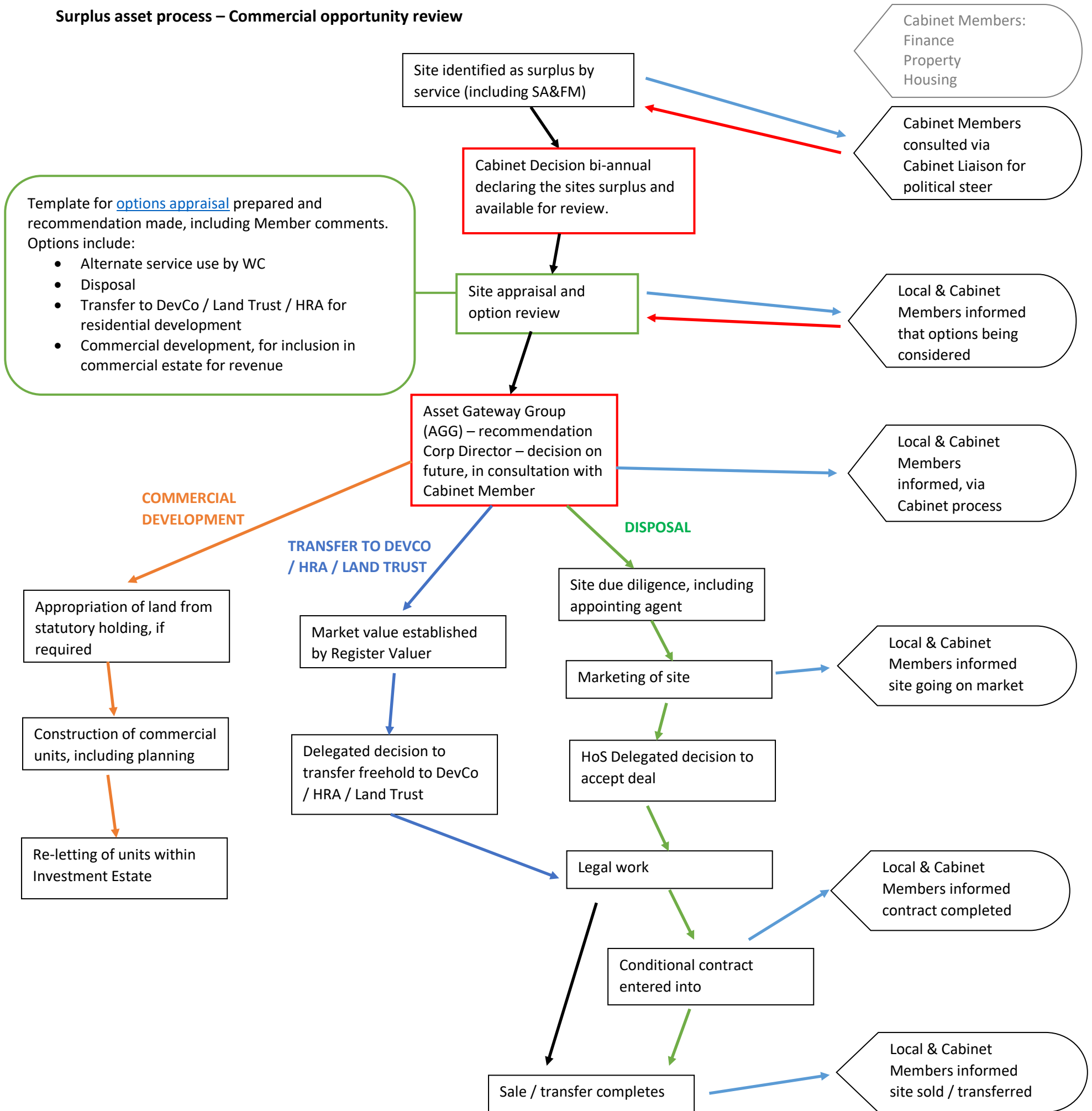
Appendix One - Asset review process
Appendix Two - Assets for consideration

Background Papers

None

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Surplus asset process – Commercial opportunity review



Benefits of revised approach

- Improved prior notification for Cabinet Members of the sites that are being considered for review and sale.
- Reduction in reports being presented to Cabinet, currently every 2/3 months whereas revised approach is bi-annual report
- Greater visibility of progress for sales within a particular financial year
- Greater due diligence to establish the best option for the Council (via robust option appraisal)


Disposal / sales reporting process

- Annual report to Cabinet summarising the disposals undertaken in a financial year and sites declared surplus for forthcoming years. Report will include a statement about future year's targets and a basic summary of whether we are *overall* forecast to achieve (no site details provided for future years). Reported to Cabinet either in April or May.
- Bi-annual report to Cabinet setting out progress of disposals against target, including a list of "pending" transactions, for that financial year. Reported to Cabinet either October or November.
- Monthly reports on progress within financial year provided to Cabinet Member (Property and Finance), setting out the headlines for the month.
- Cabinet Members to receive minutes of Asset Gateway Group.

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Appendix 2 - Sites to be declared surplus (available for option review)

Town	Site	Site reference	Current stage of review	Plan
Chippenham	Emery Gate	000375	Surplus Approval/ Land to facilitate town centre regeneration	
Marlborough	Shalbourne Primary School - Playing field	00186	Surplus Approval/ Due to closure of the school.	
Chippenham	Houses at Hardens Farm	00888 / 00890	Surplus Approval/ To consider options for houses on the site	<p>Wiltshire Council Chippenham Harden's Farm 1:1250@A4</p>
Salisbury	Former Caretakers House at Sarum St Pauls CE Primary School, Salisbury	00177	Surplus Approval/ To consider options for the house which is no longer occupied by school caretaker	

Calne	1-13 William Street	00666	Surplus Approval/ To consider options for site	 A detailed site plan map of a residential area. A specific plot of land is highlighted with a red border and contains several blue-outlined rectangular structures. The map shows surrounding streets including 'WILLIAM STREET', 'GUYTON WAY', 'WINDSOR WAY', and 'ROAD BRIDGE'. Various building footprints and street layouts are visible throughout the area.
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